

DELANO PUBLIC SCHOOLS
Independent School District #879

Regular School Board Meeting
Delano City Hall
Monday, February 25, 2019
5:45 PM

1. Call to order
2. Approval of Meeting Agenda
Motion: _____ Second: _____ Vote: _____
3. Work Session
4. Pledge of Allegiance
5. Program Review - I Love To Read Month Presentation (Darren Schuler)
6. Consent Agenda
Motion: _____ Second: _____ Vote: _____
 - A. School Board Minutes
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 - B. Financial Affairs
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 4. Wire Transfers 21
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 6. Cash Report 23
 7. Revenue Report by Fund 24
 8. Expense Report by Fund 25
 9. Expense Report by Program 26
 10. Expense Report by Object 29
 11. List of Bills Presented for Payment 39
7. Resolution for Acceptance of Gifts 52
Motion: _____ Second: _____ Roll Call Vote:

8. Personnel Matters 53
Motion: _____ Second: _____ Vote: _____
9. Public Comment: School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to

state their name and address for the record.

10. Administrative Reports	
A. Superintendent	
B. Principals:	
1. Mr. Voight	
2. Dr. Heil	
3. Mr. Schuler	
C. Business Manager	
D. Community Education Director	
11. Student Board Representatives Report	
12. Board Reports	
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B. Professional Development	56
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Motion: _____ Second: _____ Vote: _____	
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Motion: _____ Second: _____ Vote: _____	
C. Second read of Policy 205 - Open Meetings and Closed Meetings, due to substantive and legal reference changes	65
Motion: _____ Second: _____ Vote: _____	
D. Second read of Policy 206 - Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations, due to substantive changes	74
Motion: _____ Second: _____ Vote: _____	
E. Second read of Policy 505 - Distribution of Nonschool-Sponsored Materials on School Premises By Students and Employees, due to substantive and legal reference changes	80
Motion: _____ Second: _____ Vote: _____	
F. Second read of Policy 510 - School Activities, due to substantive and legal reference changes	86
Motion: _____ Second: _____ Vote: _____	
14. New Business	
A. Approve license agreement with the City of Delano	
Motion: _____ Second: _____ Vote: _____	
B. Approve robotics trip to North Dakota	88
Motion: _____ Second: _____ Vote: _____	

- C. PAC sponsor advertising request
Motion: _____ Second: _____ Vote: _____
- D. Approve 2019-20 school calendar
Motion: _____ Second: _____ Vote: _____
- E. Approve first and only read of Policy 204 - School Board Meeting Minutes, and Policy 207 - Public Hearings, due to non-substantive and legal reference changes 92
Motion: _____ Second: _____ Vote: _____
- F. Approve Policy 401 - Equal Employment Opportunity, due to substantive changes 98
Motion: _____ Second: _____ Vote: _____
- G. Approve Policy 419 - Tobacco-Free Environment, due to substantive and legal reference changes 100
Motion: _____ Second: _____ Vote: _____
- H. Approve Policy 421 - Gifts to Employees and School Board Members, due to substantive changes 103
Motion: _____ Second: _____ Vote: _____
- I. Approve Policy 504 - Student Dress and Appearance, due to substantive and legal reference changes 105
Motion: _____ Second: _____ Vote: _____
- J. Approve Policy 604 - Instructional Curriculum, due to substantive and legal reference changes 108
Motion: _____ Second: _____ Vote: _____
- 15. Adjournment
Motion: _____ Second: _____ Vote: _____

SCHOOL BOARD MINUTES
Monday, Jan. 7, 2019, 7 p.m.
Delano Public Schools
Independent School District #879, Delano, Minnesota

1. Call to Order/Pledge of Allegiance at 7 p.m.

A. Record of members present or absent

Members present: A. Johnson, C. Black, A. Briesemeister, R. Depa, M. Larson and L. Seguin and J. Rosenow.

Members absent: None

B. Board members took the oath of office

2. Election of Officers

The board chair conducted the election of officers. The new chair took charge of the meeting after the election.

A. Chairperson

L. Seguin nominated M. Larson for Chairperson. Motion passed 7-0.

B. Vice Chairperson

C. Black nominated L. Seguin for Vice Chairperson. Motion passed 7-0.

C. Clerk

L. Seguin nominated C. Black for Clerk. Motion passed 7-0.

D. Treasurer

M. Larson nominated A. Johnson for Treasurer. Motion passed 7-0.

3. Approval of Agenda

Upon motion by A. Johnson, seconded by C. Black, the Board of Education approved the agenda. Motion passed 7-0.

4. Resolution to Delegate Clerk, Treasurer Duties

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education approved the resolution to delegate clerk and treasurer duties. Motion passed 7-0.

5. Annual Designations

A. **Official Newspaper:** Consider quotes from the *Delano Herald Journal* and *Sun Media*

Upon motion by A. Johnson, seconded by A. Briesemeister, the Board of Education approved the *Delano Herald Journal* as the official newspaper of Delano Public Schools.

B. **School Board Compensation:** Any of the following items, B-L, may be voted on separately at the request of a board member.

Current rates

Regular Meetings - \$60/meeting

Committee Meetings/Work Sessions/Special Meetings - \$25 minimum

Workshops/Special Meetings - \$12.50/hour after two hours, not to exceed \$100

Chairperson - \$300/year

Clerk - \$250/year

C. School Attorneys:

Official Attorneys – Rupp, Anderson, Squires & Waldspurger P.A.
Authorized Personnel to Contact Attorneys – School Board Chair, Superintendent, Human Rights Officer and Business Manager

D. Memberships:

MSBA (MN School Board Association)
MAWSECO (Meeker and Wright Special Ed. Coop)
SEE (Schools for Equity in Education)
Wright Technical Center (Career and Technical Coop)
CMERDC (Central MN Educ. Research and Dev. Council)
Resource Training and Solutions
MN State High School League
Sherburne-Wright Educational Technology Cooperative

E. Federal Grants:

Title I, II

F. Delegate Authority to Make Electronic Fund Transfers:

Superintendent
Business Manager
Accountant
HR Specialist
Payroll Specialist

G. Designate the Identified Official with Authority to authorize user access to MDE secure websites for Delano Public Schools ISD 879:

Matthew W. Schoen

H. Signatures for Elementary Activity Fund:

Business Manager
Elementary School Administrative Assistants

I. Prepayment of Bills:

Avoid penalties and finance charges
Reimbursement of employees
Obtain discounts
Pre-approved contracts

J. Official Depositories:

CorTrust Bank
Minnesota Lakes Bank
Wells Fargo
MN School District Liquid Asset Fund
PMA Securities, Inc./MN Trust
U.S. Bank Corporate Trust Services

K. School Board Regular Meeting Times and Dates for 2019:

Recommended fourth Monday of the month at Delano City Hall beginning at 5:45 p.m., with the exception of May 20 (due to Memorial Day) and December 16 (due to Winter Break). In May and December the meeting will be held in the Delano High School Media Center.

School board listening sessions will be held at 7 p.m. in the Delano High School Media Center on March 18, May 13 and October 21.

L. Renew Board Operating Protocol:

Upon motion by C. Black, seconded by J. Rosenow, the Board of Education approved items B-L. Motion passed 7-0.

6. Appoint Members to Board Committees and Representatives:

Committee	2018 members	2019 members
Building and Grounds/POC Committee	Seguin*, Black, Larson	Seguin*, Black, Larson
Meet & Confer	Seguin*, Black, Larson	Seguin*, Black, Larson
Transportation Negotiations	Milano*, Larson, Depa	Depa*, Larson, Rosenow
Classified Employee Negotiations	Seguin*, Depa, Briesemeister	Seguin*, Depa, Briesemeister
Teacher Negotiations	Black*, Johnson, Larson	Black*, Johnson, Larson
Administrative Negotiations	Johnson*, Black, Seguin	Larson*, Black, Seguin
Finance/Insurance Committee	Seguin*, Larson, Depa	Seguin*, Larson, Depa
Delano City/School	Seguin*, Black, Larson	Seguin*, Black, Rosenow
Spirit of Community Commission	Johnson*, Briesemeister	TBD
Representatives		
District Advisory Committee	Depa*, Johnson	Rosenow*, Johnson
Community Ed. Advisory Committee	Briesemeister*, Black	Briesemeister*, Black
MAWSECO (Meeker/Wright Special Ed. Coop)	Johnson*, Black	Johnson*, Black
Wright Technical Center	Briesemeister*, Johnson	Briesemeister*, Johnson
MN High School League & Activities Council	Black*, Milano	Black*, Depa
District Professional Development Committee	Milano*, Briesemeister	Briesemeister*, Seguin
Site Base Committee-Elementary School	Johnson*, Depa	Johnson*, Depa
Site Base Committee-Intermediate School	Depa*, Larson	Depa*, Larson
Site Base Committee-High School	Briesemeister*, Black	Briesemeister*, Black
Delano Area Sports Association	Johnson*, Larson	Johnson*, Larson
Safe Schools	Depa*, Briesemeister	Depa*, Briesemeister
Schools for Equity in Education (SEE)	Milano*, Depa	Depa*, Larson
		*denotes chairperson

Upon motion by A. Johnson, seconded by L. Seguin, the Board of Education appointed members to Board Committees and Representatives list.

7. Adjournment

Upon motion by L. Seguin, seconded by C. Black, the meeting was adjourned at 7:22 p.m. Motion passed 7-0.

CLERK

RECORDER

SCHOOL BOARD MINUTES
Monday, Jan. 28, 2019, 5:45 p.m.
Delano Public Schools
Independent School District #879, Delano, Minnesota

1. Call to order at 5:45 p.m.

A. Record of members present or absent

Members present: A. Johnson, C. Black, A. Briesemeister, M. Larson, J. Rosenow and L. Seguin. R. Depa arrived at 5:49 p.m.

Members absent: None

2. Approval of Meeting Agenda

Upon motion by C. Black, seconded by L. Seguin, the Board of Education approved the meeting agenda. Motion passed 6-0.

3. Work Session

Superintendent Matt Schoen outlined updates to a number of school policies. Policies 203.2, 203.6, 205, 206, 505 and 510 were updated. Policies 418, 423, 427 and 511 also received non-substantive updates that did not require discussion during the workshop.

M. Schoen and Director of Teaching and Learning Joe Vieau presented updated work plans for the strategic plan. They explained that the facilities goal to complete all projects was accomplished, and a facilities usage guide is in the works. In the area of technology, the annual goal is to begin training on and implementation of Focal Point K12. R. Depa asked if the digital platform interprets data. J. Vieau said it is more for storage, but can track attendance and put up red flags. In the area of curriculum, J. Vieau said the annual goal is to ensure all courses are mapped with essential standards highlighted. Research and review of K-4 language arts curriculum is also underway. Four vendors have presented to the committee and the field has been narrowed to two. That process will go through the District Advisory Council as well. As for professional development, the annual goal is to provide staff with training in data-driven decisions in preparation for training on new learning management and assessment systems. J. Vieau provided an overview of training provided already, including the presentation by Impact Lives regarding cultural competency. Staff feedback regarding that presentation was positive, with 75 to 80 percent of respondents saying they would be interested in getting more information. The objective is to move along the continuum from a mono-cultural to multi-cultural mindset. L. Seguin asked for an overview of the strategic plan timeline. M. Schoen said a feedback session has already been held with 7-12 teachers, and K-6 teachers will provide feedback on Feb. 15. Other district staff will also provide feedback. In addition to other steps, the plan will come to the board for feedback in April or May, adjustments will be made as necessary, and the final plan will be approved in May or June.

M. Schoen briefly explained a license agreement with the city of Delano that covers the fiber optic line to the Community Education building. The line is in the city easement. The agreement allows the district to use the city easement and outlines responsibilities if the line should ever need to be relocated.

Community Education Director Diane Johnson and Rob Gruba attended the workshop to discuss the showing of movies in the new Performing Arts Center. D. Johnson said movies were offered one day per month to utilize the space and bring people into the facility. A license was purchased to show the movies, and restrictions limit how the shows can be publicized. A local business expressed interest in covering the cost for the license in return for certain advertising rights. Donations that include advertisements must be approved by the board. The cost of the license was \$536. The first two shows have been successful, with 28 attendees plus 45 Tiger Kids Club students at the first show, and 23 viewers at the second show. The first shows had been charged admission, but D. Johnson said that if the donation is approved to cover the license, viewers could be admitted with just an optional donation. At present, two staff members operate the movies, but it is possible that could go down to one staff member. A. Briesemeister voiced concern about competing with the movie theater in town. R. Gruba said the movies are

second-run shows that would not compete with current new releases. D. Johnson said the Diversity Taskforce would like to show movies, but the cost to do so at the theater was cost-prohibitive, so the PAC provides a good alternative. Board members asked if the district has a responsibility to vet advertisers, in this case a realtor. M. Schoen said some checking could be done to make sure the realtor is in good standing. L. Seguin pointed out that there is advertising all over the stadium and the district shouldn't have to do any more checking than was done for those businesses. C. Black said he liked the advertising approach to cover costs vs. the school district covering costs. R. Gruba asked if board approval was needed any time there was a sponsor change, and the answer was yes.

Board members and M. Schoen discussed the Minnesota School Boards Association conference. All agreed that the speakers and sessions were beneficial. Topics included the eight pillars of trust, gender terminology and gender law for students and staff, and a question and answer session with high school students. That session included a broad spectrum of questions about activities, bullying and more, and the student panel contained a good cross-section of students. Information was also presented about professional development, and "majority minority" population school districts like Fairmont. While board members agreed that Delano is not yet close to that situation, it will become increasingly common in the years ahead. M. Schoen and A. Johnson also stayed late to hear the new commissioner and governor speak. It was noted that both were former teachers, and the governor spoke about addressing funding inequity. Both exhibited a passion for education and service to students as well as their constituents.

Student board representatives Lydia Ramstad and Spencer Poll presented the results of a poll they conducted in the high school and intermediate school through Google Forms. The poll included questions about which activities students would like added, and a question about how safe students feel in school. Some student comments were also included. C. Black thanked the students for the information, noting that it was usable data and a good use of technology.

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education called the meeting to recess at 6:44 p.m. Motion passed 7-0.

Board Chair M. Larson called the meeting out of recess and to order at 7 p.m.

4. Pledge of Allegiance

5. Program Review

Activities Administrator Ryan Tool shared a document including participation numbers from the past year so board members could see how many students were involved and the options available. Considering the number of coaches, referees, transportation needs and more, he said the activities office is a busy place. R. Tool also thanked board members for attending events and said it is rewarding to see students taking advantage of their opportunities. Because he is in his first year, R. Tool said he is observing existing practices, the culture of Delano and current needs and interests. As a Delano graduate, R. Tool said it has been fun to see the development in the activities program over the past several decades.

As for changes, R. Tool noted the new diving well and locker rooms, new coaches and the shifting of Delano to a new district in football. In the arts, the PAC opening and a change in theater directors has also created a new era. R. Tool said students can use these opportunities to expand their learning and leadership, and that he aims to provide good feedback and help coaches to create a positive environment.

C. Black said there was a busy period in the past where new sports were added on a regular basis, and asked if any new sports are on the horizon. R. Tool said there are no immediate prospects, although the state high school league has discussed adding girls wrestling and boys volleyball. A. Briesemeister asked if fee restructuring has had any effect on the number of students involved in three sports. R. Tool said he has not received much feedback in that regard but would track it going forward. M. Schoen said in the first year there was no decrease at all, and in fact there was a small increase.

6. Consent Agenda

Upon motion by A. Johnson, seconded by L. Seguin, the Board of Education approved the Consent Agenda. Motion passed 7-0.

A. School Board Minutes

1. Dec. 17, 2018

B. Financial Affairs

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Construction Bond Investment Transactions
4. Wire Transfers
5. Minnesota Liquid Asset Fund
6. Cash Report
7. Revenue Report by Fund
8. Expense Report by Fund
9. Expense Report by Program
10. Expense Report by Object
11. List of Bills Presented for Payment

7. Resolution for Acceptance of Gifts

Upon motion by M. Larson, seconded by L. Seguin, the Board of Education approved the Resolution for Acceptance of Gifts. Motion passed 7-0.

8. Personnel Matters

Upon motion by L. Seguin, seconded by C. Black, the Board of Education approved the consent portion of the Personnel Matters. Motion passed 6-0, with R. Depa abstaining.

9. Public Comment

School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to state their name and address for the record.

Jaqueline Rief introduced herself as the president of the ECFE Wee Tiger Preschool Advisory Council, and said she had concerns about the program's budget and administration. J. Rief also voiced concern with a lack of opportunity for parents to comment on the merger between Tiger Kids Club and Wee Tiger Preschool, as well as issues with facilities, curriculum and more. She asked for the merger process to slow down until adequate feedback could be provided.

10. Administrative Reports

A. Superintendent

M. Schoen summarized the work session discussion regarding work plans in the four major aims of the strategic plan. He explained that adjustments to the plan would be made in the next five months. In professional development, he said the goal is to provide staff with training in data-driven decisions in learning management and assessment systems. Work is also being done through Impact Lives to improve cultural competency. In facilities, the simple goal is to complete building projects, 11-month walk-throughs, and punch list items. In technology, the goal is to begin training and implementation of Focal Point K12 to serve as the backbone of digital learning, assessments and warehousing. In curriculum, the goal is to get all courses mapped and the essential standards highlighted.

B. Principals

1. Mr. Voight

Barry Voight explained that the focus begins to change along with the calendar year. While continuing to manage the current school year, planning also begins for the next year. B. Voight said a site base process has been developed that provides information to staff and gathers staff feedback. It is a busy season for the site base, as important decisions are needed on the master schedule, budgets,

the conference calendar and professional development opportunities. February is “I Love to Read Month,” and Gwen Egly and Jessica Benker are working on establishing a book exchange – a Little Free Library for the entire school. A book collection is also underway in partnership with a parent who is willing to buy books that other families are willing to donate. Books can be dropped off at the school and the parent will buy the books for \$1. The books can then be passed on, and some money can be collected for the school while facilitating a love of reading.

2. Dr. Heil

Steve Heil explained that the COMPASS program has been expanded to include grades seven and eight, and now that the new semester has begun the class has been implemented and has students involved. Mondays and Fridays are reserved for goal setting and goal completion. Tuesdays and Thursdays focus on academic help, and Wednesdays are focused on mental health. Content is appropriate for younger students, and Heil said the staff is excited to see the impact the course could have on student grades since it has had a positive influence on the older students. Eventually the configuration could shift to grades seven through nine and 10-12. Heil also highlighted a new special education class taught by Samantha Bialozynski that blends an emphasis on healthy living and decision-making with academic support. Class members use the circuit room for some basic workouts and also focus on healthy eating, calming techniques and academic supports. The class highlights self-regulation and coping strategies and emphasizes the whole learner. The objective is to help students realize how good life decisions can have positive academic results. S. Bialozynski has a psychology degree and wants to help students see the bigger picture. S. Heil also shared about two upcoming surveys, the Minnesota Student Survey and the Futures survey through the University of Michigan. The surveys will be taken March 6 at the recommendation of the state department of education. Letters were sent to parents so they could review the surveys, and students can opt out. S. Heil said the data can be brought to the site base and culture committees to set goals and help students make positive decisions, and could also help direct curriculum enhancements if needed. In other matters, S. Heil said district nurse Samantha Tribble wrote and received a grant for a third AED for the high school. It will be placed in the commons in a highly visible location. Another is located near the weight room, and the other existing AED is located near the family locker rooms, media center and old auditorium. S. Tribble also provided training for staff members who were interested. The intention is to have groups of staff members who are trained to respond to various emergencies and improve overall school safety. S. Heil closed by noting that Feb. 4 is the date for registration conferences.

3. Mr. Schuler

Darren Schuler informed board members that third-graders were included in the Panorama survey and that there was some interesting data, along with feedback gathered from parents and staff members. The site base team will examine what changes might be made in response. Conferences were also held the previous week, and D. Schuler said he is always impressed by the parent turnout. This year about 98 percent of parents came. FAST data was shared with parents, which D. Schuler said was very beneficial. A unique professional opportunity has been a workshop with Dr. Corey Martin of Buffalo Clinic, and “Daring Leadership” based off work by Brene Brown. Teacher leaders and administrators are participating. In addition, February is “I Love to Read Month,” and students and classrooms have divided into Team Hinker and Team Schuler to compete in reading minutes. The theme is “Reading is Dino-Mite.” D. Schuler closed by thanking custodians for their work in getting the snow cleaned up.

C. Business Manager

Mary Reeder reported that she is looking at the Fiscal Year 20 budget. She is also working with Ehlers, and a new budget projection model will be used going forward.

D. Community Education Director

D. Johnson provided an update on Delano United activities. Workshops were held with a YWCA trainer on “confronting racism Minnesota style,” and 29 people attended. A community book read and discussion was planned on Feb. 9 at the library. Two author visits were scheduled for Feb. 23 and March 2 at the library for

“The Latehomecomer: A Hmong Family Memoir” and “From Somalia to Snow,” respectively. D. Johnson also shared that movies were now showing in the PAC each month, and that parents should watch for flyers sent home with their students. On some Fridays a coffee connection class is offered for parents with children of any age to come and speak with a facilitator about parenting issues. Childcare is available for a small fee. Baby and Me classes are also being held on Wednesdays. D. Johnson said it is important to attract parents of very young children so they become familiar with Community Education programming. D. Johnson also reported that the most recent gymnastics session involved 67 students, and that there are 150 students participating in swimming lessons.

11. Student board rep reports

L. Ramstad presented survey results from the high school that asked students what new activities they would like added. Alpine skiing received the most interest. Asked if they felt safe at school, about 87 percent of high school students said yes. S. Poll presented intermediate school survey results. Floor hockey and a few other activities were the top requests for Zero Hour, and 85 percent of students said they felt safe at school. Poll explained that some students who said they did not feel safe had individual problems that could be sorted out with the help of a teacher.

12. Board Reports

A. MAWSECO

A. Johnson reported that the most recent MAWSECO meeting was a standard organizational gathering, and that three new members joined the board this year. Board meetings will be conducted at various facilities and sites that house MAWSECO programs this year. A. Johnson invited any board members who might be interested to come along to future on-site meetings. A. Johnson will serve as the chair for the board this year.

B. Wright Technical Center

A. Briesemeister reported that a revised budget indicates a significant drop in the fund balance this year, but the organization is on track to recover that loss over the next four or five years. The principal’s report highlighted upgrades in the welding and automotive departments. School tours have been completed and a mass mailing has been sent to all 10th graders. The overall objective is to improve the facility, improve attendance and build interest in technical skills. An open house will be held on March 11. Wright Tech is still looking to improve the utilization of its facilities, including on evenings and weekends.

C. Professional Development

J. Rosenow reported that the most recent meeting included productive discussion.

D. SEE

R. Depa reported that discussion at the most recent meeting included goals for more local control and competency grading. Legislators came and talked about changes in the Legislature this year. The education finance and policy committees are now one committee. R. Depa said levy and referendum equalization is another matter that is important to schools like Delano.

13. New Business

A. First and only read of Policy 418 - Drug-Free Workplace/Drug-Free School, Policy 423 - Employee-Student Relationships, Policy 427 - Workload Limits for Certain Special Education Teachers, and Policy 511 - Student Fundraising, due to non-substantive and/or legal reference changes

Upon motion by R. Depa, seconded by A. Johnson, the Board of Education approved the first and only read of Policies 418, 423, 427 and 511. Motion passed 7-0.

B. First read of Policy 203.2 - Order of the Regular School Board Meeting, due to substantive and legal reference changes

Upon motion by A. Johnson, seconded by C. Black, the Board of Education approved first read of Policy 203.2. Motion passed 7-0.

C. First read of Policy 203.6 - Consent Agendas, due to substantive changes

Upon motion by L. Seguin, seconded by A. Johnson, the Board of Education approved the first read of Policy 203.6. Motion passed 7-0.

D. First read of Policy 205 - Open Meetings and Closed Meetings, due to substantive and legal reference changes
Upon motion by C. Black, seconded by J. Rosenow, the Board of Education approved the first ready of Policy 205. Motion passed 7-0.

E. First read of Policy 206 - Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations, due to substantive changes
Upon motion by A. Johnson, seconded by R. Depa, the Board of Education approved the first read of Policy 206. Motion passed 7-0.

F. First read of Policy 505 - Distribution of Nonschool-Sponsored Materials on School Premises By Students and Employees, due to substantive and legal reference changes
Upon motion by A. Briesemeister, seconded by L. Seguin, the Board of Education approved the first read of Policy 505. Motion passed 7-0.

G. First read of Policy 510 - School Activities, due to substantive and legal reference changes
Upon motion by L. Seguin, seconded by R. Depa, the Board of Education approved the first read of Policy 510. Motion passed 7-0.

14. Adjournment

Upon motion by A. Johnson, seconded by L. Seguin, the meeting was adjourned at 7:57 p.m. Motion passed 7-0.

