

**Regular School Board Meeting
Monday, October 25, 2021, 7:00 PM
Pipestone Area Schools
Conference Room 1148 MS/HS
1401 7th St SW
Pipestone, MN 56164**

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**
 - 1. Additions**
 - 1. Larissa Pemberton, MS/HS Attendance/Activities/Office Manager (6.2.16)**
 - 2. Levi VandenBosch, Part-time Custodian (6.2.17)**
- 4. Public Forum**
- 5. Presentation**
- 6. Consent Agenda**
 - 1. Approve Minutes of the Regular School Board Meeting of September 27, 2021** **3**
 - 2. Approval of Contracts and/or Work Agreements**
 - 1. Cecilia Gonzalez Cazares, Paraprofessional**
 - 2. Adayla Rouzer, Paraprofessional**
 - 3. Lexus Baatz, Paraprofessional and Translator**
 - 4. Ericka Jackson, Night Custodian**
 - 5. Kristin Zollner, Winter Cheerleading Coach**
 - 6. Jay Johnson, Boys B Basketball Coach**
 - 7. Tim Stotz, 9th Grade Boys Basketball**
 - 8. Robert Petersen, 8th Grade Boys Basketball**
 - 9. Steve Rops, 7th Grade Boys Basketball**
 - 10. Ed Gustafson, Head Girls Basketball**
 - 11. Kaylan Untiedt, 9th Grade Girls Basketball**
 - 12. Gary Hauptert, Wrestling Assistant**
 - 13. Paul Young, Jr High Wrestling (.5FTE)**
 - 14. Colin Hoppe, Jr High Wrestling (.5FTE)**
 - 15. Katrina Hart, One Act**
 - 16. Larissa Pemberton, MS/HS Attendance/Activities/Office Manager**
 - 17. Levi VandenBosch, Part-time Custodian** **9**
 - 3. Approval of Gifts to the School** **10**
 - 1. Christ the King Lutheran Church, Donation of \$100.00 to the Wellness Room**
 - 2. Coborn's, Donation of \$1,546.40 to Elementary PBIS, Middle School PBIS, and High School Arrow Way Program**
 - 3. SpEd Forms, LLC, Donation of \$200.00 to the Wellness Room**
 - 4. Letter of Resignation from Deb Vansurksun, Paraprofessional**
 - 5. Letter of Resignation from Mandi Doppenberg, Paraprofessional**
 - 6. Approve Gymnastics Volunteers** **13**
- 7. Financials**
 - 1. Review Elementary Building Budget Year-to-Date** **14**
 - 1. Review New Elementary Building Bills** **15**
 - 2. Approve Treasurer's Report for Elementary Building Bond** **18**
 - 2. Review of Budget Year-to-Date** **19**
 - 3. Approve Treasurer's Report for September** **20**
 - 4. Approve Regular Bills for October** **21**

5. Approve High School Activity Bills for October	56
8. Board Forum/Information	
1. Board Reports and Updates	
9. Administrator's Report	
1. Superintendent's Board Report	57
2. Principal's Board Report	
3. Director of Curriculum, Teaching, and Learning Board Report	
10. Discussion Items	
11. Board Action	
1. Second Reading of the Certified Staff Seniority List for 2021-2022	62
2. Second Reading of the Paraprofessional Seniority List for 2021-2022	65
3. Second Reading of the Secretary, Custodian, Tech, and AP Seniority List for 2021-2022	67
4. Approve Policy 102, Equal Educational Opportunity	68
5. Approve Policy 401, Equal Employment Opportunity	73
6. Approve Policy 402, Disability Nondiscrimination Policy	78
7. Approve Policy 406, Public and Private Personnel Data	83
8. Approve Policy 501, School Weapons Policy	92
9. Approve Policy 503, Student Attendance	97
10. Approve Policy 507, Corporal Punishment	105
11. Approve Policy 515, Protection and Privacy of Student Records	106
12. Change Policy Number 534 - Administrative Restrictive Procedures to Policy 560	139
13. First Reading of Policy 534, School Meals Policy	143
14. Retire Policy 760, Lunch Room Payment Policy	147
15. Retirement Letter from Jeff Schelhaas, Phy-Ed Teacher	
16. Approve Master Agreement for Certified Staff, July 1, 2021 - June 30, 2023	
12. Adjournment	

Minutes of the Regular School Board Meeting

Pipestone Area Schools

A Regular School Board Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, September 27, 2021 beginning at 7:00 PM in Conference Room 1148 at the MS/HS.

Members Present: Chairman Jeff Baatz; Directors Katie Wiese, Brad Carson, Chrissy Debates, Amy Nelson, and Randy Erdman. Absent – Lance Oye. Also present – Ex-Officio Kevin Enerson, Jacque Kennedy, Melany Wellnitz, Cory Strasser, Toni Baartman, and Deb Peschon.

Visitors Present: Kyle Kuphal, Natalie Resch, Jean Bailey, and Nancy Stiles.

Call to Order: Chairman Baatz called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Approval of Agenda

Additions:

Kristin Brockberg, ECFE Parent Educator (6.3.6)

Marissa Erdman, ECFE Parent Educator (6.3.7)

Kristie Lindquist, Paraprofessional (6.3.8)

6th Assignment, Travis Dethlefs, Digital Electronics (6.8)

Motion by Wiese, second by Debates, approved the agenda as presented. Motion carried unanimously.

Public Forum

Presentation

FFA National Convention, Natalie Resch: Resch asked permission for students to attend the National FFA Convention in Indianapolis. Students will be leaving October 25 and returning October 30. Along with permission, Resch is asking the district to assist in the payment for a substitute teacher and transportation of team. Total cost to the district will be \$1,668.00. Motion by Carson, second by DeBates, approved the request for students to attend, the cost for transportation, and substitute teacher. Motion carried unanimously.

Jean Bailey, Food Service: Jean Bailey, Food Service Director with Taher gave an update and overview on what the Food Service Department does.

Consent Agenda

Approve Minutes of the Regular School Board Meeting of August 30, 2021:

Approve Minutes from the Work Session Meeting of September 22, 2021:

Approval of Contracts and/or Work Agreements:

Jim Baustian, Light Technician

Jennifer Dunn, Sound Technician

Lori Goelz, PT Interim MS/HS Attendance Secretary

Adam Femrite, Part Time Custodian

Shawn Ranek, Community Ed Assistant

Kristin Brockberg, ECFE Parent Educator

Marissa Erdman, ECFE Parent Educator

Kristie Lindquist, Paraprofessional

Approval of Gifts to the School:

Christ the King Lutheran Church, Donation of \$100.00 to the Wellness Room

Pipestone Publishing Company, Inc, Donation of \$1,345.00 to the Athletic Help Fund

Double D Gravel, Donation of \$100.00 to the Middle School PBIS Program

First Bank & Trust, Donation of \$250.00 to the Middle School PBIS Program

Approval of Lane Change:

Cristin Bailey Winter, MA + 30

Abbey Taubert, MA + 30

Jamie Fenicle, MA + 30

New Subs to the District: Teacher subs – Coly Maly and Amberlie Haak; Secretary sub – Wanda Mickelson; Para subs – Nicole Hartke, Amberlie Haak, and Marcella Schmidtke

Approve Volunteers for Wrestling: Bryce Brunner and Austin Bainbridge

6th Assignment, Travis Dethlefs, Digital Electronics:

Debates asked for 6.3.5 Shawn Ranek, Community Ed Assistant to be removed from the Consent Agenda for further discussion. Erdman asked for 6.3.7 Marissa Erdman, ECFE Parent Educator to be removed from the Consent Agenda. Motion by Carson, second by Debates, approved the remaining items in the Consent Agenda. Motion carried unanimously. Baatz thanked the businesses and organizations for the gifts to the district. After discussion, motion by Wiese, second by Erdman, approved the contract for Shawn Ranek, Community Ed Assistant. Motion carried unanimously. Motion by Debates, second by Wiese, approved the contract for Marissa Erdman, ECFE Parent Educator. Motion passed 5-1 with Erdman abstaining.

Financials

Review Elementary Building Budget Year-to-Date: The elementary building budget year-to-date shows expenditures as of September 22, 2021 at \$26,775,713.85. This was non-action.

Review New Elementary Building Bills: New elementary building bills paid through September 22, 2021 totaled \$1,568,276.34. These bills are for review only and are included in the regular monthly bills.

Approve Treasurer's Report for Elementary Building Bond: The treasurer's report on the elementary building bond for month ended August 31, 2021 shows a cash balance of \$3,679,935.11. Motion by Erdman, second by Carson, approved the treasurer's report. Motion carried unanimously.

Review of Budget Year-to-Date: The budget year-to-dates shows expenditures as of September 22, 2021 at \$2,140,742.29 or 14%. This is non-action.

Approve Treasurer's Report for August: The treasurer's report for month ended August 31, 2021 has a cash balance of \$8,103,317.05. Motion by Erdman, second by Carson, approved the treasurer's report. Motion carried unanimously.

Approve Regular Bills for September: Bills paid through September 21, 2021 totaled \$2,190,236.38. Motion by Carson, second by Erdman, approved payment of the regular monthly bills. Motion carried unanimously.

Approve High School Activity Bills for September: High School Activity bills paid through September 20, 2021 totaled \$1,553.81. Motion by Erdman, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously.

Board Forum/Information

Board Reports and Updates: Baatz stated the Open House went really well and he heard lots of good comments. The tours were appreciated by the public and some older students toured as well. The board met with Chuck Sutton and The Winter Group on what to do with the properties. The recommendation is they want to work together and to do a public auction. Erdman has also heard good things about the school, but also some feedback on some items he would like to discuss with the board, one item being the size of the playground. Wiese commented the elementary doors need to be open for sports. DeBates asked why students aren't allowed to go on the football field after a game. Strasser stated there is limited access and they look at it as a safety measure. None of the conference schools allows it.

Administrator's Report

Superintendent's Board Report – Enrollment: September enrollment is 1103. Back to school and open house went very well. We're not seeing a lot of significant issues with Covid and families are doing a good job of staying home if they are sick. We are hoping to get at home testing kits for families.

Principal's Board Report: Baartman reported the elementary is settling in with procedures and processes like lunch, and pick up and drop off. She received great feedback on the Back 2 School Bash. The application for Title is in, Title III has been approved, and we are waiting on I, II and IV now. Baartman will be starting a student focus group with the 4th and 5th grade classes. A different student from each class will meet once a month for feedback and input on things they are doing in the new building. Strasser reported the middle school has been working on moving to the PBIS implementation and hope to have an October 20 kickoff. On

the high school side, homecoming is done and Strasser is very pleased with how the student body handled themselves. MEA is in about three weeks.

Director of Curriculum, Teaching, and Learning Board Report: Wellnitz reported the first FAST assessment is wrapping up. The FAST screening has been expanded to 9th grade and they will start testing tomorrow and, in the winter, 10th and 11th grade will be added. Grades 9-11 lack a formative assessment so other than course grades, we don't know how they are doing. All students will be taking the FASTtrack assessment in math and reading. Wellnitz has been working with several teachers on how to use their viewboards. Besides coaching the four instructional coaches, Wellnitz is also instructional coaching four teachers. She's just starting rounding with staff, and is also part of the elementary literacy team which is new. The team was created to help edit and improve the Elementary Literacy Plan. Curriculum in running into supply chain issues.

Discussion Items

First Reading of Certified Staff Seniority List 2021-2022:

First Reading of Paraprofessional Seniority List 2021-2022:

First Reading of Secretary, Custodian, Tech, and AP Seniority List for 2021-2022:

The first readings are non-action.

Board Action

Approve Policy 410 - Family and Medical Leave Policy:

Approve Policy 413 - Harassment and Violence:

Approve Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse:

Approve Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults:

Approve Policy 506 - Student Discipline:

Approve Policy 514 - Bullying Prohibition Policy:

Approve Policy 521 - Student Disability Nondiscrimination:

Approve Policy 522 - Student Sex Nondiscrimination:

Approve Policy 524 - Internet Acceptable Use and Safety Policy:

Approve Policy 616 - School District System Accountability:

Approve Policy 806 - Crisis Management Policy:

Motion by Wiese, second by Carson, approved the above eleven (11) policies. Motion carried unanimously.

Approve Obsolete Furniture: Motion by Erdman, second by Nelson, approved the obsolete furniture list. Motion carried unanimously.

Approve Snow Removal Quotes for 2021-2022: A quote for snow removal was received from Outlaw Customs. Motion by Carson, second by Wiese, approved the quote for 21-22 snow removal. Motion carried unanimously.

Brown & Hill Properties Discussion: The Brown and Hill properties were discussed at the last work session where board members heard from Chuck Sutton and the Winter Group. Their recommendation was to hold a public auction. Motion by Wiese, second by Erdman, to hire Chuck Sutton and Winter Realty as a team and go forward with the 2% broker commission and to have an auction. Motion carried unanimously.

Brown Field Discussion: Questions need to be answered regarding the request of giving Brown field to the City. Discussion was held at it was determined not to give the field to the City. There were concerns of utilization of space, more playground equipment, relocation of the garden, a tree shelter, and other items. It was recommended to bring the concerns to the Facility Steering Committee for discussion and to have them bring a recommendation to the board. Motion by Baatz, second by DeBates, to look at getting prices to move the field, and send it to the Facility Steering Committee as to what kind of layout can be done. After discussion Baatz amended the motion, Erdman seconded, to include the moving of Brown baseball field to the MS/HS, to get prices, and to include full removal of Brown field from the Brown site. Motion carried 5-1 with Wiese voting no.

Loading Dock Enclosure: The Facility Steering Committee has asked the board to consider an enclosed loading dock at an estimated cost of \$120,000. After discussion and concerns brought forward, motion by

Baatz, second by Wiese, to table the item and send it back to the Facility Steering Committee and to have a school board work session. Motion carried unanimously.

Certify Proposed Levy Limitation and Certification Report for 2021 Payable 2022 (Set Truth in Taxation Meeting, December 20, 2021, 7:00PM): Motion by Erdman, second by DeBates, approved to certify the proposed levy for the maximum, and to set the Truth in Taxation date for December 20, 2021 at 7:00 p.m. Motion carried unanimously.

Adjournment

Motion by Wiese, second by Nelson, to adjourn the meeting at 8:35 p.m. Motion carried unanimously.

/s/ Jeff Baatz
Jeff Baatz, Chairman

/s/ Katie Wiese
Katie Wiese, Clerk

Approved and dated by the board October 25, 2021.
Submitted, Deb Peschon

ISD #2689 School Board

September 27, 2021

SUMMARY OF MINUTES OF THE REGULAR SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT #2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA

A regular meeting of the School Board, ISD #2689, was held in the MS/HS Conference Room 1148 on September 27, 2021 at 7:00 p.m. The following members were present: Chairman Jeff Baatz, Directors Katie Wiese, Chrissy DeBates, Randy Erdman, Amy Nelson, and Brad Carson. Absent – Lance Oye. Also present – Ex-Officio Kevin Enerson, Jacque Kennedy, Cory Strasser, Toni Baartman, Melany Wellnitz, Deb Peschon, Kyle Kuphal, Natalie Resch, Jean Bailey, and Nancy Stiles.

Chairman Baatz called the meeting to order. The Pledge of Allegiance was recited. Motion by Wiese, second by DeBates, approved the agenda as presented. Motion carried unanimously. Public Forum – none. Presentation – Jean Bailey and Natalie Resch. Resch asked permission for students to attend the National FFA Convention in Indianapolis. Students will be leaving October 25 and returning October 30. Along with permission, Resch is asking the district to assist in the payment for a substitute teacher and transportation of team. Total cost to the district will be \$1,668.00. Motion by Carson, second by DeBates, approved the request for students to attend, the cost for transportation, and substitute teacher. Motion carried unanimously. Debates asked for 6.3.5 Shawn Ranek, Community Ed Assistant to be removed from the Consent Agenda for further discussion. Erdman asked for 6.3.7 Marissa Erdman, ECFE Parent Educator to be removed from the Consent Agenda. Motion by Carson, second by Debates, approved the remaining items in the Consent Agenda. Motion carried unanimously. After discussion, motion by Wiese, second by Erdman, approved the contract for Shawn Ranek, Community Ed Assistant. Motion carried unanimously. Motion by Debates, second by Wiese, approved the contract for Marissa Erdman, ECFE Parent Educator. Motion passed 5-1 with Erdman abstaining. Other items approved were minutes of the regular school board meeting of August 30, 2021; minutes of the work session meeting of September 22, 2021; contracts/work agreements for Jim Baustian, Light Technician; Jennifer Dunn, Sound Technician; Lori Goelz, PT Interim MS/HS Attendance Secretary; Adam Femrite, Part Time Custodian; Kristin Brockberg; and Kristie Lindquist, Paraprofessional; approved gifts from Christ the King Lutheran Church, \$100.00 to the Wellness Room; Pipestone Publishing Company, Inc, \$1,345.00 to the Athletic Help Fund; Double D Gravel, \$100.00 to the Middle School PBIS Program; and First Bank & Trust, \$250.00 to the Middle School PBIS Program; lane changes for Cristin Bailey Winter, MA+30; Abbey Taubert, MA+30; and Jamie Fenicle, MA+30; new subs to the district - teacher subs – Coly Maly and Amberlie Haak; secretary sub – Wanda Mickelson; para subs – Nicole Hartke, Amberlie Haak, and Marcella Schmitke; approved 6th assignment for Travis Dethlefs, digital electronics.

Financials - The elementary building budget year-to-date shows expenditures as of September 22, 2021 at \$26,775,713.85. This was non-action. New elementary building bills paid through September 22, 2021 totaled \$1,568,276.34. These bills are for review only and are included in the regular monthly bills. The treasurer's report on the elementary building bond for month ended August 31, 2021 shows a cash balance of \$3,679,935.11. Motion by Erdman, second by Carson, approved the treasurer's report. Motion carried unanimously. The budget year-to-dates shows expenditures as of September 22, 2021 at \$2,140,742.29 or 14%. This is non-action. The treasurer's report for month ended August 31, 2021 has a cash balance of \$8,103,317.05. Motion by Erdman, second by Carson, approved the treasurer's report. Motion carried unanimously. Bills paid through September 21, 2021 totaled \$2,190,236.38. Motion by Carson, second by Erdman, approved payment of the regular monthly bills. Motion carried unanimously. High School Activity bills paid through September 20, 2021 totaled \$1,553.81. Motion by Erdman, second by Wiese, approved payment of the high school activity bills. Motion carried unanimously. Board and Administrative reports were given. Discussion Items - First Reading of Certified Staff Seniority List 2021-2022; First Reading of Paraprofessional Seniority List 2021-2022; First Reading of Secretary, Custodian, Tech, and AP Seniority List for 2021-2022, non-action.

Board Action - Motion by Wiese, second by Carson, approved the eleven (11) policies. Motion carried unanimously. Policies approved are Policy 410 - Family and Medical Leave Policy; Policy 413 - Harassment and Violence; Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse; Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults; Policy 506 - Student Discipline; Policy 514 - Bullying Prohibition Policy; Policy 521 - Student Disability Nondiscrimination; Policy 522 - Student Sex Nondiscrimination; Policy 524 - Internet Acceptable Use and Safety Policy; Policy 616 - School District System Accountability; Policy 806 - Crisis Management Policy. Motion by Erdman, second by Nelson, approved the obsolete furniture list. Motion carried unanimously. A quote for snow removal was received from Outlaw Customs. Motion by Carson, second by Wiese, approved the quote for 21-22 snow removal. Motion carried unanimously. Questions need to be answered regarding the request of giving Brown field to the City. Discussion was held at it was determined not to give the field to the City. There were concerns of utilization of space, more playground equipment, relocation of the garden, a tree shelter, and other items. It was recommended to bring the concerns to the Facility Steering Committee for discussion and to have them bring a recommendation to the board. Motion by Baatz, second by DeBates, to look at getting prices to move the field, and send it to the Facility Steering Committee as to what kind of layout can be done. After discussion Baatz amended the motion, Erdman seconded, to include the moving of Brown baseball field to the MS/HS, to get prices, and to include full removal of Brown field from the Brown site. Motion carried 5-1 with Wiese voting no. The Facility Steering Committee has asked the board to consider an enclosed loading dock at an estimated cost of \$120,000. After discussion and concerns brought forward, motion by Baatz, second by Wiese, to table the item and send it back to the Facility Steering Committee and to have a school board work session. Motion

carried unanimously. Motion by Erdman, second by DeBates, approved to certify the proposed levy for the maximum, and to set the Truth in Taxation date for December 20, 2021 at 7:00 p.m. Motion carried unanimously.

Motion by Wiese, second by Nelson, to adjourn the meeting at 8:35 p.m. Motion carried unanimously.

Dated September 27, 2021. Approved and dated by the board October 25, 2021.

Attest: Deb Peschon, Recording Secretary

PIPESTONE AREA SCHOOLS
INDEPENDENT SCHOOL DISTRICT #2689
Custodial Work Agreement, 2021-2022

This agreement shall be subject to the master agreement between the school district and the Pipestone Area Educational Support Professionals, and the provisions of the Public Employment Labor Relations Act as amended.

Pipestone Area Schools, ISD #2689, through its administrative agent, enters into this agreement for services with:

Employee: *Levi VandenBosch*

Wage: *\$11.00/hr*

Full/Part-time: *Part-time Custodian 12:30 p.m. - 2:30 p.m.*

Benefits: *As per master agreement between ISD #2689 & PAESP*

9

I accept the employment stipulation in this agreement with Pipestone Area Schools, ISD #2689.

Employee Signature

Date

School Board Chairman

Date

School Board Clerk

Date

Independent School District No. 2689
Pipestone, Minnesota 56164

Date 9-27-21

29069

Received of Christ the King Lutheran Amount \$ 100-

For Donation to Wellness Room

Code	Amount	Description
	100-	check

Signed [Signature]

THIS CHECK IS VOID WITHOUT THE SAFETY FEATURES LISTED ON THE BACK

Apply to account: CTK - - CHRIST THE KING LUTHERAN CHURCH

14092122888

CHRIST THE KING LUTHERAN CHURCH
PO. Box 682
PIPESTONE, MN 56164-2227

78-844
0914

DATE
09/14/2021

0006601677

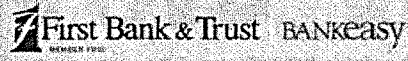
First Bank Trust
P.O. Box 5057
Brookings SD 57006-5057

PAY **(ONE HUNDRED DOLLARS AND NO/100)**

TO THE ORDER OF **PAS WELLNESS ROOM**

AMOUNT

****\$100.00**



Signature on File -
account holder has pre-approved this check
Void After 90 Days

⑈0006601677⑈ ⑆091400606⑆ 115887⑈

Date 10-4-21

Received of Coborn's Amount \$ 1546.40

For Donation - Elem PBIS, MS PBIS, HS Arrow Way Program

Code							Amount	Description
							1546.40	check

Signed DP

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER WITH VISIBLE AND INVISIBLE FIBERS AND A TRUE WATERMARK. HOLD AT AN ANGLE TO VIEW.

COBORN'S
INCORPORATED

1921 COBORN BOULEVARD
P.O. BOX 6146
ST. CLOUD, MINNESOTA 56302

US Bank
Havre, Montana

93-455
929

DATE	CHECK NO
8/31/21	944550

CHECK AMOUNT
*****1,546.40

PAY 1,546 DOLLARS AND 40 CENTS.

To The Order Of PIPESTONE AREA SCHOOL
701 7TH ST SE
PIPESTONE, MN 56164

Christopher Coborn

AUTHORIZED SIGNATURE
Coborn's Inc.

⑈944550⑈ ⑆092904554⑆ 15008068481?⑈

Date 10-12-21

Received of SpEd Forms LLC Amount \$ 200-

For Donation to the Wellness Room

Code							Amount	Description
							200-	check

Signed DP

SpEd Forms LLC
PO Box 1661
Sioux Falls, SD 57101

1003

78-4/914

DATE 9-24-21

PAY TO THE ORDER OF Pipestone Area Schools

\$ 200-

two hundred & no

DOLLARS

Wells Fargo, NA



Wells Fargo

FOR Donation to wellness Room

⑈001003⑈ ⑆091400046⑆ 2964976167⑈

Peschon, Deb

From: Zollner, Rick
Sent: Tuesday, August 31, 2021 8:26 AM
To: Peschon, Deb
Subject: volunteer coach winter list

I recommend the following as gymnastics volunteer coaches for the 2021-22 season.

Jennings Wallace

Jake Evans

Sincerely,

Rick Zollner
Activities Director

Kraus-Anderson			
Funding			
		10/14/2021	Balance
Description			
Project Funds Available	\$28,281,962.19		Per Piper Jaffray
Parking lot Abatement Funding	\$0.00		TBD
Food Service Funding	\$400,000.00	(\$354,420.78)	\$45,579.22
LTFM Funding	\$200,000.00		
Project Bond Interest Earnings	\$550,000.00		Projection
Total Available	\$29,431,962.19		
			10/14/2021
Construction Cost Budget	Budget	Expenditures	Balance
Current Construction Value(Subcontracts)	\$22,127,549.94	(\$20,769,263.13)	\$1,358,286.81
Project General Conditions&Reimbursables	\$659,968.00	(\$487,175.43)	\$172,792.57
Kraus Anderson Site Services	\$1,217,819.46	(\$1,218,993.50)	(\$1,174.04)
Construction Contingency	\$170,209.98	\$0.00	\$170,209.98
Kraus Anderson Construction Management Fee	\$478,200.00	(\$449,000.00)	\$29,200.00
Total Construction Budget	\$24,653,747.38	(\$22,924,432.06)	\$1,729,315.32
Soft Cost Budget	Budget	Expenditures	Balance
A/E Fees(ISG)including 7% of Construction Contingency	\$1,802,522.47	(\$1,802,522.47)	\$0.00
A/E Additional Services(Added Scope Design)\$20,000 included in line above	\$156,199.78	(\$156,199.78)	\$0.00
A/E Contingency Budget	\$19,471.06	(\$16,248.75)	\$3,222.31
Building Permit Plan Review	\$111,253.00	(\$111,225.59)	\$27.41
SAC/WAC Costs	\$0.00	\$0.00	\$0.00
Geotechnical Survey Report	\$11,810.00	(\$11,810.00)	\$0.00
Special Inspections Testing	\$79,243.00	(\$41,266.00)	\$37,977.00
Commissioning/Test and Balance	\$25,400.00	(\$7,743.00)	\$17,657.00
Plans Production/Distribution	\$10,000.00	(\$1,147.50)	\$8,852.50
Total Soft Cost Budget	\$2,215,899.31	(\$2,148,163.09)	\$67,736.22
Owner Cost Budget	Budget	Expenditures	Balance
Telecommunications Tower Removal	\$9,825.00	(\$9,425.80)	\$399.20
Initial Surveying(Set Controls and Benchmarks)	\$5,000.00	(\$1,800.00)	\$3,200.00
Loan expenses or bonding costs	\$106,956.50	(\$73,456.50)	\$33,500.00
Furniture Fixtures and Equipment	\$932,856.62	(\$932,856.62)	\$0.00
Technology Equipment	\$718,446.38	(\$718,446.38)	\$0.00
Decommission Hill and Brown Schools	\$625,000.00	(\$133,920.25)	\$491,079.75
Legal Fees	\$40,000.00	(\$33,000.00)	\$7,000.00
Mis Owner Expense	\$105,000.00	(\$46,368.87)	\$58,631.13
Builders Risk Insurance	\$19,231.00	(\$19,231.00)	\$0.00
Total Owner Cost Budget	\$2,562,315.50	(\$1,968,505.42)	\$593,810.08
Total Project Costs	\$29,431,962.19	(\$27,041,100.57)	\$2,390,861.62

Pipestone Area Schools ISD #2689 Voucher Detail Report by Voucher Number

Batch	Vo	St Ty	Description	SKU Code	PO No	Loc	L	Fd	Org	Pro	Crs	Fin	O/S	Prd	Dist %	Units	Rate	Disc %	Amount
1	9777		KRAUS-ANDERSON CONSTRUCTION COMPANY							KA47825									
	90116		Consult & Serv.fees																
		P I	Consult & Serv.fees			101	E	06	005	870	000	000	305	202204	100.00%	1.00	59,045.85	100.00%	59,045.85
Voucher Total																			59,045.85
1	9752		DOOM AND CUYPERS CONSTRUCTION INC																
	90117		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	22,265.34	100.00%	22,265.34
Voucher Total																			22,265.34
1	9342		DUININCK, INC																
	90118		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	13,300.00	100.00%	13,300.00
Voucher Total																			13,300.00
1	9753		FARGO GLASS AND PAINT COMPANY																
	90119		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	5,700.00	100.00%	5,700.00
Voucher Total																			5,700.00
1	5516		H & B SPECIALIZED PRODUCTS																
	90120		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	4,950.25	100.00%	4,950.25
Voucher Total																			4,950.25
1	9755		HANDER INC PLUMBING AND HEATING																
	90121		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	24,165.14	100.00%	24,165.14
Voucher Total																			24,165.14
1	9756		INNOVATIVE BUILDING CONCEPTS LLC																
	90122		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	28,032.25	100.00%	28,032.25
Voucher Total																			28,032.25
1	9761		RUSTADS FLOORING AND SLEEP CENTER LLC																
	90123		Build Acq/Construct																
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	12,708.15	100.00%	12,708.15
Voucher Total																			12,708.15

Pipestone Area Schools ISD #2689 Voucher Detail Report by Voucher Number

Batch	Vo	St Ty	Description	SKU Code	PO No	Loc	L	Fd	Org	Pro	Crs	Fin	O/S	Prd	Dist %	Units	Rate	Disc %	Amount	
1	9997		SAAFE LLC																	
	90124		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	992.60	100.00%	992.60	
																			Voucher Total	992.60
1	9763		SPARTAN STEEL ERECTORS INC																	
	90125		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	4,580.55	100.00%	4,580.55	
																			Voucher Total	4,580.55
1	9931		THE CAULKERS COMPANY																	
	90126		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	8,750.00	100.00%	8,750.00	
																			Voucher Total	8,750.00
1	9764		THOMPSON ELECTRIC COMPANY																	
	90127		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	7,129.28	100.00%	7,129.28	
																			Voucher Total	7,129.28
1	9765		TMI CORPORATION																	
	90128		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	1,277.75	100.00%	1,277.75	
																			Voucher Total	1,277.75
1	10044		KOR ENGINEERING																	
	90129		Consult & Serv.fees																	
		P I	Consult & Serv.fees			101	E	06	005	870	000	000	305	202204	100.00%	1.00	1,400.00	100.00%	1,400.00	
																			Voucher Total	1,400.00
1	10044		KOR ENGINEERING																	
	90130		Consult & Serv.fees																	
		P I	Consult & Serv.fees			101	E	06	005	870	000	000	305	202204	100.00%	1.00	1,000.00	100.00%	1,000.00	
																			Voucher Total	1,000.00
1	9768		W.L. HALL CO																	
	90131		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	2,991.10	100.00%	2,991.10	
																			Voucher Total	2,991.10

Pipestone Area Schools ISD #2689 Voucher Detail Report by Voucher Number

Batch	Vo	St Ty	Description	SKU Code	PO No	Loc	L	Fd	Org	Pro	Crs	Fin	O/S	Prd	Dist %	Units	Rate	Disc %	Amount	
1	9769		WELLS CONCRETE																	
	90148		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	35,547.38	100.00%	35,547.38	
																				Voucher Total
																				35,547.38
1	10046		JUSTICE FIRE & SAFETY, INC																	
	90190		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	1,504.80	100.00%	1,504.80	
																				Voucher Total
																				1,504.80
1	10046		JUSTICE FIRE & SAFETY, INC																	
	90191		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	790.88	100.00%	790.88	
																				Voucher Total
																				790.88
1	9576		PREMIER FURNITURE AND EQUIPMENT																	
	90201		Equipment Purchased																	
		P I	Equipment Purchased			101	E	06	005	870	000	000	530	202204	100.00%	1.00	1,760.00	100.00%	1,760.00	
																				Voucher Total
																				1,760.00
1	9187		AGC NETWORKS, INC																	
	90209		Technology Equipment																	
		P I	Technology Equipment			101	E	06	005	870	000	000	555	202204	100.00%	1.00	907.50	100.00%	907.50	
																				Voucher Total
																				907.50
1	5602		Mid States Audio Inc																	
	90262		Technology Equipment																	
		P I	Technology Equipment			101	E	06	005	870	000	000	555	202204	100.00%	1.00	27,395.40	100.00%	27,395.40	
																				Voucher Total
																				27,395.40
1	9763		SPARTAN STEEL ERECTORS INC																	
	90265		Build Acq/Construct																	
		P I	Build Acq/Construct			101	E	06	005	870	000	000	520	202204	100.00%	1.00	100.00	100.00%	100.00	
																				Voucher Total
																				100.00
																				Report Total
																				266,294.22

