

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361

Regular School Board Meeting Agenda
Monday, November 16, 2020 at 5:00 PM
Electronic Meeting held Via ZOOM

Mission Statement: *In partnership with parents and the community, the International Falls School District will prepare every student to become a productive citizen by developing their maximum potential within a safe climate of mutual respect and trust.*

Topic: 11-16-2020 School board meeting
Time: Nov 16, 2020 05:00 PM Central Time (US and Canada)

Join Zoom Meeting
<https://isd361.zoom.us/j/87219740178?pwd=cnRaWUp2TDFmZW5RWwFoSkpFcmdSQ09>

Meeting ID: 872 1974 0178
Passcode: 111353
One tap mobile
+13017158592,,87219740178#,,,,,0#,,111353# US (Washington D.C)
+13126266799,,87219740178#,,,,,0#,,111353# US (Chicago)

Dial by your location
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Meeting ID: 872 1974 0178
Passcode: 111353
Find your local number: <https://isd361.zoom.us/j/kdrG2l3S0Z>

CALL TO ORDER

1. Roll Call:

<input type="checkbox"/> Mike Holden	<input type="checkbox"/> Michelle Hebner
<input type="checkbox"/> Toni Korpi	<input type="checkbox"/> Jennifer Windels
<input type="checkbox"/> Ted Saxton	<input type="checkbox"/> Terry Murray
<input type="checkbox"/> Roxanne Skogstad-Ditsch	
<input type="checkbox"/> Kevin Grover	<input type="checkbox"/> Ella Bahr-Jeffries, Student Representative

2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented. Motion by __, second by __. Motion carried / failed.

Open Forum

1. Presentation of November Elk's Students of the Month: Joseph Talmage and Samantha Christie
2. Public Open Forum

Consent Agenda

Approve the Consent Agenda as presented. Motion by ____; second by _____. Motion carried / failed.

1. Approve past meeting minutes for the regular school board meeting on October 19th, and

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361

Regular School Board Meeting Agenda

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special board meetings of October 26th, November 2nd, and November 13th.

2. Approve current accounts payable due in the amount of \$690,172.16.	12
3. Approve payroll in the amount of \$432,451.94 for pay periods October 23rd and November 6th.	
4. Accept resignation of Randy Hart, Custodian, effective last day of work January 20, 2021.	
5. Approve hire of Keri Norton as paraprofessional effective 10/22/2020.	
6. Approve FACS adoption cycle request.	37
7. Approve Non-Profit Agency Agreement to host food bank with Second Harvest North Central Food Bank.	39
8. First reading of School Board Policy 419 - Tobacco-Free Environment; Possession and Use of Tobacco	43
9. First reading of School Board Policy 507 - Corporal Punishment	47
10. First reading of School Board Policy 511.5 - Raffles	49
11. First reading of School Board Policy 511.6 - Vendors of Student Products	50
12. First reading of School Board Policy 512 - School-Sponsored Student Publ. & Activities	51
13. First reading of School Board Policy 513.5 - Kindergarten Early Entrance	55
14. First reading of School Board Policy 513.6 - Gifted and Talented	63
15. First reading of School Board Policy 516 - Student Medication	64
16. First reading of School Board Policy 516.5 - Guidelines for Administration	70
17. First reading of School Board Policy 517 - Student Recruiting	72
18. Second reading of School Board Policy 301 - School District Administration	74
19. Second reading of School Board Policy 302 - Superintendent	75
20. Second reading of School Board Policy 304 - Superintendent Contract, Duties, Eval.	76
21. Second reading of School Board Policy 305 - Policy Implementation	77
22. Second reading of School Board Policy 306 - Administrator Code of Ethics	78
23. Second reading of School Board Policy 401 - Equal Employment Opportunity	80
24. Second reading of School Board Policy 403 - Discipline, Susp., & Dismissal of School Dist. Employee	82
25. Second reading of School Board Policy 407 - Employee Right to Know-Exposure to Hazardous Substances	86
26. Second reading of School Board Policy 408 - Subpoena of a School District Employee	89
27. Second reading of School Board Policy 409 - Employee Publications, Inst. Materials, Inventions, and Creations	91
28. Second reading of School Board Policy 412 - Expense Reimbursements	92
29. Second reading of School Board Policy 413 - Harassment and Violence	94

Action Items

1. Resolution Acceptance of Gifts and Donations. Motion by __, second by __. Motion carried / failed.	105
2. Adopt District Goals for November 2020 through June 2021 per attached. Motion by __, second by __. Motion carried / failed.	106
3. Change the first Wednesday of every month to a Distance Learning Day for FES grades Kindergarten through grade five. Effective December 2, 2020. Motion by __, second by __. Motion carried / failed.	
4. Per Superintendent contract, Article IV, section 2, subd. 2, offer subsequent contract to Superintendent Kevin Grover. Motion by __, second by __. Motion carried / failed.	
5. Direct Administration to stay/return to learning model registered with the State per more guidance from MDH/MDE and Regional Team in a consultative meeting today (11/16/2020). Motion by __, second by __.	

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361

Regular School Board Meeting Agenda
Monday, November 16, 2020 at 5:00 PM
Electronic Meeting held Via ZOOM

Motion carried / failed.

Administrative Reports

1. Melissa Tate, Elementary Principal
2. Tim Everson, Secondary Principal
3. Kevin Grover, Superintendent:
 - a. Student enrollment projections.
 - b. Audit presentation and budget presentation December 9, 2020 at 5:00 pm.
4. Committee Reports:
 - a. Community Education Advisory Board
 - b. Recreation Commission
 - c. Student Council

107

Adjournment

Motion by ____, second by ____ to adjourn meeting at ____ pm. Motion carried / failed.

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Friday, November 13, 2020 at 7:30 am
Meeting Held Via Zoom Meeting

Topic: school board meeting - Canvas election results
Time: Nov 13, 2020 07:30 AM Central Time (US and Canada)

Meeting ID: 835 9989 4898
Passcode: 999641

CALL TO ORDER

Michelle Hebner: Present
Mike Holden: Absent
Toni Korpi: Absent
Terry Murray: Absent
Ted Saxton: Present
Roxanne Skogstad-Ditsch: Present
Jennifer Windels: Present

Present: 4, Absent: 3.

2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented.

Motion by Roxanne Skogstad-Ditsch, then second by Michelle Hebner. Motion Carried.

Mike Holden: Absent, Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebner: Yea,

Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea

Yea: 4, Nay: 0, Absent: 3

Action Items

1. Adopt the Resolution Canvassing Returns of Votes of School District General Election.

Motion by Jennifer Windels, then second by Michelle Hebner. Motion Carried.

Mike Holden: Absent, Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebner: Yea,

Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea

Yea: 4, Nay: 0, Absent: 3

2. Adopt Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties.

Motion by Jennifer Windels, then second by Roxanne Skogstad-Ditsch. Motion Carried.

Mike Holden: Absent, Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebner: Yea,

Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea

Yea: 4, Nay: 0, Absent: 3

Adjournment

Motion by Roxanne Skogstad-Ditsch, then second by Michelle Hebner. Motion Carried.

Mike Holden: Absent, Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebnner: Yea,
Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea
Yea: 4, Nay: 0, Absent: 3

Approved Minutes:

	11/16/2020		11/16/2020
District Clerk	Date	Board Chair	Date

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, October 19, 2020 at 5:00 p.m.
Meeting Held Via Zoom Meeting

Topic: October School Board Meeting
Time: Oct 19, 2020 05:00 PM Central Time (US and Canada)
Meeting ID: 847 3106 5129
Passcode: 233099

CALL TO ORDER

Michelle Hebner:	Present
Mike Holden:	Present
Toni Korpi:	Present
Terry Murray:	Absent
Ted Saxton:	Present
Roxanne Skogstad-Ditsch:	Absent
Jennifer Windels:	Present

Present: 5, Absent: 2.

2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented.

Motion by Mike Holden, then second by Michelle Hebner. Motion Carried.

Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea
Yea: 5, Nay: 0, Absent: 2

Open Forum

1. Presentation of September Elk's Students of the Month: Anna Windels and Mitchell Nemecek

2. Presentation of October Elk's Students of the Month: Rachel Schoon and Jack Maxwell

3. Public Open Forum

3.a. Jessica Crosby on Football Cheerleader Travel

Additional members of public addressed board on athletic travel topic

Consent Agenda

Motion by Mike Holden, then second by Toni Korpi. Motion Carried.

Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea
Yea: 5, Nay: 0, Absent: 2

1. Approve past meeting minutes for the regular school board meeting on April 2, 2020 and September 21, 2020.

2. Approve current accounts payable due in the amount of \$1,055,016.78.

3. Approve payroll in the amount of \$405,664.08 for pay periods September 25th and October 9th.
4. Approve hire of Jon McDonald as Assistant Boy's Hockey Coach for the 2020-2021 season. This hire and payment for duties is contingent upon having a season. Payment will be prorated in the event that there is a shortened season due to COVID-19.
5. Approve hire of Eric Olson as Assistant Boy's Hockey Coach for the 2020-2021 season. This hire and payment for duties is contingent upon having a season. Payment will be prorated in the event that there is a shortened season due to COVID-19.
6. Approve hire of Alexis Graves as Paraprofessional effective September 1, 2020.
7. Approve hire Brandon Barras as Paraprofessional effective September 1, 2020.
8. Approve hire of Sabra Shevich as Paraprofessional effective September 3, 2020.
9. Approve hire of Pacey Rousseau as Paraprofessional effective September 3, 2020.
10. Approve hire of Michael Seegart as Paraprofessional effective September 11, 2020.
11. Approve hire of Trista Haberle as Paraprofessional effective September 1, 2020.
12. Approve hire of Karen Salo as Assistant Cook effective September 1, 2020.
13. Approve hire of Jennifer Thompson as temporary Cafe Helper effective September 1, 2020.
14. Approve hire of Lorraine Vacura as temporary Cafe Helper effective September 1, 2020.
15. Approve hire of Kristina Huffaker as temporary Paraprofessional effective September 22, 2020.
16. Acknowledge Arena startup for November 9, 2020.
17. Approve purchase of network servers and technical support in amount of \$75,086.57.
18. Approve "Per" cycle purchases for Health and Industrial Arts at \$50,664 and FACS amount to be finalized.
19. Approve purchase of service agreement for the transportation of children and youth in foster care placement.
20. Approve purchase of 2020 10 passenger Van at cost of \$39,089.13 through state contract.
21. First reading of School Board Policy 301 - School District Administration
22. First reading of School Board Policy 302 - Superintendent
23. First reading of School Board Policy 304 - Superintendent Contract, Duties, and Evaluation
24. First reading of School Board Policy 305 - Policy Implementation
25. First reading of School Board Policy 306 - Administrator Code of Ethics
26. First reading of School Board Policy 401 - Equal Employment Opportunity

27. First reading of School Board Policy 403 - Discipline, Suspension, and Dismissal of School District Employees

28. First reading of School Board Policy 407 - Employee Right to Know - Exposure to Hazardous Substances

29. First reading of School Board Policy 408 - Subpoena of a School District Employee

30. First reading of School Board Policy 409 - Empl. Publications, Inst. Materials, Inventions, and Creations

31. First reading of School Board Policy 412 - Expense Reimbursement

32. First reading of School Board Policy 413 - Harassment and Violence (Annual Review)

33. Second reading of School Board Policy 422 - Policies Incorporated by Reference

34. Second reading of School Board Policy 522 - Sex Nondiscrimination Policy

Action Items

1. Resolution Acceptance of Gifts and Donations.

Motion by Jennifer Windels, then second by Mike Holden. Motion Carried.

Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea

Yea: 5, Nay: 0, Absent: 2

2. Adopt Strategic Plan update and recommendations

Motion by Toni Korpi, then second by Jennifer Windels. Motion Carried.

Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea

Yea: 5, Nay: 0, Absent: 2

3. Approve Superintendent Goals per attachment.

Motion by Mike Holden, then second by Michelle Hebner. Motion Carried.

Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea

Yea: 5, Nay: 0, Absent: 2

4. Discussion and action on amount of travel allowed for the rest of the school year for extracurricular activities: who can travel and to what extent pertaining to limiting possible exposure, what the district can accommodate for transportation, guidance from state and neighboring districts, etc.

Motion: Motion by Mike Holden then second by Michelle Hebner to allow all participating students including cheerleaders to travel to out of town games. District to provide one bus and one van; Allow students to be transported by parents if no risk of liability to District to allow for more room on bus/van for students participating. Motion failed: Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Toni Korpi: Nay, Michelle Hebner: Yea, Mike Holden: Yea, Ted Saxton: Nay Jennifer Windels: Nay
Yea: 2, Nay: 3, Absent: 2

Motion by Ted Saxton, then second by Toni Korpi.
Travel limited to participating team players, participating cheerleaders. One bus and one van limited to max capacity to students participating in sport. Coaches to determine participating members. Bill Mason, A.D. responsible for overseeing compliance. Motion Carried. Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Toni Korpi: Nay, Michelle Hebner: Yea, Mike Holden: Yea, Ted Saxton: Yea, Jennifer Windels: Yea
Yea: 4, Nay: 1, Absent: 2
Toni Korpi: Nay

Administrative Reports

1. Melissa Tate, Elementary Principal; gave building report
2. Tim Everson, Secondary Principal: gave building report
3. Dan McGonigle, Community Education Director: activity report provided to Kevin Grover
4. Kevin Grover, Superintendent: Set COVID planning sessions along with strategic goal setting meetings for October 26 and November 2 at 5:00 pm; contract renewal deadline forthcoming,
5. Committee Reports:
 - 5.a. Community Education Advisory Board
 - 5.b. Recreation Commission
 - 5.c. Student Council: Ella gave update on activities.

Adjournment

Adjourn meeting at 7:50 p.m. Motion by Jennifer Windels, then second by Mike Holden. Motion Carried.
Terry Murray: Absent, Roxanne Skogstad-Ditsch: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Toni Korpi: Yea, Ted Saxton: Yea, Jennifer Windels: Yea
Yea: 5, Nay: 0, Absent: 2

Approved Minutes:

	11/16/2020		11/16/2020
District Clerk	Date	Board Chair	Date

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, October 26, 2020 at 5:00 p.m.
Meeting Held Via Zoom Meeting

Topic: Oct 26th work session
Time: Oct 26, 2020 05:00 PM Central Time (US and Canada)
Meeting ID: 848 2783 5574
Passcode: 231047

CALL TO ORDER

Michelle Hebner: Absent
Mike Holden: Absent
Toni Korpi: Present
Terry Murray: Absent
Ted Saxton: Present
Roxanne Skogstad-Ditsch: Present
Jennifer Windels: Present

Present: 4, Absent: 3.

2. Pledge of Allegiance

Approval of Agenda

Motion by Roxanne Skogstad-Ditsch, then second by Toni Korpi. Motion Carried.
Michelle Hebner: Absent, Mike Holden: Absent, Terry Murray: Absent, Toni Korpi: Yea,
Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea
Yea: 4, Nay: 0, Absent: 3

Discussion Items

1. Update regarding COVID status along with pre-planning and discussion in the event need to change learning models.
2. Strategic Plan discussion.

Adjournment

Adjourn meeting at 6:55 pm. Motion by Roxanne Skogstad-Ditsch, then second by Toni Korpi. Motion Carried.
Michelle Hebner: Absent, Mike Holden: Absent, Terry Murray: Absent, Toni Korpi: Yea,
Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea
Yea: 4, Nay: 0, Absent: 3

Approved Minutes:

	11/16/2020		11/16/2020
District Clerk	Date	Board Chair	Date

MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 361
Monday, November 2, 2020 at 5:00 p.m.
Meeting Held Via Zoom Meeting

Topic: School board work session
Time: Nov 2, 2020 05:00 PM Central Time (US and Canada)

Meeting ID: 894 9614 5566
Passcode: 473264

CALL TO ORDER

1. Michelle Hebner: Present
Mike Holden: Present
Toni Korpi: Absent
Terry Murray: Absent
Ted Saxton: Present
Roxanne Skogstad-Ditsch: Present
Jennifer Windels: Present
Present: 5, Absent: 2.
2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented.
Motion by Michelle Hebner, then second by Roxanne Skogstad-Ditsch. Motion Carried.
Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebner: Yea, Mike Holden: Yea,
Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea
Yea: 5, Nay: 0, Absent: 2

Discussion Items

1. Continue discussion from October 26th meeting regarding COVID and pre-planning in event need to change learning models.
2. Continue discussion of Strategic Plan.

Adjournment

Motion by Michelle Hebner, then second by Jennifer Windels to adjourn meeting at 6:22 pm. Motion Carried.
Toni Korpi: Absent, Terry Murray: Absent, Michelle Hebner: Yea, Mike Holden: Yea, Ted Saxton: Yea, Roxanne Skogstad-Ditsch: Yea, Jennifer Windels: Yea
Yea: 5, Nay: 0, Absent: 2

Approved Minutes:

