

## Regular School Board Meeting

Tuesday, June 21, 2022 5:15 PM

FHS Library and via Zoom, 1515 11th Street, International Falls, Minnesota 56649

### Zoom Meeting Information:

1. When: Jun 21, 2022 05:15 PM Central Time (US and Canada)  
Jun 21, 2022 05:15 PM

Please click the link below to join the webinar:  
<https://isd361.zoom.us/j/88289219465?pwd=OGU4NFdpdUVVRaXVzZEY3U0NRA2R6QT09>  
Passcode: 817953

Or One tap mobile :

US: +13126266799,,88289219465#,,,,\*817953#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099  
or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 882 8921 9465

Passcode: 817953

### Call to Order

1. Roll Call:  
\_\_\_ Toni Korpi, Clerk  
\_\_\_ Emily McGonigle, Director  
\_\_\_ Bruce Raboin, Treasurer  
\_\_\_ Ted Saxton, Director  
\_\_\_ Roxanne Skogstad-Ditsch, Board Chair  
\_\_\_ JoAnn Smith, Clerk  
\_\_\_ Jennifer Baker, Vice Board Chair

Non Voting Members:

\_\_\_ Kevin Grover, Superintendent  
\_\_\_ Mitch Erickson, Student Representative

2. Pledge of Allegiance

### Approval of Agenda

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

### Open Forum

1. Public Open Forum

### Falls Hunger Coalition

1. Presentation to school board.

## Consent Agenda

1. Approve past meeting minutes for the regular school board meeting on May 16, 2022.
2. Approve current accounts payable due in the amount of \$1,074,521.88 .
3. Approve payroll in the amount of \$869,799.28 for pay periods May 20th, June 3rd and June 17th.
4. MSBA has made some minor changes to the following policies. Because the changes do not affect the substance of the policy or is a legal change over which the board has no control, the changes may be approved at only one meeting. Attached are some of those policies.
5. Approve MOU between ISD 361 and Education Minnesota International Falls Local 331 for the alternative teacher professional pay system.
6. Approve the joint powers agreement with the City of International Falls forming the Recreation Commission.
7. Approve contract for services with Interquest Detection Canines for the 2022-2023 school year.
8. Approve membership fees for Minnesota School Boards Association (MSBA) for the 2022-2023 school year.
9. Approve MREA membership for the 2022-2023 school year.
10. Approve building lease agreement with Faith United Church of Christ for two classrooms for the ALC program.
11. Approve 2022-2023 Concurrent Enrollment Agreement with BSU.
12. Receive the Superintendent's evaluation form.
13. Approve Athletic Director Services with the Recreation Commission from July 1, 2022 through June 30, 2023.
14. Receive the 2024 LTFM Plan for approval in July.
15. Approve the insurance renewal for property, liability, automobile, cyber-security and worker compensation from July 1, 2022 to June 30, 2023 in the amount of \$160,399.23.
16. Approve hire of Randi Pederson as FES Summer Program LPN at 2 days per week from June 6, 2022 through July 21, 2022.
17. Approve hire of Leah Bacon as FES Summer Program School Nurse for 2 days per week from June 6 through July 21.
18. Approve hire of Jordan Bright as FES Summer Program Instructional Support Staff from June 6, 2022 through July 21, 2022.
19. Approve hire of Julie Talmage as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.

20. Approve hire of Shawn Johnson as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.
21. Approve hire of Jenny Taylor as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.
22. Approve hire of Lisa Auran as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.
23. Approve hire of Kim McDonald as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.
24. Approve hire of Tylyn McDonald as FES Summer Program Teacher from June 6, 2022 through July 21, 2022.
25. Approve hire of Missy Walls as Summer Preschool Teacher from June 6, 2022 through July 21, 2022.
26. Approve hire of Angie Schwartz as Summer Preschool Teacher from June 6, 2022 through July 21, 2022.
27. Approve hire of Laurie Youso as FES Summer Program Instructional Support Staff from June 6, 2022 through July 21, 2022.
28. Approve hire of Lexi Erickson as FES Summer Program Instructional Support Staff from June 6, 2022 through July 21, 2022.
29. Approve hire of Michael Seegert as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
30. Approve hire of Melissa Vellieux as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
31. Approve hire of Matt Salo as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
32. Approve hire of Chelsea Ness as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
33. Approve hire of Ashley Kostiuik as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
34. Approve hire of Kelli Adee as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
35. Approve hire of Sherrie Fehrman as Summer Preschool Paraprofessional from June 6, 2022 through July 21, 2022.
36. Approve hire of Cherie Sweney as Summer Food Service Head Cook Paraprofessional from June 6, 2022 through July 21, 2022.
37. Approve hire of Krystal Mayfield as Summer Food Service Assistant Cook from June 6, 2022 through July 21, 2022.
38. Approve hire of Treana Schultz as Summer Food Service Cafe Helper from June 6, 2022 through July 21, 2022.

39. Approve hire of Jamie Hell as FES Summer Program Secretary from July 11, 2022 through July 21, 2022.
40. Approve hire of June Wilson as FHS Summer Program Chaperone / Van Driver from June 6, 2022 through August 27, 2022
41. Approve hire of Angela Scholler as FHS Summer Program Chaperone / Van Driver from June 6, 2022 through August 27, 2022
42. Approve hire of Paul Peterson as FHS Summer Program Teacher from June 6, 2022 through July 28, 2022.
43. Approve hire of Lisa West as FHS Summer Program Teacher from June 6, 2022 through July 28, 2022.
44. Approve hire of Brandon Barras as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
45. Approve hire of Abby Rousseau as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
46. Approve hire of Sabra Shevich as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
47. Approve hire of Linda Mankus as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
48. Approve hire of Anna Levene as FES Summer Program Paraprofessional from June 6, 2022 through July 21, 2022.
49. Approve hire of Gina Auran as FES Summer Program Paraprofessional and Sub Teacher from June 6, 2022 through July 21, 2022.
50. Approve the hire of Brittany Foss as FES Home Interventionist for the 2022-2023 school year effective August 30, 2022.
51. Approve the hire of Molly Sheasby as FHS Home Interventionist for the 2022-2023 school year effective August 30, 2022.
52. Approve hire of Seth Ettestad as Head Football Coach for the 2022-2023 season.
53. Approve hire of Jakob Ettestad as Assistant Football Coach for the 2022-2023 season.
54. Approve hire of Jared Kostiuik as Assistant Football Coach for the 2022-2023 season.
55. Approve hire of Seth Bjornrud as Assistant Football Coach for the 2022-2023 season.
56. Approve hire of Jennifer McBride as Head Girls Swim Coach for the 2022-2023 season.
57. Approve hire of Sarah Peterson as Head Volleyball Coach for the 2022-2023 season.
58. Approve hire of Andrea Kappleman as Assistant Volleyball Coach for the 2022-2023 season.
59. Approve hire of Karla Line as Football Cheerleading Advisor for the 2022-2023 season.
60. Recognize Brandon Barras as a volunteer Football Coach for the 2022-2023 season.

61. Recognize Deniz Sidkey as a volunteer Football Coach for the 2022-2023 season.
62. Approve US Foods as the food service Prime Vendor for July 1, 2022 through June 30, 2023.
63. Approve the emergency repair project for the FHS gym floor due to water damage and to stop further damage to floor. Project Cost: \$125,000 per Sourcewell Proposal 99645
64. Approve use of the football field by the City of International's for July 4th fireworks.
65. Approve the fiscal year 2021-2022 final fund 01 revenue budget in the amount of \$13,984,270 and expense budget in the amount of \$14,202,227. This includes state/federal COVID relief funding.
66. Approve the fiscal year 2022-2023 adopted fund 01 revenue budget in the amount of \$14,028,993 and expense budget in the amount of \$13,729,572. This includes state/federal COVID relief funds.
67. Approve the fiscal year 2021-2022 final fund 04 revenue budget in the amount of \$534,095 and expense budget in the amount of \$576,917.
68. Approve the fiscal year 2022-2023 adopted fund 04 revenue budget in the amount of \$557,890 and expense budget in the amount of \$591,833.
69. Approve the fiscal year 2021-2022 final fund 02 revenue budget in the amount of \$724,388 and expense budget in the amount of \$633,932.
70. Approve the fiscal year 2022-2023 adopted fund 02 revenue budget in the amount of \$558,860 and expense budget in the amount of \$693,905.
71. Approve the fiscal year 2021-2022 final fund 07 revenue budget at \$551,504 and expense budget at \$525,800.
72. Approve the fiscal year 2022-2023 adopted fund 07 revenue budget in the amount of \$554,258 and expense budget in the amount of \$525,800.
73. Approve the hire of Kendra Bennett as District Business Office Clerk effective June 6, 2022 at a .66 FTE.

#### **Action Items**

1. Resolution Acceptance of Gifts and Donations. Motion by \_\_, second by \_\_. Motion carried / failed.
2. Approve facility rental agreement with the American Red Cross for emergency facility use of FHS and FES school buildings. Motion by \_\_, second by \_\_. Motion carried / failed.
3. Annual Education Identity and Access Management Board Resolution (IOWA) designating Kevin Grover, Superintendent as the Districts IWoA. Motion by \_\_, second by \_\_. Motion carried / failed.
4. Approve 2022-2023 Resolution for Membership in the Minnesota State High School League. Motion by \_\_, second by \_\_. Motion carried / failed.

#### **Committee and Administrative Reports**

1. Mitch Erickson, Student Representative

2. Melissa Tate, Elementary Principal

3. Tim Everson, Secondary Principal

4. Kevin Grover, Superintendent:

4.a. COVID update: District

5. Beth Slatinski, Community Education Coordinator

6. Committee Reports:

6.a. Community Education Advisory Board

6.b. Recreation Commission

### **Adjournment**

1. Motion by \_\_, second by \_\_ to adjourn meeting  
at \_\_ p.m. Motion carried / failed.

Payables Summary  
June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
201125406	BEMIDJI BUS LINE	5/13/2022	21150	Trip to Grand Rapids - Grades 3/4/2005	1302200205	\$ 5,400.00
201125407	Align Chiropractic & Wellness Center, PLLC	5/20/2022	2364-C01	Alcohol Testing	7602200009	\$ 45.00
	Align Chiropractic & Wellness Center, PLLC	5/20/2022	2365-C01	Drug Testing	7602200009	\$ 25.00
	Align Chiropractic & Wellness Center, PLLC	5/20/2022	2362-C01	Drug Testing	7602200009	\$ 25.00
	Align Chiropractic & Wellness Center, PLLC	5/20/2022	2366-C01	Drug Testing	7602200009	\$ 25.00
201125408	ARROWHEAD LIBRARY SYSTEM	5/20/2022	7683	Library Catalog System	6202200000	\$ 625.00
201125409	BEMIDJI STEEL COMPANY	5/20/2022	170425	Industrial Tech Steel/Metal ALI	3002200091	\$ 33.06
	BEMIDJI STEEL COMPANY	5/20/2022	170303	Industrial Tech Steel/Metal ALI	3002200091	\$ 1,044.98
201125410	CDW Government	5/20/2022	W482395	Watchguard FB M570 BSC SEC and Watchguard Basic Sute	6052200083	\$ 9,353.28
201125411	DISTRIBUTED WEBSITE CORP	5/20/2022	64469	Facilities Scheduler Renewal	1102200053	\$ 1,792.00
	DISTRIBUTED WEBSITE CORP	5/20/2022	64469	Facilities Scheduler Renewal	1102200053	\$ 1,600.00
201125412	FORESTLAND SALES AND SERVICE	5/20/2022	1011404	Tire Repair	0	\$ 16.00
201125413	HCA ASSET MANAGEMENT	5/20/2022	22-1401	Insurance Appraisal	1102200056	\$ 4,200.00
201125414	INTERMEDIATE DISTRICT 287	5/20/2022	2200411	FY21-22 ESY and Periods 1 & 2	0	\$ 673.20
201125415	Karsnia, John	5/20/2022	51122	Hall of Fame Trophy Case - 50% down payment	1102200058	\$ 5,025.00
201125416	Marco Technologies LLC	5/20/2022	INV9941534	FES; Canon 1025N Copier	1302200028	\$ 361.57
	Marco Technologies LLC	5/20/2022	INV9945338	FES; Color Copier and FHS; Mailroom Copier	3002200008	\$ 131.36
	Marco Technologies LLC	5/20/2022	INV9947834	FES; Canon 1025N Copier	1302200028	\$ 132.55
	Marco Technologies LLC	5/20/2022	INV9947833	Guid Office Cost per Copy	7102200000	\$ 8.19
201125417	Marco Technologies LLC	5/20/2022	472201524	FES; Color Copier and FHS; Mailroom Copier	3002200008	\$ 1,079.54
	Marco Technologies LLC	5/20/2022	472201524	FES; Color Copier and FHS; Mailroom Copier	3002200008	\$ 695.98
	Marco Technologies LLC	5/20/2022	471978783	Printer services	1102200003	\$ 347.94
	Marco Technologies LLC	5/20/2022	472052703	Copier Leases	1102200002	\$ 842.94
	Marco Technologies LLC	5/20/2022	472052703	Copier Leases	1102200002	\$ 842.93
	Marco Technologies LLC	5/20/2022	472054261	FHS; B & W Copy Machine 754E	3002200002	\$ 182.70