INDEPENDENT SCHOOL DISTRICT NO. 2689							
PIPESTONE AREA SCHOOLS							
ELEMENTARY SCHOOL BUILDING BONDS							
FOR THE MONTH ENDED SEPTEMBER 30, 2021							
		CASH BALANCE			CASH BALANCE		CASH BALANCE
	FUND	BEGINNING			END OF		END OF
FUNDS	NUMBER	OF MONTH	NET CASH ACTIVITY		MONTH	ADJUSTMENTS	MONTH FY22
ELEMENTARY SCHOOL BOND	06	\$3,679,935.11	(\$1,645,013.41)		\$2,034,921.70		\$2,034,921.70
TOTAL		\$3,679,935.11	(\$1,645,013.41)		\$2,034,921.70	\$0.00	\$2,034,921.70
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS							
		CURRENT	BALANCE			OTHER	BALANCE PER
DESCRIPTION	ACCOUNT	RATE OF	PER BANK	OUTSTANDING	OUTSTANDING	RECONCILING	TREASURER'S
	NUMBER	INTEREST	STATEMENT	CHECKS	DEPOSITS	ITEMS	BOOKS
MNTRUST		0.01%	\$1,309,821.70	\$0.00	\$0.00	\$0.00	\$1,309,821.70
MNTRUST TERM SERIES		1.54%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SECURITY(BONDS OR TREASURY NOTES)		Various	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CERTIFICATES OF DEPOSIT		Various	\$725,100.00	\$0.00	\$0.00	\$0.00	\$725,100.00
TOTAL			\$2,034,921.70	\$0.00	\$0.00	\$0.00	\$2,034,921.70
						Signed	Jacque Kennedy

Budget Presentation to the Board					
Expenditures as of 10/19/2021		FY2022			
General Fund				9/22/2021	Year to
Classification	Code	FY22 REV	Year to Date	Year to Date	Date %
Administrative Salaries	110	\$562,477.00	\$170,136.93		30%
Teacher Salaries	140	\$4,659,764.00	\$754,414.67		16%
Non-Licensed Classroom Personnel	141	\$137,350.00	\$19,907.00		14%
Licensed Instructional Support Personnel	143	\$59,000.00	\$9,833.34		17%
Non-License Instructional Support Personnel	144	\$71,733.00	\$1,769.60		2%
Substitute Salaries	145	\$106,000.00	\$5,610.00		5%
Substitute Non-Licensed Classroom Salaries	146	\$40,000.00	\$885.50		2%
Language Pathologist	152	\$77,090.00	\$12,413.84		16%
School Nurse	154	\$56,706.00	\$15,666.68		28%
School Social Worker	156	\$41,659.00	\$8,333.34		20%
Certified Paraprofessional	161	\$437,274.00	\$46,756.26		11%
Certified One-to-One Paraprofessional	162	\$212,321.00	\$20,888.36		10%
School Counselor	165	\$163,996.00	\$20,444.66		12%
Non-Instructional Support	170	\$727,919.00	\$198,485.65		27%
DAPE Specialist	174	\$15,000.00	\$0.00		0%
Other Salary Payment	185	\$577,394.00	\$229,817.48		40%
Severance	191	\$21,825.00	\$0.00		0%
Third Party Pay Expense Salaries	195	\$0.00	\$0.00		#DIV/0!
FICA	210	\$609,540.00	\$110,867.83		18%
PERA	214	\$127,974.00	\$20,827.54		16%
TRA	218	\$517,337.00	\$101,694.68		20%
Health Insurance	220	\$631,460.00	\$120,564.83		19%
Life Insurance	230	\$5,415.00	\$1,198.81		22%
Dental Insurance	235	\$1,191.00	\$368.24		31%
Long Term Disability	240	\$340.00	\$112.08		33%
TSA Match	250	\$92,363.00	\$16,115.58		17%
Employer Sponsored HSA's	251	\$57,723.00	\$45,062.73		78%
Workmens Comp	270	\$58,758.00	\$8,566.93		15%
Unemployment Compensation	280	\$5,000.00	\$0.00		0%
Other Post-Employment Benefits	291	\$44,759.00	\$0.00		0%
Third Party Pay Benefits	295	\$0.00	\$0.00		#DIV/0!
Total Salaries and Fringe		\$10,119,368.00	\$1,940,742.56		19%
Other Employee Benefits	299	\$0.00	\$0.00		#DIV/0!
Fed Sub Awards Under \$25,000	303	\$31,000.00	\$0.00		0%
Fed Sub Awards Over \$25,000	304	\$1,100.00	\$0.00		0%
Consulting and Servicing Fees	305	\$289,165.00	\$138,522.20		48%
School Resource Officer	310	\$46,350.00	\$0.00		0%
Services Purchased from Coop	316	\$126,641.00	\$27,198.77		21%
Computer and Technology Services	319	\$0.00	\$0.00		#DIV/0!
Communications/Phone	320	\$41,590.00	\$10,827.04		26%
Postage and Express	329	\$8,932.00	(\$25.80)		0%
Utility Services	330	\$280,246.00	\$85,438.70		30%
Property Insurance	340	\$100,576.00	\$110,720.46		110%
Repairs and Maintenance	350	\$72,437.00	\$39,038.22		54%
Transportation	360	\$1,216,532.00	\$142,340.25		12%
Travel	366	\$143,984.00	\$9,656.99		7%
Entry Fees/Student Travel	369	\$52,849.00	\$4,184.94		8%
Rentals and Leases	370	\$86,532.00	\$18,906.82		22%
Third Party Reimbursement Services	385	\$0.00	\$0.00		0%
To Other MN School Districts	390	\$60,000.00	\$4,052.75		7%
To Out of State Districts	392	\$59,600.00	\$1,665.04		3%
Special Ed Contracted Services	393	\$178,737.00	\$13,707.21		8%
To Non-Ed Agency	394	\$174,350.00	\$51,042.93		29%
Spec Ed Salary Purchased from Co-op	396	\$435,385.00	\$96,757.61		22%
Spec Ed Benefits Purchased from Co-op	397	\$23,767.00	\$4,372.19		18%
Charge Back	398	\$0.00	\$0.00		0%
General Supplies	401	\$264,015.00	\$64,610.95		24%
Non instructional Computer Software	405	\$77,464.00	\$37,202.93		48%
Instructional Software License	406	\$58,032.00	\$54,693.02		94%
Instructional Supplies	430	\$144,284.00	\$68,630.83		48%
Individualized Materials	433	\$31,375.00	\$14,231.16		45%
Fuel for Buildings	440	\$87,200.00	\$4,428.57		5%
Noninstructional Tech Supplies	455	\$15,000.00	\$3,845.99		26%
Instructional Tech Supplies	456	\$0.00	\$10,411.88		#DIV/0!
Textbooks/Workbooks	460	\$80,713.00	\$32,392.40		40%
Standardized Tests	461	\$2,800.00	\$0.00		0%
Non-Instructional Tech Devices	465	\$4,000.00	\$3,539.00		88%
Instructional Technology Devices	466	\$58,993.00	\$27,592.00		47%
Library Books	470	\$17,800.00	\$3,929.60		22%
Audio Visual Aids	480	\$0.00	\$0.00		0%
Electronic Format	485	\$4,000.00	\$0.00		0%
Capital Non-Instruction Tech Software	505	\$8,500.00	\$8,500.00		100%
Site or Grounds Acquisition	510	\$255,000.00	\$45,920.20		18%
Building Acquisition and Construction	520	\$75,000.00	\$109,246.01		146%
Equipment Purchased	530	\$102,759.00	\$27,409.97		27%
Special Education Equipment	533	\$0.00	\$0.00		#DIV/0!
Charge Back Tennis Courts	545	\$0.00	\$0.00		#DIV/0!
Eligible Pupil Transportation	548	\$70,000.00	\$0.00		0%
Vehicles Purchased	550	\$60,000.00	\$0.00		0%
Non-Instructional Technology Hardware	555	\$76,215.00	\$34,135.00		45%
Capitalized Instructional Technology Hardware	556	\$7,547.00	\$7,278.93		96%
Principal on Capital Lease	580	\$75,000.00	\$75,000.00		100%
Interest on Capital Lease	581	\$17,026.00	\$9,103.50		53%
Dues and Memberships	820	\$23,196.00	\$15,043.60		65%
Taxes and Special Assessments	896	\$1,250.00	\$396.00		32%
Affordable Care Act Penalties	897	\$10,500.00	\$0.00		0%
Miscellaneous Other Expenses	899	\$2,000.00	\$125.00		6%
Contingency		\$100,000.00	\$0.00		0%
Total		\$15,278,810.00	\$3,356,815.42		22%
The prior year to date percentage was 23%					

INDEPENDENT SCHOOL DISTRICT NO. 2689								
PIPESTONE AREA SCHOOLS								
TREASURER'S REPORT TO SCHOOL BOARD								
FOR THE MONTH ENDED SEPTEMBER 30, 2021								
FUNDS	FUND NUMBER	CASH BALANCE BEGINNING OF MONTH	NET CASH ACTIVITY	CASH BALANCE END OF MONTH	ADJUSTMENTS	CASH BALANCE END OF MONTH FY22	CASH BALANCE END OF MONTH FY21	
GENERAL FUND	01,03,05	\$6,275,204.59	\$290,165.13	\$6,565,369.72		\$6,565,369.72	\$6,060,711.54	
FOOD SERVICE FUND	02	\$616,313.23	(\$259,856.97)	\$356,456.26		\$356,456.26	\$663,311.50	
COMMUNITY SERVICE FUND	04	\$426,738.98	(\$42,000.03)	\$384,738.95		\$384,738.95	\$314,504.66	
TOTAL OPERATING FUNDS		\$7,318,256.80	(\$11,691.87)	\$7,306,564.93		\$7,306,564.93	\$7,038,527.70	
BUILDING FUND	06	(\$161,130.79)	\$92,839.07	(\$68,291.72)		(\$68,291.72)	\$474,725.95	
DEBT SERVICE FUND	07	\$945,846.04	\$120,186.19	\$1,066,032.23		\$1,066,032.23	\$606,034.39	
AGENCY FUND	09	\$345.00	\$0.00	\$345.00		\$345.00	\$345.00	
CERTIFICATES OF DEPOSIT		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
TOTAL		\$8,103,317.05	\$201,333.39	\$8,304,650.44	\$0.00	\$8,304,650.44	\$8,119,633.04	
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS								
DESCRIPTION	ACCOUNT NUMBER	CURRENT RATE OF INTEREST	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS	BALANCE PER TREASURER'S BOOKS
FIRST NATIONAL BANK-PAYROLL	200563	0.05%	\$132,009.98	(\$126.28)	\$0.00	\$3,886.75	\$135,770.45	\$181,938.60
FIRST NATIONAL BANK-MM	808263	0.10%	\$1,006,146.18	\$0.00	\$0.00	\$0.00	\$1,006,146.18	\$980,406.76
FIRST F&M	4534150062	0.08%	\$669,041.47	(\$279,176.83)	\$0.00	\$0.00	\$389,864.64	\$1,143,775.71
MNTrust	6770	0.01%	\$4,782,333.01	\$0.00	\$0.00	\$0.00	\$4,782,333.01	\$2,338,455.16
TOTAL			\$6,589,530.64	(\$279,303.11)	\$0.00	\$3,886.75	\$6,314,114.28	\$4,644,576.23
CERTIFICATES OF DEPOSIT	CD #	Date Purchased	Maturity Date	Maturity Period	Interest Rate		Dollar Amount	Dollar Amount
MN Trust Term Series		9/27/2021	10/25/2021	30 Days	0.03%		\$500,000.00	
BMW Bank North America		11/22/2019	11/22/2021	24 Months	1.603%		\$247,468.97	
State Bank of India		11/27/2019	11/29/2021	24 Months	1.702%		\$247,718.50	
Goldman Sachs Bank DTC 48283-1		5/5/2021	5/5/2023	24 Months	0.100%		\$249,248.69	
East Boston Savings Bank		3/9/2020	1/25/2022	22 Months	0.649%		\$246,900.00	
Bank 7		10/14/2020	1/24/2022	15 Mpnths	0.104%		\$249,600.00	
Servisfirst Bank		10/14/2020	4/14/2022	18 Months	0.100%		\$249,600.00	
Total							\$1,990,536.16	\$3,475,056.81
Grand Total							\$8,304,650.44	\$8,119,633.04
						Signed	Jacque Kennedy	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Oct. 2021
 Last 63837
 Page 1 of 34
 10/14/2021
 13:23:10

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63641	4766		CHS/CENEX HARVEST STATES		Check		
				E 01 005 810 000 000 401	General Supplies			\$21.06	
PO#:		Voucher #:	89958	Invoice	Invoice No: IG8968	9/15/2021		Paid Amt:	\$21.06
				E 01 005 810 000 000 401	General Supplies			\$16.41	
PO#:		Voucher #:	89959	Invoice	Invoice No: IG8694	9/15/2021		Paid Amt:	\$16.41
				E 01 005 810 000 000 401	General Supplies			\$629.72	
PO#:		Voucher #:	89960	Invoice	Invoice No: IB8050	9/15/2021		Paid Amt:	\$629.72
								Check Amount:	\$667.19
2689	FIN	63642	9934		FOSS COMMUNICATIONS INC		Check		
				E 06 005 870 000 000 555	Technology Equipment, FIBER FOR OUTSIDE			\$10,000.00	
PO#:		Voucher #:	89956	Invoice	Invoice No: 12885	9/15/2021		Paid Amt:	\$10,000.00
								Check Amount:	\$10,000.00
2689	FIN	63643	9278		ISG		Check		
				E 06 005 870 000 000 305	Consult & Serv.fees			\$4,293.25	
PO#:		Voucher #:	89955	Invoice	Invoice No: 75140	9/15/2021		Paid Amt:	\$4,293.25
								Check Amount:	\$4,293.25
2689	FIN	63644	3536		MARSHALL HIGH SCHOOL		Check		
				E 01 300 296 209 000 369	Entry Fees/Student Travel-Volleyball			\$50.00	
PO#:		Voucher #:	89951	Invoice	Invoice No: 09/15/2021	9/15/2021		Paid Amt:	\$50.00
								Check Amount:	\$50.00
2689	FIN	63645	9782		MASSP		Check		
				E 01 300 640 173 316 820	Dues & Membership, HONOR SOCIETIES			\$60.00	
PO#:		Voucher #:	89949	Invoice	Invoice No: 09/15/2021	9/15/2021		Paid Amt:	\$60.00
								Check Amount:	\$60.00
2689	FIN	63646	9563		MATBOSS		Check		
				E 01 300 294 210 000 401	General Supplies			\$599.00	
PO#:		Voucher #:	89950	Invoice	Invoice No: 09/15/2021	9/15/2021		Paid Amt:	\$599.00
								Check Amount:	\$599.00
2689	FIN	63647	01300		PIPESTONE CO. MEDICAL CENTER		Check		
				E 01 103 420 000 740 394	to Non-Ed Agency, AUG. 2021			\$1,953.20	
PO#:		Voucher #:	89952	Invoice	Invoice No: PI PIP JAS S	9/15/2021		Paid Amt:	\$1,953.20
								Check Amount:	\$1,953.20
2689	FIN	63648	5628		PIPESTONE COUNTRY CLUB		Check		
				E 01 300 211 172 000 370	Rentals & Leases, SENIOR RETREAT			\$225.00	
PO#:		Voucher #:	89957	Invoice	Invoice No: 09/15/2021	9/15/2021		Paid Amt:	\$225.00
								Check Amount:	\$225.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63649	5983		SIOUX VALLEY ENERGY		Check		
				E 01	300 810 184 000 330	Utilities - Electricity, FLASHING LIGHT AUG 2C		\$11.00	
		PO#:	Voucher #:	89953	Invoice	Invoice No: 7058684200	9/15/2021		Paid Amt: \$11.00
				E 01	300 810 184 000 330	Utilities - Electricity, AUG 2021		\$24,249.00	
		PO#:	Voucher #:	89954	Invoice	Invoice No: 7058684000	9/15/2021		Paid Amt: \$24,249.00
								Check Amount: \$24,260.00	
2689	FIN	63650	5420		TEACHERS DISCOVERY		Check		
				E 01	300 230 172 000 430	#1EO363 Bingo Chips		\$4.95	
				E 01	300 230 172 000 430	#1P1657 Dessert First French MINI-Poster		\$5.25	
				E 01	300 230 172 000 430	Shippiung		\$6.99	
		PO#: 17587	Voucher #:	89961	Invoice	Invoice No: 169668	9/15/2021		Paid Amt: \$17.19
								Check Amount: \$17.19	
2689	FIN	63651	5546		INNOVATIVE OFFICE SOLUTIONS		Check		
				E 01	300 220 172 000 430	Instructional Supply		\$10.99	
		PO#:	Voucher #:	89962	Invoice	Invoice No: 3453488	9/15/2021		Paid Amt: \$10.99
				E 01	300 407 000 740 401	SAN81803 Whiteboard Cleaner, 8 OZ		\$1.49	
				E 01	300 407 000 740 401	UNV20961CT Binder		\$33.84	
		PO#: 17528	Voucher #:	89963	Invoice	Invoice No: 3404515	9/15/2021		Paid Amt: \$35.33
				E 01	300 407 000 740 401	UNI08861 Highlighter, Desk, FI Yellow		\$5.52	
		PO#: 17528	Voucher #:	89964	Invoice	Invoice No: 3401780	9/15/2021		Paid Amt: \$5.52
				E 01	300 407 000 740 401	UNV40304 Clipboard, Letter		\$3.94	
				E 01	300 407 000 740 401	UNV08855 Highlighter, Pocket FI Pink		\$5.64	
				E 01	300 407 000 740 401	SAN81505 Eraser, Dry Erase		\$7.47	
				E 01	300 407 000 740 401	AVE11901 Divider, Insertable, 9 Tab Asstd		\$5.67	
				E 01	300 407 000 740 401	UNK80102 Mailing Label 1.2 5/8" WH 3000		\$14.32	
				E 01	300 407 000 740 401	SAN81045 EXPO 2 Dry Erase Chisel, 16/st		\$34.36	
				E 01	300 407 000 740 401	MMM6549YW Highland, 3x3 12/PK, YW		\$2.92	
				E 01	300 407 000 740 401	UNV43118 Stapler, Econ, Full		\$4.78	
				E 01	300 407 000 740 401	UNV79000Vp Stales, Chisel, 25000/pk		\$5.60	
				E 01	300 407 000 740 401	UNV15001 Tape Dispenser, 1" Core, Black		\$2.70	
				E 01	300 407 000 740 401	SAN86601 Fine Tip Dry Erase		\$25.92	
				E 01	300 407 000 740 401	MEA15200 Notebook Paper		\$10.11	
				E 01	300 407 000 740 401	CYO687409 Colored Pencil		\$17.98	
				E 01	300 407 000 740 401	PCP1978998 Pens		\$27.85	
				E 01	300 407 000 740 401	Freight		\$15.21	
		PO#: 17528	Voucher #:	89965	Invoice	Invoice No: 3400396	9/15/2021		Paid Amt: \$184.47
								Check Amount: \$236.31	
2689	FIN	63652	9362		BIO COMPANY INC		Check		
				E 01	300 260 000 155 430	#FP1417P 14-17" Plain Preserved Fetal Pigs		\$158.50	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63652	9362		BIO COMPANY INC		Check		
				E 01	300 260 000 155 430	#BO05P VacPac Beef Eye		\$22.00	
				E 01	300 260 000 155 430	#BO10P VacPac Beef Heart		\$190.00	
				E 01	300 260 000 155 430	#SO20P VacPac Sheep Brain in dura Mater		\$92.00	
				E 01	300 260 000 155 430	#DK0006L VacPac 6 specimen kit large		\$94.00	
				E 01	300 260 000 155 430	#SS0450D Dissecting 4.5" sharp/sharp scisso		\$22.50	
				E 01	300 260 000 155 430	Freight		\$114.64	
PO#: 17598	Voucher #:	89974	Invoice	Invoice No:	1027333	9/16/2021	Paid Amt:	\$693.64	
							Check Amount:	\$693.64	
2689	FIN	63653	3920		CENTER POINT INC.		Check		
				E 04	005 591 000 000 470	Library Books		\$180.36	
PO#:	Voucher #:	89978	Invoice	Invoice No:	1874052	9/16/2021	Paid Amt:	\$180.36	
							Check Amount:	\$180.36	
2689	FIN	63654	01468		DOUBLE D GRAVEL		Check		
				E 06	005 870 000 000 305	Consult & Serv.fees		\$207.50	
PO#:	Voucher #:	89971	Invoice	Invoice No:	44362	9/16/2021	Paid Amt:	\$207.50	
							Check Amount:	\$207.50	
2689	FIN	63655	9934		FOSS COMMUNICATIONS INC		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$2,399.00	
PO#:	Voucher #:	89972	Invoice	Invoice No:	12879	9/16/2021	Paid Amt:	\$2,399.00	
							Check Amount:	\$2,399.00	
2689	FIN	63656	9564		GOPHERMODS, LLC		Check		
				E 01	005 605 150 000 456	Instructional Tech Supplies		\$838.00	
PO#:	Voucher #:	89981	Invoice	Invoice No:	3276	9/16/2021	Paid Amt:	\$838.00	
							Check Amount:	\$838.00	
2689	FIN	63657	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$4,630.24	
PO#:	Voucher #:	89966	Invoice	Invoice No:	604436968	9/16/2021	Paid Amt:	\$4,630.24	
							Check Amount:	\$4,630.24	
2689	FIN	63658	9803		ILLUMINATE EDUCATION INC		Check		
				E 01	103 201 150 000 406	FASTBRIDGE SUBSCRIPTION		\$816.00	
				E 01	103 203 150 000 406	FASTBRIDGE SUBSCRIPTION		\$3,059.25	
				E 01	207 203 150 000 406	FASTBRIDGE SUBSCRIPTION, & TRAINING		\$2,856.00	
PO#: 17609	Voucher #:	89977	Invoice	Invoice No:	000060517	9/16/2021	Paid Amt:	\$6,731.25	
							Check Amount:	\$6,731.25	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63659	6880		ITC		Check		
				E 01	006 810 000 000 320	Communications/Phone, 9/1-9/30		\$79.20	
PO#:		Voucher #:	89967	Invoice	Invoice No: 11330276	9/16/2021	Paid Amt:	\$79.20	
							Check Amount:	\$79.20	
2689	FIN	63660	01140		JERS ELECTRIC INC		Check		
				E 01	300 810 000 000 350	Repair&maint Service		\$890.67	
PO#:		Voucher #:	89969	Invoice	Invoice No: 3101	9/16/2021	Paid Amt:	\$890.67	
							Check Amount:	\$890.67	
2689	FIN	63661	9777		KRAUS-ANDERSON CONSTRUCTION COMPANY		Check		
				E 06	005 870 000 000 305	Consult & Serv.fees		\$90,582.01	
PO#:		Voucher #:	89973	Invoice	Invoice No: KA47460	9/16/2021	Paid Amt:	\$90,582.01	
							Check Amount:	\$90,582.01	
2689	FIN	63662	9782		MASSP		Check		
				E 01	300 640 173 316 366	Travel, STRASSER		\$160.00	
PO#:		Voucher #:	89980	Invoice	Invoice No: 09/16/2021	9/16/2021	Paid Amt:	\$160.00	
							Check Amount:	\$160.00	24
2689	FIN	63663	00550		MIDLAND TIRE LLC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$22.00	
PO#:		Voucher #:	89975	Invoice	Invoice No: 87762	9/16/2021	Paid Amt:	\$22.00	
							Check Amount:	\$22.00	
2689	FIN	63664	6678		NDR CABLES & NETWORKS		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies		\$49.83	
PO#:		Voucher #:	89968	Invoice	Invoice No: 13538	9/16/2021	Paid Amt:	\$49.83	
							Check Amount:	\$49.83	
2689	FIN	63665	00123		PIPESTONE INTERIORS LLC		Check		
				E 01	300 420 000 740 433	Individualized Mat.		\$328.00	
PO#:		Voucher #:	89970	Invoice	Invoice No: 0058178	9/16/2021	Paid Amt:	\$328.00	
							Check Amount:	\$328.00	
2689	FIN	63666	00300		PIPESTONE PUBLISHING CO INC		Check		
				E 01	005 010 000 000 305	Consult & Serv.fees		\$174.50	
PO#:		Voucher #:	89979	Invoice	Invoice No: 09/16/2021	9/16/2021	Paid Amt:	\$174.50	
							Check Amount:	\$174.50	
2689	FIN	63667	9696		WABASSO HIGH SCHOOL		Check		
				E 01	300 296 209 000 369	Entry Fees/Student Travel-Volleyball		\$150.00	
PO#:		Voucher #:	89982	Invoice	Invoice No: 09/16/2021	9/16/2021	Paid Amt:	\$150.00	
							Check Amount:	\$150.00	

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63668	5976		IS RESTAURANT DESIGN EQUIPMENT AND SUPPLY		Check		
				E 02	005 770 000 701 401 General Supplies			\$105.40	
	PO#:	Voucher #:	89976	Invoice	Invoice No: 019579A	9/16/2021	Paid Amt:	\$105.40	
							Check Amount:	\$105.40	
2689	FIN	63669	03254		ISD 0347, WILLMAR		Check		
				E 01	300 211 000 000 390 to Other MN District			\$4,751.48	
	PO#:	Voucher #:	89983	Invoice	Invoice No: 8029	9/16/2021	Paid Amt:	\$4,751.48	
							Check Amount:	\$4,751.48	
2689	FIN	63671	7865		MUSIC STREET		Check		
				E 01	300 258 233 000 401 General Supplies			\$236.81	
	PO#:	Voucher #:	89984	Invoice	Invoice No: 100831	9/17/2021	Paid Amt:	\$236.81	
				E 01	300 258 233 000 350 Repair&maint Service			\$60.00	
	PO#:	Voucher #:	89985	Invoice	Invoice No: 100251	9/17/2021	Paid Amt:	\$60.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$90.00	
	PO#:	Voucher #:	89986	Invoice	Invoice No: 100252	9/17/2021	Paid Amt:	\$90.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$60.00	
	PO#:	Voucher #:	89987	Invoice	Invoice No: 100253	9/17/2021	Paid Amt:	\$60.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$85.00	
	PO#:	Voucher #:	89988	Invoice	Invoice No: 100254	9/17/2021	Paid Amt:	\$85.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$80.00	
	PO#:	Voucher #:	89989	Invoice	Invoice No: 100255	9/17/2021	Paid Amt:	\$80.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$60.00	
	PO#:	Voucher #:	89990	Invoice	Invoice No: 100256	9/17/2021	Paid Amt:	\$60.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$60.00	
	PO#:	Voucher #:	89991	Invoice	Invoice No: 100257	9/17/2021	Paid Amt:	\$60.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$75.00	
	PO#:	Voucher #:	89992	Invoice	Invoice No: 100259	9/17/2021	Paid Amt:	\$75.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$75.00	
	PO#:	Voucher #:	89993	Invoice	Invoice No: 100260	9/17/2021	Paid Amt:	\$75.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$87.00	
	PO#:	Voucher #:	89994	Invoice	Invoice No: 100261	9/17/2021	Paid Amt:	\$87.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$87.00	
	PO#:	Voucher #:	89995	Invoice	Invoice No: 100262	9/17/2021	Paid Amt:	\$87.00	
				E 01	300 258 233 000 350 Repair&maint Service			\$60.00	
	PO#:	Voucher #:	89996	Invoice	Invoice No: 100258	9/17/2021	Paid Amt:	\$60.00	
							Check Amount:	\$1,115.81	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63672	4618		LAC QUI PARLE VALLEY HS		Check		
				E 01	300 292 202 000 369	Entry Fees/Student Travel-Cross Country		\$100.00	
		PO#:	Voucher #:	89997	Invoice	Invoice No: 09/20/2021		9/20/2021	
								Paid Amt:	\$100.00
								Check Amount:	\$100.00
2689	FIN	63673	4054		PIPESTONE KIWANIS CLUB		Check		
				E 01	005 640 173 316 366	Curriculum Staff Development, MELANY		\$185.00	
				E 01	005 640 173 316 366	Curriculum Staff Development, KEVIN		\$185.00	
		PO#:	Voucher #:	89998	Invoice	Invoice No: 09/20/2021		9/20/2021	
								Paid Amt:	\$370.00
								Check Amount:	\$370.00
2689	FIN	63674	10027		DRC		Check		
				E 06	005 870 000 000 305	DEMOLITION OF BROWN AND HILL		\$100,000.00	
		PO#: 17619	Voucher #:	90002	Invoice	Invoice No: 1351		9/20/2021	
								Paid Amt:	\$100,000.00
								Check Amount:	\$100,000.00
2689	FIN	63675	8791		CHRISTENSEN BROADCASTING		Check		
				E 01	005 020 000 000 305	Consult & Serv.fees		\$2,400.00	
		PO#:	Voucher #:	90003	Invoice	Invoice No: 09/20/2021		9/20/2021	
								Paid Amt:	\$2,400.00
								Check Amount:	\$2,400.00
2689	FIN	63676	9187		AGC NETWORKS, INC		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$7,253.59	
		PO#:	Voucher #:	90013	Invoice	Invoice No: 9200000176		9/21/2021	
								Paid Amt:	\$7,253.59
								Check Amount:	\$7,253.59
2689	FIN	63677	9278		ISG		Check		
				E 06	005 870 000 000 305	Consult & Serv.fees		\$3,375.00	
		PO#:	Voucher #:	90014	Invoice	Invoice No: 75121		9/21/2021	
								Paid Amt:	\$3,375.00
								Check Amount:	\$3,375.00
2689	FIN	63678	4867		MN CHILD SUPPORT PAYMENT CTR		Check		
				B 01	215 029	Child Support		\$95.00	
		PO#:	Voucher #:	90008	Invoice	Invoice No: M2021132		9/21/2021	
								Paid Amt:	\$95.00
								Check Amount:	\$95.00
2689	FIN	63679	9576		PREMIER FURNITURE AND EQUIPMENT		Check		
				E 06	005 870 000 000 530	Equipment Purchased		\$5,392.00	
		PO#:	Voucher #:	90015	Invoice	Invoice No: 3904		9/21/2021	
								Paid Amt:	\$5,392.00
				E 06	005 870 000 000 530	Equipment Purchased		\$1,875.00	
		PO#:	Voucher #:	90016	Invoice	Invoice No: 3905		9/21/2021	
								Paid Amt:	\$1,875.00
								Check Amount:	\$7,267.00