	11/16/2020		11/16/2020
District Clerk	Date	Board Chair	Date

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX8319	10/19/2020	6574	HUMBELAU002	Humbert Laurie A	Canva 02846-10104999, 877887781	CANVA 000	10/28/2020		Invoiced	A	119.40
	2	FES Subscription			1302100102	Missy's C/C00000	11/03/2020	119.40			
XXXXXXXXXXXX8327	10/26/2020	6590	ERICKJEN000	Erickson Jennifer L	Teacherspayteachers.Co, 6465880	TEACHERS007	10/28/2020		Invoiced	A	98.29
	2	Functional Curriculum and Activities for Spec			3002100042	Tim's C/C00000	11/03/2020	98.29			
	10/12/2020	6587	ERICKJEN000	Erickson Jennifer L	Screencastify Unlimite, 7089710	SCREENCA000	10/28/2020		Invoiced	A	57.72
	2	Record Unlimited (EDU) - prorated charges, edi			3002100043	Tim's C/C00001	11/03/2020	28.86			
	3	Edit Unlimited (EDU) - Prorated Charges			3002100043	Tim's C/C00001	11/03/2020	28.86			
	10/12/2020	6588	ERICKJEN000	Erickson Jennifer L	National Business Inst, 7158358	NATIONAL022	10/28/2020		Invoiced	A	359.00
	2	Live Online Seminar, Law School: Handling Ment			3002100037	Tim's C/C00002	11/03/2020	359.00			
	10/09/2020	6586	ERICKJEN000	Erickson Jennifer L	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	31.21
	2	Latex dip gloves			3002100033	Tim's C/C00003	11/03/2020	17.28			
	3	Nitrile dipped nylon gloves			3002100033	Tim's C/C00003	11/03/2020	13.93			
	10/08/2020	6584	ERICKJEN000	Erickson Jennifer L	Screencastify Unlimite, 7089710	SCREENCA000	10/28/2020		Invoiced	A	49.00
	2	Broadcasting & Journalism video editor exporti			3002100034	Tim's C/C00004	11/03/2020	49.00			
	10/08/2020	6585	ERICKJEN000	Erickson Jennifer L	Sq Square Weebly, Gosq.Com, CA,	WEEBLY 000	10/28/2020		Invoiced	A	144.00
	2	Journalism & Broadcasting Website & E-newslett			3002100035	Tim's C/C00005	11/03/2020	144.00			
	10/02/2020	6582	ERICKJEN000	Erickson Jennifer L	Hudl, 4028170060, NE, 68508, US	AGILE SP000	10/28/2020		Invoiced	A	8,000.00
	1					Tim's C/C00006	11/03/2020	8,000.00			
	10/02/2020	6583	ERICKJEN000	Erickson Jennifer L	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	54.94
	2	Groceries for cooking in Sped classes			3002100028	Tim's C/C00007	11/03/2020	54.94			
	10/01/2020	6593	ERICKJEN000	Erickson Jennifer L	Univ Of Phx Shopping C, 602-557	UNIVERSI014	10/28/2020		Invoiced	A	2,289.00
	2	Graduate Tuition for course ACC/545-52164999 F			3002100031	Tim's C/C00008	11/03/2020	2,094.00			
	3	Resource Fee			3002100031	Tim's C/C00008	11/03/2020	195.00			
	09/30/2020	6591	ERICKJEN000	Erickson Jennifer L	Minnesota Historical S, 651-259	MN HISTO001	10/28/2020		Invoiced	A	25.00
	2	MN Module Interactive digital engagement for N			3002100030	Tim's C/C00009	11/03/2020	25.00			
	09/30/2020	6592	ERICKJEN000	Erickson Jennifer L	Minnesota Historical S, 651-259	MN HISTO001	10/28/2020		Invoiced	A	25.00
	2	MN Module Interactive Digital Engagement for N			3002100029	Tim's C/C00010	11/03/2020	25.00			
	09/28/2020	6589	ERICKJEN000	Erickson Jennifer L	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	-30.46
	1	Credit for mistake on first order due to tax b				Tim's C/C00011	11/03/2020	-30.46			
											12 transaction(s) for XXXXXXXXXXXX8327. Total Amount ==>
											11,102.70
XXXXXXXXXXXX8335	10/23/2020	6598	SteelEug000	Steele Eugene L	Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	5.36
	1	Radiator cap for Zamboni				Gene's C/C00000	11/03/2020	5.36			
	10/23/2020	6599	SteelEug000	Steele Eugene L	Auto Value Internation, Interna	AUTO VAL000	10/28/2020		Invoiced	A	26.58
	1	Misc. bus parts				Gene's C/C00001	11/03/2020	26.58			
	10/22/2020	6597	SteelEug000	Steele Eugene L	Scotts Radiator Repair, Bemidji	SCOTT'S 000	10/28/2020		Invoiced	A	439.90
	3	shipping				Gene's C/C00002	11/03/2020	39.90			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX8335	continued...										
	4	Radiator core reference P.O 8102100080				Gene's C/C00002	11/03/2020	400.00			
	10/09/2020	6596 SteelEug000 Steele Eugene L			United Truck Body Co, Hermantow	UNITED T000	10/28/2020		Invoiced	A	72.38
	1	Glass for entry door Bus				Gene's C/C00003	11/03/2020	72.38			
	10/07/2020	6595 SteelEug000 Steele Eugene L			Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	-80.02
	1	Core return				Gene's C/C00000	11/03/2020	-80.02			
	10/05/2020	6594 SteelEug000 Steele Eugene L			United Truck Body Co, Hermantow	UNITED T000	10/28/2020		Invoiced	A	130.11
	1	Bus brake parts				Gene's C/C00003	11/03/2020	130.11			
	09/30/2020	6603 SteelEug000 Steele Eugene L			United Truck Body Co, Hermantow	UNITED T000	10/28/2020		Invoiced	A	102.02
	1	Brake parts				Gene's C/C00003	11/03/2020	102.02			
	09/28/2020	6600 SteelEug000 Steele Eugene L			Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	16.47
	1	Break clean and fuel treatment				Gene's C/C00000	11/03/2020	16.47			
	09/28/2020	6601 SteelEug000 Steele Eugene L			United Truck Body Co, Hermantow	UNITED T000	10/28/2020		Invoiced	A	-255.56
	1	Window returned for credit				Gene's C/C00003	11/03/2020	-255.56			
	09/28/2020	6602 SteelEug000 Steele Eugene L			Soundnorth., International, MN,	SOUND NO000	10/28/2020		Invoiced	A	116.48
	1	Parts for new radio installation				Gene's C/C00004	11/03/2020	116.48			
					10 transaction(s) for XXXXXXXXXXXX8335. Total Amount ==>						573.72
XXXXXXXXXXXX7362	10/20/2020	6605			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	10/28/2020		Invoiced	A	85.00
	2	Internet Service for Bus Garage			7602100005 Stacy's C/C00000		11/03/2020	85.00			
	10/06/2020	6604			Paul Bunyan Communicat, 2184441	PAUL BUN000	10/28/2020		Invoiced	A	650.00
	2	36 Month Contract for 1000Mbps, Midnight-4pm/5			6052100000 Stacy's C/C00001		11/03/2020	650.00			
					2 transaction(s) for XXXXXXXXXXXX7362. Total Amount ==>						735.00
XXXXXXXXXXXX7124	10/27/2020	6634 BLESIMIC000 Blesi Michael E			Small Town Tech Inc, Intl Falls	SMALL TO000	10/28/2020		Invoiced	A	285.00
	2	Repair (7) Chromebooks			6052100055 Mike's C/C00000		11/03/2020	285.00			
	10/22/2020	6631 BLESIMIC000 Blesi Michael E			Amazon.Com 2t3v55162, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	1,191.36
	2	Energizer Rechargeable AA and AAA Battery Char			6052100041 Mike's C/C00001		11/03/2020	1,191.36			
	10/22/2020	6632 BLESIMIC000 Blesi Michael E			Jamf, 866-312-7733, MN, 55401,	JAMF 000	10/28/2020		Invoiced	A	2,292.00
	3	Jamf iPad MDM Licensing			6052100044 Mike's C/C00002		11/03/2020	2,292.00			
	10/15/2020	6629 BLESIMIC000 Blesi Michael E			Usiq.Com, 847-513-6201, IL, 600	USIQ 000	10/28/2020		Invoiced	A	1,485.00
	2	Konus 3-pod 9 Photographic Tripod, Silver. KO-			6052100024 Mike's C/C00003		11/03/2020	1,365.00			
	3	Shipping			6052100024 Mike's C/C00003		11/03/2020	120.00			
	10/15/2020	6630 BLESIMIC000 Blesi Michael E			Amzn Mktp US 2t22u3161, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	13.99
	2	sea jump 5PCS 3.7V Battery+Charger for X4 H107			6052100040 Mike's C/C00004		11/03/2020	13.99			
	10/14/2020	6628 BLESIMIC000 Blesi Michael E			Amazon.Com Mk7sz9kr0, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	169.99
	2	PNY 16GB AttachÃ© 3 USB 2.0 Flash Drive, 50-Pa			6052100037 Mike's C/C00005		11/03/2020	169.99			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	10/12/2020	6627	BLESIMIC000	Blesi Michael E	Best Buy 00013243, Joplin, MO,	BEST BUY001	10/28/2020		Invoiced	A	-110.03
	1	Tax Refund				Mike's C/C00006	11/03/2020	-110.03			
	10/09/2020	6626	BLESIMIC000	Blesi Michael E	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	22.98
	1	Supplies				Mike's C/C00007	11/03/2020	22.98			
	10/07/2020	6625	BLESIMIC000	Blesi Michael E	Small Town Tech Inc, Intl Falls	SMALL TO000	10/28/2020		Invoiced	A	175.83
	2	Repair (7) Chromebooks			6052100055	Mike's C/C00008	11/03/2020	175.83			
	09/29/2020	6635	BLESIMIC000	Blesi Michael E	Amzn Mktp US Mk6n41o31, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	134.95
	2	ClearClick Video to Digital Converter 2.0 (Sec			6052100034	Mike's C/C00009	11/03/2020	134.95			
	09/28/2020	6633	BLESIMIC000	Blesi Michael E	Amzn Mktp US M484x7m20, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	399.00
	2	Logitech C270i PTV 960-001084 Desktop or Lapto			6052100030	Mike's C/C00010	11/03/2020	399.00			
	11 transaction(s) for XXXXXXXXXXXX7124. Total Amount ==>										6,060.07
XXXXXXXXXXXX7132	10/23/2020	6641	ANDERJER000	Anderson Jeremy R	Borderboxes, Intl Falls, MN, 56	BORDERBO000	10/28/2020		Invoiced	A	6.95
	1	Numbers for new van				Jeremy's C/C00000	11/03/2020	6.95			
	10/14/2020	6640	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	53.96
	1	Headlights for buses				Jeremy's C/C00001	11/03/2020	53.96			
	10/05/2020	6637	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	11.04
	1	V- Belt				Jeremy's C/C00001	11/03/2020	11.04			
	10/05/2020	6638	ANDERJER000	Anderson Jeremy R	Napa Falls Suply 00229, Interna	NAPA FAL000	10/28/2020		Invoiced	A	12.99
	1	Exhaust flange				Jeremy's C/C00002	11/03/2020	12.99			
	10/05/2020	6639	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	-15.05
	1	Return exhaust hardware				Jeremy's C/C00001	11/03/2020	-15.05			
	10/02/2020	6636	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	10/28/2020		Invoiced	A	35.79
	1	Thermostat and Exhaust hardware for zamboni				Jeremy's C/C00001	11/03/2020	35.79			
	6 transaction(s) for XXXXXXXXXXXX7132. Total Amount ==>										105.68
XXXXXXXXXXXX5747	09/28/2020	6573	GROVEKEV000	Grover Kevin K	Paypal Masa, 4029357733, MN, 55		10/28/2020		Invoiced	A	299.00
	1					Kevin's C/C00000	11/03/2020	299.00			
XXXXXXXXXXXX7648	10/26/2020	6651	SLATIBET000	Slatinski BethAnne K	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	32.96
	2	Coalition Directed Activities (121) We Would R			7902100021	Beth's C/C00000	11/03/2020	32.96			
	10/21/2020	6647	SLATIBET000	Slatinski BethAnne K	Meetings Northwest, In, 406-273		10/28/2020		Invoiced	A	-824.00
	1					Beth's C/C00001	11/03/2020	-824.00			
	10/21/2020	6648	SLATIBET000	Slatinski BethAnne K	Meetings Northwest, In, 406-273		10/28/2020		Invoiced	A	-824.00
	1					Beth's C/C00001	11/03/2020	-824.00			
	10/14/2020	6649	SLATIBET000	Slatinski BethAnne K	Ronnings Inc, International, MN	RONNINGS000	10/28/2020		Invoiced	A	50.00
	2	Coalition Directed Activities (121) Recognizin			7902100019	Beth's C/C00002	11/03/2020	50.00			

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	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX7648	continued...										
	10/14/2020	6650	SLATIBET000	Slatinski BethAnne K	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	275.00
	2	Postage			7902100020 Beth's C/C00003		11/03/2020	275.00			
	10/13/2020	6644	SLATIBET000	Slatinski BethAnne K	Hardees #1505547, International	HARDEES 000	10/28/2020		Invoiced	A	50.00
	2	Coalition Directed Activities (121) Recognizin			7902100018 Beth's C/C00004		11/03/2020	50.00			
	10/13/2020	6645	SLATIBET000	Slatinski BethAnne K	Dairy Queen #11342, Internation	DAIRY QU000	10/28/2020		Invoiced	A	50.00
	2	Coalition Directed Activities (121) Recognizin			7902100016 Beth's C/C00005		11/03/2020	50.00			
	10/13/2020	6646	SLATIBET000	Slatinski BethAnne K	McDonalds F19389, International	MCDONALD004	10/28/2020		Invoiced	A	50.00
	2	Coalition Directed Activities (121) Recognizin			7902100017 Beth's C/C00006		11/03/2020	50.00			
	10/12/2020	6643	SLATIBET000	Slatinski BethAnne K	Amzn Mktp US Mk0vn35d2, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	79.97
	2	NEO CHAIR Office Chair Ergonomic Desk Chair Me			7902100015 Beth's C/C00007		11/03/2020	79.97			
	10/08/2020	6642	SLATIBET000	Slatinski BethAnne K	Sp Eleven Seventy-On, 218283618	11-71 CL000	10/28/2020		Invoiced	A	60.00
	2	Coalition Directed Activities (121) Recognizin			7902100014 Beth's C/C00008		11/03/2020	60.00			
	09/30/2020	6652	SLATIBET000	Slatinski BethAnne K	Battalion Distributing, Intl Fa	BATTALIO000	10/28/2020		Invoiced	A	111.35
	2	12h Youth Group Refreshments			7902100013 Beth's C/C00009		11/03/2020	111.35			
					11 transaction(s) for XXXXXXXXXXXX7648. Total Amount ==>						-888.72
XXXXXXXXXXXX2314	10/26/2020	6662	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	42.15
	1				Karla's C/C00000		11/03/2020	42.15			
	10/26/2020	6664	OLSONKAR000	Olson-Line Karla A	In J2m Apparel Co., 218-2857143	J2M APPA000	10/28/2020		Invoiced	A	75.00
	2	MHS Supplies			2502100008 Karla's C/C00001		11/03/2020	75.00			
	10/22/2020	6661	OLSONKAR000	Olson-Line Karla A	Teacherspayteachers.Co, 6465880	TEACHERS007	10/28/2020		Invoiced	A	-3.15
	2	Refund			Karla's C/C00002		11/03/2020	-3.15			
	10/21/2020	6659	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 2t4ly7130, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	10.21
	2	Dritz 3009 Quilting Pins, 1-3/4-Inch, Yellow (2502100007 Karla's C/C00003		11/03/2020	10.21			
	10/21/2020	6660	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	30.27
	1				Karla's C/C00000		11/03/2020	30.27			
	10/16/2020	6657	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US Mk0c38w20, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	13.17
	2	Carson Delloso Gallon Man Cut-Outs (120499)			2502100007 Karla's C/C00004		11/03/2020	8.58			
	3	Shipping - Cost of shipping, not including shi			2502100007 Karla's C/C00004		11/03/2020	4.59			
	10/16/2020	6658	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US Mk4ks3wx0, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	145.83
	2	Rotary Cutter Blades 45mm 10 Pack by KISSWILL,			2502100007 Karla's C/C00005		11/03/2020	18.60			
	3	6 Pieces Tomato Pin Cushion Sewing Needle Pin			2502100007 Karla's C/C00005		11/03/2020	19.98			
	4	Sliding Gauge Sewing Measuring Tool Aluminum Q			2502100007 Karla's C/C00005		11/03/2020	17.97			
	5	Fiskars Classic (45mm) Comfort Loop Rotary Cut			2502100007 Karla's C/C00005		11/03/2020	89.28			
	10/14/2020	6656	OLSONKAR000	Olson-Line Karla A	County Mkt. #574, International	COUNTY M000	10/28/2020		Invoiced	A	9.87
	1				Karla's C/C00006		11/03/2020	9.87			

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	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
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	10/12/2020	6655	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	10.95
	1					Karla's C/C00000	11/03/2020	10.95			
	10/09/2020	6654	OLSONKAR000	Olson-Line Karla A	Amazon.Com Mk3143mt2, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	57.96
	2	Taylor 9848EFDA 5 200-400°F Waterproof Instan			7702100009	Karla's C/C00007	11/03/2020	57.96			
	10/05/2020	6653	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	33.89
	1					Karla's C/C00000	11/03/2020	33.89			
	10/01/2020	6666	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US M447u9ui0, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	49.70
	2	Dealmed Sterile Alcohol Prep Pads, Antiseptic			7702100008	Karla's C/C00008	11/03/2020	49.70			
	09/29/2020	6665	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	70.82
	1					Karla's C/C00000	11/03/2020	70.82			
	09/28/2020	6663	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US M46rsld62, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	67.97
	2	VP Home Jumbo Open Top Tote Bag (Black and Whi			7702100007	Karla's C/C00009	11/03/2020	24.99			
	3	WiseLife Reusable Grocery Bags [Set of 12],Lar			7702100007	Karla's C/C00009	11/03/2020	18.99			
	4	10 Pack Reusable Reinforced Handle Grocery Bag			7702100007	Karla's C/C00009	11/03/2020	23.99			
	14 transaction(s) for XXXXXXXXXXXX2314. Total Amount ==>										614.64
XXXXXXXXXXXX3600	10/27/2020	6562	HUMBELAU002	Humbert Laurie A	Ets Parapro Services, 609-771-7	PARAPRO 000	10/28/2020		Invoiced	A	55.00
	1					Laurie's C/C00000	11/03/2020	55.00			
	10/26/2020	6557	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	15.72
	1	FHS; Office Supplies (PO#3002100040)				Laurie's C/C00001	11/03/2020	15.72			
	10/26/2020	6558	HUMBELAU002	Humbert Laurie A	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	8.70
	2	FES School Mailing			1302100146	Laurie's C/C00002	11/03/2020	8.70			
	10/26/2020	6561	HUMBELAU002	Humbert Laurie A	Amazon.Com 2tlm69ill A, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	64.85
	3	What Was The Great Depression? (Turtleback Sch			1302100129	Laurie's C/C00003	11/03/2020	16.80			
	4	Who Is R. L. Stine? (Who Was?)			1302100129	Laurie's C/C00003	11/03/2020	15.99			
	5	Who Was Mister Rogers?			1302100129	Laurie's C/C00003	11/03/2020	15.26			
	6	What Was The Holocaust? (Turtleback School & L			1302100129	Laurie's C/C00003	11/03/2020	16.80			
	10/23/2020	6556	HUMBELAU002	Humbert Laurie A	Ets Parapro Services, 609-771-7	PARAPRO 000	10/28/2020		Invoiced	A	55.00
	1					Laurie's C/C00000	11/03/2020	55.00			
	10/22/2020	6554	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	64.38
	1	FHS Office Supplies (PO#3002100040)				Laurie's C/C00001	11/03/2020	64.38			
	10/22/2020	6555	HUMBELAU002	Humbert Laurie A	Edmentum, Inc., 800-4475286, MN	EDMENTUM000	10/28/2020		Invoiced	A	1,712.00
	2	Reading Eggs - Program License			1302100133	Laurie's C/C00004	11/03/2020	1,712.00			
	10/20/2020	6553	HUMBELAU002	Humbert Laurie A	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	26.30
	2	FES Mailing			1302100135	Laurie's C/C00005	11/03/2020	26.30			
	10/19/2020	6552	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 2t1605n02, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	21.95
	9	Dry Erase Lapboards 9 x 12 inch Large Whiteb			1302100115	Laurie's C/C00006	11/03/2020	21.95			

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	Line	Description	PO Number	Invoice Number	Invoice Dt	Amount					
XXXXXXXXXXXX3600		continued...									
	10/16/2020	6549 HUMBELAU002	Humbert	Laurie A	American Library Assoc, Alphare		10/28/2020		Invoiced	A	20.79
	2	Frog and Toad Poster	1302100126	Laurie's C/C00008	11/03/2020	10.00					
	3	S&H	1302100126	Laurie's C/C00008	11/03/2020	10.00					
	4			Laurie's C/C00007	11/03/2020	0.79					
	10/16/2020	6550 HUMBELAU002	Humbert	Laurie A	Amazon.Com Mk2nf7yv0 A, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	29.58
	2	My Snowman, Paul	1302100130	Laurie's C/C00009	11/03/2020	19.69					
	3	Heroes Wear Masks: Elmo's Super Adventure (Ses	1302100130	Laurie's C/C00009	11/03/2020	9.89					
	10/16/2020	6551 HUMBELAU002	Humbert	Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	523.99
	2	THUMB TACK, ST1, 3/8", 100BX	1302100128	Laurie's C/C00010	11/03/2020	2.76					
	3	CLIP, STIKKICLPS, 20/PK, WHT	1302100128	Laurie's C/C00010	11/03/2020	46.05					
	4	PROTECTOR, SHEET, CLR	1302100128	Laurie's C/C00010	11/03/2020	14.36					
	5	MARKER, EXPO 2, CHISEL, BK	1302100128	Laurie's C/C00010	11/03/2020	70.02					
	6	TAPE, MLNG, 2" X 800", 6/PK, CR	1302100128	Laurie's C/C00010	11/03/2020	78.18					
	7	CARD, INDEX, RULED, 3X5, WE	1302100128	Laurie's C/C00010	11/03/2020	2.34					
	8	STAPLES, CHSEL PT, 5M/BX	1302100128	Laurie's C/C00010	11/03/2020	7.80					
	9	ENVELOPE, CLSP, 6X9, 28#, BN	1302100128	Laurie's C/C00010	11/03/2020	17.84					
	10	MARKER, SHARPE FN, 36/PK, BK	1302100128	Laurie's C/C00010	11/03/2020	53.52					
	11	HIGHLIGHTER, DESK, FPK	1302100128	Laurie's C/C00010	11/03/2020	11.40					
	12	HIGHLIGHTER, DESK, FOE	1302100128	Laurie's C/C00010	11/03/2020	11.40					
	13	TAPE, MASKING, 1" X 60YD	1302100128	Laurie's C/C00010	11/03/2020	55.80					
	14	BADGE, CLIP, STRAP, 25PK, CLR	1302100128	Laurie's C/C00010	11/03/2020	18.16					
	15	LANYARDS, W/CLIP, BK	1302100128	Laurie's C/C00010	11/03/2020	11.50					
	16	PAPER, 250SH, 90#EXINDEX, CA	1302100128	Laurie's C/C00010	11/03/2020	19.30					
	17	PAPER, XERO/DUP, 20#, LTR, GN	1302100128	Laurie's C/C00010	11/03/2020	10.44					
	18	PAPER, ASTROBRIGHT GRV, GPE	1302100128	Laurie's C/C00010	11/03/2020	46.56					
	19	PAPER, ASTRO SUNBURST, YL	1302100128	Laurie's C/C00010	11/03/2020	46.56					
	10/14/2020	6548 HUMBELAU002	Humbert	Laurie A	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	25.55
	2	FES Mailing	1302100134	Laurie's C/C00011	11/03/2020	25.55					
	10/13/2020	6546 HUMBELAU002	Humbert	Laurie A	Amzn Mktp US Mk2or46m0, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	145.04
	2	Wooden Cubes 1 Inch, Bulk Box of 100 Unfinishe	1302100115	Laurie's C/C00012	11/03/2020	14.69					
	3	KIDDY DOUGH 80 Pack of Dough - School & Birthd	1302100115	Laurie's C/C00012	11/03/2020	39.49					
	4	Colorations STRS Plastic Stringing Straw Beads	1302100115	Laurie's C/C00012	11/03/2020	30.23					
	5	Creativity Street AC3437-02 Peel and Stick Wig	1302100115	Laurie's C/C00012	11/03/2020	5.81					
	6	[48 Sets] 16 oz. Plastic Deli Food Storage Con	1302100115	Laurie's C/C00012	11/03/2020	16.99					
	7	YAKA 80Pcs lynch(25mm) Sewing Resin Buttons Ro	1302100115	Laurie's C/C00012	11/03/2020	6.99					
	8	Lacing Beads for Preschool Kids - 90 Stringing	1302100115	Laurie's C/C00012	11/03/2020	13.95					
	10	Large Multi-Color Reusable Gift Bags, Shopping	1302100115	Laurie's C/C00012	11/03/2020	16.89					

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	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX3600		continued...									
	10/13/2020	6547	HUMBELAU002	Humbert Laurie A	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	7.41
		2		Saran Wrap for Grade K - Handprints	1302100131	Laurie's C/C00013	11/03/2020	6.87			
		3		Saran Wrap for Grade K Handprints	1302100131	Laurie's C/C00013	11/03/2020	0.54			
	10/12/2020	6544	HUMBELAU002	Humbert Laurie A	Amzn Mktp US Mk8kj2sol, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	15.98
		2		Birthday Crowns for Kids Family Birthday Class	1302100120	Laurie's C/C00014	11/03/2020	9.99			
		3		Shipping - Cost of shipping, not including shi	1302100120	Laurie's C/C00014	11/03/2020	5.99			
	10/12/2020	6545	HUMBELAU002	Humbert Laurie A	Amazon.Com Mk0u29h70, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	16.95
		2		Westcott School Left and Right Handed Kids Sci	1302100112	Laurie's C/C00015	11/03/2020	10.96			
		3		Shipping - Cost of shipping, not including shi	1302100112	Laurie's C/C00015	11/03/2020	5.99			
	10/08/2020	6542	HUMBELAU002	Humbert Laurie A	Amzn Mktp US Mk7ul3gn2, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	614.89
		2				Laurie's C/C00016	11/03/2020	614.89			
	10/08/2020	6543	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	133.20
		1		FHS; Pencil Sharpener (PO#3002100032)		Laurie's C/C00001	11/03/2020	133.20			
	10/07/2020	6539	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	53.40
		2				Laurie's C/C00001	11/03/2020	53.40			
	10/07/2020	6540	HUMBELAU002	Humbert Laurie A	Amazon.Com Mk7495aq0, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	18.98
		2		Learning Resources Patterned Hand Pointers, Ho	1302100119	Laurie's C/C00017	11/03/2020	12.99			
		3		Shipping - Cost of shipping, not including shi	1302100119	Laurie's C/C00017	11/03/2020	5.99			
	10/07/2020	6541	HUMBELAU002	Humbert Laurie A	Amazon.Com Mk5374b51, Amzn.Com/	AMAZON B000	10/28/2020		Invoiced	A	76.49
		2		AmazonBasics Classic Puresoft PU-Padded Mid-Ba	1302100117	Laurie's C/C00018	11/03/2020	76.49			
	10/02/2020	6538	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M48ef4rf0, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	53.99
		22		Bad Guys Book Series 1-10	1302100118	Laurie's C/C00019	11/03/2020	49.00			
		23				Laurie's C/C00016	11/03/2020	4.99			
	10/01/2020	6537	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M41cj0r90, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	31.00
		12		[Ladybug Girl Dresses Up!] (By: David Soman) [1302100118	Laurie's C/C00020	11/03/2020	17.57			
		14		Ladybug Girl Loves... by Jacky Davis (2010-12-	1302100118	Laurie's C/C00020	11/03/2020	5.45			
		15				Laurie's C/C00016	11/03/2020	7.98			
	10/01/2020	6568	HUMBELAU002	Humbert Laurie A	Amzn Mktp Us, Amzn.Com/Bill, WA	AMAZON B000	10/28/2020		Invoiced	A	-19.37
		2				Laurie's C/C00016	11/03/2020	-19.37			
	10/01/2020	6569	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M47in6i00, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	11.92
		2		Harry Potter - Movie Poster Print (Hogwarts by	1302100114	Laurie's C/C00021	11/03/2020	11.92			
	10/01/2020	6570	HUMBELAU002	Humbert Laurie A	Amzn Mktp US Mk6z05fx2, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	17.09
		23		The Otherworldly League (LEGO DC Comics Super	1302100118	Laurie's C/C00022	11/03/2020	17.09			
	09/30/2020	6565	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	203.24
		2		SHARPENER,ELEC PENCIL,BK	1302100107	Laurie's C/C00023	11/03/2020	64.28			
		3		FLAG,TAB DSPNR,100/PK,AST	1302100107	Laurie's C/C00023	11/03/2020	7.44			
		4		FILM,LAM,25"X250',3M,CLR	1302100107	Laurie's C/C00023	11/03/2020	131.52			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
XXXXXXXXXXXX3600	continued...										
	09/30/2020	6566	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	10/28/2020		Invoiced	A	36.51
	2	FOLDER, 2PCKT, LTR, 10PK, AST			1302100110	Laurie's C/C00024	11/03/2020	36.51			
	09/30/2020	6567	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M41n85940, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	70.99
	2	Easter Rabbit Bunny Rabbit Mascot Costume Adul			1302100109	Laurie's C/C00025	11/03/2020	70.99			
	09/29/2020	6563	HUMBELAU002	Humbert Laurie A	Amzn Mktp US Mk5g32obl, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	29.97
	2	OBKJJ Coach Whistle, 35Pack Football Referee Wh			1302100111	Laurie's C/C00026	11/03/2020	23.98			
	3	Shipping - Cost of shipping, not including shi			1302100111	Laurie's C/C00026	11/03/2020	5.99			
	09/29/2020	6564	HUMBELAU002	Humbert Laurie A	Bagmasters, Corona, CA, 92881,	BAGMASTE000	10/28/2020		Invoiced	A	478.68
	2	#1001-110-Natural - Wrap Handle Bag w/zip in N			1302100099	Laurie's C/C00027	11/03/2020	281.00			
	3	Imp/Screen 2 color in Pantone Yellow with Whit			1302100099	Laurie's C/C00027	11/03/2020	50.00			
	4	Set Up Charges			1302100099	Laurie's C/C00027	11/03/2020	100.00			
	5	S&H			1302100099	Laurie's C/C00027	11/03/2020	47.68			
	09/28/2020	6559	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M44vh9um1, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	43.98
	2	FASTPRO 20-pack Aluminum 6-LED Flashlights Set			1302100103	Laurie's C/C00028	11/03/2020	43.98			
	09/28/2020	6560	HUMBELAU002	Humbert Laurie A	Amzn Mktp US M42xh5uv1, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	96.00
	2	Medify MA-14B Medical Grade Filtration H13 HEP			1302100106	Laurie's C/C00029	11/03/2020	96.00			
					34 transaction(s) for XXXXXXXXXXXX3600. Total Amount ==>						4,760.15
XXXXXXXXXXXX2606	10/27/2020	6614	HOLT THO000	Holt Thomas T	Amzn Mktp US 2t28b0w61, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	201.85
	2	AVERY Metal Rim Key Tags, 1.25" Diameter Tag,			8102100086	Tom's C/C00001	11/06/2020	15.09			
	3	TOPS The Legal Pad Writing Pads, 5" x 8", Jr.			8102100086	Tom's C/C00001	11/06/2020	38.05			
	4	Oversized Beach Towel Large & Microfiber - 74"			8102100086	Tom's C/C00001	11/06/2020	174.95			
	5	Shipping Promotion				Tom's C/C00000	11/06/2020	-26.24			
	10/26/2020	6610	HOLT THO000	Holt Thomas T	United Truck Body Co, Hermantow	UNITED T000	10/28/2020		Invoiced	A	1,057.82
	1	School Bus parts				Tom's C/C00002	11/06/2020	1,057.82			
	10/26/2020	6611	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	23.16
	1	Parts for Gym mop				Tom's C/C00003	11/06/2020	23.16			
	10/21/2020	6609	HOLT THO000	Holt Thomas T	Uline Ship Supplies, 800-295-55	ULINE 000	10/28/2020		Invoiced	A	825.01
	2	White mop heads			8102100081	Tom's C/C00004	11/06/2020	207.00			
	3	orange mop heads			8102100081	Tom's C/C00004	11/06/2020	34.50			
	4	Uline antibacterial foaming soap			8102100081	Tom's C/C00004	11/06/2020	476.00			
	5	Shipping			8102100081	Tom's C/C00004	11/06/2020	107.51			
	10/15/2020	6608	HOLT THO000	Holt Thomas T	Hillyard Inc Hutchinso, 3205873	HILLYARD000	10/28/2020		Invoiced	A	11.92
	1	credit to account				Tom's C/C00005	11/06/2020	11.92			
	10/07/2020	6607	HOLT THO000	Holt Thomas T	Uline Ship Supplies, 800-295-55	ULINE 000	10/28/2020		Invoiced	A	679.95
	2	44 gallon trash container			8102100079	Tom's C/C00006	11/06/2020	86.00			
	3	32 gallon trash container			8102100079	Tom's C/C00006	11/06/2020	81.00			