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Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
201125418	MEDTOX LABORATORIES	5/20/2022	4.2023E+10	Random Drug Test	0	\$ 55.00
201125419	MN DEPT OF HEALTH	5/20/2022	70122	School District Birth File	0	\$ 180.00
201125420	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 787.37
	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 2,141.45
	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 2,927.87
	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 6,232.19
	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 8,783.42
	MN POWER	5/20/2022	51122	Electricity Bill	8102200041	\$ 155.24
201125421	Plank Road Publishing	5/20/2022	22-027851	FES Music Supplies	1302200243	\$ 139.20
201125422	SANDSTROM'S INC	5/20/2022	403100	Milk for Meal Service	7702200003	\$ 443.95
	SANDSTROM'S INC	5/20/2022	403100	Milk for Meal Service	7702200003	\$ 88.05
	SANDSTROM'S INC	5/20/2022	402338	Milk for Meal Service	7702200003	\$ 350.49
	SANDSTROM'S INC	5/20/2022	402338	Milk for Meal Service	7702200003	\$ 69.51
	SANDSTROM'S INC	5/20/2022	403107	Milk for Meal Service	7702200003	\$ 595.83
	SANDSTROM'S INC	5/20/2022	403107	Milk for Meal Service	7702200003	\$ 118.17
	SANDSTROM'S INC	5/20/2022	404059	Milk for Meal Service	7702200003	\$ 549.10
	SANDSTROM'S INC	5/20/2022	404059	Milk for Meal Service	7702200003	\$ 108.90
	SANDSTROM'S INC	5/20/2022	404058	Milk for Meal Service	7702200003	\$ 455.66
	SANDSTROM'S INC	5/20/2022	404058	Milk for Meal Service	7702200003	\$ 90.34
	SANDSTROM'S INC	5/20/2022	404975	Milk for Meal Service	7702200003	\$ 584.14
	SANDSTROM'S INC	5/20/2022	404975	Milk for Meal Service	7702200003	\$ 115.86
	SANDSTROM'S INC	5/20/2022	404973	Milk for Meal Service	7702200003	\$ 420.60
	SANDSTROM'S INC	5/20/2022	404973	Milk for Meal Service	7702200003	\$ 83.40
	SANDSTROM'S INC	5/20/2022	405929	Milk for Meal Service	7702200003	\$ 572.48
	SANDSTROM'S INC	5/20/2022	405929	Milk for Meal Service	7702200003	\$ 113.52
	SANDSTROM'S INC	5/20/2022	405931	Milk for Meal Service	7702200003	\$ 455.64
	SANDSTROM'S INC	5/20/2022	405931	Milk for Meal Service	7702200003	\$ 90.36
201125423	SKYWARD INC MN BRANCH	5/20/2022	216543	FY23 Software License	1102200052	\$ 27,854.39
201125423	SKYWARD INC MN BRANCH	5/20/2022	216543	FY23 Software License	1102200052	\$ 21,170.61
	SKYWARD INC MN BRANCH	5/20/2022	217679	FY23 Maintenance Renewal	1102200052	\$ 67.61
	SKYWARD INC MN BRANCH	5/20/2022	217679	FY23 Maintenance Renewal	1102200052	\$ 51.39
201125424	SOUTHWEST METRO EDUCATIONAL CO	5/20/2022	3615	FY22 Lakeside Academy Tuition	0	\$ 1,164.59

Billing - 3rd Qtr

Payables Summary  
June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
201125425	Anderson, Randy	5/20/2022		Baseball 5/11 Baseball Official on 5/11/22 vs North Woods	0	\$ 55.00
201125426	EVOLVE U FITNESS & WELLNESS LLC	5/20/2022	20221	Pals Fitness April and May 2022	0	\$ 150.00
201125427	FOND DU LAC COLLEGE	5/20/2022		Quiz Bowl 5/: Quiz Bowl on 5/19/22 @ Fond du Lac CC	0	\$ 200.00
201125428	GLUMACK, BABE	5/20/2022		Softball 5/10, Softball Official on 5/10/22 vs Virginia	0	\$ 85.00
	GLUMACK, BABE	5/20/2022		Softball 5/10, Softball Official on 5/10/22 vs Virginia	0	\$ 50.00
	GLUMACK, BABE	5/20/2022		Softball 5/10, Softball Official on 5/10/22 vs Virginia	0	\$ 119.34
	GLUMACK, BABE	5/20/2022		Baseball 5/12 Baseball Official on 5/12/22 vs GNK	0	\$ 90.00
	GLUMACK, BABE	5/20/2022		Baseball 5/12 Baseball Official on 5/12/22 vs GNK	0	\$ 119.34
201125429	HAFDAHL, Tom	5/20/2022		Softball 5/16, Softball Official on 5/16/22 vs Mesabi East	0	\$ 85.00
	HAFDAHL, Tom	5/20/2022		Softball 5/16, Softball Official on 5/16/22 vs Mesabi East	0	\$ 122.85
201125430	Hibbing ISD #701	5/20/2022		Golf 5/16/22 Golf Meet Entry Fee on 5/16/22 hosted by Hibbing @ Mesaba	0	\$ 120.00
	Hibbing ISD #701	5/20/2022		Golf 5/16/22 Golf Meet Entry Fee on 5/16/22 hosted by Hibbing @ Mesaba	0	\$ 40.00
201125431	KARICH, Brian	5/20/2022		Baseball 5/11 Baseball Official on 5/11/22 vs North Woods	0	\$ 90.00
	KARICH, Brian	5/20/2022		Baseball 5/11 Baseball Official on 5/11/22 vs North Woods	0	\$ 119.34
201125432	KING, WILLIAM	5/20/2022		Baseball 5/11 Baseball Official on 5/11/22 vs North Woods	0	\$ 90.00
201125433	Lucca, Ben	5/20/2022		Baseball 5/17 Baseball Official on 5/17/22	0	\$ 90.00

Payables Summary  
June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
	Lucca, Ben	5/20/2022	Baseball 5/17	vs Rock Ridge Baseball Official on 5/17/22	0	\$ 67.27
201125434	MESABI EAST SCHOOLS	6/6/2022	Golf 5/9/22	vs Rock Ridge Golf Entry Fee on 5/9/22 for Mesabi East Invitational	0	\$ (150.00)
	MESABI EAST SCHOOLS	6/6/2022	Golf 5/9/22	Golf Entry Fee on 5/9/22 for Mesabi East Invitational	0	\$ (50.00)
	MESABI EAST SCHOOLS	5/20/2022	Golf 5/9/22	Golf Entry Fee on 5/9/22 for Mesabi East Invitational	0	\$ 150.00
	MESABI EAST SCHOOLS	5/20/2022	Golf 5/9/22	Golf Entry Fee on 5/9/22 for Mesabi East Invitational	0	\$ 50.00
201125435	PETERSON, WILLIAM	5/20/2022	Softball 5/16	Softball Official on 5/16/22 vs Mesabi East	0	\$ 85.00
201125436	Sether, Todd	5/20/2022	Baseball 5/11	Baseball Official on 5/11/22 vs North Woods	0	\$ 55.00
201125437	SIMONS, David	5/20/2022	Softball 5/10	Softball Official on 5/10/22 vs Virginia	0	\$ 85.00
	SIMONS, David	5/20/2022	Softball 5/10	Softball Official on 5/10/22 vs Virginia	0	\$ 50.00
	SIMONS, David	5/20/2022	Baseball 5/12	Baseball Official on 5/12/22 vs GNK	0	\$ 90.00
201125438	White, David	5/20/2022	Baseball 5/17	Baseball Official on 5/17/22 vs Rock Ridge	0	\$ 90.00
	White, David	5/20/2022	Baseball 5/17	Baseball Official on 5/17/22 vs Rock Ridge	0	\$ 67.28
201125439	US FOODSERVICE	5/20/2022	3337080	Food for Meal Services	7702200006	\$ 380.13
	US FOODSERVICE	5/20/2022	3591291	Pre School Snacks	1302200068	\$ 139.33
	US FOODSERVICE	5/20/2022	3591288	Food for Meal Services	7702200006	\$ 1,606.17
	US FOODSERVICE	5/20/2022	3591288	Food for Meal Services	7702200006	\$ 515.40
	US FOODSERVICE	5/20/2022	3591289	Food for Meal Services	7702200006	\$ 446.89
	US FOODSERVICE	5/20/2022	3337081	Food for Meal Services	7702200006	\$ 359.49
	US FOODSERVICE	5/20/2022	3337081	Food for Meal Services	7702200006	\$ 226.96
	US FOODSERVICE	5/20/2022	3497468	Kindergarten Snacks	1302200068	\$ 63.50