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63680	8832		BOB LUSTFIELD		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 9/24		\$110.00	
PO#:	Voucher #:	90019	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	63681	8647		CHRISTOPHER BAUMBERGER		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 9/24		\$110.00	
PO#:	Voucher #:	90021	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	63682	9715		GARY KACZMAREK		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 9/24		\$110.00	
PO#:	Voucher #:	90020	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	63683	8830		JERRY L FURY		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 9/24		\$110.00	
PO#:	Voucher #:	90022	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	27
2689	FIN	63684	3538		MURRAY COUNTY CENTRAL ISD#2169		Check		
				E 01	300 292 202 000 369	Entry Fees/Student Travel-Cross Country		\$75.00	
PO#:	Voucher #:	90017	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$75.00	
							Check Amount:	\$75.00	
2689	FIN	63685	8829		WAYNE ERBES		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB 9/24		\$110.00	
PO#:	Voucher #:	90018	Invoice	Invoice No:	09/21/2021	9/21/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
2689	FIN	63686	5249		VISA		Check		
				E 04	005 249 000 321 366	Travel, DR.ED		\$90.88	
PO#:	Voucher #:	90023	Invoice	Invoice No:	7427	9/21/2021	Paid Amt:	\$90.88	
							Check Amount:	\$90.88	
2689	FIN	63687	5249		VISA		Check		
				E 01	300 296 207 000 369	Entry Fees/Student Travel-Tennis		\$29.54	
				E 01	005 640 173 316 366	Curriculum Staff Development		\$17.46	
				E 01	300 296 207 000 369	Entry Fees/Student Travel-Tennis		\$26.85	
				E 01	300 292 000 000 369	Entry Fees/Student Travel, AD		\$30.06	
				E 01	300 296 207 000 369	Entry Fees/Student Travel-Tennis		\$32.03	
				E 01	300 296 207 000 369	Entry Fees/Student Travel-Tennis		\$27.00	
				E 01	300 296 207 000 369	Entry Fees/Student Travel-Tennis		\$36.88	
PO#:	Voucher #:	90024	Invoice	Invoice No:	7401	9/21/2021	Paid Amt:	\$199.82	
							Check Amount:	\$199.82	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63688	5249		VISA		Check
				E 21	005 298 924 301 401		Football Club \$700.00
				E 21	005 298 932 301 401		Journalism \$3,186.75
PO#:	Voucher #:	90025	Invoice	Invoice No:	7880	9/21/2021	Paid Amt: \$3,886.75
							Check Amount: \$3,886.75
2689	FIN	63689	8402		LEGALSHIELD		Check
				B 01	215 037		LGL-ID \$131.50
				B 01	215 038		LGL-Sheild \$13.95
PO#:	Voucher #:	90038	Invoice	Invoice No:	M2022030	9/20/2021	Paid Amt: \$145.45
							Check Amount: \$145.45
2689	FIN	63690	9983		MICHAEL HODGEN		Check
				B 01	215 029		Child Support \$547.52
PO#:	Voucher #:	90045	Invoice	Invoice No:	M2022030	9/20/2021	Paid Amt: \$547.52
							Check Amount: \$547.52
2689	FIN	63691	4867		MN CHILD SUPPORT PAYMENT CTR		Check
				B 01	215 029		Child Support \$95.00
PO#:	Voucher #:	90039	Invoice	Invoice No:	M2022030	9/20/2021	Paid Amt: \$95.00
							Check Amount: \$95.00
2689	FIN	63692	01253		PJE		Check
				B 01	215 040		Pipestone Ed. Assoc. Dues \$13,123.37
PO#:	Voucher #:	90041	Invoice	Invoice No:	M2022030	9/20/2021	Paid Amt: \$13,123.37
							Check Amount: \$13,123.37
2689	FIN	63693	7068		AMERITAS LIFE INSURANCE CORP.		Check
				B 01	215 045		AMERITAS Vision Ins. September Coverage \$826.72
PO#:	Voucher #:	90048	Invoice	Invoice No:	M2022030	9/20/2021	Paid Amt: \$826.72
							Check Amount: \$826.72
2689	FIN	63694	7067		DELTA DENTAL		Check
				B 01	215 044		Dental Insurance Inv #CNS0000789215 \$3,483.94
PO#:	Voucher #:	90053	Invoice	Invoice No:	M2022030	9/23/2021	Paid Amt: \$3,483.94
							Check Amount: \$3,483.94
2689	FIN	63695	7348		Madison National Life		Check
				B 01	215 032		Employer Paid Life \$466.78
				B 01	215 033		Supplemental Life \$157.20
				B 01	215 031		LTD \$783.19
PO#:	Voucher #:	90054	Invoice	Invoice No:	M2022030	9/23/2021	Paid Amt: \$1,407.17
							Check Amount: \$1,407.17

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63696	01252		NCPERS Group Life Ins		Check
				B 01	215 034	UNIT NUMBER: 203411	\$48.00
		PO#: Voucher #:	90055	Invoice	Invoice No: M2022030	9/23/2021	Paid Amt: \$48.00
							Check Amount: \$48.00
2689	FIN	63697	9480		MINNESOTA PUBLIC EMPLOYEE INSURANCE PROGRAM(PEIP)		Check
				B 01	215 030	Health Insurance October Coverage Inv #1118	\$79,026.62
		PO#: Voucher #:	90056	Invoice	Invoice No: M2022030	9/23/2021	Paid Amt: \$79,026.62
							Check Amount: \$79,026.62
2689	FIN	63698	01179		RATWIK ROSZAK & MALONEY PA		Check
				E 01	005 010 113 000 305	Consult & Serv.fees, AUG 2021	\$24,936.31
		PO#: Voucher #:	90060	Invoice	Invoice No: 69517	9/24/2021	Paid Amt: \$24,936.31
							Check Amount: \$24,936.31
2689	FIN	63700	5249		VISA		Check
				E 01	103 203 000 163 369	Entry Fees/Student Travel	\$99.10
				E 01	005 110 000 000 820	Dues & Membership	\$119.00
				E 01	300 640 172 316 366	MS/HS Staff Development	\$20.00
				E 01	300 420 000 740 433	Individualized Mat.	\$150.19
				E 01	300 050 172 000 401	General Supplies	\$49.07
				E 01	300 050 172 000 401	General Supplies	\$12.97
				E 01	300 230 173 000 406	Instructional Software License	\$109.16
				E 01	300 050 172 000 401	General Supplies	\$149.09
				E 01	207 260 172 000 430	Instructional Supply	\$66.61
				E 01	103 050 171 000 401	Instructional Supply	\$152.79
				E 01	103 720 000 000 401	General Supplies	\$160.29
				E 01	103 203 171 000 401	General Supplies	\$31.99
				E 01	103 203 171 000 430	Instructional Supply	\$145.52
				E 01	103 050 171 000 401	Instructional Supply	\$43.79
				E 01	103 050 171 000 401	General Supplies	\$10.88
				E 01	103 050 171 000 401	General Supplies	\$54.89
				E 01	103 203 171 000 401	General Supplies	\$90.00
				E 01	103 203 171 000 430	Instructional Supply	\$33.29
				E 01	103 203 171 000 430	Instructional Supply	\$188.42
				E 01	103 050 171 000 401	Instructional Supply	\$255.42
				E 01	103 203 171 000 401	General Supplies	\$182.20
				E 01	005 720 000 000 401	General Supplies	\$48.07
				E 01	005 810 000 000 401	General Supplies	\$108.83
				E 01	005 810 000 000 401	General Supplies	\$10.52
				E 01	005 810 000 000 401	General Supplies	\$2.97
				E 01	005 810 000 000 401	General Supplies	\$126.42

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63700	5249		VISA		Check
				E 01	103 203 000 163 369	Entry Fees/Student Travel	\$362.97
				E 01	005 640 173 316 401	General Supplies	\$174.95
				E 01	005 640 173 316 366	Curriculum Staff Development	\$135.40
				E 01	103 203 000 163 369	Entry Fees/Student Travel	\$434.91
				E 01	207 203 173 000 406	Instructional Software License	\$120.00
				E 01	207 203 173 000 406	Instructional Software License	\$120.00
				E 01	005 640 173 316 366	General Supplies	\$25.65
				E 01	005 640 173 316 366	Curriculum Staff Development	\$34.74
				E 01	005 640 173 316 366	Curriculum Staff Development	\$12.96
				E 01	207 203 173 000 406	Instructional Software License	\$257.58
				E 01	005 640 173 316 401	General Supplies	\$999.99
				E 01	300 240 172 000 406	Instructional Software License	\$105.81
				E 01	300 260 173 000 406	Instructional Software License	\$160.00
				E 01	207 211 000 155 406	Instructional Software License ESSER II	\$11.50
				E 01	300 256 000 155 430	Instructional Supply ESSER II	\$11.50
				E 01	207 203 173 302 460	Textbooks/Workbooks	\$1,059.95
				E 01	207 203 173 000 406	Instructional Software License	\$120.00
				E 01	207 203 173 000 406	FOREIGN TRANSACTION FEE	\$0.42
				E 01	207 203 173 000 406	Instructional Software License	\$11.50
				E 01	300 270 173 000 406	Instructional Software License	\$96.00
				E 01	300 296 209 000 401	General Supplies	\$254.97
				E 01	300 294 203 000 401	General Supplies	\$2,299.80
				E 01	300 294 203 000 401	General Supplies	\$20.00
				E 01	300 292 000 000 366	Travel	\$9.39
PO#:	Voucher #:	90058	Invoice	Invoice No:	7419	9/24/2021	Paid Amt: \$9,261.47
							Check Amount: \$9,261.47
2689	FIN	63701	5249		VISA		Check
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$271.15
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$9.60
				E 01	005 605 150 000 456	Instructional Tech Supplies	\$26.38
				E 01	103 203 171 000 401	General Supplies	\$68.58
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$7.99
PO#:	Voucher #:	90061	Invoice	Invoice No:	4844	9/24/2021	Paid Amt: \$383.70
							Check Amount: \$383.70
2689	FIN	63702	8987		DALSIN INC		Check
				E 01	300 810 000 000 350	Repair&maint Service	\$3,498.50
PO#:	Voucher #:	90064	Invoice	Invoice No:	12023	9/27/2021	Paid Amt: \$3,498.50
							Check Amount: \$3,498.50

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63703	6299		HERC-U-LIFT		Check		
				E 01	300 865 000 347 350	Repair&maint Service		\$83.49	
PO#:		Voucher #:	90065	Invoice	Invoice No: W519195	9/27/2021	Paid Amt:	\$83.49	
				E 01	300 865 000 347 350	Repair&maint Service		\$85.08	
PO#:		Voucher #:	90066	Invoice	Invoice No: W519100	9/27/2021	Paid Amt:	\$85.08	
							Check Amount:	\$168.57	
2689	FIN	63704	00256		HILLYARD INC/ SIOUX FALLS		Check		
				E 01	005 810 000 000 401	General Supplies		\$349.84	
PO#:		Voucher #:	90069	Invoice	Invoice No: 604446383	9/27/2021	Paid Amt:	\$349.84	
				E 01	005 810 000 000 401	General Supplies		\$2,738.58	
PO#:		Voucher #:	90070	Invoice	Invoice No: 604448009	9/27/2021	Paid Amt:	\$2,738.58	
				E 01	005 810 000 000 401	General Supplies		\$1,169.84	
PO#:		Voucher #:	90071	Invoice	Invoice No: 604455193	9/27/2021	Paid Amt:	\$1,169.84	
							Check Amount:	\$4,258.26	
2689	FIN	63705	03213		HUBERS TOWING AND REPAIR		Check		
				E 01	005 605 190 000 350	Repair&maint Service Vehicles		\$235.00	
PO#:		Voucher #:	90068	Invoice	Invoice No: 2784	9/27/2021	Paid Amt:	\$235.00	
							Check Amount:	\$235.00	
2689	FIN	63706	03254		ISD 0347, WILLMAR		Check		
				E 01	300 292 202 000 369	Entry Fees/Student Travel-Cross Country		\$300.00	
PO#:		Voucher #:	90063	Invoice	Invoice No: 09/27/2021	9/27/2021	Paid Amt:	\$300.00	
							Check Amount:	\$300.00	
2689	FIN	63707	01140		JERS ELECTRIC INC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$842.60	
PO#:		Voucher #:	90072	Invoice	Invoice No: 3113	9/27/2021	Paid Amt:	\$842.60	
							Check Amount:	\$842.60	
2689	FIN	63708	5261		Redwood Valley High School		Check		
				E 01	300 296 209 000 369	Entry Fees/Student Travel-Volleyball		\$60.00	
PO#:		Voucher #:	90062	Invoice	Invoice No: 09/27/2021	9/27/2021	Paid Amt:	\$60.00	
							Check Amount:	\$60.00	
2689	FIN	63709	6446		TRANE		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$100.00	
PO#:		Voucher #:	90067	Invoice	Invoice No: 312042004	9/27/2021	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
2689	FIN	63710	8823		BOB SCHULTZ		Check		
				E 01	005 296 209 000 305	Consult & Serv.fees, VB 09/27/202		\$110.00	
PO#:		Voucher #:	90074	Invoice	Invoice No: 09/27/2021	9/27/2021	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63712	9186		TAHER, INC.- BIN# 135092		Check		
				E 02	005 770 000 701 305	Consult & Serv.fees, JUNE & JULY 2021		\$92,406.89	
		PO#:	Voucher #:	90075	Invoice	Invoice No: 0059917-IN	9/28/2021	Paid Amt:	\$92,406.89
								Check Amount:	\$92,406.89
2689	FIN	63713	8426		BENNET OFFICE TECHNOLOGIES		Check		
				E 01	005 110 000 000 370	Rentals & Leases, 08/01-08/31		\$1,721.69	
		PO#:	Voucher #:	90077	Invoice	Invoice No: 319985	9/28/2021	Paid Amt:	\$1,721.69
								Check Amount:	\$1,721.69
2689	FIN	63714	5782		CENTERPOINT ENERGY		Check		
				E 01	103 810 000 000 440	Fuel For Buildings AUG. 2021		\$111.59	
				E 01	102 810 000 000 440	Fuel For Buildings AUG. 2021		\$97.41	
				E 01	300 810 000 000 440	Fuel For Buildings AUG. 2021		\$1,848.59	
		PO#:	Voucher #:	90082	Invoice	Invoice No: 8000015159-9	9/28/2021	Paid Amt:	\$2,057.59
								Check Amount:	\$2,057.59
2689	FIN	63715	8610		MINNESOTA WEST		Check		
				E 01	300 255 000 000 305	Carpentry Instructor MN West, FALL 2021		\$10,000.00	
		PO#:	Voucher #:	90076	Invoice	Invoice No: 00263622	9/28/2021	Paid Amt:	\$10,000.00
								Check Amount:	\$10,000.00
2689	FIN	63716	7987		REGENTS OF THE		Check		
				E 01	103 640 171 316 405	Non Instructional Comp Softwar		\$2,500.00	
		PO#:	Voucher #:	90084	Invoice	Invoice No: 0290058925	9/28/2021	Paid Amt:	\$2,500.00
								Check Amount:	\$2,500.00
2689	FIN	63717	9366		SYNCB/AMAZON		Check		
				E 01	103 203 171 000 401	General Supplies		\$552.26	
				E 01	300 640 172 316 401	General Supplies		\$48.76	
				E 01	005 110 000 000 401	General Supplies		\$153.68	
				E 01	300 301 501 830 433	Individualized Mat.		\$9.96	
				E 01	300 256 173 302 460	Textbooks/Workbooks		\$43.98	
				E 01	300 220 172 302 460	Textbooks/Workbooks		\$63.96	
				E 01	103 712 171 000 430	Instructional Supply		\$84.18	
				E 01	300 331 172 830 433	Individualized Mat.		\$35.68	
				E 01	103 203 171 000 430	Instructional Supply		\$95.88	
		PO#:	Voucher #:	90078	Invoice	Invoice No: 6045787810217568	9/28/2021	Paid Amt:	\$1,088.34
								Check Amount:	\$1,088.34
2689	FIN	63719	7716		VERIZON WIRELESS		Check		
				E 01	300 810 000 000 320	Communications/Phone 9/9-10/8		\$39.57	
		PO#:	Voucher #:	90080	Invoice	Invoice No: 988002562	9/28/2021	Paid Amt:	\$39.57

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63719	7716		VERIZON WIRELESS		Check		
				E 01	300 810 000 000 320	Communications/Phone		\$445.08	
		PO#:	Voucher #:	90081	Invoice	Invoice No: 9888002561	9/28/2021		
								Paid Amt:	\$445.08
								Check Amount:	\$484.65
2689	FIN	63720	00276		XCEL ENERGY		Check		
				E 01	102 810 184 000 330	Utilities/Electricity, AUG. 2021		\$80.44	
		PO#:	Voucher #:	90083	Invoice	Invoice No: 51-6323555-0	9/28/2021		
								Paid Amt:	\$80.44
								Check Amount:	\$80.44
2689	FIN	63721	8925		VAST BROADBAND		Check		
				E 01	300 810 000 000 320	Communications/Phone 9/9-10/9		\$1,474.29	
		PO#:	Voucher #:	90079	Invoice	Invoice No: 00459101	9/28/2021		
								Paid Amt:	\$1,474.29
								Check Amount:	\$1,474.29
2689	FIN	63722	01836		LUVERNE HIGH SCHOOL		Check		
				E 01	300 292 202 000 369	Entry Fees/Student Travel-Cross Country		\$75.00	
		PO#:	Voucher #:	90085	Invoice	Invoice No: 09/28/2021	9/28/2021		
								Paid Amt:	\$75.00
								Check Amount:	\$75.00
2689	FIN	63723	4408		JEFFREY MOBERG		Check		
				E 01	005 296 209 000 305	Consult & Serv.fees, VB 09/27/2021		\$110.00	
		PO#:	Voucher #:	90086	Invoice	Invoice No: 09/28/2021	9/28/2021		
								Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	63724	8426		BENNET OFFICE TECHNOLOGIES		Check		
				E 04	005 591 000 000 370	Rentals & Leases 8/1-8/31		\$48.58	
		PO#:	Voucher #:	90089	Invoice	Invoice No: 319973	9/30/2021		
								Paid Amt:	\$48.58
								Check Amount:	\$48.58
2689	FIN	63725	7390		BLICK ART MATERIALS		Check		
				E 01	300 212 172 000 430	Instructional Supply		\$27.98	
		PO#:	Voucher #:	90102	Invoice	Invoice No: 7122717	9/30/2021		
								Paid Amt:	\$27.98
								Check Amount:	\$27.98
2689	FIN	63726	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 456	Instructional Tech Supplies		\$57.24	
		PO#:	Voucher #:	90087	Invoice	Invoice No: K318732	9/30/2021		
								Paid Amt:	\$57.24
								Check Amount:	\$57.24
2689	FIN	63727	10010		CHRISTIANBOOK, LLC		Check		
				E 01	103 407 000 740 433	Individualized Mat.		\$5.75	
		PO#:	Voucher #:	90091	Invoice	Invoice No: ORDER 121061390	9/30/2021		
								Paid Amt:	\$5.75
								Check Amount:	\$5.75

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63728	00084		DEMCO INC		Check
				E 04	005 591 000 000 401	General Supplies	\$552.89
PO#:	Voucher #:	90088	Invoice	Invoice No:	6984333	9/30/2021	Paid Amt: \$552.89
							Check Amount: \$552.89
2689	FIN	63729	7933		EDMENTUM		Check
				E 01	103 203 173 302 406	Reading Eggs program license (90 students)	\$720.00
				E 01	103 203 173 302 406	Order Number: Q-279053	\$0.00
PO#: 17411	Voucher #:	90095	Invoice	Invoice No:	159906	9/30/2021	Paid Amt: \$720.00
							Check Amount: \$720.00
2689	FIN	63730	8277		MEASURE BY DESIGN		Check
				E 01	300 294 203 000 401	General Supplies	\$125.00
				E 01	300 292 208 000 401	General Supplies	\$125.00
PO#:	Voucher #:	90101	Invoice	Invoice No:	3418	9/30/2021	Paid Amt: \$250.00
							Check Amount: \$250.00
2689	FIN	63731	00300		PIPESTONE PUBLISHING CO INC		Check
				E 01	005 010 000 000 401	General Supplies	\$193.94
PO#:	Voucher #:	90096	Invoice	Invoice No:	10982	9/30/2021	Paid Amt: \$193.94
							Check Amount: \$193.94
2689	FIN	63732	9516		REGION I INFORMATION SERVICES		Check
				E 01	005 050 150 000 405	Elementary report card edits and add 5th grad	\$600.00
PO#: 17393	Voucher #:	90093	Invoice	Invoice No:	09/29/2021	9/30/2021	Paid Amt: \$600.00
							Check Amount: \$600.00
2689	FIN	63733	5976		IS RESTAURANT DESIGN EQUIPMENT AND SUPPLY		Check
				E 02	005 770 000 701 530	DISHWASHER	\$55,466.61
				E 02	005 770 000 701 530	CONVECTION STEAMER	\$10,921.98
				E 02	005 770 000 701 530	TILTING SKILLET	\$16,935.79
				E 02	005 770 000 701 530	PROOFER & MIXING DOLLY	\$6,521.15
				E 02	005 770 000 701 530	Freight	\$0.00
PO#: 17392	Voucher #:	90103	Invoice	Invoice No:	018386	9/30/2021	Paid Amt: \$89,845.53
							Check Amount: \$89,845.53
2689	FIN	63734	01940		SCHOOL SPECIALTY		Check
				E 01	103 203 171 000 430	Instructional Supply	\$7.40
PO#:	Voucher #:	90100	Invoice	Invoice No:	208128462483	9/30/2021	Paid Amt: \$7.40
							Check Amount: \$7.40
2689	FIN	63735	10017		SCHOOL SPECIALTY LLC		Check
				E 01	103 408 000 740 401	General Supplies	\$5.82
PO#:	Voucher #:	90097	Invoice	Invoice No:	207128599961	9/30/2021	Paid Amt: \$5.82

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63735	10017		SCHOOL SPECIALTY LLC		Check		
				E 01	103 203 171 000 430	2007072 Aussie Pouch Chair pocket 2 pocket		\$433.75	
	PO#: 17648	Voucher #:	90098	Invoice	Invoice No: 308103877900	9/30/2021	Paid Amt:	\$433.75	
				E 01	103 203 171 000 430	2007072 Aussie Chair pouches 2 pocket and r		\$433.75	
	PO#: 17647	Voucher #:	90099	Invoice	Invoice No: 3308103877876	9/30/2021	Paid Amt:	\$433.75	
							Check Amount:	\$873.32	
2689	FIN	63736	9917		SEESAW LEARNING INC		Check		
				E 01	103 203 000 155 406	Instructional Software License		\$1,558.30	
	PO#:	Voucher #:	90092	Invoice	Invoice No: 2021-58851	9/30/2021	Paid Amt:	\$1,558.30	
							Check Amount:	\$1,558.30	
2689	FIN	63737	6854		TEXTBOOK WAREHOUSE LLC		Check		
				E 01	300 270 173 302 460	US History & Geography (2014) ISBN10:00761		\$6,612.00	
				E 01	300 270 173 302 460	MaGruders American Government (2013) ISBI		\$1,201.50	
	PO#: 17624	Voucher #:	90090	Invoice	Invoice No: SI0809900	9/30/2021	Paid Amt:	\$7,813.50	
							Check Amount:	\$7,813.50	
2689	FIN	63738	00276		XCEL ENERGY		Check		
				E 01	005 810 184 000 330	Electricity - Paulsen Field, AUG. 2021		\$844.98	
	PO#:	Voucher #:	90094	Invoice	Invoice No: 51-6709448-8	9/30/2021	Paid Amt:	\$844.98	
							Check Amount:	\$844.98	
2689	FIN	63739	5546		INNOVATIVE OFFICE SOLUTIONS		Check		
				E 01	103 203 171 000 430	UNV20951 Economy-view, 3-ring binders, 1/2		\$41.50	
				E 01	103 203 171 000 430	FREE SHIPPING		\$0.00	
	PO#: 17400	Voucher #:	90104	Invoice	Invoice No: 3402050	9/30/2021	Paid Amt:	\$41.50	
				E 01	103 201 171 000 430	UNV20961 Economy 3-ring view binders, blk		\$70.65	
				E 01	103 201 171 000 430	SHIPPING - Free		\$0.00	
	PO#: 17640	Voucher #:	90105	Invoice	Invoice No: 3461122	9/30/2021	Paid Amt:	\$70.65	
				E 01	006 203 171 000 430	UNV43663 dry erase erasers		\$3.69	
				E 01	006 203 171 000 430	UNV43661 cleaner, dry erase, 8oz		\$9.00	
				E 01	006 203 171 000 430	ACM10572 scissors - 8" straight		\$24.60	
				E 01	006 203 171 000 430	UNV75748 glue sticks - .28oz, 12pk		\$10.46	
				E 01	006 203 171 000 430	BICWOC12DZ correction fluid, white - 12pk		\$8.69	
				E 01	006 203 171 000 430	UNV10210VP binder clips, mediim - 36ct		\$3.68	
				E 01	006 203 171 000 430	DURPC2400BKD batteries, AAA Procell - 24,		\$12.68	
				E 01	006 203 171 000 430	DURPC1500BKD batteries, AA Procell - 24/b		\$19.02	
				E 01	006 203 171 000 430	RAYALC12PPJ batteries, alkaline C - 12/pk		\$10.77	
				E 01	006 203 171 000 430	OIC99701 loose leaf rings, 1" - 100/bx		\$22.64	
				E 01	006 203 171 000 430	AVE03310 3-ring no view binder - 1", red		\$13.20	
				E 01	006 203 171 000 430	CHA401N Masterbow compass, 10" steel/chl		\$62.22	
				E 01	006 203 171 000 430	MEA05510 spiral notebook - wide/legal, asst		\$37.44	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63739	5546		INNOVATIVE OFFICE SOLUTIONS		Check		
				E 01	006 203 171 000 430	UNV08861 highlighter, fl yellow - 12/bx		\$5.56	
				E 01	006 203 171 000 430	UNV20971 3-ring view binder - 1 1/2", Blk		\$21.20	
				E 01	006 203 171 000 430	UNV21130 sheet protectors, clear - 100ct		\$7.18	
				E 01	006 203 171 000 430	UNV15001 tape dispenser - 1" core, Blk		\$2.76	
				E 01	006 203 171 000 430	FREE SHIPPING		\$0.00	
PO#: 17401	Voucher #:	90106	Invoice	Invoice No: 3402046	9/30/2021		Paid Amt:	\$274.79	
			E 01	103 203 171 000 430	UNV20951 Economy 3-ring view binder, 1", v		\$39.25		
			E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00		
PO#: 17637	Voucher #:	90107	Invoice	Invoice No: 3457693	9/30/2021		Paid Amt:	\$39.25	
			E 01	103 203 171 000 430	BRTTZE231 TZe adhesive laminated labeling		\$40.74		
			E 01	103 203 171 000 430	PAC2411 composition paper, 8.5x11 - 4sq/in		\$13.48		
			E 01	103 203 171 000 430	BAU66200 Business card magnets w/adhesi		\$5.20		
			E 01	103 203 171 000 430	UNV20971 Economy 3-ring view binder, 1 1/2		\$63.60		
			E 01	103 203 171 000 430	MAX190319 HP-100 headphones - Blk		\$33.60		
			E 01	103 203 171 000 430	FREE SHIPPING		\$0.00		
PO#: 17402	Voucher #:	90108	Invoice	Invoice No: 3402053	9/30/2021		Paid Amt:	\$156.62	
								Check Amount:	\$582.81
2689	FIN	63740	10035		CLAIRE HENNING		Check		
				E 01	005 296 209 000 305	Consult & Serv.fees, VB 10/5/2021		\$110.00	
PO#:	Voucher #:	90112	Invoice	Invoice No: 10/042021	10/4/2021		Paid Amt:	\$110.00	
								Check Amount:	\$110.00
2689	FIN	63741	01097		FLINN SCIENTIFIC INC		Check		
				E 01	300 260 000 155 430	#AP1501 Parafilm		\$26.88	
				E 01	300 260 000 155 430	#AP1728 3 ml syringe		\$101.12	
				E 01	300 260 000 155 430	DO NOT SHIP BEFORE JULY 1st		\$0.00	
				E 01	300 260 000 155 430	PLease Ship with PO#17571 to save on shippi		\$0.00	
PO#: 17570	Voucher #:	90109	Invoice	Invoice No: 2587273	10/4/2021		Paid Amt:	\$128.00	
								Check Amount:	\$128.00
2689	FIN	63742	00224		LUDOLPH BUS INCORPORATED		Check		
				E 03	005 760 000 720 360	Transp Cntrt W/Public Reg		\$797.92	
				E 03	005 760 000 723 360	Transp Cntrt W/Public Handicap		\$17,118.95	
				E 03	005 760 000 713 360	Transp Cntrt W/Public, LB		\$2,772.00	
				E 01	300 292 202 733 360	Transp Cntrt W/Public CC		\$1,139.20	
				E 01	300 294 203 733 360	Transp Cntrt W/Public Football		\$650.09	
				E 01	300 296 207 733 360	Transp Cntrt W/Public, TENNIS		\$752.73	
				E 01	300 296 209 733 360	Transp Cntrt W/Public VB		\$2,396.96	
				E 01	300 240 000 733 360	Transp Cntrt W/Public Phy Ed		\$123.75	
				E 01	300 211 000 733 360	Transp Cntrt W/Public, HS		\$484.57	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63742	00224		LUDOLPH BUS INCORPORATED		Check		
				E 01	005 640 173 316 366	Curriculum Staff Development, TYPE III		\$76.34	
				E 01	103 203 171 000 305	Consult & Serv.fees, BUS SAFETY		\$354.75	
				E 01	103 203 171 000 305	Consult & Serv.fees		\$0.00	
				E 01	005 640 173 316 366			\$0.00	
				E 01	103 203 171 000 305			\$0.00	
PO#:		Voucher #:	90110	Invoice	Invoice No: 1897	10/4/2021		Paid Amt:	\$26,667.26
								Check Amount:	\$26,667.26
2689	FIN	63743	00224		LUDOLPH BUS INCORPORATED		Check		
				E 03	005 760 000 720 360	Transp Cntrt W/Public Reg, OCT. 2021		\$73,135.00	
PO#:		Voucher #:	90113	Invoice	Invoice No: 1896	10/4/2021		Paid Amt:	\$73,135.00
								Check Amount:	\$73,135.00
2689	FIN	63744	00224		LUDOLPH BUS INCORPORATED		Check		
				E 01	300 292 202 733 360	Transp Cntrt W/Public CC		\$649.00	
				E 01	300 294 203 733 360	Transp Cntrt W/Public Football		\$2,236.73	
				E 01	300 296 207 733 360	Transp Cntrt W/Public, TENNIS		\$1,298.00	
				E 01	300 296 209 733 360	Transp Cntrt W/Public VB		\$2,619.97	
				E 01	300 258 233 733 360	Transp Cntrt W/Public Band		\$1,780.90	
PO#:		Voucher #:	90114	Invoice	Invoice No: 4095	10/4/2021		Paid Amt:	\$8,584.60
								Check Amount:	\$8,584.60
2689	FIN	63745	8978		LYLE KRAMER		Check		
				E 01	005 296 209 000 305	Consult & Serv.fees, VB 10/5/2021		\$110.00	
PO#:		Voucher #:	90111	Invoice	Invoice No: 10/04/2021	10/4/2021		Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	63746	10045		KATE LEGLER		Check		
				R 02	005 000 000 701 601	Sales to Pupils		\$137.80	
PO#:		Voucher #:	90115	Invoice	Invoice No: 10/04/2021	10/4/2021		Paid Amt:	\$137.80
								Check Amount:	\$137.80
2689	FIN	63747	9752		DOOM AND CUYPERS CONSTRUCTION INC		Check		
				E 06	005 870 000 000 520	Build Acq/Construct		\$22,265.34	
PO#:		Voucher #:	90117	Invoice	Invoice No: 10/04/2021	10/5/2021		Paid Amt:	\$22,265.34
								Check Amount:	\$22,265.34
2689	FIN	63748	9342		DUININCK, INC		Check		
				E 06	005 870 000 000 520	Build Acq/Construct		\$13,300.00	
PO#:		Voucher #:	90118	Invoice	Invoice No: 10/04/2021	10/5/2021		Paid Amt:	\$13,300.00
								Check Amount:	\$13,300.00