CLERK

RECORDER



FINANCIAL

Budget Report

FY 2018-2019

February 25, 2019

CURRENT BUDGET STATUS

2018-2019

<i>FUND NAME</i>	<i>FINAL FUND BALANCE June 2018</i>	<i>INCOME BUDGET FY 18-19</i>	<i>EXPENSE BUDGET FY 18-19</i>	<i>PROJECTED NET CHANGE IN F/B FY 18-19</i>	<i>PROJECTED FUND BALANCE June 2019</i>
GENERAL					
Nonspendable Fund Balance	\$42,388	\$0	\$0	\$0	\$42,388
Committed for Severance Obligations	\$152,680	\$0	\$0	\$0	\$152,680
Restricted for Staff Dev 316	\$230,610	\$343,373	\$375,219	(\$31,846)	\$198,764
Restricted for ALC 303	\$14,334	\$86,000	\$84,313	\$1,687	\$16,021
Restricted for MA 372	\$7,097	\$25,000	\$8,816	\$16,184	\$23,281
Assigned for Donated Funds Carryover	\$298,130	\$155,259	\$430,439	(\$275,180)	\$22,950
Assigned for Student Activities Carryover	\$39,792	\$23,893	\$61,019	(\$37,126)	\$2,666
Assigned for QComp Carryover	\$340,463	\$650,303	\$758,444	(\$108,141)	\$232,322
Unassigned Fund Balance	\$6,737,346	\$25,115,854	\$25,889,213	(\$773,359)	\$5,963,987
TOTAL GENERAL & TRANSPORT.	\$7,862,840	\$26,399,682	\$27,607,463	(\$1,207,781)	\$6,655,059
CAPITAL (Finance/Program)					
Nonspendable Fund Balance	\$2,630	\$0	\$0	\$0	\$2,630
Restricted for LTFM 865	\$645,200	\$1,250,394	\$1,233,240	\$17,154	\$662,354
Restricted for Oper Capita 302	\$1,179,132	\$787,010	\$1,019,084	(\$232,074)	\$947,058
TOTAL CAPITAL	\$1,826,962	\$2,037,404	\$2,252,324	(\$214,920)	\$1,612,042
TOTAL ALL GENERAL	\$9,689,802	\$28,437,086	\$29,859,787	(\$1,422,701)	\$8,267,101
FOOD					
Nonspendable Fund Balance	\$18,445	\$0	\$0	\$0	\$18,445
Restricted for Food Service	\$274,883	\$1,083,446	\$1,135,664	(\$52,218)	\$222,665
TOTAL FOOD	\$293,328	\$1,083,446	\$1,135,664	(\$52,218)	\$241,110
COMMUNITY SERVICE (Finance)					
Nonspendable Fund Balance	\$9,841	\$0	\$0	\$0	\$9,841
Restricted for ABE 322	\$966	\$9,181	\$9,181	\$0	\$966
Restricted for ECFE 325,328	\$0	\$138,968	\$109,951	\$29,017	\$29,017
Restricted for Comm Educ 321,332,362,798	\$93,158	\$2,146,225	\$2,123,630	\$22,595	\$115,753
Restricted for Schl Readin 344	\$0	\$51,138	\$51,136	\$2	\$2
Restricted Fund Balance 337,338,350-354	\$1,147	\$52,240	\$53,953	(\$1,713)	(\$566)
TOTAL COMMUNITY SERVICE	\$105,112	\$2,397,752	\$2,347,851	\$49,901	\$155,013
CONSTRUCTION	\$6,929,759	\$250,000	\$7,179,759	(\$6,929,759)	\$0
DEBT SERVICE	\$1,147,736	\$5,535,952	\$5,227,353	\$308,599	\$1,456,335
TRUST	\$30,870	\$58,807	\$73,422	(\$14,615)	\$16,255
TOTAL ALL FUNDS	\$18,196,607	\$37,763,043	\$45,823,836	(\$8,060,793)	\$10,135,814

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

GENERAL FUND (INCLUDES TRANSPORTATION)	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$26,330,949	* Jun-18
+Revenue - Donated Funds & General	8,242	* Oct-18
+Revenue - Donated Funds & General	114,116	* Dec-18
-Revenue - Federal Funds, Donated Funds & General	(71,518)	* Jan-19
+Revenue - Donated Funds, Student Activities & General	17,893	* Feb-19

NET CURRENT INCOME BUDGET

\$26,399,682

GENERAL FUND (INCLUDES TRANSPORTATION)		
EXPENSE:		
Initial Adopted Budget	\$27,211,808	* Jun-18
+Allocate Donated Fund Balances from Prior Year	277,477	* Sept-18
+Allocate Student Activities Fund Balances from Prior Year	37,126	* Sept-18
+Expense - Donated Funds & General	8,242	* Oct-18
+Expense - ADSIS	15,572	* Nov-18
+Expense - Donated Funds & General	111,819	* Dec-18
-Expense - Federal Funds, Donated Funds & General	(72,474)	* Jan-19
+Expense - Donated Funds, Student Activities & General	17,893	* Feb-19

NET CURRENT EXPENSE BUDGET

\$27,607,463

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

CAPITAL/LTFM EXPENDITURE SUB-FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$1,975,896	* Jun-18
+Revision - Capital	57,492	* Nov-18
+Revision - Capital	4,016	* Jan-19

NET CURRENT INCOME BUDGET \$2,037,404

EXPENSE:		
Initial Adopted Budget	\$2,130,453	* Jun-18
+Revision - Capital	117,855	* Nov-18
+Revision - Capital	4,016	* Jan-19

NET CURRENT EXPENSE BUDGET \$2,252,324

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

FOOD SERVICE FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$1,070,849	* Jun-18
+Revision	\$12,597	* Jan-19

NET CURRENT INCOME BUDGET \$1,083,446

EXPENSE:		
Initial Adopted Budget	\$1,123,067	* Jun-18
+Revision	\$12,597	* Jan-19

NET CURRENT EXPENSE BUDGET \$1,135,664

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

COMMUNITY SERVICE FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$2,375,724	* Jun-18
+Revision	\$22,028	* Jan-19

NET CURRENT INCOME BUDGET

\$2,397,752

EXPENSE:

Initial Adopted Budget	\$2,364,383	* Jun-18
-Revision	(\$16,532)	* Jan-19

NET CURRENT EXPENSE BUDGET

\$2,347,851

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

CONSTRUCTION FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$100,000	* Jun-18
+Revision	150,000	* Nov-18

NET CURRENT INCOME BUDGET

\$250,000

EXPENSE:

Initial Adopted Budget	\$7,366,482	* Jun-18
+Revision	(\$186,723)	* Nov-18

NET CURRENT EXPENSE BUDGET

\$7,179,759

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
DEBT SERVICE FUND:		
INCOME:		
Initial Adopted Budget	\$5,342,020	* Jun-18
+Revision	193,932	* Nov-18
NET CURRENT INCOME BUDGET	<u>\$5,535,952</u>	
EXPENSE:		
Initial Adopted Budget	\$5,227,353	* Jun-18
NET CURRENT EXPENSE BUDGET	<u>\$5,227,353</u>	

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
TRUST FUND:		
INCOME:		
Initial Adopted Budget	\$1,000	* Jun-18
+Revision	\$28,200	* Aug-18
+Revision	25,516	* Nov-18
+Revision	\$3,831	* Jan-19
+Revision	\$260	* Feb-19
NET CURRENT INCOME BUDGET	<u>\$58,807</u>	
EXPENSE:		
Initial Adopted Budget	\$16,800	* Jun-18
+Revision	\$31,416	* Aug-18
+Revision	25,116	* Nov-18
-Revision	(\$170)	* Jan-19
+Revision	\$260	* Feb-19
NET CURRENT EXPENSE BUDGET	<u>\$73,422</u>	

Investment Transactions 2018-2019
As of January 31, 2019

			Cost Balance		Interest Received	Realized Gain/Loss		Cost Balance	Fair Value
	<u>Purchased</u>	<u>Due</u>	<u>7/1/18</u>	<u>Purchased</u>			<u>Matured</u>	<u>01/31/19</u>	<u>01/31/19</u>
Fund 1:									
PMA (Operating Investments):									
MN Trust Investment Shares Portfolio .69%								742,357.10	742,357.10
Affiliated Bank	7/27/2017	7/27/2018	246,800.00		3,109.68		246,800.00	0.00	0.00
MN Trust Term Series	8/25/2018	9/25/2018		4,000,000.00	7,224.12		4,007,224.12	0.00	0.00
MN Trust Term Series	9/25/2018	10/25/2018		4,000,000.00	6,969.86		4,006,969.86	0.00	0.00
MN Trust Term Series	11/26/2018	12/26/2018		4,000,000.00	7,331.51		4,007,331.51	0.00	0.00
Cornerstone Bank - 1.213%	6/1/2017	11/28/2018	245,500.00		4,446.48		249,946.48	0.00	0.00
Public Service Credit Union CD	12/18/2017	12/18/2018	246,000.00		3,936.00		249,936.00	0.00	0.00
Sonabank CD	12/18/2017	12/18/2018	245,900.00		4,038.91		249,938.91	0.00	0.00
MN Trust Term Series	12/26/2018	1/25/2019		4,500,000.00	8,887.81		4,508,887.81	0.00	0.00
Bank 7 - 1.212%	6/1/2017	1/28/2019	245,000.00		4,930.02		249,930.02	0.00	0.00
First Bank of Ohio - 1.202%	6/1/2017	1/28/2019	245,000.00		4,891.38		249,891.38	0.00	0.00
Mainstreet Bank	8/30/2017	1/28/2019	245,400.00		4,557.82		249,957.82	0.00	0.00
Industrial and Commercial Bank of China	8/30/2017	1/28/2019	245,400.00		4,551.61		249,951.61	0.00	0.00
MN Trust Term Series	1/25/2019	1/29/2019		3,500,000.00	932.06		3,500,932.06	0.00	0.00
MN Trust Term Series	1/25/2019	2/25/2019		1,000,000.00				1,000,000.00	1,000,000.00
American Express Centurion Bank CD	9/6/2017	3/6/2019	247,228.35					247,228.35	246,873.29
American Express Bank Fsb CD	9/6/2017	3/6/2019	247,228.35					247,228.35	246,873.29
Farmer's & Merchants Union Bank - 1.409%	6/1/2017	6/3/2019	242,900.00					242,900.00	242,900.00
Wells Fargo Bank CD - 1.502%	6/7/2017	6/7/2019	249,726.44		348.94			249,726.44	248,392.44
ELGA Credit Union	7/10/2018	1/28/2020		240,400.00				240,400.00	240,400.00
Village Bank & Trust - Wintrust	7/10/2018	1/28/2020		240,700.00				240,700.00	240,700.00
Schaumburg B&TC / Advantage Nat'l Bank	7/10/2018	1/28/2020		240,700.00				240,700.00	240,700.00
Corporate One Federal Credit Union	7/11/2018	1/28/2020		240,500.00				240,500.00	240,500.00
CFG Community Bank	10/29/2018	1/28/2020		241,700.00				241,700.00	241,700.00
Citadel FCU	10/29/2018	1/28/2020		241,800.00				241,800.00	241,800.00
Servisfirst Bank	10/29/2018	1/28/2020		241,600.00				241,600.00	241,600.00
Rockford B&TC	10/29/2018	1/28/2020		241,900.00				241,900.00	241,900.00
KS StateBank	12/20/2018	12/21/2020		235,400.00				235,400.00	235,400.00
Sonabank	12/20/2018	12/21/2020		235,800.00				235,800.00	235,800.00
PMA Total								5,129,940.24	
Minnesota School District Liquid Asset Fund:									
Liquid Class .75%								2,770,610.10	
MAX Class .85%								3,688,723.00	
TOTAL MNTRUST			2,952,083.14	23,400,500.00	66,156.20	0.00	22,027,697.58	11,589,273.34	5,127,896.12

Bonds 2016A MN Trust Investment Transactions 2018-2019
As of January 31, 2019

<u>Description</u>	<u>Purchased</u>	<u>Due</u>	<u>Cost Balance 07/01/18</u>	<u>Purchased</u>	<u>Interest Rec'd</u>	<u>Gain/Loss</u>	<u>Matured</u>	<u>Cost Balance 01/31/19</u>	<u>Fair Value 01/31/19</u>
MN Trust Investment Shares Portfolio 2.400%	02/18/16			358,159.73				358,159.73	358,159.73
Citibank (SDA) 2.300%	02/23/16			15.03				15.03	15.03
Federal Home Loan Mtg Corporation Note .870%	02/23/16	10/19/18	251,832.97		990.28		252,823.25	0.00	0.00
First National Bank 1.032%	02/18/16	10/23/18	243,100.00		6,724.52		249,824.52	0.00	0.00
Pacific Western Bank .910%	02/18/16	10/23/18	243,900.00		5,941.75		249,841.75	0.00	0.00
Luana Savings Bank CD .700%	05/18/16	07/06/18	246,300.00		3,679.66		249,979.66	0.00	0.00
Bridgewater Bank CD .811%	06/23/16	10/23/18	500,000.00		9,459.57		509,459.57	0.00	0.00
Bridgewater Bank CD .861%	06/23/16	11/27/18	1,000,000.00		20,911.17		1,020,911.17	0.00	0.00
Commerce Bank 0.946%	01/30/17	09/25/18	246,100.00		3,847.75		249,947.75	0.00	0.00
Bremer Bank 1.050%	01/30/17	12/21/18	245,000.00		4,863.09		249,863.09	0.00	0.00
Financial Federal Bank 0.950%	01/30/17	11/27/18	245,700.00		4,259.03		249,959.03	0.00	0.00
Enerbank USA 0.910%	01/30/17	09/25/18	246,000.00		3,698.30		249,698.30	0.00	0.00
CFG Community Bank 1.000%	02/24/17	07/24/18	246,500.00		3,478.89		249,978.89	0.00	0.00
Central MN Credit Union 0.930%	02/28/17	07/24/18	500,000.00		6,472.14		506,472.14	0.00	0.00
First Internet Bank of Indiana 1.042%	02/23/17	09/25/18	245,900.00		4,048.61		249,948.61	0.00	0.00
Fieldpoint Private Bank & Trust 1.041%	02/23/17	09/25/18	245,900.00		4,060.99		249,960.99	0.00	0.00
Cit Bank/Onewest Bank 1.109%	02/28/17	09/25/18	245,600.00		4,283.47		249,883.47	0.00	0.00
Central MN Credit Union 0.950%	02/28/17	09/25/18	504,400.00		7,500.05		511,900.05	0.00	0.00
Grand Ridge National Bank 1.126%	05/24/17	08/28/18	246,500.00		3,486.63		249,986.63	0.00	0.00
Private Bank - MI 1.271%	05/24/17	12/21/18	245,000.00		4,913.43		249,913.43	0.00	0.00
MN Trust Term Series 1.970%	06/25/18	07/25/18	4,800,000.00		7,969.32		4,807,969.32	0.00	0.00
MN Trust Term Series 2.050%	07/25/18	08/24/18		3,500,000.00	5,897.27		3,505,897.27	0.00	0.00
MN Trust Term Series 2.060%	08/24/18	09/25/18		1,500,000.00	2,709.05		1,502,709.05	0.00	0.00
MN Trust Term Series 2.120%	08/24/18	09/25/18		3,000,000.00	5,227.40		3,005,227.40	0.00	0.00
MN Trust Term Series 2.210%	10/25/18	11/26/18		2,500,000.00	4,843.84		2,504,843.84	0.00	0.00
MN Trust Term Series 2.230%	11/26/18	12/26/18		2,500,000.00	4,582.20		2,504,582.20	0.00	0.00
MN Trust Term Series 2.403%	12/26/18	01/25/19		1,500,000.00	2,962.60		1,502,962.60	0.00	0.00
MN Trust Term Series 2.530%	01/25/19	02/25/19		2,250,000.00				2,250,000.00	2,250,000.00
TOTAL MN TRUST BOND ACCOUNT			10,747,732.97	17,108,174.76	136,811.01	0.00	25,384,543.98	2,608,174.76	2,608,174.76

WIRE TRANSFER SUMMARY
Delano Public Schools
Independent School District #879
JANUARY 2019

DATE	FROM	TO	AMOUNT	PURPOSE
01/02/19	CorTrust Bank	Delta Dental	\$16,803.45	Dental Insurance
01/04/19	CorTrust Bank	BMO	\$41,211.73	P-Card
01/04/19	CorTrust Bank	IRS	\$150,713.26	Payroll Tax
01/04/19	CorTrust Bank	Further	\$1,343.10	FSA
01/07/19	CorTrust Bank	MN Dept of Revenue	\$25,279.43	Payroll Tax
01/07/19	CorTrust Bank	MSRS	\$17,049.60	Retirement
01/07/19	CorTrust Bank	MSRS	\$45,080.88	Retirement
01/07/19	CorTrust Bank	PERA	\$29,039.09	Payroll PERA
01/07/19	CorTrust Bank	MN Teachers Retirement	\$71,708.09	Payroll TRA
01/09/19	CorTrust Bank	PERA	\$1,417.35	Payroll PERA
01/09/19	CorTrust Bank	IRS	\$1,673.76	Payroll Tax
01/10/19	CorTrust Bank	MN Dept of Revenue	\$123.32	Payroll Tax
01/10/19	CorTrust Bank	Further	\$3,039.17	HSA
01/10/19	CorTrust Bank	Further	\$11,516.64	FSA
01/10/19	CorTrust Bank	Further	\$531,216.68	VEBA Deposit
01/11/19	CorTrust Bank	MN Dept of Revenue	\$1,509.00	December Sales Tax
01/14/19	CorTrust Bank	Further	\$12,000.00	VEBA Deposit
01/17/19	CorTrust Bank	Further	\$3,031.63	FSA
01/18/19	CorTrust Bank	IRS	\$138,964.06	Payroll Tax
01/22/19	CorTrust Bank	MN Dept of Revenue	\$23,413.06	Payroll Tax
01/22/19	CorTrust Bank	MN Teachers Retirement	\$70,713.30	Payroll TRA
01/22/19	CorTrust Bank	Valic	\$1,092.85	403 (b) Retirement
01/23/19	CorTrust Bank	State of MN	\$14,490.34	507 Retirement
01/23/19	CorTrust Bank	Ameriprise	\$15,344.40	403 (b) Retirement
01/23/19	CorTrust Bank	Horace Mann	\$4,204.64	403 (b) Retirement
01/23/19	CorTrust Bank	AFLAC	\$503.10	Insurance
01/24/19	CorTrust Bank	Further	\$340.44	FSA
01/29/19	CorTrust Bank	MN Dept of Revenue	\$325.85	Payroll Tax
01/29/19	CorTrust Bank	IRS	\$4,287.61	Payroll Tax
01/29/19	CorTrust Bank	Further	\$1,816.18	HSA
01/29/19	CorTrust Bank	PERA	\$2,511.33	Payroll PERA
01/30/19	CorTrust Bank	PERA	\$477.37	Payroll PERA
01/30/19	CorTrust Bank	Further	\$250.00	VEBA Deposit
01/30/19	CorTrust Bank	IRS	\$541.44	Payroll Tax
01/31/19	CorTrust Bank	Further	\$1,476.94	FSA
01/31/19	CorTrust Bank	MN Dept of Revenue	\$15.28	Payroll Tax

MINNESOTA LIQUID ASSET FUND
DELANO PUBLIC SCHOOLS

FOR MONTH ENDING: JANUARY 2019

DATE	DESCRIPTION	FUND	CODE	MSDMAX (+ = Debit A104)	MAX BALANCE	MSLAF (+ = Debit A104)	LAF BALANCE
01/01/19	Beginning Balance				\$4,010,482.88		\$2,594,384.68
01/03/19	Wire - Max	1	A01-101-00	(\$1,200,000.00)	\$2,810,482.88		\$2,594,384.68
01/08/19	Wire - Max	1	A01-101-00	(\$250,000.00)	\$2,560,482.88		\$2,594,384.68
01/10/19	SSAE Grant	1	A01-122-00		\$2,560,482.88	\$251.95	\$2,594,636.63
01/10/19	SSAE Grant	1	R01-005-000-000-499-400		\$2,560,482.88	\$281.62	\$2,594,918.25
01/15/19	FY19 Gen Ed Aid	1	R01-005-000-000-000-211	\$844,892.73	\$3,405,375.61		\$2,594,918.25
01/15/19	FY19 Special Ed	1	R01-005-000-000-740-360	\$332,691.75	\$3,738,067.36		\$2,594,918.25
01/15/19	FY19 ECFE	4	R04-005-580-000-325-300	\$42,328.54	\$3,780,395.90		\$2,594,918.25
01/15/19	FY19 School Readiness	4	R04-005-582-000-344-300	\$30,682.76	\$3,811,078.66		\$2,594,918.25
01/15/19	FY19 Abatement Fund 1	1	R01-005-000-000-000-227	\$4,026.83	\$3,815,105.49		\$2,594,918.25
01/15/19	FY19 Abatement Fund 4	4	R04-005-000-000-321-227	\$99.20	\$3,815,204.69		\$2,594,918.25
01/15/19	FY19 Presch Health Screen	4	R04-005-583-000-354-300	\$2,520.00	\$3,817,724.69		\$2,594,918.25
01/15/19	FY18 Preschool Screen	4	A04-121-43	\$2,492.13	\$3,820,216.82		\$2,594,918.25
01/17/19	Title II SERVS Draw	1	R01-005-000-011-414-400		\$3,820,216.82	\$149.60	\$2,595,067.85
01/17/19	Title II SERVS Draw	1	R01-005-000-011-414-400		\$3,820,216.82	\$16,871.65	\$2,611,939.50
01/17/19	Wire - Max	1	A01-101-00	(\$1,000,000.00)	\$2,820,216.82		\$2,611,939.50
01/24/19	State School Lunch	2	R02-005-770-000-701-300		\$2,820,216.82	\$3,178.57	\$2,615,118.07
01/24/19	State Breakfast	2	R02-005-770-000-705-300		\$2,820,216.82	\$643.35	\$2,615,761.42
01/24/19	Regular Breakfast	2	R02-005-770-000-705-476		\$2,820,216.82	\$1,049.66	\$2,616,811.08
01/24/19	Free Reduced Lunch	2	R02-005-770-000-701-472		\$2,820,216.82	\$8,031.40	\$2,624,842.48
01/24/19	HHFKA Lunch	2	R02-005-770-000-701-471		\$2,820,216.82	\$1,347.36	\$2,626,189.84
01/24/19	Regular Lunch	2	R02-005-770-000-701-471		\$2,820,216.82	\$6,961.36	\$2,633,151.20
01/24/19	State Special Milk	2	R02-005-770-000-703-300		\$2,820,216.82	\$338.20	\$2,633,489.40
01/24/19	Special Milk	2	R02-005-770-000-703-475		\$2,820,216.82	\$41.41	\$2,633,530.81
01/25/19	Hennepin County Advance	1	R01-005-000-000-000-001		\$2,820,216.82	\$62,535.08	\$2,696,065.89
01/25/19	Wright County Advance	1	R01-005-000-000-000-001		\$2,820,216.82	\$63,593.34	\$2,759,659.23
01/30/19	FY18 NonPub Pupil Trans	1	A01-121-33	\$3,178.37	\$2,823,395.19		\$2,759,659.23
01/30/19	FY18 Career Tech Aid	1	A01-121-26	\$643.10	\$2,824,038.29		\$2,759,659.23
01/30/19	FY18 School Readiness	4	A04-121-42	\$1,598.44	\$2,825,636.73		\$2,759,659.23
01/30/19	FY18 Preschool Screen	4	A04-121-43	\$136.20	\$2,825,772.93		\$2,759,659.23
01/30/19	FY18 Concurrent Enroll	1	R01-005-000-000-000-370	\$1,109.48	\$2,826,882.41		\$2,759,659.23
01/30/19	FY19 Special Ed	1	R01-005-000-000-740-360	\$855,329.12	\$3,682,211.53		\$2,759,659.23
01/31/19	FY19 Agr Hstd Val Cr	7	R07-005-000-000-000-234	\$210.47	\$3,682,422.00		\$2,759,659.23
01/31/19	SSAE Grant	1	R01-005-000-000-499-400		\$3,682,422.00	\$5,568.86	\$2,765,228.09
01/31/19	Accrual Income Div Rein	1	R01-005-000-000-000-092	\$6,301.00	\$3,688,723.00	\$5,382.01	\$2,770,610.10

CASH REPORT FOR SCHOOL BOARD

DELANO PUBLIC SCHOOLS

Independent School District # 879

for month: **January 2019**

101 - CASH ACCOUNTS

	Beg Balance	Receipts	Checks	Adj	End Balance
General Fund	(\$946,660)	\$7,022,450	(\$3,110,525)		\$2,965,265
Food Service	(\$117,560)	\$94,648	(\$108,847)		(\$131,760)
Community Service	(\$49,177)	\$199,340	(\$195,495)		(\$45,332)
Capital Expenditure	(\$609,388)	\$565	(\$57,392)		(\$666,216)
Building Fund	(\$27,030)	\$184,202	(\$157,172)		\$0
Debt Service	\$2,059,257	\$0	(\$3,996,151)		(\$1,936,894)
Trust Fund	\$69,258	\$260	(\$4,069)		\$65,449
TOTAL PER BOOKS	\$378,700	\$7,501,463	(\$5,397)		\$250,512
				General Checking Account	\$250,512
				TOTAL PER BANK	\$250,512