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June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
	US FOODSERVICE	5/20/2022	3497467	Food for Meal Services	7702200006	\$ 587.14
	US FOODSERVICE	5/20/2022	3497467	Food for Meal Services	7702200006	\$ 307.99
	US FOODSERVICE	5/20/2022	3497466	Food for Meal Services	7702200006	\$ 594.35
	US FOODSERVICE	5/20/2022	3591281	Food for Meal Services	7702200006	\$ 794.58
	US FOODSERVICE	5/20/2022	3591282	Food for Meal Services	7702200006	\$ 215.63
	US FOODSERVICE	5/20/2022	3591283	Targeted Services Snacks	1302200145	\$ 62.62
	US FOODSERVICE	5/20/2022	3663842	Food for Meal Services	7702200006	\$ 1,098.45
	US FOODSERVICE	5/20/2022	3663842	Food for Meal Services	7702200006	\$ 163.04
	US FOODSERVICE	5/20/2022	3663841	Food for Meal Services	7702200006	\$ 1,288.76
	US FOODSERVICE	5/20/2022	3663839	Food for Meal Services	7702200006	\$ 416.43
	US FOODSERVICE	5/20/2022	3663840	Food for Meal Services	7702200006	\$ 155.14
	US FOODSERVICE	5/20/2022	3663840	Food for Meal Services	7702200006	\$ 213.42
	US FOODSERVICE	5/20/2022	3758768	Food for Meal Services	7702200006	\$ 355.09
	US FOODSERVICE	5/20/2022	3758769	Food for Meal Services	7702200006	\$ 505.95
	US FOODSERVICE	5/20/2022	3758769	Food for Meal Services	7702200006	\$ 166.91
	US FOODSERVICE	5/20/2022	3758770	Food for Meal Services	7702200006	\$ 1,198.14
	US FOODSERVICE	5/20/2022	3758770	Food for Meal Services	7702200006	\$ 291.09
	US FOODSERVICE	5/20/2022	3758772	Food for Meal Services	7702200006	\$ 190.94
	US FOODSERVICE	5/20/2022	3758776	Pre School Snacks	1302200068	\$ 158.38
	US FOODSERVICE	5/20/2022	3830643	FACS	2502200005	\$ 20.17
	US FOODSERVICE	5/20/2022	3830626	Food for Meal Services	7702200006	\$ 187.00
	US FOODSERVICE	5/20/2022	3830625	Food for Meal Services	7702200006	\$ 1,245.52
	US FOODSERVICE	5/20/2022	3929744	Food for Meal Services	7702200006	\$ 201.32
	US FOODSERVICE	5/20/2022	3929746	Food for Meal Services	7702200006	\$ 1,278.26
	US FOODSERVICE	5/20/2022	3929746	Food for Meal Services	7702200006	\$ 41.60
	US FOODSERVICE	5/20/2022	3929747	Food for Meal Services	7702200006	\$ 203.22
	US FOODSERVICE	5/20/2022	3830623	Food for Meal Services	7702200006	\$ 531.03
	US FOODSERVICE	5/20/2022	3830624	Food for Meal Services	7702200006	\$ 247.58
	US FOODSERVICE	5/20/2022	3830624	Food for Meal Services	7702200006	\$ 401.94
	US FOODSERVICE	5/20/2022	3929745	Food for Meal Services	7702200006	\$ 127.24
201125439	US FOODSERVICE	5/20/2022	3929743	Food for Meal Services	7702200006	\$ 726.28
	US FOODSERVICE	5/20/2022	3929743	Food for Meal Services	7702200006	\$ 36.16
	US FOODSERVICE	5/20/2022	3929742	Food for Meal Services	7702200006	\$ 107.91

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	US FOODSERVICE	5/20/2022	3882304	Food for Meal Services	7702200006	\$ 76.93
	US FOODSERVICE	5/20/2022	3951605	Food for Meal Services	7702200006	\$ 133.50
	US FOODSERVICE	5/20/2022	3830628	Kindergarten Snacks	1302200068	\$ 116.52
	US FOODSERVICE	5/20/2022	3929751	Food for Meal Service	7702200006	\$ 170.39
	US FOODSERVICE	5/20/2022	4000282	Food for Meal Services	7702200006	\$ 1,334.34
	US FOODSERVICE	5/20/2022	4000282	Food for Meal Services	7702200006	\$ 494.83
	US FOODSERVICE	5/20/2022	4000281	Food for Meal Services	7702200006	\$ 535.60
	US FOODSERVICE	5/20/2022	4000293	Pre School Snacks	1302200068	\$ 22.50
	US FOODSERVICE	5/20/2022	4096171	Food for Meal Services	7702200006	\$ 527.14
	US FOODSERVICE	5/20/2022	4096170	Food for Meal Services	7702200006	\$ 1,089.00
	US FOODSERVICE	5/20/2022	4096170	Food for Meal Services	7702200006	\$ 254.40
	US FOODSERVICE	5/20/2022	4096177	Pre School Snacks	1302200068	\$ 128.88
	US FOODSERVICE	5/20/2022	4000294	Food for Meal Services	7702200006	\$ 538.81
	US FOODSERVICE	5/20/2022	4000294	Food for Meal Services	7702200006	\$ 47.28
	US FOODSERVICE	5/20/2022	4000284	Food for Meal Services	7702200006	\$ 260.88
	US FOODSERVICE	5/20/2022	4000283	Food for Meal Services	7702200006	\$ 550.46
	US FOODSERVICE	5/20/2022	4096168	Food for Meal Services	7702200006	\$ 55.56
	US FOODSERVICE	5/20/2022	4096167	Food for Meal Services	7702200006	\$ 489.79
	US FOODSERVICE	5/20/2022	4096167	Food for Meal Services	7702200006	\$ 126.44
	US FOODSERVICE	5/20/2022	4165813	Food for Meal Services	7702200006	\$ 265.82
	US FOODSERVICE	5/20/2022	4165813	Food for Meal Services	7702200006	\$ 122.45
	US FOODSERVICE	5/20/2022	4165812	Food for Meal Services	7702200006	\$ 195.48
	US FOODSERVICE	5/20/2022	3853074	Food for Meal Services	7702200006	\$ 85.71
	US FOODSERVICE	5/20/2022	3951601	Food for Meal Services	7702200006	\$ 166.49
	US FOODSERVICE	5/20/2022	3915612	Food for Meal Services	7702200006	\$ 28.06
201125440	Anderson, Randy	5/20/2022	Softball 5/17,	Softball Official on 5/17/22 vs Deer River	0	\$ 85.00
	Anderson, Randy	5/20/2022	Softball 5/17,	Softball Official on 5/17/22 vs Deer River	0	\$ 55.00
	Anderson, Randy	5/20/2022	Softball 5/18,	Softball Official on 5/18/22 vs Eveleth Gilbert	0	\$ 85.00
	Anderson, Randy	5/20/2022	Softball 5/18,	Softball Official on 5/18/22 vs Eveleth Gilbert	0	\$ -

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201125441	Sether, Todd	5/20/2022	Baseball 5/17	Baseball Official on 5/17/22 vs Rock Ridge	0	\$ 55.00
201125442	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 903.34
	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 314.81
	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 17.63
	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 15.67
	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 9.00
	AFSCME Council 65	5/20/2022	20220520AD	Payroll accrual	0	\$ 0.33
201125443	AFT Local #331	5/20/2022	20220520AD	Payroll accrual	0	\$ 3,108.34
	AFT Local #331	5/20/2022	20220520AD	Payroll accrual	0	\$ 85.23
201125444	ND Child Support Division	5/20/2022	20220520AD	Child Support	0	\$ 276.93
201125445	Para Local #4798	5/20/2022	20220520AD	Payroll accrual	0	\$ 716.46
	Para Local #4798	5/20/2022	20220520AD	Payroll accrual	0	\$ 57.24
201125446	MN ASSOC OF SECONDARY SCHOOL	5/20/2022	5/19/2022	MASSP-MEMBERSHIP DUES - MF EVERSON	0	\$ 870.00
201125447	NCPERS Group Life Ins.	5/20/2022	1.6491E+11	MAY PREMIUM 2022	0	\$ 96.00
	NCPERS Group Life Ins.	5/20/2022	1.6491E+11	JUNE PREMIUM 2022	0	\$ 96.00
201125448	Aviben	5/27/2022	23296	403b Third Party Admin Svc	1102200006	\$ 175.94
201125449	BEMIDJI WELDERS SUPPLY	5/27/2022	10081223	Cord Milwaukee	0	\$ 12.00
201125450	BEMIDJI BUS LINE	5/27/2022	21274	FES 5th Grade StarBase Trip to Duluth	1302200289	\$ 7,300.00
201125451	COCA-COLA BOTTLING CO	5/27/2022	36319	FHS; Ala Carte Beverages	7702200002	\$ 52.50
	COCA-COLA BOTTLING CO	5/27/2022	510692	FHS; Ala Carte Beverages	7702200002	\$ 200.05
	COCA-COLA BOTTLING CO	5/27/2022	510693	Water for 5th Grade Trip	7702200002	\$ 57.00
	COCA-COLA BOTTLING CO	5/27/2022	510694	Water for HOF Banquet	7702200002	\$ 31.50
	COCA-COLA BOTTLING CO	5/27/2022	36523	FHS; Ala Carte Beverages	7702200002	\$ 90.90
	COCA-COLA BOTTLING CO	5/27/2022	554953	FHS; Ala Carte Beverages	7702200002	\$ 91.80
	COCA-COLA BOTTLING CO	5/27/2022	36716	FHS; Ala Carte Beverages	7702200002	\$ 52.50
201125452	INTERQUEST DETECTION CANINES	5/27/2022	114Nm	May : Canine Detection Services	3002200004	\$ 660.00
201125453	MIDCONTINENT COMMUNICATIONS	5/27/2022	1.2486E+13	FHS Fax; Internet Service	3002200009	\$ 282.00
201125454	OFFICE DEPOT	5/27/2022	2.403E+11	OFFICE SUPPLIES	3002200103	\$ 56.81
201125455	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 63.00
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 42.00

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	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 102.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 134.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 77.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 156.98
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 70.00
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ (7.00)
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 98.00
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 137.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 85.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 120.80
	PAN O GOLD BAKING CO	5/27/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 107.52
201125456	PEPPER JW & SON INC	5/27/2022	364277263	Choir Supplies	2582200014	\$ 51.94
	PEPPER JW & SON INC	5/27/2022	364278916	Choir Supplies	2582200014	\$ 42.50
	PEPPER JW & SON INC	5/27/2022	364280152	Music and Curriculum Books	2582200013	\$ 66.00
	PEPPER JW & SON INC	5/27/2022	364277264	Music and Curriculum Books	2582200013	\$ 379.20
201125457	RATWIK ROSZAK & MALONEY PA	5/27/2022	71059	services	1102200011	\$ 1,905.85
201125458	Tyson Foods Inc.	5/27/2022	29751431	Commodity Beef Process	0	\$ 199.00
201125459	UNITED TRUCK BODY	5/27/2022	553846B	Fuel Tank and parts	7602200048	\$ 1,713.52
201125460	WATER DEPT	5/27/2022	13-014900-0	(Arena; Water Usage	8102200021	\$ 744.33
	WATER DEPT	5/27/2022	13-014800-0	(FES; Water Usage	8102200021	\$ 1,575.35
	WATER DEPT	5/27/2022	13-014701-0	(Water Usage	8102200021	\$ 336.60
	WATER DEPT	5/27/2022	13-014700-0	(FHS; Water Usage	8102200021	\$ 2,383.91
	WATER DEPT	5/27/2022	74-006700-0	(Water Usage - Garage	8102200021	\$ 52.51
201125461	Koenig, Bryant	5/27/2022	Baseball 5/23	Baseball Official on 5/23/22 vs MIB	0	\$ 90.00
201125462	MESABI EAST SCHOOLS	5/27/2022	Track 5/20/22	Track Meet Entry Fee @ Mesabi East on 5/20/22	0	\$ 100.00
	MESABI EAST SCHOOLS	5/27/2022	Track 5/20/22	Track Meet Entry Fee @ Mesabi East on 5/20/22	0	\$ 100.00
201125463	Schulz, Darcie	5/27/2022	52022	Senior Lunch Account Balance Refund	0	\$ 36.55
201125464	AFT Local #331	6/3/2022	20220603AD	Payroll accrual	0	\$ 2,991.42
	AFT Local #331	6/3/2022	20220603AD	Payroll accrual	0	\$ 85.23