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63749	9753		FARGO GLASS AND PAINT COMPANY		Check
				E 06	005 870 000 000 520 Build Acq/Construct	\$5,700.00	
	PO#:	Voucher #:	90119	Invoice	Invoice No: 10/04/2021	10/5/2021	Paid Amt: \$5,700.00
							Check Amount: \$5,700.00
2689	FIN	63750	5516		H & B SPECIALIZED PRODUCTS		Check
				E 06	005 870 000 000 520 Build Acq/Construct	\$4,950.25	
	PO#:	Voucher #:	90120	Invoice	Invoice No: 10/04/2021	10/5/2021	Paid Amt: \$4,950.25
							Check Amount: \$4,950.25
2689	FIN	63751	9755		HANDER INC PLUMBING AND HEATING		Check
				E 06	005 870 000 000 520 Build Acq/Construct	\$24,165.14	
	PO#:	Voucher #:	90121	Invoice	Invoice No: 10/04/2021	10/5/2021	Paid Amt: \$24,165.14
							Check Amount: \$24,165.14
2689	FIN	63752	9756		INNOVATIVE BUILDING CONCEPTS LLC		Check
				E 06	005 870 000 000 520 Build Acq/Construct	\$28,032.25	
	PO#:	Voucher #:	90122	Invoice	Invoice No: 10/04/2021	10/5/2021	Paid Amt: \$28,032.25
							Check Amount: \$28,032.25
2689	FIN	63753	10044		KOR ENGINEERING		Check
				E 06	005 870 000 000 305 Consult & Serv.fees	\$1,400.00	
	PO#:	Voucher #:	90129	Invoice	Invoice No: 21-046	10/5/2021	Paid Amt: \$1,400.00
				E 06	005 870 000 000 305 Consult & Serv.fees	\$1,000.00	
	PO#:	Voucher #:	90130	Invoice	Invoice No: 21-047	10/5/2021	Paid Amt: \$1,000.00
							Check Amount: \$2,400.00
2689	FIN	63754	9777		KRAUS-ANDERSON CONSTRUCTION COMPANY		Check
				E 06	005 870 000 000 305 Consult & Serv.fees	\$59,045.85	
	PO#:	Voucher #:	90116	Invoice	Invoice No: KA47825	10/5/2021	Paid Amt: \$59,045.85
							Check Amount: \$59,045.85
2689	FIN	63755	5354		LAKESHORE LEARNING MATERIALS		Check
				E 01	006 203 171 000 430 See Shopping List as attached	\$387.52	
				E 01	006 203 171 000 430 FREE SHIPPING	\$0.00	
	PO#: 17513	Voucher #:	90133	Invoice	Invoice No: 326527082621	10/5/2021	Paid Amt: \$387.52
				E 01	006 203 171 000 430 Instructional Supply	\$37.99	
	PO#:	Voucher #:	90134	Invoice	Invoice No: 326527091521	10/5/2021	Paid Amt: \$37.99
				E 01	103 201 171 000 430 See Shopping List as attached	\$827.91	
	PO#: 17505	Voucher #:	90135	Invoice	Invoice No: 3263920721	10/5/2021	Paid Amt: \$827.91
				E 01	103 203 171 000 430 EE128 Diversity and Inclusion prompt cards	\$28.49	
				E 01	103 203 171 000 430 FF740X High interest intervention Rdg folder:	\$141.55	
				E 01	103 203 171 302 460 DD819 Daily comprehension journals, Gr 4-5	\$223.20	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63755	5354		LAKESHORE LEARNING MATERIALS		Check
				E 01	103 203 171 302 460	FREE SHIPPING	\$0.00
PO#: 17503	Voucher #:	90136	Invoice	Invoice No:	3263500721	10/5/2021	Paid Amt: \$393.24
				E 01	103 203 171 000 430	See Shopping List as attached	\$245.95
				E 01	103 203 171 000 430	FREE SHIPPING	\$0.00
PO#: 17509	Voucher #:	90137	Invoice	Invoice No:	3264560721	10/5/2021	Paid Amt: \$245.95
				E 01	103 203 171 302 460	FG465X Classic primary composition - set/10	\$82.62
				E 01	103 203 171 000 430	FF534 Tissue paper - 10,000pcs (ZUPP)	\$16.14
				E 01	103 203 171 000 430	GG954 Word building tiles (BELTZ)	\$28.45
				E 01	103 203 171 000 430	FREE SHIPPING	\$0.00
PO#: 17500	Voucher #:	90138	Invoice	Invoice No:	326286082021	10/5/2021	Paid Amt: \$127.21
				E 01	103 201 171 000 430	See Shopping List as attached	\$667.78
				E 01	103 201 171 000 430	FREE SHIPPING	\$0.00
PO#: 17502	Voucher #:	90139	Invoice	Invoice No:	3263310721	10/5/2021	Paid Amt: \$667.78
				E 01	103 203 171 000 430	See Shopping List as attached	\$160.49
				E 01	103 203 171 000 430	FREE SHIPPING	\$0.00
PO#: 17508	Voucher #:	90140	Invoice	Invoice No:	3264400721	10/5/2021	Paid Amt: \$160.49
				E 01	103 201 171 000 430	See Shopping List as attached	\$802.60
				E 01	103 201 171 000 430	FREE SHIPPING	\$0.00
PO#: 17514	Voucher #:	90141	Invoice	Invoice No:	326546081621	10/5/2021	Paid Amt: \$802.60
				E 01	103 203 171 000 430	See Shopping List as attached	\$975.47
				E 01	103 203 171 000 430	FREE SHIPPING	\$0.00
PO#: 17507	Voucher #:	90142	Invoice	Invoice No:	3264260721	10/5/2021	Paid Amt: \$975.47
				E 04	005 582 000 344 430	See Shopping List as attached	\$715.26
				E 04	005 582 000 344 430	FREE SHIPPING	\$0.00
PO#: 17510	Voucher #:	90143	Invoice	Invoice No:	3264790821	10/5/2021	Paid Amt: \$715.26
				E 01	103 201 171 000 430	JJ120X At-Your-Seat storage sack, Extra lar	\$333.60
				E 01	103 201 171 000 430	FT824 Puzzle storage case	\$85.98
				E 01	103 201 171 000 430	SHIPPING	\$6.99
PO#: 17635	Voucher #:	90144	Invoice	Invoice No:	484339082321	10/5/2021	Paid Amt: \$426.57
				E 01	103 201 171 000 430	See Shopping List as attached	\$568.89
				E 01	103 201 171 000 430	FREE SHIPPING	\$0.00
PO#: 17501	Voucher #:	90145	Invoice	Invoice No:	326309083621	10/5/2021	Paid Amt: \$568.89
				E 04	005 582 000 344 430	See Shopping List as attached	\$211.36
				E 04	005 582 000 344 430	FREE SHIPPING	\$0.00
PO#: 17511	Voucher #:	90146	Invoice	Invoice No:	3264910721	10/5/2021	Paid Amt: \$211.36
				E 01	103 203 171 000 430	See Shopping List as attached	\$546.12

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63755	5354		LAKESHORE LEARNING MATERIALS		Check
				E 01	103 203 171 000 430		\$0.00
					FREE SHIPPING		
		PO#: 17512	Voucher #:	90147	Invoice	Invoice No: 3265090721	10/5/2021
							Paid Amt: \$546.12
							Check Amount: \$7,094.36
2689	FIN	63756	8610		MINNESOTA WEST		Check
				E 01	300 211 966 000 394		\$44,087.31
					PSEO, FALL SEMESTER		
		PO#:	Voucher #:	90132	Invoice	Invoice No: 00263744	10/5/2021
							Paid Amt: \$44,087.31
							Check Amount: \$44,087.31
2689	FIN	63757	9761		RUSTADS FLOORING AND SLEEP CENTER LLC		Check
				E 06	005 870 000 000 520		\$12,708.15
					Build Acq/Construct		
		PO#:	Voucher #:	90123	Invoice	Invoice No: 10/04/2021	10/5/2021
							Paid Amt: \$12,708.15
							Check Amount: \$12,708.15
2689	FIN	63758	9997		SAAFE LLC		Check
				E 06	005 870 000 000 520		\$992.60
					Build Acq/Construct		
		PO#:	Voucher #:	90124	Invoice	Invoice No: 10/4/2021	10/5/2021
							Paid Amt: \$992.60
							Check Amount: \$992.60
2689	FIN	63759	9763		SPARTAN STEEL ERECTORS INC		Check
				E 06	005 870 000 000 520		\$4,580.55
					Build Acq/Construct		
		PO#:	Voucher #:	90125	Invoice	Invoice No: 10/04/2021	10/5/2021
							Paid Amt: \$4,580.55
							Check Amount: \$4,580.55
2689	FIN	63760	9931		THE CAULKERS COMPANY		Check
				E 06	005 870 000 000 520		\$8,750.00
					Build Acq/Construct		
		PO#:	Voucher #:	90126	Invoice	Invoice No: 10/04/2021	10/5/2021
							Paid Amt: \$8,750.00
							Check Amount: \$8,750.00
2689	FIN	63761	9764		THOMPSON ELECTRIC COMPANY		Check
				E 06	005 870 000 000 520		\$7,129.28
					Build Acq/Construct		
		PO#:	Voucher #:	90127	Invoice	Invoice No: 10/05/2021	10/5/2021
							Paid Amt: \$7,129.28
							Check Amount: \$7,129.28
2689	FIN	63762	9765		TMI CORPORATION		Check
				E 06	005 870 000 000 520		\$1,277.75
					Build Acq/Construct		
		PO#:	Voucher #:	90128	Invoice	Invoice No: 10/05/2021	10/5/2021
							Paid Amt: \$1,277.75
							Check Amount: \$1,277.75
2689	FIN	63763	9768		W.L. HALL CO		Check
				E 06	005 870 000 000 520		\$2,991.10
					Build Acq/Construct		
		PO#:	Voucher #:	90131	Invoice	Invoice No: 10/05/2021	10/5/2021
							Paid Amt: \$2,991.10
							Check Amount: \$2,991.10
2689	FIN	63764	3512		CHILDRENS CARE HOSP & SCHOOL		Check
				E 01	100 411 000 000 392		\$500.71
					to Out-of-State Dist, AUG. 2021		

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63764	3512		CHILDRENS CARE HOSP & SCHOOL		Check
				E 01	100 411 000 740 393 Sp Ed Contr Svcs Pup, AUG 2021		\$7,188.79
	PO#:	Voucher #:	90149	Invoice	Invoice No: 10/05/2021	10/5/2021	Paid Amt: \$7,689.50
							Check Amount: \$7,689.50
2689	FIN	63765	9803		ILLUMINATE EDUCATION INC		Check
				E 01	300 211 173 000 406 FASTBRIDGE ASSESSMENT SUBSCRIPTIO		\$1,921.25
	PO#: 17661	Voucher #:	90152	Invoice	Invoice No: 000062770	10/5/2021	Paid Amt: \$1,921.25
							Check Amount: \$1,921.25
2689	FIN	63766	10042		KURT EDWARD KEMPER		Check
				E 01	300 270 173 000 406 Instructional Software License		\$241.75
	PO#:	Voucher #:	90150	Invoice	Invoice No: 10/05/2021	10/5/2021	Paid Amt: \$241.75
							Check Amount: \$241.75
2689	FIN	63767	9576		PREMIER FURNITURE AND EQUIPMENT		Check
				E 01	300 850 172 302 530 Equipment Purchased		\$5,900.70
	PO#:	Voucher #:	90151	Invoice	Invoice No: 3782	10/5/2021	Paid Amt: \$5,900.70
							Check Amount: \$5,900.70
2689	FIN	63768	9769		WELLS CONCRETE		Check
				E 06	005 870 000 000 520 Build Acq/Construct		\$35,547.38
	PO#:	Voucher #:	90148	Invoice	Invoice No: 10/05/2021	10/5/2021	Paid Amt: \$35,547.38
							Check Amount: \$35,547.38
2689	FIN	63769	7390		BLICK ART MATERIALS		Check
				E 01	103 203 171 000 430 20103-1001 Crayola colors of the world crayc		\$50.00
	PO#: 17638	Voucher #:	90153	Invoice	Invoice No: 7040026	10/5/2021	Paid Amt: \$50.00
				E 01	103 203 171 000 430 06031-0729 Big Kid's choice class pack pain		\$95.99
				E 01	103 203 171 000 430 00350-1009 Prang washable watercolors, ov		\$96.12
				E 01	103 203 171 000 430 21218-1109 Crayola broad-line markers, set		\$65.54
				E 01	103 203 171 000 430 20519-1119 Crayola colored pencil set - 462		\$62.99
				E 01	103 203 171 000 430 21218-1001 Crayola fine line markers - asst		\$52.99
				E 01	103 203 171 000 430 23886-1003 Elmers Glue-all, 1.25oz		\$33.60
				E 01	103 203 171 000 430 23869-5630 Elmer's washable glue sticks, .2		\$17.95
				E 01	103 203 171 000 430 SHIPPING		\$0.00
	PO#: 17638	Voucher #:	90154	Invoice	Invoice No: 6920578	10/5/2021	Paid Amt: \$425.18
				E 01	300 212 172 000 430 Instructional Supply		\$37.92
	PO#:	Voucher #:	90155	Invoice	Invoice No: 7045501	10/5/2021	Paid Amt: \$37.92
							Check Amount: \$513.10
2689	FIN	63771	01940		SCHOOL SPECIALTY		Check
				E 01	006 203 171 000 401 674529 4'x6' Aluminum whiteboard		\$245.48

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63771	01940		SCHOOL SPECIALTY		Check		
				E 01	006 203 171 000 401	CART # 1010094312		\$0.00	
	PO#: 17494	Voucher #:	90165	Invoice	Invoice No: 208127837520	10/5/2021	Paid Amt:	\$245.48	
								Check Amount:	\$245.48
2689	FIN	63772	10017		SCHOOL SPECIALTY LLC		Check		
				E 01	103 203 171 000 430	CART # 1010094468 - see attached		\$98.11	
	PO#: 17497	Voucher #:	90156	Invoice	Invoice No: 308103802030	10/5/2021	Paid Amt:	\$98.11	
				E 01	103 203 171 000 430	See as attached		\$880.47	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
	PO#: 17639	Voucher #:	90157	Invoice	Invoice No: 308103880487	10/5/2021	Paid Amt:	\$880.47	
				E 01	103 203 171 000 430	CART #1010094173 - see attached		\$93.70	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
	PO#: 17488	Voucher #:	90158	Invoice	Invoice No: 208127752990	10/5/2021	Paid Amt:	\$93.70	
				E 01	103 203 171 000 430	CART #1010094233 - see attached		\$424.58	
	PO#: 17491	Voucher #:	90159	Invoice	Invoice No: 308103793335	10/5/2021	Paid Amt:	\$424.58	
				E 01	103 203 171 000 430	97808388 - Words I Use When I Write classro		\$241.40	
				E 01	103 203 171 000 430	SHIPPING - 12%		\$28.97	
	PO#: 17432	Voucher #:	90160	Invoice	Invoice No: 202501781783	10/5/2021	Paid Amt:	\$270.37	
				E 01	103 203 171 000 430	CART #1010094082 - see attached		\$169.43	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
	PO#: 17487	Voucher #:	90161	Invoice	Invoice No: 208127765999	10/5/2021	Paid Amt:	\$169.43	
				E 01	006 203 171 000 430	CART #1010094331 - see attached		\$409.04	
	PO#: 17496	Voucher #:	90163	Invoice	Invoice No: 308103812482	10/5/2021	Paid Amt:	\$409.04	
				E 01	006 203 171 000 430	Instructional Supply		\$53.00	
	PO#:	Voucher #:	90164	Invoice	Invoice No: 208128425453	10/5/2021	Paid Amt:	\$53.00	
								Check Amount:	\$2,398.70
2689	FIN	63773	9564		GOPHERMODS, LLC		Check		
				E 01	005 605 150 000 350	Repair&maint Service		\$1,748.00	
	PO#:	Voucher #:	90168	Invoice	Invoice No: 3331	10/6/2021	Paid Amt:	\$1,748.00	
								Check Amount:	\$1,748.00
2689	FIN	63774	9659		REALLY GOOD STUFF, LLC		Check		
				E 01	103 203 171 000 430	164602 Paw print name tags		\$41.99	
				E 01	103 203 171 000 430	155787 Name tag sleeves, 12ct		\$59.98	
				E 01	103 203 171 000 430	shipping		\$15.55	
	PO#: 17473	Voucher #:	90166	Invoice	Invoice No: 7608369	10/6/2021	Paid Amt:	\$117.52	
				E 01	103 203 171 000 430	162065PE chapter book bins w/dividers pebbli		\$211.98	
				E 01	103 203 171 000 430	158954 desktop secretary file and supplies org		\$37.99	
	PO#: 17450	Voucher #:	90167	Invoice	Invoice No: 7760801	10/6/2021	Paid Amt:	\$249.97	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63774	9659		REALLY GOOD STUFF, LLC		Check		
				E 01	103 203 171 000 430	Instructional Supply		\$118.72	
		PO#:	Voucher #:	90169	Invoice	Invoice No: 7635307	10/6/2021	Paid Amt:	\$118.72
				E 01	103 203 171 000 401	161335 Book & binder holders w/label, 5pk		\$25.99	
				E 01	103 203 171 000 401	Freight		\$4.95	
		PO#: 17471	Voucher #:	90170	Invoice	Invoice No: 7644558	10/6/2021	Paid Amt:	\$30.94
				E 01	103 203 171 000 401	155432 YE EZC strips, 30ct		\$19.97	
				E 01	103 203 171 000 401	SHIPPING		\$7.22	
		PO#: 17471	Voucher #:	90171	Invoice	Invoice No: 7608360	10/6/2021	Paid Amt:	\$27.19
								Check Amount:	\$544.34
2689	FIN	63775	6574		TEACHER DIRECT		Check		
				E 01	103 203 171 000 430	86001 SAN Chisel tip dry erase markers, Blk		\$2.96	
				E 01	103 203 171 000 430	105025 CD Pineapple teacher planner		\$16.88	
				E 01	103 203 171 000 430	151100 CD Hello sunshine notepad		\$2.88	
				E 01	103 203 171 000 430	69608 GED Happy birthday pencils, 72ct		\$12.48	
				E 01	103 203 171 000 430	D1509 MSG 5th Graders are #1 pencils, 12ct		\$10.72	
				E 01	103 203 171 000 430	D2519 MSG Happy holidays pencils		\$8.04	
				E 01	103 203 171 000 430	1313 CTP Happy birthday award, 30ct		\$10.96	
				E 01	103 203 171 000 430	103155 CD Bookmarks - Aim High, 30ct		\$2.88	
				E 01	103 203 171 000 430	2425 EMC Reading Comp Fundamentals		\$19.88	
				E 01	103 203 171 000 430	1945906 PaperMate InkJoy pen		\$5.76	
				E 01	103 203 171 000 430	SHIPPING- FREE		\$0.00	
		PO#: 17452	Voucher #:	90172	Invoice	Invoice No: 2021/19506	10/6/2021	Paid Amt:	\$93.44
				E 01	103 203 171 000 430	74530 CLI magnetic whiteboard eraser		\$6.32	
				E 01	103 203 171 000 430	12712 TPG The Pinch grip		\$19.88	
				E 01	103 203 171 000 430	TPG11112 TPG The pencil grip		\$19.88	
				E 01	103 203 171 000 430	EPS11HC BOS Bostitch QuietSharp electric		\$66.88	
				E 01	103 203 171 000 430	B440BK BOS Bostitch desk stapler, blk		\$10.48	
				E 01	103 203 171 000 430	2694 LER Super strong magnetic hooks		\$25.76	
				E 01	103 203 171 000 430	6444 LER Magnetic whiteboard storage pock		\$7.98	
				E 01	103 203 171 000 430	9026 NS Counting 1-120 desk plates, prima		\$6.88	
				E 01	103 203 171 000 430	10404 ASH Adnesive name pockets, clear		\$12.48	
				E 01	103 203 171 000 430	D1505 MSG Pencils, 1st graders are #1 (doz		\$5.36	
				E 01	103 203 171 000 430	D1063 MSG Pencils, snowflake glitters (12ct		\$2.68	
				E 01	103 203 171 000 430	9804 TCR Happy birthday wristbands, class		\$15.88	
				E 01	103 203 171 000 430	1085 CTP Happy birthday smiling ribbons (36		\$5.48	
				E 01	103 203 171 000 430	46917 T Star smiles superspot stickers		\$7.88	
				E 01	103 203 171 000 430	265 JL Sentence flips		\$9.88	
				E 01	103 203 171 000 430	51634 SHE High Frequency words, 180 days		\$17.88	

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63775	6574		TEACHER DIRECT		Check		
				E 01	103 203 171 000 430	6366 LER Gigantic magnetic base 10-set	\$22.98		
				E 01	103 203 171 000 430	74720 PAC Chart tablet - 24x16, 1.5" ruled	\$2.98		
				E 01	103 203 171 000 430	61546U03C STX File crate - Lg, blk	\$88.92		
				E 01	103 203 171 000 430	SHIPPING - FREE	\$0.00		
PO#: 17448	Voucher #:	90173	Invoice	Invoice No:	2021/15528	10/6/2021	Paid Amt:	\$356.46	
			E 01	103 201 171 000 430	2017483 Papermate handwriting mechanica	\$15.52			
			E 01	103 201 171 000 430	TP3854200 Scotch thermal laminating pouch	\$73.96			
			E 01	103 201 171 000 430	76350 CLI Mesh binder pocket	\$47.60			
			E 01	103 201 171 000 430	1731 PAC Peacock Super bright flash cards	\$9.76			
			E 01	103 201 171 000 430	74710 PAC Chart tablets - 24x32, 1.5" ruled	\$19.52			
			E 01	103 201 171 000 430	9804 TCR Happy Birthday wristband class p	\$15.88			
			E 01	103 201 171 000 430	2017 ESP Exceptional teacher stamps	\$13.88			
			E 01	103 201 171 000 430	203 DOT Ice cream dream scented Do-A-Do	\$30.96			
			E 01	103 201 171 000 430	69330 CLI Pom Poms, asst (300ct)	\$4.88			
			E 01	103 201 171 000 430	SHIPPING - FREE	\$0.00			
PO#: 17453	Voucher #:	90174	Invoice	Invoice No:	2021/15403	10/6/2021	Paid Amt:	\$231.96	44
			E 01	103 219 171 317 430	30501 RG Explorer Globe	\$46.88			
			E 01	103 219 171 317 430	SHIPPING	\$8.00			
PO#: 17461	Voucher #:	90175	Invoice	Invoice No:	2021/15405	10/6/2021	Paid Amt:	\$54.88	
							Check Amount:	\$736.74	
2689	FIN	63776	5949		CDW GOVERNMENT, INC.		Check		
				E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$288.75		
PO#:	Voucher #:	90176	Invoice	Invoice No:	L035943	10/6/2021	Paid Amt:	\$288.75	
			E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$167.48			
PO#:	Voucher #:	90177	Invoice	Invoice No:	L216017	10/6/2021	Paid Amt:	\$167.48	
			E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$78.06			
PO#:	Voucher #:	90178	Invoice	Invoice No:	L243060	10/6/2021	Paid Amt:	\$78.06	
			E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$14.28			
PO#:	Voucher #:	90179	Invoice	Invoice No:	L282872	10/6/2021	Paid Amt:	\$14.28	
			E 01	005 605 150 000 455	NonInstructional Tech Supplies	\$130.47			
PO#:	Voucher #:	90180	Invoice	Invoice No:	L280274	10/6/2021	Paid Amt:	\$130.47	
			E 01	103 050 171 000 401	General Supplies	\$136.92			
PO#:	Voucher #:	90181	Invoice	Invoice No:	K988431	10/6/2021	Paid Amt:	\$136.92	
			E 01	005 110 000 000 401	General Supplies	\$535.62			
PO#:	Voucher #:	90182	Invoice	Invoice No:	L516903	10/6/2021	Paid Amt:	\$535.62	
							Check Amount:	\$1,351.58	
2689	FIN	63777	9139		FUN EXPRESS LLC		Check		
				E 01	103 203 171 000 430	12/1303 Notepads, \$100 dollar bills (SWolff)	\$9.90		

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63777	9139		FUN EXPRESS LLC		Check		
				E 01	103 203 171 000 430	13748663 Pete the Cat desk plates (SWolff)		\$4.79	
				E 01	103 201 171 000 430	62/9341 Hand bulletin board cutouts (AToftel)		\$11.66	
				E 01	103 201 171 000 430	48/9499 Self-adhesive, magnetic dots (ATofte)		\$11.66	
				E 01	103 201 171 000 430	13770982 Mini-pocket dice (ATofteland)		\$13.91	
				E 01	103 201 171 000 430	48/9392 Bright colored clothespins (AToftelar)		\$11.66	
				E 01	103 201 171 000 430	24/992 Plastic bright badge holders (AToftela)		\$9.90	
				E 01	103 201 171 000 430	SHIPPING		\$9.95	
PO#: 17398	Voucher #:	90183	Invoice	Invoice No:	710581605-01	10/6/2021	Paid Amt:	\$83.43	
							Check Amount:	\$83.43	
2689	FIN	63778	00143		GOPHER ATHLETIC SUPPLY CO		Check		
				E 01	103 203 171 000 430	71-348 Classic coat dodgeball - Screamin' R		\$79.95	
				E 01	103 203 171 000 430	71-349 Classic coat dodgeball - Screamin' ra		\$99.95	
				E 01	103 203 171 000 430	SHIPPING - 17%		\$82.80	
				E 01	103 203 171 000 430	Freight		\$21.02	
PO#: 17434	Voucher #:	90185	Invoice	Invoice No:	57568	10/6/2021	Paid Amt:	\$283.72	45
				E 01	300 240 172 000 430	#GJ64-217 24 user pack, red - Optic plus mon		\$2,738.54	
PO#: 17600	Voucher #:	90186	Invoice	Invoice No:	69597	10/6/2021	Paid Amt:	\$2,738.54	
				E 01	300 240 172 000 430	#gj29-726 Screamin'rainbow fitpro vests - pun		\$71.68	
				E 01	300 240 172 000 430	#GJ58-196 Spikeball-original		\$57.84	
				E 01	300 240 172 000 430	#GJ58-729 Nitroball		\$67.80	
				E 01	300 240 172 000 430	#GJ51-114 Carlton T800 Shuttles Slow yellow		\$12.56	
				E 01	300 240 172 000 430	#GJ51-811 Carlton T800 Shuttles-medium yell		\$12.56	
				E 01	300 240 172 000 430	#GJ51-113 Carlton T800 shuttles - fast yellow-		\$12.56	
				E 01	300 240 172 000 430	per quote QT24154		\$0.00	
PO#: 17600	Voucher #:	90187	Invoice	Invoice No:	58626	10/6/2021	Paid Amt:	\$235.00	
				E 01	103 203 171 000 430	Instructional Supply		\$97.14	
PO#:	Voucher #:	90188	Invoice	Invoice No:	87792	10/6/2021	Paid Amt:	\$97.14	
							Check Amount:	\$3,354.40	
2689	FIN	63779	00300		PIPESTONE PUBLISHING CO INC		Check		
				E 01	005 010 000 000 305	Consult & Serv.fees, SEPT 2021		\$3,146.38	
PO#:	Voucher #:	90189	Invoice	Invoice No:	10/06/2021	10/6/2021	Paid Amt:	\$3,146.38	
							Check Amount:	\$3,146.38	
2689	FIN	63780	6574		TEACHER DIRECT		Check		
				E 01	103 201 171 000 430	1951718 PaperMate inkjoy pens, 20ct		\$29.88	
				E 01	103 201 171 000 430	110419 CD Hello Sunshine alphabet line		\$7.48	
				E 01	103 201 171 000 430	108361 CD Border - tassel		\$3.48	
				E 01	103 201 171 000 430	108359 CD Border - poms		\$4.48	
				E 01	103 201 171 000 430	110414 CD Hello Sunshine calendar bulletin		\$11.88	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63780	6574		TEACHER DIRECT		Check
				E 01	103 201 171 000 430	PTM100LAT Picasso tiles, set/100	\$35.88
				E 01	103 201 171 000 430	122042 CD Desk nameplates - Hello Sunshir	\$8.96
				E 01	103 201 171 000 430	5165 PAC Sentence strips, asst	\$4.98
				E 01	103 201 171 000 430	10203 CTP Happy birthday set	\$9.48
				E 01	103 201 171 000 430	12034 FS Dry erase boards, double-sided 24	\$89.88
				E 01	103 201 171 000 430	SHIPPING - FREE	\$0.00
PO#: 17454	Voucher #:	90184	Invoice	Invoice No:	2021/25297	10/6/2021	Paid Amt: \$206.38
							Check Amount: \$206.38
2689	FIN	63781	9074		A-OX WELDING SUPPLY INC		Check
				E 01	300 301 501 830 433	Individualized Mat.	\$137.54
PO#:	Voucher #:	90208	Invoice	Invoice No:	00256002	10/7/2021	Paid Amt: \$137.54
							Check Amount: \$137.54
2689	FIN	63782	5347		CONTINENTAL CLAY CO.		Check
				E 01	300 212 172 000 430	Buff Stoeware 6-10 Cone Clay 1500 pounds	\$600.00
				E 01	300 212 172 000 430	Shipping and Pallet Charge	\$84.30
PO#: 17649	Voucher #:	90207	Invoice	Invoice No:	000161353	10/7/2021	Paid Amt: \$684.30
							Check Amount: \$684.30
2689	FIN	63783	5976		IS RESTAURANT DESIGN EQUIPMENT AND SUPPLY		Check
				E 02	005 770 000 701 350	Repair&maint Service	\$628.35
PO#:	Voucher #:	90204	Invoice	Invoice No:	AR6409	10/7/2021	Paid Amt: \$628.35
							Check Amount: \$628.35
2689	FIN	63784	6880		ITC		Check
				E 01	006 810 000 000 320	Communications/Phone 10/1-10/31	\$39.19
PO#:	Voucher #:	90192	Invoice	Invoice No:	11348418	10/7/2021	Paid Amt: \$39.19
							Check Amount: \$39.19
2689	FIN	63785	10046		JUSTICE FIRE & SAFETY, INC		Check
				E 06	005 870 000 000 520	Build Acq/Construct	\$1,504.80
PO#:	Voucher #:	90190	Invoice	Invoice No:	210165	10/7/2021	Paid Amt: \$1,504.80
				E 06	005 870 000 000 520	Build Acq/Construct	\$790.88
PO#:	Voucher #:	90191	Invoice	Invoice No:	210164	10/7/2021	Paid Amt: \$790.88
							Check Amount: \$2,295.68
2689	FIN	63786	9554		PIPESTONE FLORAL LLC		Check
				E 01	005 020 000 000 401	General Supplies	\$10.00
PO#:	Voucher #:	90202	Invoice	Invoice No:	100011190	10/7/2021	Paid Amt: \$10.00
							Check Amount: \$10.00