104 - INVESTMENT ACCOUNTS

	Beg Balance	Deposits	Withdrawals	Adj	End Balance
General Fund	\$826,424	\$2,202,806	(\$2,450,000)		\$579,230
Food Service	\$412,418	\$21,591	\$0		\$434,010
Community Service	\$411,429	\$79,857	\$0		\$491,287
Capital Expenditure	\$1,905,009	\$0	\$0		\$1,905,009
Debt Service	\$3,049,588	\$210	\$0		\$3,049,798
MN Trust	\$224,754	\$9,010,529	(\$8,492,926)		\$742,357
Operating Investments	\$8,865,641	\$4,500,698	(\$8,980,800)		\$4,385,539
MN Trust - Construction	\$1,286,505	\$2,244	(\$930,589)		\$358,160
MN Trust - Construction Bonds	\$1,500,015	\$750,000	\$0		\$2,250,015
MN Trust - Debt Service	\$0	\$0	\$0		\$0
TOTAL PER BOOKS	\$18,481,783	\$16,567,936	(\$20,854,315)		\$14,195,404
					Liquid Asset - MAX Account
					\$3,688,723
					Liquid Asset - Regular Account
					\$2,770,610
					MN Trust
					\$742,357
					Operating Investments
					\$4,385,539
					Construction
					\$2,608,175
				TOTAL PER BANK	\$14,195,404

CASH AND INVESTMENT BALANCE SUMMARY BY FUND

	Beg Balance	Deposits	Withdrawals	Adj	End Balance
General Fund	\$8,970,159	\$22,736,484	(\$23,034,251)		\$8,672,391
Food Service	\$294,858	\$116,239	(\$108,847)		\$302,250
Community Service	\$362,252	\$279,197	(\$195,495)		\$445,954
Capital Expenditure	\$1,295,621	\$565	(\$57,392)		\$1,238,793
Building Fund	\$2,759,490	\$936,446	(\$1,087,761)		\$2,608,175
Debt Service	\$5,108,846	\$210	(\$3,996,151)		\$1,112,905
Trust Fund	\$69,258	\$260	(\$4,069)		\$65,449
TOTAL PER BOOKS	\$18,860,483	\$24,069,400	(\$28,483,967)		\$14,445,916
				Cash	\$250,512
				Investments	\$14,195,404
				TOTAL PER BANK	\$14,445,916

ACCOUNT NUMBER	FUND	2018-19 Revised Budget	2018-19 FYTD Activity	Unexpended Balance	2018-19 FY %
01 - - - - -	GENERAL FUND	26,399,682.00	11,351,630	15,048,056.42	43.00
02 - - - - -	FOOD SERVICE	1,083,446.00	552,214	531,232.59	50.97
04 - - - - -	COMMUNITY SERVICES	2,397,752.00	1,389,370	1,008,383.30	57.94
05 - - - - -	CAPITAL OUTLAY	2,037,404.00	549,566	1,487,838.65	26.97
06 - - - - -	BUILDING FUND	250,000.00	235,989	14,011.84	94.40
07 - - - - -	DEBT SERVICE	5,535,952.00	2,606,847	2,929,104.81	47.09
08 - - - - -	TRUST FUND	58,807.00	57,907	900.00	98.47
Grand Revenue Totals		37,763,043.00	16,743,523	21,019,527.61	44.34

Number of Accounts: 293

***** End of report *****

ACCOUNT NUMBER	FUND	2018-19 Revised Budget	2018-19 FYTD Activity	Unexpended Balance	2018-19 FY %
01 - - - - -	GENERAL FUND	27,607,463.00	14,715,941	12,891,532.66	53.30
02 - - - - -	FOOD SERVICE	1,135,664.00	647,318	488,345.14	57.00
04 - - - - -	COMMUNITY SERVICES	2,347,851.00	1,348,418	999,436.22	57.43
05 - - - - -	CAPITAL OUTLAY	2,252,324.00	1,169,383	1,082,941.97	51.92
06 - - - - -	BUILDING FUND	7,179,759.00	5,076,536	2,103,222.08	70.71
07 - - - - -	DEBT SERVICE	5,227,353.00	5,225,853	1,500.50	99.97
08 - - - - -	TRUST FUND	73,422.00	30,082	43,339.69	40.97
Grand Expense Totals		45,823,836.00	28,213,531	17,610,318.26	61.57

Number of Accounts: 3041

***** End of report *****

SCHOOL BOARD REPORTS - EXPENDITURES BY PROGRAM (Date: 6/2019)

ACCOUNT NUMBER	PROGRAM	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
01 E --- 010 --- ---	BOARD OF EDUCATION	27,099	36,881	36,351	22,829	62.80
01 E --- 020 --- ---	SUPERINTENDENT	241,030	278,453	302,891	175,335	57.89
01 E --- 050 --- ---	PRINCIPAL'S OFFICE	823,405	872,477	1,026,630	557,555	54.31
01 E --- 105 --- ---	GEN ADMINISTRATIVE S	7,460	7,230	7,200	7,174	99.64
01 E --- 107 --- ---	OTHER ADMINISTRATIVE	46,755	38,948	41,097	25,123	61.13
01 E --- 108 --- ---	Administrative Techn	318,684	371,841	306,916	194,570	63.39
01 E --- 110 --- ---	BUSINESS SERVICES	453,209	468,112	497,748	316,795	63.65
01 E --- 130 --- ---	COMMUNITY RELATIONS	17,576	20,309	44,945	31,865	70.90
01 E --- 199 --- ---	SCHOOL ELECTIONS	765	0	1,100	1,086	98.81
01 E --- 200 --- ---	GENERAL ED	4,115	8,551	85,400	4,458	5.22
01 E --- 201 --- ---	KINDERGARTEN	593,687	548,709	608,921	309,954	50.90
01 E --- 203 --- ---	ELEMENTARY EDUCATION	4,016,313	4,170,520	4,372,806	2,125,146	48.60
01 E --- 204 --- ---	TI II TEACH/PRIN TRA	47,183	27,922	26,924	23,206	86.19
01 E --- 207 --- ---	TI V INNOV PROGR	3,485	3,917	2,982	3,114	104.39
01 E --- 208 --- ---	GENERAL EDUC - MIDDLE	317,552	364,023	266,173	69,512	26.12
01 E --- 211 --- ---	GENERAL EDUC SECONDA	506,559	508,556	734,995	208,795	28.41
01 E --- 212 --- ---	ART	163,080	175,128	260,822	140,273	53.78
01 E --- 215 --- ---	BUSINESS	96,161	100,418	103,969	54,406	52.33
01 E --- 216 --- ---	TITLE I EDUC DISADVA	51,022	47,557	47,895	25,925	54.13
01 E --- 217 --- ---	ASSURANCE OF MASTERY	130,481	108,400	116,312	58,078	49.93
01 E --- 218 --- ---	GIFTED & TALENTED	133,419	141,811	161,155	85,701	53.18
01 E --- 219 --- ---	LIMITED ENGLISH (2ND	40,004	47,934	64,073	30,245	47.20
01 E --- 220 --- ---	ENGLISH	878,463	896,063	995,244	509,368	51.18
01 E --- 222 --- ---	THEATER ARTS	0	0	500	0	0.00
01 E --- 230 --- ---	FOREIGN LANGUAGE	285,100	269,947	283,627	148,817	52.47
01 E --- 240 --- ---	HEALTH	737	878	800	257	32.13
01 E --- 241 --- ---	PHYSICAL EDUCATION	735,193	760,566	705,113	357,383	50.68
01 E --- 250 --- ---	FACS	70,847	73,935	76,828	45,832	59.66
01 E --- 255 --- ---	INDUSTRIAL EDUCATION	104,844	112,380	127,831	63,345	49.55
01 E --- 256 --- ---	MATHEMATICS	764,691	779,373	843,878	416,955	49.41
01 E --- 258 --- ---	INSTRUMENTAL MUSIC	204,818	214,207	239,467	123,038	51.38
01 E --- 259 --- ---	GENERAL/VOCAL MUSIC	326,191	330,581	352,142	189,419	53.79
01 E --- 260 --- ---	NATURAL SCIENCES	844,272	824,426	853,633	464,537	54.42
01 E --- 261 --- ---	BIOLOGY	1,701	1,644	2,000	1,506	75.29
01 E --- 262 --- ---	CHEMISTRY	4,293	5,302	4,000	3,571	89.28
01 E --- 263 --- ---	PHYSICS	933	2,732	2,500	1,834	73.34
01 E --- 264 --- ---	9TH GRADE SCIENCE	1,614	1,560	1,800	832	46.22
01 E --- 265 --- ---	7/8 SCIENCE	0	0	6,022	777	12.91
01 E --- 270 --- ---	SOCIAL STUDIES	783,281	682,589	730,424	380,137	52.04
01 E --- 280 --- ---	OTHER REG. INSTR. SEC.	36,030	26,776	35,000	818	2.34
01 E --- 292 --- ---	BOYS/GIRLS ATHLETIC	345,630	425,891	451,011	181,704	40.29
01 E --- 294 --- ---	BOYS ATHLETICS	322,956	321,757	290,906	175,403	60.30
01 E --- 296 --- ---	GIRLS ATHLETICS	277,213	288,115	280,604	228,419	81.40
01 E --- 298 --- ---	EXTRA CURRICULAR AC	162,058	140,614	150,603	75,020	49.81
01 E --- 361 --- ---	TRADE & INDUSTRIAL E	96,949	99,739	103,896	54,270	52.24
01 E --- 380 --- ---	CAREER & TECHNICAL A	75,934	65,756	120,048	37,275	31.05
01 E --- 385 --- ---	WORK STUDY	62,073	628	1,618	1,440	89.00
01 E --- 399 --- ---	VOCATIONAL-GENERAL	131,430	134,247	140,000	90,408	64.58
01 E --- 400 --- ---	General Special Ed	39,263	78,715	50,435	9,439	18.72
01 E --- 401 --- ---	SPEECH IMPAIRED	528,236	553,606	559,009	304,245	54.43
01 E --- 402 --- ---	DCD MILD-MODERATE IM	435,338	302,074	213,536	117,778	55.16
01 E --- 404 --- ---	PHYSICALLY IMPAIRED	157,663	126,089	149,730	86,088	57.49
01 E --- 405 --- ---	DEAF/HARD OF HEARING	31,129	21,858	43,694	22,992	52.62
01 E --- 406 --- ---	VISION IMPAIRED	6,414	7,830	22,609	5,975	26.42
01 E --- 407 --- ---	LEARNING DISABLED	319,021	383,822	450,779	228,703	50.74
01 E --- 408 --- ---	EMOTIONAL/BEHAVIORAL	389,361	450,398	489,232	250,184	51.14
01 E --- 410 --- ---	OTHER HEALTH IMPAIRE	468,567	348,782	391,399	206,221	52.69
01 E --- 411 --- ---	AUTISTIC	498,602	767,409	732,340	392,727	53.63
01 E --- 412 --- ---	DEVELOPMENTALLY DELA	355,068	232,743	436,063	222,429	51.01
01 E --- 414 --- ---	TRAUMATIC BRAIN INJU	24,876	0	0	20	0.00
01 E --- 416 --- ---	SEVERELY MULTIPLE IM	63,181	77,386	67,908	44,193	65.08
01 E --- 420 --- ---	SPECIAL EDU-GENERAL	462,763	599,579	667,270	319,181	47.83
01 E --- 421 --- ---	SOCIAL WORKER	58	253	306	61	19.87
01 E --- 422 --- ---	ADSIIS-Sped w/o disab	154,182	248,243	298,143	165,077	55.37
01 E --- 605 --- ---	GEN. INSTR. SUPPORT	374,031	392,207	441,066	286,721	65.01
01 E --- 610 --- ---	CURRICULUM ADOPTION	26,299	31,094	36,693	5,765	15.71
01 E --- 611 --- ---	CURRICULUM DEVELOPME	160,964	160,960	233,108	106,219	45.57
01 E --- 620 --- ---	MEDIA CENTER	373,966	378,148	410,042	225,540	55.00
01 E --- 630 --- ---	Instructional-Relate	126,416	179,975	316,005	181,635	57.48
01 E --- 640 --- ---	STAFF DEVELOPMENT	189,343	155,363	235,640	186,662	79.21
01 E --- 641 --- ---	STAFF MENTORSHIP	6,004	6,931	15,460	0	0.00
01 E --- 643 --- ---	ACADEMY	943	1,908	3,479	175	5.00
01 E --- 710 --- ---	GUIDANCE	197,344	167,888	242,769	131,710	54.25
01 E --- 720 --- ---	HEALTH SERVICES	83,672	86,738	133,231	136,479	102.44
01 E --- 740 --- ---	SOCIAL WORKER	108,172	108,335	155,630	134,702	86.55
01 E --- 760 --- ---	PUPIL TRANSPORTATION	1,681,775	1,698,739	1,738,563	934,565	53.76
01 E --- 790 --- ---	PUPIL SUPPORT SERV.	18,372	19,106	21,600	9	0.04

ACCOUNT NUMBER	PROGRAM	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
01 E --- 791 --- ---	RETIREE BENEFITS	191,457	163,890	194,786	148,394	76.18
01 E --- 810 --- ---	OPERATIONS/MAINTENAN	1,813,656	2,102,919	2,512,216	1,465,039	58.32
01 E --- 850 --- ---	FACILITIES	286,965	296,724	292,922	239,928	81.91
01 E --- 940 --- ---	PROPERTY & OTH INS	103,182	109,373	135,000	133,575	98.94
01 E --- 950 --- ---	INTER FUND TRANSFER	2,406	0	0	0	0.00
01 - --- --- ---	GENERAL FUND	24,234,984	25,066,488	27,607,463	14,715,941	53.30
02 E --- 770 --- ---	FOOD SERVICES	1,017,797	1,016,607	1,135,664	647,318	57.00
02 - --- --- ---	FOOD SERVICE	1,017,797	1,016,607	1,135,664	647,318	57.00
04 E --- 505 --- ---	COMM ED OFFICE	70,593	75,958	91,038	192,441	211.38
04 E --- 510 --- ---	COMM ED CLASSES	218,504	223,090	194,268	127,882	65.83
04 E --- 520 --- ---	ADULT BASIC EDUCATIO	8,785	8,470	9,181	801	8.72
04 E --- 530 --- ---	SENIOR CITIZENS CENT	6,950	5,500	5,500	2,750	50.00
04 E --- 550 --- ---	PRESCHOOL	191,693	185,464	181,866	68,176	37.49
04 E --- 551 --- ---	TIGER KIDS CLUB	1,177,744	1,131,154	1,172,703	599,500	51.12
04 E --- 554 --- ---	MEAL PROGRAM	97,381	88,814	98,864	52,967	53.58
04 E --- 561 --- ---	ACTIVITY CENTER	189,868	198,263	206,257	133,797	64.87
04 E --- 563 --- ---	AQUATICS	76,590	41,128	44,048	15,199	34.51
04 E --- 564 --- ---	SUMMER RECREATION	16,417	13,790	18,827	10,543	55.99
04 E --- 570 --- ---	EXTENDED DAY PROGRAM	355	517	400	0	0.00
04 E --- 580 --- ---	EARLY CHILDHOOD FAMI	147,802	129,103	109,951	37,257	33.89
04 E --- 582 --- ---	SCHOOL READINESS	57,116	53,805	51,136	22,185	43.38
04 E --- 583 --- ---	PRESCHOOL SCREENING	9,311	5,665	8,513	2,825	33.18
04 E --- 585 --- ---	YOUTH DEVELOP	100,256	101,042	117,184	59,332	50.63
04 E --- 587 --- ---	DESTINATION IMAGINAT	17,960	10,892	5,150	751	14.58
04 E --- 589 --- ---	ROBOTICS	0	16,391	9,625	13,940	144.83
04 E --- 590 --- ---	OTHER COMM SERVICES	919	1,170	900	0	0.00
04 E --- 963 --- ---	HOMESCHOOL	0	0	695	695	99.96
04 E --- 965 --- ---	MAJOR HOMESCHOOL	340	0	0	0	0.00
04 E --- 970 --- ---	NP - ST MAX KOLBE CA	9,624	10,493	13,840	7,029	50.79
04 E --- 972 --- ---	NP - MOUNT OLIVE LUT	6,109	6,795	7,212	0	0.00
04 E --- 977 --- ---	Pvt - RUSSEK HOME SC	0	481	0	0	0.00
04 E --- 993 --- ---	MEEHAN HOME SCHOOL	154	0	432	87	20.13
04 E --- 994 --- ---	ELSEN HOME SCHOOL	322	0	261	261	99.86
04 - --- --- ---	COMMUNITY SERVICES	2,404,793	2,307,985	2,347,851	1,348,418	57.43
05 E --- 020 --- ---	SUPERINTENDENT	0	413	0	0	0.00
05 E --- 050 --- ---	PRINCIPAL'S OFFICE	500	235	4,160	0	0.00
05 E --- 108 --- ---	Administrative Techn	199,711	247,574	339,400	327,760	96.57
05 E --- 110 --- ---	BUSINESS SERVICES	35,947	74,384	77,393	24,212	31.28
05 E --- 201 --- ---	KINDERGARTEN	16,214	0	0	0	0.00
05 E --- 203 --- ---	ELEMENTARY EDUCATION	34,349	57,680	24,021	20,143	83.85
05 E --- 208 --- ---	GENERAL EDUC - MIDDLE	6,101	6,622	12,400	1,340	10.81
05 E --- 211 --- ---	GENERAL EDUC SECONDA	9,939	19,179	46,310	40,298	87.02
05 E --- 212 --- ---	ART	6,258	0	292	292	100.04
05 E --- 215 --- ---	BUSINESS	0	63	0	0	0.00
05 E --- 219 --- ---	LIMITED ENGLISH (2ND	0	1,435	0	0	0.00
05 E --- 220 --- ---	ENGLISH	7,824	8,139	12,434	12,400	99.72
05 E --- 230 --- ---	FOREIGN LANGUAGE	0	0	7,080	6,997	98.82
05 E --- 240 --- ---	HEALTH	9,360	0	0	0	0.00
05 E --- 241 --- ---	PHYSICAL EDUCATION	675	0	0	0	0.00
05 E --- 256 --- ---	MATHEMATICS	24,794	33,434	25,937	25,937	100.00
05 E --- 258 --- ---	INSTRUMENTAL MUSIC	11,800	6,608	400	400	100.00
05 E --- 259 --- ---	GENERAL/VOCAL MUSIC	736	0	0	0	0.00
05 E --- 260 --- ---	NATURAL SCIENCES	6,257	12,390	13,444	12,870	95.73
05 E --- 270 --- ---	SOCIAL STUDIES	363	29,985	4,626	4,626	99.99
05 E --- 292 --- ---	BOYS/GIRLS ATHLETIC	43,702	24,283	46,978	51,857	110.39
05 E --- 294 --- ---	BOYS ATHLETICS	33,364	42,018	42,000	14,663	34.91
05 E --- 296 --- ---	GIRLS ATHLETICS	28,084	31,453	35,000	19,780	56.51
05 E --- 610 --- ---	CURRICULUM ADOPTION	7,117	377	0	0	0.00
05 E --- 611 --- ---	CURRICULUM DEVELOPME	0	0	43,394	0	0.00
05 E --- 620 --- ---	MEDIA CENTER	22,934	13,236	27,655	8,045	29.09
05 E --- 630 --- ---	Instructional-Relate	0	0	6,000	467	7.78
05 E --- 720 --- ---	HEALTH SERVICES	0	300	1,100	950	86.36
05 E --- 810 --- ---	OPERATIONS/MAINTENAN	-112,857	-113,517	50,000	49,047	98.09
05 E --- 850 --- ---	FACILITIES	91,227	245,394	199,060	144,828	72.76
05 E --- 865 --- ---	LONG-TERM FACILITIES	120,215	989,677	1,233,240	402,471	32.64
05 E --- 866 --- ---	LTFM > \$100k < \$2m	149,567	0	0	0	0.00
05 - --- --- ---	CAPITAL OUTLAY	754,181	1,731,362	2,252,324	1,169,383	51.92
06 E --- 870 --- ---	BUILD. CONSTRUCTION	24,092,648	32,615,574	7,179,759	5,076,536	70.71
06 - --- --- ---	BUILDING FUND	24,092,648	32,615,574	7,179,759	5,076,536	70.71
07 E --- 910 --- ---	DEBT REDEMPTION	5,266,144	9,034,848	5,227,353	5,225,853	99.97
07 - --- --- ---	DEBT SERVICE	5,266,144	9,034,848	5,227,353	5,225,853	99.97

ACCOUNT NUMBER	PROGRAM	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
08 E --- 010 --- ---	BOARD OF EDUCATION	1,000	1,000	0	0	0.00
08 E --- 220 --- ---	ENGLISH	500	500	500	1,830	366.00
08 E --- 900 --- ---	TRUST AND AGENCY	76,403	74,559	72,922	28,252	38.74
08 - --- --- ---	TRUST FUND	77,903	76,059	73,422	30,082	40.97
Grand Expense Totals		57,848,450	71,848,923	45,823,836	28,213,531	61.57

Number of Accounts: 3748

***** End of report *****

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
01 E --- --- --- --- 110	EXECUTIVE SALARY	959,780	1,117,390	1,168,563	752,116	64.36
01 E --- --- --- --- 113	LIBRARIANS SALARY	197,043	206,084	216,679	107,814	49.76
01 E --- --- --- --- 140	TEACHERS SALARY	7,999,504	8,159,533	8,618,683	4,300,108	49.89
01 E --- --- --- --- 141	PARAPROFESSIONAL SAL	79,229	84,262	102,695	55,359	53.91
01 E --- --- --- --- 143	LIC INSTR SUPPORT PE	108,803	186,962	196,442	100,734	51.28
01 E --- --- --- --- 145	SUBSTITUTE TEACHERS	93,091	55,864	71,052	45,636	64.23
01 E --- --- --- --- 146	SUBSTITUTE NON-LICEN	5,180	1,956	2,700	95	3.52
01 E --- --- --- --- 152	EDUCATIONAL SPEECH/L	373,823	365,496	388,548	200,910	51.71
01 E --- --- --- --- 154	SCHOOL NURSE	43,038	43,345	44,253	31,516	71.22
01 E --- --- --- --- 155	LICENSED NURSING SER	84,596	93,979	132,216	79,555	60.17
01 E --- --- --- --- 156	SCHOOL SOCIAL WORKER	148,103	164,792	171,166	85,158	49.75
01 E --- --- --- --- 161	PARAPROFESSIONAL	277,726	385,693	593,999	285,963	48.14
01 E --- --- --- --- 162	1-1 Para	622,748	507,864	386,180	224,617	58.16
01 E --- --- --- --- 163	FOREIGN LANG INTERPR	0	8	0	0	0.00
01 E --- --- --- --- 165	SCHOOL COUNSELOR	136,120	128,160	182,138	96,805	53.15
01 E --- --- --- --- 170	NON-CERTIFIED WAGES	1,207,424	1,328,717	1,601,470	922,110	57.58
01 E --- --- --- --- 171	SUB CUSTODIAN SALARY	8,387	6,190	9,802	10,189	103.95
01 E --- --- --- --- 174	DAPE	30,056	39,735	24,026	12,753	53.08
01 E --- --- --- --- 175	STUDENT WORKERS	0	0	1,000	0	0.00
01 E --- --- --- --- 180	EVENT OFFICIALS	10,657	5,839	10,196	3,466	34.00
01 E --- --- --- --- 181	EVENT WORKERS	17,549	23,522	19,301	12,946	67.07
01 E --- --- --- --- 182	Admin Supervision	11,645	13,009	12,355	4,405	35.65
01 E --- --- --- --- 183	Discretionary Coach	13,472	12,593	62,719	21,439	34.18
01 E --- --- --- --- 184	STUDENT COACH	300	300	800	400	50.00
01 E --- --- --- --- 185	OTHER SALARIES	863,552	1,047,008	1,222,897	276,608	22.62
01 E --- --- --- --- 186	Non-Cert ESY	29,435	24,125	29,600	24,426	82.52
01 E --- --- --- --- 189	Booster Coach	22,281	17,221	10,147	11,424	112.58
01 E --- --- --- --- 195	SALARY CHARGE-BACKS	-29,841	-36,500	-36,500	-36,500	100.00
01 E --- --- --- --- 1--		13,313,701	13,983,147	15,243,127	7,630,052	50.06
01 E --- --- --- --- 210	F I C A	964,585	1,034,160	1,144,924	565,006	49.35
01 E --- --- --- --- 214	P E R A	179,969	194,682	230,325	127,590	55.39
01 E --- --- --- --- 218	T R A	800,682	840,161	926,057	448,803	48.46
01 E --- --- --- --- 220	HOSPITAL INSURANCE	2,956,065	2,002,296	2,239,471	1,193,013	53.27
01 E --- --- --- --- 230	LIFE INSURANCE	21,314	21,835	22,880	11,448	50.07
01 E --- --- --- --- 235	DENTAL INSURANCE	88,546	88,623	92,218	49,347	53.52
01 E --- --- --- --- 240	L T D INSURANCE	32,874	34,513	38,103	17,485	45.89
01 E --- --- --- --- 250	TAX SHELTERED ANNUIT	147,787	144,618	222,227	91,298	41.08
01 E --- --- --- --- 251	EMPLOYER-SPONSORED H	30,150	1,007,386	1,063,720	890,126	83.68
01 E --- --- --- --- 270	WORKERS COMP INS	100,617	100,032	132,328	69,764	52.72
01 E --- --- --- --- 280	UNEMPLOYMENT INS	7,033	6,674	10,000	3,532	35.32
01 E --- --- --- --- 291	CONT EEMPL RETIREE HL	191,457	163,890	194,786	148,394	76.18
01 E --- --- --- --- 295	FRINGE CHARGE BACKS	1,049	0	0	0	0.00
01 E --- --- --- --- 2--		5,522,128	5,638,870	6,317,039	3,615,806	57.24
01 E --- --- --- --- 303	Fed Sub Award<\$25,00	0	3,828	0	881	0.00
01 E --- --- --- --- 305	Consulting	154,606	162,011	164,039	77,465	47.22
01 E --- --- --- --- 307	SPEC ED CONTRACTED S	60,820	57,182	62,800	25,710	40.94
01 E --- --- --- --- 310	BCKGRND CKS	56	486	400	67	16.66
01 E --- --- --- --- 311	PROFESSIONAL SERVICE	139,254	173,398	165,733	130,830	78.94
01 E --- --- --- --- 312	LEGAL COSTS	24,074	22,983	18,000	5,767	32.04
01 E --- --- --- --- 313	AUDTIOR FEES	21,800	22,300	23,000	22,850	99.35
01 E --- --- --- --- 314	SERVICES FEES	8,425	9,581	7,500	6,303	84.04
01 E --- --- --- --- 315	REP/MAINT COMPUTERS/	16,426	24,093	25,000	22,106	88.42
01 E --- --- --- --- 319	OTHER TECHNICAL SERV	1,050	37,509	21,600	22,945	106.23
01 E --- --- --- --- 320	TELEPHONE	61,355	71,602	79,400	43,526	54.82
01 E --- --- --- --- 329	POSTAGE	11,655	9,567	12,275	7,401	60.30
01 E --- --- --- --- 330	WATER AND SEWAGE	58,059	73,732	88,000	49,660	56.43
01 E --- --- --- --- 331	ELECTRICITY	316,678	354,445	408,992	285,215	69.74
01 E --- --- --- --- 333	GARBAGE SERVICE	23,749	36,240	47,000	30,660	65.24
01 E --- --- --- --- 336	ADVERTISING EXPENSE	3,134	3,854	4,465	2,674	59.90
01 E --- --- --- --- 337	PRINTING & BINDING	12,989	14,652	14,000	10,075	71.97
01 E --- --- --- --- 340	PROPERTY INSURANCE	103,182	109,373	135,000	133,575	98.94
01 E --- --- --- --- 350	CONTRACTED REPAIR	41,193	43,062	77,310	26,560	34.44
01 E --- --- --- --- 351	LAWN MAINT	24,610	26,510	39,812	26,728	67.14
01 E --- --- --- --- 353	MAINTENANCE AGREEMEN	34,737	28,588	36,600	17,412	47.57
01 E --- --- --- --- 355	MAINTENANCE CHARGEBA	-51,900	-44,400	0	-44,400	0.00
01 E --- --- --- --- 358	FOREIGN LANG INTERPR	0	92	130	130	100.00
01 E --- --- --- --- 360	BUS TRANSPORTATION	130,434	126,973	104,739	73,463	70.14
01 E --- --- --- --- 361	BUS ROUTE CONTRACTS	1,674,444	1,650,674	1,707,625	916,602	53.68
01 E --- --- --- --- 363	SNOW REMOVAL	18,868	22,910	20,000	33,485	167.43
01 E --- --- --- --- 365	TRANSPORTATION CHARG	1	0	0	0	0.00
01 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	74,743	73,492	126,478	48,314	38.55
01 E --- --- --- --- 367	TRAVEL-PROF DEVELOP	100	504	22,075	400	1.81
01 E --- --- --- --- 369	ENTRY FEES/STUDENT T	82,579	86,087	26,150	30,276	115.78
01 E --- --- --- --- 370	RENTALS AND LEASES	30,948	30,460	12,432	6,322	50.85
01 E --- --- --- --- 390	PAYMENTS TO OTHER DI	159,738	112,480	148,250	25,336	17.09