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description	PO Number	Invoice Number	Invoice Dt	Amount					
XXXXXXXXXXXX2606	continued...										
	4	wheeled dollies for trash containers	8102100079	Tom's C/C00006	11/06/2020	175.00					
	5	Foaming hand soap refill	8102100079	Tom's C/C00006	11/06/2020	68.00					
	6	Thin trash can	8102100079	Tom's C/C00006	11/06/2020	80.00					
	7	Thin trash can swing lid	8102100079	Tom's C/C00006	11/06/2020	82.00					
	8	industrial safety floor tape	8102100079	Tom's C/C00006	11/06/2020	23.40					
	9	Shipping	8102100079	Tom's C/C00006	11/06/2020	84.55					
10/05/2020	6606	HOLT THO000 Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	10/28/2020				Invoiced	A	772.68
	1	Disinfectant Wipes (PO # 1302100022)	Tom's C/C00007		11/06/2020	772.68					
10/01/2020	6617	HOLT THO000 Holt Thomas T	Tessman Company Fargo, Fargo, N	TESSMAN 000	10/28/2020				Invoiced	A	1,162.61
	2	Professional ice melt	8102100078	Tom's C/C00008	11/06/2020	1,025.00					
	3	Shipping	8102100078	Tom's C/C00008	11/06/2020	137.61					
09/30/2020	6616	HOLT THO000 Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	10/28/2020				Invoiced	A	137.33
	2	JP 100850924 OXIVIR 1 WIPES4X160CA DISINFECTAN	8102100072	Tom's C/C00009	11/06/2020	124.13					
	3	IM 8440XL GLOVE FLOCK LINEDLATEX XLARGE YELLOW	8102100072	Tom's C/C00009	11/06/2020	13.20					
09/29/2020	6615	HOLT THO000 Holt Thomas T	Dalco Enterprises, 6512516657,	DALCO 000	10/28/2020				Invoiced	A	171.08
	2	DAL 14868 MICRO CLOTH BLUE12PK 16X16 MICROFIBE	8102100072	Tom's C/C00010	11/06/2020	80.00					
	3	DAL 4778 60" STIRRUP FIBERGLASS12CA YELLOW WET	8102100072	Tom's C/C00010	11/06/2020	75.60					
	4	shipping	Tom's C/C00007		11/06/2020	15.48					
09/28/2020	6612	HOLT THO000 Holt Thomas T	Amazon.Com M455x8ud1 A, Amzn.Co	AMAZON B000	10/28/2020				Invoiced	A	37.83
	2	SHOWA 730 Nitrile Cotton Flock-lined Chemical	8102100075	Tom's C/C00011	11/06/2020	23.55					
	3	SHOWA 730 Nitrile Cotton Flock-lined Chemical	8102100075	Tom's C/C00011	11/06/2020	14.28					
09/28/2020	6613	HOLT THO000 Holt Thomas T	Grainger, 877-2022594, IL, 6004	GRAINGER000	10/28/2020				Invoiced	A	126.80
	2	xl nitrile gloves	8102100022	Tom's C/C00012	11/06/2020	126.80					
	12 transaction(s) for XXXXXXXXXXXX2606. Total Amount ==>										5,208.04
XXXXXXXXXXXX5690	10/20/2020	6572	HEISSVIC000	Heiss Victoria L	Quizlet.Com, 8778877815, CA, 94	QUIZLET 000	10/28/2020		Invoiced	A	35.99
	1	Auto Renewal for Rosa's Class	Vicki's C/C00000		11/03/2020	35.99					
10/19/2020	6571	HEISSVIC000	Heiss Victoria L	Quizlet.Com, 8778877815, CA, 94	QUIZLET 000	10/28/2020			Invoiced	A	-34.99
	1	Auto Renewal for Rosa's Class Refund	Vicki's C/C00000		11/03/2020	-34.99					
	2 transaction(s) for XXXXXXXXXXXX5690. Total Amount ==>										1.00
XXXXXXXXXXXX8863	10/26/2020	6619	HOLT THO000	Holt Thomas T	Napa Falls Suply 00229, Interna	NAPA FAL000	10/28/2020		Invoiced	A	35.12
	1	Plow truck parts	FHS Cust C/C00000		11/03/2020	35.12					
10/19/2020	6618	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020			Invoiced	A	4.47
	1	Acetone	FHS Cust C/C00001		11/03/2020	4.47					
09/30/2020	6620	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020			Invoiced	A	77.66
	1	Track meet supplies	FHS Cust C/C00001		11/03/2020	77.66					

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount
	Line	Description			PO Number	Invoice Number	Invoice Dt	Amount			
3 transaction(s) for XXXXXXXXXXXX8863. Total Amount ==>											117.25
XXXXXXXXXXXX9069	10/26/2020	6672	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	15.84
	1	FHS; Food for Meal Service				FES Cafe C/C00000	11/03/2020	15.84			
	09/29/2020	6673	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	7.19
	1	FES; Food for Meal Service				FES Cafe C/C00000	11/03/2020	7.19			
2 transaction(s) for XXXXXXXXXXXX9069. Total Amount ==>											23.03
XXXXXXXXXXXX9077	10/21/2020	6675	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	15.92
	1	FHS; Food for Meal Service				FHS Cafe C/C00000	11/03/2020	15.92			
	10/14/2020	6674	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	10/28/2020		Invoiced	A	1.88
	1	FHS; Food for Meal Service				FHS Cafe C/C00000	11/03/2020	1.88			
2 transaction(s) for XXXXXXXXXXXX9077. Total Amount ==>											17.80
XXXXXXXXXXXX7691	10/26/2020	6623	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	37.98
	1	Playground mat				FES Cust C/C00000	11/03/2020	37.98			
	10/22/2020	6622	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	19.47
	1	Silicone				FES Cust C/C00000	11/03/2020	19.47			
	10/05/2020	6621	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	26.80
	1	Toilet cleaning supplies				FES Cust C/C00000	11/03/2020	26.80			
	09/30/2020	6624	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	39.95
	1	Cleaning supplies				FES Cust C/C00000	11/03/2020	39.95			
4 transaction(s) for XXXXXXXXXXXX7691. Total Amount ==>											124.20
XXXXXXXXXXXX9022	10/09/2020	6668	OLSONDAV000	Olson David W	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	25.33
	2	Menards Blanket PO for Industrial Arts/Dave Ol			2552100003	Dave's C/C00000	11/03/2020	25.33			
	10/07/2020	6667	OLSONDAV000	Olson David W	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	186.39
	2	Menards Blanket PO for Industrial Arts/Dave Ol			2552100003	Dave's C/C00001	11/03/2020	186.39			
2 transaction(s) for XXXXXXXXXXXX9022. Total Amount ==>											211.72
XXXXXXXXXXXX8122	10/26/2020	6671	MCGONDAN000	McGonigle Daniel	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	1.24
	1					Dan's C/C00000	11/03/2020	1.24			
	10/15/2020	6669	MCGONDAN000	McGonigle Daniel	Scholastic, Inc., 573-632-1834,	SCHOLAST001	10/28/2020		Invoiced	A	50.00
	2	ECFE books			5002100010	Dan's C/C00001	11/03/2020	50.00			
	10/14/2020	6670	MCGONDAN000	McGonigle Daniel	Usps Po 2647200549, Intl Falls,	POSTMAST000	10/28/2020		Invoiced	A	49.60
	1					Dan's C/C00000	11/03/2020	49.60			
3 transaction(s) for XXXXXXXXXXXX8122. Total Amount ==>											100.84

Card Number	Tran Date	Tran ID	Used By	Name	Where Used	Purch Vendor	Imp Date	Post Date	Status	App	Amount	
	Line	Description	PO Number	Invoice Number	Invoice Dt	Amount						
XXXXXXXXXXXX5253	10/12/2020	6581	VANG	BRA000 Vang Brandon T	Menards Intl Falls, Intl Falls	MENARDS 000	10/28/2020		Invoiced	A	2.56	
	1	Stu Co Water (PO # 9012100003)		Brandon's C/C00000		11/03/2020		2.56				
XXXXXXXXXXXX3468	10/27/2020	6580	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US 2t0i90sl2, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	225.72	
	2	Gmark Wooden Craft Sticks 1000 ct - 750 Natura	3002100041	Jen E's C/C00000	11/03/2020	16.99						
	3	Construction Paper Pack, 10 Assorted Colors, 9	3002100041	Jen E's C/C00000	11/03/2020	32.93						
	4	EpiqueOne Huge 2100 Pieces Pom Poms for Crafts	3002100041	Jen E's C/C00000	11/03/2020	14.99						
	5	200 Pcs Craft Sticks Ice Cream Sticks Natural	3002100041	Jen E's C/C00000	11/03/2020	5.69						
	6	Crayola Ultra Clean Washable Markers, School S	3002100041	Jen E's C/C00000	11/03/2020	57.84						
	7	Darice 06121-2-021 Big Value Plastic, 9mm, 100	3002100041	Jen E's C/C00000	11/03/2020	5.99						
	8	SunWorks 6526 Construction Paper, 11 Assorted	3002100041	Jen E's C/C00000	11/03/2020	8.93						
	9	Colovis 50 Pcs Unfinished Wooden Christmas Orn	3002100041	Jen E's C/C00000	11/03/2020	12.99						
	10	Crayola Bulk Broad Line Washable Markers, Scho	3002100041	Jen E's C/C00000	11/03/2020	57.38						
	11	15 Pieces Wooden Magnet Creativity Arts Crafts	3002100041	Jen E's C/C00000	11/03/2020	11.99						
	10/21/2020	6579	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US 2t7uu2e32, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	11.50	
	2	Weymic New Wm58 Mic Dynamic Vocal Microphone C	3002100036	Jen E's C/C00001	11/03/2020	11.50						
	10/19/2020	6578	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US 2t2vh4z62, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	49.77	
	2	3 Pieces Toy Microphone Headset Costume Headpi	3002100036	Jen E's C/C00002	11/03/2020	8.99						
	3	Cheaplights - Heavy Duty Muslin Clamps 4 1/2 i	3002100036	Jen E's C/C00002	11/03/2020	7.79						
	4	AOFOTO 10x7ft Business Office Sash Window Back	3002100036	Jen E's C/C00002	11/03/2020	32.99						
	10/13/2020	6576	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US Mk7fi15st2, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	12.25	
	2	LinenTablecloth Rectangular Polyester Tableclo	3002100036	Jen E's C/C00003	11/03/2020	7.26						
	3	Shipping - Cost of shipping, not including shi	3002100036	Jen E's C/C00003	11/03/2020	4.99						
	10/13/2020	6577	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US Mk9pb96h0, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	21.21	
	2	Durable Packaging PP5555 5-1/2" x 5-1/2" Patty	3002100038	Jen E's C/C00004	11/03/2020	12.36						
	3	Shipping - Cost of shipping, not including shi	3002100038	Jen E's C/C00004	11/03/2020	8.85						
	10/12/2020	6575	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US Mk1qz7830, Amzn.Co	AMAZON B000	10/28/2020		Invoiced	A	19.99	
	2	Custom Coffee Mugs - Personalized Coffee Mugs	3002100036	Jen E's C/C00005	11/03/2020	19.99						
											6 transaction(s) for XXXXXXXXXXXX3468. Total Amount ==>>	340.44
											139 transaction(s). Total Amount ==>>	29,628.52

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

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
201123240	NORTHEAST SERVICE COOPERATIVE	10/15/2020	10/7/2020	JV Knowledge Bowl Registration	0	\$ 360.00
	NORTHEAST SERVICE COOPERATIVE	10/15/2020	10/7/2020	JV Knowledge Bowl Registration	0	\$ 360.00
201123241	Rotary Club of International Falls	10/15/2020	0	Rotary Radio Days Ads (Coalition Publicity) 12f	0	\$ 75.00
201123242	Section 7A	10/15/2020	10/6/2020	CC Section 7A Meet	0	\$ 400.00
201123243	AT & T MOBILITY	10/15/2020	BES59009547	FY20 Hot Spots for Distance Learning (Mar- Apr)	0	\$ 1,030.29
	AT & T MOBILITY	10/15/2020	59009547	FY20 Hot Spots for Distance Learning (May- June)	0	\$ 702.74
201123244	COMMERICAL REFRIGERATION INC	10/15/2020	47377	FY20 Arena; Pumped Down System	0	\$ 490.00
201123245	ISD #709	10/15/2020	1002100097	June Student Tuition	0	\$ 900.00
201123246	Garrity, Terry	10/16/2020	10/13/2020	Football Ref vs Mesabi East	0	\$ 90.00
	Garrity, Terry	10/16/2020	10/13/2020	Football Ref vs Mesabi East	0	\$ 113.85
201123247	GLUMACK, BABE	10/16/2020	10/13/2020	Football Ref vs Mesabi East	0	\$ 90.00
201123248	PASSERI, JEFF	10/16/2020	10/13/2020	Football Ref vs Mesabi East	0	\$ 90.00
201123249	SKORCZEWSKI, CORY	10/16/2020	10/15/2020	Football Ref vs Mesabi East	0	\$ 90.00
201123250	VAKE, TRAVIS	10/16/2020	10/13/2020	Football Ref vs Mesabi East	0	\$ 90.00
201123251	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FES; Bread for Meal Service	0	\$ 76.16
	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FES; Bread for Meal Service	0	\$ 28.00
	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FES; Bread for Meal Service	0	\$ 49.00
	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FES; Bread for Meal Service	0	\$ 28.00
	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FHS; Bread for Meal Service	0	\$ 42.00
	PAN O GOLD BAKING CO	10/15/2020	1.00099E+13	FHS; Bread for Meal Service	0	\$ 14.00
201123252	SANDSTROM'S INC	10/15/2020	326767	FES; Milk for Meal Service	0	\$ 450.00
201123252	SANDSTROM'S INC	10/15/2020	324804	FES; Milk for Meal Service	0	\$ 286.00
	SANDSTROM'S INC	10/15/2020	325755	FES; Milk for Meal Service	0	\$ 231.00
	SANDSTROM'S INC	10/15/2020	325552	FHS; Milk for Meal Service	0	\$ 99.00
	SANDSTROM'S INC	10/15/2020	326726	FHS; Milk for Meal Service	0	\$ 162.00
	SANDSTROM'S INC	10/15/2020	327597	FHS; Mik for Meal Service	0	\$ 143.00
	SANDSTROM'S INC	10/15/2020	327671	FES; Milk for Meal Service	0	\$ 357.50

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201123253	US FOODSERVICE	10/20/2020	3743018	FES; Food for Meal Service	0	\$ 418.81
	US FOODSERVICE	10/20/2020	3794137	FES; Food for Meal Service	0	\$ 918.21
	US FOODSERVICE	10/20/2020	5978037	FES; Food for Meal Service	0	\$ (57.15)
	US FOODSERVICE	10/20/2020	3862768	FES; Food for Meal Service	0	\$ 674.59
	US FOODSERVICE	10/20/2020	3914314	FES; Food for Meal Service	0	\$ 798.27
	US FOODSERVICE	10/20/2020	3981180	FES; Food for Meal Service	0	\$ 1,562.43
	US FOODSERVICE	10/20/2020	3981181	FES; KG Snacks	0	\$ 78.81
	US FOODSERVICE	10/20/2020	4036703	FES; Food for Meal Service	0	\$ 1,003.93
	US FOODSERVICE	10/20/2020	4103856	FES; Food for Meal Service	0	\$ 723.68
	US FOODSERVICE	10/20/2020	4103859	FES; Food for Meal Service	0	\$ 94.12
	US FOODSERVICE	10/20/2020	4157837	Supplies for Meal Service	0	\$ 606.33
	US FOODSERVICE	10/20/2020	4036716	FES; Commodities	0	\$ 67.00
	US FOODSERVICE	10/20/2020	4036715	FHS; Commodities	0	\$ 60.30
	US FOODSERVICE	10/20/2020	5955575	FHS; Food Return Credit	0	\$ (57.15)
	US FOODSERVICE	10/20/2020	3826015	FHS; Food for Meal Services	0	\$ 141.79
	US FOODSERVICE	10/20/2020	3862769	FHS; Food for Meal Services	0	\$ 1,026.79
	US FOODSERVICE	10/20/2020	3862773	Preschool Snacks	0	\$ 182.77
	US FOODSERVICE	10/20/2020	3914312	FHS; Food for Meal Services	0	\$ 902.89
	US FOODSERVICE	10/20/2020	3981183	FHS; Food for Meal Services	0	\$ 649.36
	US FOODSERVICE	10/20/2020	3981185	FACS Class Supplies	0	\$ 141.94
	US FOODSERVICE	10/20/2020	4036705	FHS; Food for Meal Services	0	\$ 618.09
	US FOODSERVICE	10/20/2020	4103857	FHS; Food for Meal Services	0	\$ 1,084.76
	US FOODSERVICE	10/20/2020	4103862	FACS Class Supplies	0	\$ 27.30
	US FOODSERVICE	10/20/2020	4157836	FHS; Food for Meal Services	0	\$ 775.50
	US FOODSERVICE	10/20/2020	4223562	FHS; Food for Meal Services	0	\$ 225.75
	US FOODSERVICE	10/20/2020	4246963	FHS; Food for Meal Services	0	\$ 171.04
201123254	MN PEIP	10/20/2020	1009548	Medical Insurance Invoice	0	\$ 119,230.48
	MN PEIP	10/20/2020	1009548	Medical Insurance Invoice	0	\$ (119,230.48)
201123255	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 986.68
	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 307.09
201123255	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 12.97
	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 17.67
	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 10.00

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	AFSCME Council 65	10/23/2020	20201023ADA	Payroll accrual	0	\$ 0.33
201123256	AFT Local #331	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 3,286.79
	AFT Local #331	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 93.66
201123257	ND Child Support Division	10/23/2020	20201023ADC	Child Support	0	\$ 276.93
201123258	Para Local #4798	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 820.77
	Para Local #4798	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 16.52
201123259	Briski, Melissa	10/22/2020	10/21/2020	Volleyball Referee on 10/22/20 vs LOW	0	\$ 95.00
	Briski, Melissa	10/22/2020	10/21/2020	Volleyball Referee on 10/22/20 vs LOW	0	\$ 113.85
201123260	Dahlin, Randy	10/22/2020	10/21/2020	JV Football Referee on 10/27/2020	0	\$ 50.00
201123261	SAVELA, DAWN	10/22/2020	10/21/2020	Volleyball Ref 10/22/20 vs LOW	0	\$ 95.00
201123262	Erickson's Lawn Care	10/23/2020	620FB36	Baseball & Football Field Fertilizing	3002100025	\$ 1,430.00
201123263	KANTOR ELECTRIC INC	10/23/2020	Draw 6	Electrical FES HVAC	8102100002	\$ 18,520.61
201123264	Marco Technologies LLC	10/23/2020	INV8059203	Color Printer Toner (Ordered by Mike)	0	\$ 894.28
	Marco Technologies LLC	10/23/2020	8052324	Bus Office Copy Per Copy	1102100005	\$ 28.47
	Marco Technologies LLC	10/23/2020	8052323	Guid Office Cost per Copy	7102100000	\$ 33.75
201123265	Marco Technologies LLC	10/23/2020	428928223	Printer in Business Classroom	3002100003	\$ 121.44
	Marco Technologies LLC	10/23/2020	425927985	FHS; B & W Copy Machine 754E	3002100002	\$ 1,675.09
	Marco Technologies LLC	10/23/2020	425928439	Comm Ed; Minolta C458 Copier	5002100000	\$ 229.77
	Marco Technologies LLC	10/23/2020	426634663	FES; Color Copier and FHS; Mailroom Copier	3002100004	\$ 1,187.44
201123265	Marco Technologies LLC	10/23/2020	426634663	FES; Color Copier and FHS; Mailroom Copier	3002100004	\$ 590.85
201123266	MN ENERGY RESOURCES CORP	10/23/2020	100820	Natural Gas Services	8102100036	\$ 12.81
	MN ENERGY RESOURCES CORP	10/23/2020	101620	Garage; Natural Gas Services	8102100036	\$ 87.72
201123267	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 419.43
	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 1,070.59
	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 1,881.85