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63787	9576		PREMIER FURNITURE AND EQUIPMENT		Check		
				E 06	005 870 000 000 530 Equipment Purchased			\$1,760.00	
		PO#: Voucher #:	90201	Invoice	Invoice No: 4010	10/7/2021		Paid Amt: \$1,760.00	
								Check Amount: \$1,760.00	
2689	FIN	63788	7599		RAM MUTUAL INSURANCE COMPANY		Check		
				B 01	215 042 Workman's Comp			\$236.00	
		PO#: Voucher #:	90203	Invoice	Invoice No: 146788	10/7/2021		Paid Amt: \$236.00	
								Check Amount: \$236.00	
2689	FIN	63789	7987		REGENTS OF THE		Check		
				E 01	005 640 173 316 405 Non Instructional Comp Softwar			\$1,050.00	
		PO#: Voucher #:	90196	Invoice	Invoice No: 0290059510	10/7/2021		Paid Amt: \$1,050.00	
								Check Amount: \$1,050.00	
2689	FIN	63790	9918		SCHOLASTIC NEWS		Check		
				E 01	103 203 173 302 460 012-03422 Scholastic News - grade 2			\$565.25	
				E 01	103 203 173 302 460 SHIPPING			\$56.53	
		PO#: 17405 Voucher #:	90193	Invoice	Invoice No: M7133258	10/7/2021		Paid Amt: \$621.78	47
				E 01	103 203 173 302 460 Schoolastic news year subscription grade 3 pr			\$595.00	
				E 01	103 203 173 302 460 shipping			\$59.50	
		PO#: 17406 Voucher #:	90194	Invoice	Invoice No: M7133232	10/7/2021		Paid Amt: \$654.50	
				E 01	300 331 173 830 433 Print and Digital Subscription for Scholastic Shr			\$237.25	
				E 01	300 331 173 830 433 Freight			\$23.73	
		PO#: 17601 Voucher #:	90195	Invoice	Invoice No: M135242	10/7/2021		Paid Amt: \$260.98	
								Check Amount: \$1,537.26	
2689	FIN	63791	9181		SOUTHPAW ENTERPRISES INC		Check		
				E 01	103 420 000 740 433 120077 Acrobat swing (rainbow)			\$449.00	
				E 01	103 420 000 740 433 SHIPPING - 14%			\$62.86	
		PO#: 17439 Voucher #:	90206	Invoice	Invoice No: 0503009	10/7/2021		Paid Amt: \$511.86	
								Check Amount: \$511.86	
2689	FIN	63793	9681		ZANE-BLOSER		Check		
				E 01	103 203 173 302 460 9781453119280 Grade One Handwriting prac			\$1,235.00	
				E 01	103 203 173 302 460 SHIPPING - 9%			\$111.15	
		PO#: 17435 Voucher #:	90205	Invoice	Invoice No: 10301453	10/7/2021		Paid Amt: \$1,346.15	
								Check Amount: \$1,346.15	
2689	FIN	63794	9187		AGC NETWORKS, INC		Check		
				E 06	005 870 000 000 555 Technology Equipment			\$907.50	
		PO#: Voucher #:	90209	Invoice	Invoice No: 9500016213	10/7/2021		Paid Amt: \$907.50	
								Check Amount: \$907.50	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63795	5976		IS RESTAURANT DESIGN EQUIPMENT AND SUPPLY		Check		
				E 02	005 770 000 701 350	Repair&maint Service		\$231.19	
		PO#:	Voucher #:	90210	Invoice	Invoice No: AR6409	10/7/2021	Paid Amt:	\$231.19
								Check Amount:	\$231.19
2689	FIN	63796	6574		TEACHER DIRECT		Check		
				E 01	103 203 171 000 430	344-77534 TCR Spot on Floor, circles - 7"		\$11.48	
				E 01	103 203 171 000 430	344-AC2083 PAC magnetic whiteboard erase		\$4.48	
				E 01	103 203 171 000 430	344-TP3854200 MMM thermal laminating sk		\$36.98	
				E 01	103 203 171 000 430	344-1769 EI Jumbo magnetic spinner		\$44.48	
				E 01	103 203 171 000 430	344-7886 EI Wireless Eggspert		\$99.98	
				E 01	103 203 171 000 430	344-110415 CD Hello Sunshine Welcome		\$12.18	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
		PO#: 17459	Voucher #:	90197	Invoice	Invoice No: 2021/15406	10/8/2021	Paid Amt:	\$209.58
				E 01	103 203 171 000 430	180000 CD Deluxe storage bags		\$64.40	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
		PO#: 17458	Voucher #:	90198	Invoice	Invoice No: 2021/15402	10/8/2021	Paid Amt:	\$64.40
				E 01	103 203 171 000 430	13042 DIX Laddie tri-write w/eraser, 36ct		\$30.56	
				E 01	103 203 171 000 430	9027 NS North Star desk plates		\$6.88	
				E 01	103 203 171 000 430	74710 PAC Chart tablet - 24x32, 1 1/2" ruled		\$9.76	
				E 01	103 203 171 000 430	110414 CD Hello Sunshine calendar buletin k		\$11.88	
				E 01	103 203 171 000 430	108362 CD Hello Sunshine border - straight		\$13.92	
				E 01	103 203 171 000 430	108360 CD Rainbow scalloped border		\$17.92	
				E 01	103 203 171 000 430	69608 GED It's Your Birthday pencils, 72ct		\$12.48	
				E 01	103 203 171 000 430	492 JL Beginning sounds dominoes		\$11.88	
				E 01	103 203 171 000 430	493 JL Short vowel dominoes		\$11.88	
				E 01	103 203 171 000 430	74520 CLI whiteboard erasers, black felt		\$15.76	
				E 01	103 203 171 000 430	523348 BIN Crayola combo classpack		\$139.76	
				E 01	103 203 171 000 430	524629 BIN Crayola oil pastels		\$38.38	
				E 01	103 203 171 000 430	00800 DIX Prang watercolors, 8-color		\$41.76	
				E 01	103 203 171 000 430	SHIPPING - FREE		\$0.00	
		PO#: 17466	Voucher #:	90199	Invoice	Invoice No: 2021/19507	10/8/2021	Paid Amt:	\$362.82
				E 01	103 201 171 000 430	35030 CLI Two-sided, lined and plain lapboa		\$99.76	
				E 01	103 201 171 000 430	110414 CD Hello Sunshine calendar bulletin		\$11.88	
				E 01	103 201 171 000 430	108361 CD Hello Sunshine tassel straight bo		\$6.96	
				E 01	103 201 171 000 430	9804 TCR Happy birthday wristband class pa		\$15.88	
				E 01	103 201 171 000 430	1313 CTP Happy birthday awards, 30ct		\$5.48	
				E 01	103 201 171 000 430	20433 TCR Large plastic letter tray, purple		\$14.64	
				E 01	103 201 171 000 430	20435 TCR Large plastic letter tray, teal		\$14.64	
				E 01	103 201 171 000 430	20436 TCR Large plastic letter tray, lime		\$14.64	

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63796	6574		TEACHER DIRECT		Check		
				E 01	103 201 171 000 430	20440 TCR Large plastic letter tray, yellow		\$14.64	
				E 01	103 201 171 000 430	SHIPPING - FREE		\$0.00	
	PO#: 17468	Voucher #:	90200	Invoice	Invoice No: 2021/18504	10/8/2021	Paid Amt:	\$198.52	
							Check Amount:	\$835.32	
2689	FIN	63797	5976		IS RESTAURANT DESIGN EQUIPMENT AND SUPPLY		Check		
				E 02	005 770 000 701 530	Equipment Purchased		\$18,307.07	
	PO#:	Voucher #:	90211	Invoice	Invoice No: 019477	10/8/2021	Paid Amt:	\$18,307.07	
							Check Amount:	\$18,307.07	
2689	FIN	63798	8426		BENNET OFFICE TECHNOLOGIES		Check		
				E 01	005 110 000 000 370	Rentals & Leases, 9/1-9/30		\$6,301.93	
	PO#:	Voucher #:	90233	Invoice	Invoice No: 321024	10/11/2021	Paid Amt:	\$6,301.93	
							Check Amount:	\$6,301.93	
2689	FIN	63799	7882		C & B OPERATIONS LLC		Check		
				E 01	005 810 000 000 401	General Supplies		\$2.95	
	PO#:	Voucher #:	90228	Invoice	Invoice No: 11311905	10/11/2021	Paid Amt:	\$2.95	49
				E 01	005 810 000 000 401	General Supplies		\$64.11	
	PO#:	Voucher #:	90229	Invoice	Invoice No: 11319746	10/11/2021	Paid Amt:	\$64.11	
				E 01	005 810 000 000 401	General Supplies		\$571.17	
	PO#:	Voucher #:	90230	Invoice	Invoice No: 11253048	10/11/2021	Paid Amt:	\$571.17	
							Check Amount:	\$638.23	
2689	FIN	63801	01140		JERS ELECTRIC INC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$335.22	
	PO#:	Voucher #:	90221	Invoice	Invoice No: 3123	10/11/2021	Paid Amt:	\$335.22	
				E 01	005 810 000 000 350	Repair&maint Service		\$357.52	
	PO#:	Voucher #:	90222	Invoice	Invoice No: 3122	10/11/2021	Paid Amt:	\$357.52	
				E 01	005 810 000 000 350	Repair&maint Service		\$238.84	
	PO#:	Voucher #:	90223	Invoice	Invoice No: 3153	10/11/2021	Paid Amt:	\$238.84	
				E 01	005 810 000 000 350	Repair&maint Service		\$142.50	
	PO#:	Voucher #:	90224	Invoice	Invoice No: 3152	10/11/2021	Paid Amt:	\$142.50	
							Check Amount:	\$1,074.08	
2689	FIN	63802	6914		JUNIOR LIBRARY GUILD		Check		
				E 01	300 620 591 302 470	Library Books		\$3,929.60	
	PO#:	Voucher #:	90232	Invoice	Invoice No: 582923	10/11/2021	Paid Amt:	\$3,929.60	
							Check Amount:	\$3,929.60	

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63803	5505		MARK'S GENERAL MACHINE		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$90.00	
PO#:		Voucher #:	90220	Invoice	Invoice No: 82424	10/11/2021	Paid Amt:	\$90.00	
							Check Amount:	\$90.00	
2689	FIN	63804	00550		MIDLAND TIRE LLC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$25.00	
PO#:		Voucher #:	90214	Invoice	Invoice No: 88160	10/11/2021	Paid Amt:	\$25.00	
							Check Amount:	\$25.00	
2689	FIN	63805	5263		MIDWESTERN MECHANICAL INC.		Check		
				E 01	300 865 000 363 350	Repair&maint Service		\$900.00	
PO#:		Voucher #:	90219	Invoice	Invoice No: 160648	10/11/2021	Paid Amt:	\$900.00	
							Check Amount:	\$900.00	
2689	FIN	63806	5138		PIPESTONE BUILDING MATERIALS		Check		
				E 01	005 810 000 000 401	General Supplies		\$18.99	
				E 01	005 810 000 000 401	General Supplies		\$167.70	
PO#:		Voucher #:	90215	Invoice	Invoice No: 206569 & 206570	10/11/2021	Paid Amt:	\$186.69	50
							Check Amount:	\$186.69	
2689	FIN	63807	9929		SAVVAS LEARNING COMPANY, LLC		Check		
				B 01	131 000	Elevate Sciene Middle Grades		\$29.26	
PO#: 17622		Voucher #:	90231	Invoice	Invoice No: 7027617997	10/11/2021	Paid Amt:	\$29.26	
							Check Amount:	\$29.26	
2689	FIN	63808	9721		SUMMIT COMPANIES		Check		
				E 01	300 865 000 363 350	Repair&maint Service		\$2,443.50	
PO#:		Voucher #:	90218	Invoice	Invoice No: 143002124	10/11/2021	Paid Amt:	\$2,443.50	
							Check Amount:	\$2,443.50	
2689	FIN	63809	7291		THE RETROFIT COMPANIES, INC		Check		
				E 01	005 865 000 349 305	Consult & Serv.fees, RECYCLING		\$505.69	
PO#:		Voucher #:	90213	Invoice	Invoice No: 0113557	10/11/2021	Paid Amt:	\$505.69	
							Check Amount:	\$505.69	
2689	FIN	63810	6446		TRANE		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$97.50	
PO#:		Voucher #:	90225	Invoice	Invoice No: 311957708	10/11/2021	Paid Amt:	\$97.50	
				E 01	005 810 000 000 350	Repair&maint Service		\$900.00	
PO#:		Voucher #:	90226	Invoice	Invoice No: 311930932	10/11/2021	Paid Amt:	\$900.00	
				E 01	300 810 000 000 350	Repair&maint Service		\$750.00	
PO#:		Voucher #:	90227	Invoice	Invoice No: 312042004	10/11/2021	Paid Amt:	\$750.00	
							Check Amount:	\$1,747.50	

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
2689	FIN	63811	6705		WEST RIVER BEVERAGE, INC.		Check	
				E 01	300 292 000 000 401	General Supplies		\$190.00
PO#:	Voucher #:	90212	Invoice	Invoice No:	10/11/2021	10/11/2021	Paid Amt:	\$190.00
							Check Amount:	\$190.00
2689	FIN	63812	01140		JERS ELECTRIC INC		Check	
				E 01	005 865 000 370 520	Build Acq/Construct		\$54,850.00
PO#:	Voucher #:	90234	Invoice	Invoice No:	3154	10/11/2021	Paid Amt:	\$54,850.00
							Check Amount:	\$54,850.00
2689	FIN	63813	00063		CITY OF PIPESTONE		Check	
				E 01	005 810 183 000 330	Utilities - Water/Sewer, HYDRANT		\$129.38
PO#:	Voucher #:	90216	Invoice	Invoice No:	31295	10/11/2021	Paid Amt:	\$129.38
				E 01	005 810 000 000 350	Repair&maint Service, REPLACE HYDRANT I		\$106.88
PO#:	Voucher #:	90217	Invoice	Invoice No:	31296	10/11/2021	Paid Amt:	\$106.88
							Check Amount:	\$236.26
2689	FIN	63814	8426		BENNET OFFICE TECHNOLOGIES		Check	
				E 04	005 591 000 000 370	Rentals & Leases 9/1-9/30		\$70.27
PO#:	Voucher #:	90240	Invoice	Invoice No:	321023	10/11/2021	Paid Amt:	\$70.27
							Check Amount:	\$70.27
2689	FIN	63815	5782		CENTERPOINT ENERGY		Check	
				E 01	103 810 000 000 440	Fuel For Buildings, AUG 2021		\$64.44
				E 01	102 810 000 000 440	Fuel For Buildings, AUG 2021		\$63.95
PO#:	Voucher #:	90238	Invoice	Invoice No:	8000015159-9	10/11/2021	Paid Amt:	\$128.39
							Check Amount:	\$128.39
2689	FIN	63816	00063		CITY OF PIPESTONE		Check	
				E 01	300 810 182 000 330	Utility Services, AUG. 2021		\$375.00
				E 01	102 810 182 000 330	Utility Services, AUG. 2021		\$187.50
				E 01	103 810 182 000 330	Utility Services, AUG. 2021		\$187.50
				E 01	300 810 183 000 330	Utilities - Water/Sewer, AUG 2021		\$1,747.71
				E 01	102 810 183 000 330	Utilities - Water/Sewer, AUG 2021		\$74.01
				E 01	103 810 183 000 330	Utilities - Water/Sewer, AUG 2021		\$104.61
				E 01	005 810 183 000 330	Utilities Paulsen Field, AUG 2021		\$1,926.66
				E 01	300 810 183 000 330	Utilities - Water/Sewer, AUG 2021		\$68.61
				E 01	300 810 183 000 330	Utilities - Water/Sewer, AUG 2021		\$1,335.81
PO#:	Voucher #:	90235	Invoice	Invoice No:	10/11/2021	10/11/2021	Paid Amt:	\$6,007.41
							Check Amount:	\$6,007.41
2689	FIN	63817	00256		HILLYARD INC/ SIOUX FALLS		Check	
				E 01	005 810 000 000 401	General Supplies		\$453.10
PO#:	Voucher #:	90236	Invoice	Invoice No:	604471658	10/11/2021	Paid Amt:	\$453.10

Pipestone Area Schools ISD #2689 Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63817	00256		HILLYARD INC/ SIOUX FALLS		Check
				E 01	005 810 000 000 401	General Supplies	\$653.06
PO#:	Voucher #:	90237	Invoice	Invoice No:	604469970	10/11/2021	Paid Amt: \$653.06
							Check Amount: \$1,106.16
2689	FIN	63818	7931		JOHNSON CONTROLS		Check
				E 01	005 605 150 000 456	Instructional Tech Supplies	\$1,291.00
PO#:	Voucher #:	90239	Invoice	Invoice No:	1-107292-109251	10/11/2021	Paid Amt: \$1,291.00
							Check Amount: \$1,291.00
2689	FIN	63819	4408		JEFFREY MOBERG		Check
				E 01	005 296 209 000 305	Consult & Serv.fees, VB	10/12/2021 \$110.00
PO#:	Voucher #:	90241	Invoice	Invoice No:	10/12/2021	10/12/2021	Paid Amt: \$110.00
							Check Amount: \$110.00
2689	FIN	63820	10047		JULIE WIENEKE		Check
				E 01	005 296 209 000 305	Consult & Serv.fees, VB	10/12/2021 \$110.00
PO#:	Voucher #:	90242	Invoice	Invoice No:	10/12/2021	10/12/2021	Paid Amt: \$110.00
							Check Amount: \$110.00
2689	FIN	63821	6602		ALAN LANGSETH		Check
				E 01	005 296 209 000 305	Consult & Serv.fees, VB	10/14/2021 \$110.00
PO#:	Voucher #:	90244	Invoice	Invoice No:	10/12/2021	10/12/2021	Paid Amt: \$110.00
							Check Amount: \$110.00
2689	FIN	63822	9182		THERESA LYNN ENGELKES		Check
				E 01	005 296 209 000 305	Consult & Serv.fees, VB	10/14/2021 \$110.00
PO#:	Voucher #:	90243	Invoice	Invoice No:	10/12/2021	10/12/2021	Paid Amt: \$110.00
							Check Amount: \$110.00
2689	FIN	63823	00431		WORTHINGTON DAILY GLOBE		Check
				E 04	005 591 000 000 475	Periodicals	\$113.88
PO#:	Voucher #:	90245	Invoice	Invoice No:	177924636	10/13/2021	Paid Amt: \$113.88
							Check Amount: \$113.88
2689	FIN	63824	8194		CARY RADSEWITZ		Check
				E 01	300 294 203 000 305	Consult & Serv.fees, FB	10/15/2021 \$110.00
PO#:	Voucher #:	90249	Invoice	Invoice No:	10/13/2021	10/13/2021	Paid Amt: \$110.00
							Check Amount: \$110.00
2689	FIN	63825	9944		CHRISTOPHER BRETT WOLF		Check
				E 01	300 294 203 000 305	Consult & Serv.fees, FB	10/15/2021 \$110.00
PO#:	Voucher #:	90247	Invoice	Invoice No:	10/13/2021	10/13/2021	Paid Amt: \$110.00
							Check Amount: \$110.00

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
2689	FIN	63826	9166		JEFF HAUBRICH		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB	10/15/2021	\$110.00	
	PO#:	Voucher #:	90246	Invoice	Invoice No: 10/13/2021		10/13/2021		
								Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	63827	7266		JEFFREY SUDENGA		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB	10/15/2021	\$110.00	
	PO#:	Voucher #:	90248	Invoice	Invoice No: 10/13/2021		10/13/2021		
								Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	63828	10048		TROY LOOSBROCK		Check		
				E 01	300 294 203 000 305	Consult & Serv.fees, FB	10/15/2021	\$110.00	
	PO#:	Voucher #:	90250	Invoice	Invoice No: 10/13/2021		10/13/2021		
								Paid Amt:	\$110.00
								Check Amount:	\$110.00
2689	FIN	63829	5983		SIOUX VALLEY ENERGY		Check		
				E 01	300 810 184 000 330	Utilities - Electricity, SEPT 2021		\$21,030.00	
	PO#:	Voucher #:	90251	Invoice	Invoice No: 7058684000		10/13/2021		
								Paid Amt:	\$21,030.00
								Check Amount:	\$21,030.00
2689	FIN	63830	10021		THE COUNCIL FOR EXCEPTIONAL CHILDREN		Check		
				E 01	300 420 000 740 433	Individual License for Life Centered Education		\$850.00	
	PO#: 17589	Voucher #:	90252	Invoice	Invoice No: 702946		10/13/2021		
								Paid Amt:	\$850.00
								Check Amount:	\$850.00
2689	FIN	63831	5983		SIOUX VALLEY ENERGY		Check		
				E 01	300 810 184 000 330	Utilities - Electricity, SEPT 2021		\$90.00	
	PO#:	Voucher #:	90253	Invoice	Invoice No: 7058684200		10/13/2021		
								Paid Amt:	\$90.00
								Check Amount:	\$90.00
2689	FIN	63832	9716		GARDEN GATE GREENHOUSE AND LANDSCAPING LLC		Check		
				E 01	005 810 000 000 350	Repair&maint Service		\$15,300.00	
	PO#:	Voucher #:	90255	Invoice	Invoice No: 10/14/2021		10/14/2021		
								Paid Amt:	\$15,300.00
								Check Amount:	\$15,300.00
2689	FIN	63833	5602		Mid States Audio Inc		Check		
				E 06	005 870 000 000 555	Technology Equipment		\$27,395.40	
	PO#:	Voucher #:	90262	Invoice	Invoice No: 31749		10/14/2021		
								Paid Amt:	\$27,395.40
								Check Amount:	\$27,395.40
2689	FIN	63834	00737		PERFECTION LEARNING CORP		Check		
				E 01	207 203 173 302 460	See Attached Quote		\$504.13	
	PO#: 17666	Voucher #:	90254	Invoice	Invoice No: 247492		10/14/2021		
								Paid Amt:	\$504.13
								Check Amount:	\$504.13

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	FIN	63835	01300		PIPESTONE CO. MEDICAL CENTER		Check
				E 01	103 420 000 740 394 to Non-Ed Agency, PT SEPT. 2021		\$3,070.94
PO#:	Voucher #:	90263	Invoice	Invoice No:	PI PIP JAS S	10/14/2021	Paid Amt: \$3,070.94
							Check Amount: \$3,070.94
2689	FIN	63836	3697		SW/WC SERVICE COOPERATIVE		Check
				E 01	207 258 172 155 466 22 INCH LAPTOPS		\$18,018.00
PO#: 17565	Voucher #:	90256	Invoice	Invoice No:	67480	10/14/2021	Paid Amt: \$18,018.00
				E 01	005 850 000 000 390 to Other MN District, 1ST QUARTER LEASE I		\$5,972.75
PO#:	Voucher #:	90257	Invoice	Invoice No:	67657	10/14/2021	Paid Amt: \$5,972.75
				E 01	100 412 000 740 396 Special Ed Purchased From Dist, SUMMER E		\$1,039.87
				E 01	100 412 000 740 397 Special Ed Purchased From Dist, SUMMER E		\$353.56
				E 01	100 412 000 740 366 Special Ed Purchased From Dist, SUMMER E		\$247.82
				E 01	005 404 000 740 396 Special Ed Purchased From Dist, SUMMER O		\$328.17
				E 01	005 404 000 740 397 Special Ed Purchased From Dist, SUMMER O		\$111.58
				E 01	005 404 000 740 366 Travel		\$57.25
PO#:	Voucher #:	90258	Invoice	Invoice No:	67620	10/14/2021	Paid Amt: \$2,138.25
				E 01	103 640 171 316 366 Hill School Staff Development		\$10.00
PO#:	Voucher #:	90259	Invoice	Invoice No:	67581	10/14/2021	Paid Amt: \$10.00
				E 01	103 640 171 316 366 Hill School Staff Development		\$10.00
PO#:	Voucher #:	90260	Invoice	Invoice No:	67698	10/14/2021	Paid Amt: \$10.00
				E 01	103 640 171 316 366 Hill School Staff Development		\$10.00
PO#:	Voucher #:	90261	Invoice	Invoice No:	67606	10/14/2021	Paid Amt: \$10.00
				E 01	005 605 000 000 316 Tech Services Purchased Coop, AUG 2021		\$7,897.50
PO#:	Voucher #:	90264	Invoice	Invoice No:	67526	10/14/2021	Paid Amt: \$7,897.50
							Check Amount: \$34,056.50
2689	FIN	63837	9763		SPARTAN STEEL ERECTORS INC		Check
				E 06	005 870 000 000 520 Build Acq/Construct		\$100.00
PO#:	Voucher #:	90265	Invoice	Invoice No:	10/14/2021	10/14/2021	Paid Amt: \$100.00
							Check Amount: \$100.00
							Report Total: \$1,280,693.31

Pipestone Area Schools ISD #2689
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$487,665.41
02	Food Service	\$201,662.23
03	Transportation	\$93,823.87
04	Community Service	\$1,983.48
06	Building Construction Fund	\$491,671.57
21	Student Activities	\$3,886.75
Report Total		\$1,280,693.31

Pipestone Area Schools ISD #2689
Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
2689	HS	52071	10043		T & R TROPHIES PLUS		Check
				E 21	005 298 922 301 401 FFA		\$336.00
	PO#:	Voucher #:	90004	Invoice	Invoice No: 602	9/21/2021	Paid Amt: \$336.00
							Check Amount: \$336.00
2689	HS	52072	5249		VISA		Check
				E 21	005 298 913 301 401 Baseball		\$37.50
	PO#:	Voucher #:	90059	Invoice	Invoice No: 7419	9/23/2021	Paid Amt: \$37.50
							Check Amount: \$37.50
2689	HS	52073	7272		MN FFA STATE ASSOCIATION		Check
				E 21	005 298 922 301 401 FFA		\$475.00
	PO#:	Voucher #:	90271	Invoice	Invoice No: 3021	10/18/2021	Paid Amt: \$475.00
							Check Amount: \$475.00
2689	HS	52074	9554		PIPESTONE FLORAL LLC		Check
				E 21	005 298 958 301 401 Homecoming		\$449.70
	PO#:	Voucher #:	90272	Invoice	Invoice No: 11291 & 11107	10/18/2021	Paid Amt: \$449.70
							Check Amount: \$449.70
2689	HS	52075	01622		PEPSI-COLA BOTTLING CO.		Check
				E 21	005 298 955 301 401 Fall Concessions		\$2,002.00
	PO#:	Voucher #:	90273	Invoice	Invoice No: ACCOUNT # 01671	10/18/2021	Paid Amt: \$2,002.00
							Check Amount: \$2,002.00
2689	HS	52076	7415		ANDERSON SCHOOL EVENTS		Check
				E 21	005 298 958 301 401 Homecoming		\$348.95
	PO#:	Voucher #:	90274	Invoice	Invoice No: 1913031	10/18/2021	Paid Amt: \$348.95
							Check Amount: \$348.95
							Report Total: \$3,649.15

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
August	2016-2017	20	97	78	89	82	82	99	82	93	80	81	105	57	83	19	1147	45
	2017-2018	26	101	91	75	86	82	86	103	84	87	91	73	104	56	17	1162	
	2018-2019	30	105	76	90	71	85	79	86	103	81	85	95	69	96	18	1169	90
	2019-2020	22	109	87	74	86	73	80	83	80	105	83	89	78	73	15	1137	73
	2020-2021	25	86	79	79	69	84	73	78	81	79	108	86	80	83	14	1104	67
	2021-2022	23	101	78	81	82	71	86	73	77	79	79	112	74	72	12	1100	68
September	2004-2005	18	80	78	81	85	80	85	100	106	92	93	108	95	95	27	1243	
	2005-2006	16	69	70	71	84	86	80	95	94	105	103	90	112	90	28	1211	33
	2006-2007	19	96	61	77	77	85	83	81	100	93	111	86	91	106	25	1191	32
	2007-2008	37	82	92	59	74	78	93	82	84	97	103	101	88	84	23	1177	32
	2008-2009	28	91	77	93	71	77	85	89	85	82	95	99	94	85	24	1175	34
	2009-2010	29	104	84	75	93	65	81	89	87	79	89	91	96	92	24	1178	35
	2010-2011	35	108	86	85	71	93	70	79	84	90	91	75	81	90	22	1160	33
	2011-2012	33	98	94	82	88	72	90	70	77	83	98	86	79	80	22	1152	34
	2012-2013	36	96	93	87	81	83	76	94	69	75	97	90	80	71	24	1152	34
	2013-2014	41	89	88	96	87	91	80	78	97	64	79	91	77	74	22	1154	34
	2014-2015	31	89	87	85	94	82	92	84	73	108	71	75	77	78	24	1150	46
	2015-2016	28	88	85	85	87	100	82	93	87	68	112	64	79	73	19	1150	37
	2016-2017	24	100	79	90	79	84	100	82	93	79	80	105	57	76	19	1147	42 (plus 16 in ECSE)
	2017-2018	28	96	92	73	85	80	86	103	84	88	91	72	101	56	17	1152	90
	2018-2019	35	102	74	86	72	82	79	82	98	79	88	86	73	97	18	1151	95
	2019-2020	25	105	88	73	83	68	83	80	78	107	87	86	79	67	15	1124	78
	2020-2021	25	83	77	78	69	84	75	78	80	76	108	81	77	83	14	1088	63
	2021-2022	24	105	78	80	82	71	89	73	76	80	78	108	72	75	12	1103	75
October																		
(MARSS)	2005-2006	17	69	70	73	84	86	80	95	93	103	103	91	113	90	28	1217	33
	2006-2007	21	95	63	77	77	87	81	82	100	94	111	86	90	104	25	1193	32
	2007-2008	30	85	91	59	74	79	94	84	85	96	102	100	88	85	23	1175	32
	2008-2009	32	92	75	93	69	78	84	90	83	81	95	100	95	82	24	1173	34
	2009-2010	32	104	84	73	93	64	79	86	87	78	89	89	94	91	24	1167	35
	2010-2011	33	107	85	85	71	89	69	79	83	89	89	74	78	89	22	1142	34

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2011-2012	33	98	93	81	87	72	91	69	77	83	99	87	78	79	22	1149	35
	2012-2013	38	95	93	87	81	82	75	93	69	74	97	89	79	72	24	1148	34
	2013-2014	37	89	88	94	87	88	81	79	98	65	86	88	81	73	22	1156	34
	2014-2015	31	89	87	86	94	82	91	85	73	106	72	73	77	78	24	1148	47
	2015-2016	29	88	85	85	85	100	81	91	87	68	111	62	80	72	20	1144	39
	2016-2017	26	99	80	88	79	84	100	81	92	78	80	104	56	75	19	1141	46 (Sped included)
	2017-2018	28	95	92	73	85	80	85	102	86	84	91	72	101	54	17	1145	93
	2018-2019	33	100	74	86	72	80	79	81	97	77	88	84	72	95	18	1136	93
	2019-2020	25	104	89	73	83	68	83	78	78	104	85	84	79	65	15	1113	78
	2020-2021	27	83	79	77	71	84	76	79	80	75	107	81	76	80	14	1089	66
	2021-2022	24	106	78	81	82	70	90	74	76	81	79	107	72	73	12	1105	78
November																		
	2005-2006	17	68	72	75	84	87	81	97	93	103	99	86	109	90	28	1211	33
	2006-2007	32	93	64	76	76	88	82	81	99	93	109	83	90	102	25	1193	32
	2007-2008	32	88	92	60	75	79	94	85	85	96	100	99	87	83	26	1181	33
	2008-2009	36	91	76	94	68	78	84	90	84	80	94	101	95	81	24	1176	34
	2009-2010	34	105	86	73	94	65	78	85	88	77	89	86	95	92	24	1171	35
	2010-2011	32	108	86	86	71	90	69	78	83	89	87	75	78	91	22	1145	34
	2011-2012	33	98	92	82	88	72	91	67	77	82	98	85	78	79	22	1144	35
	2012-2013	45	94	94	86	82	82	73	95	69	74	97	87	78	71	24	1151	34
	2013-2014	36	90	87	94	87	88	80	78	98	66	86	88	82	73	22	1155	34
	2014-2015	30	88	88	86	92	80	90	86	73	106	71	74	78	78	24	1144	47
	2015-2016	26	90	86	85	86	100	82	92	86	67	111	62	79	73	20	1145	43
	2016-2017	30	96	80	89	79	82	98	81	92	78	79	103	54	73	19	1133	44 (Sped Inc)
	2017-2018	29	97	93	73	85	80	86	102	86	84	90	71	101	54	17	1148	95
	2018-2019	34	101	74	87	73	80	80	80	100	78	87	84	71	97	18	1144	90
	2019-2020	26	106	92	73	84	69	84	82	81	103	87	86	79	65	15	1132	78
	2020-2021	28	82	81	79	71	84	77	77	80	77	108	81	76	82	14	1097	66
December																		
	2005-2006	27	68	72	76	84	87	82	98	92	103	98	86	110	90	28	1223	33
	2006-2007	31	92	65	76	76	88	82	80	97	93	109	84	89	102	25	1189	32
	2007-2008	31	88	93	60	75	79	92	85	84	95	100	99	87	83	26	1177	33
	2008-2009	38	92	74	95	70	78	84	89	86	79	94	100	95	81	24	1179	34
	2009-2010	35	106	86	74	93	64	76	85	87	76	88	86	94	91	24	1165	35
	2010-2011	33	107	86	86	70	90	69	78	83	89	86	75	78	89	22	1141	35