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
01 E --- --- --- --- 391	PYMT MN SCHDIST (COS	212,112	172,201	203,538	120,551	59.23
01 E --- --- --- --- 393	SPEC ED CONTRACTED S	28,297	23,745	30,500	0	0.00
01 E --- --- --- --- 394	PYMTS ED PURP OTHR A	0	2,473	0	0	0.00
01 E --- --- --- --- 396	SPEC ED SAL PURCH FR	147,798	145,864	166,100	135,626	81.65
01 E --- --- --- --- 397	SPEC ED BEN PURCH AN	22,184	19,491	29,500	22,255	75.44
01 E --- --- --- --- 398	CHARGEBACK OF EXPENS	9,176	7,046	9,546	0	0.00
01 E --- --- --- --- 399	SPEC ED CONTRACTED S	17,337	19,249	19,000	14,768	77.73
01 E --- --- --- --- 3--		3,674,711	3,734,337	4,056,989	2,331,538	57.48
01 E --- --- --- --- 401	GENERAL SUPPLIES	253,285	204,125	197,349	132,381	72.64
01 E --- --- --- --- 402	PRINTER SUPPLIES	6,874	5,950	4,400	4,774	120.07
01 E --- --- --- --- 403	Field & Maintenance	3,915	2,176	1,500	205	13.63
01 E --- --- --- --- 404	LAMINATING SUPPLIES	459	0	0	0	0.00
01 E --- --- --- --- 405	Non-Instr Software &	68,548	78,360	105,565	98,790	93.58
01 E --- --- --- --- 406	Instructional Softwa	0	3,200	10,305	17,669	171.46
01 E --- --- --- --- 409	Letter & Team Awards	2,312	1,500	1,500	1,396	93.09
01 E --- --- --- --- 410	CUSTODIAL CLEANING S	26,371	26,904	39,000	18,175	46.60
01 E --- --- --- --- 411	CUSTODIAL PAPER PROD	46,097	31,156	46,000	42,085	91.49
01 E --- --- --- --- 412	POOL OPERATION SUPPL	4,896	6,307	9,000	10,297	114.41
01 E --- --- --- --- 413	VEHICLE OPERATION EX	1,874	6,124	6,000	2,746	45.76
01 E --- --- --- --- 415	LAWN FERTILIZER	0	1,684	3,000	558	18.60
01 E --- --- --- --- 420	REPAIR PARTS AND SUP	23,455	44,334	49,500	39,487	79.77
01 E --- --- --- --- 430	INSTRUCTIONAL SUPPLY	100,226	106,870	133,672	78,267	59.91
01 E --- --- --- --- 431	CLASSROOM MAGAZINES/	327	327	0	0	0.00
01 E --- --- --- --- 432	COPIER SUPPLIES	18,256	17,972	17,750	19,885	112.02
01 E --- --- --- --- 433	SUPPLIES AND MAT IND	45,258	45,912	100,974	69,979	69.34
01 E --- --- --- --- 434	DONATED FUNDS	159,980	176,477	328,688	72,891	22.29
01 E --- --- --- --- 435	UNIFORM PURCHASES	8,592	2,333	3,000	2,936	97.88
01 E --- --- --- --- 436	ITEMS PURCHASED FOR	7,343	5,143	3,531	1,339	37.92
01 E --- --- --- --- 440	FUEL FOR BUILDINGS	123,725	141,860	170,000	94,726	55.72
01 E --- --- --- --- 455	NON-INSTR TECH SUPPL	7,283	9,926	8,200	5,153	62.84
01 E --- --- --- --- 456	INSTRUCTIONAL TECH S	0	1,059	500	0	0.00
01 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	20,052	8,815	7,367	5,860	79.54
01 E --- --- --- --- 461	STANDARDIZED TESTS	31,993	28,260	13,975	12,608	90.21
01 E --- --- --- --- 465	NON-INSTR TECH DEVIC	0	414	0	681	0.00
01 E --- --- --- --- 466	INSTRUCTIONAL TECH D	0	77	0	0	0.00
01 E --- --- --- --- 470	LIBRARY BOOKS	6,609	4,424	5,000	4,689	93.78
01 E --- --- --- --- 480	A V AIDS AND MATERIA	2,767	2,194	2,700	1,540	57.03
01 E --- --- --- --- 489	NEWSPAPERS AND MAGAZ	416	304	650	305	47.00
01 E --- --- --- --- 490	FOOD	4,914	15,523	9,808	7,351	74.95
01 E --- --- --- --- 4--		975,827	979,710	1,278,934	746,773	59.46
01 E --- --- --- --- 522	BUILDING IMPROVEMENT	0	0	6,445	6,445	100.00
01 E --- --- --- --- 530	EQUIPMENT	39,583	58,358	54,286	34,690	63.90
01 E --- --- --- --- 545	OPERATING CAPITAL CH	112,857	114,126	0	0	0.00
01 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	126,117	114,288	144,721	104,889	72.68
01 E --- --- --- --- 556	TECHNOLOGY EQUIP-SPE	190	798	0	0	0.00
01 E --- --- --- --- 580	LEASE PRINCIPAL	219,576	233,820	238,707	157,785	66.10
01 E --- --- --- --- 581	LEASE INTEREST	63,506	49,262	44,375	30,936	69.72
01 E --- --- --- --- 5--		561,829	570,652	488,534	334,745	68.58
01 E --- --- --- --- 820	DUES-MEMBERSHIP	49,459	54,403	52,920	46,902	88.63
01 E --- --- --- --- 891	TRA Special Funding	81,271	80,825	83,000	0	0.00
01 E --- --- --- --- 895	FEDERAL INDIRECT COS	-788	-846	-1,068	0	0.00
01 E --- --- --- --- 896	TAXES AND SPECIAL AS	14,644	1,417	1,600	1,553	97.04
01 E --- --- --- --- 897	TOURNAMENT EXPENSES	12,679	11,723	5,000	3,654	73.09
01 E --- --- --- --- 898	AWARDS AND SCHOLARSH	27,117	12,250	27,200	1,200	4.41
01 E --- --- --- --- 8--		184,382	159,772	168,652	53,309	31.61
01 E --- --- --- --- 900	BUDGETED EMERGENCY R	0	0	54,188	3,718	6.86
01 E --- --- --- --- 910	INTER FUND TRANSFER	2,406	0	0	0	0.00
01 E --- --- --- --- 9--	BUDGETED EMERGENCY R	2,406	0	54,188	3,718	6.86
01 - --- --- --- --- ---	GENERAL FUND	24,234,984	25,066,488	27,607,463	14,715,941	53.36

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
02 E --- --- --- --- 110	EXECUTIVE SALARY	7,784	8,002	8,282	5,151	62.20
02 E --- --- --- --- 170	NON-CERTIFIED WAGES	327,866	336,649	407,380	221,381	54.34
02 E --- --- --- --- 195	SALARY CHARGE-BACKS	36,500	36,500	36,500	36,500	100.00
02 E --- --- --- --- 1--		372,150	381,151	452,162	263,032	58.17
02 E --- --- --- --- 210	F I C A	22,418	25,045	31,685	16,611	52.42
02 E --- --- --- --- 214	P E R A	24,658	25,099	31,008	16,733	53.96
02 E --- --- --- --- 218	T R A	0	0	20	20	100.25
02 E --- --- --- --- 220	HOSPITAL INSURANCE	94,976	59,905	57,978	34,634	59.74
02 E --- --- --- --- 230	LIFE INSURANCE	127	109	117	65	55.79
02 E --- --- --- --- 235	DENTAL INSURANCE	83	83	83	49	58.61
02 E --- --- --- --- 240	L T D INSURANCE	144	127	154	73	47.71
02 E --- --- --- --- 250	TAX SHELTERED ANNUIT	3,863	3,795	3,430	2,004	58.41
02 E --- --- --- --- 251	EMPLOYER-SPONSORED H	0	30,841	26,374	13,959	52.93
02 E --- --- --- --- 270	WORKERS COMP INS	8,646	12,601	18,403	9,707	52.75
02 E --- --- --- --- 2--		154,915	157,605	169,252	93,855	55.45
02 E --- --- --- --- 311	PROFESSIONAL SERVICE	0	300	400	350	87.50
02 E --- --- --- --- 314	SERVICES FEES	19,440	21,725	20,000	11,253	56.27
02 E --- --- --- --- 320	TELEPHONE	0	600	600	150	25.00
02 E --- --- --- --- 350	CONTRACTED REPAIR	2,054	4,239	12,000	12,859	107.16
02 E --- --- --- --- 355	MAINTENANCE CHARGEBA	11,000	11,000	11,000	11,000	100.00
02 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	2,172	1,150	3,000	1,392	46.39
02 E --- --- --- --- 398	CHARGEBACK OF EXPENS	2,500	2,500	0	0	0.00
02 E --- --- --- --- 3--		37,166	41,514	47,000	37,004	78.73
02 E --- --- --- --- 401	GENERAL SUPPLIES	11,390	17,372	20,000	16,528	82.64
02 E --- --- --- --- 405	Non-Instr Software &	5,147	3,228	3,400	3,351	98.56
02 E --- --- --- --- 420	REPAIR PARTS AND SUP	0	118	500	382	76.44
02 E --- --- --- --- 435	UNIFORM PURCHASES	1,938	1,926	3,000	2,216	73.88
02 E --- --- --- --- 490	FOOD	293,952	295,874	301,500	200,180	66.39
02 E --- --- --- --- 491	COMMODITIES	77,535	59,002	75,000	0	0.00
02 E --- --- --- --- 495	MILK	61,620	55,285	60,650	27,903	46.01
02 E --- --- --- --- 4--		451,582	432,805	464,050	250,560	53.99
02 E --- --- --- --- 530	EQUIPMENT	0	544	0	0	0.00
02 E --- --- --- --- 5--		0	544	0	0	0.00
02 E --- --- --- --- 820	DUES-MEMBERSHIP	1,984	2,777	3,000	2,867	95.57
02 E --- --- --- --- 891	TRA Special Funding	0	211	200	0	0.00
02 E --- --- --- --- 8--		1,984	2,988	3,200	2,867	89.59
02 - --- --- --- --- ---	FOOD SERVICE	1,017,797	1,016,607	1,135,664	647,318	57.00

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
04 E --- --- --- --- 110	EXECUTIVE SALARY	2,468	9,712	8,842	4,672	52.84
04 E --- --- --- --- 111	NURSES SALARY	1,740	1,365	1,860	1,014	54.51
04 E --- --- --- --- 114	DIRECTOR/SUPERVISOR	75,500	77,250	78,795	49,247	62.50
04 E --- --- --- --- 120	ECFE ADMIN/SUPERVISI	54,798	49,273	42,600	29,623	69.54
04 E --- --- --- --- 121	COORDINATOR	80,877	82,362	85,851	53,501	62.32
04 E --- --- --- --- 140	TEACHERS SALARY	164,903	163,226	148,336	70,426	47.48
04 E --- --- --- --- 154	SCHOOL NURSE	5,885	6,995	7,593	0	0.00
04 E --- --- --- --- 160	AQUATICS MANAGER/COO	4,187	3,211	2,500	0	0.00
04 E --- --- --- --- 161	AQUATICS INSTRUCTOR	26,280	14,980	15,000	2,036	13.57
04 E --- --- --- --- 162	AQUATICS LIFEGUARD	12,757	6,049	6,500	3,567	54.88
04 E --- --- --- --- 165	SCHOOL COUNSELOR	0	221	1,615	0	0.00
04 E --- --- --- --- 170	NON-CERTIFIED WAGES	949,175	901,142	927,297	526,610	56.79
04 E --- --- --- --- 171	CUSTODIAN SALARY	0	24,381	41,318	24,030	58.16
04 E --- --- --- --- 172	CUSTODIAL - EVENT RE	11,042	11,542	11,500	7,444	64.73
04 E --- --- --- --- 175	STUDENT WORKERS	87,749	79,637	77,000	39,450	51.23
04 E --- --- --- --- 185	OTHER SALARIES	44,822	39,494	39,567	22,558	57.01
04 E --- --- --- --- 195	SALARY CHARGE-BACKS	-6,659	0	0	0	0.00
04 E --- --- --- --- 1--		1,515,524	1,470,840	1,496,174	834,178	55.75
04 E --- --- --- --- 210	F I C A	105,796	103,396	108,351	59,538	54.95
04 E --- --- --- --- 214	P E R A	78,464	74,247	81,602	45,326	55.55
04 E --- --- --- --- 218	T R A	21,825	22,264	20,922	11,916	56.96
04 E --- --- --- --- 220	HOSPITAL INSURANCE	148,826	91,577	94,693	56,601	59.77
04 E --- --- --- --- 230	LIFE INSURANCE	655	753	785	451	57.38
04 E --- --- --- --- 235	DENTAL INSURANCE	2,056	2,423	2,256	1,363	60.41
04 E --- --- --- --- 240	L T D INSURANCE	775	960	974	549	56.33
04 E --- --- --- --- 250	TAX SHELTERED ANNUIT	8,142	10,722	12,063	7,818	64.80
04 E --- --- --- --- 251	EMPLOYER-SPONSORED H	100	56,058	55,582	30,603	55.06
04 E --- --- --- --- 270	WORKERS COMP INS	8,141	9,357	11,844	6,908	58.33
04 E --- --- --- --- 291	CONT EMPL RETIREE HL	0	0	14,657	8,592	58.62
04 E --- --- --- --- 295	FRINGE CHARGE BACKS	-1,049	0	0	0	0.00
04 E --- --- --- --- 2--		373,731	371,757	403,729	229,665	56.89
04 E --- --- --- --- 305	CLEANING CONSULTANT	47,659	16,302	0	0	0.00
04 E --- --- --- --- 310	BCKGRND CKS	30	462	200	198	98.98
04 E --- --- --- --- 311	PROFESSIONAL SERVICE	84,605	74,334	62,310	33,284	53.42
04 E --- --- --- --- 314	SERVICES FEES	56,721	55,564	51,230	36,534	71.31
04 E --- --- --- --- 320	TELEPHONE	4,245	4,493	5,700	2,966	52.03
04 E --- --- --- --- 329	POSTAGE	4,639	4,414	4,330	1,429	32.99
04 E --- --- --- --- 330	WATER AND SEWAGE	6,332	6,017	6,000	2,826	47.09
04 E --- --- --- --- 331	ELECTRICITY	13,362	14,682	12,000	9,215	76.80
04 E --- --- --- --- 333	GARBAGE SERVICE	3,994	4,627	4,000	2,995	74.87
04 E --- --- --- --- 336	ADVERTISING EXPENSE	1,717	1,559	2,050	290	14.15
04 E --- --- --- --- 337	PRINTING & BINDING	12,087	10,529	11,550	7,854	68.01
04 E --- --- --- --- 350	CONTRACTED REPAIR	2,127	2,209	6,700	822	12.27
04 E --- --- --- --- 353	MAINTENANCE AGREEMEN	1,838	1,760	1,400	1,452	103.74
04 E --- --- --- --- 355	MAINTENANCE CHARGEBA	40,900	33,400	33,400	33,400	100.00
04 E --- --- --- --- 360	BUS TRANSPORTATION	15,835	15,439	15,200	8,710	57.30
04 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	2,192	813	1,798	155	8.59
04 E --- --- --- --- 369	ENTRY FEES/STUDENT T	26,463	24,527	29,093	24,960	85.79
04 E --- --- --- --- 370	RENTALS AND LEASES	5,889	9,784	10,310	4,219	40.92
04 E --- --- --- --- 380	COMPUTER TECH-RELTD	0	0	290	290	100.00
04 E --- --- --- --- 398	CHARGEBACK OF EXPENS	-12,701	-9,546	-9,546	0	0.00
04 E --- --- --- --- 3--		317,934	271,369	248,015	171,599	69.19
04 E --- --- --- --- 401	GENERAL SUPPLIES	36,645	48,065	45,425	41,104	91.07
04 E --- --- --- --- 405	Non-Instr Software &	0	0	0	368	0.00
04 E --- --- --- --- 410	CUSTODIAL CLEANING S	8,622	5,454	6,500	3,661	56.32
04 E --- --- --- --- 413	VEHICLE OPERATION EX	437	418	180	0	0.00
04 E --- --- --- --- 420	REPAIR PARTS AND SUP	467	455	3,000	2,209	73.64
04 E --- --- --- --- 430	INSTRUCTIONAL SUPPLY	17,270	11,676	15,850	4,363	27.53
04 E --- --- --- --- 432	COPIER SUPPLIES	4,033	3,580	4,200	2,684	63.90
04 E --- --- --- --- 434	DONATED FUNDS	15,286	16,260	8,484	3,616	42.63
04 E --- --- --- --- 440	FUEL FOR BUILDINGS	15,325	17,029	15,000	7,047	46.98
04 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	8,940	8,570	10,693	8,072	75.59
04 E --- --- --- --- 490	FOOD	49,541	43,998	51,700	28,611	55.34
04 E --- --- --- --- 495	MILK	6,246	5,177	7,000	1,828	26.11
04 E --- --- --- --- 4--		162,812	160,682	168,032	103,563	61.80
04 E --- --- --- --- 522	BUILDING IMPROVEMENT	493	0	0	0	0.00
04 E --- --- --- --- 530	EQUIPMENT	9,900	7,643	12,233	6,699	54.76
04 E --- --- --- --- 5--		10,393	7,643	12,233	6,699	54.76
04 E --- --- --- --- 820	DUES-MEMBERSHIP	1,618	2,030	2,700	2,364	87.48
04 E --- --- --- --- 891	TRA Special Funding	2,073	2,721	2,100	0	0.00
04 E --- --- --- --- 895	FEDERAL INDIRECT COS	788	846	1,068	0	0.00
04 E --- --- --- --- 897	TOURNAMENT EXPENSES	2,425	1,275	1,800	350	19.44

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
04 E --- --- --- --- 898	SCHOLARSHIP EXP.	17,495	18,822	12,000	0	0.00
04 E --- --- --- --- 8--		24,399	25,694	19,668	2,714	13.79
04 - --- --- --- --- ---	COMMUNITY SERVICES	2,404,793	2,307,985	2,347,851	1,348,418	57.44

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
05 E --- --- --- --- 110	EXECUTIVE SALARY	4,945	14,740	16,845	8,369	49.68
05 E --- --- --- --- 154	SCHOOL NURSE	2,413	2,139	2,615	1,561	59.71
05 E --- --- --- --- 170	NON-CERTIFIED WAGES	8,008	979	0	0	0.00
05 E --- --- --- --- 185	OTHER SALARIES	0	465	150	150	100.00
05 E --- --- --- --- 1--		15,366	18,323	19,610	10,080	51.41
05 E --- --- --- --- 210	F I C A	1,137	1,404	1,489	776	52.10
05 E --- --- --- --- 214	P E R A	971	1,146	1,263	628	49.69
05 E --- --- --- --- 218	T R A	181	195	202	132	65.31
05 E --- --- --- --- 220	HOSPITAL INSURANCE	3,599	2,793	3,465	1,469	42.40
05 E --- --- --- --- 230	LIFE INSURANCE	27	33	41	17	41.85
05 E --- --- --- --- 235	DENTAL INSURANCE	134	304	311	155	49.93
05 E --- --- --- --- 240	L T D INSURANCE	43	50	55	26	46.60
05 E --- --- --- --- 250	TAX SHELTERED ANNUIT	444	392	425	212	49.99
05 E --- --- --- --- 251	EMPLOYER-SPONSORED H	0	1,619	2,000	750	37.50
05 E --- --- --- --- 270	WORKERS COMP INS	444	607	629	315	50.15
05 E --- --- --- --- 2--		6,980	8,543	9,880	4,480	45.35
05 E --- --- --- --- 305	Consulting	265	126	126	126	100.00
05 E --- --- --- --- 311	PROFESSIONAL SERVICE	249,876	244,306	271,337	193,292	71.50
05 E --- --- --- --- 350	CONTRACTED REPAIR	6,979	73,736	817,769	295,265	54.41
05 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	563	346	300	410	136.67
05 E --- --- --- --- 370	RENTALS AND LEASES	151,583	167,866	184,170	99,001	53.76
05 E --- --- --- --- 390	PAYMENTS TO OTHER DI	0	12,528	12,240	8,160	66.67
05 E --- --- --- --- 3--		409,266	498,908	1,285,942	596,254	58.06
05 E --- --- --- --- 401	GENERAL SUPPLIES	585	8,083	16,635	1,995	12.82
05 E --- --- --- --- 405	Non-Instr Software &	0	1,294	0	0	0.00
05 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	95,473	100,559	184,719	119,678	67.09
05 E --- --- --- --- 470	LIBRARY BOOKS	12,637	10,293	18,285	6,749	36.91
05 E --- --- --- --- 4--		108,695	120,229	219,639	128,422	60.47
05 E --- --- --- --- 505	CAPIT NON-INST TECH	0	850	0	0	0.00
05 E --- --- --- --- 520	BLDG CONSTRUCTION/RE	0	621,600	0	0	0.00
05 E --- --- --- --- 530	EQUIPMENT	78,958	292,265	437,563	187,110	42.79
05 E --- --- --- --- 545	OPERATING CAPITAL CH	-112,857	-114,126	0	0	0.00
05 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	215,395	257,475	254,270	233,864	91.97
05 E --- --- --- --- 556	TECHNOLOGY EQUIP-SPE	0	1,249	0	0	0.00
05 E --- --- --- --- 561	A.V. EQUIPMENT	4,380	2,720	6,100	1,296	21.25
05 E --- --- --- --- 580	LEASE PRINCIPAL	14,325	10,347	1,500	0	0.00
05 E --- --- --- --- 581	LEASE INTEREST	1,071	605	1,500	0	0.00
05 E --- --- --- --- 5--		201,272	1,072,985	700,933	422,270	60.26
05 E --- --- --- --- 820	DUES-MEMBERSHIP	0	0	300	300	100.00
05 E --- --- --- --- 896	TAXES AND SPECIAL AS	12,602	12,374	16,020	7,577	47.30
05 E --- --- --- --- 8--		12,602	12,374	16,320	7,877	48.26
05 - --- --- --- --- ---	CAPITAL OUTLAY	754,181	1,731,362	2,252,324	1,169,383	58.80