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201125465	ND Child Support Division	6/3/2022	20220603AD	Child Support	0	\$ 276.93
201125466	Para Local #4798	6/3/2022	20220603AD	Payroll accrual	0	\$ 701.63
	Para Local #4798	6/3/2022	20220603AD	Payroll accrual	0	\$ 57.38
201125467	BSN SPORTS	6/3/2022	917105616	FES Summer Enrichment Progar Supplies	1302200259	\$ 271.40
201125468	Fun Express, LLC	6/3/2022	716683501-0	FES Kindergarten Graduation Supplies (Morrison)	1302200255	\$ 89.90
	Fun Express, LLC	6/3/2022	716666800-0	ECFE Supplies/Spring Events (Baron)	1302200253	\$ 184.35
	Fun Express, LLC	6/3/2022	716759960-0	FES Summer Enrichment Progar Supplies	1302200264	\$ 1,540.17
	Fun Express, LLC	6/3/2022	716759960-0	FES Summer Enrichment Progar Supplies	1302200264	\$ 449.97
	Fun Express, LLC	6/3/2022	716666615-0	FES Summer Enrichment Progar Supplies	1302200248	\$ 689.97
	Fun Express, LLC	6/3/2022	716830186-0	FES Preschool Graduation Caps (Walls)	1302200272	\$ 73.87
201125469	HAWKINS INC	6/3/2022	6180662	Pool Chemicals	8102200029	\$ 906.12
201125470	LAKESHORE LEARNING MATERIALS	6/3/2022	8.6174E+11	FES Music Supplies	1302200241	\$ 149.94
201125471	MN ENERGY RESOURCES CORP	6/3/2022	0505015015-	Garage; Natural Gas Services	8102200031	\$ 726.77
201125472	National Inventors Hall Of Fame	6/3/2022	2033857	Camp Invention	5002200042	\$ 5,400.00
201125473	SHANNONS INC	6/3/2022	22881	Trouble shoot issue with arena dehumidifier.	8102200194	\$ 333.18
201125474	UNITED TRUCK BODY	6/3/2022	553763	Repair def dispersing unit and def heater, if needed. Bus 32 unit #542	7602200041	\$ 504.87
	UNITED TRUCK BODY	6/3/2022	553374A	Repair def dispersing unit and def heater, if needed. Bus 32 unit #542	7602200041	\$ 2,017.64
201125475	COLLEGE BOARD	6/3/2022	EP00146513	AP Exams	0	\$ 52.00
201125476	GLUMACK, BABE	6/3/2022	Baseball 5/23	Baseball Official on 5/23/22 vs MIB and Deer River	0	\$ 90.00
	GLUMACK, BABE	6/3/2022	Baseball 5/23	Baseball Official on 5/23/22	0	\$ 90.00

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	GLUMACK, BABE	6/3/2022	Baseball 5/23	vs MIB and Deer River Baseball Official on 5/23/22	0	\$ 119.34
201125477	KARICH, Brian	6/3/2022	Baseball 5/24	vs MIB and Deer River Baseball Official on 5/24/22	0	\$ 90.00
201125478	KING, WILLIAM	6/3/2022	Baseball 5/24	vs Ely Baseball Official on 5/24/22	0	\$ 90.00
	KING, WILLIAM	6/3/2022	Baseball 5/24	vs Ely Baseball Official on 5/24/22	0	\$ 128.70
201125479	Rock Ridge Golf Boosters	6/3/2022	Golf 5/3/22	vs Ely Golf Meet Entry Fees, Four meets hosted by Rock Ridge May 3, May 6&7, May 12, May 20	0	\$ 50.00
	Rock Ridge Golf Boosters	6/3/2022	Golf 5/3/22	Golf Meet Entry Fees, Four meets hosted by Rock Ridge May 3, May 6&7, May 12, May 20	0	\$ 270.00
	Rock Ridge Golf Boosters	6/3/2022	Golf 5/3/22	Golf Meet Entry Fees, Four meets hosted by Rock Ridge May 3, May 6&7, May 12, May 20	0	\$ 50.00
	Rock Ridge Golf Boosters	6/3/2022	Golf 5/3/22	Golf Meet Entry Fees, Four meets hosted by Rock Ridge May 3, May 6&7, May 12, May 20	0	\$ 150.00
201125480	Section 7A	6/3/2022	Track 5/26/2	Track Entry Fee for North Sub-Sections @ Mesabi East on 5/26/2022	0	\$ 200.00
	Section 7A	6/3/2022	Track 5/26/2	Track Entry Fee for North Sub-Sections @ Mesabi East on 5/26/2022	0	\$ 200.00
201125481	Sether, Todd	6/3/2022	Baseball 5/23	vs Deer River Baseball Official on 5/23/22	0	\$ 70.00

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	Sether, Todd	6/3/2022	Baseball 5/24	Baseball Official on 5/24/22 vs Ely	0	\$ 70.00
201125482	SIMONS, David	6/3/2022	Baseball 5/27	Baseball Official on 5/27/22 vs Roseau	0	\$ 90.00
	SIMONS, David	6/3/2022	Baseball 5/27	Baseball Official on 5/27/22 vs Roseau	0	\$ 55.00
	SIMONS, David	6/3/2022	Baseball 5/27	Baseball Official on 5/27/22 vs Roseau	0	\$ 119.34
201125483	TAUS, Dave	6/3/2022	Baseball 5/27	Baseball Official on 5/27/22 vs Roseau	0	\$ 90.00
	TAUS, Dave	6/3/2022	Baseball 5/27	Baseball Official on 5/27/22 vs Roseau	0	\$ 55.00
201125484	Casareto, Anthony	6/7/2022	Golf 6/12/22	Golf State Meet Meal Money	0	\$ 264.00
201125485	Hendrickson, Sheryl	6/7/2022	Track 6/7/22	Track State Meet Meal Money	0	\$ 352.00
201125486	KING OF THE ROAD ENTERTAINMENT	6/7/2022	6/6/2022	SOUND SYSTEM FOR GRADUATIC 2022	0	\$ 600.00
201125487	St. Michael-Albertville High School	6/7/2022	Track State 6,	State Track Meet Practice Fee	0	\$ 6.00
201125488	ARROWHEAD REG COMPUTING CON	6/10/2022	2021-MASA 1	MASA Region 7 Administrative Team Training Day, June 13 & 14	0	\$ 180.00
201125489	AT & T Mobility	6/10/2022	2873105224	Hot Spots	1102200028	\$ 223.30
	AT & T Mobility	6/10/2022	2872977131	IT Dir. Phone and Bus WI-FI	1102200028	\$ 229.38
	AT & T Mobility	6/10/2022	2872977131	IT Dir. Phone and Bus WI-FI	1102200028	\$ 49.59
	AT & T Mobility	6/10/2022	2872977131	IT Dir. Phone and Bus WI-FI	1102200028	\$ 93.30
201125490	CRANDALLS SEPTIC PUMPING	6/10/2022	7313	Portable Toilets for Track	2922200060	\$ 210.00
	CRANDALLS SEPTIC PUMPING	6/10/2022	7312	Portable Toilets for Baseball & Track	2922200060	\$ 105.00
201125491	FRIENDS GARBAGE SERVICE, LLC	6/10/2022	9268061	Garbage Pickups	8102200034	\$ 2,162.48
201125492	GOPHER SPORT	6/10/2022	IN176965	FES Summer Enrichment Progar Supplies	1302200266	\$ 4,538.02
	GOPHER SPORT	6/10/2022	IN176429	FES Summer Enrichment Progar Supplies	1302200258	\$ 1,567.16
	GOPHER SPORT	6/10/2022	IN178734	FES Summer Enrichment Progar	1302200271	\$ 1,024.80

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				Supplies		
201125493	GUARDIAN PEST CONTROL INC	6/10/2022	2345547	Pest Control Service	8102200019	\$ 73.90
201125494	JOSTENS INC	6/10/2022	1285776	2022 Yearbooks	0	\$ 1,597.20
201125495	LVC Companies Inc	6/10/2022	88407	switch arena fire alarm call	8102200191	\$ 499.20
				system over to cellular		
	LVC Companies Inc	6/10/2022	88407	switch arena fire alarm call	8102200191	\$ 802.80
				system over to cellular		
201125496	MANNCO TRUCKING INC	6/10/2022	199749	installation of fuel tank	7602200049	\$ 1,361.86
201125497	Marco Technologies LLC	6/10/2022	INV10003834	MARCO HP 37A Black MICR	0	\$ 283.51
201125498	MEDTOX LABORATORIES	6/10/2022	5.2023E+10	Randon Drup Testing	0	\$ 63.03
201125499	MIDCONTINENT COMMUNICATIONS	6/10/2022	2.751E+13	FES fax	3002200009	\$ 37.43
201125500	MN ENERGY RESOURCES CORP	6/10/2022	60222	Natural Gas Services	8102200031	\$ 894.97
	MN ENERGY RESOURCES CORP	6/10/2022	60222	Natural Gas Services	8102200031	\$ 752.53
	MN ENERGY RESOURCES CORP	6/10/2022	60222	Natural Gas Services	8102200031	\$ 250.84
201125501	Reading Horizons	6/10/2022	50830	FES Reading Horizons Reading	1302200279	\$ 3,487.24
				Supplies		
201125502	SCHMITT MUSIC CENTERS	6/10/2022	4622995	Repair of Yamaha Trumpet	2582200017	\$ 90.00
	SCHMITT MUSIC CENTERS	6/10/2022	4616708	Repair of Conn Trumpet	2582200017	\$ 132.00
	SCHMITT MUSIC CENTERS	6/10/2022	4624946	Repair of Clarinet	2582200017	\$ 75.00
	SCHMITT MUSIC CENTERS	6/10/2022	4634989	Repair of Trumpet	2582200017	\$ 99.00
	SCHMITT MUSIC CENTERS	6/10/2022	4638306	Repair of Pan Am Cornet	2582200017	\$ 110.00
	SCHMITT MUSIC CENTERS	6/10/2022	4649238	Repair of French Horn	2582200017	\$ 105.00
	SCHMITT MUSIC CENTERS	6/10/2022	4638305	Repair of Bass Clarinet	2582200017	\$ 63.00
201125503	SCHOOL SPECIALTY	6/10/2022	2.0813E+11	FES Summer Enrichment Prograr	1302200273	\$ 31.26
				Supplies		
201125504	SNA Sports	6/10/2022	436577L	Volleyball Net System	2922200050	\$ 4,182.00
201125505	Madison National Life	6/10/2022	1501161	June 2022 LTD Premium	0	\$ 153.93
	Madison National Life	6/10/2022	1501160	June 2022 Life Premium	0	\$ 1,644.20
201125506	Guba, Wayne	6/10/2022	Erik	Senior lunch account refund	0	\$ 9.77
201125507	Larson, Sheryl	6/10/2022	Alex	Senior lunch account refund	0	\$ 6.70
201125508	Lowe, Katy	6/10/2022	Madison	Senior lunch account refund	0	\$ 5.82
201125509	Lucek, Sara	6/10/2022	Michael	Senior lunch account refund	0	\$ 17.00
201125510	Mayfield, Kristal	6/10/2022	Kaden	Senior lunch account refund	0	\$ 10.38