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2011-2012	35	97	92	83	88	71	91	69	77	82	98	85	78	79	22	1147	35
	2012-2013	45	96	96	87	86	83	72	94	69	75	98	87	78	70	24	1160	35
	2013-2014	36	90	87	92	86	87	82	78	99	65	87	84	77	73	22	1145	34
	2014-2015	30	89	88	85	92	79	90	86	71	104	69	73	79	77	25	1137	47
	2015-2016	28	90	86	86	86	100	82	92	86	67	111	61	80	73	19	1147	43
	2016-2017	31	96	80	88	80	83	99	82	93	78	78	103	57	73	19	1140	45
	2017-2018	30	95	92	73	84	79	86	103	86	84	88	71	101	54	17	1143	95
	2018-2019	36	103	74	86	73	79	81	82	101	80	88	85	71	99	18	1156	92
	2019-2020	28	107	91	73	84	69	83	81	81	102	87	86	79	65	15	1131	81
	2020-2021	30	82	80	79	71	82	77	75	80	77	110	81	75	82	14	1095	66
January																		
	2005-2006	28	69	73	76	85	87	83	98	91	103	100	86	106	89	28	1225	33
	2006-2007	32	91	65	75	77	89	82	81	97	95	108	84	88	103	25	1192	32
	2007-2008	35	86	94	60	76	79	90	87	85	95	101	99	87	83	26	1183	33
	2008-2009	38	92	74	96	70	76	84	91	87	79	95	98	93	81	24	1178	34
	2009-2010	35	105	86	72	93	63	77	84	87	77	89	84	94	91	24	1161	36
	2010-2011	40	106	86	85	70	90	70	77	84	88	88	75	79	90	22	1150	36
	2011-2012	38	98	91	83	88	72	93	69	76	83	99	85	78	79	22	1154	35
	2012-2013	44	95	95	86	85	82	74	94	69	73	97	87	77	69	24	1151	35
	2013-2014	37	90	86	93	84	90	81	78	98	63	86	85	80	75	22	1148	34
	2014-2015	32	88	87	85	93	79	89	85	72	104	68	73	80	78	24	1137	48
	2015-2016	30	89	88	86	86	99	83	95	86	68	109	62	80	73	19	1153	43
	2016-2017	31	96	79	86	79	83	99	82	93	77	78	106	57	72	19	1137	66
	2017-2018	33	94	92	73	83	79	84	104	86	82	88	71	99	52	17	1137	92
	2018-2019	36	102	74	86	74	79	82	82	103	81	88	85	71	97	18	1158	94
	2019-2020	28	109	90	71	83	70	82	81	82	103	87	85	79	65	15	1130	79
	2020-2021	31	84	80	78	70	83	77	76	80	76	110	78	75	79	14	1091	68
February																		
	2005-2006	29	67	74	74	85	86	83	99	91	103	101	84	105	88	28	1224	33
	2006-2007	38	91	63	76	78	88	81	79	96	95	108	84	89	106	25	1197	32
	2007-2008	36	86	94	60	76	80	89	87	87	95	101	98	88	79	26	1182	33
	2008-2009	42	93	73	95	67	75	83	88	86	80	97	96	95	81	26	1177	34
	2009-2010	38	100	86	71	92	63	77	84	88	76	92	81	96	91	24	1159	37
	2010-2011	40	105	83	85	70	91	71	75	84	88	88	75	79	90	22	1146	36

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2011-2012	41	98	89	81	89	72	93	71	76	83	100	86	78	76	22	1155	36
	2012-2013	45	95	95	86	86	82	75	95	69	73	96	87	76	67	24	1151	35
	2013-2014	37	89	87	91	83	88	80	77	98	63	85	86	73	78	22	1137	34
	2014-2015	32	88	88	85	93	79	89	84	71	103	68	75	77	78	24	1134	48
	2015-2016	30	91	89	86	86	100	83	96	86	68	110	63	80	75	19	1162	43
	2016-2017	32	96	79	85	80	82	97	81	91	79	77	109	53	70	19	1130	66
	2017-2018	33	95	91	73	85	80	86	103	87	82	90	72	97	53	17	1144	93
	2018-2019	37	102	74	86	74	79	81	82	103	80	92	82	68	98	18	1156	94
	2020-2021	30	108	88	71	84	70	82	81	81	103	85	84	79	65	15	1126	79
	2021-2022	33	84	81	79	69	83	76	77	81	76	109	77	75	76	14	1090	72
March																		
	2005-2006	29	69	74	74	85	87	83	101	92	105	101	85	104	88	28	1220	33
	2006-2007	41	92	63	77	78	87	81	79	96	94	109	84	86	106	25	1198	32
	2007-2008	36	84	94	60	77	81	90	88	87	95	100	96	89	79	26	1182	33
	2008-2009	44	92	74	95	66	76	83	88	85	80	98	95	96	80	26	1178	35
	2009-2010	43	99	86	70	92	62	77	84	86	76	89	81	97	92	24	1158	35
	2010-2011	41	106	83	85	69	91	71	75	83	88	90	75	79	90	22	1148	34
	2011-2012	42	100	88	83	89	73	93	71	77	84	99	86	79	76	22	1162	34
	2012-2013	45	95	96	85	86	82	75	95	69	72	96	86	76	66	24	1148	35
	2013-2014	37	91	87	91	83	88	80	76	98	64	85	86	75	78	22	1141	34
	2014-2015	33	88	86	86	94	79	90	84	71	103	67	75	78	77	24	1135	49
	2015-2016	28	90	89	84	86	101	83	95	84	68	108	60	80	75	18	1149	42
	2016-2017	34	96	79	86	82	82	97	81	91	79	77	111	53	72	19	1139	71
	2017-2018	33	95	91	72	85	79	86	102	84	82	90	72	97	52	17	1137	93
	2018-2019	38	102	74	86	74	79	81	82	103	79	92	80	68	98	18	1154	93
	2019-2020	31	102	88	71	84	70	82	81	81	103	85	85	79	67	15	1124	79
	2020-2021	34	87	78	79	71	84	73	77	81	79	108	76	74	77	14	1092	74
April																		
	2005-2006	30	69	73	74	84	88	83	101	93	105	101	85	104	88	28	1219	33
	2006-2007	38	92	63	78	79	89	83	80	96	93	108	84	86	107	25	1201	32
	2007-2008	35	85	94	60	78	81	90	87	86	95	101	96	87	79	26	1180	33
	2008-2009	46	92	75	93	65	75	83	87	82	80	99	94	96	80	24	1171	35
	2009-2010	47	99	86	70	92	61	77	82	86	75	88	81	96	92	24	1156	35

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2010-2011	41	105	83	85	69	91	71	76	84	87	91	75	80	90	24	1152	34
	2011-2012	43	100	90	83	90	74	91	70	77	84	98	85	77	76	22	1160	34
	2012-2013	50	95	96	85	85	81	74	95	69	72	96	86	76	65	24	1149	35
	2013-2014	41	91	86	90	83	88	81	75	99	64	85	86	73	75	22	1139	34
	2014-2015	34	87	84	87	95	79	89	84	73	101	67	76	78	77	24	1135	49
	2015-2016	30	89	88	83	85	99	81	94	84	68	108	60	79	75	18	1141	41
	2016-2017	36	96	77	87	80	82	98	81	90	79	76	112	53	72	19	1138	72
	2017-2018	36	95	90	74	86	79	86	102	82	81	92	71	98	53	17	1142	94
	2018-2019	40	103	75	87	75	78	82	80	105	77	91	80	67	96	18	1154	93
	2019-2020	31	102	86	70	84	70	82	81	81	103	85	84	79	67	15	1120	79
	2020-2021	35	86	78	79	71	84	73	78	81	79	109	74	74	77	14	1092	74
May																		
(MARSS)	2005-2006	33	70	73	73	83	87	82	99	92	105	99	85	104	89	28	1215	33
	2006-2007	39	92	63	78	79	90	83	80	97	94	108	83	86	107	25	1204	32
	2007-2008	36	86	94	60	78	81	90	86	85	95	101	96	87	79	26	1180	33
	2008-2009	47	93	74	94	65	76	83	87	81	80	99	94	94	80	24	1171	36
	2009-2010	49	99	84	70	92	61	75	82	86	75	88	82	96	92	24	1155	35
	2010-2011	41	106	83	85	68	92	71	76	84	86	91	75	81	89	23	1151	34
	2011-2012	44	100	90	83	90	73	91	70	77	84	98	84	76	76	22	1158	34
	2012-2013	54	95	96	85	85	80	74	94	69	72	96	85	76	65	24	1150	34
	2013-2014	41	91	86	90	83	87	82	76	98	63	86	86	75	75	22	1141	34
	2014-2015	33	88	85	87	96	79	89	85	73	100	67	77	78	77	24	1138	49
	2015-2016	33	89	88	84	85	99	82	94	85	69	109	61	79	74	18	1149	42
	2016-2017	41	97	77	87	80	82	98	81	89	79	76	111	51	72	19	1140	75
	2017-2018	39	95	90	73	86	79	86	101	82	81	91	71	97	54	17	1142	93
	2018-2019	41	104	76	87	75	79	81	81	105	77	91	79	67	95	18	1156	91
	2019-2020	32	102	86	70	84	70	82	81	81	103	85	83	79	66	15	1119	79
	2020-2021	36	86	78	79	71	84	72	78	81	80	110	74	74	77	14	1094	73

PIPESTONE AREA SCHOOLS' 2021-2022 SENIORITY LIST
INDEPENDENT SCHOOL DISTRICT NUMBER 2689
10/20/21

NAME	DATE OF CONTINUOUS EMPLOYMENT	DATE OF REASSIGNMENT	CURRENT FTE	CURRENT LANE	TIER	RECALL FTE RIGHTS
AG						
Resch, N	2020P		1	BS	T3	
Thommess, S	2021P		1	MA	T1	
BUSINESS ED						
Strasser, J	2018		0.835	BA	T4	
COUNSELOR						
Dulas, E	2002		1	MA	T4	
Schroyer, T	2014		1	MA	T4	
DEAN OF STUDENTS						
Schelhaas	96	2008/2021	0	MA+45	T4	
Boomgaarden, S	2010	2021	1	MA	T4	62
ECFE						
Samuelson, D	2014P		1			
VandenBosch, J	2018		1	BA	T4	
Behr, A	2021P		1	BS		
ELEMENTARY						
Siebenahler	81		1	BA+90	T4	
Slinger	82		1	BA+105	T4	
Wolff	85		1	BA+105	T4	
Zollner	90	2020	0	BA+90	T4	
Tinklenberg	91		1	BA	T4	
Evans, J	92		1	MA+30	T4	
Pease,L	94	2012	1	MA+60	T4	
Bos	96		1	BA	T4	
Schelhaas	96	2008	0	MA+45	T4	
Nangle, J	96		1	MA+60	T4	
Wajer	96		1	MA+60	T4	
Zupp	98		1	BA+15	T4	
Weber, W	99	2008	1	MA+30	T4	
Reinhard, K	2007		1	MA	T4	
Weber, Jen	2008	2013	1	BA+15	T4	
VanDyke, M	2009		1	MS	T4	
Boeddeker, C	2009		1	BA+15	T4	
Boomgaarden, S	2010	2021	0	MA	T4	
Winter,C	2012		1	MA+ 30	T4	
Sterud, S	2013		1	BS	T4	
Tofteland, A	2014		1	BS	T4	
Terry, S	2015		1	MA	T4	
Fransman, N	2015		1	BS	T4	
Cunningham, T	2016		1	BA	T4	
Taubert, A	2016		1	MA+30	T4	
Arnoldi, C	2016		1	BA	T4	
Goplen, K	2016		1	BA + 15	T4	
Wielenberg, R	2017		1	BA + 30	T4	
Walz, R	2017		1	BA	T3	
Schrecengost, C	2018		1	MA	T3	

VanHoecke, E	2018		1	BA+15	T4	
Beltz, J	2018		1	BS	T4	
Mejia, A	2018		1	BS	T4	
Ludolph-Speer, E	2019P		1	BS	T4	
Claar, A	2020P		1	BS	T3	
Taubert, Morgan	2021P		1	BA	T3	
Kremin, T	2021P		1	BS	T4	
Groth, K	2021P		1	MA + 15	T4	
ENGLISH						
Lorang	95		0.4	BA+15	T4	
Petersen, D	98	2001	1	BA	T4	
Sullivan, M	2008		1	MA	T4	
Olson, L	2017		1	MA+30	T3	
Wallace, S	2017	2018	1	BA	T4	
Williamson, E	2019P		1	BS	T3	
Hess, T	2021P		1	BA	T3	
FACS						
Peters, W	2020P		1	BA	T2	
HEALTH						
Schelhaas	96	2008	0	MA+45	T4	63
Moeller, M	2019P		0.6	BS	T2	
INDUSTRIAL TECH						
Dethlefs	2002		1	MA+15	T4	
INSTRUMENTAL & CLASSROOM						
MUSIC						
Reynolds, P	2009	2016	0	MA+30	T4	
Kisecker, A	2018		0.8	BA+15	T3	
MATH						
Stiles	97		1	BA+15	T4	
Thompson	98		1	BA	T4	
Fenicle, J	98		1	MA + 30	T4	
Anderson, D	2000		1	MA+15	T4	
Popma, S	2007	2007	0	MA	T4	
Erickson, M	2020P		1	BS	T4	
Minet, J	2021P		1	BA + 30	T4	
NURSE						
Loll, J	2021P		1	BS		
Bleyenburg, A	2021P		1	BS		
PHY ED						
Schelhaas	96	2005/2021	1	MA+45	T4	
Reinhard, S	2004		1	BS	T4	
VanDyke, L	2011		1	BA	T4	
Tiefenthaler, T	2015		1	BS	T4	
Moeller, M	2019P		0.4	BS	T2	
Zollner		2020	0.4 AD/0.6 PE	BA + 90	T4	
Everson, G	2020P		1	BS	T2	
SCIENCE						
Popma	99	2007	1	MA	T4	
Dulas, D	2001		1	MA+15	T4	
Wielenberg, I	2017		1	BA	T4	
Zaske, M	2019		1	MA+15	T4	
Untiedt, K	2021P		1	BS	T3	
SOCIAL						
Johnson, J	98		1	MA	T4	
Young, P	2016		1	BA	T4	

Hoppe, C	2019P		1	BS	T3	
Olson, L	2017	2020/2021	0	MA+30	T3	
Olberding, A	2020P		1	BS	T3	
Koopman, R	2021P		1	BA	T3	
SOCIAL WORKER						
Landin, S	2021P		1	BS	T4	
SPECIAL EDUCATION						
ABS						
Klein, Evelyn	2019P		1	BA+15	T3	
Dimond, D	2019P		1	MA	T3	
Bauman, Danielle	2020P		1	BS	T3	
Bartholomew, Heather	2020P		1	BA	T3	
DD						
Weber, W	99	2008	0	MA+30	T4	
Rops, H	2019		0	MA+15	T4	
EBD						
Weber, W	99	2008	0	MA+30	T4	
Rops, S	2021P		0.5	BA + 60	T4	
LD/SLD						
Pease, L	94	2004	0	MA+60	T4	64
Chaulsett, J	2017		1	MA	T4	
Rops, H	2019		1	MA+15	T4	
LaRock, M	2020P		1	BA+30	T4	
Rops, S	2021P		0.5	BA + 60	T4	
SPEECH						
Fruechte	89		1	BA+105	T4	
VISUAL ARTS						
Kennedy, Monica	86		1	MA+45	T4	
Lane, Stacy	2021P		1	BS	T2	
VOCAL & CLASSROOM MUSIC						
Reynolds	2009		1	MA+30	T4	
Kisecker, A	2018		0.2	BA + 15	T3	
Davis, S	2021P		1	BA	T3	
Ploeger, Z	2021P		1	MA + 60	T2	
WORLD LANGUAGE						
Lorang	95		0.6	BA+15	T4	
Danks	2006		1	BA+30	T4	

**Ingrid Wielenberg, Co-President of Pipestone Area
Education Association**

**Lisa Pease, Co-President of Pipestone Area
Education Association**

Kevin Enerson, Superintendent of Schools

Date: 10/14/2021

SENIORITY LIST 2021-2022**PIPESTONE AREA SCHOOLS' PARAPROFESSIONALS AS OF 10/14/2021**

PARA-PROF. LAST NAME	FIRST NAME	NAME OF SCHOOL	AREA	HIRE DATE	HOURS PER DAY
Smidt	Gloria	Elementary	Title Student Para	1/31/1997	7
Hachmann	Kathy	Elementary	Kdgn Para	9/10/1999	7.5
Faber	Laurie	MS/HS	Spec Ed Para	11/15/1999	7.17
Peterson	Sharon	Elementary	Media Asst/Lunch	8/28/2000	7.17
Petersen	Sharon	Elementary	Title Para	11/13/2006	7.17
Brooke	Corrine	MS/HS	Student Para	8/15/2007	7.17
Kiecksee	Dorraine	District	Van Rider	11/30/2007	6
Roskamp	Renee	MS/HS	Spec Ed Para	10/8/2009	7
Paulsen	Barb	Elementary	Student Para	8/9/2011	7.25
Boeddeker	Donna	Colony	Student Para	8/7/2012	7
Backer	Carrie	Elementary	Student Para	4/22/2014	7
Steenstra	Jean	Elementary	Pre School Para	10/8/2014	7
Dunn	Kathy	MS/HS	ESL Para	1/12/2015	7.67
Dahms	Jean	MS/HS	Spec Ed Para	2/2/2015	7.17
Steuck	Timothy	MS/HS	Student Para/van rider	5/1/2016	7
Peters	Jeanie	Elementary	Student Para/lunch	8/15/2016	7
Blom	Sharon	Elementary	Student Para	#7508 8/30/2016	7
Lemke	Kristina	Elementary	Spec Ed Para	1/3/2017	7
Grimmett	Jill	Elementary	Student Para	8/14/2017	7
Steinhoff	Amy	Elementary	Student Para	#7547 8/28/2017	7
Loving	Clarinda	MS/HS	Student Para	#1266 8/28/2017	7
Uilk	Laura	MS/HS	Student Para	10/3/2017	7.17
Carlson	Twyla	Elementary	Student Para	8/7/2018	7
Backer	Stephanie	MS/HS	Student Para	9/11/2018	7
Kracht	Kelly	Elementary	Student Para	11/28/2018	7
Smilloff	Heidi	Elementary	Student Para	2/18/2019	7
Blom	Karen	Elementary	Student Para	5/6/2019	6.25
Tardaguila	Daisy	Elementary	ESL Para/lunch	#4012 8/26/2019	7
Wolfe	Jodi	MS/HS	Learning/ Media Center	8/28/2019	7.5
Jones	Angie	Elementary	Student Para	10/10/2019	6.25
Legler	Kate	MS/HS	Student/Media Center Para	1/14/2020	7.5
Ference	Brittney	Elementary	Student Para	8/26/2020	7
Swanson	Jennifer	Elementary	Pre School Para	8/27/2020	7
Mendro	Autumn	Elementary	Student Para	#6549 9/28/2020	7
Johnson	Melanie	Elementary	Student Para	#2736 9/28/2020	7.25
Przybys	Amber	Elementary	Preschool Para	11/30/2020	7
Lingen	Bridget	Elementary	SPED Para	1/5/2021	7
Miller	Jennifer	MS/HS	SPED Para/van rider	2/22/2021	7.5
Doppenberg	Mandi	MS/HS	Student Para/van rider	#7435 3/4/2021	7
Quilantan	Yvonne	MS/HS	Student Para	#2244 3/4/2021	7.5
Smidt	Priscilla	Elementary	Title 1 Para	8/30/2021	7
Rouzer	Adayla	Elementary	Student Para	10/12/2021	7
Gonzalez Cazares	Cecilia	Elementary	Student Para	10/15/2021	7
Lindquist	Kristie	MS/HS	Student Para	10/18/2021	7
Baatz	Lexus	MS/HS	Student Para/Translator	11/1/2021	7

Pipestone Area School Board		Pipestone Area Educational Support Professionals			
Jeff Baatz, Chair	Date			Jean Dahms, President	Date
				Superintendent of Schools	
Katie Wiese, Clerk	Date			Kevin Enerson	Date

10/19/2021

SENIORITY LIST 2021-2022

PIPESTONE AREA SECRETARIES, AP AND CUSTODIANS 10/19/2021

SECRETARIAL EMPLOYEES LAST NAME	FIRST NAME	NAME OF SCHOOL	AREA	HIRE DATE	FTE
Ilse	Lori	Elementary	Office	2/24/1991	1.0
Weinkauf	Kristie	Elementary	Office	10/1/1999	1.0
Arellana Campos	Guadalupe	MS/HS	Counseling	#2952 7/1/2019	1.0
Baker	Kathryn	MS/HS	High School	7/1/2020	1.0
TECH ASSISTANT LAST NAME	FIRST NAME	NAME OF SCHOOL	AREA	HIRE DATE	FTE
Stahl	Logan	ALL	Tech	8/31/2020	1.0
ACCOUNTS PAYABLE LAST NAME	FIRST NAME	NAME OF SCHOOL	AREA	HIRE DATE	FTE
Rudie	Carol	MS/HS	Accounts Pay.	8/1/1999	1.0
CUSTODIAL EMPLOYEES LAST NAME	FIRST NAME	NAME OF SCHOOL	AREA	HIRE DATE	FTE
Walberg	Rick	Elem/MS/HS	Custodian (D)	11/20/1997	1.0
Bloemendaal	Gene	Elem/MS/HS	Custodian (N)	7/19/2010	1.0
Schumann	Mark	Elem/MS/HS	Custodian (N)	10/1/2010	1.0
Dibble	Maggie	Elem/MS/HS	Custodian (D)	11/16/2010	1.0
Leslie	Robin	Elem/MS/HS	Custodian (D)	9/1/2016	1.0
Derby	Matt	Elem/MS/HS	Custodian (N)	10/31/2016	1.0
Jackson	Ericka	Elem/MS/HS	Custodian (N)	10/26/2021	1.0
Pipestone Area School Board			Pipestone Area Educational Support Professionals		
Jeff Baatz, Chairman	Date		Jean Dahms, President		Date
Pipestone Area School Board			Superintendent of Schools		
Katie Wiese, Clerk	Date		Kevin Enerson, Superintendent		Date

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age. The school district also makes reasonable accommodations for students with disabilities.
- B. The school district prohibits harassment and discrimination of any individual based on any of the protected classifications listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence (Policy 413).
- C. The school district prohibits discrimination of students with a disability, within the intent of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), who need services, accommodations, or programs in order to receive a free appropriate public education. For information as to protections that may apply pursuant to Section 504 and the school district's corresponding procedures for addressing disability discrimination complaints, refer to the school district's policy on student disability nondiscrimination (Policy 521).
- D. The school district prohibits sexual harassment discrimination of any individual on the basis of sex in its education programs or activities. For information as to the protections that apply pursuant to Title IX and school district's corresponding procedures and processes for addressing sexual harassment and discrimination, refer to the school district's policy on Title IX sex nondiscrimination (Policy 522).
- E. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.
- F. Every school district employee shall be responsible for complying with this policy.
- G. Any student, parent, or guardian having a question regarding this policy should discuss it with the appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.

III. GRIEVANCE PROCEDURE FOR COMPLAINTS OF DISCRIMINATION

The following grievance procedure applies to claims of sex, disability, and racial discrimination:

- A. Any person who believes he or she has been the victim of unlawful discrimination or any person with knowledge or belief of conduct that may constitute unlawful discrimination shall report the alleged acts immediately to an appropriate school district official designated by this policy. The complaint must be filed within 90 calendar days of the alleged violation.
- B. The Human Rights Officer is responsible for receiving oral or written complaints of unlawful discrimination toward an employee or student. However, nothing in this policy shall prevent any person from reporting unlawful discrimination toward an employee or student directly with the Human Rights Officer, the school board or other school district official.
- C. The school board hereby designates Kevin Enerson, 1401 7th St SW, Pipestone, MN 56164, 507-562-6068, kevin.enerson@pas.k12.mn.us, as the school district Human Rights Officer(s) to receive reports, complaints or grievance of unlawful discrimination. If the complaint involves a human rights officer, the complaint shall be filed directly with Jeff Baatz, School Board Chair, jeff.baatz@pas.k12.mn.us
- D. The Human Rights Officer may request but not insist upon a written complaint. Alternative means of filing a complaint, such as through a personal interview or by tape recording, shall be made available upon request for qualified persons with a disability. If the complaint is oral, it shall be reduced to writing within 24 hours and forwarded to the superintendent. Failure to do so may result in disciplinary action. The school district encourages the reporting party to complete the complaint form for written complaints. It is available from the principal of each building or the school district office.
- E. The school district shall respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

INVESTIGATION

- A. The Human Rights Officer, upon receipt of a complaint alleging unlawful discrimination shall promptly undertake an investigation if deemed appropriate. The investigation may be conducted by the Title IX coordinator for complaints of sex discrimination or the Section 504 Coordinator for complaints of disability discrimination, or a school district official or neutral third party designated by the Title IX coordinator, Section 504 coordinator or Human Rights Officer. The investigation shall be completed within 30 days of the complaint, unless impracticable.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint.

The investigation may also consist of other methods deemed pertinent by the investigator.

- C. In determining whether the alleged conduct constitutes a violation of this policy, the school district shall consider the facts and the surrounding circumstances such as the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incident occurred.
- D. The school district may take immediate steps to protect the parties involved in the complaint process, pending completion of an investigation of alleged unlawful discrimination.
- E. Upon completion of the investigation, the school district investigator shall make a written report to the Human Rights Officer. If the complaint involves the Human Rights Officer, the report may be filed directly with the superintendent or school board. The report shall include the facts, a determination of whether the allegations have been substantiated, whether a violation of this policy has occurred as well as a description of any proposed resolution which may include alternative dispute resolution.
- F. The district shall comply with federal and state law pertaining to retention of records.

APPEAL

If the grievance has not been resolved to the satisfaction of the complainant, s/he may appeal to the Human Rights Officer within ten (10) school days of receipt of the findings of the school district investigation. The school district investigator shall conduct a review of the appeal and within ten (10) school days of receipt of the appeal, shall affirm, reverse, or modify the findings of the report. The decision of the school district investigator is final but does not preclude pursuit of alternative complaint procedures noted in the section entitled "Right to Alternative Complaint Procedures."

SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of the findings, the school district shall take appropriate action. If it is determined that a violation has occurred, such action may include, but is not limited to, warning, suspension, expulsion, transfer, remediation or termination.

School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures shall be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

RETALIATION

The school district shall take appropriate action against any student, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful discrimination toward an employee or student or any person who testifies, assists or participates in an

investigation or hearing relating to such unlawful discrimination. Retaliation includes, but is not limited to, any form of intimidation or harassment.

CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate action shall be taken such as, but not limited to, appointing or contracting with a neutral third-party investigator to conduct the investigation or recusal from the process by the person for whom a conflict or potential conflict of interest exists.

DISSEMINATION OF POLICY

The school district shall adopt and publish these procedures.

TITLE IX COORDINATOR

Rick Zollner
1401 7th St. SW
Pipestone, MN 56164
507-562-6084
rick.zollner@pas.k12.mn.us

SECTION 504 COORDINATOR

Sarah Landin
1401 7th St. SW
Pipestone, MN 56164
507-562-6111
sarah.landin@pas.k12.mn.us

RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the agencies listed below or initiating action in state or federal court.

Claims of discrimination may also be pursued through the following agencies where appropriate:

A student, parent, or employee can file a complaint with OCT at any time at:

Office for Civil Rights, Region V
U.S. Department of Education
Citigroup Center
500 W. Madison Street – Suite 1475
Chicago, IL 60661-4544
Tel: 312-730-1560
Facsimile: 312-730-1576
TDD: 800-877-8339

Students, parents, and employees may file a complaint of discrimination with:

MN Department of Human Rights
Freeman Building, 625 Robert Street North
St. Paul, MN 55155
800-657-3704
651-539-1100
TDD 651-296-1283

For complaints of employment discrimination:

Equal Employment Opportunity Commission
330 S. 2nd Avenue, Suite 720
Minneapolis, MN 55401
800-669-4000
TDD 800-669-6820

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1681 *et seq.* (Title IX of the Education Amendments of 1972)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Adopted: 9-18-1995
Revised: 8-27-2018
Revised: 8-26-2019
Revised: 1-25-2021, 10/25/21

PAS Policy 401
Orig. 1995
Rev. 2017

401 EQUAL EMPLOYMENT OPPORTUNITY

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.

Title IX Coordinator:

Rick Zollner
1401 7th St SW
Pipestone, MN 56164
507-562-6099
rick.zollner@pas.k12.mn.us

Section 504 Coordinator:

Sarah Landin
1401 7th St SW
Pipestone, MN 56164
507-562-60111
sarah.landin@pas.k12.mn.us

- 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 a question regarding this policy should discuss it with Human Resources, located at the District Office.

III. GRIEVANCE PROCEDURE FOR COMPLAINTS OF DISCRIMINATION

The following grievance procedure applies to claims of sex, disability, and racial discrimination:

- A. Any person who believes he or she has been the victim of unlawful discrimination or any person with knowledge or belief of conduct that may constitute unlawful discrimination shall report the alleged acts immediately to an appropriate school district official designated by this policy. The complaint must be filed within 90 calendar days of the alleged violation.
- B. The Human Rights Officer is responsible for receiving oral or written complaints of unlawful discrimination toward an employee or student. However, nothing in this policy shall prevent any person from reporting unlawful discrimination toward an employee or student directly with the Human Rights Officer, the school board or other school district official.
- C. The school board hereby designates Kevin Enerson, 1401 7th St SW, Pipestone, MN 56164, 507-562-6068, kevin.enerson@pas.k12.mn.us, as the school district Human Rights Officer(s) to receive reports, complaints or grievance of unlawful discrimination. If the complaint involves a human rights officer, the complaint shall be filed directly with Jeff Baatz, School Board Chair, Jeff.Baatz@pas.k12.mn.us
- D. The Human Rights Officer may request but not insist upon a written complaint. Alternative means of filing a complaint, such as through a personal interview or by tape recording, shall be made available upon request for qualified persons with a disability. If the complaint is oral, it shall be reduced to writing within 24 hours and forwarded to the superintendent. Failure to do so may result in disciplinary action. The school district encourages the reporting party to complete the complaint form for written complaints. It is available from the principal of each building or the school district office.
- E. The school district shall respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

INVESTIGATION

- A. The Human Rights Officer, upon receipt of a complaint alleging unlawful discrimination shall promptly undertake an investigation if deemed appropriate. The investigation may be conducted by the Title IX coordinator for complaints of sex discrimination or the Section 504 Coordinator for complaints of disability discrimination, or a school district official or neutral third party designated by the Title IX coordinator, Section 504 coordinator or Human Rights Officer. The investigation shall be completed within 30 days of the complaint, unless impracticable.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of other methods deemed pertinent by the investigator.

- C. In determining whether the alleged conduct constitutes a violation of this policy, the school district shall consider the facts and the surrounding circumstances such as the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incident occurred.
- D. The school district may take immediate steps to protect the parties involved in the complaint process, pending completion of an investigation of alleged unlawful discrimination.
- E. Upon completion of the investigation, the school district investigator shall make a written report to the Human Rights Officer. If the complaint involves the Human Rights Officer, the report may be filed directly with the superintendent or school board. The report shall include the facts, a determination of whether the allegations have been substantiated, whether a violation of this policy has occurred as well as a description of any proposed resolution which may include alternative dispute resolution.
- F. The district shall comply with federal and state law pertaining to retention of records.

APPEAL

If the grievance has not been resolved to the satisfaction of the complainant, s/he may appeal to the Human Rights Officer within ten (10) school days of receipt of the findings of the school district investigation. The school district investigator shall conduct a review of the appeal and within ten (10) school days of receipt of the appeal, shall affirm, reverse, or modify the findings of the report. The decision of the school district investigator is final but does not preclude pursuit of alternative complaint procedures noted in the section entitled "Right to Alternative Compliant Procedures."

SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of the findings, the school district shall take appropriate action. If it is determined that a violation has occurred, such action may include, but is not limited to, warning, suspension, expulsion, transfer, remediation or termination.

School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures shall be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

RETALIATION

The school district shall take appropriate action against any student, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful discrimination toward an employee or student or any person who testifies, assists or participates in an

investigation or hearing relating to such unlawful discrimination. Retaliation includes, but is not limited to, any form of intimidation or harassment.

CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate action shall be taken such as, but not limited to, appointing or contracting with a neutral third party investigator to conduct the investigation or recusal from the process by the person for whom a conflict or potential conflict of interest exists.

DISSEMINATION OF POLICY

The school district shall adopt and publish these procedures.

TITLE IX COORDINATOR

Rick Zollner
1401 7th St. SW
Pipestone, MN 56164
507-562-6099
rick.zollner@pas.k12.mn.us

SECTION 504 COORDINATOR

Sarah Landin
1401 7th St. SW
Pipestone, MN 56164
507-562-6111
sarah.landin@pas.k12.mn.us

RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the agencies listed below or initiating action in state or federal court.

Claims of discrimination may also be pursued through the following agencies where appropriate:

A student, parent, or employee can file a complaint with OCT at any time at:

Office for Civil Rights, Region V
U.S. Department of Education
Citigroup Center
500 W. Madison Street – Suite 1475
Chicago, IL 60661-4544
Tel: 312-730-1560
Facsimile: 312-730-1576
TDD: 800-877-8339

Students, parents, and employees may file a complaint of discrimination with:

MN Department of Human Rights
Freeman Building, 625 Robert Street North
St. Paul, MN 55155
800-657-3704
651-539-1100
TDD 651-296-1283

For complaints of employment discrimination:

Equal Employment Opportunity Commission
330 S. 2nd Avenue, Suite 720
Minneapolis, MN 55401
800-669-4000
TDD 800-669-6820

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)

402 DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact Sarah Landin, Social Worker, 1401 7th St SW, Pipestone, MN 56164, 507-562-6111, sarah.landin@pas.k12.mn.us. This individual is the school district's appointed ADA/Section 504 coordinator.

III. GRIEVANCE PROCEDURE FOR COMPLAINTS AND DISCRIMINATION

The following grievance procedure applies to claims of sex, disability, and racial discrimination.

- A. Any person who believes he or she has been the victim of unlawful discrimination or any person with knowledge or belief of conduct that may constitute unlawful discrimination shall report the alleged acts immediately to an appropriate school district official designated by this policy. The complaint must be filed within 90 calendar days of the alleged violation.

- B. The Human Rights Officer is responsible for receiving oral or written complaints of unlawful discrimination toward an employee or student. However, nothing in this policy shall prevent any person from reporting unlawful discrimination toward an employee or student directly with the Human Rights Officer, the school board or other school district official.
- C. The school board hereby designates Kevin Enerson, 1401 7th St SW, Pipestone, MN 56164, 507-562-6068, kevin.enerson@pas.k12.mn.us, as the school district Human Rights Officer(s) to receive reports, complaints or grievance of unlawful discrimination. If the complaint involves a human rights officer, the complaint shall be filed directly with Jeff Baatz, School Board Chair, Jeff.Baatz@pas.k12.mn.us
- D. The Human Rights Officer may request but not insist upon a written complaint. Alternative means of filing a complaint, such as through a personal interview or by tape recording, shall be made available upon request for qualified persons with a disability. If the complaint is oral, it shall be reduced to writing within 24 hours and forwarded to the superintendent. Failure to do so may result in disciplinary action. The school district encourages the reporting party to complete the complaint form for written complaints. It is available from the principal of each building or the school district office.
- E. The school district shall respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

INVESTIGATION

- A. The Human Rights Officer, upon receipt of a complaint alleging unlawful discrimination shall promptly undertake an investigation if deemed appropriate. The investigation may be conducted by the Title IX coordinator for complaints of sex discrimination or the Section 504 Coordinator for complaints of disability discrimination, or a school district official or neutral third party designated by the Title IX coordinator, Section 504 coordinator or Human Rights Officer. The investigation shall be completed within 30 days of the complaint, unless impracticable.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of other methods deemed pertinent by the investigator.
- C. In determining whether the alleged conduct constitutes a violation of this policy, the school district shall consider the facts and the surrounding circumstances such as the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incident occurred.

- D. The school district may take immediate steps to protect the parties involved in the complaint process, pending completion of an investigation of alleged unlawful discrimination.
- E. Upon completion of the investigation, the school district investigator shall make a written report to the Human Rights Officer. If the complaint involves the Human Rights Officer, the report may be filed directly with the superintendent or school board. The report shall include the facts, a determination of whether the allegations have been substantiated, whether a violation of this policy has occurred as well as a description of any proposed resolution which may include alternative dispute resolution.
- F. The district shall comply with federal and state law pertaining to retention of records.

APPEAL

If the grievance has not been resolved to the satisfaction of the complainant, s/he may appeal to the Human Rights Officer within ten (10) school days of receipt of the findings of the school district investigation. The school district investigator shall conduct a review of the appeal and within ten (10) school days of receipt of the appeal, shall affirm, reverse, or modify the findings of the report. The decision of the school district investigator is final but does not preclude pursuit of alternative complaint procedures noted in the section entitled "Right to Alternative Complaint Procedures."

SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of the findings, the school district shall take appropriate action. If it is determined that a violation has occurred, such action may include, but is not limited to, warning, suspension, expulsion, transfer, remediation or termination.

School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures shall be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

RETALIATION

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

CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate action shall be taken such as, but not limited to, appointing or contracting with a neutral third-party

investigator to conduct the investigation or recusal from the process by the person for whom a conflict or potential conflict of interest exists.

DISSEMINATION OF POLICY

The school district shall adopt and publish these procedures.

TITLE IX COORDINATOR

Rick Zollner
1401 7th St. SW
Pipestone, MN 56164
507-562-6099
rick.zollner@pas.k12.mn.us

SECTION 504 COORDINATOR

Sarah Landin
1401 7th St. SW
Pipestone, MN 56164
507-562-6111
sarah.landin@pas.k12.mn.us

RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the agencies listed below or initiating action in state or federal court.

Claims of discrimination may also be pursued through the following agencies where appropriate:

A student, parent, or employee can file a complaint with OCT at any time at:

Office for Civil Rights, Region V
U.S. Department of Education
Citigroup Center
500 W. Madison Street – Suite 1475
Chicago, IL 60661-4544
Tel: 312-730-1560
Facsimile: 312-730-1576
TDD: 800-877-8339

Students, parents, and employees may file a complaint of discrimination with:

MN Department of Human Rights
Freeman Building, 625 Robert Street North
St. Paul, MN 55155
800-657-3704
651-539-1100
TDD 651-296-1283

For complaints of employment discrimination:

Equal Employment Opportunity Commission
330 S. 2nd Avenue, Suite 720
Minneapolis, MN 55401
800-669-4000
TDD 800-669-6820

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C., Ch. 126 § 12112 (Americans with Disabilities Act)
29 C.F.R. Part 32
34 C.F.R. Part 35
34 C.F.R. Part 104

406 PUBLIC AND PRIVATE PERSONNEL DATA

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its employees, volunteers, independent contractors, and applicants (“personnel”).

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained, or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. “Public” means that the data is available to anyone who requests it.
- B. “Private” means the data is not public and is accessible only to the following: the subject of the data, as limited by any applicable state or federal law; individuals within the school district whose work assignments reasonably require access; entities and agencies as determined by the responsible authority who are authorized by law to gain access to that specific data; and entities or individuals given access by the express written direction of the data subject.
- C. “Confidential” means the data are not public and are not accessible to the subject.
- D. “Parking space leasing data” means the following government data on an applicant for, or lessee of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space, and work telephone number.
- E. “Personnel data” means government data on individuals maintained because they are or were employees, applicants for employment, volunteers or independent contractors for the school district. Personnel data include data submitted by an employee to the school district as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations.
- F. “Finalist” means an individual who is selected to be interviewed by the school

board for a position.

- G. “Protected health information” means individually identifiable health information as defined in 45 C.F.R. § 160.103, that is transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium by a health care provider, in connection with a transaction covered by 45 C.F.R. Parts 160, 162 and 164. “Protected health information” excludes individually identifiable health information in education records covered by the Family Educational Rights and Privacy Act, employment records held by a school district in its role as employer; and records regarding a person who has been deceased for more than fifty (50) years.
- H. “Public officials” means business managers; human resource directors; athletic directors whose duties include at least fifty (50) percent of their time spent in administration, personnel, supervision, and evaluation; chief financial officers; directors; and individuals defined as superintendents and principals and in a charter school, individuals employed in comparable positions.

IV. PUBLIC PERSONNEL DATA

- A. The following information on current and former employees, volunteers and independent contractors of the school district, is public:
 - 1. name;
 - 2. employee identification number, which may not be the employee’s Social Security number;
 - 3. actual gross salary;
 - 4. salary range;
 - 5. terms and conditions of employment relationship;
 - 6. contract fees;
 - 7. actual gross pension;
 - 8. the value and nature of employer-paid fringe benefits;
 - 9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
 - 10. job title;
 - 11. bargaining unit;
 - 12. job description;

13. education and training background;
14. previous work experience;
15. date of first and last employment;
16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;
17. the final disposition of any disciplinary action, as defined in Minnesota Statutes, section 13.43, subdivision. 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 school district;
18. the complete terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
19. work location;
20. work telephone number;
21. badge number;
22. work-related continuing education;
23. honors and awards received; and
24. payroll time sheets or other comparable data that are used only 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.

B. The following information on current and former applicants for employment by the school district is public:

1. veteran status;
2. relevant test scores;
3. rank on eligible list;

4. job history;
 5. education and training; and
 6. work availability.
- C. Names of applicants are private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the school board to be finalists for public employment.
- D. Applicants for appointment to a public body.
1. Data about applicants for appointment to a public body collected by the school district as a result of the applicant's application for employment are private data on individuals except that the following are public:
 - a. name;
 - b. city of residence, except when the appointment has a residency requirement that requires the entire address to be public;
 - c. education and training;
 - d. employment history;
 - e. volunteer work;
 - f. awards and honors;
 - g. prior government service;
 - h. any data required to be provided or that are voluntarily provided in an application for appointment to a multimember agency pursuant to Minnesota Statutes, section 15.0597; and
 - i. veteran status.
 2. Once an individual is appointed to a public body, the following additional items of data are public:
 - a. residential address;
 - b. either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee;
 - c. first and last dates of service on the public body;

- d. the existence and status of any complaints or charges against an appointee; and
 - e. upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.
3. Notwithstanding paragraph 2., 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.
- E. Regardless of whether there has been a final disposition as defined in Minnesota Statutes, section 13.43, subdivision 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minnesota Statutes, section 13.43, subdivision 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge are public, unless access to the data would jeopardize an active investigation or reveal confidential sources. Data relating to a complaint or charge against a public official is public only if:
- 1. the complaint or charge results in disciplinary action or the employee resigns or is terminated from employment while the complaint or charge is pending; or
 - 2. potential legal claims arising out of the conduct that is the subject of the complaint or charge are released as part of a settlement agreement

Data that is classified as private under another law is not made public by this provision.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data not listed in Section IV are private data will not be otherwise released unless authorized by law.
- B. Data pertaining to an employee's dependents are private data on individuals.
- C. Data created, collected, or maintained by the school district to administer employee assistance programs are private.
- D. Parking space leasing data with regard to data on individuals are private.
- E. An individual's checking account number is private when submitted to a government entity.
- F. Personnel data may be disseminated to labor organizations to the extent the

responsible authority determines is the dissemination is necessary for the labor organization to conduct elections, notify employees of fair share fee assessments and implement the provisions of Minnesota Statutes chapters 179 and 179A. Personnel data shall be disseminated to labor organizations and the Bureau of Mediation Services (“BMS”) to the extent the dissemination is ordered or authorized by the Commissioner of the BMS.

- G. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district’s investigation of any complaint or charge against the employee.
- H. The school district may, if its responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that are relevant to the concerns for safety to:
 - 1. the person who may be harmed and to the attorney representing the person when the data are relevant to obtaining a restraining order;
 - 2. a prepetition screening team conducting an investigation of the employee under Minnesota Statutes. section 253B.07, subdivision 1; or
 - 3. a court, law enforcement agency, or prosecuting authority.
- I. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purpose of reporting a crime or alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of a crime or alleged crime committed by an employee.
- J. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
- K. When allegations of sexual or other types of harassment are made against an employee, the employee does not have access to data that would identify the complainant or other witnesses if the responsible authority determines that the employee’s access to that data would:
 - 1. threaten the personal safety of the complainant or a witness; or
 - 2. subject the complainant or witness to harassment.

If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.

- L. The school district must report to the Minnesota Professional Educator Licensing and Standards Board (“PELSB”) or the Board of School Administrators (“BOSA”),

whichever has jurisdiction over the teacher's or administrator's license, as required by Minnesota Statutes, section 122A.20, subdivision. 2, and shall, upon written request from the licensing board having jurisdiction over license, provide the licensing board with information about the teacher or administrator from the school district's files, any termination or disciplinary proceeding, and settlement or compromise, or any investigative file in accordance with Minnesota Statutes, section 122A.20, subdivision 2.

- M. Private personnel data shall be disclosed to the Department of Employment and Economic Development for the purpose of administration of the unemployment insurance program under Minnesota Statutes. Ch. 268.
- N. When a report of alleged maltreatment of a student in an elementary, middle school, high school or charter school is made to the Commissioner of the Minnesota Department of Education ("MDE") under Minnesota Statutes Chapter 260E, data that are relevant and collected by the school facility about the person alleged to have committed maltreatment must be provided to the Commissioner on request for purposes of an assessment or investigation of the maltreatment report. Additionally, personnel data may be released for purposes of providing information to a parent, legal guardian, or custodian of a child in accordance with MDE Screening Guidelines.
- O. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if
 1. an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data; or
 2. the employee resigned while a complaint or charge involving the allegations was pending, the allegations involved acts of sexual contact with a student, and the employer informed the employee in writing, before the employee resigned, that if the employee resigns while the complaint or charge is still pending, the employer must release private personnel data about the employee's alleged sexual contact with a student to a school district or charter school requesting the data after the employee applies for employment with that school district or charter school and the data remain classified as provided in Minnesota Statutes Chapter 13.

Data that are released under this paragraph must not include data on the student.

- P. Data submitted by an employee to the school district as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or improve the school district operations is private data. An employee who is identified in a suggestion, however, shall have access to all data in the suggestion except the identity of the employee making the suggestion.

- Q. Protected health information, as defined in 45 C.F.R. Parts 160 and 164, on employees is private and will not be disclosed except as permitted or required by law.
- R. Personal home contact information for employees may be used by the school district to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuity of school district operations and may be shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.
- S. The personal telephone number, home address, and electronic mail address of a current or former employee of a contractor or subcontractor maintained as a result of a contractual relationship between the school district and a contractor or subcontractor entered on or after August 1, 2012, are private data. These data must be shared with another government entity to perform a function authorized by law. The data also must be disclosed to a government entity or any person for prevailing wage purposes.
- T. When a continuing contract teacher is discharged immediately because the teacher's license has been revoked due to a conviction for child abuse or sexual offenses involving a child as set forth in Minnesota Statutes, section 122A.40, subdivision 13(b), or when the Commissioner of the MDE makes a final determination of child maltreatment involving a teacher under Minnesota Statutes, section 260E.21, subdivision 4 or 260E.35, the school principal or other person having administrative control of the school must include in the teacher's employment record the information contained in the record of the disciplinary action or the final maltreatment determination, consistent with the definition of public data under Minnesota Statutes, section 13.41, subdivision. 5, and must provide PELSB and the licensing division at MDE with the necessary and relevant information to enable PELSB and MDE's licensing division to fulfill their statutory and administrative duties related to issuing, renewing, suspending, or revoking a teacher's license. In addition to the background check required under Minnesota Statutes, section 123B.03, a school board or other school hiring authority must contact PELSB and MDE to determine whether the teacher's license has been suspended or revoked, consistent with the discharge and final maltreatment determinations. Unless restricted by federal or state data practices law or by the terms of a collective bargaining agreement, the responsible authority for a school district must disseminate to another school district private personnel data on a current or former teacher (employee or contractor) of the district, including the results of background investigations, if the requesting school district seeks the information because the subject of the data has applied for employment with the requesting school district.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals are classified as both private and confidential by Minnesota Statutes Chapter 13, or any other state or federal law, the data are private.

VII. CHANGE IN CLASSIFICATIONS

The school district shall change the classification of data in its possession if it is required to do so to comply with either judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated Jennifer Dunn, HR/Payroll, 1401 7th St SW, Pipestone, MN 56164, 507-562-6071, as the authority responsible for personnel data.

The responsible authority, or a school district employee if so designated, shall serve as the school district's data practices compliance official and, as such, shall be the employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.

IX. EMPLOYEE AUTHORIZATION/RELEASE FORM

An employee authorization form is included as an addendum to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 13.39 (Civil Investigation Data)
Minn. Stat. § 13.41 (Licensing Data – Public Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, subd. 3 (Applicants for Employment)
Minn. Stat. § 15.0597 (Appointment to Multimember Agencies)
Minn. Stat. § 122A.20, subd. 2 (Mandatory Reporting)
Minn. Stat. § 122A.40, subds. 13 and 16 (Employment; Contracts; Termination)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.143, subd. 2 (Disclose Past Buyouts) Minn. Stat. Ch. 179 (Minnesota Labor Relations Act)
Minn. Stat. Ch. 179A (Minnesota Public Labor Relations Act)
Minn. Stat. § 253B.07 (Judicial Commitment: Preliminary Procedures)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. Ch. 268 (Unemployment Insurance)
Minn. R. Pt. 1205 (Data Practices)
P.L. 104-191 (HIPAA)
45 C.F.R. Parts 160, 162 and 164 (HIPAA Regulations)

Adopted: 11/19/1996
Revised: 10/24/2005, 1/29/2018
Revised: 10/25/2021

PAS Policy 501
Orig. 1995
Rev. 2021

501 SCHOOL WEAPONS POLICY

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use, or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITIONS

A. "Weapon"

1. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; num-chuks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use, or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

- #### **B. "School Location"**
- "School Location" includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or

departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.

- C. “Possession” means having a weapon on one’s person or in an area subject to one’s control in a school location.
- D. “Dangerous Weapon” means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.

IV. EXCEPTIONS

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal’s office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal’s office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon’s location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
 - 1. active licensed peace officers;
 - 2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
 - 3. persons authorized to carry a pistol under Minnesota Statutes, section 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
 - 4. persons who keep or store in a motor vehicle pistols in accordance with Minnesota Statutes sections 624.714 or 624.715 or other firearms in accordance with Minnesota Statutes, section 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715

defines an exception to the pistol permit requirements for “antique firearms which are carried or possessed as curiosities or for their historical significance or value.”

- b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with Sections 624.714 and 624.715.
- 5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
- 6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
- 7. a gun or knife show held on school property;
- 8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
- 9. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the school district does not allow the possession, use, or distribution of weapons by students or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used, and stored, shall not be considered in violation of the rule against the possession, use, or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minnesota Statutes, section 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION

- A. The school district does not allow the possession, use, or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using, or distributing weapons shall include:
 - 1. immediate out-of-school suspension;
 - 2. confiscation of the weapon;
 - 3. immediate notification of police;
 - 4. parent or guardian notification; and
 - 5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.
- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.
- C. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.
- D. Administrative Discretion

While the school district does not allow the possession, use, or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

- A. Employees
 - 1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
 - 2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

VII. REPORTS OF DANGEROUS WEAPON INCIDENTS IN SCHOOL ZONES

- A. The school district must electronically report to the Commissioner of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes, section 121A.06.

Legal References: Minn. Stat. § 97B.045 (Transportation of Firearms)
Minn. Stat. § 121A.05 (Referral to Police)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 152.01, subd. 14(a) (Definition of a School Zone)
Minn. Stat. § 609.02, subd. 6 (Definition of Dangerous Weapon)
Minn. Stat. § 609.605 (Trespass)
Minn. Stat. § 609.66 (Dangerous Weapons)
Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)
Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)
18 U.S.C. § 921 (Definition of Firearm)
In re C.R.M., 611 N.W.2d 802 (Minn. 2000)
In re A.D., 883 N.W.2d 251 (Minn. 2016)

503 STUDENT ATTENDANCE

I. PURPOSE

- A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.
- B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work

cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

- a. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.
- b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are **REQUIRED** to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

- a. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.
- b. The following reasons shall be sufficient to constitute excused absences:
 - (1) Illness.
 - (2) Serious illness in the student's immediate family.
 - (3) A death or funeral in the student's immediate family or of a close friend or relative.

- (4) Medical, dental, or orthodontic treatment, or a counseling appointment.
- (5) Court appearances occasioned by family or personal action.
- (6) Religious instruction not to exceed three hours in any week.
- (7) Physical emergency conditions such as fire, flood, storm, etc.
- (8) Official school field trip or other school-sponsored outing.
- (9) Family emergencies.
- (10) Active duty in any military branch of the United States.
- (11) A student's condition that requires ongoing treatment for a mental health diagnosis. Compliance with any part of an Individualized Education Plan or 504 Accommodation Plan.
- (12) Pre-approved family vacations.
- (13) Late Bus
- (14) Weather

2. Exempt Absences

- a. Exempt absences are those that do not count against the 10-day student absences.
 - (1) Students attending a State Tournament in which Pipestone Area Schools is a participant. Parent permission must be given in advance and verification of attendance shall be provided upon return. Attendance will be excused as parent verified.
 - (2) Removal of a student pursuant to a suspension. Suspensions are handled as exempt absences and students will be permitted to complete make-up work.
 - (3) College visits for seniors. Seniors are allowed two absences during the year; further absences for college visits must be approved by school administration.
 - (4) College visits for juniors. Juniors are allowed one absence during the year; further absences must be approved by

b. Consequences of Excused Absences

- (1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

3. Unexcused Absences

a. The following are examples of absences which will not be excused:

- (1) Truancy. An absence by a student which was not approved by the parent and/or the school district.
- (2) Appointments that could generally be done outside the normal school day (haircut, tanning booth, car repair, etc.)
- (3) Car trouble
- (4) Oversleeping, sleeping in
- (5) No parent permission given for absence
- (6) Skip Days
- (7) Attending activities, school or other, as a spectator which is not approved by administration.
- (8) Missing the bus
- (9) Illness/hospitalization without a doctor's note if gone more than 3 days within chronic absence range.
- (10) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.
- (11) Work at home.
- (12) Work at a business, except under a school-sponsored work release program.

b. Consequences of Unexcused Absences

- (1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

- (2) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.
- (3) Students with unexcused absences shall be subject to discipline in the following manner:
 - (a) After 10 cumulated unexcused absences in a semester, the administration may impose the loss of academic credit in the class or classes from which the student has been absent. However, prior to loss of credit, an administrative conference must be held among the principal, student, and parent.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.
2. Procedures for Reporting Tardiness
 - a. Students tardy at the start of school must report to the school office for an admission slip.
 - b. Tardiness between periods will be handled by the teacher.
3. Excused Tardiness

Valid excuses for tardiness are:

 - a. Illness.
 - b. Serious illness in the student's immediate family.
 - c. A death or funeral in the student's immediate family or of a close friend or relative.
 - d. Medical, dental, orthodontic, or mental health treatment.
 - e. Court appearances occasioned by family or personal action.
 - f. Physical emergency conditions such as fire, flood, storm, etc.
 - g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.
4. Unexcused Tardiness

- a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance. Requests for accommodations should be directed to the building principal.

IV. DISSEMINATION OF POLICY

1. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.
2. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for religious observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes section 120A.05, without valid excuse within a single school year for:

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes section 120A.34;
5. That alternative educational programs and services may be available in the child's enrolling or resident district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes Chapter 260C;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes section 260C.201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.
2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minnesota Statutes Chapter 260A.

Legal References: Minn. Stat. § 120A.05 (Definitions)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. § 120A.35 (Absence from School for Religious Observance)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)

Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)

Goss v. Lopez, 419 U.S. 565 (1975)

Slocum v. Holton Bd. of Educ., 429 N.W.2d 607 (Mich. App. Ct. 1988)

Campbell v. Bd. of Educ. of New Milford, 475 A.2d 289 (Conn. 1984)

Hamer v. Bd. of Educ. of Twp. High Sch. Dist. No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)

Gutierrez v. Sch. Dist. R-1, 585 P.2d 935 (Co. Ct. App. 1978)

Knight v. Bd. of Educ., 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)

Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

507 CORPORAL PUNISHMENT

I. PURPOSE

The purpose of this policy is to describe limitations on corporal punishment of students.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district or charter school shall cause corporal punishment to be inflicted upon a student to reform unacceptable conduct or as a penalty for unacceptable conduct. As used in this policy, the term “corporal punishment” means conduct involving hitting or spanking a person with or without an object, or unreasonable physical force that causes bodily harm or substantial emotional harm.

III. EXCEPTIONS

A teacher or school principal may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another. Other school district employees, school bus drivers, or other agents of a school district may use reasonable force when necessary under the circumstances to restrain a student or prevent bodily harm or death to another.

IV. VIOLATION

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

Legal References: Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 123B.25 (Actions Against Districts and Teachers)
Minn. Stat. § 609.06 Subd. 1 (6)(7) (Authorized Use of Force)

515 PROTECTION AND PRIVACY OF PUPIL RECORDS

I. PURPOSE

The school district recognizes its responsibility in regard to the collection, maintenance, and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

A. Authorized Representative

“Authorized representative” means any entity or individual designated by the school district, state, or an agency headed by an official of the Comptroller of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or state and local educational authorities to conduct, with respect to federal or state supported education programs, any audit or evaluation or any compliance or enforcement activity in connection with federal legal requirements that relate to these programs.

B. Biometric Record

“Biometric record,” as referred to in “Personally Identifiable,” means a record of one or more measurable biological or behavioral characteristics that can be used for automated recognition of an individual (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting).

C. Dates of Attendance

“Dates of attendance,” as referred to in “Directory Information,” means the period of time during which a student attends or attended a school or schools in the school district, including attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunications technologies for students who are not in the classroom, and

including the period during which a student is working under a work-study program. The term does not include specific daily records of a student's attendance at a school or schools in the school district.

D. Directory Information

“Directory information” means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; dates of attendance; grade level; enrollment status (i.e., full-time or part-time); participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include:

1. a student's social security number;
2. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;
3. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor known or possessed only by the student;
4. personally identifiable data which references religion, race, color, social position, or nationality; or
5. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

E. Education Records

1. What constitutes “education records.” Education records means those records that are: (1) directly related to a student; and (2) maintained by the school district or by a party acting for the school district.
2. What does not constitute education records. The term “education records” does not include:

- a. Records of instructional personnel that are:
 - (1) kept in the sole possession of the maker of the record;
 - (2) used only as a personal memory aid;(3) not accessible or revealed to any other individual except a temporary substitute teacher; and
 - (4) destroyed at the end of the school year.

- b. Records of a law enforcement unit of the school district, provided education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:
 - (1) maintained separately from education records;
 - (2) maintained solely for law enforcement purposes; and
 - (3) disclosed only to law enforcement officials of the same jurisdiction.

- c. Records relating to an individual, including a student, who is employed by the school district which:
 - (1) are made and maintained in the normal course of business;
 - (2) relate exclusively to the individual in that individual's capacity as an employee; and
 - (3) are not available for use for any other purpose.

However, records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student are education records.

- d. Records relating to an eligible student, or a student attending an institution of post-secondary education, that are:
 - (1) made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
 - (2) made, maintained, or used only in connection with the provision of treatment to the student; and
 - (3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does

not include remedial educational activities or activities that are a part of the program of instruction within the school district.

- e. Records created or received by the school district after an individual is no longer a student at the school district and that are not directly related to the individual's attendance as a student.
- f. Grades on peer-related papers before the papers are collected and recorded by a teacher.

F. Eligible Student

“Eligible student” means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.

G. Juvenile Justice System

“Juvenile justice system” includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

H. Legitimate Educational Interest

“Legitimate educational interest” includes an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or employee's contract or position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education;
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid; or
4. Perform a task directly related to responding to a request for data.

I. Parent

“Parent” means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent of the student in the absence of a parent or guardian. The school district may presume the parent has the authority to exercise the rights provided herein, unless it has been provided with evidence that there is a state law or court order governing such matters as marriage dissolution, separation or child custody, or a legally binding instrument which provides to the contrary.

J. Personally Identifiable

“Personally identifiable” means that the data or information includes, but is not limited to: (a) a student’s name; (b) the name of the student’s parent or other family member; (c) the address of the student or student’s family; (d) a personal identifier such as the student’s social security number or student number or biometric record; (e) other indirect identifiers, such as the student’s date of birth, place of birth, and mother’s maiden name; (f) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or (g) information requested by a person who the school district reasonably believes knows the identity of the student to whom the education record relates.

K. Record

“Record” means any information or data recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.

L. Responsible Authority

“Responsible authority” means *[designate title and actual name of individual]*.

M. Student

“Student” includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

N. School Official

“School official” includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

[Note: School districts may wish to reference police liaison officers in the definition of a “school official.” Depending on the circumstances of the relationship, this may be added in subpart (d) of the definition or in a new subpart (e). Caution should be used to ensure that police liaison officers are considered “school officials” only when performing duties as a police liaison officer and that they are trained as to their obligations pursuant to this policy. Consultation with

the school district's legal counsel is recommended.]

O. Summary Data

“Summary data” means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify the individual is ascertainable.

P. Other Terms and Phrases

All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

State law provides that all data collected, created, received, or maintained by a school district are public unless classified by state or federal law as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as private data on individuals. This data may not be disclosed to parties other than the parent or eligible student without consent, except pursuant to a valid court order, certain state statutes authorizing access, and the provisions of FERPA and the regulations promulgated thereunder.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;
2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;
4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and
7. The right to obtain a copy of this policy at the location set forth in Section XXI. of this policy.

B. Eligible Students

All rights and protections given to parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an “eligible student.” However, the parents of an eligible student who is also a “dependent student” are entitled to gain access to the education records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 C.F.R. § 99.31(a).

C. Students with a Disability

The school district shall follow 34 C.F.R. §§ 300.610-300.617 with regard to the privacy, notice, access, record keeping and accuracy of information related to students with a disability.

VI. **DISCLOSURE OF EDUCATION RECORDS**

A. Consent Required for Disclosure

1. The school district shall obtain a signed and dated written informed consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided herein.
2. The written consent required by this subdivision must be signed and dated by the parent of the student or the eligible student giving the consent and shall include:
 - a. a specification of the records to be disclosed;
 - b. the purpose or purposes of the disclosure;
 - c. the party or class of parties to whom the disclosure may be made;
 - d. the consequences of giving informed consent; and
 - e. if appropriate, a termination date for the consent.
3. When a disclosure is made under this subdivision:

- a. if the parent or eligible student so requests, the school district shall provide him or her with a copy of the records disclosed; and
 - b. if the parent of a student who is not an eligible student so requests, the school district shall provide the student with a copy of the records disclosed.
4. A signed and dated written consent may include a record and signature in electronic form that:
 - a. identifies and authenticates a particular person as the source of the electronic consent; and
 - b. indicates such person's approval of the information contained in the electronic consent.
5. If the responsible authority seeks an individual's informed consent to the release of private data to an insurer or the authorized representative of an insurer, informed consent shall not be deemed to have been given unless the statement is:
 - a. in plain language;
 - b. dated;
 - c. specific in designating the particular persons or agencies the data subject is authorizing to disclose information about the data subject;
 - d. specific as to the nature of the information the subject is authorizing to be disclosed;
 - e. specific as to the persons or agencies to whom the subject is authorizing information to be disclosed;
 - f. specific as to the purpose or purposes for which the information may be used by any of the parties named in Clause e. above, both at the time of the disclosure and at any time in the future; and
 - g. specific as to its expiration date which should be within a reasonable time, not to exceed one year except in the case of authorizations given in connection with applications for: (i) life insurance or noncancellable or guaranteed renewable health insurance and identified as such, two years after the date of the policy, or (ii) medical assistance under Minnesota Statutes Chapter 256B or Minnesota Care under Minnesota Statutes Chapter 256L, which shall be ongoing during all terms of eligibility, for individualized education program health-related services provided by a school

district that are subject to third party reimbursement.