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
06 E --- --- --- --- 170	NON-CERTIFIED WAGES	0	3,392	0	0	0.00
06 E --- --- --- --- 185	OTHER SALARIES	0	8,260	0	0	0.00
06 E --- --- --- --- 1--		0	11,652	0	0	0.00
06 E --- --- --- --- 210	F I C A	0	882	0	0	0.00
06 E --- --- --- --- 214	P E R A	0	254	0	0	0.00
06 E --- --- --- --- 218	T R A	0	620	0	0	0.00
06 E --- --- --- --- 270	WORKERS COMP INS	0	219	0	0	0.00
06 E --- --- --- --- 2--		0	1,975	0	0	0.00
06 E --- --- --- --- 311	PROFESSIONAL SERVICE	2,754,181	1,803,221	412,672	391,956	94.98
06 E --- --- --- --- 312	LEGAL COSTS	3,017	0	0	0	0.00
06 E --- --- --- --- 336	ADVERTISING EXPENSE	203	0	0	0	0.00
06 E --- --- --- --- 340	PROPERTY INSURANCE	69,135	0	20,659	20,659	100.00
06 E --- --- --- --- 350	CONTRACTED REPAIR	1,352	413	0	0	0.00
06 E --- --- --- --- 3--		2,827,888	1,803,634	433,331	412,615	95.22
06 E --- --- --- --- 401	GENERAL SUPPLIES	4,297	8,117	75	75	100.00
06 E --- --- --- --- 4--		4,297	8,117	75	75	100.00
06 E --- --- --- --- 520	BLDG CONSTRUCTION/RE	21,260,463	29,865,912	5,430,685	3,473,584	63.96
06 E --- --- --- --- 522	BUILDING IMPROVEMENT	0	68,444	0	0	0.00
06 E --- --- --- --- 530	EQUIPMENT	0	654,079	898,710	773,304	100.35
06 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	0	201,761	416,958	416,958	100.00
06 E --- --- --- --- 5--		21,260,463	30,790,196	6,746,353	4,663,846	71.04
06 - --- --- --- --- ---	BUILDING FUND	24,092,648	32,615,574	7,179,759	5,076,536	72.50

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
07 E --- --- --- --- 710	BOND PRINCIPAL	2,605,000	2,835,000	2,765,000	2,765,000	100.00
07 E --- --- --- --- 720	BOND INTEREST	2,655,169	2,595,246	2,455,853	2,455,853	100.00
07 E --- --- --- --- 790	OTHER DEBT SERVICE	5,975	68,861	6,500	5,000	76.92
07 E --- --- --- --- 7--		5,266,144	5,499,107	5,227,353	5,225,853	99.97
07 E --- --- --- --- 920	BOND REFUNDING PAYME	0	3,535,741	0	0	0.00
07 E --- --- --- --- 9--	BUDGETED EMERGENCY R	0	3,535,741	0	0	0.00
07 - --- --- --- --- ---	DEBT SERVICE	5,266,144	9,034,848	5,227,353	5,225,853	99.97

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
08 E --- --- --- --- 170	NON-CERTIFIED WAGES	249	0	0	0	0.00
08 E --- --- --- --- 1--		249	0	0	0	0.00
08 E --- --- --- --- 210	F I C A	19	0	0	0	0.00
08 E --- --- --- --- 214	P E R A	19	0	0	0	0.00
08 E --- --- --- --- 270	WORKERS COMP INS	1	0	0	0	0.00
08 E --- --- --- --- 2--		39	0	0	0	0.00
08 E --- --- --- --- 311	PROFESSIONAL SERVICE	55,622	49,325	30,472	22,399	73.51
08 E --- --- --- --- 320	TELEPHONE	720	720	1,000	500	50.00
08 E --- --- --- --- 329	POSTAGE	265	170	200	80	40.00
08 E --- --- --- --- 336	ADVERTISING EXPENSE	60	514	360	360	100.00
08 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	437	1,122	800	302	37.73
08 E --- --- --- --- 370	RENTALS AND LEASES	0	750	0	0	0.00
08 E --- --- --- --- 398	CHARGEBACK OF EXPENS	1,025	0	0	0	0.00
08 E --- --- --- --- 3--		58,129	52,601	32,832	23,641	72.01
08 E --- --- --- --- 401	GENERAL SUPPLIES	16,001	14,434	36,000	3,611	10.03
08 E --- --- --- --- 490	FOOD	21	0	0	0	0.00
08 E --- --- --- --- 4--		16,022	14,434	36,000	3,611	10.03
08 E --- --- --- --- 898	AWARDS AND SCHOLARSH	1,500	4,200	4,590	2,830	61.66
08 E --- --- --- --- 899	MISC EXPENSE	1,964	4,824	0	0	0.00
08 E --- --- --- --- 8--		3,464	9,024	4,590	2,830	61.66
08 - --- --- --- --- ---	TRUST FUND	77,903	76,059	73,422	30,082	40.97

ACCOUNT NUMBER	OBJ	2016-17 FY Activity	2017-18 FY Activity	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %
Grand Expense Totals		57,848,450	71,848,923	45,823,836	28,213,531	62.22

Number of Accounts: 3748

***** End of report *****

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
January	2019	111508	ANNANDALE HIGH SCHOO	WCC Honor Band - 6 Students	01/31/2019	01.05.2019	78.00
January	2019	111508	ANNANDALE HIGH SCHOO	Track and Field Invitational 4/18/2019	01/31/2019	04.18.2019	120.00
Totals for 111508							198.00
January	2019	111509	BARTA, SCOTT	Boys JV/V Hockey Official 1/25/2019	01/31/2019	01.25.2019	126.00
Totals for 111509							126.00
January	2019	111510	BOYSEN, CRAIG	Boys 8th Basketball Official 1/24/2019	01/31/2019	01.24.2019	85.00
Totals for 111510							85.00
January	2019	111511	CASSIDY, JENNIFER	Dance Judge - Sections 2/2/2019	01/31/2019	02.02.2019	150.00
Totals for 111511							150.00
January	2019	111512	CENTRAL MN ERDC	11 x 17 paper	01/31/2019	170235	158.60
January	2019	111512	CENTRAL MN ERDC	Customer 1-Delano	01/31/2019	170246	290.00
January	2019	111512	CENTRAL MN ERDC	Customer 1-Delano	01/31/2019	170247	150.00
Totals for 111512							598.60
January	2019	111513	CLIMATE MAKERS	Ticket #034244	01/31/2019	61309	2,900.95
Totals for 111513							2,900.95
January	2019	111514	COLE PAPERS INC	Customer No. 18702500	01/31/2019	9509328	2,174.80
Totals for 111514							2,174.80
January	2019	111515	CULINEX	#SO369254 Customer #76104	01/31/2019	INV790947	130.17
Totals for 111515							130.17
January	2019	111516	DASSEL-COKATO HIGH S	JH Wrestling Invitational 12/07/2018	01/31/2019	12.07.2018	70.00
Totals for 111516							70.00
January	2019	111517	DELANO ATHLETIC BOOS	2018/19 Ticket Taker / Score Keeper / Announcer	01/31/2019	01.24.2019	557.28
Totals for 111517							557.28
January	2019	111518	DINGER, NATALIE	Mileage Reimbursement	01/31/2019	01.15.2019	15.08
Totals for 111518							15.08
January	2019	111519	DELANO TIGER BOOSTER	ATTN: BOYS SWIM/DIVE 2018/19 Announcer/Scoreboard/Official Scorer/Tickets	01/31/2019	01.24.2019	1,008.40
Totals for 111519							1,008.40
January	2019	111520	EARTHGRAINS BAKING C	Customer #99-46039-9999-99 Invoice Nos. 52177725650/52177725651/521777 25710	01/31/2019	35233	83.75
Totals for 111520							83.75
January	2019	111521	EGAN, STERLING	Boys JV/V Hockey Official 1/25/2019	01/31/2019	01.25.2019	126.00
Totals for 111521							126.00
January	2019	111522	EPA AUDIO VISUAL INC	Order No. A20284	01/31/2019	192529	8,460.00
Totals for 111522							8,460.00
January	2019	111523	FASCHING, COLE	Boys V Basketball Official 1/24/2019	01/31/2019	01.24.2019	82.00
Totals for 111523							82.00
January	2019	111524	FINDLEY, DEBRA	Supplies Reimbursement	01/31/2019	01.25.2019	35.94
Totals for 111524							35.94
January	2019	111525	FREDKOVE, SAMANTHA	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	85.00
Totals for 111525							85.00
January	2019	111526	GENERAL PARTS, LLC	S/O E53072 Walk In Cooler	01/31/2019	6032980	4,232.59
Totals for 111526							4,232.59
January	2019	111527	GRAINGER INC	Acct No. 806535100	01/31/2019	9066416885	492.58
Totals for 111527							492.58
January	2019	111528	GROSKREUTZ, BRENDAN	School Board Meeting Tech Support 1/28/2019	01/31/2019	01.28.2019	60.00
Totals for 111528							60.00
January	2019	111529	HILLYARD/HUTCHINSON	Customer Number: 201908 S/O Number: 3000231940	01/31/2019	603302332	414.40
Totals for 111529							414.40
January	2019	111530	HUTCHINSON HIGH SCHO	Conference Dance Championship	01/31/2019	01.19.2019	3,069.00
Totals for 111530							3,069.00
January	2019	111531	INNOVATIVE OFFICE SO	Toner for Copy Machine/Printer in HS Office	01/31/2019	IN2366242	69.30
January	2019	111531	INNOVATIVE OFFICE SO	Toner for Wings, etc in High School	01/31/2019	IN2368146	344.26
Totals for 111531							413.56
January	2019	111532	JENKINS-HAGENESS, LA	Dance Judge - Sections 2/2/19	01/31/2019	02.02.2019	150.00
Totals for 111532							150.00
January	2019	111533	KAMPS, KAELYNN	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	180.00
Totals for 111533							180.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
January	2019	111534	KELLEY, SUSAN	Dance Judge - Sections 2/2/19	01/31/2019	02.02.2019	150.00
						Totals for 111534	150.00
January	2019	111535	KEMPS	Account #28020-0 Invoice Nos. 741072/741074/741090/741071/74 1076/741089/741087/741070/7410 75/741088/741085	01/31/2019	w/e 01.19.	1,483.54
						Totals for 111535	1,483.54
January	2019	111536	KOBIELUSH, SAMUEL	Boys 8th Basketball Official 1/24/2019	01/31/2019	01.24.2019	85.00
						Totals for 111536	85.00
January	2019	111537	KORTENHOF, JILL	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	170.00
						Totals for 111537	170.00
January	2019	111538	LABEAU, MATTHEW	Monthly Phone Stipend	01/31/2019	01.22.2019	50.00
						Totals for 111538	50.00
January	2019	111539	LILLEMOEN, JON	Hockey JV/V Official 1/22/2019	01/31/2019	01.22.2019	149.00
						Totals for 111539	149.00
January	2019	111540	MALMGREN, ALEX	Hockey JV/V Official 1/22/2019	01/31/2019	01.22.2019	149.00
						Totals for 111540	149.00
January	2019	111541	MANKATO WEST HIGH SC	Track and Field Invitational 4/13/2019	01/31/2019	04.13.2019	150.00
						Totals for 111541	150.00
January	2019	111542	MARIA FELGER RAMOS,	Interpret w/ Mom and Staff + Mileage	01/31/2019	2019006	137.00
						Totals for 111542	137.00
January	2019	111543	MARSHALL, GREG	Boys JV/V Basketball Official 1/24/2019	01/31/2019	01.24.2019	117.00
						Totals for 111543	117.00
January	2019	111544	MASON, TERRI	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	160.00
						Totals for 111544	160.00
January	2019	111545	MCDONOUGH, PATRICK	Girls JV/V Basketball Official 1/17/19	01/31/2019	01.17.2019	117.00
						Totals for 111545	117.00
January	2019	111546	MICEK, NICK	Hockey JV/V Official 1/22/2019	01/31/2019	01.22.2019	80.00
						Totals for 111546	80.00
January	2019	111547	MUSIC BOOSTERS	Proceeds from NHS Fruit Sale \$802.20 Band / \$1491.30 Choir	01/31/2019	01.23.2019	2,293.50
						Totals for 111547	2,293.50
January	2019	111548	NORCOSTCO INC	Account No. 220186	01/31/2019	170375	205.62
						Totals for 111548	205.62
January	2019	111549	OLSON, DARRELL	Boys JV/V Basketball Official 1/24/2019	01/31/2019	01.24.2019	82.00
						Totals for 111549	82.00
January	2019	111550	OPLAND, NICOLE	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	165.00
						Totals for 111550	165.00
January	2019	111551	ORONO SENIOR HIGH	Track and Field Invitational 4/9/2019	01/31/2019	04.09.2019	200.00
						Totals for 111551	200.00
January	2019	111552	OTTESON, KELLY	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	170.00
						Totals for 111552	170.00
January	2019	111553	OXHERD PIZZA, INC.	Pizzas	01/31/2019	6011	826.50
January	2019	111553	OXHERD PIZZA, INC.	Pizzas	01/31/2019	6016	1,319.50
						Totals for 111553	2,146.00
January	2019	111554	QUICK, JENNA	Dance Judge + Mileage - Sections 2/2/19	01/31/2019	02.02.2019	160.00
						Totals for 111554	160.00
January	2019	111555	RANDY'S ENVIRONMENTA	Customer Number 1-297139-5	01/31/2019	01.31.2019	579.43
January	2019	111555	RANDY'S ENVIRONMENTA	Customer Number 1-145-0	01/31/2019	01.31.2019	3,674.46
						Totals for 111555	4,253.89
January	2019	111556	REEDER, MARY	Monthly Cell Phone Stipend: 7/2018-12/2018	01/31/2019	01.28.2019	300.00
						Totals for 111556	300.00
January	2019	111557	SCHAUBERGER, STEVEN	Mileage Reimbursement	01/31/2019	01.24.2019	31.90
						Totals for 111557	31.90
January	2019	111558	SCHOLASTIC BOOK FAIR	Fair ID 3910160	01/31/2019	W3910160BF	3,880.81
						Totals for 111558	3,880.81
January	2019	111559	SCHULTZ, ALLISON	Dance Judge - Sections 2/2/19	01/31/2019	02.02.2019	200.00
						Totals for 111559	200.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
January	2019	111560	SCHWEHR, SARA	Returned Lost Book	01/31/2019	01.23.2019	5.00
						Totals for 111560	5.00
January	2019	111561	SCULLEN, JULIANNE	Professional Development for Content Area Literacy	01/31/2019	02.06.2019	300.00
						Totals for 111561	300.00
January	2019	111562	SECURITY LOCKSMITHS,	Delano Elementary School AC1 - AC20	01/31/2019	55382	68.25
						Totals for 111562	68.25
January	2019	111563	SETRUM, JOSEPH	Boys JV/V Hockey Official 1/25/2019	01/31/2019	01.25.2019	126.00
						Totals for 111563	126.00
January	2019	111564	STYER, ADAM	Boys JV/V Basketball Official 1/24/2019	01/31/2019	01.24.2019	117.00
						Totals for 111564	117.00
January	2019	111565	TEACHERS ON CALL	Account No. 20214	01/31/2019	99419	5,884.65
						Totals for 111565	5,884.65
January	2019	111566	TIMBERWOLVES & LYNX	Delano Youth Basketball Clinics	01/31/2019	01.21.2019	1,185.00
						Totals for 111566	1,185.00
January	2019	111567	UPPER LAKES FOODS IN		01/31/2019		0.00
						Totals for 111567	0.00
January	2019	111568	UPPER LAKES FOODS IN	Acct #312772	01/31/2019	411801-00	16.64
January	2019	111568	UPPER LAKES FOODS IN	Acct #309838	01/31/2019	411802-00	16.64
January	2019	111568	UPPER LAKES FOODS IN	Acct #309836	01/31/2019	411837-00	769.45
January	2019	111568	UPPER LAKES FOODS IN	Acct #312772	01/31/2019	413034-00	7.50
January	2019	111568	UPPER LAKES FOODS IN	Acct #309838	01/31/2019	413037-00	7.50
January	2019	111568	UPPER LAKES FOODS IN	Acct #309838	01/31/2019	413427-00	1,195.33
January	2019	111568	UPPER LAKES FOODS IN	Acct #312772	01/31/2019	413832-00	946.07
January	2019	111568	UPPER LAKES FOODS IN	Acct #309836	01/31/2019	414316-00	1,248.04
January	2019	111568	UPPER LAKES FOODS IN	Acct #309836	01/31/2019	414523-00	59.50
January	2019	111568	UPPER LAKES FOODS IN	Acct #309838	01/31/2019	415841-00	681.67
January	2019	111568	UPPER LAKES FOODS IN	Acct #312772	01/31/2019	416440-00	835.17
January	2019	111568	UPPER LAKES FOODS IN	Acct #309840	01/31/2019	416977-00	1,092.96
						Totals for 111568	6,876.47
January	2019	111569	VIEAU, T JOSEPH	Mileage Reimbursement + Food/Water for Strategic Planning	01/31/2019	01.18.2019	191.50
						Totals for 111569	191.50
February	2019	111570	ACCO BRANDS USA LLC	General Binding Corp Maintenance Contract on Laminating Machine	02/06/2019	10080512	456.24
						Totals for 111570	456.24
February	2019	111571	ACME TOOLS - PLYMOUT	Order No. 14668317-001	02/06/2019	6327637	68.08
February	2019	111571	ACME TOOLS - PLYMOUT	Order No. 14742977-000	02/06/2019	6375055	160.00
February	2019	111571	ACME TOOLS - PLYMOUT	Order No. 14744887-000	02/06/2019	6375057	148.00
						Totals for 111571	376.08
February	2019	111572	ARMSTRONG HIGH SCHOO	Wrestling Invitational 2/1/2019	02/06/2019	02.02.2019	220.00
						Totals for 111572	220.00
February	2019	111573	BENKER, JESSICA	Supplies Reimbursement	02/06/2019	02.01.2019	110.78
						Totals for 111573	110.78
February	2019	111574	BERNING, WILLIAM	Girls JV/V Hockey Official 2/2/2019	02/06/2019	02.02.2019	149.00
						Totals for 111574	149.00
February	2019	111575	BEYER, ADAM	Boys JV/V Hockey Official 2/2/2019	02/06/2019	02.02.2019	126.00
						Totals for 111575	126.00
February	2019	111576	BOLDEN, DARRYL	Boys JV/V Basketball Official	02/06/2019	02.01.2019	117.00
						Totals for 111576	117.00
February	2019	111577	BREAKDOWN SPORTS USA	Breakdown Granite City Classic - 12/27-12/29/2018	02/06/2019	61009	600.00
						Totals for 111577	600.00
February	2019	111578	BROTHERS FIRE & SECU	Job Number: SS-011120 Customer ID: ISD 879 DE	02/06/2019	109783	582.75
February	2019	111578	BROTHERS FIRE & SECU	Job Number: AS-006758 Customer ID: ISD 879 DE	02/06/2019	109807	1,069.40
						Totals for 111578	1,652.15
February	2019	111579	BSN SPORTS-SPORTS SU	S/O #300640783 PE Cones	02/06/2019	904361646	130.00
						Totals for 111579	130.00
February	2019	111580	COLE PAPERS INC	Customer No. 18702500 Order No. 2348437	02/06/2019	9511714	434.96
						Totals for 111580	434.96
February	2019	111581	CULINEX	#S0369254	02/06/2019	INV791327	52.19
						Totals for 111581	52.19
February	2019	111582	DEAL, CARSON	Boys JV/V Hockey Official 2/2/2019	02/06/2019	02.02.2019	126.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
					Totals for 111582		126.00
February	2019	111583	DELANO TRUE VALUE HA	Account # 31570	02/06/2019	01.31.2019	699.87
					Totals for 111583		699.87
February	2019	111584	EARTHGRAINS BAKING C	Customer #99-46039-9999-99 Invoice Nos. 52177725777/52177725782/521777 25781	02/06/2019	35298	180.40
					Totals for 111584		180.40
February	2019	111585	FIVE TECHNOLOGY	Monthly Managed Service Fee	02/06/2019	10219-29	125.00
					Totals for 111585		125.00
February	2019	111586	GENERAL PARTS, LLC	SO E60353 GP Tag #1685293	02/06/2019	6034980	230.04
February	2019	111586	GENERAL PARTS, LLC	GP Tag #1685323	02/06/2019	6034994	152.14
					Totals for 111586		382.18
February	2019	111587	GRAINGER INC	Acct No. 806535100 Order No. 1342728439	02/06/2019	9075617382	32.64
					Totals for 111587		32.64
February	2019	111588	HEIL, STEVEN	Conference Parking Reimbursement	02/06/2019	02.01.2019	46.00
					Totals for 111588		46.00
February	2019	111589	HERITAGE EMBROIDERY	Delano HS Girls Track	02/06/2019	31201	1,750.00
					Totals for 111589		1,750.00
February	2019	111590	HORIZON COMMERCIAL P	Cust ID DEL04	02/06/2019	190116013	38.47
					Totals for 111590		38.47
February	2019	111591	INNOVATIVE OFFICE SO	Items for Bioilogy - Jessie Bahe	02/06/2019	IN2376911	4.29
					Totals for 111591		4.29
February	2019	111592	JENCO PROPERTY MAINT	Snow Plowing /Salting/Sanding	02/06/2019	2586	6,175.00
					Totals for 111592		6,175.00
February	2019	111593	JOHNSON, BRIAN	Boys JV/V Hockey Officialy 2/2/2019	02/06/2019	02.02.2019	126.00
					Totals for 111593		126.00
February	2019	111594	JTM PROVISIONS CO	Customer No. MN004059	02/06/2019	492366	443.86
					Totals for 111594		443.86
February	2019	111595	J W PEPPER	Instructional Supplies	02/06/2019	11E37398	107.59
					Totals for 111595		107.59
February	2019	111596	KEMPS	Acct #28020-0 Invoice Nos. 741180/741181/741182	02/06/2019	w/e 01.26.	635.06
					Totals for 111596		635.06
February	2019	111597	KOPETKA, FRANK	Boys V Basketball Official	02/06/2019	02.01.2019	82.00
					Totals for 111597		82.00
February	2019	111598	KRITZ, KEVIN	Girls JV/V Hockey Official 2/2/2019	02/06/2019	02.02.2019	149.00
					Totals for 111598		149.00
February	2019	111599	KULLY SUPPLY CO	Customer ID: C10434 SO No. 431466	02/06/2019	477887	171.94
					Totals for 111599		171.94
February	2019	111600	MESPA	MESPA Confernce Registration Greg Hinker	02/06/2019	07254	395.00
					Totals for 111600		395.00
February	2019	111601	METADOT	Mojo Enterprise Help Desk Software	02/06/2019	170	950.40
					Totals for 111601		950.40
February	2019	111602	MIC WRIGHT SPECIALTY	Insured Direct Monthly Billing 8502WSI040406-1 / 1002WSI040407-1 / 3602WSI040408-1 / 4602WSI040409-1	02/06/2019	01.31.2019	30,230.50
					Totals for 111602		30,230.50
February	2019	111603	MNIAAA	2019 MnIAAA Admin Asst Conference	02/06/2019	1416	125.00
					Totals for 111603		125.00
February	2019	111604	NEOFUNDS	Account No. 7900 0441 5998 3853 Postage	02/06/2019	01.24.2019	1,000.00
					Totals for 111604		1,000.00
February	2019	111605	NEVEAUX, JACK	Reimbursement for Supplies - One Act Play	02/06/2019	02.01.2019	28.66
					Totals for 111605		28.66
February	2019	111606	NORTHERN SAFETY & IN	Customer ID 100428788	02/06/2019	903293050/	318.96
					Totals for 111606		318.96
February	2019	111607	O'BRIAN, COLIN	Girls JV/V Hockey Official 2/2/2019	02/06/2019	02.02.2019	80.00
					Totals for 111607		80.00
February	2019	111608	REGION 2AA	Dance Team Section 3AA 2/2/2019	02/06/2019	02.02.2019	6,002.00
					Totals for 111608		6,002.00
February	2019	111609	RICOH USA, INC	Customer No. 3343793 Contract	02/06/2019	5055747236	407.49