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201125511	McBride, Heather	6/10/2022	Megan	Senior lunch account refund	0	\$ 29.15
201125512	Owen-Boerger, Barbara	6/10/2022	Knute	Senior lunch account refund	0	\$ 35.21
201125513	Serrano, Cherie	6/10/2022	William	Senior lunch account refund	0	\$ 5.95
201125514	Short, Jason	6/10/2022	Alyssa	Senior lunch account refund	0	\$ 17.65
201125515	Vasilyev, Vera	6/10/2022	Daniel	Senior lunch account refund	0	\$ 15.89
201125516	Altius Poles	6/17/2022	60622	Track Vaulting Poles	2922200061	\$ 956.00
201125517	ARROWHEAD LIBRARY SYSTEM	6/17/2022	7695	Library Catalog System	6202200000	\$ 625.00
201125518	DEMCO INC	6/17/2022	7129879	FES Summer Enrichment Program Supplies	1302200268	\$ 1,018.34
	DEMCO INC	6/17/2022	7139036	FES Library Supplies	1302200278	\$ 193.79
201125519	HOUGHTON MIFFLIN	6/17/2022	955564959	FES Summer School Math Expressions	1302200216	\$ 4,060.00
201125520	KGHS-AM	6/17/2022	60122	School Matters	102200001	\$ 225.00
201125521	LAKESHORE LEARNING MATERIALS	6/17/2022	1.5108E+11	FEF (Auran)	1302200325	\$ 269.91
	LAKESHORE LEARNING MATERIALS	6/17/2022	1.7483E+10	FEF (Ettestad)	1302200310	\$ 179.00
	LAKESHORE LEARNING MATERIALS	6/17/2022	1.4082E+12	FEF (Eldien)	1302200306	\$ 79.98
	LAKESHORE LEARNING MATERIALS	6/17/2022	1.4082E+11	FEF (Nelson)	1302200303	\$ 588.99
	LAKESHORE LEARNING MATERIALS	6/17/2022	1.5108E+11	FEF (Walls)	1302200312	\$ 194.94
	LAKESHORE LEARNING MATERIALS	6/17/2022	1.5264E+11	FEF (LaVigne)	1302200327	\$ 256.91
201125522	Marco Technologies LLC	6/17/2022	474549383	Printer services	1102200003	\$ 347.94
	Marco Technologies LLC	6/17/2022	474410362	Copier Leases	1102200002	\$ 1,307.95
	Marco Technologies LLC	6/17/2022	474410362	Copier Leases	1102200002	\$ 377.92
	Marco Technologies LLC	6/17/2022	474549581	FES; Color Copier and FHS; Mailroom Copier	3002200008	\$ 1,019.40
	Marco Technologies LLC	6/17/2022	474549581	FES; Color Copier and FHS; Mailroom Copier	3002200008	\$ 606.12
	Marco Technologies LLC	6/17/2022	474411253	Printer in Business Classroom	3002200003	\$ 200.64
201125523	Markwort Sporting Goods Company	6/17/2022	216648V	Softball Home Plates	2922200051	\$ 74.95
201125524	MIDCONTINENT COMMUNICATIONS	6/17/2022	60922	ALC Phone & Data	3002200001	\$ 78.73
201125525	MN ENERGY RESOURCES CORP	6/17/2022	60722	Natural Gas Services	8102200031	\$ 2,251.92
	MN ENERGY RESOURCES CORP	6/17/2022	60722	Natural Gas Services	8102200031	\$ 2,176.27
201125526	NORTHLAND LEARNING CENTER	6/17/2022	5980	JPA Northland Learning Center FY22	1102200009	\$ 7,881.04

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	NORTHLAND LEARNING CENTER	6/17/2022	5980	JPA Northland Learning Center FY22	1102200009	\$ 2,054.19
	NORTHLAND LEARNING CENTER	6/17/2022	5996	JPA Northland Learning Center FY22	1102200009	\$ 16,232.04
	NORTHLAND LEARNING CENTER	6/17/2022	5996	JPA Northland Learning Center FY22	1102200009	\$ 4,493.73
	NORTHLAND LEARNING CENTER	6/17/2022	6038	JPA Northland Learning Center FY22	1102200009	\$ 176.88
	NORTHLAND LEARNING CENTER	6/17/2022	6038	JPA Northland Learning Center FY22	1102200009	\$ 59.30
	NORTHLAND LEARNING CENTER	6/17/2022	6038	JPA Northland Learning Center FY22	1102200009	\$ 129.70
	NORTHLAND LEARNING CENTER	6/17/2022	6049	JPA Northland Learning Center FY22	1102200009	\$ 494.15
	NORTHLAND LEARNING CENTER	6/17/2022	6049	JPA Northland Learning Center FY22	1102200009	\$ 142.27
201125527	PAN O GOLD BAKING CO	6/17/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 28.00
	PAN O GOLD BAKING CO	6/17/2022	1.001E+13	Bread for Meal Service	7702200001	\$ 23.80
	PAN O GOLD BAKING CO	6/17/2022	1.001E+13	Bread for Summer Meal Service	7702200001	\$ 55.06
201125528	PEPPER JW & SON INC	6/17/2022	364297965	Band music for 6th - 12th gr	2582200015	\$ 81.25
	PEPPER JW & SON INC	6/17/2022	364297965	Band music for 6th - 12th gr	2582200015	\$ 243.74
	PEPPER JW & SON INC	6/17/2022	364299094	Band music for 6th - 12th gr	2582200015	\$ 12.50
	PEPPER JW & SON INC	6/17/2022	364299094	Band music for 6th - 12th gr	2582200015	\$ 37.50
	PEPPER JW & SON INC	6/17/2022	364327285	FEF Music for Jazz Band	2582200016	\$ 206.99
	PEPPER JW & SON INC	6/17/2022	364333109	FEF Music for Jazz Band	2582200016	\$ 562.00
201125529	Pine Valley Trophy Case, LLC	6/17/2022	1521	1993 Football Plaque	0	\$ 786.70
201125530	Rainy Lake Gazette	6/17/2022	100000338	Advertising Local Newspaper	1102200031	\$ 385.00
201125531	Reading Horizons	6/17/2022	50288	FES Classroom Kits/Online Instruction (Tate)	1302200210	\$ 14,700.00
201125532	REALLY GOOD STUFF INC	6/17/2022	7938103	FEF (Pavleck)	1302200305	\$ 31.34
201125533	RECREATION COMMISSION	6/17/2022	51722	Contract for AD	1102200063	\$ 20,078.42
201125534	SCHOOL SPECIALTY	6/17/2022	3.081E+11	Supplies for ceramics class	5002200033	\$ 550.37
	SCHOOL SPECIALTY	6/17/2022	3.081E+11	FES Summer Enrichment Prograr	1302200295	\$ 188.95

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				Supplies		
201125535	TeamWorks International, Inc.	6/17/2022	12727	Consulting Services	1102200043	\$ 3,042.77
201125536	TWIN CITY BOILER REPAIR	6/17/2022	35313	50% down for FHS burner project	8102200204	\$ 55,017.50
201125537	ZIEMBA, BERNIE	6/17/2022	53122	Pine & Ash for Wood Shop Projects	0	\$ 700.00
201125538	Sears, Gunner	6/16/2022	Gunner Sears	Lunch Acct Refund (Student not returning next fall)	0	\$ 13.80
201125539	CITIZENS FOR BACKUS	6/16/2022	60122	ALC Lease Agreement	3002200000	\$ 722.62
201125540	LVC Companies Inc	6/16/2022	89233	switch arena fire alarm call system over to cellular	8102200191	\$ 83.35
201125541	MacGill School Nurse Supplies	6/16/2022	IN0796758	FES Nurse Supplies	1302200256	\$ 84.90
201125542	SANDSTROM'S INC	6/16/2022	406974	Milk for Meal Service	7702200003	\$ 560.00
	SANDSTROM'S INC	6/16/2022	406975	Milk for Meal Service	7702200003	\$ 546.00
	SANDSTROM'S INC	6/16/2022	408512	Milk for Meal Service	7702200003	\$ 392.00
	SANDSTROM'S INC	6/16/2022	409654	Milk for Summer Meal Service	7702200003	\$ 446.00
	SANDSTROM'S INC	6/16/2022	408513	Milk for Meal Service	7702200003	\$ 574.00
	SANDSTROM'S INC	6/16/2022	410825	Milk for Summer Meal Service	7702200003	\$ 58.00
201125543	TAYLOR'S PLUMBING & HEATING LLC	6/16/2022	3004	Wood shop drain angered	8102200202	\$ 250.00
201125544	US FOODSERVICE	6/16/2022	4165820	Kindergarten Snacks	1302200068	\$ 113.62
	US FOODSERVICE	6/16/2022	4165819	Food for Meal Services	7702200006	\$ 31.45
	US FOODSERVICE	6/16/2022	4165809	Food for Meal Services	7702200006	\$ 176.68
	US FOODSERVICE	6/16/2022	4258850	Food for Meal Services	7702200006	\$ 649.44
201125544	US FOODSERVICE	6/16/2022	4258849	Food for Meal Services	7702200006	\$ 115.16
	US FOODSERVICE	6/16/2022	4329918	PBIS Ice Cream	7702200006	\$ 19.01
	US FOODSERVICE	6/16/2022	4329918	PBIS Ice Cream	7702200006	\$ 468.00
	US FOODSERVICE	6/16/2022	4329915	Food for Meal Services	7702200006	\$ 465.44
	US FOODSERVICE	6/16/2022	4329916	Food for Meal Services	7702200006	\$ 199.96
	US FOODSERVICE	6/16/2022	4258853	Food for Meal Services	7702200006	\$ 802.86
	US FOODSERVICE	6/16/2022	4258853	Food for Meal Services	7702200006	\$ 61.80
	US FOODSERVICE	6/16/2022	4258854	Food for Meal Services	7702200006	\$ 373.77
	US FOODSERVICE	6/16/2022	4258858	After School Tutoring	1102200048	\$ 173.83
	US FOODSERVICE	6/16/2022	4426823	Food for Meal Services	7702200006	\$ 351.93

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	US FOODSERVICE	6/16/2022	4426822	Food for Meal Services	7702200006	\$ 622.50
	US FOODSERVICE	6/16/2022	4426822	Food for Meal Services	7702200006	\$ 408.82
	US FOODSERVICE	6/16/2022	4490701	Food for Meal Services	7702200006	\$ 269.10
	US FOODSERVICE	6/16/2022	4490700	Food for Meal Services	7702200006	\$ 355.07
	US FOODSERVICE	6/16/2022	4490700	Food for Meal Services	7702200006	\$ 40.97
	US FOODSERVICE	6/16/2022	4329914	Food for Meal Services	7702200006	\$ 275.19
	US FOODSERVICE	6/16/2022	4329914	Food for Meal Services	7702200006	\$ 63.22
	US FOODSERVICE	6/16/2022	4329913	Food for Meal Services	7702200006	\$ 299.18
	US FOODSERVICE	6/16/2022	4426821	Food for Meal Services	7702200006	\$ 118.75
	US FOODSERVICE	6/16/2022	4426821	Food for Meal Services	7702200006	\$ 83.71
	US FOODSERVICE	6/16/2022	4426830	Food for Meal Services	7702200006	\$ 54.70
	US FOODSERVICE	6/16/2022	4652607	Food for Meal Services	7702200006	\$ 17.20
	US FOODSERVICE	6/16/2022	4490703	Food for Meal Services	7702200006	\$ 112.05
	US FOODSERVICE	6/16/2022	4784508	Food for Summer Meal Services	7702200006	\$ 27.37
	US FOODSERVICE	6/16/2022	4490704	Food for Summer Meal Services	7702200006	\$ 1,915.51
	US FOODSERVICE	6/16/2022	4652590	Food for Summer Meal Services	7702200006	\$ 512.92
	US FOODSERVICE	6/16/2022	4652590	Food for Summer Meal Services	7702200006	\$ 207.98
	US FOODSERVICE	6/16/2022	4705454	Supplies for Meal Services	7702200006	\$ 138.17
	US FOODSERVICE	6/16/2022	4705457	Supplies for Meal Services	7702200006	\$ 28.36
	US FOODSERVICE	6/16/2022	5960183	Food Credit	7702200006	\$ (10.66)
	US FOODSERVICE	6/16/2022	4819902	Food for Summer Meal Services	7702200006	\$ 372.76
	US FOODSERVICE	6/16/2022	4819902	Food for Summer Meal Services	7702200006	\$ 106.79
202101278	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 173.08
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 301.74
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 909.80
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 52.80
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 3,103.60
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 289.96
202101278	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 1,852.71
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 384.62
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 138.47
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 885.96
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 209.62