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	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 4,322.50
	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 5,645.55
	MN POWER	10/23/2020	100920	Electricity Bill	8102100037	\$ 98.49
201123268	MN TELECOMMUNICATIONS	10/23/2020	6751	Monthly Broadband Services	6052100007	\$ 1,512.50
201123269	PEPPER JW & SON INC	10/23/2020	362970687	Supplies for band	2582100001	\$ 285.50
201123270	SHANNONS INC	10/23/2020	Draw 6	FES HVAC project	8102100000	\$ 4,875.61
201123271	TRAVELERS INSUR AGENCIES	10/23/2020	9K378920BA	2020 Blue Bird Bus (The ck#201123127 was the Umbrella Policy)	0	\$ 942.00
201123272	UHL	10/23/2020	73120	Controls for FES HVAC project	8102100003	\$ 46,732.87
	UHL	10/23/2020	Draw 6	Controls for FES HVAC project	8102100003	\$ 26,668.88
201123273	Briski, Melissa	10/27/2020	10/26/2020	Volleyball Ref on 10/27/20 vs DR	0	\$ 95.00
201123274	Hibbing ISD #701	10/27/2020	10/27/2020	Section 7A Girls Swim Meet Entry Fee	0	\$ 150.00
201123275	Lamppa, Davis	10/27/2020	10/26/2020	Volleyball Ref on 10/27/20 vs DR	0	\$ 95.00
	Lamppa, Davis	10/27/2020	10/26/2020	Volleyball Ref on 10/27/20 vs DR	0	\$ 113.85
201123277	MANICK, LINDA	10/29/2020	10/28/2020	Volleyball Ref vs Virginia on 10/29/2020	0	\$ 95.00
201123278	MCDONALD, TOM	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 95.00
201123279	OMERZA, TIM	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 95.00
201123280	Sandberg, DEE ANN	10/29/2020	10/28/2020	Volleyball Ref on 10/29/20 vs Virginia	0	\$ 95.00
	Sandberg, DEE ANN	10/29/2020	10/28/2020	Volleyball Ref on 10/29/20 vs Virginia	0	\$ 82.80
201123281	VISSER, DARREN	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 95.00
	VISSER, DARREN	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 134.55

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201123282	WETZEL, JAY	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 95.00
201123283	Zumbaum, Brad	10/29/2020	10/28/2020	Football Ref on 10/30 vs Virginia	0	\$ 95.00
201123284	HIGHLAND SIGNS	10/29/2020	6822	Update Touch Pro Sponsor Sign	0	\$ 50.00
201123285	NORTHLAND LEARNING CENTER	10/29/2020	5364	FY20 Targeted Services	0	\$ 7,977.78
201123286	CHILEDIA INSTITUTE INC	11/2/2020	786	Tuition for Tianna Brickson	0	\$ 7,846.65
201123287	CRANDALLS SEPTIC PUMPING	11/2/2020	3005503450	CC Meet Portable Toilets	2922100008	\$ 340.00
201123288	CXTec	11/2/2020	7060197	Network Module	6052100039	\$ 1,595.00
201123289	DEMCO INC	11/2/2020	6857627	FHS Library Supplies	6202100003	\$ 305.35
201123290	Education Innovation Partners	11/2/2020	1448	Monthly EIP Billing	6052100002	\$ 206.25
	Education Innovation Partners	11/2/2020	1449	Monthly EIP Billing	6052100002	\$ 206.25
201123291	FRONTIER	11/2/2020	218-283-5579-	Monthly Telephone Service	8102100015	\$ 38.44
201123291	FRONTIER	11/2/2020	218-283-2571-	Monthly Telephone Service	8102100015	\$ 813.87
	FRONTIER	11/2/2020	218-283-2424-	Monthly Telephone Service	8102100015	\$ 11.75
	FRONTIER	11/2/2020	218-283-4741-	Monthly Telephone Service	8102100015	\$ 35.37
	FRONTIER	11/2/2020	218-283-3133-	Monthly Telephone Service	8102100015	\$ 38.44
201123292	HAWKINS INC	11/2/2020	4806343-1	Pool Chemicals	8102100044	\$ 389.21
201123293	Inland Leasing	11/2/2020	58985265	Cafeteria Vending Rental	7702100001	\$ 182.13
201123294	KOOCH COUNTY DIESEL INC	11/2/2020	1858	2 for Units 542 and 543	0	\$ 160.00
201123295	KOOCHICING COUNTY	11/2/2020	38189	1.5 yd Demolition	0	\$ 18.00
201123296	SpellingCity.Com, Inc.	11/2/2020	LC-00016783	FES Vocabulary/Spelling for 5th grade (Wenberg)	1302100083	\$ 405.00
201123297	LOFFLER	11/2/2020	3544603	HP LaserJet M630 Series Toner - West End Lab	0	\$ 163.00
	LOFFLER	11/2/2020	3534054	HP Magenta Toner LastJet M452/M477 - Beth Slatinski	0	\$ 150.00
201123298	LVC Companies Inc	11/2/2020	45717	FES; Fire alarm system monitoring	8102100073	\$ 336.00
	LVC Companies Inc	11/2/2020	45718	Arena; Fire alarm system monitoring	8102100073	\$ 336.00
	LVC Companies Inc	11/2/2020	45719	FHS; Fire alarm system monitoring	8102100073	\$ 336.00

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	LVC Companies Inc	11/2/2020	46146	FHS; Fire alarm system monitoring	8102100073	\$ 600.00
	LVC Companies Inc	11/2/2020	46147	FES; Fire alarm system monitoring	8102100073	\$ 335.00
	LVC Companies Inc	11/2/2020	46148	Arena; Fire alarm system monitoring	8102100073	\$ 335.00
201123299	MIDWEST SPECIAL INSTRUMENTS	11/2/2020	2010252-IN	AUDIOMETER CALIBRATION	7202100004	\$ 290.00
201123300	NORTHEAST SERVICE COOPERATIVE	11/2/2020	2370	Environmental, Health and Safety Management Services	8102100004	\$ 2,063.50
	NORTHEAST SERVICE COOPERATIVE	11/2/2020	2342	Environmental, Health and Safety Management Services	8102100004	\$ 3,524.60
201123301	PERMA BOUND	11/2/2020	1869976-00	FHS Library Books	6202100001	\$ 985.75
	PERMA BOUND	11/2/2020	1872890-11	FES Library Books	1302100132	\$ 315.47
201123302	REALLY GOOD STUFF INC	11/2/2020	7439845	FES Supplies (Auran)	1302100077	\$ 97.89
201123303	SCHOLASTIC CLASSROOM MAGAZINE	11/2/2020	M7001345	Additional Classroom Magazines for Casareto, Korpi, Moss, Nault	0	\$ 484.33
	SCHOLASTIC CLASSROOM MAGAZINE	11/2/2020	M7001815	Additional Classroom Magazines for M. Koenig	0	\$ 117.81
	SCHOLASTIC CLASSROOM MAGAZINE	11/2/2020	M6934547	Karla Olson-Line - Choices-Digital	0	\$ 59.80
201123304	SCHOOL SPECIALTY	11/2/2020	3.08104E+11	1st Semester Supplies	2122100000	\$ 103.74
	SCHOOL SPECIALTY	11/2/2020	3.08104E+11	1st Semester Supplies	2122100000	\$ 1,360.14
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 27.23
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 357.52
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 42.75
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 566.25
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 34.44
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	1st Semester Supplies	2122100000	\$ 452.31
	SCHOOL SPECIALTY	11/2/2020	2.08126E+11	FES Supplies (Christianson)	1302100116	\$ 119.71
201123305	WATER DEPT	11/2/2020	74-006700-00	Bus Garage; Water Usage	8102100062	\$ 49.88
	WATER DEPT	11/2/2020	13-014700-00	FHS; Water Usage	8102100062	\$ 1,157.38
	WATER DEPT	11/2/2020	13-014800-00	FES; Water Usage	8102100062	\$ 1,556.26

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	WATER DEPT	11/2/2020	13-014900-00	Arena; Water Usage	8102100062	\$ 514.74
	WATER DEPT	11/2/2020	30-007100-02	Stadium; Water Usage	8102100062	\$ 85.03
201123306	Anderson, Randy	11/2/2020	10/29/2020	Football Ref JV on 11/2 vs Chisholm	0	\$ 50.00
201123307	Dahlin, Randy	11/2/2020	10/29/2020	Football Ref JV on 11/2 vs Chisholm	0	\$ 50.00
201123308	AFT Local #331	11/6/2020	20201106ADDI	Payroll accrual	0	\$ 3,286.79
	AFT Local #331	11/6/2020	20201106ADDI	Payroll accrual	0	\$ 93.66
201123309	ND Child Support Division	11/6/2020	20201106ADC	Child Support	0	\$ 276.93
201123310	Para Local #4798	11/6/2020	20201106ADDI	Payroll accrual	0	\$ 820.77
	Para Local #4798	11/6/2020	20201106ADDI	Payroll accrual	0	\$ 16.52
201123311	MIDCONTINENT COMMUNICATIONS	11/5/2020	101620	Internet for Football Field	0	\$ 148.63
	MIDCONTINENT COMMUNICATIONS	11/5/2020	1.51403E+13	ALC Phone & Data	3002100001	\$ 168.43
201123312	BONESTELL, Tina	11/5/2020	11/3/2020	Volleyball Ref on 11/5 vs Littlefork	0	\$ 95.00
201123313	BOSTAPH, Ben	11/5/2020	11/5/2020	Volleyball Ref on 11/5 vs Littlefork	0	\$ 95.00
	BOSTAPH, Ben	11/5/2020	11/5/2020	Volleyball Ref on 11/5 vs Littlefork	0	\$ 135.70
201123314	BEMIDJI WELDERS SUPPLY	11/6/2020	10043454	Safety Equipment Industrial Tech ALI	2552100005	\$ 504.50
	BEMIDJI WELDERS SUPPLY	11/6/2020	10042995	Safety Equipment Industrial Tech ALI	2552100005	\$ 568.65
	BEMIDJI WELDERS SUPPLY	11/6/2020	10043404	Ind Tech Supplies	2552100006	\$ 69.60
201123315	DISCOUNT SCHOOL SUPPLY	11/6/2020	P39771580102	ECFE Supplies	1302100050	\$ 169.09
201123316	GUARDIAN PEST CONTROL INC	11/6/2020	2185106	Pest Control Service	8102100030	\$ 64.65
201123317	HOUGHTON MIFFLIN	11/6/2020	955026707	FES School Supplies	1302100124	\$ 373.70
	HOUGHTON MIFFLIN	11/6/2020	955017393	FES Books - Journeys	1302100095	\$ 186.85
201123318	NORTH STAR PUBLISHING	11/6/2020	49290	Back to School Kape "Scoop" Postcards	0	\$ 93.94
201123319	ROCHESTER TELECOM SYSTEMS INC	11/6/2020	2009	Long Distance Phone Calls	8102100042	\$ 55.83
	ROCHESTER TELECOM SYSTEMS INC	11/6/2020	2009	Long Distance Phone Calls	8102100042	\$ 55.82
201123320	SpellingCity.Com, Inc.	11/6/2020	1702822	FES VocabularySpeling Premium	1302100113	\$ 189.00

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				Membership		
201123321	Thompson, Sara	11/6/2020	100120	KAPE Marketing Consultant	7902100001	\$ 1,250.00
	Thompson, Sara	11/6/2020	110520	KAPE Marketing Consultant	7902100001	\$ 1,250.00
201123322	Walker Bookstore	11/6/2020	CQ202006678	Personal Financial Textbooks	2562100001	\$ 186.00
201123323	Further	11/11/2020	9.2		Sep-20	0 \$ 434.79
	Further	11/11/2020	9.2		Sep-20	0 \$ 103.39
	Further	11/11/2020	9.2		Sep-20	0 \$ 1,265.69
	Further	11/11/2020	10.2		Oct-20	0 \$ 643.17
	Further	11/11/2020	10.2		Oct-20	0 \$ 698.73
	Further	11/11/2020	10.2		Oct-20	0 \$ 809.50
	Further	11/11/2020	10.2		Oct-20	0 \$ 519.42
201123324	KGHS-AM	11/11/2020	1145B	Youth Group Activities		0 \$ 1,000.00
201123325	Madison National Life	11/11/2020	11062020	LTD Oct/Nov		0 \$ 302.44
	Madison National Life	11/11/2020	1106	Life-Oct/Nov		0 \$ 3,496.14
201123326	NCPERS Group Life Ins.	11/11/2020	1.64913E+11	PERA Life-Oct		0 \$ 384.00
201123327	COCA-COLA BOTTLING CO	11/12/2020	28579	FHS; Beverages for Meal Service		0 \$ 194.00
	COCA-COLA BOTTLING CO	11/12/2020	28496	FHS; Water		0 \$ 85.00
	COCA-COLA BOTTLING CO	11/12/2020	551780	FHS; Beverages		0 \$ 175.50
	COCA-COLA BOTTLING CO	11/12/2020	28739	FHS; Beverages for Meal Service		0 \$ 124.75
201123328	PAN O GOLD BAKING CO	11/12/2020	1.00099E+13	Wholegrain Wheat Sandwich for FHS		0 \$ 17.55
	PAN O GOLD BAKING CO	11/12/2020	1.00099E+13	White Whole Grain DBL for FHS Hot Dog Single for FHS		0 \$ 52.50
201123328	PAN O GOLD BAKING CO	11/12/2020	1.00099E+13	White Whole Grain DBL for FES Hot Dog Single for FES		0 \$ 35.00
	PAN O GOLD BAKING CO	11/12/2020	1.00099E+13	FES; White Whole Grain DBL		0 \$ 56.00
	PAN O GOLD BAKING CO	11/12/2020	1.00099E+13	FHS; Bread for Meal Service		0 \$ 28.00
201123329	SANDSTROM'S INC	11/12/2020	328493	FHS; Milk for Meal Service		0 \$ 143.00
	SANDSTROM'S INC	11/12/2020	329375	FHS; Milk for Meal Service		0 \$ 224.00
	SANDSTROM'S INC	11/12/2020	329435	FES; Milk 1%, Chocolate Milk		0 \$ 491.00
	SANDSTROM'S INC	11/12/2020	328559	FES; Milk for Meal Service		0 \$ 286.00

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	SANDSTROM'S INC	11/12/2020	330319	FES; Milk for Meal Service	0	\$ 440.00
201123330	Burns, Shirley	11/12/2020	UNAP20201111	Duplicate payment for 2 single dental plans @ 12 months each. \$59.32/mo @ 12 = \$711.84.	0	\$ 711.84
201123331	ARROWHEAD LIBRARY SYSTEM	11/17/2020	7398	Library Catalog System	6202100000	\$ 625.00
201123332	AT & T Mobility	11/17/2020	102520	IT Dir. Phone and Bus WI-FI	1102100000	\$ 115.20
	AT & T Mobility	11/17/2020	102520	IT Dir. Phone and Bus WI-FI	1102100000	\$ 49.81
	AT & T Mobility	11/17/2020	102520	IT Dir. Phone and Bus WI-FI	1102100000	\$ 1,839.40
201123333	BECKER ARENA PRODUCTS INC	11/17/2020	1024998	In Ice graphics for Koerters	8102100092	\$ 475.33
201123334	BORDERBOXES	11/17/2020	138910	Supplies	6052100045	\$ 13.56
201123335	CITIZENS FOR BACKUS	11/17/2020	Nov-21	Lease	1102100009	\$ 722.60
201123336	Educator Benefit Consultants, LLC	11/17/2020	16458	403b Third Party Admin Svc	1102100003	\$ 164.63
201123337	Explore Learning	11/17/2020	2882455	Explore Learning Gizmos	2602100002	\$ 2,517.50
201123338	FRIENDS GARBAGE SERVICE, LLC	11/17/2020	9203983	Garbage Pickups	8102100043	\$ 1,790.10
201123339	INTERQUEST DETECTION CANINES	11/17/2020	Oct-20	Canine Detection Services	3002100044	\$ 650.00
201123340	INTL FALLS CITY OF	11/17/2020	2020-22	Police Liason	1102100021	\$ 5,160.00
201123341	K&K MEYERS INC	11/17/2020	22215	Window repair	0	\$ 27.99
	K&K MEYERS INC	11/17/2020	22215	Window repair	0	\$ 85.00
	K&K MEYERS INC	11/17/2020	438	Keys made and measure glass for FES door	0	\$ 85.00
	K&K MEYERS INC	11/17/2020	438	Keys made and measure glass for FES door	0	\$ 40.00
	K&K MEYERS INC	11/17/2020	22214	Keys and key rings	0	\$ 32.57
201123342	KGHS-AM	11/17/2020	103120	School Matters	102100001	\$ 198.00
201123343	Nelco	11/17/2020	7074987	RI Check Stock, W-2 & 1099 Forms	1102100020	\$ 629.57
201123344	Pioneer Valley Books	11/17/2020	I192214	Title I Kits	1302100092	\$ 4,630.50
201123345	Read Naturally	11/17/2020	243376	Supplies	6052100046	\$ 104.52
201123346	Rousseau, Abby	11/17/2020	9/30/2020	September Mileage	0	\$ 7.19
201123347	THE JOURNAL	11/17/2020	103120	Advertising Local Newspaper	1102100019	\$ 1,045.18
201123348	VARITRONICS	11/17/2020	PSI-123689	FES Supplies	1302100140	\$ 580.51
202000438	MN PEIP	10/20/2020	1009548	Medical Insurance Invoice	0	\$ 119,230.48
202000439	Educator Benefit Consultants, LLC	10/23/2020	20201023ADT	Payroll accrual	0	\$ 119.23

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 196.14
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 1,371.07
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 2,979.41
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 46.15
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 2,427.65
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 430.77
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 300.51
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 416.50
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 203.61
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 250.00
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 3,177.88
	Educator Benefit Consultants, LLC	10/23/2020	20201023ADTS	Payroll accrual	0	\$ 65.38
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 92.30
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 196.14
202000439	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 272.89
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 1,490.23
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 46.15
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 723.66
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 111.53
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 46.15
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 107.91
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 203.61
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 65.38
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 1,338.67
	Educator Benefit Consultants, LLC	10/23/2020	20201023AFTS	Payroll accrual	0	\$ 65.38
202000440	Empower Retirement	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 310.00
	Empower Retirement	10/23/2020	20201023ADDI	Payroll accrual	0	\$ 20.00
	Empower Retirement	10/23/2020	20201023ADG	Payroll accrual	0	\$ 12.17
	Empower Retirement	10/23/2020	20201023ADG	Payroll accrual	0	\$ 23.12
	Empower Retirement	10/23/2020	20201023AFDE	Payroll accrual	0	\$ 12.17
	Empower Retirement	10/23/2020	20201023AFDE	Payroll accrual	0	\$ 23.12
	Empower Retirement	10/23/2020	20201023AFHC	Payroll accrual	0	\$ 2,684.63
	Empower Retirement	10/23/2020	20201023AFHC	Payroll accrual	0	\$ 83.84

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
202000441	Internal Revenue Service	10/23/2020	20201023ADFI	Payroll accrual	0	\$ 18,891.80
	Internal Revenue Service	10/23/2020	20201023ADFI	Payroll accrual	0	\$ 587.77
	Internal Revenue Service	10/23/2020	20201023ADFI	Payroll accrual	0	\$ 593.85
	Internal Revenue Service	10/23/2020	20201023ADFT	Payroll accrual	0	\$ 360.00
	Internal Revenue Service	10/23/2020	20201023ADFT	Payroll accrual	0	\$ 91.74
	Internal Revenue Service	10/23/2020	20201023ADFT	Payroll accrual	0	\$ 23,161.29
	Internal Revenue Service	10/23/2020	20201023ADFT	Payroll accrual	0	\$ 765.06
	Internal Revenue Service	10/23/2020	20201023ADFT	Payroll accrual	0	\$ 410.03
	Internal Revenue Service	10/23/2020	20201023ADM	Payroll accrual	0	\$ 4,418.25
	Internal Revenue Service	10/23/2020	20201023ADM	Payroll accrual	0	\$ 137.46
	Internal Revenue Service	10/23/2020	20201023ADM	Payroll accrual	0	\$ 138.89
	Internal Revenue Service	10/23/2020	20201023AFFK	Payroll accrual	0	\$ 18,891.80
	Internal Revenue Service	10/23/2020	20201023AFFK	Payroll accrual	0	\$ 587.77
	Internal Revenue Service	10/23/2020	20201023AFFK	Payroll accrual	0	\$ 593.85
	Internal Revenue Service	10/23/2020	20201023AFM	Payroll accrual	0	\$ 4,418.25
	Internal Revenue Service	10/23/2020	20201023AFM	Payroll accrual	0	\$ 137.46
	Internal Revenue Service	10/23/2020	20201023AFM	Payroll accrual	0	\$ 138.89
202000442	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 60.00
	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 11,103.73
	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 354.06
	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 228.30
	MINNESOTA REVENUE	10/23/2020	20201023ADSI	Payroll accrual	0	\$ 60.00
202000443	MN Teachers Retirement Association	10/23/2020	20201023ADTF	Payroll accrual	0	\$ 14,843.37
	MN Teachers Retirement Association	10/23/2020	20201023ADTF	Payroll accrual	0	\$ 566.31
	MN Teachers Retirement Association	10/23/2020	20201023ADTF	Payroll accrual	0	\$ 38.55
	MN Teachers Retirement Association	10/23/2020	20201023AFTR	Payroll accrual	0	\$ 16,090.14
	MN Teachers Retirement Association	10/23/2020	20201023AFTR	Payroll accrual	0	\$ 613.88
	MN Teachers Retirement Association	10/23/2020	20201023AFTR	Payroll accrual	0	\$ 41.78
202000444	Public Employees Retirement Associati	10/23/2020	20201023ADPE	Payroll accrual	0	\$ 6,817.81
	Public Employees Retirement Associati	10/23/2020	20201023ADPE	Payroll accrual	0	\$ 132.93
	Public Employees Retirement Associati	10/23/2020	20201023ADPE	Payroll accrual	0	\$ 650.91
	Public Employees Retirement Associati	10/23/2020	20201023AFPE	Payroll accrual	0	\$ 7,866.72