6. Eligible Student Consent

Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student, except as provided in Section V. of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;
2. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:
 - a. performs an institutional service or function for which the school district would otherwise use employees;
 - b. is under the direct control of the school district with respect to the use and maintenance of education records; and
 - c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made;
3. To officials of other schools, school districts, or post-secondary educational institutions in which the student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer. The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, and with proper annual notice (see Section XIX.), suspension and expulsion information pursuant to section 7917 of the federal Every Student Succeeds Act, 20 U.S.C. § 7917, *[insert the following if the school district has a policy regarding Staff Notification of Violent Behavior by Students]* and, if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any probable cause notice or any disposition or court order under Minnesota Statutes section 260B.171, unless the data are required to be destroyed under Minnesota Statutes section 120A.22, subdivision 7(c) or

section 121A.75. On request, the school district will provide the parent or eligible student with a copy of the education records that have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with Section XV. of this policy;

4. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or the Commissioner of the State Department of Education or his or her representative, subject to the conditions relative to such disclosure provided under federal law;
5. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:
 - a. determine eligibility for the aid;
 - b. determine the amount of the aid;
 - c. determine conditions for the aid; or
 - d. enforce the terms and conditions of the aid.

“Financial aid” for purposes of this provision means a payment of funds provided to an individual or a payment in kind of tangible or intangible property to the individual that is conditioned on the individual’s attendance at an educational agency or institution;

6. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:
 - a. before November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and such system’s ability to effectively serve the student whose records are released; or
 - b. after November 19, 1974, if the reporting or disclosure allowed by state statute concerns the juvenile justice system and the system’s ability to effectively serve, prior to adjudication, the student whose records are released, provided the officials and authorities to whom the records are disclosed certify in writing to the school district that the data will not be disclosed to any other party, except as provided by state law, without the prior written consent of the parent of the student. At a minimum, the school district shall disclose the following information to the juvenile justice system under this paragraph: a student’s full name, home address, telephone number, and date of birth; a student’s school schedule, attendance record, and photographs, if any; and parents’ names, home addresses, and telephone numbers;

7. To organizations conducting studies for or on behalf of educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization who have a legitimate interest in the information, the information is destroyed when no longer needed for the purposes for which the study was conducted, and the school district enters into a written agreement with the organization that: (a) specifies the purpose, scope, and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term, "organizations," includes, but is not limited to, federal, state, and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to whom information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years;
8. To accrediting organizations in order to carry out their accrediting functions;
9. To parents of a student eighteen (18) years of age or older if the student is a dependent of the parents for income tax purposes;
10. To comply with a judicial order or lawfully issued subpoena, provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance therewith so that the parent or eligible student may seek protective action, unless the disclosure is in compliance with a federal grand jury subpoena, or any other subpoena issued for law enforcement purposes, and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed, or the disclosure is in compliance with an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 U.S.C. § 2332b(g)(5)(B), an act of domestic or international terrorism as defined in 18 U.S.C. § 2331, or a parent is a party to a court proceeding involving child abuse and neglect or dependency

matters, and the order is issued in the context of the proceeding. If the school district initiates legal action against a parent or student, it may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the school district to proceed with the legal action as a plaintiff. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student's education records that are relevant for the school district to defend itself;

11. To appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health, including the mental health, or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to Section XIII.E. of this policy. In addition, an educational agency or institution may include in the education records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student;
12. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals;
13. Information the school district has designated as "directory information" pursuant to Section VII. of this policy;
14. To military recruiting officers and post-secondary educational institutions pursuant to Section XI. of this policy;
15. To the parent of a student who is not an eligible student or to the student himself or herself;
16. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted;

17. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students;
18. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:
 - a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, daily attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;
 - b. the existence of the following information about a student, not the actual data or other information contained in the student's education record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

The written requests of the juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file;

19. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minnesota Statutes section 260B.171, subdivision 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or progress of the student whom the principal believes needs

the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individual need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian;

20. To the principal where the student attends if it is information from a peace officer's record of children received by a superintendent under Minnesota Statutes section 260B.171, subdivision 5. The principal must place the information in the student's education record. The principal also must notify immediately any teacher, counselor, or administrator directly supervising the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student and describe the alleged offense if this information is provided in the peace officer's notice. Peace officer's record information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information must not be further disseminated by the counselor, teacher administrator, staff member, substitute, or volunteer except to communicate with the student or the student's parent or guardian as necessary to serve the student, to protect students and staff, or as otherwise required by law.

The principal must delete the peace officer's record from the student's education record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the

superintendent of such action;

21. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements; or
22. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in 25 U.S.C. § 5304), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's education records.

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student, other than a student who receives shared time educational services, without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. Pursuant to a valid court order;
2. Pursuant to a statute specifically authorizing access to the private data; or
3. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiological investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

VII. RELEASE OF DIRECTORY INFORMATION

A. Classification

Directory information is public except as provided herein.

B. Former Students

Unless a former student validly opted out of the release of directory information while the student was in attendance and has not rescinded the opt out request at any time, the school district may disclose directory information from the education records generated by it regarding the former student without meeting the requirements of Paragraph C. of this section. In addition, under an explicit exclusion from the definition of an “education record,” the school district may release records that only contain information about an individual obtained after he or she is no longer a student at the school district and that are not directly related to the individual’s attendance as a student (e.g., a student’s activities as an alumnus of the school district).

C. Present Students and Parents

The school district may disclose directory information from the education records of a student and information regarding parents without prior written consent of the parent of the student or eligible student, except as provided herein. Prior to such disclosure the school district shall:

1. Annually give public notice by any means that are reasonably likely to inform the parents and eligible students of:
 - a. the types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;
 - b. the parent’s or eligible student’s right to refuse to let the school district designate any or all of those types of information about the student and/or the parent as directory information; and
 - c. the period of time in which a parent or eligible student has to notify the school district in writing that he or she does not want any or all of those types of information about the student and/or the parent designated as directory information.

[Note: Federal law allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. If the school district chooses to impose these limitations, it is advisable to add a new paragraph VII.C.1.d. that specifies that disclosures of directory information will be limited to specific parties and/or for specific purposes and identify those parties and/or purposes. To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address

how these restrictions will be enforced by the school district are advised. This is an important policy decision for the local school board which must balance not only the privacy interests of the student against public disclosure, but also the additional administrative requirements such restrictions will place on the school district.]

2. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district in writing that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in Section VI. of this policy.
3. A parent or eligible student may not opt out of the directory information disclosures to:
 - a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or
 - b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.
4. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in Section VI.A. of this policy if a student's social security number or other non-directory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.

D. Procedure for Obtaining Nondisclosure of Directory Information

The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:

1. Name of the student and/or parent, as appropriate;
2. Home address;
3. School presently attended by student;
4. Parent's legal relationship to student, if applicable; and
5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration

The designation of any information as directory information about a student or parents will remain in effect for the remainder of the school year unless the parent or eligible student provides the written notifications provided herein.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes herein, education records are records which are classified as private data on individuals by state law and which are accessible only to the student who is the subject of the data and the student's parent if the student is not an eligible student. The school district may not disclose private records or their contents except as summary data, or except as provided in Section VI. of this policy, without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other party to whom personally identifiable information from education records is disclosed.

B. Private Records Not Accessible to Parent

In certain cases, state law intends, and clearly provides, that certain information contained in the education records of the school district pertaining to a student be accessible to the student alone, and to the parent only under special circumstances, if at all.

1. The responsible authority may deny access to private data by a parent when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:
 - a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;
 - b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;
 - c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;
 - d. whether the data in question is of such a nature that disclosure of it

to the parent may lead to physical or emotional harm to the minor data subject; and

- e. whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes sections 144.341-144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private Records Not Accessible to Student

Students shall not be entitled to access to private data concerning financial records and statements of the student's parent or any information contained therein.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, the school district must include a box on the enrollment form to allow students to self-identify as a military-connected youth. For purposes of this section, a "military-connected youth" means having an immediate family member, including a parent or sibling, who is currently in the armed forces either as a reservist or on active duty or has recently retired from the armed forces. Data collected under this provision is private data on individuals, but summary data may be published by the Department of Education. **IX.**

DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are those records and data contained therein which are made not public by state or federal law, and which are inaccessible to the student and the student's parents or to an eligible student.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes Chapter 260E , written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The subject individual, however, may obtain a copy of the report from either the local welfare agency, county sheriff, or the local police department subject to the provisions of Minnesota Statutes Chapter 260E .

Regardless of whether a written report is made under Minnesota Statutes Chapter 260E, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative Data

Data collected by the school district as part of an active investigation undertaken for the purpose of the commencement or defense of pending civil legal action, or are retained in anticipation of a pending civil legal action are classified as protected nonpublic data in the case of data not on individuals, and confidential data in the case of data on individuals.

1. The school district may make any data classified as protected non-public or confidential pursuant to this subdivision accessible to any person, agency, or the public if the school district determines that such access will aid the law enforcement process, promote public health or safety, or dispel widespread rumor or unrest.
2. A complainant has access to a statement he or she provided to the school district.
3. Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent the data is not inextricably intertwined with data about other school district students, school district employees, and/or attorney data as defined in Minnesota Statutes section 13.393.
4. Once a civil investigation becomes inactive, civil investigative data becomes public unless the release of the data would jeopardize another pending civil legal action, except for those portions of such data that are classified as not public data under state or federal law. Any civil investigative data presented as evidence in court or made part of a court record shall be public. For purposes of this provision, a civil investigation becomes inactive upon the occurrence of any of the following events:
 - a. a decision by the school district, or by the chief attorney for the school district, not to pursue the civil legal action. However, such investigation may subsequently become active if the school district or its attorney decides to renew the civil legal action;
 - b. the expiration of the time to file a complaint under the statute of limitations or agreement applicable to the civil legal action; or
 - c. the exhaustion or expiration of rights of appeal by either party to the civil legal action.
5. A “pending civil legal action” for purposes of this subdivision is defined as including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

To the extent the school district maintains records of the identity, diagnosis, prognosis, or treatment of any student which are maintained in connection with the performance of any drug abuse prevention function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, such records are classified as confidential and shall be disclosed only for the purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time prior to any exclusion or expulsion hearing, the student and the student's parent or guardian or representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the action proposed by the school district may be based, pursuant to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes section 121A.40, *et seq.*

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POST-SECONDARY EDUCATIONAL INSTITUTIONS

- A. The school district will release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if available, that may be released to military recruiting officers only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within sixty (60) days after the date of the request unless a parent or eligible student has refused in writing to release this data pursuant to Paragraph C. below.
- B. Data released to military recruiting officers under this provision:
 - 1. may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military;
 - 2. cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces; and
 - 3. copying fees shall not be imposed.
- C. A parent or eligible student has the right to refuse the release of the name, address, electronic mail addresses (which shall be the electronic mail addresses provided by the school, if available, that may be released to military recruiting officers only) or home telephone number to military recruiting officers and post-secondary educational institutions. To refuse the release of the above information to military recruiting officers and post-secondary educational institutions, a parent or eligible student must notify the responsible authority [*designate title of individual, i.e., building principal*] in writing by [*date*] each year. The written request must include the following information:

1. Name of student and parent, as appropriate;
 2. Home address;
 3. Student's grade level;
 4. School presently attended by student;
 5. Parent's legal relationship to student, if applicable;
 6. Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions; and
 7. Specific category or categories of information which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.
- D. Annually, the school district will provide public notice by any means that are reasonably likely to inform the parents and eligible students of their rights to refuse to release the names, addresses, and home phone numbers of students in grades 11 and 12 without prior consent.
- E. A parent or eligible student's refusal to release the above information to military recruiting officers and post-secondary educational institutions does not affect the school district's release of directory information to the rest of the public, which includes military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in Section VII. of this policy also must be followed. Accordingly, to the extent the school district has designated the name, address, home phone number, and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers and post-secondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure

Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is to be disclosed will not disclose the information to any other party without the prior written consent of the parent of the student or the eligible student, except that the officers, employees, and agents of any party receiving personally identifiable information under this section may use the information, but only for the purposes for which the disclosure was made.

B. Redisclosure Not Prohibited

1. Subdivision A. of this section does not prevent the school district from disclosing personally identifiable information under Section VI. of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:
 - a. The disclosures meet the requirements of Section VI. of this policy; and
 - b. The school district has complied with the record-keeping requirements of Section XIII. of this policy.

2. Subdivision A. of this section does not apply to disclosures made pursuant to court orders or lawfully issued subpoenas or litigation, to disclosures of directory information, to disclosures to a parent or student or to parents of dependent students, or to disclosures concerning sex offenders and other individuals required to register under 42 U.S.C. § 14071. However, the school district must provide the notification required in Section XII.D. of this policy if a redisclosure is made based upon a court order or lawfully issued subpoena.

[Note: 42 U.S.C. § 14071 was repealed. School districts should retain this statutory reference, however, as it remains a reference in FERPA and the Minnesota Government Data Practices Act and still may apply to individuals required to register prior to the repeal of this law.]

C. Classification of Disclosed Data

The information disclosed shall retain the same classification in the hands of the party receiving it as it had in the hands of the school district.

D. Notification

The school district shall inform the party to whom a disclosure is made of the requirements set forth in this section, except for disclosures made pursuant to court orders or lawfully issued subpoenas, disclosure of directory information under Section VII. of this policy, disclosures to a parent or student, or disclosures to parents of a dependent student. In the event that the Family Policy Compliance Office determines that a state or local educational authority, a federal agency headed by an official listed in 34 C.F.R. § 99.31(a)(3), or an authorized representative of a state or local educational authority or a federal agency headed by an official listed in § 99.31(a)(3), or a third party outside of the school district improperly rediscloses personally identifiable information from education records or fails to provide notification required under this section of this policy, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORD KEEPING

A. Responsible Authority

The responsible authority shall be responsible for the maintenance and security of student records.

B. Record Security

The principal of each school subject to the supervision and control of the responsible authority shall be the records manager of the school, and shall have the duty of maintaining and securing the privacy and/or confidentiality of student records.

C. Plan for Securing Student Records

The building principal shall submit to the responsible authority a written plan for securing students records by September 1 of each school year. The written plan shall contain the following information:

1. A description of records maintained;
2. Titles and addresses of person(s) responsible for the security of student records;
3. Location of student records, by category, in the buildings;
4. Means of securing student records; and
5. Procedures for access and disclosure.

D. Review of Written Plan for Securing Student Records

The responsible authority shall review the plans submitted pursuant to Paragraph C. of this section for compliance with the law, this policy and the various administrative policies of the school district. The responsible authority shall then promulgate a chart incorporating the provisions of Paragraph C. which shall be attached to and become a part of this policy.

E. Record Keeping

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a record, with the education records of the student, that indicates:
 - a. the parties who have requested or received personally identifiable information from the education records of the student;

- b. the legitimate interests these parties had in requesting or obtaining the information; and
 - c. the names of the state and local educational authorities and federal officials and agencies listed in Section VI.B.4. of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.
2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Section XII.B. of this policy, the record of disclosure required under this section shall also include:
- a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district;
 - b. the legitimate interests under Section VI. of this policy which each of the additional parties has in requesting or obtaining the information; and
 - c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in Section VI.B.4. of this policy in accordance with 34 C.F.R. § 99.32 and to whom the school district disclosed information from an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent or eligible student to review the record of requests for disclosure.
3. Section XIII.E.1. does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Section VI.B.1. of this policy, to requests for disclosures of directory information under Section VII. of this policy, or to a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or agency has ordered that the existence or the contents of the subpoena or the information provided in response to the subpoena not be disclosed or as directed by an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18. U.S.C. § 2332b(g)(5)(B) or an act of domestic or international terrorism.

[Note: While Section XIII.E.1. does not apply to requests for or disclosures of directory information under Section VII. of this policy, to the extent the school district chooses to limit the disclosure of directory information to specific parties, for specific purposes, or both, it is

advisable that records be kept to identify the party to whom the disclosure was made and/or purpose for the disclosure.]

4. The record of requests of disclosures may be inspected by:
 - a. the parent of the student or the eligible student;
 - b. the school official or his or her assistants who are responsible for the custody of the records; and
 - c. the parties authorized by law to audit the record-keeping procedures of the school district.
5. The school district shall record the following information when it discloses personally identifiable information from education records under the health or safety emergency exception:
 - a. the articulable and significant threat to the health or safety of a student or other individual that formed the basis for the disclosure; and
 - b. the parties to whom the school district disclosed the information.
6. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's education records.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Parent of a Student, an Eligible Student or the Parent of an Eligible Student Who is Also a Dependent Student

The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Section VIII. of this policy.

B. Response to Request for Access

The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays, and legal holidays.

C. Right to Inspect and Review

The right to inspect and review education records under Subdivision A. of this section includes:

1. The right to a response from the school district to reasonable requests for explanations and interpretations of records; and
2. If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the education records, the school district shall provide the parent or eligible student with a copy of the records requested or make other arrangements for the parent or eligible student to inspect and review the requested records.
3. Nothing in this policy shall be construed as limiting the frequency of inspection of the education records of a student with a disability by the student's parent or guardian or by the student upon the student reaching the age of majority.

D. Form of Request

Parents or eligible students shall submit to the school district a written request to inspect education records which identify as precisely as possible the record or records he or she wishes to inspect.

E. Collection of Student Records

If a student's education records are maintained in more than one location, the responsible authority may collect copies of the records or the records themselves from the various locations so they may be inspected at one site. However, if the parent or eligible student wishes to inspect these records where they are maintained, the school district shall attempt to accommodate those wishes. The parent or eligible student shall be notified of the time and place where the records may be inspected.

F. Records Containing Information on More Than One Student

If the education records of a student contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information which pertains to that student.

G. Authority to Inspect or Review

The school district may presume that either parent of the student has authority to inspect or review the education records of a student unless the school district has been provided with evidence that there is a legally binding instrument or a state law or court order governing such matters as marriage dissolution, separation, or custody which provides to the contrary.

H. Fees for Copies of Records

1. The school district shall charge a reasonable fee for providing photocopies or printed copies of records unless printing a copy is the only method to provide for the inspection of data. In determining the amount of the reasonable fee, the school district shall consider the following:
 - a. the cost of materials, including paper, used to provide the copies;
 - b. the cost of the labor required to prepare the copies;
 - c. any schedule of standard copying charges established by the school district in its normal course of operations;
 - d. any special costs necessary to produce such copies from machine based record-keeping systems, including but not limited to computers and microfilm systems; and
 - e. mailing costs.
2. If 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used, and, instead, the charge shall be no more than 25 cents for each page copied.
3. The cost of providing copies shall be borne by the parent or eligible student.
4. The responsible authority, however, may not impose a fee for a copy of an education record made for a parent or eligible student if doing so would effectively prevent or, in the case of a student with a disability, impair the parent or eligible student from exercising their right to inspect or review the student's education records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

The parent of a student or an eligible student who believes that information contained in the education records of the student is inaccurate, misleading, or violates the privacy rights of the student may request that the school district amend those records.

1. The request shall be in writing, shall identify the item the requestor believes to be inaccurate, misleading, or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requestor wishes the school district to make. The request shall be signed and dated by the requestor.
2. The school district shall decide whether to amend the education records of the student in accordance with the request within thirty (30) days after receiving the request.

3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Subdivision B. of this section.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this section.

1. If, as a result of the hearing, the school district decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall amend the education records of the student accordingly and so inform the parent of the student or the eligible student in writing.
2. If, as a result of the hearing, the school district decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent or eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school district, or both.
3. Any statement placed in the education records of the student under Subdivision B. of this section shall:
 - a. be maintained by the school district as part of the education records of the student so long as the record or contested portion thereof is maintained by the school district; and
 - b. if the education records of the student or the contested portion thereof is disclosed by the school district to any party, the explanation shall also be disclosed to that party.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place, and time reasonably in advance of the hearing.
2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the

hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.

3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Subdivisions A. and B. of this section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.
4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of Minnesota Statutes Chapter 14 relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

- A. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.
- B. Data practices compliance official means Superintendent Kevin Enerson or his designee.
- C. Any request by an individual with a disability for reasonable modifications of the school district's policies or procedures for purposes of accessing records shall be made to the data practices compliance official.

XVII. COMPLAINTS FOR NONCOMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of rights accorded parents and eligible students by FERPA, and the rules promulgated thereunder, shall be submitted in writing to the U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue S.W., Washington, D.C. 20202-8520.

B. Content of Complaint

A complaint filed pursuant to this section must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA and the rules

promulgated thereunder has occurred.

XVIII. WAIVER

A parent or eligible student may waive any of his or her rights provided herein pursuant to FERPA. A waiver shall not be valid unless in writing and signed by the parent or eligible student. The school district may not require such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;
2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;
3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosure without consent;
4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder;
5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and
6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment or transfer and that such records may include suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.

B. Notification to Parents of Students Having a Primary Home Language Other Than English

The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who are Disabled

The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XX. DESTRUCTION AND RETENTION OF RECORDS

Destruction and retention of records by the school district shall be controlled by state and federal law.

XXI. COPIES OF POLICY

Copies of this policy may be obtained by parents and eligible students at the superintendent's office.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, subs. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 *et seq.* (Child Nutrition Act)

42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 *et seq.* (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)

STUDENTS – ADMINISTRATIVE PROCEDURES

RESTRICTIVE PROCEDURES

The School District promotes the use of positive approaches for behavioral interventions for all students. When restrictive procedures are employed in an emergency situation with only students with disabilities, the School District will adhere to the standards and requirements of Minnesota Statutes 125A.094 Restrictive Procedures for Children with Disabilities.

A. Definitions

The following terms have the meanings given them.

1. "Emergency" means a situation where immediate intervention is needed to protect a child or other individual from physical injury or to prevent serious property damage.
2. "Physical holding" means physical intervention intended to hold a child immobile or limit a child's movement and where body contact is the only source of physical restraint. The term "physical holding" does not mean physical contact that:
 - (a) helps a child respond or complete a task;
 - (b) assists a child without restricting the child's movement;
 - (c) is needed to administer an authorized health-related service or procedure; or
 - (d) is needed to physically escort a child when the child does not resist or the child's resistance is minimal.
3. "Positive behavioral interventions and supports" means interventions and strategies to improve the school environment and teach children the skills to behave appropriately.
4. "Restrictive procedures" means the use of physical holding or seclusion in an emergency.
5. "Seclusion" means confining a child alone in a room from which egress is barred. Removing a child from an activity to a location where the child cannot participate in or observe the activity is not seclusion.

B. Personnel Development Activities

Personnel development activities will be provided to District staff and contracted personnel who have routine contact with students and who may use restrictive procedures in the following areas:

1. Positive behavioral interventions;
2. Communicative intent of behaviors;
3. Relationship building;
4. Alternatives to restrictive procedures, including techniques to identify events and environmental factors that may escalate behavior;
5. De-escalation methods;
6. Standards for using restrictive procedures;
7. Obtaining emergency medical assistance;
8. Physiological and psychological impact of physical holding and seclusion;
9. Monitoring and responding to a child's physical signs of distress when physical holding is being used; and
10. Recognizing the symptoms of and interventions that may cause positional asphyxia when physical holding is used.

C. Staff Training Requirements

Staff who design and use behavioral interventions that include restrictive procedures will complete training in the use of positive approaches as well as restrictive procedures. Districts will maintain training records, and will identify the content of training, attendees, and training dates.

THOSE AUTHORIZED TO USE RESTRICTIVE PROCEDURES:

The following employee job classifications are authorized and certified to use restrictive procedures:

- Licensed special education teachers
- Licensed school social workers
- Licensed school psychologists
- Other certified/registered educational professionals (Behavior Specialists, Autism Specialists)
- Mental health professionals
- Educational assistants

D. Restrictive Procedures and Prohibited Procedures

Restrictive procedures that may be used in emergency situations include seclusion and physical holding.

Prohibited procedures included the following:

1. Corporal Punishment which includes conduct involving (1) hitting or spanking a person with or without an object; or (2) unreasonable physical force that causes bodily harm or substantial emotional harm under section 121.58;
2. Requiring the student to assume and maintain a specified physical position, activity, or posture that induces physical pain;
3. Totally or partially restricting a student's senses as punishment;
4. Presenting an intense sound, light, or other sensory stimuli using smell, taste, substance, or spray as punishment;
5. Denying or restricting the student's access to equipment and devices such as wheelchairs, hearing aids, or communication boards that facilitate the student's functioning, except when temporarily removing the equipment or device as needed to prevent injury to the students or others, or serious damage to the equipment or device, in which case the equipment or device shall be returned to the student as soon as possible;
6. Interacting with a student in a manner that constitutes sexual abuse, neglect, or physical abuse under section 626.556;
7. Withholding regularly scheduled meals or water;
8. Denying the student access to bathroom facilities, and/or;
9. Physical holding that restricts or impairs a student's ability to breathe.

E. Documentation Procedures

The use of restrictive procedures in emergency situations will be documented in the Student Information System and the Restrictive Procedure Reporting Form. The District will monitor and review the use of restrictive procedures, including conducting post-use debriefings and convening an oversight committee.

The use of restrictive procedures in behavioral intervention plans will be documented in the learner's file. Reviews will be conducted in accordance with the plan. Due process and documentation requirements will be followed.

Record retention will be in accordance with District policies on student records.

F. Emergency Situations - Use of Restrictive Procedures

The School District shall make reasonable efforts to notify the parent on the same day by phone when restrictive procedures are used in an emergency. If the school is unable to

provide same-day notice, notice will be sent by written or electronic means or as otherwise indicated by the parent.

District Administration will receive written notifications when restrictive procedures are used in emergency situations. Records will be reviewed annually.

Adopted:

PAS Policy 534
Orig. 2017
Rev. 2021

534 SCHOOL MEALS POLICY

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of ISD #2689 to offer breakfast and provide lunch at school. The Food Service Department strives to produce quality meals in an efficient and fiscally responsible manner.
- B. ISD #2689 (Pipestone Area Schools) recognizes the parent/guardian's responsibility to provide breakfast and lunch for their children. Proper nutritional intake is essential for adequate learning to occur.
- C. The Food Service Department utilizes a computerized Point of Sale system requiring pre-payments. Students may purchase meals when funds have been deposited into their personal account. Cash payments are always accepted and students selecting ala-carte options can use either cash or positive lunch account funds at the Middle School/High School.
- D. Account balances must be positive. The lunch account works similar to a checking account. When a meal or item is purchased, the amount is deducted from the family lunch account. School lunch account information may be accessed online.
- E. Families may apply for free/reduced meals anytime during the school year. Applications are provided to all families in the district prior to the school year. In addition, applications are available at the district office and online at the district website:
<http://www.schoolnutritionandfitness.com/index.php?sid=1408151709172457&page=lunchapps>

- F. School Food Service procedures and guidelines will provide supplemental procedural information to Policy 534.

III. PAYMENT OF MEALS

- A. The Food Service Program is a pre-payment program. Families are expected to have a positive balance in their students account at the beginning of the year and during the course of the school year.
- B. If the school district receives school lunch aid under Minnesota Statutes section 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.
- C. A student who has been determined to be eligible for free and reduced-price lunch always must be served a reimbursable meal even if the student has an outstanding debt.
- D. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.
- E. The parent/guardian will be notified when their students account reaches a balance of \$10.00 or less.
- F. The parent/guardian will receive a 2nd notification from the Food Service Director when their students account reaches a zero or negative balance.
- G. When a student has a negative account balance, the student will not be allowed to charge a snack item.
- H. Ala carte items may be purchased cash-in-line for negative account-balance families.
- I. A negative balance of \$10.00 initiates notification to the school principal, who will communicate to appropriate staff to contact parent/guardian.
- J. When a student account reaches negative (-) \$25.00, a mandatory meeting with school personnel will be held to complete appropriate paperwork or arrangements to balance lunch accounts.
- K. The principal will notify Food Service to provide a student with an alternate lunch that meets federal and state requirements when the negative balance is not paid.
- L. Assistance from county social services or law enforcement may be requested by the school when above procedures are unsuccessful.

- M. Families who have been notified of negative balances and who have not made payment arrangements or paid in full by the end of the school year will be turned over to collection agencies designated by the district, or will be taken to small claims court.

IV. STAFF MEALS

- A. Staff meals may be purchased at a price determined by the Food Service Department. There shall be no complimentary staff meals. Portions for individual items may not exceed those given to high school aged students.
- B. Staff showing a negative balance of \$25.00 or more in their account will have their account closed until payment is made in full.

V. SECOND MEALS

- A. A second meal that has three to five food groups may be purchased at a price determined by the Food Service Department.

V. COMMUNICATION OF POLICY

- A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:
 - 1. all households at or before the start of each school year;
 - 2. students and families who transfer into the school district, at the time of enrollment; and
 - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.
- C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Legal References: Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 124D.111 (Lunch Aid; Food Service Accounting)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)

7 C.F.R. § 220.8 (School Breakfast Program Regulations)
USDA Policy Memorandum SP 46-2016, Unpaid Meal
Charges: Local Meal Charge Policies (2016)
USDA Policy Memorandum SP 47-2016, Unpaid Meal
Charges: Clarification on Collection of Delinquent Meal Payments (2016)
USDA Policy Memorandum SP 23-2017, Unpaid Meal
Charges: Guidance and Q&A

760 Lunch Program Payment Policy

I. PURPOSE

The purpose of this policy is to establish consistent meal account procedures throughout the district in the provision of meals to students and staff.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of ISD #2689 to offer breakfast and provide lunch at school. The Food Service Department strives to produce quality meals in an efficient and fiscally responsible manner.
- B. ISD #2689 (Pipestone Area Schools) recognizes the parent/guardian's responsibility to provide breakfast and lunch for their children. Proper nutritional intake is essential for adequate learning to occur.
- C. The Food Service Department utilizes a computerized Point of Sale system requiring pre-payments. Students may purchase meals when funds have been deposited into their personal account. Cash payments are always accepted and students selecting ala-carte options can use either cash or positive lunch account funds at the Middle School/High School.
- D. Account balances must be positive. The lunch account works similar to a checking account. When a meal or item is purchased, the amount is deducted from the family lunch account. School lunch account information may be accessed online.
- E. Families may apply for free/reduced meals anytime during the school year. Applications are provided to all families in the district prior to the school year. In addition, applications are available at the district office and online at the district website: <http://www.schoolnutritionandfitness.com/index.php?sid=1408151709172457&page=lunchapps>
- F. School Food Service procedures and guidelines will provide supplemental procedural information to policy 760.

III. PROCEDURES FOR NOTIFYING FAMILY OF ACCOUNT STATUS

Family balances are available on MyPaymentsPlus which can be accessed through the district website. Statements may be requested from the Food Service Director via email or telephone. The email address of the Director is posted on the District website.

- A. The Food Service Program is a pre-payment program. Families are expected to have a positive balance in their students account at the beginning of the year and during the course of the school year.
- B. The parent/guardian will be notified when their students account reaches a balance of \$10.00 or less.
- C. The parent/guardian will receive a 2nd notification from the Food Service Director when their students account reaches a zero or negative balance.
- D. Ala carte items may be purchased cash-in-line for negative account-balance families.
- E. A negative balance of \$10.00 initiates notification to the school principal, who will communicate to appropriate staff to contact parent/guardian.
- F. When a student account reaches negative (-) \$25.00, a mandatory meeting with school personnel will be held to complete appropriate paperwork or arrangements to balance lunch accounts.
- G. The principal will notify Food Service to provide a student with an alternate lunch when the negative balance is not paid.
- H. Assistance from county social services or law enforcement may be requested by the school when above procedures are unsuccessful.
- I. Families who have been notified of negative balances and who have not made payment arrangements or paid in full by the end of the school year will be turned over to collection agencies designated by the district, or will be taken to small claims court.

IV. STAFF MEALS

- A. Staff meals may be purchased at a price determined by the Food Service Department. There shall be no complimentary staff meals. Portions for individual items may not exceed those given to high school aged students.
- B. Staff showing a negative balance of \$25.00 or more in their account will have their account closed until payment is made in full.

V. SECOND MEALS

- A. A second meal that has three to five food groups may be purchased at a price determined by the Food Service Department.

REFERENCES

School Nutrition and Fitness website:

<http://www.schoolnutritionandfitness.com/index.php?sid=1408151709172457>