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	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 43.82
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 350.00
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 2,439.84
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 131.20
	Aviben	5/20/2022	20220520AD	Payroll accrual	0	\$ 2,525.00
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 92.30
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 301.74
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 199.70
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 52.80
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 1,594.61
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 82.06
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 504.01
	Aviben	5/20/2022	20220520AF	Payroll accrual	0	\$ 101.28
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 46.15
	Aviben	5/20/2022	20220520AF	TSA Benefits	0	\$ 426.66
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 207.13
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 31.67
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 82.06
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 996.30
	Aviben	5/20/2022	20220520AF	TSA Benefit	0	\$ 67.29
	Aviben	5/20/2022	20220520AF	TSA Benefits	0	\$ 287.56
202101279	Empower Retirement	5/20/2022	20220520AD	Payroll accrual	0	\$ 580.00
	Empower Retirement	5/20/2022	20220520AD	Payroll accrual	0	\$ 50.00
	Empower Retirement	5/20/2022	20220520AD	Payroll accrual	0	\$ 47.01
	Empower Retirement	5/20/2022	20220520AD	Payroll accrual	0	\$ 31.54
	Empower Retirement	5/20/2022	20220520AF	Deferred Comp 457 Benefit	0	\$ 47.01
	Empower Retirement	5/20/2022	20220520AF	Deferred Comp 457 Benefit	0	\$ 31.54
	Empower Retirement	5/20/2022	20220520AF	HCSP	0	\$ 2,820.04
	Empower Retirement	5/20/2022	20220520AF	HCSP	0	\$ 69.99
202101280	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 17,788.31
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 942.04
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 745.85
202101280	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 327.86

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	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 7.14
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 25.00
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 166.33
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 22,243.58
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 948.21
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 751.39
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 4,160.13
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 220.30
	Internal Revenue Service	5/20/2022	20220520AD	Payroll accrual	0	\$ 174.44
	Internal Revenue Service	5/20/2022	20220520AFI	FICA Benefit	0	\$ 17,788.31
	Internal Revenue Service	5/20/2022	20220520AFI	FICA Benefit	0	\$ 942.04
	Internal Revenue Service	5/20/2022	20220520AFI	FICA Benefit	0	\$ 745.85
	Internal Revenue Service	5/20/2022	20220520AFI	Medicare Benefit	0	\$ 4,160.13
	Internal Revenue Service	5/20/2022	20220520AFI	Medicare Benefit	0	\$ 220.30
	Internal Revenue Service	5/20/2022	20220520AFI	Medicare Benefit	0	\$ 174.44
202101281	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 60.00
	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 25.00
	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 10,650.61
	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 487.40
	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 368.09
	MINNESOTA REVENUE	5/20/2022	20220520AD	Payroll accrual	0	\$ 47.26
202101282	MN Teachers Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 14,932.21
	MN Teachers Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 566.01
	MN Teachers Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 34.14
	MN Teachers Retirement Association	5/20/2022	20220520AFI	TRA Benefit	0	\$ 16,604.63
	MN Teachers Retirement Association	5/20/2022	20220520AFI	TRA Benefit	0	\$ 629.41
	MN Teachers Retirement Association	5/20/2022	20220520AFI	TRA Benefit	0	\$ 37.97
202101283	Public Employees Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 30.00
	Public Employees Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 6,061.20
	Public Employees Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 443.19
	Public Employees Retirement Association	5/20/2022	20220520AD	Payroll accrual	0	\$ 766.78
	Public Employees Retirement Association	5/20/2022	20220520AFI	DCP Benefit	0	\$ 30.00
	Public Employees Retirement Association	5/20/2022	20220520AFI	PERA Benefit	0	\$ 6,993.73

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	Public Employees Retirement Association	5/20/2022	20220520AFI	PERA Benefit	0	\$ 511.37
	Public Employees Retirement Association	5/20/2022	20220520AFI	PERA Benefit	0	\$ 884.72
202101283	Public Employees Retirement Association	5/20/2022	20220520AFI	Payroll accrual	0	\$ -
202101284	DELTA DENTAL	5/20/2022	CNS0000968I	JUNE PREMIUMS 2022	0	\$ 4,097.56
	DELTA DENTAL	5/20/2022	CNS0000968I	JUNE PREMIUMS 2022	0	\$ 1,688.78
202101285	MN PEIP	5/20/2022	1190536	JUNE HEALTH PREMIUM	0	\$ 118,214.40
202101286	Aviben	6/3/2022	20220603AFI	TSA Benefits	0	\$ 202.56
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 173.08
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 301.74
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 909.91
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 52.95
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 3,104.24
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 289.96
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 1,642.67
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 384.62
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 138.47
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 886.02
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 210.04
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 43.95
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 350.00
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 2,440.19
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 131.20
	Aviben	6/3/2022	20220603AD	Payroll accrual	0	\$ 1,550.00
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 92.30
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 301.74
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 161.54
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 1,436.21
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 82.06
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 356.01
	Aviben	6/3/2022	20220603AFI	Payroll accrual	0	\$ 101.28
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 46.15
	Aviben	6/3/2022	20220603AFI	TSA Benefits	0	\$ 388.66
	Aviben	6/3/2022	20220603AFI	TSA Benefit	0	\$ 109.84

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	Aviben	6/3/2022	20220603AF1	TSA Benefit	0	\$ 82.06
	Aviben	6/3/2022	20220603AF1	TSA Benefit	0	\$ 855.66
	Aviben	6/3/2022	20220603AF1	TSA Benefit	0	\$ 67.29
202101287	Empower Retirement	6/3/2022	20220603AD	Payroll accrual	0	\$ 580.00
202101287	Empower Retirement	6/3/2022	20220603AD	Payroll accrual	0	\$ 50.00
	Empower Retirement	6/3/2022	20220603AD	Payroll accrual	0	\$ 47.13
	Empower Retirement	6/3/2022	20220603AD	Payroll accrual	0	\$ 31.75
	Empower Retirement	6/3/2022	20220603AF1	HCSP	0	\$ 2,737.00
	Empower Retirement	6/3/2022	20220603AF1	HCSP	0	\$ 69.99
202101288	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 20,763.82
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 916.51
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 704.12
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 581.15
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 3.85
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 25.00
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 216.58
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 23,833.48
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 950.52
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 688.53
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 4,856.04
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 214.37
	Internal Revenue Service	6/3/2022	20220603AD	Payroll accrual	0	\$ 164.68
	Internal Revenue Service	6/3/2022	20220603AF1	FICA Benefit	0	\$ 20,763.82
	Internal Revenue Service	6/3/2022	20220603AF1	FICA Benefit	0	\$ 916.51
	Internal Revenue Service	6/3/2022	20220603AF1	FICA Benefit	0	\$ 704.12
	Internal Revenue Service	6/3/2022	20220603AF1	Medicare Benefit	0	\$ 4,856.04
	Internal Revenue Service	6/3/2022	20220603AF1	Medicare Benefit	0	\$ 214.37
	Internal Revenue Service	6/3/2022	20220603AF1	Medicare Benefit	0	\$ 164.68
202101289	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 210.00
	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 25.00
	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 11,643.17
	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 481.83
	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 334.04

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	MINNESOTA REVENUE	6/3/2022	20220603AD	Payroll accrual	0	\$ 155.11
202101290	MN Teachers Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 14,430.92
	MN Teachers Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 536.91
	MN Teachers Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 34.14
	MN Teachers Retirement Association	6/3/2022	20220603AF	TRA Benefit	0	\$ 16,053.82
	MN Teachers Retirement Association	6/3/2022	20220603AF	TRA Benefit	0	\$ 597.06
	MN Teachers Retirement Association	6/3/2022	20220603AF	TRA Benefit	0	\$ 37.97
202101291	Public Employees Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 30.00
	Public Employees Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 9,122.40
	Public Employees Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 461.67
	Public Employees Retirement Association	6/3/2022	20220603AD	Payroll accrual	0	\$ 712.75
	Public Employees Retirement Association	6/3/2022	20220603AF	DCP Benefit	0	\$ 30.00
	Public Employees Retirement Association	6/3/2022	20220603AF	PERA Benefit	0	\$ 10,525.88
	Public Employees Retirement Association	6/3/2022	20220603AF	PERA Benefit	0	\$ 532.67
	Public Employees Retirement Association	6/3/2022	20220603AF	PERA Benefit	0	\$ 822.42
	Public Employees Retirement Association	6/3/2022	20220603AF	Payroll accrual	0	\$ -
202101292	Internal Revenue Service	6/3/2022	20220603BD	Payroll accrual	0	\$ 322.40
	Internal Revenue Service	6/3/2022	20220603BD	Payroll accrual	0	\$ -
	Internal Revenue Service	6/3/2022	20220603BD	Payroll accrual	0	\$ 75.40
	Internal Revenue Service	6/3/2022	20220603BF	FICA Benefit	0	\$ 322.40
	Internal Revenue Service	6/3/2022	20220603BF	Medicare Benefit	0	\$ 75.40
202101293	MINNESOTA REVENUE	6/3/2022	20220603BD	Payroll accrual	0	\$ -
202101294	MN Teachers Retirement Association	6/3/2022	20220603BD	Payroll accrual	0	\$ 390.00
	MN Teachers Retirement Association	6/3/2022	20220603BF	TRA Benefit	0	\$ 433.68
202101295	Internal Revenue Service	6/3/2022	20220603BD	Payroll accrual	0	\$ 320.00
	Internal Revenue Service	6/3/2022	20220603CD	Payroll accrual	0	\$ 12,570.50
	Internal Revenue Service	6/3/2022	20220603CD	Payroll accrual	0	\$ 11,097.31
	Internal Revenue Service	6/3/2022	20220603CD	Payroll accrual	0	\$ 2,940.05
	Internal Revenue Service	6/3/2022	20220603CF	FICA Benefit	0	\$ 12,570.50
	Internal Revenue Service	6/3/2022	20220603CF	Medicare Benefit	0	\$ 2,940.05
202101296	MINNESOTA REVENUE	6/3/2022	20220603BD	Payroll accrual	0	\$ 160.00
	MINNESOTA REVENUE	6/3/2022	20220603CD	Payroll accrual	0	\$ 5,837.82
202101297	MN Teachers Retirement Association	6/3/2022	20220603CD	Payroll accrual	0	\$ 14,756.25

Payables Summary  
June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
	MN Teachers Retirement Association	6/3/2022	20220603CF1	TRA Benefit	0	\$ 16,408.95
202101298	Public Employees Retirement Association	6/3/2022	20220603BD	Payroll accrual	0	\$ 81.25
	Public Employees Retirement Association	6/3/2022	20220603BF	PERA Benefit	0	\$ 93.75
202101299	Further	6/8/2022	40224990	Med/Dep Reimbursements	0	\$ 416.01
202101300	Further	6/8/2022	40232356	Med/Dep Reimbursements	0	\$ 462.07
202101301	Further	6/8/2022	40239470	Med/Dep Reimbursements	0	\$ 1,724.29
202101302	Further	6/8/2022	40247785	Med/Dep Reimbursements	0	\$ 1,642.70
202101303	Further	6/8/2022	40257677	Med/Dep Reimbursements	0	\$ 451.00
202101304-	BMO	6/3/2022		See Details in C/C Report	0	\$ 46,666.26
202101445	BMO					
202101446	MN PEIP	6/14/2022	1203741	JULY HEALTH PREMIUM	0	\$ 118,890.14
212200094	Koenig, Joshua	5/27/2022	Baseball 5/23	Baseball Official on 5/23/22 vs Deer River	0	\$ 90.00
212200095	Koenig, Joshua	5/27/2022	Softball 5/17,	Softball Official on 5/17/22 vs Deer River	0	\$ 85.00
	Koenig, Joshua	5/27/2022	Softball 5/18,	Softball Official on 5/18/22 vs Eveleth Gilbert	0	\$ 85.00
212200096	Anderson, Charles	6/17/2022	ERIN202206C	5/2/2022-5/27/2022 Mileage from FHS to FES and FES to FHS	0	\$ 7.67
212200097	Christianson, Ginger	6/17/2022	ERIN2022052	4/1/2022-4/30/2022 ECSE Home Visits	0	\$ 70.38
212200098	Christianson, Rosa	6/17/2022	ERIN202206C	5/2/2022-5/31/2022 Travel between FES to FHS -May 2022	0	\$ 6.09
212200099	Erickson, Jennifer	6/17/2022	ERIN2022051	1/1/2022-6/2/2022 Phone - Para sub early morning call-ins Jan - May 2022, \$50/month	0	\$ 250.00
212200100	Holt, Thomas	6/17/2022	ERIN2022061	1/1/2022-6/30/2022 Cell phone	0	\$ 450.00
212200101	Horne, Jennifer	6/17/2022	ERIN20220514	1/1/2022-4/30/2022 Mileage Jan to Dec 2022Mileage Bank Deposit	0	\$ 29.54