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Public Employees Retirement Associati	10/23/2020	20201023AFPE	Payroll accrual	0 \$	153.39
	Public Employees Retirement Associati	10/23/2020	20201023AFPE	Payroll accrual	0 \$	751.05
202000445	Public Employees Retirement-DCP	10/23/2020	20201023ADD	Payroll accrual	0 \$	24.00
	Public Employees Retirement-DCP	10/23/2020	20201023AFDC	Payroll accrual	0 \$	24.00
202000446	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	119.23
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	196.14
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	1,371.07
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	2,979.41
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	46.15
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	2,427.65
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	430.77
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	300.51
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	416.50
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	203.61
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	250.00
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	3,177.88
	Educator Benefit Consultants, LLC	11/6/2020	20201106ADTS	Payroll accrual	0 \$	65.38
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	92.30
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	196.14
202000446	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	272.89
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	1,490.23
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	46.15
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	723.66
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	111.53
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	46.15
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	107.91
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	203.61
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	65.38
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	1,338.67
	Educator Benefit Consultants, LLC	11/6/2020	20201106AFTS	Payroll accrual	0 \$	65.38
202000447	Empower Retirement	11/6/2020	20201106ADDI	Payroll accrual	0 \$	310.00
	Empower Retirement	11/6/2020	20201106ADDI	Payroll accrual	0 \$	20.00
	Empower Retirement	11/6/2020	20201106ADG	Payroll accrual	0 \$	12.17

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	Empower Retirement	11/6/2020	20201106ADG	Payroll accrual	0	\$ 23.12
	Empower Retirement	11/6/2020	20201106AFDE	Payroll accrual	0	\$ 12.17
	Empower Retirement	11/6/2020	20201106AFDE	Payroll accrual	0	\$ 23.12
	Empower Retirement	11/6/2020	20201106AFHC	Payroll accrual	0	\$ 2,684.63
	Empower Retirement	11/6/2020	20201106AFHC	Payroll accrual	0	\$ 83.84
202000448	Internal Revenue Service	11/6/2020	20201106ADFI	Payroll accrual	0	\$ 18,102.32
	Internal Revenue Service	11/6/2020	20201106ADFI	Payroll accrual	0	\$ 572.31
	Internal Revenue Service	11/6/2020	20201106ADFI	Payroll accrual	0	\$ 549.26
	Internal Revenue Service	11/6/2020	20201106ADFT	Payroll accrual	0	\$ 360.00
	Internal Revenue Service	11/6/2020	20201106ADFT	Payroll accrual	0	\$ 105.19
	Internal Revenue Service	11/6/2020	20201106ADFT	Payroll accrual	0	\$ 22,007.70
	Internal Revenue Service	11/6/2020	20201106ADFT	Payroll accrual	0	\$ 756.32
	Internal Revenue Service	11/6/2020	20201106ADFT	Payroll accrual	0	\$ 359.06
	Internal Revenue Service	11/6/2020	20201106ADM	Payroll accrual	0	\$ 4,233.57
	Internal Revenue Service	11/6/2020	20201106ADM	Payroll accrual	0	\$ 133.84
	Internal Revenue Service	11/6/2020	20201106ADM	Payroll accrual	0	\$ 128.46
	Internal Revenue Service	11/6/2020	20201106AFFK	Payroll accrual	0	\$ 18,102.32
	Internal Revenue Service	11/6/2020	20201106AFFK	Payroll accrual	0	\$ 572.31
	Internal Revenue Service	11/6/2020	20201106AFFK	Payroll accrual	0	\$ 549.26
	Internal Revenue Service	11/6/2020	20201106AFM	Payroll accrual	0	\$ 4,233.57
	Internal Revenue Service	11/6/2020	20201106AFM	Payroll accrual	0	\$ 133.84
	Internal Revenue Service	11/6/2020	20201106AFM	Payroll accrual	0	\$ 128.46
202000449	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 60.00
	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 20.00
	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 10,608.63
	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 348.06
	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 203.46
	MINNESOTA REVENUE	11/6/2020	20201106ADSI	Payroll accrual	0	\$ 69.10
202000450	MN Teachers Retirement Association	11/6/2020	20201106ADTF	Payroll accrual	0	\$ 14,828.65
	MN Teachers Retirement Association	11/6/2020	20201106ADTF	Payroll accrual	0	\$ 563.48
	MN Teachers Retirement Association	11/6/2020	20201106ADTF	Payroll accrual	0	\$ 37.53
	MN Teachers Retirement Association	11/6/2020	20201106AFTR	Payroll accrual	0	\$ 16,074.14
	MN Teachers Retirement Association	11/6/2020	20201106AFTR	Payroll accrual	0	\$ 610.82

Payables Summary
November 16, 2020

Check No	Vendor	Check Date	Invoice No	Invoice Description	PO Number	Amount
	MN Teachers Retirement Association	11/6/2020	20201106AFTR	Payroll accrual	0	\$ 40.69
	MN Teachers Retirement Association	11/6/2020	20201106AFTR	Payroll accrual	0	\$ -
202000451	MN TEACHERS RETIREMENT ASSN	11/6/2020	20201106ADTF	Payroll accrual	0	\$ -
202000452	Public Employees Retirement Associati	11/6/2020	20201106ADPE	Payroll accrual	0	\$ 6,071.02
	Public Employees Retirement Associati	11/6/2020	20201106ADPE	Payroll accrual	0	\$ 122.17
	Public Employees Retirement Associati	11/6/2020	20201106ADPE	Payroll accrual	0	\$ 600.93
	Public Employees Retirement Associati	11/6/2020	20201106ADPE	Payroll accrual	0	\$ 4.81
	Public Employees Retirement Associati	11/6/2020	20201106AFPE	Payroll accrual	0	\$ 7,004.99
	Public Employees Retirement Associati	11/6/2020	20201106AFPE	Payroll accrual	0	\$ 140.97
	Public Employees Retirement Associati	11/6/2020	20201106AFPE	Payroll accrual	0	\$ 693.38
	Public Employees Retirement Associati	11/6/2020	20201106AFPE	Payroll accrual	0	\$ 5.55
202000453	Public Employees Retirement-DCP	11/6/2020	20201106ADD	Payroll accrual	0	\$ 24.00
	Public Employees Retirement-DCP	11/6/2020	20201106AFDC	Payroll accrual	0	\$ 24.00
202000454-	BMO	11/3/2020		See Credit Card Detail Report		
202000568						\$ 38,292.11
202121126	Koenig, Joshua	10/26/2020	10/23/2020	JV Football Referee on 10/26 /20	0	\$ 50.00
202121127	Koenig, Joshua	11/2/2020	10/29/2020	Football Ref JV on 11/2 vs Chisholm	0	\$ 50.00
202121128	Nosan, Shelby	11/5/2020	11022020	Lunch account refund	0	\$ 63.80
202121129	Boe, Angel	11/17/2020	9/30/2020	Mileage	0	\$ 16.10
202121130	Huffaker, Kristina	11/17/2020	10/31/2020	October Mileage	0	\$ 27.60
202121131	Peterson, Paul	11/17/2020	9/30/2020	September Mileage	0	\$ 13.80
202121132	Wilson, June	11/17/2020	9/30/2020	September Mileage	0	\$ 34.50
Total						\$ 690,172.16

Product	How to Get It	Qty	Total Price
 <p><u>Whirlpool® 7 cu.ft. White Electric Dryer</u> White SKU: 4511654 Model #: WED5000DW</p>	<p>Nationwide Delivery & Installation Delivery Services</p> <p>Deliver From Store</p> <p>Pick Up At Store - Menards Picks</p>	<p>1</p> <p>\$734.00/each</p> <p>Was: \$749.00</p>	\$734.00
 <p><u>Whirlpool® 2.2 cu.ft. White Countertop Microwave</u> White SKU: 4558304 Model #: WMC50522HW</p>	<p>Nationwide Delivery & Installation Delivery Services</p> <p>Deliver From Store</p> <p>Ship To Store - Free! Estimated arrival date at store 01/06/2021</p>	<p>4</p> <p>\$299.00/each</p>	\$1,196.00
 <p><u>Whirlpool® 30" 4.8 cu.ft. White Electric Range (Coil)</u> White SKU: 4551122 Model #: WFC315S0JW</p>	<p>Nationwide Delivery & Installation Delivery Services</p> <p>Deliver From Store</p> <p>Pick Up At Store - Menards Picks</p>	<p>5</p> <p>\$636.00/each</p> <p>Was: \$649.00</p>	\$3,180.00
 <p><u>Criterion® 18 cu. ft. White Top-Freezer Refrigerator</u> White SKU: 4538055 Model #: CTMR180M1W</p>	<p>Deliver From Store</p> <p>Pick Up At Store - Menards Picks</p>	<p>3</p> <p>\$599.99/each</p>	\$1,799.97
 <p><u>Whirlpool® 4.3 cu.ft. White Top-Load Washer</u> White SKU: 4510652 Model #: WTW5000DW</p>	<p>Nationwide Delivery & Installation Delivery Services</p> <p>Deliver From Store</p> <p>Pick Up At Store - Menards Picks</p>	<p>1</p> <p>\$734.00/each</p> <p>Was: \$749.00</p>	\$734.00

 **Save BIG With your Menards® BIG Card**
Earn a 2% rebate on all Menards® purchases and take advantage of financing offers when you use your BIG Card.

Order Summary

Merchandise Subtotal:	\$7,643.97
Pretax Subtotal	\$7,643.97

* Online price may differ from your local Menards®.

**** Please Note:**
Prices, promotions, styles and availability may vary by store and online. Inventory is sold and received continuously throughout the day; therefore, the quantity shown may not be available when you get to the store. This inventory may include a store display unit. Online orders and products purchased in-store qualify for rebate redemption. Rebates are provided in the form of a Menards® Merchandise Credit Check valid towards purchases at any Menards® retail store. Not valid for purchases on MENARDS.COM®

Listed price and availability are subject to change. For the most up-to-date information, review your lists at MENARDS.COM®

Guests Who Bought Items in Your Cart Also Shopped These Products

2709 Mondovi Road, Eau Claire, WI 54701 USA
 +1.800.830.1416 | +1.715.830.2040 | Fax +1.715.830.2050
www.realityworks.com

Email Orders To: orders@realityworks.com or FAX

Quote #	97349
Quote Date	11/3/2020
Quote Expires	12/31/2020
Terms	Net 30
Customer #	163870
Opportunity Manager	Marsa Hanson
Email	marsa.hanson@realityworks.com
Phone	(715) 858-7129

Prepared for: Karla Olson-Line

Contact Phone: (218) 283-2571

Bill To Information

Falls High School
 1515 11Th St
 Intl Falls MN 56649
 United States

Ship To Information

Falls High School
 1515 11Th St
 Intl Falls MN 56649
 United States

Product Number	Description	List Price	Quantity	Extended Price
11020208	RealCare™ Infant Health Trio (SBS, DA, FAS)&Case	\$1,899.00	1	\$1,899.00
	Instructor Guide w/Cur Link - DA Baby		1	
	Shaken Baby Syndrome Simulator		1	
	Infant Health Trio Storage Case		1	
	Fetal Alcohol Baby, Light Skin Tone		1	
	Drug-Affected Baby, Medium Skin Tone		1	
	Instructor Guide w/Cur Link - SBS Baby		1	
	DVD - When Babies Cry, English		1	
	Instructor Key Ring w Realityworks Fob		1	
	Instructor Guide w/Cur Link - FAS Baby		1	
	DVD - An Ounce of Prevention		1	

Subtotal	\$1,899.00
Shipping and Handling	\$94.95
Total Tax	\$0.00
Total	\$1,993.95



SECOND HARVEST NORTH CENTRAL FOOD BANK Non-Profit Agency Agreement To Receive Product

Name of Non-Profit Agency Falls High School

Address 1515 11th Street

Phone 218-703-2571

Email Address of Primary Contact Kgrover@ISD361.org

Type of Service Provided Public School

We agree to and will comply with the following criteria for a Member Agency of Second Harvest North Central Food Bank:

- Must have a 501 (c) (3) tax exempt status with the Internal Revenue Service, church service organization or other non-profit agency sponsorship. Must provide a copy of the Letter of Determination from the IRS. **Agencies operating under a fiscal agent agreement with another non-profit must provide a letter stating the legal arrangement between the two organizations and provide a complete written explanation of the fiscal oversight process. These types of arrangements are not encouraged by the food bank, but allowed under very limited circumstances.**
- **At least one employee or volunteer must complete a food bank approved food safety program and be able to provide documentation of its completion.**
- Must be an agency that serves the needy and low-income and verify client eligibility.
- Must serve food to clients in the form of meals or distribute packaged food for emergency situations.
- Must not sell food or charge for meals. **Suggested donation signs or donation buckets are not allowed at any distribution site as they imply that a donation is needed to receive food at the program site.**
- Must have all staff and volunteers complete Civil Rights Training.
- Must provide own transportation to pick up product at the warehouse or be willing to pay the delivery fee of six (8) cents per pound.
- **Must have adequate refrigeration and approved storage space to insure the wholesomeness of the food until it is used/redistributed. Transportation of perishable food in non-refrigerated vehicles is not allowed, if it is over a 30 mile radius from Second Harvest..** Food Bank management will reserve the right to set mileage limits as to what distance a load may be hauled without mechanical refrigeration equipment.

- Must follow all State, Federal and National regulations regarding the repackaging and handling of food.
- Must provide the safe and proper handling of the donated product, which conforms to all local, state, national and federal regulations
- Food Shelves are required to comply with the Americans with Disabilities Act (ADA). OEO requires that local agencies have an ADA plan on file at the agency.
- No repacking of TEFAP product is allowed
- Must keep all TEFAP forms on hand for six (6) years. Plus the year you are working on.
- Must keep all food bank invoices on hand for one year.
- Must be willing to adhere to additional donor stipulations
- Must abide by the policies, procedures, and record keeping requirements of the food bank
- That all items are accepted in “as is” condition
- Agree to pay the handling fees assessed
- Will not engage in discrimination in the provision of service, against any person because of race, color, citizenship, religion, gender, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity or expression, unfavorable discharge from the military or status as a protected veteran
- Must be willing to pay an annual Membership Fee to the food bank of \$50.00
- Must provide the food bank with service statistics due by the 5th of every month.
- Must agree to be monitored by the food bank staff prior to membership and thereafter at least once every two years, with or without prior notice.
- Must agree to the operation of the Food Bank with the shared maintenance contribution of up to eighteen (18) cents per pound for food and non-food products received. Purchased product prices are based on the wholesale cost to the food bank plus a small handling fee.
- Service charges may be applied to past due invoices. Product prices subject to change without notice.
- Ordering privileges will be withheld if the agency has unpaid membership fees, unpaid invoices or past due statistics. Privileges will be reinstated when fees or statistics are provided.

This agreement shall become effective **January 1, 2020** and absent prior notice of termination shall terminate **December 31, 2020**. The agreement may be terminated by either party with a ten (10) day written notice.

LIABILITY RELEASE

The undersigned authorized agency of Second Harvest North Central Food Bank hereby warrants that during active membership, he/she will receive assorted food and grocery products from Second Harvest North Central Food Bank. Said agency further warrants that the above described food will be duly inspected upon delivery and found fit for human consumption.

It is further agreed between the Second Harvest North Central Food Bank and

International Falls High School
(Type or print name of Agency)

The food is accepted "as is".

SECOND HARVEST NORTH CENTRAL FOOD BANK, FEEDING AMERICA and the original donor expressly disclaim any implied warranties in relation to this gift of food. There have been no express warranties in relation to this gift of food. Said Agency releases the original donor, SECOND HARVEST NORTH CENTRAL FOOD BANK and FEEDING AMERICA from any liability resulting from the condition of the donated food and further agrees to indemnify and hold SECOND HARVEST NORTH CENTRAL FOOD BANK, FEEDING AMERICA and the original donor free and harmless against all and any liabilities, damages, losses, claims, causes of action and suits of law in equity or any obligation whatsoever arising out of or attributed to any action of said Agency or any personnel employed by said Agency in connection with it's storage and use of the donated food.

Agency will not sell or offer said food for sale.

SIGNED:

Chairperson of Agency Board

Agency Director

Date: _____

**Second Harvest North Central Food Bank * 2222 Cromell Drive, PO Box 5130,
Grand Rapids, MN 55744 * Phone: 218.326.4420 Fax: 218.999.5252
www.secondharvestncfb.com**

INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361

BOARD POLICY 419
TOBACCO-FREE ENVIRONMENT; POSSESSION AND USE OF
TOBACCO, TOBACCO-RELATED DEVICES, AND ELECTRONIC
DELIVERY DEVICES; VAPING AWARENESS AND PREVENTION
INSTRUCTION

Adopted ___ By Reference ___

Revised ___ September 2020 _____

[Note: School Districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 144.416 requires that entities that control public places must make reasonable efforts to prevent smoking in public places, including the posting of signs or any other means which may be appropriate. Additionally, Minn. Stat. § 120B.238 requires that vaping prevention instruction be provided as set forth in this policy.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or carries or uses an activated electronic delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices or electronic delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

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

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

III. ~~TOBACCO AND TOBACCO-RELATED DEVICES DEFINED-DEFINITIONS~~

- A. “Electronic delivery device” means any product containing or delivering nicotine, lobelia, or any other substance ~~whether natural or synthetic~~, intended for human consumption ~~that can be used by a person to simulate smoking in the delivery of nicotine or any other substance~~ through inhalation of ~~vapor aerosol or vapor~~ from the product. ~~Electronic delivery devices includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor.~~ Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. ~~Electronic delivery device does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose~~ excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.
- B. “Heated tobacco product” means a tobacco product that produces aerosols containing nicotine and other chemicals which are inhaled by users through the mouth.
- ~~BC.~~ “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. ~~Tobacco excludes any drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.~~
- ~~CD.~~ “Tobacco-related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or ~~intended~~ intended to be used in a manner which enables

the chewing, sniffing, smoking, or inhalation of **vapers aerosol or vapor** of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.

- DE.** “Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking includes carrying or using an activated electronic delivery device.
- F.** “Vaping” means using an activated electronic delivery device or heated tobacco product.”

IV. EXCEPTIONS

- A.** A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.
- B.** A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.

V. VAPING PREVENTION INSTRUCTION

- A.** The school district must provide vaping prevention instruction at least once to students in grades 6 through 8.
- B.** The school district may use instructional materials based upon the Minnesota Department of Health’s school e-cigarette toolkit or may use other smoking prevention instructional materials with a focus on vaping and the use of electronic delivery devices and heated tobacco products. The instruction may be provided as part of the school district’s locally developed health standards.

[NOTE: In addition, school districts may choose to require (a) evidence-based vaping prevention instruction to students in grades 9 through 12; and/or (b) a peer-to-peer education program to provide vaping prevention instruction.]

VI. ENFORCEMENT

- A.** All individuals on school premises shall adhere to this policy.
- B.** Students who violate this tobacco-free policy shall be subject to school district discipline procedures.

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

VI. DISSEMINATION OF POLICY

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

Legal References: **Minn. Stat. § 120B.238 (Vaping Awareness and Prevention)**
Minn. Stat. §§ 144.411 – 144.417 (Minnesota Clean Indoor Air Act)
Minn. Stat. § 609.685 (Sale of Tobacco to Children)
2007 Minn. Laws. Ch.82 (Freedom to Breathe Act of 2007)

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

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 507
Corporal Punishment**

Adopted ___ By Reference ___

Revised ___ April 2020 _____

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

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 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)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 511.5
Raffles**

Adopted ___ June 27, 1991 ___

Revised _____

I. PURPOSE

The purpose of this policy is to address raffles conducted on school property and at school events.

- A. Raffles may be held in a legal manner by adult booster groups. Said raffles will be held for the express purpose of raising money to be used for student activities.
- B. Booster groups may set up a booth or table at an event to take donation, but may not directly solicit those people in attendance.
- C. Permission for said raffle must be obtained from the administer of the event.
- D. Priority will be given to the booster group of the event for which the raffle tickets are being sold.
- E. The winner of the raffle may be announced at the event if it can be done at a reasonable time.
- F. School-aged students may not sell or buy the raffle tickets.

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 511.6
Vendors of Student Products**

Adopted ___ August, 1986 ___

Revised _____

I. PURPOSE

The purpose of this policy is to provide guidance for vendors who provide products and/or services to student in the school of Independent School District No. 361.

- A. Vendors will be discouraged from selling products to students unless these products are clearly needed and wanted by the students and their parents.
- B. Generally, vendors are discouraged from making presentations to students during the school day unless it is clearly in the best interest of the students and parents.
- C. In the event that it is in the best interest of the students to have a vendor(s) make a presentation, reasonable effort will be made to have all vendors do so at the same time. Each known local vendor should be notified and given an opportunity to make a presentation. The building principal shall schedule the time of any presentations.
- D. Selection of a vendor may be made by the student representatives of those student groups in grades 9-12 with approval by the building principal or his designee. Approval for grades K-8 will be made by the building principal or his/her designee.
- E. Every effort should be made to insure that high quality products and service be provided. Prices, quality and services shall be the criteria for selecting a vendor.
- F. In the event that the product is provided on a district wide basis, the superintendent shall coordinate the efforts to select vendors.
- G. Parents may be asked for input into a decision on a vendor through a committee, a poll or other methods of communication.
- H. The selling of products and services should interfere as little as possible with the educational process.
- I. A fee may be charged by the school to facilitate the selling of a product or service.

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 512
School-Sponsored Student Publications and Activities**

Adopted ___ By Reference ___

Revised ___ April 2020 ___

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

[Note: A school district generally will wish to reserve a forum it sponsors for its intended purpose in light of the special characteristics of the school environment. By doing so, the school district will have more authority/editorial control over student expression in such a forum. Sponsorship alone may not be enough, however. If the exercise of control is challenged, courts will examine factors such as whether the school district's purpose in creating the forum was educational, whether school officials supervised the publication or activity and exercised editorial control over the contents, whether the materials were produced as part of the curriculum, and whether students received grades and academic credit for the publication or activity. If a forum is reserved, regulation of student expression as in Section IV.B. of this policy will be permissible. If a forum is not reserved, but rather is opened for public communication by tradition or designation, then only the limited regulation of speech as described in Section IV.A. of this policy will be permissible.]

- A. The school district may exercise editorial control over the style and content of student expressions in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.

1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.
2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. “Distribution” means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.
- B. “Official school publications” means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as a part of the curriculum.
- C. “Obscene to minors” means:
 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
 1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event,

participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

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

- F. “School activities” means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Expression in an official school publication or school-sponsored activity is prohibited when the material:
 - 1. is obscene to minors;
 - 2. is libelous or slanderous;
 - 3. advertises or promotes any product or service not permitted for minors by law;
 - 4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
 - 5. expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
 - 6. is distributed or displayed in violation of time, place, and manner regulations.
- B. Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content as long as the school district’s actions are reasonably related to legitimate pedagogical concerns. These may include, but are not limited to, the following:
 - 1. assuring that participants learn whatever lessons the activity is designed to teach;
 - 2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;

3. assuring that the views of the individual speaker are not erroneously attributed to the school;
4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

C. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F.2d 747 (8th Cir. 1987)
Morse v. Frederick, 551 U.S. 393, 127 S.Ct. 2618, 168 L.Ed.2d 290 (2007)

Cross References: MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
 MSBA/MASA Model Policy 506 (Student Discipline)
 MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 513.5
Kindergarten Early Entrance**

Adopted July, 2014

Revised _____

I. PURPOSE

The purpose of this policy is to provide guidance to the School Board, professional staff and parents regarding early entrance of children into kindergarten prior to reaching the age of five by September 1.