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
				#2743330			
					Totals for 111609		407.49
February	2019	111610	SEVIGNY, BRIAN	Supplies Reimbursement Claim #8 - FRC	02/06/2019	01.31.2019	915.15
					Totals for 111610		915.15
February	2019	111611	SKYWARD ACCOUNTING D	Electronic Signature	02/06/2019	02.06.2019	200.00
					Totals for 111611		200.00
February	2019	111612	SNA (SCHOOL NUTRITIO	SNA Membership Dues M. Stoddard #647723	02/06/2019	02.26.2019	55.00
					Totals for 111612		55.00
February	2019	111613	SOBIECH, PATRICK	Boys V Basketball Official	02/06/2019	02.01.2019	82.00
					Totals for 111613		82.00
February	2019	111614	STAHLKE BUS SERVICE	January 2019 Bus Service	02/06/2019	01.31.2019	189,554.33
					Totals for 111614		189,554.33
February	2019	111615	STUDENT REACH MINNES	Terrence Talley - Don't Give Up Presentation 2/28/2019	02/06/2019	12282019	2,500.00
					Totals for 111615		2,500.00
February	2019	111616	TEACHERS ON CALL	Account No. 20214	02/06/2019	99727	4,707.45
					Totals for 111616		4,707.45
February	2019	111617	DOBO'S CAFE	Food Provided for Orientation Day 9/5/18	02/06/2019	12977	650.00
					Totals for 111617		650.00
February	2019	111618	UPPER LAKES FOODS IN		02/06/2019		0.00
					Totals for 111618		0.00
February	2019	111619	UPPER LAKES FOODS IN		02/06/2019		0.00
					Totals for 111619		0.00
February	2019	111620	UPPER LAKES FOODS IN	Acct #309840	02/06/2019	402769-00	111.30
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	411800-00	33.28
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	413033-00	15.00
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	415828-00	60.32
February	2019	111620	UPPER LAKES FOODS IN	Acct #312772	02/06/2019	415830-00	27.04
February	2019	111620	UPPER LAKES FOODS IN	Acct #309838	02/06/2019	415832-00	33.28
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	416012-00	855.77
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	416639-00	1,595.37
February	2019	111620	UPPER LAKES FOODS IN	Acct #309838	02/06/2019	417487-00	1,257.28
February	2019	111620	UPPER LAKES FOODS IN	Acct #312772	02/06/2019	418046-00	763.59
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	418494-00	1,563.27
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	418760-00	581.71
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	419155-00	1,758.88
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	419189-00	1,020.18
February	2019	111620	UPPER LAKES FOODS IN	Acct #309838	02/06/2019	419955-00	996.35
February	2019	111620	UPPER LAKES FOODS IN	Acct #312772	02/06/2019	420053-00	472.69
February	2019	111620	UPPER LAKES FOODS IN	Acct #309840	02/06/2019	421891-00	710.79
February	2019	111620	UPPER LAKES FOODS IN	Acct #309836	02/06/2019	421900-00	505.98
					Totals for 111620		12,362.08
February	2019	111621	VAN HEEL, RANDALL	Boys JV/V Basketball Official	02/06/2019	02.01.2019	117.00
					Totals for 111621		117.00
February	2019	111622	VANCO SERVICES, LLC	Client ID: ES12051 eCheck Monthly Fee	02/06/2019	9574808	18.75
					Totals for 111622		18.75
February	2019	111623	VERIZON WIRELESS	Account No. 942070919-00001	02/06/2019	9822929611	39.47
					Totals for 111623		39.47
February	2019	111624	WEBER, JASON	Boys V Basketball Official	02/06/2019	02.01.2019	82.00
					Totals for 111624		82.00
February	2019	111625	WELLS FARGO FINANCIA	Contract No. 603-0152652-000 Acct No. 603-0152652-000	02/06/2019	5005816474	346.76
					Totals for 111625		346.76
February	2019	111626	WORKS COMPUTING, INC	Comm Ed switch - for new fiber run	02/06/2019	30910	10,783.02
					Totals for 111626		10,783.02
February	2019	111627	WRIGHT-HENNEPIN COOP	Security Acct: 040-1372-7400 Monitoring To 5/31/2019	02/06/2019	01.29.2019	83.85
					Totals for 111627		83.85
February	2019	111628	XCEL ENERGY	Account No. 51-0011975735-7	02/06/2019	624780612	340.43
					Totals for 111628		340.43
February	2019	111629	MADISON NATL LIFE IN	Payroll accrual	02/06/2019	20190205AD	126.25
February	2019	111629	MADISON NATL LIFE IN	Payroll accrual	02/06/2019	20190205AF	1,818.20
February	2019	111629	MADISON NATL LIFE IN	Payroll accrual	02/06/2019	20190205AF	3,784.35
					Totals for 111629		5,728.80
February	2019	111630	NATIONAL INS SVS OF	Payroll accrual	02/06/2019	20190205AD	48.00
					Totals for 111630		48.00
February	2019	111631	136211-NCPERS GROUP	Payroll accrual	02/06/2019	20190205AD	192.00
					Totals for 111631		192.00
February	2019	111632	SCHOOL SERVICE EMP L	Payroll accrual	02/06/2019	20190205AD	1,665.19
February	2019	111632	SCHOOL SERVICE EMP L	Payroll accrual	02/06/2019	20190205AD	896.10
					Totals for 111632		2,561.29

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
February	2019	111633	UNITED STATES TREASU	LEVY PROCEEDS	02/06/2019	20190205AD	62.73
						Totals for 111633	62.73
February	2019	111634	NICKELODEON UNIVERSE	Delano High School - WAD - 2/13/19	02/12/2019	02.13.2019	3,204.50
						Totals for 111634	3,204.50
February	2019	111635	POWDER RIDGE SKI ARE	Delano High School - WAD - 2/13/19	02/12/2019	02.13.2019	3,060.00
						Totals for 111635	3,060.00
February	2019	111636	ACT FINANCE	2019 MN ACT Conference - Susan Farbo	02/13/2019	02.08.2019	120.00
						Totals for 111636	120.00
February	2019	111637	ACTIVE NETWORK, LLC	Customer #1649017 Monthly Installment for February 2019	02/13/2019	4100163900	441.00
						Totals for 111637	441.00
February	2019	111638	AFFINETY SOLUTIONS,	Registration Transaction Fee	02/13/2019	11706	470.00
						Totals for 111638	470.00
February	2019	111639	B&B SHEET METAL & RO	DHS Roofing Repairs	02/13/2019	56197	239.02
						Totals for 111639	239.02
February	2019	111640	BERNATELLO'S PIZZA I	Customer ID CHA001	02/13/2019	4801977	812.50
						Totals for 111640	812.50
February	2019	111641	BRIGHT, JEANA	Supplies Reimbursement	02/13/2019	02.06.2019	15.44
						Totals for 111641	15.44
February	2019	111642	BROUGH, ANTHONY	Gymnastics Judge 2/7/2019	02/13/2019	02.07.2019	147.00
						Totals for 111642	147.00
February	2019	111643	BUSHMAN, RAQUEL	Volleyball Official 10/9/2018	02/13/2019	10.09.2018	95.00
						Totals for 111643	95.00
February	2019	111644	CENTRAL MN ERDC	Customer 1-Delano	02/13/2019	170257	450.00
						Totals for 111644	450.00
February	2019	111645	CITI CARDS	Healthy Snack	02/13/2019	02.01.2019	235.78
						Totals for 111645	235.78
February	2019	111646	CLIMATE MAKERS	Account # DELA02/DELANO ELE Ticket #034918	02/13/2019	61343	296.00
February	2019	111646	CLIMATE MAKERS	Account # DELA01/DELANO MID Ticket #034245	02/13/2019	61394	917.25
						Totals for 111646	1,213.25
February	2019	111647	CONTINENTAL CLAY COM	Items for Art - Ray Cordes	02/13/2019	INV0001317	620.90
						Totals for 111647	620.90
February	2019	111648	DELANO FLORAL & GIFT	Order #066013 Customer ID 11723	02/13/2019	009411	50.00
						Totals for 111648	50.00
February	2019	111649	DINGER, NATALIE	Mileage Reimbursement - Writing Evaluation Report at OLL	02/13/2019	02.01.2019	15.08
						Totals for 111649	15.08
February	2019	111650	DELANO TIGER BOOSTER	Scoreboard / 2 Box Workers	02/13/2019	02.08.2019	105.00
February	2019	111650	DELANO TIGER BOOSTER	Scoreboard / 2 Box Workers 2/9/2019	02/13/2019	02.09.2019	105.00
February	2019	111650	DELANO TIGER BOOSTER	Girls Hockey JV/V Table Worker	02/13/2019	02.12.2019	384.60
						Totals for 111650	594.60
February	2019	111651	EARTHGRAINS BAKING C	Customer # 99-46039-9999-99 Invoice #'s: 52177725900/52177725902/52177725960	02/13/2019	35327	226.80
						Totals for 111651	226.80
February	2019	111652	ECKROTH MUSIC	Items for Band - Jason Koets	02/13/2019	3274830	86.44
						Totals for 111652	86.44
February	2019	111653	ELECTRONIX EXPRESS	PLTW SUPPLIES	02/13/2019	649836	327.64
						Totals for 111653	327.64
February	2019	111654	ENGLISH, WILLIAM	Boys B Basketball Official 2/9/2019	02/13/2019	02.09.2019	61.00
						Totals for 111654	61.00
February	2019	111655	FITZER, JOHN	Mileage and Lunch Reimbursment - CIS Workshop	02/13/2019	02.11.2019	45.75
						Totals for 111655	45.75
February	2019	111656	FLINN SCIENTIFIC INC	Items for Bioilogy - Jessie Bahe	02/13/2019	2308834	169.80
February	2019	111656	FLINN SCIENTIFIC INC	Items for Natural Science - Carley Spiese	02/13/2019	2312086	30.45
						Totals for 111656	200.25
February	2019	111657	FRONTIER	Account Number 763-196-1459-062316-2	02/13/2019	02.01.2019	1,310.00
February	2019	111657	FRONTIER	Account #763-972-6803-073102-2	02/13/2019	02.04.2019	145.38
February	2019	111657	FRONTIER	Account #763-972-3365-091376-2	02/13/2019	02.04.2019	2,739.39

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
February	2019	111658	GEARMAN, MIKE	Boys JV/V Basketball Official 2/9/2019	02/13/2019	Totals for 111657 02.09.2019	4,194.77 117.00
February	2019	111659	GRAINGER INC	Acct No. 806535100	02/13/2019	Totals for 111658 9079069838	117.00 172.80
February	2019	111660	GREAT AMERICA FINANC	Agreement Number 013-0826194-0001	02/13/2019	Totals for 111659 24175131	172.80 1,712.58
February	2019	111661	GREEN, NICOLE	Gymnastics Judge 2/7/2019	02/13/2019	Totals for 111660 02.07.2019	1,712.58 147.00
February	2019	111662	GROTH MUSIC	Instructional Supplies	02/13/2019	Totals for 111661 2864348	147.00 184.70
February	2019	111663	GROUP HEALTH INC. -	Managed Care Program 1/1/2019-3/31/2019l	02/13/2019	Totals for 111662 W840329	184.70 1,100.00
February	2019	111664	HANSOLINE INC	Customer Account ID DEL02	02/13/2019	Totals for 111663 01.31.2019	1,100.00 369.94
February	2019	111665	HEINONEN, BRITTN	NCR Memberships Registration	02/13/2019	Totals for 111664 02.05.2019	369.94 50.00
February	2019	111666	HERDER, JIM	Girls JV/V Basketball Official 2/5/2019	02/13/2019	Totals for 111665 02.05.2019	50.00 82.00
February	2019	111667	INNOVATIVE OFFICE SO	Items for 7-8 Science	02/13/2019	Totals for 111666 IN2372281	82.00 204.72
February	2019	111667	INNOVATIVE OFFICE SO	Items for New Math Teacher - Amanda Prisinger	02/13/2019	IN2372411	109.23
February	2019	111667	INNOVATIVE OFFICE SO	11x17 Paper for 7/8 Geography	02/13/2019	IN2381384	43.97
February	2019	111667	INNOVATIVE OFFICE SO	District Office Supplies	02/13/2019	IN2394474	120.20
February	2019	111668	INTEGRATED SYSTEMS C	Customer ID Delano SD Skyward Hosting Services March 2019	02/13/2019	Totals for 111667 0697054	478.12 650.00
February	2019	111669	JOHNSON, ANDY	Wrestling JV/V Official 2/7/2019	02/13/2019	Totals for 111668 02.08.2019	650.00 130.00
February	2019	111670	JOHNSON, ASHLEY	I Love to Read Month Prizes/Activities	02/13/2019	Totals for 111669 02.06.2019	130.00 197.95
February	2019	111671	JOHNSON, BRIAN	Boys JV/V Hockey Official 2/9/2019	02/13/2019	Totals for 111670 02.09.2019	197.95 126.00
February	2019	111672	J W PEPPER	Music for Band - Jason Koets	02/13/2019	Totals for 111671 11E32054	126.00 424.34
February	2019	111672	J W PEPPER	Music for Band - Jason Koets	02/13/2019	11E38121	22.50
February	2019	111673	KEMPS	Account #28020-0	02/13/2019	Totals for 111672 w/e 02.02.	446.84 1,675.32
February	2019	111674	KOLTES, TROY	Boys B Basketball Official 2/9/2019	02/13/2019	Totals for 111673 02.09.2019	1,675.32 61.00
February	2019	111675	KRAJEWSKI, CAROL	Refund for overpayment of CIS Fees	02/13/2019	Totals for 111674 02.08.2019	61.00 45.00
February	2019	111676	LARSON, KRIS	Mileage Reimbursement - 250 Miles	02/13/2019	Totals for 111675 02.12.2019	45.00 145.00
February	2019	111677	LINDQUIST, BRANDON	Boys JV/V Hockey Official 2/9/2019	02/13/2019	Totals for 111676 02.09.2019	145.00 126.00
February	2019	111678	LITFIN, TIMOTHY	Boys JV/V Basketball Official 2/9/2019	02/13/2019	Totals for 111677 02.09.2019	126.00 117.00
February	2019	111679	LUDWIG, PAUL	Monthly Cell Phone Stipend - 11/2018 - 02/2019	02/13/2019	Totals for 111678 02.08.2019	117.00 200.00
February	2019	111680	MARIA FELGER RAMOS,	Interpret at DIS + Mileage	02/13/2019	Totals for 111679 2019010	200.00 72.00
February	2019	111680	MARIA FELGER RAMOS,	Interpret ES Conferences + Mileage	02/13/2019	2019012	72.00
February	2019	111680	MARIA FELGER RAMOS,	Interpret at DHS + Mileage	02/13/2019	2019013	72.00
February	2019	111680	MARIA FELGER RAMOS,	Interpret at PM DES Conferences + Mileage	02/13/2019	2019015	72.00
February	2019	111681	MATHIOWETZ, TAMMY	NCR Registration for JO Volleyball	02/13/2019	Totals for 111680 02.05.2019	288.00 50.00
February	2019	111682	THE MCDOWELL AGENCY	Background Screenings	02/13/2019	Totals for 111681 111567	50.00 89.75
						Totals for 111682	89.75

POST MONTH	POST YEAR	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
February	2019	111683	MENARD'S	Account #32030251 Transaction #6085	02/13/2019	91045	150.47
						Totals for 111683	150.47
February	2019	111684	MID CENTRAL DOOR	S.O. Number 0088888 Customer #DIS690	02/13/2019	0037962-IN	1,388.00
						Totals for 111684	1,388.00
February	2019	111685	O'CONNOR, JOE	Wrestling Official 2/7/2019	02/13/2019	02.08.2019	215.00
						Totals for 111685	215.00
February	2019	111686	OLSON, PETER	Mileage Reimbursement	02/13/2019	01.25.2019	20.66
						Totals for 111686	20.66
February	2019	111687	OTTO, MARK	Refund of CIS Fees for Semester 2	02/13/2019	02.07.2019	75.00
						Totals for 111687	75.00
February	2019	111688	OXYGEN SERVICE COMPA	Customer 11692 Cylinder Rental	02/13/2019	03428888	11.78
						Totals for 111688	11.78
February	2019	111689	PERZEL, JOSEPH	Girls JV/V Basketball Official 2/5/2019	02/13/2019	02.05.2019	82.00
						Totals for 111689	82.00
February	2019	111690	PNC EQUIPMENT FINANC	Contract Number 137021000 2/4/2019-3/3/2019	02/13/2019	351994	23,590.17
						Totals for 111690	23,590.17
February	2019	111691	PSAT/NMSQT	Customer A1240615 School Code 240615 - Delano Senior High School	02/13/2019	381907618A	1,232.00
						Totals for 111691	1,232.00
February	2019	111692	REVENIG, GARY	Boys JV/V Basketball Official 2/9/2019	02/13/2019	02.09.2019	117.00
						Totals for 111692	117.00
February	2019	111693	RIDGEVIEW MEDICAL CE	Sports Medicine Coverage for Girls Quarterfinal Hockey 2/8/19	02/13/2019	02.11.2019	110.00
February	2019	111693	RIDGEVIEW MEDICAL CE	Sports Medicine Coverage for Girls Semifinal Hockey 2/9/19	02/13/2019	02.11.2019	110.00
						Totals for 111693	220.00
February	2019	111694	RUE, REBECCA	NCR Membership Registration	02/13/2019	02.05.2019	50.00
						Totals for 111694	50.00
February	2019	111695	SCHAFER, KEVIN	Boys C Basketball Official 2/9/2019	02/13/2019	02.09.2019	83.00
						Totals for 111695	83.00
February	2019	111696	SEIBERLICH, REBECCA	Supplies Reimbursement	02/13/2019	02.11.2019	11.98
						Totals for 111696	11.98
February	2019	111697	SEVIGNY, BRIAN	Supplies Reimbursement - FRC Robotics Claim #9	02/13/2019	02.06.2019	1,088.62
February	2019	111697	SEVIGNY, BRIAN	Supplies Reimbursement - FRC Robotics Claim #10	02/13/2019	02.12.2019	402.09
						Totals for 111697	1,490.71
February	2019	111698	SLADEK, DAVID	Girls JV/V Basketball Official 2/5/2019	02/13/2019	02.05.2019	117.00
						Totals for 111698	117.00
February	2019	111699	SMIGLEWSKI, ADAM	Boys JV/V Hockeyl Official 2/9/2019	02/13/2019	02.09.2019	126.00
						Totals for 111699	126.00
February	2019	111700	SNA (SCHOOL NUTRITIO	SNA Member ID #551061 (M. Henderson)	02/13/2019	03.31.2019	55.00
						Totals for 111700	55.00
February	2019	111701	SOUPIR, KELLI	NCR Membership Registration	02/13/2019	02.08.2019	50.00
						Totals for 111701	50.00
February	2019	111702	SWANSON, ABBEY	Crochet Class Instructor	02/13/2019	02.08.2019	276.00
						Totals for 111702	276.00
February	2019	111703	TEACHERS ON CALL	Account No. 20214	02/13/2019	100058	1,778.34
						Totals for 111703	1,778.34
February	2019	111704	TECHAM, MARIE	Suicide Prevention T-Shirts	02/13/2019	02.11.2019	28.70
						Totals for 111704	28.70
February	2019	111705	TRIO SUPPLY COMPANY	Customer #0366446 SO# 511305	02/13/2019	511305	482.81
						Totals for 111705	482.81
February	2019	111706	TWINSOURCE	Ice Melt	02/13/2019	00471462	1,616.24
						Totals for 111706	1,616.24
February	2019	111707	UDSTRAND, MELISSA	Mileage Reimbursement - Swim Team Para	02/13/2019	02.04.2019	17.40
						Totals for 111707	17.40
February	2019	111708	UPPER LAKES FOODS IN		02/13/2019		0.00
						Totals for 111708	0.00
February	2019	111709	UPPER LAKES FOODS IN	Acct #309836	02/13/2019	335049-0A	-300.93
February	2019	111709	UPPER LAKES FOODS IN	Acct #309836	02/13/2019	337672-0A	-257.94
February	2019	111709	UPPER LAKES FOODS IN	Acct #312772	02/13/2019	340363-0B	-160.17

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
February	2019	111709	UPPER LAKES FOODS IN	Acct #312772	02/13/2019	379031-0A	-160.17
February	2019	111709	UPPER LAKES FOODS IN	Acct #309836	02/13/2019	379493-0A	-171.96
February	2019	111709	UPPER LAKES FOODS IN	Acct #309838	02/13/2019	419963-00	22.88
February	2019	111709	UPPER LAKES FOODS IN	Acct #309838	02/13/2019	421039-00	646.20
February	2019	111709	UPPER LAKES FOODS IN	Acct #309838	02/13/2019	423329-00	822.73
						Totals for 111709	440.64
February	2019	111710	VAN HEEL, RANDALL	Boys C Basketball Official 2/9/2019	02/13/2019	02.09.2019	83.00
						Totals for 111710	83.00
February	2019	111711	VEKICH, STEVE	Boys V Basketball Official 1/24/2019	02/13/2019	01.24.2019	82.00
						Totals for 111711	82.00
February	2019	111712	WERMAGER, TAMMY	Classroom Supplies Reimbursement	02/13/2019	02.01.2019	45.96
						Totals for 111712	45.96
February	2019	111713	WIESE, JENNIFER	NCR Registration for JO Volleyball	02/13/2019	02.05.2019	50.00
						Totals for 111713	50.00
February	2019	111714	WORLDSTRIDES	Delano Intermediate School Fundraising Check	02/13/2019	02.07.2019	1,453.45
						Totals for 111714	1,453.45
February	2019	111715	WRIGHT TECHNICAL CEN	1-1015 DELANO SCHOOLS #879 TARG	02/13/2019	4012	4,706.24
February	2019	111715	WRIGHT TECHNICAL CEN	1-1015 DELANO SCHOOLS #879 WTCA/BA09/LTFM/CTE L	02/13/2019	4021	14,348.00
February	2019	111715	WRIGHT TECHNICAL CEN	1-1015 DELANO SCHOOLS #879 TRNSD	02/13/2019	4029	1,039.45
						Totals for 111715	20,093.69
February	2019	111716	ALL SEASON'S SPORTS	6 Girls Hockey Helmets	02/20/2019	121018	870.00
						Totals for 111716	870.00
February	2019	111717	BERRY BLENDZ - EDEN	Smoothies - Spanish Club	02/20/2019	11071	108.00
February	2019	111717	BERRY BLENDZ - EDEN	Smoothies - Spanish Club	02/20/2019	11083	108.00
						Totals for 111717	216.00
February	2019	111718	BREITBACH CONSTRUCTI	Pay Application No. 25	02/20/2019	25	496,176.45
						Totals for 111718	496,176.45
February	2019	111719	BROTHERS FIRE & SECU	Customer ID ISD 879 DE	02/20/2019	109917	1,235.00
February	2019	111719	BROTHERS FIRE & SECU	Customer ID ISD 879 DE Job Number: AS-006777	02/20/2019	109958	2,354.78
February	2019	111719	BROTHERS FIRE & SECU	Customer ID ISD 879 DE PO 454796	02/20/2019	28929	295.00
						Totals for 111719	3,884.78
February	2019	111720	CARDINAL, DEAN	Winter Activity Day Refund	02/20/2019	02.18.2019	12.00
						Totals for 111720	12.00
February	2019	111721	CENTRAL MN ERDC	Delano ISD #879 Copier Count Billing	02/20/2019	170543	463.68
						Totals for 111721	463.68
February	2019	111722	CLIMATE MAKERS	Acct # DELA03/COM ED	02/20/2019	61512	1,165.75
						Totals for 111722	1,165.75
February	2019	111723	COLE PAPERS INC	Customer No. 18702500 Order No. 2349371	02/20/2019	9516981	21.00
February	2019	111723	COLE PAPERS INC	Customer No. 18702500 Order No. 2360530	02/20/2019	9516982	2,759.07
						Totals for 111723	2,780.07
February	2019	111724	COMPUTER EXPLORERS	Intro to Coding Class	02/20/2019	3408	360.00
						Totals for 111724	360.00
February	2019	111725	CONELY, ALISON	Classroom Supplies Reimbursement	02/20/2019	02.06.2019	301.70
						Totals for 111725	301.70
February	2019	111726	CULINEX	#76104 Delano Public Schools #S0370237	02/20/2019	INV792727	43.19
						Totals for 111726	43.19
February	2019	111727	DELANO AREA SPORTS A	Hockey Section Playoffs	02/20/2019	189-1	1,150.00
February	2019	111727	DELANO AREA SPORTS A	October 2018 - December 2018 Ice Rental - HS Girls/Boys JV/V Hockey	02/20/2019	814152	33,292.50
						Totals for 111727	34,442.50
February	2019	111728	DELANO MUNICIPAL UTI		02/20/2019		0.00
						Totals for 111728	0.00
February	2019	111729	DELANO MUNICIPAL UTI	Customer #964	02/20/2019	01.31.2019	5,253.17
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5587	02/20/2019	01.31.2019	1,640.49
February	2019	111729	DELANO MUNICIPAL UTI	Customer #12604	02/20/2019	01.31.2019	719.68
February	2019	111729	DELANO MUNICIPAL UTI	Customer #2301	02/20/2019	01.31.2019	9,169.43
February	2019	111729	DELANO MUNICIPAL UTI	Customer #12852	02/20/2019	01.31.2019	6,876.24
February	2019	111729	DELANO MUNICIPAL UTI	Customer #4744	02/20/2019	01.31.2019	29.17
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5121	02/20/2019	01.31.2019	379.17
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5392	02/20/2019	01.31.2019	1,559.86