Payables Summary  
June 21, 2022

Check No	Vendor	Check Date	Invoice No	Description	PO Number	Amount
212200101	Horne, Jennifer	6/17/2022	ERIN20220515	5/1/2022-5/31/2022 Mileage Jan to Dec 2022Mileage	0	\$ 31.65
212200102	Leseman, Stacey	6/17/2022	ERIN20220615	5/2/2022-5/31/2022 Driving personal vehicle to bus garage to get after school program van	0	\$ 12.87
212200103	Mankus, Linda	6/17/2022	ERIN202206C	1/5/2022 from FHS to FES	0	\$ 23.12
212200104	Peterson, Paul	6/17/2022	ERIN202206C	5/1/2022-5/31/2022 Mileage to and from homebased students.	0	\$ 16.38
212200105	Scholler, Angela	6/17/2022	ERIN202206C	5/2/2022-6/3/2022 mileage reimbursement for travel between buildings.	0	\$ 23.40
	Scholler, Angela	6/17/2022	50622	PALS Supplies Reimbursement	0	\$ 44.03
212200106	Wilson, June	6/17/2022	ERIN202206C	5/2/2022 personal vehicle from FHS to bus garage	0	\$ 26.91
<b>TOTAL</b>						<b>\$ 1,074,521.88</b>

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	05/23/2022	8800	HUMBELAU002	Humbert Laurie A	0041-Old Chicago, Duluth, MN, 5	OLD CHIC000	05/31/2022		Invoiced	A	1,022.43
	2	FES 5th Grade StarBase Dinner			1302200285	Missy T's C/C00000	06/03/2022	1,022.43			
	05/23/2022	8801	HUMBELAU002	Humbert Laurie A	Famous Daves Duluth (#, Duluth,	FAMOUS D000	05/31/2022		Invoiced	A	707.00
	2	Lunch for Kids on Trip			1302200281	Missy T's C/C00001	06/03/2022	707.00			
	05/23/2022	8802	HUMBELAU002	Humbert Laurie A	Dominos 7387, 218-324-0367, MN,	DOMINO'S000	05/31/2022		Invoiced	A	284.64
	2	FES 5th Grade Starbase Lunch			1302200284	Missy T's C/C00002	06/03/2022	284.64			
	05/23/2022	8803	HUMBELAU002	Humbert Laurie A	Jims Ash Trail Stor, Orr, MN, 5	JIM'S AS000	05/31/2022		Invoiced	A	57.67
	2	FES 5th Grade StarBase Trip			1302200288	Missy T's C/C00003	06/03/2022	57.67			
	05/20/2022	8798	HUMBELAU002	Humbert Laurie A	Menards Hermantown Mn, Hermanto	MENARDS 000	05/31/2022		Invoiced	A	8.40
	2	FES 5th Grade StarBase Trip			1302200286	Missy T's C/C00004	06/03/2022	8.40			
	05/20/2022	8799	HUMBELAU002	Humbert Laurie A	Great Lakes Aquarium, Duluth, M	GREAT LA001	05/31/2022		Invoiced	A	305.00
	2					Missy T's C/C00005	06/03/2022	305.00			
	05/19/2022	8796	HUMBELAU002	Humbert Laurie A	Buffalo Wild Wings 025, Duluth,	BUFFALO 000	05/31/2022		Invoiced	A	849.37
	2	FES 5th Grade Dinner			1302200283	Missy T's C/C00006	06/03/2022	849.37			
	05/19/2022	8797	HUMBELAU002	Humbert Laurie A	Dominos 1986, 218-324-0367, MN,	DOMINO'S000	05/31/2022		Invoiced	A	490.83
	2					Missy T's C/C00007	06/03/2022	490.83			
	05/17/2022	8795	HUMBELAU002	Humbert Laurie A	Defy Duluth - Ecommerec, Duluth,	DEFY DUL000	05/31/2022		Invoiced	A	639.38
	2					Missy T's C/C00008	06/03/2022	639.38			
	05/16/2022	8794	HUMBELAU002	Humbert Laurie A	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	44.85
	2	Plaster of Paris			1302200275	Missy T's C/C00009	06/03/2022	14.97			
	3	Metallic Spray Paint in Gold			1302200275	Missy T's C/C00009	06/03/2022	29.88			
					10 transaction(s) for XXXXXXXXXXXX8319. Total Amount =====>						4,409.57
XXXXXXXXXXXX7362	05/27/2022	8830			Amzn Mktp US Gx2s09iv3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	42.77
	2	MontoPack 9â€ Round Aluminum Foil Pans   Disp			1302200290	Stacy's C/C00001	06/03/2022	18.99			
	3	JPSOR 900pcs Craft Gemstone Acrylic Flatback R			1302200290	Stacy's C/C00001	06/03/2022	9.99			
	4	Llxieym 1200 Pieces Patriotic Pony Beads Plast			1302200290	Stacy's C/C00001	06/03/2022	13.99			
	5	Discount				Stacy's C/C00000	06/03/2022	-0.20			
	05/27/2022	8831			Amzn Mktp US 1r27s0qm0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	48.73
	2	MarvelBeads Water Beads Non-Toxic (Half Pound			1302200291	Stacy's C/C00002	06/03/2022	8.79			
	3	40000PCS Water Beads for Kids Non Toxic, 50PCS			1302200291	Stacy's C/C00002	06/03/2022	19.99			
	4	FUN LITTLE TOYS 10 Pack Giant Catchable Bubble			1302200291	Stacy's C/C00002	06/03/2022	19.95			
	05/27/2022	8832			Amzn Mktp US 1r5xk4sm2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	159.00
	3	Crayola Model Magic, Deluxe Craft Pack, Clay A			1302200263	Stacy's C/C00003	06/03/2022	159.00			
	05/27/2022	8833			Amzn Mktp US Ce97r1ku3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	185.89
	2	Nature's Oil (USP Grade-Kosher) Vegetable Glyc			1302200292	Stacy's C/C00004	06/03/2022	69.90			
	3	12 Color Cake Food Coloring Set, Nomeca Food G			1302200292	Stacy's C/C00004	06/03/2022	47.92			
	4	Dawn Ultra Dishwashing Liquid Dish Soap (4x19.			1302200292	Stacy's C/C00004	06/03/2022	30.84			

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			
XXXXXXXXXXXX7362	continued...										
	5	Arm & Hammer Baking Soda Shaker, 12 Oz, Pack o			1302200292	Stacy's C/C00004	06/03/2022	35.16			
	6	Roots Circle Baking Soda   Bulk Pack 2 35oz Ai			1302200292	Stacy's C/C00004	06/03/2022	37.98			
	7	Discount				Stacy's C/C00000	06/03/2022	-35.91			
05/27/2022		8834			Amzn Mktp US Zr4qs00g3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	34.95
	2	Nature's Oil (USP Grade-Kosher) Vegetable Glyc			1302200292	Stacy's C/C00005	06/03/2022	34.95			
05/27/2022		8835			Amzn Mktp US 1r5x94de2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	292.00
	2	Argo Corn Starch 16 oz. Box (Pack of 4)			1302200292	Stacy's C/C00006	06/03/2022	292.00			
05/26/2022		8823			Amzn Mktp US T711f1q93, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	55.95
	2	Pure Wesson Vegetable Oil - 1.25 gal			1302200292	Stacy's C/C00007	06/03/2022	55.95			
05/26/2022		8824			Amzn Mktp US X52rk3cv3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	116.09
	2	US Acrylic Fresco 10 inch Plastic Stackable Mi			1302200287	Stacy's C/C00008	06/03/2022	115.43			
	3	Shipping & Handling				Stacy's C/C00000	06/03/2022	0.66			
05/26/2022		8825			Amzn Mktp Us, Amzn.Com/Bill, WA	AMAZON B000	05/31/2022		Invoiced	A	-55.95
	2	Pure Wesson Vegetable Oil - 1.25 gal			1302200292	Stacy's C/C00009	06/03/2022	-55.95			
05/26/2022		8826			Amzn Mktp US P679z1yp3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	14.99
	2	Outdoor Sprinkler for Kids - Backyard Rotating			1302200291	Stacy's C/C00010	06/03/2022	14.99			
05/26/2022		8827			Amzn Mktp US 1r95s45b0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	274.55
	2	Crayola Broad Line Markers Bulk, School Suppli			1302200276	Stacy's C/C00011	06/03/2022	59.98			
	3	Learning Resources Farm Animal Counters, Farm			1302200276	Stacy's C/C00011	06/03/2022	22.30			
	4	YANBAO 26 Pieces Mini Superheroes Figures Supe			1302200276	Stacy's C/C00011	06/03/2022	16.59			
	5	Little Folk Visuals Small Community Helpers Pr			1302200276	Stacy's C/C00011	06/03/2022	24.95			
	6	Child Super Hero Capes and Masks 14 Sets Pack			1302200276	Stacy's C/C00011	06/03/2022	30.98			
	7	Superhero Masks - Color Your Own Paper with El			1302200276	Stacy's C/C00011	06/03/2022	10.95			
	8	ArtCreativity Space Shuttle Gliders, Set of 24			1302200276	Stacy's C/C00011	06/03/2022	16.97			
	9	Play-Doh Modeling Compound 24-Pack Case of Col			1302200276	Stacy's C/C00011	06/03/2022	20.99			
	10	Elmer's Disappearing Purple School Glue Sticks			1302200276	Stacy's C/C00011	06/03/2022	27.98			
	11	1000 Pcs Independence Day Red White Blue Patri			1302200276	Stacy's C/C00011	06/03/2022	11.99			
	12	Steve Spangler Science Magic Sand, 227g, Blue			1302200276	Stacy's C/C00011	06/03/2022	9.94			
	13	WATINC 25Pcs Outer Space Travel Felt-Board S			1302200276	Stacy's C/C00011	06/03/2022	11.99			
	14	Steve Spangler Science Magic Sand, 227g, Red &			1302200276	Stacy's C/C00011	06/03/2022	8.94			
05/26/2022		8828			Amzn Mktp US 1r86q1822, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	473.95
	2	Johnson's Ultra-Hydrating Tear-Free Kids' Sham			1302200287	Stacy's C/C00012	06/03/2022	114.96			
	3	Scotch-Brite Heavy Duty Scrub Sponges, For Was			1302200287	Stacy's C/C00012	06/03/2022	31.22			
	4	GothaBach 6 Pack 10.8'' Large Silicone Spoons,			1302200287	Stacy's C/C00012	06/03/2022	104.93			
	5	Dawn Dish Soap Ultra Dishwashing Liquid, Dish			1302200287	Stacy's C/C00012	06/03/2022	141.20			
	6	SC Johnson Professional Ziploc Quart Food Stor			1302200287	Stacy's C/C00012	06/03/2022	76.82			
	7	Shipping and Handling				Stacy's C/C00000	06/03/2022	4.82			