II. GENERAL STATEMENT OF POLICY

The International Falls Schools recognizes that some students may be ready for early entrance into kindergarten with a September or October birthday.

III. PROCEDURES

Children who turn five on September 1 or thereafter through October 31 may be considered for admission into kindergarten based on the following procedures:

1. Parent requests will be reviewed after the April 15th school request deadline. (see request form)
2. A school team will conduct a standardized assessment of the student's social/emotional/behavioral functioning. Children who appear socially/emotionally ready for kindergarten will be referred to district staff for completion of the assessment process. District and Northland Special Education Co-op staff will assess academic readiness for kindergarten. Prior testing results may be reviewed by the district in the event a family has participated in assessments prior to applying for early entrance to Kindergarten.
3. Children must demonstrate superior intellectual ability, defined as performance at or above the 90%ile on a nationally normed, individually administered test of cognitive ability, +/- the standard error of measurement.
4. A fee of \$100.00 is collected to cover pre-assessment and consultation time with an assessment team. This fee may be waived if the district decides it does not have to do an assessment. A birth certificate also needs to be presented for age verification. The assessment team will consist of Early Childhood teacher(s), special needs teacher(s), principal and psychologist.

5. The assessment team will review all information from all members and provide a recommendation concerning the early entrance request to the superintendent. The superintendent's decision is final.
6. Special requests made on behalf of students whose birthdates are beyond the October 31st date will be handled on a case-by-case basis and are subject to the Superintendent's discretion and approval.

Legal References: Minn. Stat. § 120A.20, 124D.02



International Falls Public Schools

Independent School District 361

Early Kindergarten Admission

DISTRICT POLICY REGARDING EARLY ADMISSION INTO KINDERGARTEN

After careful consideration, the International Falls Public School District has adopted the following criteria for early admission into Kindergarten:

- Children who turn five on September 1 or thereafter though October 31 may be considered for admission into Kindergarten based on the following procedures. A birth certificate must be presented for age verification.
- Parents must request by April 15th of the previous school year. Parent requests will be reviewed after the deadline and will be honored on a space-available basis.
- A school team will conduct a standardized assessment of the student's social, emotional, behavioral functioning. The assessment team will consist of Early childhood teacher(s), special needs teacher(s), principal and psychologist. Children who appear socially and emotionally ready for kindergarten will be referred to district staff for completion of the assessment process. District and Northland Special Education Co-op Staff will assess academic readiness for kindergarten. Prior testing results may be reviewed by the district in the event a family has participated in assessments prior to applying for early entrance to kindergarten.
- Children must demonstrate superior intellectual ability, defined as performance at or above the 90 percentile on a nationally normed, individually administered test of cognitive ability, +/- the standard error of measurement.
- Cognitive ability assessed to be within the superior range as measured by a standardized individually administered test.
- Academic readiness/achievement assessed to be within the superior range as measured by a standardized and individually administered test.
- Superior social maturity as measured by a school team with information gathered from parent/guardian reports, daycare and teacher observations, and any other developmental checklists as appropriate.
- A fee of \$100.00 is collected to cover pre-assessment and consultation time with an assessment team. This fee may be waived if the district determines it does not have to complete an additional assessment.
- The assessment team will review all information from all members and provide a recommendation concerning the early entrance request to the Superintendent. The Superintendent's decision is final.

DEVELOPMENTAL CHECKLIST

Early admission to Kindergarten is only considered for children who are thought to be exceptional (total development being superior to most children of the same age).

In order to help parents/guardians determine whether they should apply for the early admission program, the following checklist can be used. It helps parents/guardians to determine a child's strengths by comparing his/her behavior with the list of descriptors.

Please remember this is only a guide to help you sort out your feelings as to your child's potential. If you apply for early admission, the school district will still be the determiner of whether the child will start Kindergarten early.

GENERAL INTELLECTUAL ABILITY

- _____ Asks many specific questions and seriously attends to the answers.
- _____ Has a good memory.
- _____ Frequently prefers playing with older children.
- _____ Has a mature sense of humor. Is likely to understand puns or plays on words before other children.
- _____ Is exceptionally curious. May either use a "scatter shot" approach of exploring many areas of interest simultaneously, or focus on one at a time.
- _____ Has a high energy level; is restless in mind and body.
- _____ Is interested in cause-effect relationships. Likes to explore possible explanations. May insist that his/her explanation makes more sense than the "real" one.
- _____ Has a long attention span for activities of own choosing.
- _____ Knows many things about which other children the same age are unaware.
- _____ Applies concepts of reading and math in contexts other than those in which they were introduced.
- _____ Is sensitive to emotional issues at an early age. Asks many questions about pain, death, anger, love, violence, etc...
- _____ Is eager to try new activities and/or to perform familiar activities in new ways.

SPECIFIC ACADEMIC ACHIEVEMENT

LINGUISTIC APTITUDE

- _____ Uses advanced vocabulary.
- _____ Employs advanced sentence structure (i.e. uses conjunctions like “however” and “although”).
- _____ Makes up elaborate stories or fantasies.
- _____ Memorizes many poems or stories. Recites poems or rhymes using rhythm and cadence.
- _____ Prefers story books with many words and fewer pictures.
- _____ Has taught (or is teaching) self to read by asking parents or other nearby adults. “What is this letter?” or read aloud again and again.
- _____ Has an early interest in printing letters, names and words.

MATH/LOGIC APTITUDE

- _____ Is very interested in maps, charts, globes, calendars, and clocks. Asks many questions about abstract terms, such as time and space. (Example: “When is today really tomorrow or yesterday?”)
- _____ Enjoys assembling new or difficult puzzles.
- _____ Likes to count, weigh, measure, or categorize objects.
- _____ Recognizes one and two digit numbers. Is able to count objects and choose the correct numeral to represent the number. (Example: Counts 11 blocks and points to the numeral 11.)
- _____ Understands concepts of money. (Example: Knows that 10 pennies equal to a dime.)

SCIENTIFIC APTITUDE

- _____ Constantly wants to know how and why things work.
- _____ Collects things.
- _____ Likes to classify and categorize objects and ideas.
- _____ Has an advanced understanding of cause-and-effect relationships.
- _____ Chooses “how-to” books or nature books over stories and fairy tales.
- _____ Likes to take things apart—toys, clocks, flashlights, appliances. May or may not be able to put them back together.

CREATIVE PRODUCTIVE THINKING

- _____ May have an "imaginary friend" and be able to describe him/her in great detail.
- _____ Is constantly asking questions.
- _____ Responds to questions with a list of possible answers.
- _____ See solutions that rarely occur to other children or to adults.
- _____ Effectively uses materials in ways other than those from which they were intended.
(Example: Invents a new game around Lotte cards.)
- _____ Has a spontaneous sense of humor.
- _____ Makes up elaborate excuses for behavior, finds "loopholes." (Example: "I am sorry I bit Ralph, but didn't mean to bite his skin. I only meant to chew his clothes.")

LEADERSHIP ABILITY

- _____ Interacts easily with both children and adults.
- _____ Is often sought out by other children for play.
- _____ Is able to enter an already-playing group of children and be easily accepted.
- _____ Offers play suggestions to other children toward his/her own goals, positive or negative.
- _____ Understands cause-effect as it relates to behavior and consequences.
- _____ Recognizes when his/her behavior yields certain predictable results.
- _____ Has a sense of justice and fair play for both self and others.

Has your child had experience with groups of children away from his or her parents/guardians, such as in daycare or early childhood classes? Please list:

Why do you feel your child would benefit from early entrance?

If necessary I consent to an assessment of my child to determine his or her readiness to enter Kindergarten early.

I HAVE READ AND UNDERSTAND THE INFORMATION ON THIS FORM.

Parent/Guardian Signature

Date

REQUIRED ENCLOSURES: COPY OF YOUR CHILD'S BIRTH CERTIFICATE AND IMMUNIZATION AND PHYSICAL RECORDS.

Please return to:

Melissa Tate, Falls Elementary Principal
Falls Elementary School
1414 15th Avenue
International Falls, MN 56649

Student Information: (Please Print)

Student Name: _____
Last First Middle

Male Female (check one) Birthdate _____

Does your child have a serious health condition requiring care/assistance during the school day?

YES NO If "yes", what is your child's health condition? _____

Student Language Information: In order to help your child learn, we need to determine which language your child uses most. Please check the appropriate box below for each question:

Which language did your child first learn? English Other (specify) _____

Which language is spoken most in your home? English Other (specify) _____

Which language does your child usually speak English Other (specify) _____

Student Ethnic Group:

Is the student Hispanic/Latino? Yes NO

What is the student's primary race? American Indian or Alaska Native Asian

Black or African American Native Hawaiian or Pacific Islander White

Mark all other races that apply. American Indian or Alaska Native Asian

Black or African American Native Hawaiian or Pacific Islander White

Parent/Guardian Information: (please print)

Parent/Guardian name: _____

Relationship to Student: Mother Father Guardian

Home Address: _____ Apt # _____

Mailing Address (if different from above): _____

City: _____ State _____ Zip Code _____

Daytime Phone: _____ Evening Phone: _____

E-mail: _____

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 513.6
Gifted and Talented**

Adopted ___ July, 2014 ___

Revised _____

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff that may identify students, locally develop programs addressing instructional and effective needs, provide staff development, and evaluate programs to provide gifted and talented students with challenging and appropriate educational programs.

II. GENERAL STATEMENT OF POLICY

The School Board recognizes the need to adopt guidelines for assessing and identifying students for participation in gifted and talented program.

III. PROCEDURES

The district must have in place procedures for the academic acceleration of gifted and talented students. These procedures must include how the district will:

1. Assess a student's readiness and motivation for acceleration;
2. Match the level, complexity, and pace of the curriculum to a student to achieve the best type of academic acceleration for that student.
3. The procedures must be time sensitive to underrepresented and racial groups.

Legal References: Minn. Stat. § 120B.15

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 516
Student Medication**

Adopted ___ By Reference ___

Revised ___ September 2020 _____

[Note: The necessary provisions for complying with Minn. Stat. §§ 121A.22, Administration of Drugs and Medicine, and 121A.221, Possession and Use of Asthma Inhalers by Asthmatic Students, and 121A.222, Possession and Use of Nonprescription Pain Relievers by Secondary Students are included in this policy. The statutes do not regulate administration of drugs and medicine for students age 18 and over or other nonprescription medications. Please note that §121A.22 does not require school districts to apply the administration of medication rule to drugs or medicine used off school grounds, drugs or medicines used in connection with athletics or extra-curricular activities, and drugs and medicines that are used in connection with activities that occur before or after the regular school day.]

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

II. GENERAL STATEMENT OF POLICY

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer prescribed medications except any form of medical cannabis, in accordance with law and school district procedures.

III. REQUIREMENTS

- A. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
- B. An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minn. Stat. § 152.22, Subd. 6.

- C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label.
- D. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
- F. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
- H. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.
- J. If the administration of a drug or medication described in this section requires the school district to store the drug or medication, the parent or legal guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the school district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent or legal guardian is required to retrieve the drug or controlled substance when requested by the school.
- JK. Specific Exceptions:

1. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;
2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;
4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
 - a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;
 - b. the inhaler is properly labeled for that student; and
 - c. the parent has not requested school personnel to administer the medication to the student.

The parent must submit written authorization for the student to self-administer the medication each school year. In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

If the School District employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;

6. Medications:
 - a. that are used off school grounds;
 - b. that are used in connection with athletics or extracurricular activities; or
 - c. that are used in connection with activities that occur before or after the regular school day

are not governed by this policy.

[Note: The provisions of paragraph 6 are optional and the school board may choose to include or exclude any of the provisions specified.]

7. Nonprescription Medication. A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.

[Note: School districts should consult with licensed medical and nursing personnel to address whether nonprescription medications will be allowed at elementary schools and whether and under what conditions school personnel will participate in storing or administering nonprescription medications.]

8. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed epinephrine auto-injectors that enables the student to:
 - a. possess epinephrine auto-injectors; or
 - b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to epinephrine auto-injectors in close proximity to the student at all times during the instructional day.

The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering epinephrine auto-injectors when required, consistent with state law. This health plan may be included in a student's § 504 plan.

9. A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event without a prescription, physician's note, or other documentation from a licensed health care professional. School personnel are not required to provide sunscreen or assist students in applying sunscreen.

KL. "Parent" for students 18 years old or older is the student.

- LM.** Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.

A district or school may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine auto-injectors.

N. Procedure regarding unclaimed drugs or medications.

1. The school district has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this policy, the school district shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent or legal guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the school district.
2. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statutes § 152.01, subdivision 4, or is an over-the-counter medication, the school district will either designate an individual who shall be responsible for transporting the drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site on behalf of the school district.
3. If the unclaimed or abandoned prescription drug is a controlled substance as defined in Minnesota Statutes § 152.01, subdivision 4, the school district or school personnel is prohibited from transporting the prescription drug to a drop-off box or collection site for prescription drugs identified under this paragraph. The school district must request that a law enforcement agency transport the prescription drug or medication to a collection bin that complies with Drug Enforcement Agency regulations, or if a site is not available, under the agency's procedure for transporting drugs.

Legal References:

Minn. Stat. § 13.32 (Student Health Data)
Minn. Stat. § 121A.21 (Hiring of Health Personnel)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)

Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine Auto-Injectors; Model Policy)
Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Auto-Injectors)
Minn. Stat. § 121A.223 (Possession and Use of Sunscreen)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
20 U.S.C. 1400, *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. 794, *et seq.* (Rehabilitation Act of 1973, § 504)

Cross References: MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 516.5
Guidelines for Administration of Student Medication**

Adopted ___ February 19, 2002 ___

Revised _____

I. PURPOSE

The following guidelines for administering student medication have been developed to promote a safe, healthy school environment, providing for the medical needs of all students.

- A. The administration of medication to students at school by school personnel shall be done only in circumstances wherein the student's health or learning may be jeopardized without it.
- B. All students requiring medications in school shall be identified by parents and/or health care professionals to school personnel, and always to the school nurse.
- C. High school students will be allowed to self-administer over the counter and uncontrolled medications prescribed to them in school, with their parent/guardian permission. They are to bring only small amounts of these medications to school at a time. Elementary students will be allowed to self-administer only their inhalers described in E below.
- D. High school students self-administering prescribed Schedule I-V medications in school will bring only one-day's dose with them. Any amount more than that is to be stored with school personnel in consultation with the school nurse.
- E. Prescriptive asthma or reactive airway disease medications self-administered by the student with an inhaler are allowed with annual written authorization from the student's parent/guardian only (no health care provider) for both elementary and secondary school students, provided the inhaler is properly labeled for that student.
- F. All medications for elementary students (except those described in E above), all controlled substances prescribed for high school-age students, and all medications to be administered by school personnel require a written order from the student's health care provider and a written authorization from the student's parent or guardian, to allow them to be administered in school.

- G. The school nurse must assess and document the student's knowledge and skills to safely possess and use an inhaler in the school setting, according to state statute.
- H. The administration of subcutaneous, intramuscular, intravenous, or rectal medications at school will be performed by a licensed school nurse, registered nurse, or licensed practical nurse under the direction of the licensed school nurse. A trained designee may administer emergency auto-injectables.
- I. Students with diabetes may self-administer their insulin at school with written permission from their health care provider and parent.
- J. An oral request for medication administration in school by school personnel may be honored only with permission from the school nurse.

If honored, that oral request must be reduced to writing within 2 school days.
- K. The completed health care provider's order and parental authorization form shall be filed in the student's record and/or cumulative folder.
- L. The individual giving the medication must:
 - a. Properly identify the student.
 - b. Record the date, time, dose after giving the medication, as instructed by the school nurse.
- M. Parents/guardians will supply medication in an appropriately labeled container including the student's name, name of medication, dosage, name of prescribing health care provider.
- N. All medication is to be stored in a safe place with access restricted to the designated school personnel or student self-administering it.
- O. For each student whose health condition requires a prescribed emergency medication, parents, students, school nurse, and health care provider will formulate a written health plan. The plan will identify which trained school personnel can give emergency medication to this student and under what circumstances.
- P. School personnel may not administer over-the-counter medications (aspirin, ibuprofen) to a student without a health care provider's written order and parental permission.
- Q. If the dose or type of medication is changed, new orders from the health care provider and written parental authorization are required if applicable.

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 517
Student Recruiting**

Adopted ___ **By Reference** ___

Revised ___ **2000** _____

I. PURPOSE

The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school district to encourage employees to make available to all interested people information regarding the school district, its schools, programs, policies, and procedures. The purpose of such activity is to assist in the process of fully informed decision making regarding school enrollment and to enhance the visibility and image of the school district.
- B. At the same time, the school district recognizes that the scope of such activity is limited by statutory authority and bylaws of the Minnesota State High School League. Accordingly, it shall be a violation of this policy for employees to exert undue influence for purposes of securing or retaining the attendance of a student in a school or to compete with another school district for the enrollment of students.
- C. Employees are further prohibited from encouraging others to engage in such conduct on behalf of the school district.

III. DEFINITION

- A. The terms “undue influence” or “competing for enrollment” shall include initiating any oral or written contact with a student from another school district who participates in a school-sponsored sport or activity which solicits the student’s transfer to participate in a sport or activity.

- B. The terms shall also include the awarding of tuition, allowance for board and/or room, allowance for transportation, priority in assignments of jobs, cash or gifts in any form, or any other privilege or consideration if not similarly available to all students.

IV. PROCEDURES

- A. The school board shall adopt, by resolution, specific standards for acceptance and rejection of applications for open enrollment. Standards may include the capacity of a program, class, school building, or the statutory limits to nonresident enrollment in a particular grade level, or whether the student is currently expelled for (1) possessing a dangerous weapon, as defined under federal law, at a school or school function; (2) possession or using an illegal drug at school or at a school function; (3) selling or soliciting the sale of a controlled substance while at school or a school function; or committing a first, second or third degree assault as described in state law. Standards for acceptance and rejection of open-enrollment applications are subject to the Graduation Incentives Program and may not include previous academic achievement, athletic or other extracurricular ability, disabling conditions, proficiency in the English language, previous disciplinary proceedings, or the student's district of residence.
- B. Employees who violate the provisions of the 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, school district policies, and the bylaws of the Minnesota High School League, as applicable.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minn. State High School League Bylaws

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA Service Manual, Chapter 10, Minnesota State High School League (MSHSL)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 301
School District Administration**

Adopted ___ By Reference ___

Revised ___ 2011 _____

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the school board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The school board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the school board.
- C. The school board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the school board holds the superintendent ultimately responsible for administration of the school district and annual evaluation of each principal, the school board also recognizes the direct responsibility of principals for educational results and effective administration, supervisory, and instructional leadership at the school building level.
- E. The school board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 123B.147 (Principals)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 302
Superintendent**

Adopted ___ By Reference ___

Revised ___ 2011 _____

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent who shall serve as an ex officio, non-voting member of the school board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 202 (School Board officers)
MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MABA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)
MSBA/MASA Model Policy 301 (School District Administration)
MSBA/MASA Model Policy 303 (Superintendent Selection)
MSBA/MASA Model Policy 304 (Superintendent Contract, Duties and Evaluation)
MSBA/MASA Model Policy 305 (Policy Implementation)
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 304
Superintendent Contract, Duties, and Evaluation**

Adopted ___ By Reference ___

Revised ___ 1999 _____

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.
- B. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent and shall be measured by a performance appraisal instrument approved by the school board in consultation with the superintendent. The school board shall use this instrument to periodically evaluate the performance of the superintendent.
- C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 305
Policy Implementation**

Adopted ___ By Reference ___

Revised ___ 1999 _____

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of school board policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the superintendent to implement school board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of school board policies. These guidelines and directives shall not be inconsistent with said policies. At least annually, these written procedures shall be presented to the school board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the superintendent to assure compliance with school board policy and shall be approved by the school board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption and Implementation of Policies)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 306
Administrator Code of Ethics**

Adopted ___ By Reference ___

Revised ___ 2002 ___

I. PURPOSE

The purpose of this policy is to establish the requirement of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

- A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.
- B. The educational administrator:
1. Makes the well-being of students the fundamental value of all decision-making and actions.
 2. Fulfills professional responsibilities with honesty and integrity.
 3. Supports the principle of due process and protects the civil and human rights of all individuals.
 4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
 5. Implements the school board's policies.

6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.
7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

Legal References: Minn. Stat. 122A.14, Subd. 4 (Code of Ethics)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References:

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 401
Equal Employment Opportunity**

Adopted ___ By Reference ___

Revised ___ June 2018 _____

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

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

- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having any questions regarding this policy should discuss it with the one of the following individuals:

Title IX Officer - Kevin Grover, Superintendent of Schools
ISD #361 District Office; 1515 11th Street; International Falls, MN 56649

218-283-2571 ext. 1112 **OR** Tim Everson, Falls High School Principal (alternate) at 218-283-2571 ext. 1104.

Human Rights –Tim Everson, Falls High School Principal at 218-283-2571 ext. 1104 **OR** Melissa Tate, Falls Elementary Principal (alternate) at 218-283-2571 ext. 1232.

Section 504 Officer (Gr. 6-12) – Marc Glowack, Dean of Students Falls High School; 1515 11th Street; International Falls, MN 56649 218-283-2571 ext. 1110 or Melissa Tate, Elementary Principal (alternate) at 218-283-2571 ext. 1232.

Section 504 Officer (Gr. K-5) – Melissa Tate, Elementary Principal Falls Elementary School; 1414 15th Avenue; International Falls, MN 56649 218-283-2571 ext. 1232 **OR** Marc Glowack, Dean of Students Falls High School; 1515 11th Street; International Falls, MN 56649; 218-283-2571 ext. 1110

A grievance procedure for complaints of discrimination may be found in the District Office and on the District website at www.isd361.k12.mn.us under “School Board”; policies; Policy #401 Procedure.

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

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

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

BOARD POLICY 403

Discipline, Suspension, and Dismissal of School District Employees

Adopted ___ By Reference ___

Revised ___ May 2017 _____

I. PURPOSE

The purpose of this policy is to achieve the effective operation of the school district's programs through the cooperation of all employees under a system of policies and rules applied fairly and uniformly.

II. GENERAL STATEMENT OF POLICY

The disciplinary process described herein is designed to utilize progressive steps, where appropriate, to produce positive corrective action. While the school district intends that in most cases progressive discipline will be administered, the specific form of discipline chosen in a particular case and/or the decision to impose discipline in a manner otherwise, is solely within the discretion of the school district.

III. DISCIPLINE

A. Violation of School Laws and Rules.

The form of discipline imposed for violations of school laws and rules may vary from an oral reprimand to termination of employment or discharge depending upon factors such as the nature of the violation, whether the violation was intentional, knowing and/or willful and whether the employee has been the subject of prior disciplinary action of the same or a different nature. School laws and rules to which this provision applies include:

1. policies of the school district;
2. directives and/or job requirements imposed by administration and/or the employee's supervisor; and
3. federal, state and local laws, rules and regulations, including, but not limited to, the rules and regulations adopted by federal and state agencies.