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5393	02/20/2019	01.31.2019	13,376.22
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5394	02/20/2019	01.31.2019	6,001.67
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5395	02/20/2019	01.31.2019	529.63
February	2019	111729	DELANO MUNICIPAL UTI	Customer #5587	02/20/2019	01.31.2019	19.79
				Totals for 111729			45,554.52
February	2019	111730	DIVERSIFIED SNACK DI	Customer ID de	02/20/2019	150377	282.24
				Totals for 111730			282.24
February	2019	111731	DOBO'S CAFE	Donuts for DHS Blood Drive	02/20/2019	0297235	100.00
				Totals for 111731			100.00
February	2019	111732	DELANO TIGER BOOSTER	Wretling Matches - Mat Workers	02/20/2019	02.18.2019	1,505.00
				Totals for 111732			1,505.00
February	2019	111733	EARTHGRAINS BAKING C	Customer #99-46039-9999-99 Invoice #'s: 52177726074/52177726073/52177726036/52177726035	02/20/2019	35353	171.45
				Totals for 111733			171.45
February	2019	111734	ECKROTH MUSIC	Trombone Repairs for Band - Jason Koets	02/20/2019	3205169	107.00
				Totals for 111734			107.00
February	2019	111735	EHLERS & ASSOCIATES	2018 Pay 2019 Budget Projection Model	02/20/2019	79439	2,900.00
				Totals for 111735			2,900.00
February	2019	111736	FEDIE, STEVEN	Executive Secretary Jan-Feb/Phone & Internet/Postage/Mileage	02/20/2019	02.19.2019	2,509.57
				Totals for 111736			2,509.57
February	2019	111737	FRONTIER	Account #763-972-2636-091508-2	02/20/2019	02.04.2019	338.04
February	2019	111737	FRONTIER	Account No. 763-972-1016-011218-2	02/20/2019	02.12.2019	196.09
				Totals for 111737			534.13
February	2019	111738	GAVIC, MARK	Boys V Basketball Official 2/14/19	02/20/2019	02.14.2019	82.00
				Totals for 111738			82.00
February	2019	111739	GEARMAN, MIKE	Boys JV/V Basketball Official 2/12/2019	02/20/2019	02.12.2019	117.00
				Totals for 111739			117.00
February	2019	111740	GENERAL PARTS, LLC	S/O E60330 GP Tag #1685280	02/20/2019	6039007	1,301.12
February	2019	111740	GENERAL PARTS, LLC	SO E62086 GP Tag #410377	02/20/2019	6039573	769.15
				Totals for 111740			2,070.27
February	2019	111741	GRAINGER INC	Account Number 806535100	02/20/2019	9092442400	330.93
				Totals for 111741			330.93
February	2019	111742	GRAUNKE, BARRY	Winter Activity Day Refund	02/20/2019	02.18.2019	12.00
				Totals for 111742			12.00
February	2019	111743	HOLT PETERSON CHARTE	Boys Basketball to Waseca 1/26/2019	02/20/2019	42816	800.00
February	2019	111743	HOLT PETERSON CHARTE	Boys Basketball to Hutchinson 01/22/2019	02/20/2019	43140	600.00
				Totals for 111743			1,400.00
February	2019	111744	HORIZON EQUIPMENT	Order #61800	02/20/2019	0591104	658.65
				Totals for 111744			658.65
February	2019	111745	HUTCHINSON HIGH SCHO	Boys Swim and Dive Conference Meet 2/9/2019	02/20/2019	02.09.2019	1,515.00
				Totals for 111745			1,515.00
February	2019	111746	ICS CONSULTING INC.	Project 0005102 DPS - Nov. 2015 Referendum Project	02/20/2019	4883	5,265.22
February	2019	111746	ICS CONSULTING INC.	Project 0008081 DPS - Nov. 2015 Referendum Project Cx	02/20/2019	4900	8,364.62
				Totals for 111746			13,629.84
February	2019	111747	INNOVATIVE OFFICE SO	Customer No. 9723365 SO-2412372	02/20/2019	IN2391337	123.98
				Totals for 111747			123.98
February	2019	111748	INTEGRATED FOOD SERV	Upper Lakes	02/20/2019	1-19-2019	1,680.72
				Totals for 111748			1,680.72
February	2019	111749	JACOBSON, CHERYL	Winter Activity Day Refund	02/20/2019	02.18.2019	21.00
				Totals for 111749			21.00
February	2019	111750	JENCO PROPERTY MAINT	Snow Plowing	02/20/2019	2635	15,960.00
				Totals for 111750			15,960.00
February	2019	111751	KARLSBURGER FOODS IN	Account Number 50290	02/20/2019	000489661	331.90
				Totals for 111751			331.90
February	2019	111752	KEMPS	Account #28020-0 Invoice Nos. 741127/741128/741124/741129/741126	02/20/2019	w/e 02.09.	743.01
				Totals for 111752			743.01
February	2019	111753	KOCKELMAN, DEAN	Boys JV/V Basketball Official	02/20/2019	02.12.2019	117.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
				2/12/2019			
				Totals for 111753			117.00
February	2019	111754	KOONTZ, BRANDON	Boys JV/V Hockey Official	02/20/2019	02.12.2019	126.00
				2/12/2019			
				Totals for 111754			126.00
February	2019	111755	LANO EQUIPMENT	CustId: ISD 879	02/20/2019	03-645843	921.61
				Totals for 111755			921.61
February	2019	111756	LOFFLER COMPANIES -	Account No. I803 Contract No. NC12007-01	02/20/2019	3039625	39.33
February	2019	111756	LOFFLER COMPANIES -	Account No. I803 Contract No. I6555I-SKA10092-01	02/20/2019	3039626	2,043.91
				Totals for 111756			2,083.24
February	2019	111757	LUCARELLI, MARIO	Boys JV/V Hockey Official	02/20/2019	02.12.2019	126.00
				2/12/2019			
				Totals for 111757			126.00
February	2019	111758	MALMGREN, ALEX	Boys JV/V Hockey Official	02/20/2019	02.12.2019	126.00
				2/12/2019			
				Totals for 111758			126.00
February	2019	111759	NAPA (DELANO AUTO PA	Customer 1950 DHS	02/20/2019	1666656	45.96
February	2019	111759	NAPA (DELANO AUTO PA	Customer 1950 DHS	02/20/2019	166999	8.99
February	2019	111759	NAPA (DELANO AUTO PA	Customer 1950 DHS	02/20/2019	167044	2.99
				Totals for 111759			57.94
February	2019	111760	NORTH STAR AWARDS &	End of Season Awards	02/20/2019	8998	37.50
February	2019	111760	NORTH STAR AWARDS &	End of Season Awards	02/20/2019	8999	62.50
				Totals for 111760			100.00
February	2019	111761	OLSON, DARRELL	Boys JV/V Basketball Official	02/20/2019	02.12.2019	117.00
				2/12/2019			
				Totals for 111761			117.00
February	2019	111762	ORGANIX SOLUTIONS	Customer ID Delano Schools	02/20/2019	190214-03E	919.87
				Totals for 111762			919.87
February	2019	111763	REGION 2AA	2A Girls Hockey - 2/8/2019	02/20/2019	02.08.2019	1,462.00
February	2019	111763	REGION 2AA	2A Girls Hockey - 2/9/2019	02/20/2019	02.09.2019	1,698.00
				Totals for 111763			3,160.00
February	2019	111764	RIDGEVIEW MEDICAL CE	Sports Medicine Coverage Section Wrestling 2/16/2019	02/20/2019	02.17.2019	500.00
				Totals for 111764			500.00
February	2019	111765	RISDALL, PAUL	Boys JV/V Basketball Official	02/20/2019	02.14.2019	117.00
				2/14/19			
				Totals for 111765			117.00
February	2019	111766	ROLD, ANNETTE	Winter Activity Day Refund	02/20/2019	02.18.2019	26.00
				Totals for 111766			26.00
February	2019	111767	SCHAUBERGER, STEVEN	Monthly Cell Phone Stipend	02/20/2019	02.19.2019	50.00
				Totals for 111767			50.00
February	2019	111768	SECURITY LOCKSMITHS,	100 Key Blanks	02/20/2019	55572	230.00
				Totals for 111768			230.00
February	2019	111769	SHOEMAKER, DAVID	Boys JV/V Basketball Official	02/20/2019	02.14.2019	117.00
				2/14/19			
				Totals for 111769			117.00
February	2019	111770	SHREVE, BRIAN	Boys V Basketball Official	02/20/2019	02.14.2019	82.00
				2/14/19			
				Totals for 111770			82.00
February	2019	111771	STATE TOURNAMENT BAN	State Tournament Banquet - Gymnastics	02/20/2019	02.22.2019	116.00
				Totals for 111771			116.00
February	2019	111772	STEWART, JESSICA	Stop Talking, No One is Listening	02/20/2019	02.20.2019	375.00
				Totals for 111772			375.00
February	2019	111773	TEACHERS ON CALL	Account No. 20214	02/20/2019	100396	3,408.30
				Totals for 111773			3,408.30
February	2019	111774	TORDEUR, SHALLYN	Mileae / Parking / Meal Reimbursement	02/20/2019	02.14.2019	222.67
				Totals for 111774			222.67
February	2019	111775	TRIO SUPPLY COMPANY	Customer #0366446	02/20/2019	512337	116.95
February	2019	111775	TRIO SUPPLY COMPANY	Customer #0366446	02/20/2019	512734	732.67
				Totals for 111775			849.62
February	2019	111776	UPPER LAKES FOODS IN		02/20/2019		0.00
				Totals for 111776			0.00
February	2019	111777	UPPER LAKES FOODS IN	Account #309836	02/20/2019	419961-00	37.44
February	2019	111777	UPPER LAKES FOODS IN	Account #312772	02/20/2019	419965-00	16.64
February	2019	111777	UPPER LAKES FOODS IN	Account #312772	02/20/2019	421044-00	627.96
February	2019	111777	UPPER LAKES FOODS IN	Account #309836	02/20/2019	423636-00	265.37
February	2019	111777	UPPER LAKES FOODS IN	Account #309836	02/20/2019	423673-00	1,561.33
February	2019	111777	UPPER LAKES FOODS IN	Account #312772	02/20/2019	423816-00	635.05
February	2019	111777	UPPER LAKES FOODS IN	Account #309836	02/20/2019	425070-00	80.74
February	2019	111777	UPPER LAKES FOODS IN	Account #309836	02/20/2019	425159-00	1,593.05
February	2019	111777	UPPER LAKES FOODS IN	Account #309838	02/20/2019	425442-00	1,005.22

<u>POST MONTH</u>	<u>POST YEAR</u>	<u>CHECK NUMBER</u>	<u>CHECK VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>INVOICE NUMBER</u>	<u>AMOUNT</u>
February	2019	111777	UPPER LAKES FOODS IN	Account #312772	02/20/2019	425656-00	662.50
February	2019	111777	UPPER LAKES FOODS IN	Account #309840	02/20/2019	427738-00	764.86
						Totals for 111777	7,250.16
February	2019	111778	VEKICH, STEVE	Boys V Basketball Official 2/14/19	02/20/2019	02.14.2019	82.00
						Totals for 111778	82.00
February	2019	111779	VESELY, JENNIFER	Refund for Canceled Class	02/20/2019	02.14.2019	45.00
						Totals for 111779	45.00
February	2019	111780	WOLD ARCHITECTS AND	Project #152235 MS/HS Add & Renov	02/20/2019	60528	5,826.16
February	2019	111780	WOLD ARCHITECTS AND	Project #152236 New Delano Elementary	02/20/2019	60529	110.74
February	2019	111780	WOLD ARCHITECTS AND	Project #182105 K-3 Improvements	02/20/2019	60699	36.13
						Totals for 111780	5,973.03
February	2019	111781	XCEL ENERGY	Account Number 51-0012249050-1	02/20/2019	624965365	5,907.00
						Totals for 111781	5,907.00
February	2019	111782	XEROX FINANCIAL SERV	Contract No.020-0091597-001	02/20/2019	1506381	1,187.00
						Totals for 111782	1,187.00
						Totals for checks	1,093,078.54

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	3,554.76	9,353.00	439,337.47	452,245.23
02	FOOD SERVICE	245.10	0.00	37,910.02	38,155.12
04	COMMUNITY SERVICES	327.52	45.00	14,215.44	14,587.96
05	CAPITAL OUTLAY	9.89	0.00	63,816.02	63,825.91
06	BUILDING FUND	0.00	0.00	517,170.75	517,170.75
08	TRUST FUND	0.00	0.00	7,093.57	7,093.57
***	Fund Summary Totals ***	4,137.27	9,398.00	1,079,543.27	1,093,078.54

***** End of report *****

Resolution # 02-25-19-03

Resolution for Acceptance of Gifts

Member _____ introduced the following resolution and

Member _____ moved for its adoption:

WHEREAS DES PIE - \$5,400.00 for Printer Cartridges and Tech Repairs and \$11,250.00 for Technology; Delano Basketball - \$1,143.00 Reimbursement for Coach Buses; Velocity - \$8,460.00 for Speaker in the Pool Area; and the following donations were made to COMPASS: Delano Area Clergy - \$500.00; Woodridge Church - \$250.00; West Point Church - \$250.00 and Light of Christ Church - \$250.00

have generously offered to donate to the Delano Public School District.

WHEREAS the conditions on these gifts are for the programs noted above.

THEREFORE, BE IT RESOLVED by the Delano School Board to gratefully accept the gifts.

The motion for adoption of the foregoing resolution was duly seconded by Member

_____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same: None

The foregoing resolution was approved this 25th day of February, 2019.

SCHOOL BOARD PERSONNEL ITEMS

February 25, 2019

Retirements/Resignations/Terminations

1. Carithers, Anna: DIS Food Service Cook, resigned effective February 1, 2019.
2. Farr, Linda: DHS Food Service Cook, resigned effective February 7, 2019.
3. Sass, Nicole: Head Cheer Coach, resigned effective October 11, 2018.
4. VonBerge, Cheryl: TKC Program Lead, resigned effective February 18, 2019.

Recommendations for Employment

1. Bullert, Samantha: TKC Program Assistant Substitute, effective January 28, 2019.
2. Conway, Eric: Spring Musical Vocal Director (split position), replacing Sandy Meyerson, effective February 18, 2019.
3. Engesser, Michele: Community Education Administrative Assistant, Long-Term Sub for Sarah Kennedy, effective February 12, 2019.
4. Grossman, Patrick: Dish Machine Operator, replacing Michael Karpen, effective February 19, 2019.
5. Koets, Jason: Spring Musical Pit Director, replacing Sandy Meyerson, effective February 18, 2019.
6. Neveaux, Jack: Spring Musical Assistant Director, replacing Richard Roy, effective February 18, 2019.
7. Neveaux, Jack: Spring Musical Set Construction, replacing Daniel Soberg, effective February 18, 2019.
8. Palmer, Natalie: Spring Musical Vocal Director (split position), replacing Sandy Meyerson, effective February 18, 2019.
9. Rieder, Amy: MS Track and Field Coach, replacing Kay Pederson, effective March 18, 2019.
10. Rosenow, Laila: ARC Lifeguard, replacing senior lifeguards, effective January 24, 2019.
11. Russek, Wyatt: MS Track and Field Coach, replacing Melanie Kern, effective March 18, 2019.
12. Tschudi, Barbara: DIS Food Service Worker, replacing Anna Carithers, effective February 18, 2019.
13. Velner, David: DHS Custodian, replacing Coryn Groppoli, effective February 13, 2019.

Contract Changes/Approvals/Position Changes

1. Karpen, Michael: Moving from Dish Machine Operator to Food Service Cook, effective February 19, 2019.
2. MOA: Part-Time Custodians

WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Tuesday February 5, 2019 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: McAlpine, Sixberry, Diers, Lee, Delano Alternate Johnson.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Kathy Miller-Finance Officer, James Sinkel-Staff Representative, Dana Watters-Administrative Assistant.

The meeting was called to order by Member Diers at 6:31 p.m. followed by the Pledge of Allegiance.

Agenda Review

On motion by Member Lee, second by Member McAlpine, to approve the agenda. Motion carried by unanimous vote.

Annual Reorganization

Election of Officers:

Board Chair:

Member McAlpine nominated Member Diers for the office of Chair. After hearing no other nominations after 3 calls, the nomination was closed and a unanimous ballot was cast for Member Diers.

Vice Chair:

Member McAlpine nominated Member Sixberry for the office of Vice Chair. After hearing no other nominations after 3 calls, the nomination was closed and a unanimous ballot was cast for Member Sixberry.

Clerk:

Member Sixberry nominated Member Lee for the office of Clerk. After hearing no other nominations after 3 calls, the nomination was closed and a unanimous ballot was cast for Member Lee.

Treasurer:

Member Sixberry nominated Member McAlpine for the office of Treasurer. After hearing no other nominations after 3 calls, the nomination was closed and a unanimous ballot was cast for Member McAlpine.

Appointment of Committees:

On motion by Member Sixberry, seconded by Member McAlpine, to approve the board committee as follows. Motion carried by unanimous vote.

Executive: Curtis, Sixberry, Diers

Meet and Confer: Briesemeister

Building and Grounds: McAlpine, Lee, Sixberry

Negotiations, Finance & Budget: Mealey, Lee, Diers

Relicensure: Briesemeister

Board Compensation Rates:

On motion by Member McAlpine, second by Member Sixberry, to set the board compensation rates as listed. Motion carried by unanimous vote.

Meetings under 4 hours: \$60

Meetings over 4 hours: \$90

Chair: \$70

Clerk: \$60

Treasurer: \$60

Mileage Reimbursement

On motion by Member McAlpine, second by Member Lee, to set the mileage reimbursement as the current Federal rate as follows. Motion carried by unanimous vote.

2019 Federal Rate \$.58 per mile.

Official Designations:

On motion by Member Sixberry, second by member McAlpine, to approve the designations as follows. Motion carried by unanimous vote.

Depositories – Klein Bank, Riverwood Bank, Minnesota School District Liquid Asset Fund (MSDLAF+)

Meeting Dates – First Tuesday of every month in the WTC boardroom.

Meeting Time – 6:30PM

Notification Methods – District Office, Website

Legal Counsel – Knutson, Flynn and Deans, PA

Official Publication – Howard Lake Herald Journal

Signature Authorizations:

On Motion by Member Sixberry, second by Member McAlpine, to set the signature authorizations as listed. Motion carried by unanimous vote.

Electronic Fund Transfers

- Brian Koslofsky, Director
- Kathy Miller, Financial Officer
- Lisa Stine, Finance Assistant
- McAlpine, Treasurer
- Diers, Chair
- Lee, Clerk

Safe Keeping Investment Securities

On motion by Member McAlpine, second by Member Lee, to authorize the director and financial administrator to make investments in Federally insured/secured accounts which will yield the greatest interest rates and approve Klein Bank's and Riverwood Banks pledged collateral as required by MN Statute 118A.03. Motion carried by unanimous vote.

Consent Agenda

On motion by Alternate Lee, second by Member McAlpine, to approve consent agenda as presented. Motion carried by unanimous vote. 6.1 January 8th regular meeting, 6.2 Bills for Payment.

Financial Report

Officer Miller reported on the current finances. On motion by Member McAlpine, second by Member Sixberry to approve the financial report as presented. Motion carried by unanimous vote.

Principal Report

Principal Karson reported on upcoming workshops, meetings, trainings, field trips, WTC tours, technology/equipment updates, student activities and enrollment.

Director's Report

Director Koslofsky reported on the 2019-20 draft calendar, open house, construction trades house, facility updates, attended/upcoming meetings.

New Business

On motion by Member McAlpine, second by Alternate Johnson, to approve the second and final readings of Policy 700, 701.1, 702, 703, 704, 705 as presented. Motion carried by unanimous vote.

On motion by Member McAlpine, second by Member Sixberry, for adjournment. Motion carried by unanimous vote. Meeting was adjourned at 8:42PM.

DISTRICT STAFF DEVELOPMENT

Agenda Feb. 19, 2019

Strategic Plan Vision:

Systematic academic growth to promote educational excellence & continuous improvement for every learner in a digital society.

Four Major Aims for Delano Public Schools:

Technology, Curriculum, Professional Development, and Facilities

Professional Development Vision:

Provide professional development opportunities that are focused in the areas of curriculum alignment, technology and job embedded professional learning communities measured for effectiveness, relevancy and viability over the next five years.

Gwen Briesemeister (GT)	Meghan Gibas	Steve Heil (HS Admin)	Greg Hinker (ES Admin)	Meredith Huikko (ES)
Monica Kunkel (HS)	Marcie Ludwig (ES)		Natalie Palmer (DIS)	Ginny Schuelke (SPED)
Rebecca Seiberlich (TKC)	Dawn Hilgers (ECFE/WTP)	Nate Uselding (ES)	Joe Vieau (District)	Barry Voight (DIS Admin)
Al Briesmeister-School Board Member - Sub Jenny Rosenow				

BOLD: Present at Meeting

Not in Bold: Did Not Attend

Committee Norms

Admin self report in the document prior to Staff Development meeting

Adding staff comments or concerns section to agenda

Admin or Building Reps? Yes

Decision to leave open for either Admin or Building Reps to add staff comments or concerns.

Sent minutes about a week early and anyone can add to these comments or concerns

Begin meeting on time

Allocate a Time Keeper so we can end on time (7:45)

We understand that we are to properly vet a motion.

We understand the meaning of our vote.

7:00 a.m. District Conference Room

1. Call Meeting to Order at 7:04am - Joe Vieau

2. Select secretary for the day - [Google Sheet](#) everyone sign for a spot - /barry
3. Approve the agenda
Motion by: Barry Voight Second by: Motion: Gwen Briesmeister Carried
4. **Approve the Minutes**
 - a. From [Jan. 15, 2019](#) Motion by: Barry Voight Second by: Nate Natalie Palmer Motion: carried
5. **Old Business**
 - a. Chairperson Nominations for next year
 - i. Nominations: Nate Uselding
 - ii. Motion by: Meghan Gibas Second by: Barry Voight Motion
 - b. Follow-up discussion on FPK12 Training
 1. The day didn't go as planned and it was a disappointment all around. The data is still missing in the system and our staff was confused. A note will go out to staff apologizing for the misrepresentation of what we planned and this wasn't what we expected either.
 2. Plan moving forward -
 - a. Tap into internal resources for those who are using the system.
 - b. Our contract with FPK12 is through July 1, 2019. Can we negotiate for a free year (2020) with that year being our trial year to ensure this is what we want. All data must be uploaded (standards, filters, and scores). Hard deadlines are needed.
 - c. Note to staff by 2/21 and any additional concerns or questions please have to Joe by 2/21.
 - ii. What type of follow-up training should we pursue?
 - iii. Should it be by building?
 - iv. Should it be in person or via Webinar?
 - c. [Relicensure options](#) on workshop days
 - i. Technology and Accommodation and Modification have been removed as required elements. **Check statute it appears that Subd. 4.** The schedule should reflect all necessary renewal requirements.
 - ii. Calendar of Relicensure courses to be revised at January Meeting - Link above - Intent is to cycle these according to the legislation.
 - d. Update on Bonnie Houck as a literacy trainer for a three year period
 - i. Bonnie will be making her first visit on Friday Feb. 22 to begin explaining, with more detail, how her process will work.
 1. Working with q-comp and reading teachers on what the March date will look like and planning out our spring. She'll be back in April to plan for next year.
6. **New Business**
 - a. 2019-2020 [Budget](#) discussion

- i. Impact Lives - Looking at 15 people to take the IDI and have that 1:1 conversation. Have another training day with DR Postramo (look at date) and then train some of our staff on this.
- ii. Money allocated for this year that isn't spent does it roll over to next year for that specific building?
- b. High School Finance report**
 - i. See links below in Administrative Reports
- c. Intermediate School Finance report**
 - i. See link in Admin Reports

7. Staff Comments or Concerns

- a.

8. Future agenda items

- a. Begin discussions on our next 5 year focus and possible district trainings for next year. Some possible topics may be:
 - i. FocalPointK12 follow-up training
 - ii. SEL focus - what does this mean? More resources/curriculum or more training? Elementary staff recognizing that while students are academically ready for kindergarten; their SEL needs are going unmet in many ways. Kindergarten has consistently been the highest incidences of reported behaviors. Concerns regarding SEL transcend grade levels/buildings. Ginny will investigate resources - good training upcoming on February 4th (Brad Chapin - self-regulation skills); Dr. Cash has recently been devoting his time to self-regulation skills as well.
 - iii. Assessment Alignment
 - iv. Digital Assessment production (in FPK12)
 - v. Tier 1 (whole class) Interventions**
 - vi. PLC's
 - vii. Cultural Competency
 - viii. Building Specific PD
 - 1. Everyday Math
 - 2. Reading Curriculum Training
 - 3. ??
 - ix. Other thoughts/ideas?

9. Administrative Reports (Type in: It is noted that much of the following is entered into the minutes and not necessarily discuss with the PD committee at large) (Time as permitted)

- a. High School - [HS PD Spending](#)
- b. Intermediate School - [Strategic PD planning](#) and [BUDGET tracker](#)
- c. Elementary School- Pre-K - [Financial sheet](#)
 - i.
- d. **Gifted and Talented-Special Education** - Stipend recipients have until March 31 to complete courses to receive \$100.00 stipends. GT Ignite will not be available after March 31. Gifted Guild will be available until all purchased courses have been accessed. We have 75 remaining courses that could carry over to the 2019-2020 school

year. Drew Waldbillig and Natalie Palmer will be attending the math conference with funds accessed through the GT grant.

- e. **Curriculum -**
 - f. **Q-Comp -**
 - g. **Technology -**
 - h. **District -**
- 10. Other topics**
- a.

11. Adjournment

- a. **Motion: Nate Uselding Second: Monica Kunkle**
- b. **Motion Carried at 7:51am**

Future Meeting Dates: Mar. 19, Apr. 16, May 21.