B. Substandard Performance.

An employee's substandard performance may result in the imposition of discipline ranging from an oral reprimand to termination of employment or discharge. In most instances, discipline imposed for the reason of substandard performance will follow a progressive format and will be accompanied by guidance, help and encouragement to improve from the employee's supervisor and reasonable time for correction of the employee's deficiency.

C. Misconduct.

Misconduct of an employee will result in the imposition of discipline consistent with the seriousness of the misconduct. Conduct which falls into this category includes, but is not limited to:

1. unprofessional conduct;
2. failure to observe rules, regulations, policies and standards of the school district and/or directives and orders of supervisors and any other act of an insubordinate nature;
3. continuing neglect of duties in spite of oral warnings, written warnings and/or other forms of discipline;
4. personal and/or immoral misconduct;
5. use of illegal drugs, alcohol or any other chemical substance on the job or any use off the job which impacts on the employee's performance;
6. deliberate and serious violation of the rights and freedoms of other employees, students, parents or other persons in the school community;
7. activities of a criminal nature relating to the fitness or effectiveness of the employee to perform the duties of the position;
8. failure to follow the canons of professional and personal ethics;
9. falsification of credentials and experience;
10. unauthorized destruction of school district property;
11. other good and sufficient grounds relating to any other act constituting inappropriate conduct;
12. neglect of duty;
13. violation of the rights of others as provided by federal and state laws related to human rights.

IV. FORMS OF DISCIPLINE

- A. The forms of discipline that may be imposed by the school district include, but are not limited to:
1. oral warning;
 2. written warning or reprimand;
 3. probation;
 4. disciplinary suspension, demotion or leave of absence with pay;
 5. disciplinary suspension, demotion or leave of absence without pay; and
 6. dismissal/termination or discharge from employment.
- B. Other forms of discipline, including any combination of the forms described in paragraph A above, may be imposed if, in the judgment of the administration, another form of discipline will better accomplish the school district's objective of stopping or correcting the offending conduct and improving the employee's performance.

V. PROCEDURES FOR ADMINISTERING POLICY

- A. In an instance where any form of discipline is imposed, the employee's supervisor will:
1. Advise the employee of any inadequacy, deficiency or conduct which is the cause of the discipline, either orally or in writing. If given orally, the supervisor will document the fact that an oral warning was given to the employee specifying the date, time and nature of the oral warning.
 2. Provide directives to the employee to correct the conduct or performance.
 3. Forward copies of all writings to the administrator in charge of personnel for filing in the employee's personnel file.
 4. Allow a reasonable period of time, when appropriate, for the employee to correct or remediate the performance or conduct.
 5. Specify the expected level of performance or modification of conduct to be required from the employee.
- B. The school district retains the right to immediately discipline, terminate or discharge an employee as appropriate, subject to relevant governing law and collective bargaining agreements where applicable.

Legal References: Minn. Stat. § 122A.40 (Teachers – Employment; contracts; termination)
Minn. Stat. § 122A.41 (Teacher tenure)

Minn. Stat. § 122A.58 (Coaches)
Minn. Stat. § 122A.44 (Contracting with teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; contracts for services)
Minn. Stat. § 123B.143 (Superintendent)
Minn. Stat. § 123B.147 (Principals)
Minn. Stat. § 197.46 et seq. (Veterans Preference Act)

Cross References: MSBA Service Manual, Chapter 3, Employees

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 407
Employee Right to Know – Exposure to Hazardous Substances**

Adopted ___ By Reference ___

Revised ___ May 2015 _____

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm. (Minn. Stat. § 182.653, Subd. 2)

II. GENERAL STATEMENT OF POLICY

The policy of this school district to provide information and training to employees who may be routinely exposed to a hazardous substance, harmful physical agent or infectious agent, or blood borne pathogen.

III. DEFINITIONS

- A. “Commissioner” means the Commissioner of Labor and Industry.
- B. “Routinely exposed” means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. “Hazardous substance” means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury

or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or

3. is determined by the commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.

- D. “Harmful physical agent” means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes but is not limited to radiation, whether ionizing or nonionizing.
- E. “Infectious agent” means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which according to documented medical or scientific evidence causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.
- F. “Blood borne pathogens” means pathogenic microorganisms that is present in human blood and can cause disease in humans. This definition includes, but is not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

IV. TARGET JOB CATEGORIES

Annual training will be provided to all full and part-time employees who are routinely exposed to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen as set forth above.

V. TRAINING SCHEDULE

Training will be provided to employees before beginning a job assignment as follows:

- A. Any newly-hired employee assigned to a work area where he or she is determined to be “routinely exposed” under the guidelines above.
- B. Any employee reassigned to a work area where he or she is determined to be “routinely exposed” under the above guidelines.

Legal References: Minn. Stat. Ch. 182 (Occupational Safety and Health)
Minn. Rules Ch. 5205 (Safety and Health Standards)
Minn. Rules Ch. 5206 (Employee Right to Know Standards)
29 C.F.R. § 1910.1050, App. B (Substance Technical Guidelines)

Cross References: MSBA/MASA Model Policy 420 (Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions)
MSBA/MASA Model Policy 807 (Health and Safety Policy)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 408
Subpoena of a School District Employee**

Adopted ___ By Reference ___

Revised ___ 2007 _____

I. PURPOSE

The purpose of this policy is to protect the privacy rights of school district employees and students under both state and federal law when requested to testify or provide educational records for a judicial or administrative proceeding.

II. GENERAL STATEMENT OF POLICY

This policy is to provide guidance and direction for school district employees who may be subpoenaed to testify and/or provide educational records for a judicial or administrative proceeding.

III. DATA CLASSIFICATION

A. Educational Data

1. State Law

The Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Ch. 13, classifies all educational data, except for directory information as designated by the school district, as private data on individuals. The state statute provides that private data on individuals may not be released, except pursuant to informed consent by the subject of the data or pursuant to a valid court order. A subpoena is not a court order under the MGDPA.

2. Federal Law

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, provides that educational data may not be released, except pursuant to informed consent by the individual subject of the data or any lawfully issued subpoena. Regulations promulgated under the federal law require that the school district must first make a reasonable effort to notify the parent of the student, or the student if the student is 18 years of

age or older, of the subpoena in advance of releasing the information pursuant to the subpoena.

B. Personnel Data

The MGDPA, Minn. Stat. Ch. 13, also classifies all personnel data, except for certain data specifically classified as public, as private data on individuals. The state statute provides that private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data.

IV. APPLICATION AND PROCEDURES

- A. Any employee who receives a subpoena for any purpose related to employment is to inform the building administrator or designated supervisor when the employee receives the subpoena. The building administrator or designated supervisor shall immediately inform the superintendent that the employee has received a subpoena.
- B. No employee may release educational data, personnel data, or any other data of any kind without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.
- C. Payment for attendance at judicial or administrative proceedings and the retention of witness and mileage fees is to be determined in accordance with the applicable school board policies and collective bargaining agreements.
- D. The administration shall not release any information except in strict compliance with state and federal law and this policy. Recognizing that an unauthorized release may expose the school district or its employees to civil or criminal penalties or loss of employment, the administration shall confer with school district legal counsel prior to release of such data.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Rules 1205.0100, Subp. 5 (Minnesota Rules Regarding Data Practices)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records-Privacy-Access to Data)

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 409
Employee Publications, Instructional Materials, Inventions, and
Creations**

Adopted ___ By Reference ___

Revised ___ 2008 _____

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, computer program, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment ***and for five years thereafter***. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: 17 U.S.C. § 101 et seq. (Copyrights)
Minn Stat. § 181.78 (Agreements; Terms Relating to Inventions)

Cross References:

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 412
Expense Reimbursement**

Adopted ___ By Reference ___

Revised ___ 2008 _____

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee, and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

IV. AIRLINE TRAVEL CREDIT

- A. Employees utilizing school district funds to pay for airline travel are required to ensure that any credits or other benefits issued by any airline accrue to the benefit of the school district rather than the employee.
 - 1. To the extent an airline will not honor a transfer or assignment of credit or benefit from the employee to the school district, the employee shall report receipt of the credit or benefit to the designated administrator within 90 days of

receipt of the credit or benefit.

2. Reports of the receipt of an airline credit or benefit shall be made in writing and shall include verification from the airline as to the credit or benefit received. Reimbursement for airline travel expenses will not be made until such documentation is provided.
- B. Employees who have existing credits or benefits issued by an airline based upon previously reimbursed airline travel for school district purposes will be required to utilize those credits or benefits toward any subsequent airline travel related to school district purposes, prior to reimbursement for such travel, to the extent permitted and/or feasible.
- C. The requirements of this section apply to all airline travel, regardless of where or how the tickets are purchased.

V. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: ***Minn. Stat. § 15.435 (Airline Travel Credits)***
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. No. 161B-12 (January 24, 1989) (Operating Expenses of Car)

Cross References: ***MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)***

**INTERNATIONAL FALLS PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT #361**

**BOARD POLICY 413
Harassment and Violence**

Adopted ___ By Reference ___

Revised ___ June 2018 ___

413 HARASSMENT AND VIOLENCE

[Note: State law (Minn. Stat. § 121A.03) requires that school districts adopt a sexual, religious, and racial harassment and violence policy that conforms with the Minnesota Human Rights Act, Minn. Stat. Ch. 363A (MHRA). This policy complies with that statutory requirement and addresses the other classifications protected by the MHRA and/or federal law. While the recommendation is that school districts incorporate the other protected classifications, in addition to sex, religion, and race, into this policy, they are not specifically required to do so by Minn. Stat. § 121A.03. The Minnesota Department of Education (MDE) is required to maintain and make available a model sexual, religious, and racial harassment policy in accordance with Minn. Stat. § 121A.03. MDE's policy differs from that of MSBA and imposes greater requirements upon school districts than required by law. For that reason, MSBA recommends the adoption of its model policy by school districts. Each school board must submit a copy of the policy the board has adopted to the Commissioner of MDE.]

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

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

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, ~~sex~~, age, marital status, familial status, status with

regard to public assistance, sexual orientation, including gender identity or expression, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

- B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, as defined by this policy. (For purposes of this policy, school district personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)
- C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who is found to have violated this policy.

III. DEFINITIONS

- A. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to inflict bodily harm upon another; or
 - 3. the threat to do bodily harm to another with present ability to carry out the threat.
- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance,

sexual orientation, including gender identity or expression, or disability when the conduct:

1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. Protected Classifications; Definitions

1. "Disability" means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:
 - a. has a physical, sensory, or mental impairment which materially limits one or more major life activities;
 - b. has a record of such an impairment; or
 - c. is regarded as having such an impairment.
2. "Familial status" means the condition of one or more minors being domiciled with:
 - a. their parent or parents or the minor's legal guardian; or
 - b. the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
3. "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
4. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.
5. "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
6. "Sexual orientation" means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an

orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. "Sexual orientation" does not include a physical or sexual attachment to children by an adult.

7. "Status with regard to public assistance" means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

E. "Remedial response" means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.

F. Sexual Harassment; Definition

1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or

b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include, but is not limited to:

a. unwelcome verbal harassment or abuse;

b. unwelcome pressure for sexual activity;

c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;

d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

- e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
- f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence; Definition

1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
 - d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence; Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct which may constitute

harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.
- C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. In Each School Building. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.
- E. A teacher, school administrator, volunteer, contractor or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. In the District. The school board hereby designates [Tim Everson, High School Principal](#), as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint

involves a human rights officer, the complaint shall be filed directly with the Alternate, Melissa Tate, Falls Elementary School Principal.

Contact information is as follows:

1. Human Rights Officer: Tim Everson, Falls High School Principal
Falls High School; 1515 11th Street; International Falls, MN 56649
218-283-2571 ext. 1104 or Melissa Tate, Falls Elementary Principal
(alternate) at 218-283-2571 ext. 1232.
 2. Title IX Officer: Kevin Grover, Superintendent of Schools
ISD #361 District Office; 1515 11th Street; International Falls, MN 56649
218-283-2571 ext. 1112 or Tim Everson, Falls High School Principal at 218-
283-2571 ext. 1104.
- H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.
- I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence or harassment or engage in an act of reprisal or intentional false reporting of violence or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. INVESTIGATION

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may

include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.

- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. 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 Minnesota Department of Human Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minn. Stat. § 626.556 may be applicable.

- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- C. This policy shall appear in the student handbook.
- D. The school district will develop a method of discussing this policy with students and employees.
- E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.
- F. This policy shall be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. §121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 401 (Equal Employment Opportunity)
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

RESOLUTION FOR ACCEPTANCE OF GIFTS AND DONATIONS

Whereas, School Board Policy 706 establishes the guidelines for the acceptance of gifts or donations to the District;

Whereas, the International Falls School District Board encourages the support of the District’s educational programs through gifts or donations that meet the goals and objectives of the School District;

Whereas, Minnesota Statute §465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

Therefore, be it resolved, the School Board of International Falls Public Schools, ISD #361, accepts with appreciation the following gifts, donations or grants received by the School District:

District donations received:

From PCA Mill of International Falls	
Cross Country Tent for Meets	\$1000.00
From Wells Fargo Your Cause	
Falls Elementary School	\$60.00
For Baseball Scoreboard Sponsorship	
Rainy River Community College	\$250.00
Coca-Cola of International Falls	\$500.00
From Anonymous Donor	
6 th -8 th Grade Planners	\$300.00
From Basketball Boosters	
Scheela Field Treatment	\$530.00

Motion by _____, seconded by _____, to accept the gifts and donations.

The following voted in favor:

Voting against:

Whereupon, the resolution was declared adopted.

Goal: Considering the many challenges of providing public education during the covid-19 pandemic, ISD 361 will commit to (partnering with families to offer) offering a safe, effective and inclusive learning experience by addressing the following objectives by June of 2021:

- **1) Use the district's Covid-19 Restart Blueprint and MDH/CDC/MDE guidelines when determining safe in- person education practices and determining when changes to the learning model (hybrid or distance) are necessary.**

- **2) Assess student participation (or engagement) and student progress to identify students who are struggling (academically or mentally or otherwise). Research and invest in strategies that help families, students, and teachers face the challenges of new education models.**

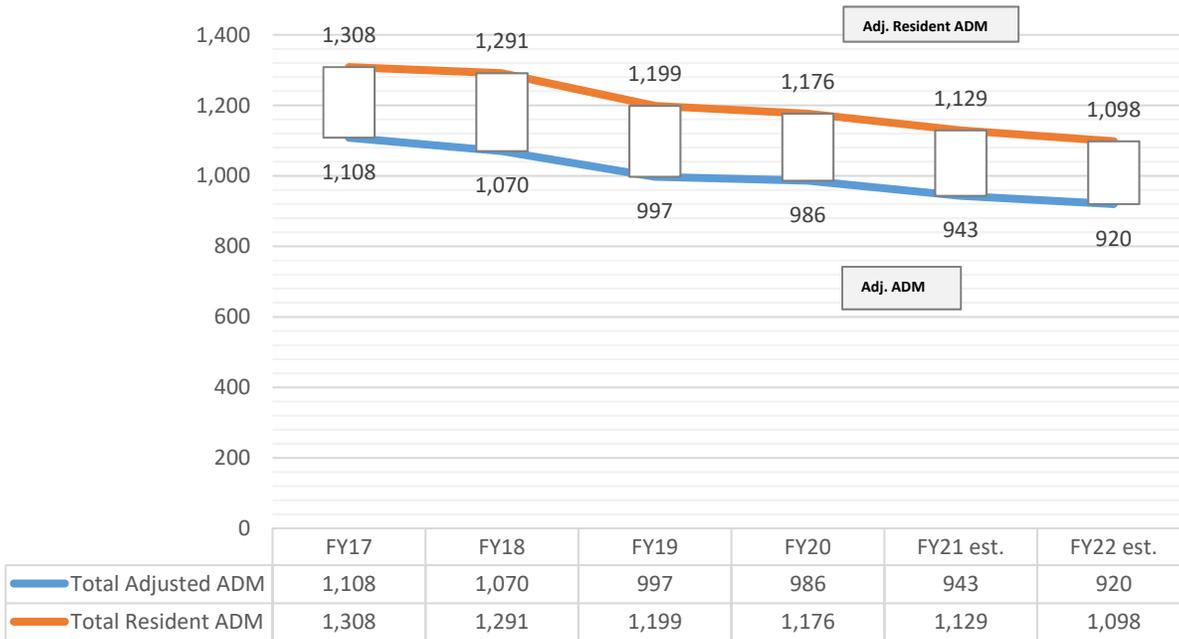
(Strategies could be better communication, encouragement, phone calls, visits, training families to be better education partners, new software/resources, the idea of bringing kids into a building on their distance learning days, mental health education/support etc)

- **3) Monitor and creatively meet staffing needs to ensure essential school functions are appropriately and safely staffed**

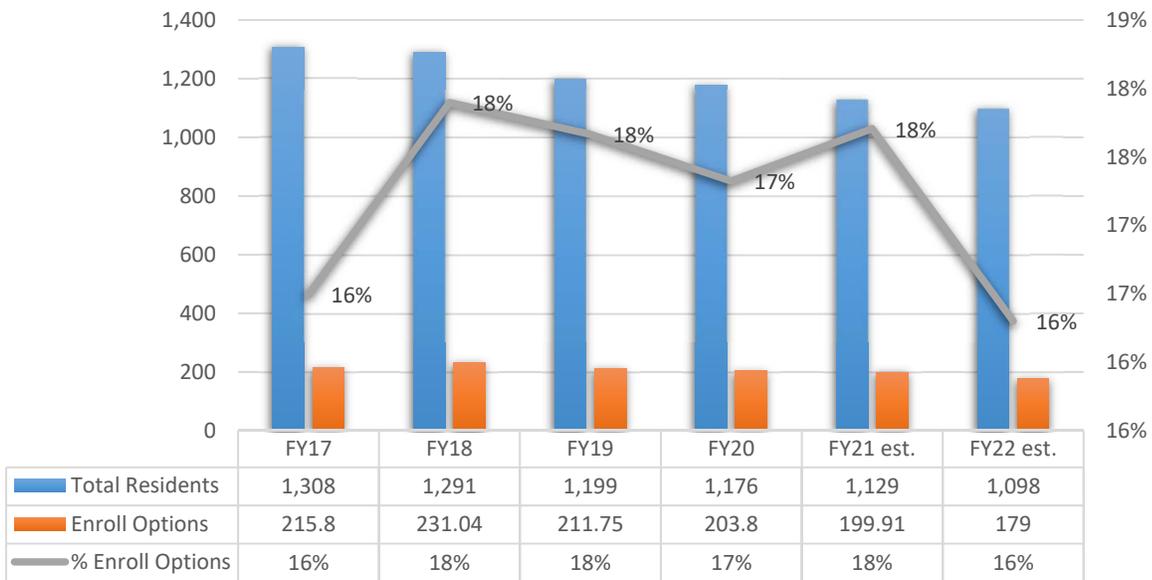
(additional secretary or business office staffing, teachers teaching from home when not ill, offering additional planning time to avoid burnout, incentivizing substitute jobs to optimize coverage, removing non-teaching tasks from teachers' plates where possible, cross train staff where possible to fill in various roles, research ways we could digitize tasks to reduce staff work/time, improve communication/update website to help family/school connection be more efficient and get better family buy in/help)

DISTRICT ADJUSTED ADM CHARTS

Adjusted ADM and Adjusted Resident ADM

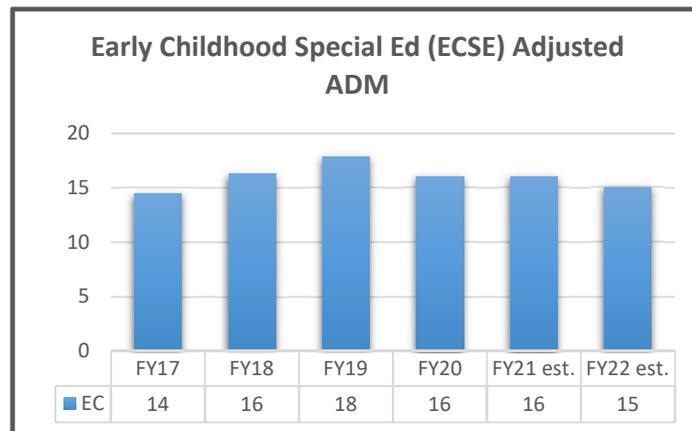
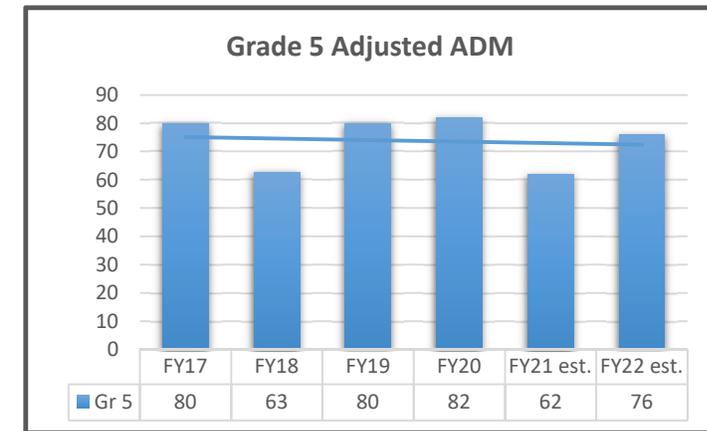
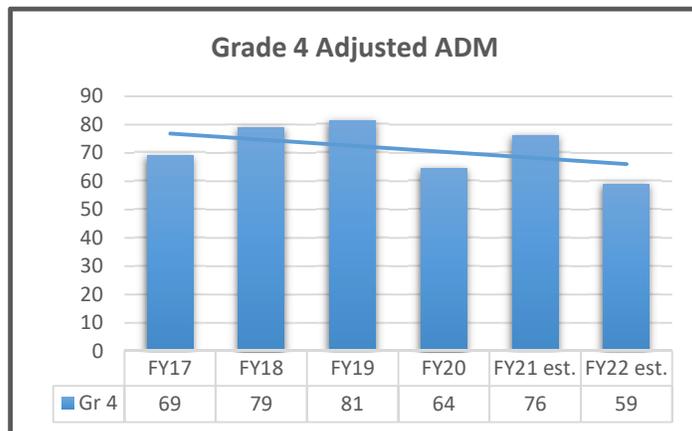
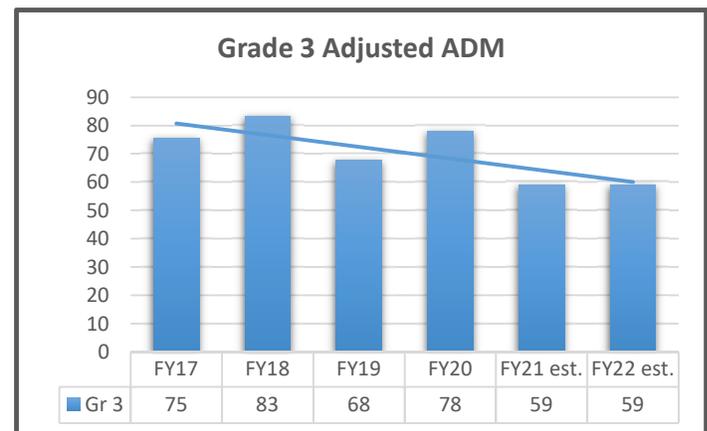
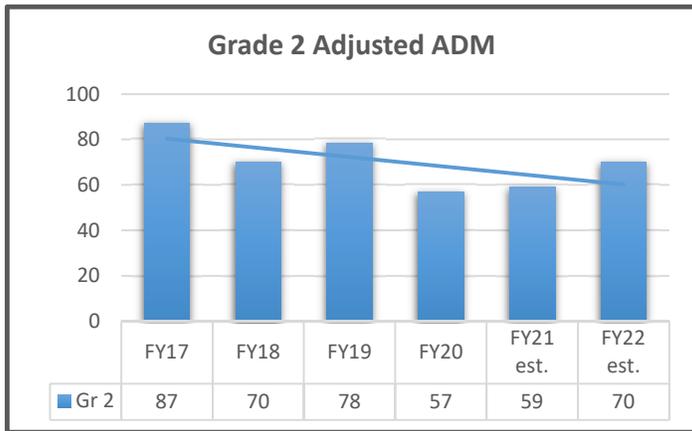
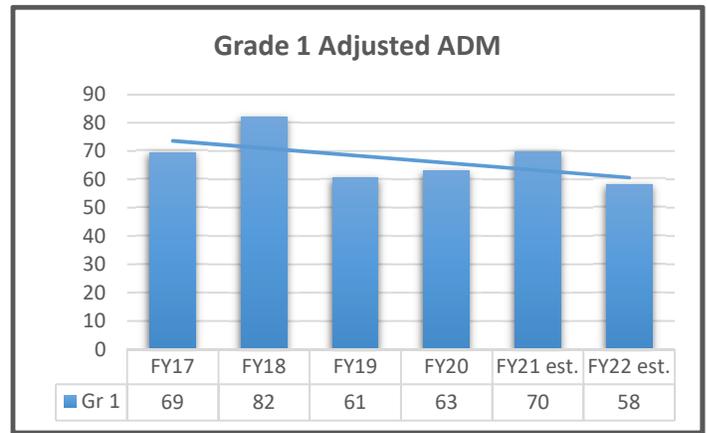
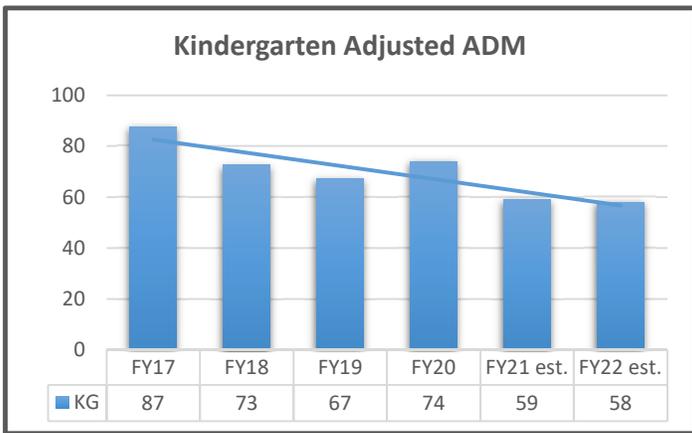


Total Residents Compared to Residents Enrollment Options Out

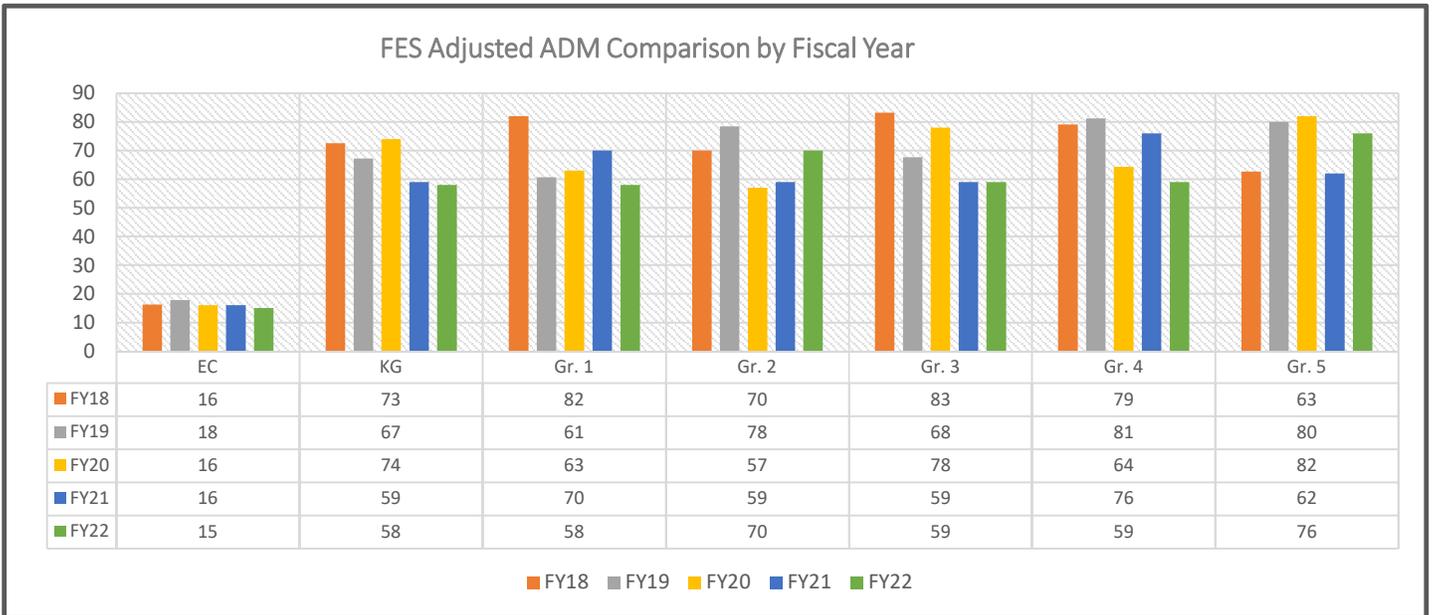
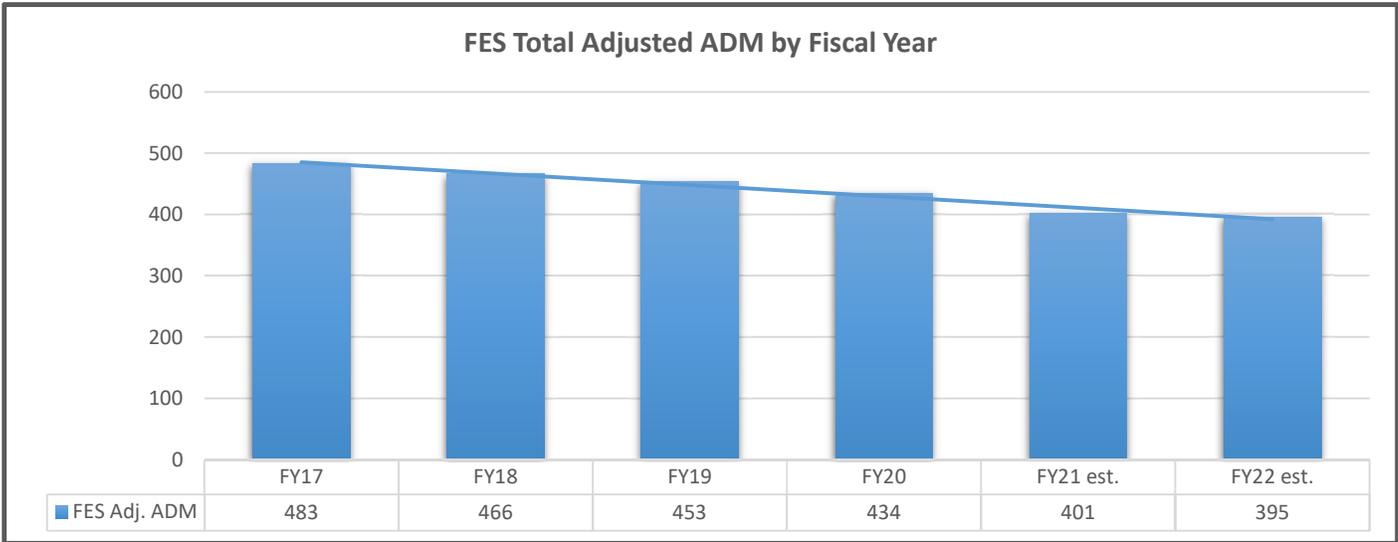


Includes Charter Schools. Excludes ALC, Tuition Out.

FALLS ELEMENTARY ADJUSTED ADM CHARTS

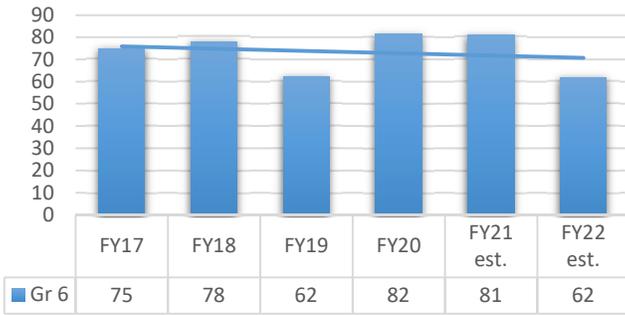


FALLS ELEMENTARY ADJUSTED ADM CHARTS

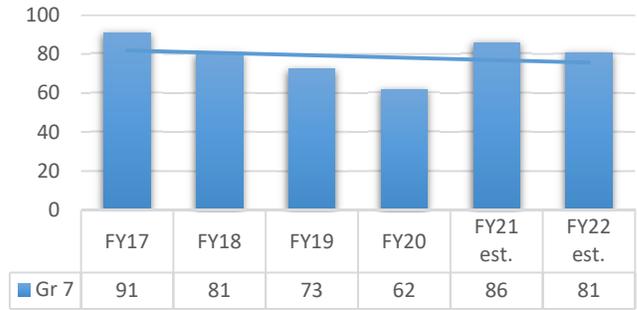


FALLS HIGH SCHOOL ADJUSTED ADM CHARTS

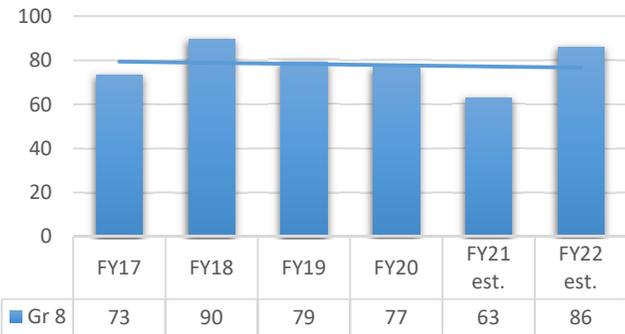
Grade 6 Adjusted ADM



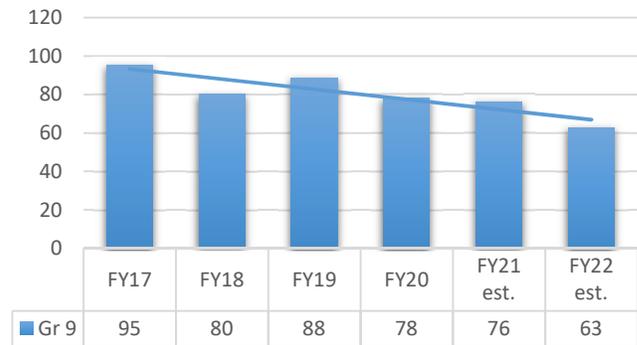
Grade 7 Adjusted ADM



Grade 8 Adjusted ADM



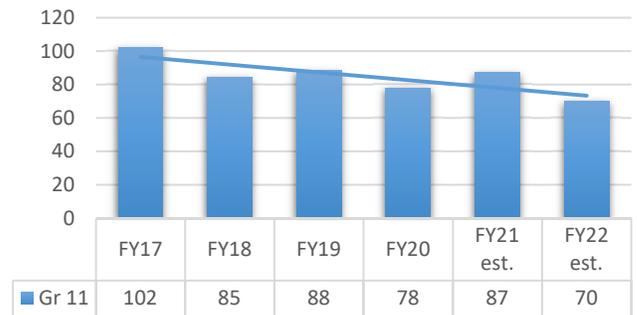
Grade 9 Adjusted ADM



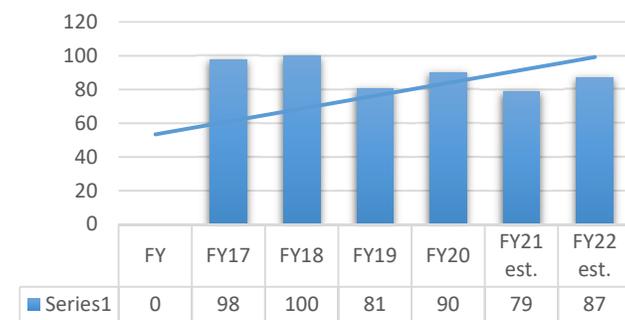
Grade 10 Adjusted ADM



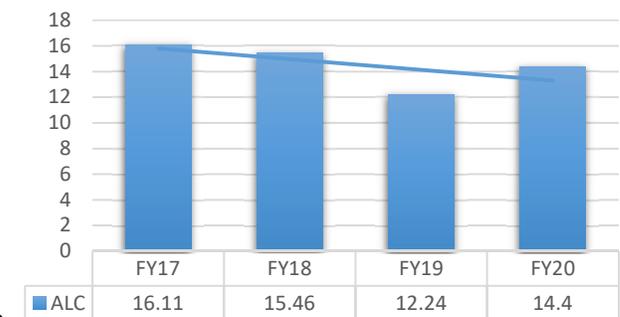
Grade 11 Adjusted ADM



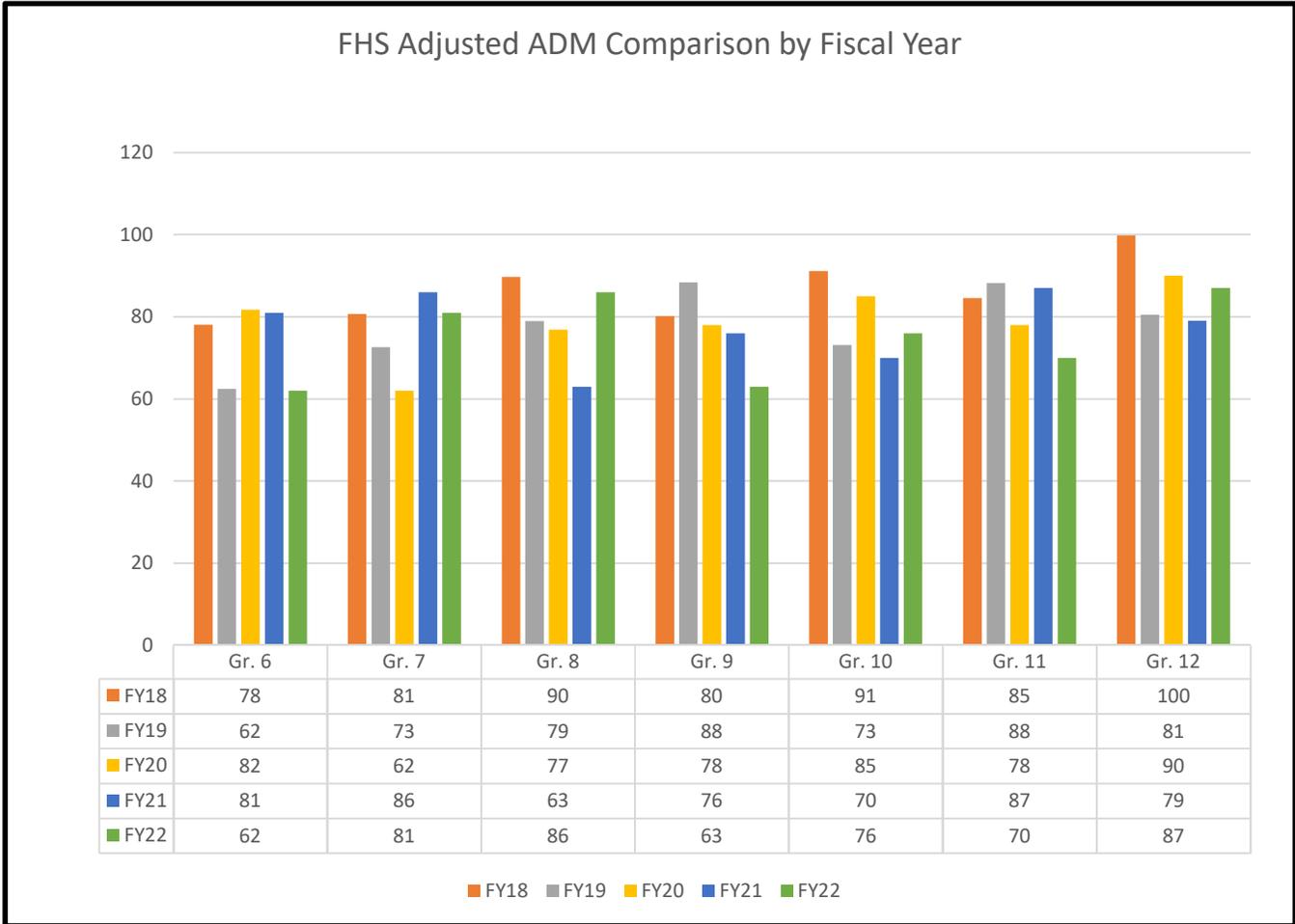
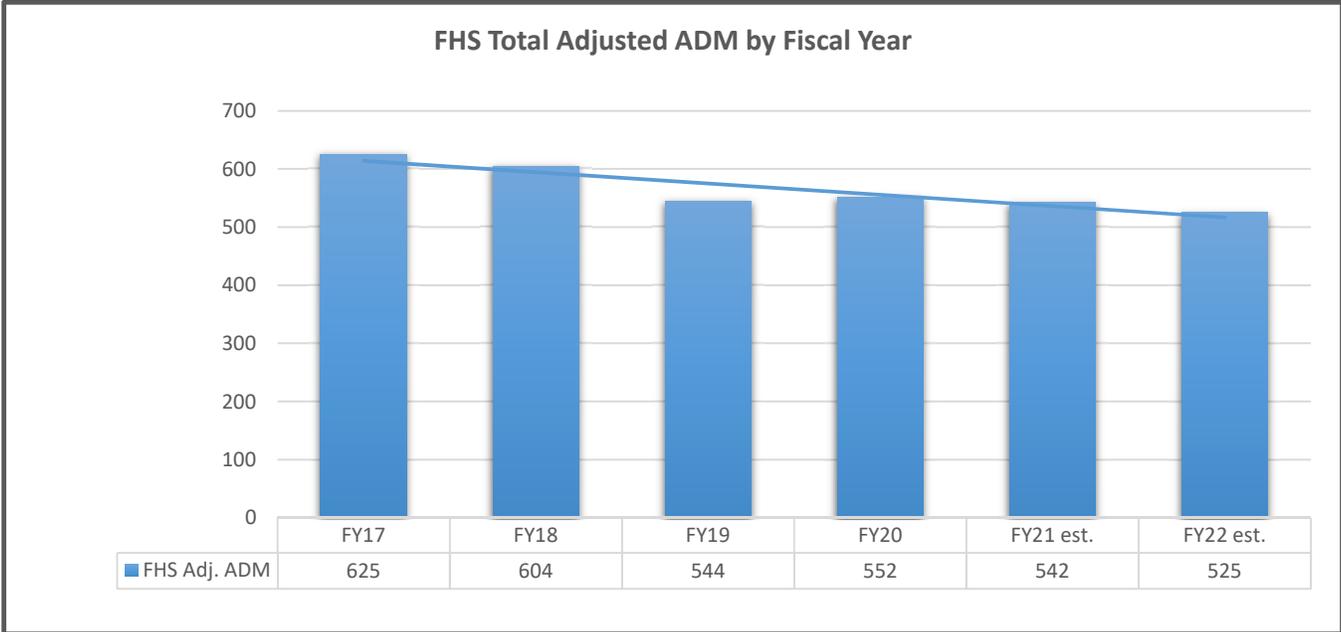
Grade 12 Adjusted ADM



ALC Adjusted ADM



FALLS HIGH SCHOOL ADJUSTED ADM CHARTS



Adjusted ADM projections for FY21 and FY22 have been updated as of 11/13/2020. The updated FY21 adjusted ADM will be used as the basis of the upcoming revenue budget revisions.

FY21 Adjusted ADM and Assumptions:

The current adjusted ADM for FY21 is based on current enrollment reports as of 11/13/20. Overall the district lost student enrollment which is believed to be largely due to the result of COVID with parents withdrawing their students to receive instruction at home. It was also noted there was a slight rise in resident students enrolling out to on-line charter schools over prior years.

FY21 Adjusted ADM projection used for FY21 budget purposes was: 953.30

FY21 Adjusted ADM projection as of 11/16/20 enrollment reports: 941.30

This is an additional loss of 10 Adjusted ADM for the FY21 revenue budget projection.

For more detailed grade level information see the report of significant enrollment changes at the start of the school year from end of FY20 school year. This report is not intended to be used as a comparison of adjusted ADM by grade change. The report is a reflection of student head count, and not ADM.

FY22 Adjusted ADM and Assumptions

The adjusted ADM projection for FY22 is based on 100% student retainage at FY21 adjusted ADM figures pushed into FY22. The adjusted ADM for kindergarten was dropped based on current FY21 enrollment estimates from original projection of 66 to revised projection of 58.

FY22 Adjusted ADM projection on 2/19/20 was: 944.25

FY22 Adjusted ADM projection on 11/16/20 is: 918.29

This is a very soft projection and will be further updated in coming months.

Summary of 2020-2021 Significant Enrollment Changes from End of School Year 2019-2020

* Represent student as 1; does not reflect Adj ADM

* Summary of significant changes upon start of new school year from end of school year 2020.

	Gain in Enrollment		Loss In Enrollment		Loss to Resident Enrollment	Not in current Resident Count
	New student	Returned to District	Did not return from FY20	Enrolled Out F21	F21 Left EO / Charter	New Student Enrolled Out
Grade 1	4	0	5	0	2	3
Grade 2	1	1	6	1	3	1
Grade 3	5	1	4	0	0	0
Grade 4	1	1	2	2	1	0
Grade 5	1	0	2	2	1	0
Grade 6	4	1	4	2	0	2
Grade 7	5	1	2	0	0	0
Grade 8	5	0	3	1	1	0
Grade 9	3	1	3	3	2	1
Grade 10	2	0	3	4	0	0
Grade 11	2	1	1	1	2	1
Grade 12	0	1	1	0	0	0

1) New student is defined as a new resident student; This may include a student new to the District, previously homeschooled or attended a nonpublic school.

2) Returned to District is defined as resident student previously enrolled out.

3) Did not return from FY20 is defined as a resident or non resident student who was enrolled at the end of school year 2020 and did not return start of 2021 school yr.

4) Enrolled out F21 is defined as a resident student enrolled in District at end of school year 2020 then elected enrollment options out at the start of 2021 school yr. Does not included PSEO.

5) F21 Left EO / Charter is defined as a resident student enrolled out at end of school year 2020 and was not reported on Fall 2021 Resident Enrolled Out Enrollment reports.

6) New student enrolled out is defined as resident students not in enrollment reports at end of school year 2020 which includes residents enrolled in district or residents enrolled out that are reported on Fall 2021 Residents Enrolled Out Enrollment reports.

11/13/2020