DAC
February 21, 2019
Minutes

Attendance: Joe Vieau, Jerry Shouts, Kim Knisley, Kelly Westberg, Jennifer Slipka, Barry Voight, Jennie Rosenow, Vickie Knop,

Meeting called to order by Joe Vieau at 7:01

1. Approve Agenda: Motion by Knisley Second by Shouts Motion Carries
2. Approve [minutes](#) from Sept. 27 mtg. Motion by Slipka second Westberg Motion carries
3. Curriculum Review
 - a. High School Math - Mr. Shouts
 - i. First year being a 7-12 dept. 10 teachers in department. The Newest class added is CIS Stats making 3 CIS courses in the math dept. Matt Nohner has flipped Geometry I for several years and has now flipped Geometry II this year. Emilie Kalvig has students make 3-dimensional . Ms.Linden likes to give high stakes quizzes. These are quizzes that students bring to her for immediate checking and if they do not earn 100% they immediately get another quiz. Ms. Faul has students use Minitab. Math Dept. had an inservice from a former student and it was one of the best inservices Mr. Shouts has ever participated in. Mr. Shouts and Mandy W. have used the “one doesn’t belong” activity with student to promote mathematical thinking. The middle school math team will be seeking a coach for next year.
 - ii.
 - b. [Elementary Math](#) - Ms. Knisley
4. **District Assessment update** - Joe Vieau updated the committee that the ACT test scheduled for February 20 had to be cancelled and that ACT is looking into whether or not we can have our session moved to the late Spring administration on April 2. Each building is preparing for the upcoming statewide testing. English Learner (EL) assessments will be treated with higher accountability statewide than in the past due to the new ESSA plan. We have 24 students district wide who will be taking the EL assessment.
5. **Professional Development Update** - Joe Vieau provided information regarding the PD plan for the next several years. The plan will seek to improve literacy instruction across the district. We will be meeting with consultant Bonnie Houck on Friday morning February 22, 2019 to begin the conversation about what this will look like. This effort is being back by the District Professional Development Committee, Q-Comp Leadership,

and District Administration. It will be the goal to leverage some of our district PD days along with the Q-Comp weekly meetings to create a sustained initiative to positively impact student achievement across the district.

6. Panorama Survey Results

7. April Curriculum Review: Intermediate School Math; Elementary English Language Arts

Meeting dates this year: Apr. 11

Motion to adjourn by Knop second by Westberg Motion carries at 7:42

Adopted: Orig. 1997

Revised: April 26, 2010

Revised: February 25, 2019

203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

- A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:
1. Call to order, Pledge of Allegiance, Record of members present.
 2. Approval of meeting agenda.
 3. Program Review.
 4. Consent Agenda (meeting minutes, finances, reports, bills and donations).
 5. Personnel matters.
 6. Public Comment.
 7. Administrative reports.
 8. Board reports.
 9. Old business.
 10. New business.
 11. Adjournment.
- B. Items in this order may be considered as part of a consent agenda.
- C. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 203.6 (Consent Agendas)

Adopted: October 27, 1997
Revised: March 22, 2010
Revised: February 25, 2019

203.6 CONSENT AGENDAS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in minutes.

Legal References: Minn. Stat. § 123b.09, Subd. 7 (School Board Powers)

Cross Reference: MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)

MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)

MSBA/MASA Model Policy 204 (School Board Meeting Minutes)

Adopted: 1995-96
Revised: 2004
Revised: May 21, 2007
Revised: December 15, 2008
Revised: November 22, 2010
Revised: May 21, 2012
Revised: May 18, 2015
Revised: February 25, 2019

205 OPEN MEETINGS AND CLOSED MEETINGS

[Note: The provisions of this policy accurately reflect the Open Meeting Law statute and are not discretionary in nature.]

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

“Meeting” means a gathering of at least a quorum or more members of the school board,

or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include email.

IV. PROCEDURES

A. Meetings.

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
- c. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.

(Note: While the statute leaves the question to the board of whether the circumstances require immediate consideration at an emergency meeting, the advisory opinions of the Commissioner of Administration would limit such meetings to responding to natural disasters or health epidemics caused by an event such as an accident or terrorist attack.)

- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or other electronic means in compliance with Minn. Stat. § 13D.021.

8. Meetings Conducted by Interactive Technology

A meeting may be conducted by interactive technology, Skype, or other similar electronic means in compliance with Minn. Stat. § 13D.021.

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings. These meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically

recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.

- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency;
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data; or
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or

personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

- Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)
- Cross Reference:** MSBA Model Policy 204 (School Board Meeting Minutes)
MSBA Model Policy 206 (Public Participation in School Board Meetings/
Complaints about Persons at School Board Meetings and Data Privacy
Considerations)
MSBA Model Policy 207 (Public Hearings)
MSBA Model Policy 406 (Public and Private Personnel Data)
MSBA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota's Open Meeting Law)

Adopted: 1995-96

Revised: February 23, 2009

Revised: June 25, 2012

Revised: January 26, 2015

Revised: November 28, 2016

Revised: February 25, 2019

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to encourage discussion by persons of subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means data on individuals collected because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer, an independent contractor.

- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number, actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and

status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any agreement settling any dispute arising out of the employment relationship including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.

- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the

designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data).
 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all persons an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

- A. Agenda Items.
1. Persons who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The persons should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.

2. Persons who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.

3. Unresolved complaints from Paragraph 1 of this section or problems concerning the school district should be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Open Forum

The school board shall normally provide a specified period of time where persons may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The school board may decide to hold certain types of public meetings where the public will not be invited to address the school board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

D. No Board Action at Same Meeting

Except as determined by the school board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subds. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44, (Contracting with Teachers)
Minn. Stat. § 123B.02 Subd. 14 (Employees, Contracts for Services)

Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. No. 852 (July 14, 2006)

Cross References: MSBA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Model Policy 207 (Public Hearings)
MSBA Model Policy 406 (Public and Private Personnel Data)
MSBA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C” (Minnesota’s
Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records-
Privacy-Access to Data)

Adopted: 1995-96

Revised: September 27, 2010

Revised: May 21, 2012

Revised: February 24, 2014

Revised: February 25, 2019

505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
- B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

- A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. “Minor” means any person under the age of eighteen (18).

E. “Material and substantial disruption” of a normal school activity means:

1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, and in-school lunch periods.

G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.
- B. Requests for distribution of nonschool-sponsored material will be reviewed by the administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:
1. is obscene to minors;
 2. is libelous or slanderous;
 3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended.
 4. advertises or promotes any product or service not permitted to minors by law;
 5. advocates violence or other illegal conduct;
 6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious or ethnic origin);
 7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
 2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;

3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
4. the quantity or size of materials to be distributed;
5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
6. whether distribution would require that nonschool persons be present on the school grounds;
7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

- A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.
- B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any student or employee wishing to distribute (as defined in this policy) non-school sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:
 1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.
 2. Date(s) and time(s) of day intended display or distribution.
 3. Location where material will be displayed or distributed;

4. If intended for students, the grade(s) of students to whom the display or distribution is intended.
- B. Within one school day, the principal will review the request and render a decision.
In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
 - C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.
 - D. If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.
 - E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.
- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES

A copy of this policy will be published in student handbooks and posted in school buildings.

IX. IMPLEMENTATION

The school district administration may develop any additional guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

[Note: School districts are encouraged to consider additional guidelines which reflect varied local practices relating to this subject matter, including addressing the subject of consistency and uniformity for approving or disapproving practices under this policy.]

- Legal References:** U.S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)
Tinker V. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987).
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036, 132 S.Ct. 592 (2011)
- Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 512 (School Sponsored Student Publications)
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Adopted: 1995-96
Revised: March 28, 2016
Revised: February 25, 2019

510 SCHOOL ACTIVITIES

I. PURPOSE

The purpose of this policy is to impart to students, employees and the community the school district's policy related to the student activity program.

II. GENERAL STATEMENT OF POLICY

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

III. RESPONSIBILITY

- A. The school board expects all students who participate in school sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal or unsportsmanlike behavior at these activities or events.
- C. The superintendent shall be responsible for disseminating information needed to inform students, parents, staff and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.

- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.

Legal References: Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

Cross References: MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 713 (Student Activity Accounting)
MSBA Service Manual, Chapter 5, Various Educational Programs

DELANO SCHOOL DISTRICT

EXTENDED FIELD TRIP REQUEST FORM

1. Name of sponsoring person:

Sue Duberstein - coach Brian Sevigny - Coach

2. Name of school activity or class:

Robotics - community ed

3. Brief description of proposed trip:

Regional competition for FIRST robotics

4. Educational objectives of the proposed trip (itinerary to be listed in item #8):

Team Competition

5. How will the money to finance the trip be raised? Include proposed fund raising projects and the amount to be raised.

Entrance fee already pd through corporate & local sponsorship.

6. Itemize the full cost to students:

Students pay for food. Hotel will be paid by students unless team budget allows for it.
Food - \$15 a day
potential hotel - \$30 per night
spending money for concessions

7. List travel and lodging arrangements:

Parents/coaches/mentors will drive students

Students will stay with students

- we will be staying at
Competition is at the Alvis Center

Hilton Garden Inn
4301 James Ray Dr
Grand Forks, ND

8. List Itinerary (including dates):

Leave school March 13th 4:00 - go to hotel
March 14th Alerus center 8-6 back to hotel
March 15th Alerus center 8-6 back to hotel
March 16th Alerus center 8-6 Drive home

9. List chaperones and any special security provisions which will be provided:

Sve Duberstein James Lokken
Brian Sevigny
Bob Sliker

10. Project the number of students who will not be able to go on the trip due to time and/or cost:

3 students are not able to attend because of other trips for spring break

11. Have alternative opportunities in the metro and surrounding areas been explored?

Not for this competition, we are attending another competition in state at a later date.

12. Do the dates of the proposed trip conflict with any school time or community activities?

no school dates are affected - overlaps with Band trip.

13. What arrangements will be made with the parents in case of emergency-health, family, discipline, etc.?

School issued medical forms
other item through hand book



Payment Receipt

For Inspiration & Recognition of Science and Technology (FIRST)
200 Bedford Street
Manchester, NH 03101-1103

Team # : 3026
Team Name : Orange Crush Robotics
Program : FIRST® Robotics Competition

Date : 1/26/2019

Dollar amounts are in \$USD

Registration : \$5000					
Shipping & Handling : \$null					
Sales Tax : \$0					
Date Paid	Payor Name	Payment Type	Check Number	PO Number	Amount Paid
10/23/2018	Sil-Pro	ACH / Wire	DirDep-Sil-Pro-20181023		\$5,000.00
Total Payment					\$5,000.00

Dollar amounts are in \$USD

Please Submit Payment to:

FIRST

Attn: Finance

200 Bedford Street

Manchester, NH 03101-1103

1-800-871-8326 ex 563

(603)666-3906 X563

ar@firstinspires.org (mailto:ar@firstinspires.org)

* Please note: FRC teams amount to pay may not be total due.

To save this Proforma Invoice - select PRINT and print to a PDF or One Note.

Recommendation

approve

Approved

Date

2-11-19

2-12-19

Signature

Diane Johnson

Building Principal

Matthew W. Sh

Superintendent of Schools

_____ **School Board Chairperson**

Adopted: 1995-96
Revised: 2004
Revised: February 23, 2009
Revised: February 25, 2019

204 SCHOOL BOARD MEETING MINUTES

[Note: The provisions of this policy are required by statute.]

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

A. The clerk or designee shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law shall be recorded in a journal kept for that purpose. Public records maintained by the school district shall be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the school district. Recordings of closed meetings shall be made separately from the recordings of an open meeting, to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.
2. Recordings of closed meetings shall be preserved by the school district for the following time periods:
 - a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.

- b. Meetings closed to discuss security matters shall be preserved for at least four (4) years.
 - c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
 - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
 - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected non-public data that is not accessible by the public or any subject of the data, with the following exceptions:
- a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
 - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
 - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as non-public data also shall be maintained in a secure location, separate from recordings classified as public data.
5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
- a. The date of the closed meeting;
 - b. The basis upon which the meeting was closed (i.e.: labor negotiations strategy, purchase or sale of real property, educational data, etc.); and

- c. The classification of the data.
- 6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event reclassifying that data as set forth in Section III.B.3. above.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail.

Legal references: Minn. Stat. § 13D.01, Subds. 4-6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)
Minn. Stat. § 123B.14, Subd. 7 (Record of Meetings)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)
Op. Atty. Gen. 161-a-20, December 17, 1970
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W.2d 428 (1956)

Cross reference: MSBA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers
and Duties

Adopted: 1995-96

Revised: March 22, 2010

Revised: February 25, 2019

207 PUBLIC HEARINGS

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

In order for the school board to efficiently receive public input on matters properly before the school board, the procedures set forth in this policy are established by the school board.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law to be held concerning certain issues, including but not limited to, school closings (Minn. Stat. § 123B.51), education district establishment (Minn. Stat. § 123A.15), and agreements for secondary education (Minn. Stat. § 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the discretion of the school board.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to the commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the discretion of the school board.

1. Format of Request: If required by the school board, a written request of an individual or a group to address the school board shall contain the name and address of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.
2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. In the event that the school board requires the designation of a representative or spokesperson, no other person in the group will be recognized to address the school board, except as otherwise determined by the school board.
4. Privilege to Speak: A school board member should direct any remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

Legal References: Minn. Stat. § 123A.15 (Education District Establishment)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (School closings)

Cross References: MSBA Model Policy 206 (Public Participation in School Board Meetings/
Complaints about Persons at School Board Meetings and Data Privacy
Considerations)

Adopted: 1995-96

Revised: June 28, 2010

Revised: January 25, 2016

Revised: November 28, 2016

Revised: March 25, 2019

401 EQUAL EMPLOYMENT OPPORTUNITY

[Note: School districts are not required by statute to have a policy addressing these issues. However, the Equal Employment Opportunity Commission strongly encourages the adoption of a policy and will look for such a policy during accreditation visits, audits, or investigations.]

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and school district employees.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status or veteran status. The school district also makes reasonable accommodations for disabled employees.

[Note: The Minnesota Human Rights Act defines “sexual orientation” to include “having or being perceived as having a self-image or identity not traditionally associated with one’s biological maleness or femaleness.” Minn. Stat. § 363A.03, Subd. 44.]

- B. 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 impermissible harassment and the school district’s internal procedures for addressing complaints of harassment, please refer to the school district’s policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having questions regarding this policy should discuss it with the Superintendent.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 2615 (Family and Medical Leave Act)
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross Reference: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)
MSBA/MASA Model Policy 405 (Veteran's Preference)
MSBA/MASA Model Policy 413 (Harassment and Violence)

Adopted: 1995-96

Revised: Feb. 20, 2007

Revised: December 15, 2008

Revised: July 26, 2010

Revised: August 26, 2013

Revised: October 27, 2014

Revised: May 18, 2015

Revised: March 25, 2019

419 TOBACCO-FREE ENVIRONMENT

[Note: School districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 144.416 requires that entities that control public places must make reasonable efforts to prevent smoking in public places, including the posting of signs or any other means which may be appropriate.]

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco-free.

II. GENERAL STATEMENT OF POLICY

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or electronic cigarette in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices, or electronic cigarette in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

[Note: The following language is not required by law but is recommended by MSBA for inclusion in this policy.]

- D. *The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, devices, or electronic cigarettes. The school district will not promote or allow promotion of tobacco products or e-cigarettes on school property or at school-sponsored events.*

III. TOBACCO AND TOBACCO RELATED DEVICES DEFINED

- A. “Electronic cigarette” means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance intended for human consumption, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under another product name or descriptor.
- B. “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to,; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.
- C. “Tobacco-related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.
- D. “Smoking” means inhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product. Smoking also includes carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery device.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.
- B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

V. ENFORCEMENT

- A. All individuals on school premises shall adhere to this policy.

- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VI. DISSEMINATION OF POLICY

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 609.685 (Sale of Tobacco to Children)
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and Behavior

Adopted: 1995-96

Revised: May 18, 2015

Revised: March 25, 2019

421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students, parents, and others may wish to show appreciation to school district employees. The policy of the school district, however, is to discourage gift-giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is “insignificant.”
- D. Teachers may accept from publishers free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the school district. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee’s employment with the school district.

- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.
- G. This policy continues the employee recognition program in which the superintendent is authorized to purchase a suitable memento for all employees serving the school district for five years, 10 years, 15 years, 20 years, 25 years, 30 years and 35 years. An appropriate memento gift may also be purchased for a district employee who retires.

III. DEFINITIONS

- A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or greater value being received in return.
- B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: MSBA Model Policy 209 (Code of Ethics)
MSBA Model Policy 210 (Conflict of Interest - School Board Members)
MSBA Model Policy 306 (Administrator Code of Ethics)

Adopted: 1995-96
Revised: April 1998
Revised: September 27, 2010
Revised: May 21, 2012
Revised: July 22, 2013
Revised: February 24, 2014
Revised: March 25, 2019

504 STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of this school district to encourage students to dress appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
1. Clothing appropriate for the weather.
 2. Clothing that does not create a health or safety hazard.
 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
1. "Short shorts," skimpy tank tops, tops that expose the midriff, and other clothing that is not in keeping with community standards.
 2. Clothing which bears a message which is lewd, vulgar, or obscene.
 3. Apparel promoting products or activities that are illegal for use by minors.
 4. Objectionable emblems, signs, words, objects, or pictures on clothing communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or that approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413.
 5. Any apparel or footwear that would damage school property.

- D. Headgear, including hats or head coverings, are not allowed in the building except with the approval of the building principal (i.e., student undergoing chemotherapy, medical situations, student religious practice or belief).
- E. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory or profane or do not advocate violence or harassment against others.
- F. “Gang” as used in this policy means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities, the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. The “pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang,

III. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

Legal References: U.S. Const., amend. I
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
B.W.A. v. Farmington R-7 Sch., Dist., 554 F.3d 734 (8th Cir. 2009)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
B.H. ex rel. Hawk v. Easton Area School Dist., 725 F.3d 293 (3rd Cir. 2013)
D.B. ex rel. Brogdon v. Lafon, 217 Fed.Appx. 518 (6th Cir. 2007)
Hardwick v. Heyward, 711 F.3d 426 (4th Cir. 2013)
Madrid V. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
McIntire v. Bethel School Indep. Sch. Dist. No. 3, 804 F.Supp. 1415 (W.D. Okla. 1992)

Hicks v. Halifax County Bd. Of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)
Olesen v. Board of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820, (N.D. Ill. 1987)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 525 (Violence Prevention)

Adopted: 1995-96
Revised: 2004
Revised: December 15, 2008
Revised: June 25, 2012
Revised: December 16, 2013
Revised: June 22, 2015
Revised: March 25, 2019

604 INSTRUCTIONAL CURRICULUM

I. PURPOSE

The purpose of this policy is to provide for the development of course offerings for students.

II. GENERAL STATEMENT OF POLICY

A. Instruction must be provided in at least the following subject areas:

1. Language arts and basic communication skills including reading and writing, literature, and fine arts;
2. Mathematics and science;
3. Social studies, including history, geography, economics, government, and citizenship that includes civics (see II.I.);
4. Health and physical education;

[Note: Health curriculum may include child sexual abuse prevention in consultation with other federal, state, or local agencies and community-based organizations to identify research-based tools, curricula, and programs.]

5. The arts;
6. Career and technical education; and
7. World languages.

[Note: World language programs should be developed and implemented to acknowledge and reinforce the language proficiency and cultural awareness that non-English language speakers already possess and encourage students' proficiency in multiple world languages. Programs also must encompass indigenous American Indian languages and cultures, among other world languages and cultures.] School districts may award Minnesota World Language Proficiency Certificates or Minnesota World Language High Achievement Certificates consistent with Minn. Stat. § 120B.022, Subd. 1.]

B. The basic instructional program shall include all courses required for each

grade level by the Minnesota Department of Education (MDE) and all courses required in all elective subject areas. The instructional approach will be nonsexist and multicultural.

- C. Elementary and middle schools shall offer at least three, and require at least two, of the following four art areas: dance, music, theater, and visual arts. High schools shall offer at least three, and require at least one of the following five art areas: media arts, dance, music, theater, and visual arts.
- D. The school board, at its discretion, may offer additional courses in the instructional program at any grade level.
- E. Each instructional program shall be planned for optimal benefit taking into consideration the financial condition of the school district and other relevant factors. Each program plan should contain goals and objectives, materials, minimum student competency levels, and methods for student evaluation.
- F. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to instructional curriculum.
- G. The school district will provide onetime cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) instruction as part of its grade 7 to 12 curriculum for all students in that grade beginning in the 2014-2015 school year and later.
 - 1. In the school district's discretion, training and instruction may result in CPR certification.
 - 2. CPR and AED instruction must include CPR and AED training that have been developed:
 - a. by the American Heart Association or the American Red Cross and incorporate psychomotor skills to support the instruction; or
 - b. using nationally recognized, evidence-based guidelines for CPR and incorporate psychomotor skills to support the instruction. "Psychomotor skills" means hands-on practice to support cognitive learning; it does not mean cognitive-only instruction and training.
 - 3. The school district may use community members such as emergency medical technicians, paramedics, police officers, firefighters, and representatives of the Minnesota Resuscitation Consortium, the American Heart Association, or the American Red Cross, among others, to provide instruction and training.
 - 4. A school administrator may waive this curriculum requirement for a high school transfer student regardless of whether or not the student previously received instruction under this section, an enrolled student absent on the day the instruction occurred under this section, or an eligible student who has a disability.

[Note: If a school district requests resources, the Minnesota Resuscitation Consortium must provide them to the school district for instruction and training provided to students under this section.]

- H. The school district shall assist all students by no later than grade 9 to explore their educational college and career interests, aptitudes and aspirations and develop a plan for a smooth and successful transition to postsecondary education or employment. All students' plans must:
1. provide a comprehensive plan to prepare for and complete career-and college ready curriculum by meeting state and local academic standards and developing career and employment-related skills such as team work, collaboration, creativity, communication, critical thinking, and good work habits;
 2. emphasize academic rigor and high expectations and inform the student and the student's parent or guardian, if the student is a minor, of the student's achievement level score on the Minnesota Comprehensive Assessments that are administered during high school;
 3. help students identify interests, aptitudes, aspirations, and personal learning styles that may affect their career and college-ready goals and postsecondary education and employment choices;
 4. set appropriate career and college-ready goals with timelines that identify effective means for achieving those goals;
 5. help students access education and career options;
 6. integrate strong academic content into career-focused courses and applied and experiential learning opportunities and integrate relevant career-focused courses and applied and experiential learning opportunities into strong academic content;
 7. help identify and access appropriate counseling and other supports and assistance that enable students to complete required coursework, prepare for postsecondary education and careers, and obtain information about postsecondary education costs and eligibility for financial aid and scholarship;
 8. help identify collaborative partnerships among pre-kindergarten through grade 12 schools, postsecondary institutions, economic development agencies, and local and regional employers that support students' transitions to postsecondary education and employment and provide students with applied and experiential learning opportunities; and
 9. be reviewed and revised at least annually by the student, the student's parent or guardian, and the school district to ensure that the student's course-taking schedule keeps the student making adequate progress to meet state and local academic standards and high school graduation requirements and with a reasonable chance to succeed with employment or postsecondary education without the need to first complete remedial course work.

The school district may develop grade-level curricula or provide instruction that introduces students to various careers, but must not require any curriculum, instruction, or employment-related activity that obligates an elementary or secondary student to involuntarily select or pursue a career, career interest, employment goals, or related job training.

Educators must possess the knowledge and skills to effectively teach all English learners in their classrooms. School districts must provide appropriate curriculum, targeted materials, professional development opportunities for educators, and sufficient resources to enable English learners to become career and college-ready.

When assisting students in developing a plan for a smooth and successful transition to postsecondary education and employment, school districts must recognize the unique possibilities of each student and ensure that the contents of each student's plan reflect the student's unique talents, skills and abilities as the student grows, develops, and learns.

If a student with a disability has an Individualized Education Program (IEP) or standardized written plan that meets the plan components herein, the IEP satisfies the requirement, and no additional transition plan is needed.

Students who do not meet or exceed the Minnesota Academic Standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of the compulsory attendance law. A student's plan under this provision shall continue while a student is enrolled.

[Note: Minn. Stat. § 120B.125 requires school districts to provide the services set forth in Section II.H. beginning in the 2013-2014 school year.]

- I. A student enrolled in a public school must correctly answer at least 30 of 50 civics test questions. A school or district may record on a student's transcript that the student answered at least 30 of 50 civics test questions correctly.
 1. "Civics test questions" means 50 of the 100 questions that, as of January 1, 2015, United States citizenship and immigration services officers use to select the questions they pose to applicants for naturalization so the applicants can demonstrate their knowledge and understanding of the fundamentals of United States history and government, as required by federal law. The Learning Law and Democracy Foundation, in consultation with Minnesota civics teachers, must select by July 1 each year 50 of the 100 questions under this paragraph to serve as the state's civics test questions for the proximate school year and immediately transmit the 50 selected civics test questions to MDE and to the Legislative Coordinating Commission, which must post the 50 questions it receives on the Minnesota's Legacy website by August 1 of that year.
 2. A school or district may exempt a student with disabilities from this requirement if the student's IEP team determines the requirement is

inappropriate and establishes an alternative requirement.

3. A school or district may administer the civics test questions in a language other than English to students who qualify for English learner services.
4. Schools and districts may administer civics test questions as part of the social studies curriculum.
5. A district must not prevent a student from graduating or deny a student a high school diploma for failing to correctly answer at least 30 of 50 civics test questions.
6. The school district cannot charge a fee related to this requirement.

[Note: This requirement is effective for students enrolling in grade 9 in the 2017-2018 school year and later.]

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 605 (Alternative Programs)