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			
XXXXXXXXXXXX7362	continued...										
	05/26/2022	8829			Amzn Mktp US A262u6nd3, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	7.49
	2	Member's Mark Distilled White Vinegar 1 gal. j			1302200292 Stacy's C/C00013	06/03/2022		7.49			
	05/25/2022	8822			Amzn Mktp US 1r7uw1lx0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	149.68
	2	Elmer's Clear Liquid School Glue, Slime Glue,			1302200246 Stacy's C/C00014	06/03/2022		149.68			
	05/23/2022	8821			Amzn Mktp US 1l6np7720, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	94.95
	2	12 Inch Unfinished Wooden Wiggly Snakes Jointe			1302200277 Stacy's C/C00015	06/03/2022		94.95			
	05/19/2022	8819			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	05/31/2022		Invoiced	A	120.11
	2	Monthly Phone service charge			8102200035 Stacy's C/C00016	06/03/2022		120.11			
	05/19/2022	8820			In Black Rocket Produ, 732-7805		05/31/2022		Invoiced	A	9,480.00
	2	Code Breakers			1302200242 Stacy's C/C00017	06/03/2022		2,370.00			
	3	Make My First Video Game			1302200242 Stacy's C/C00017	06/03/2022		2,370.00			
	4	Roblox			1302200242 Stacy's C/C00017	06/03/2022		2,370.00			
	5	Pokemon			1302200242 Stacy's C/C00017	06/03/2022		2,370.00			
	05/17/2022	8818			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	05/31/2022		Invoiced	A	166.95
	2	Data Services			3002200001 Stacy's C/C00018	06/03/2022		101.66			
	3	Telephone Services			3002200001 Stacy's C/C00018	06/03/2022		65.29			
	05/05/2022	8817			Usps.Com Postal Store, 800-782-	US POSTA000	05/31/2022		Invoiced	A	2,424.80
	2	Window Envelopes			1102200057 Stacy's C/C00019	06/03/2022		2,406.60			
	3	Shipping			1102200057 Stacy's C/C00019	06/03/2022		18.20			
	05/04/2022	8816			Paul Bunyan Communicat, 2184441	PAUL BUN000	05/31/2022		Invoiced	A	600.00
	2	12 Month Contract for 1000Mbps, Midnight-4pm/5			6052200008 Stacy's C/C00020	06/03/2022		600.00			
	04/29/2022	8836			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	05/31/2022		Invoiced	A	85.42
	3	Internet Service for Bus Garage			7602200016 Stacy's C/C00021	06/03/2022		85.42			
	04/29/2022	8837			Midco, 800-888-1300, MN, 55435,	MIDCONTI000	05/31/2022		Invoiced	A	82.10
	2	FHS Fax and long distance			3002200009 Stacy's C/C00022	06/03/2022		82.10			
	22 transaction(s) for XXXXXXXXXXXX7362. Total Amount ==>										14,854.42
XXXXXXXXXXXX7132	05/26/2022	8864	ANDERJER000	Anderson Jeremy R	Napa Falls Suply 00229, Interna	NAPA FAL000	05/31/2022		Invoiced	A	146.28
	2	Transportation Supplies			7602200011 Jeremy's C/C00000	06/03/2022		146.28			
	05/17/2022	8863	ANDERJER000	Anderson Jeremy R	Oreilly Auto Parts 39, Internat	O'REILLY000	05/31/2022		Invoiced	A	24.56
	2	Transportation Supplies			7602200010 Jeremy's C/C00001	06/03/2022		24.56			
	2 transaction(s) for XXXXXXXXXXXX7132. Total Amount ==>										170.84
XXXXXXXXXXXX5747	05/27/2022	8793	GROVEKEV000	Grover Kevin K	Usps Po 2647200549, Intl Falls,	POSTMAST000	05/31/2022		Invoiced	A	9.25
	1				Kevin's C/C00000	06/03/2022		9.25			



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					
XXXXXXXXXXXX2314	continued...										
	05/24/2022	8898	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	55.88
	1	Supplies for Class			Karla's C/C00000	06/03/2022	55.88				
	05/23/2022	8894	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 1153u4w12, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	9.99
	6	Outuxed 117pcs 5D DIY Diamond Painting Tools a	2502200016	Karla's C/C00004	06/03/2022	9.99					
	05/23/2022	8895	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 117ul6ul0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	17.04
	2	UHIBROS 5800 Pcs Clay Beads for Jewelry Making	2502200016	Karla's C/C00005	06/03/2022	16.99					
	3	Shipping - Cost of shipping, not including shi	2502200016	Karla's C/C00005	06/03/2022	0.05					
	05/23/2022	8896	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 11luu2yt0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	694.79
	2	[240 Pack - 12 oz.] Clear Disposable Plastic C	2502200016	Karla's C/C00006	06/03/2022	45.98					
	3	Dawn EZ-Squeeze Ultra Dishwashing Liquid Dish	2502200016	Karla's C/C00006	06/03/2022	15.99					
	4	4500 pcs - Extra Letters - Polymer Clay Beads	2502200016	Karla's C/C00006	06/03/2022	14.98					
	5	300Pcs Bangle Bracelets Making Kit, Thrilez Ch	2502200016	Karla's C/C00006	06/03/2022	31.98					
	6	Made By Me Create Your Own Bead Pets by Horizo	2502200016	Karla's C/C00006	06/03/2022	38.97					
	7	100 Count Disposable 5 ounce White Plastic Des	2502200016	Karla's C/C00006	06/03/2022	11.99					
	8	[100 Pack 8 Oz ] Plastic Cups, Plastic Cups, C	2502200016	Karla's C/C00006	06/03/2022	35.97					
	9	400 Light-Weight White Disposable Plastic Soup	2502200016	Karla's C/C00006	06/03/2022	12.99					
	10	Halmolife 5D Diamond Painting Stickers Kits fo	2502200016	Karla's C/C00006	06/03/2022	40.47					
	11	[500 Count] Flexible Disposable Plastic Drinki	2502200016	Karla's C/C00006	06/03/2022	11.99					
	12	6000 Pcs Clay Beads for Bracelet Making, Gionl	2502200016	Karla's C/C00006	06/03/2022	18.99					
	13	Lysol All-Purpose Cleaner, Sanitizing and Disi	2502200016	Karla's C/C00006	06/03/2022	10.02					
	14	Birch & Meadow 1 Gallon of Buttercream Frostin	2502200016	Karla's C/C00006	06/03/2022	29.99					
	15	Miracle-Gro Cactus, Palm & Citrus Potting Mix	2502200016	Karla's C/C00006	06/03/2022	14.97					
	16	Temporary Tattoos Kit, Permanent Tattoo, 4 Pcs	2502200016	Karla's C/C00006	06/03/2022	12.99					
	17	Temporary Tattoo Kit with 6 Colors Fruitty Ink	2502200016	Karla's C/C00006	06/03/2022	15.55					
	18	GoSports Premium Ladder Toss Outdoor Game Set	2502200016	Karla's C/C00006	06/03/2022	39.99					
	19	Made By Me Create Your Own Window Art - Paint	2502200016	Karla's C/C00006	06/03/2022	59.16					
	20	Bucket Ball - Beach Edition Combo Pack - Ultim	2502200016	Karla's C/C00006	06/03/2022	59.99					
	22	TianLian Macrame Kits, 6 Sets Macrame Keychain	2502200016	Karla's C/C00006	06/03/2022	62.94					
	23	Rainbow Sprinkles (4 Cups) Colorful Jimmies, D	2502200016	Karla's C/C00006	06/03/2022	13.99					
	24	Wicked Big Sports Inflatable Basket Heads , Fu	2502200016	Karla's C/C00006	06/03/2022	19.99					
	25	Elcoho 60 Pack 2.7 Inch Square Plants Nursery	2502200016	Karla's C/C00006	06/03/2022	68.97					
	26	Shipping - Cost of shipping, not including shi	2502200016	Karla's C/C00006	06/03/2022	5.94					
	05/20/2022	8891	OLSONKAR000	Olson-Line Karla A	Amazon.Com 113e526v0 A, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	132.96
	2	Costa Farms Mini Succulents Fully Rooted Live	2502200016	Karla's C/C00007	06/03/2022	119.97					
	3	Shipping - Cost of shipping, not including shi	2502200016	Karla's C/C00007	06/03/2022	12.99					
	05/20/2022	8892	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 117zc12y0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	66.72
	2	COUNTRY TIME ade Flavored Drink Mix, Canister	2502200016	Karla's C/C00008	06/03/2022	66.72					

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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	05/20/2022	8893	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 1xlay9cul, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	98.19
	2	Igloo 10 gallon Industrial Beverage Cooler , Y			2502200016	Karla's C/C00009	06/03/2022	98.19			
	05/19/2022	8890	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 111q81810, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	59.37
	2	Flavor Ice Assorted Freezer Pops , 200 CT			2502200016	Karla's C/C00010	06/03/2022	59.37			
	05/17/2022	8885	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	88.92
	1	Supplies for Class				Karla's C/C00000	06/03/2022	88.92			
	05/17/2022	8886	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	10.84
	1	Supplies for class				Karla's C/C00000	06/03/2022	10.84			
	05/17/2022	8887	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	28.99
	1	Supplies for class				Karla's C/C00000	06/03/2022	28.99			
	05/17/2022	8888	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	202.74
	1	Supplies for Class				Karla's C/C00000	06/03/2022	202.74			
	05/17/2022	8889	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	38.65
	1	Supplies for class				Karla's C/C00000	06/03/2022	38.65			
	05/16/2022	8884	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 1rlw361kl, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	31.96
	2	[100 Pack - 5 oz.] Clear Disposable Plastic Cu			7702200020	Karla's C/C00011	06/03/2022	31.96			
	05/11/2022	8881	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	53.31
	1	Supplies for class				Karla's C/C00000	06/03/2022	53.31			
	05/11/2022	8882	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	32.06
	1	Supplies for class				Karla's C/C00000	06/03/2022	32.06			
	05/11/2022	8883	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	92.64
	1	Supplies for class				Karla's C/C00000	06/03/2022	92.64			
	05/10/2022	8880	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	126.99
	1	Supplies for Class				Karla's C/C00000	06/03/2022	126.99			
	05/06/2022	8879	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	13.16
	1	Supplies for class				Karla's C/C00000	06/03/2022	13.16			
	05/05/2022	8877	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	15.56
	1	Supplies for Class				Karla's C/C00000	06/03/2022	15.56			
	05/05/2022	8878	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	97.94
	1	Scholarship night				Karla's C/C00000	06/03/2022	97.94			
	05/04/2022	8876	OLSONKAR000	Olson-Line Karla A	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	112.61
	1	Supplies for Class				Karla's C/C00000	06/03/2022	112.61			
	05/02/2022	8875	OLSONKAR000	Olson-Line Karla A	Teamleader, Plano, TX, 75074, U	TEAMLEAD000	05/31/2022		Invoiced	A	433.16
	2	Supplies for cheerleading			2502200014	Karla's C/C00012	06/03/2022	433.16			
	04/28/2022	8904	OLSONKAR000	Olson-Line Karla A	Amzn Mktp US 1o8ek5iw2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	17.98
	2	[500 Count] Flexible Disposable Plastic Drinki			7702200019	Karla's C/C00013	06/03/2022	11.99			
	3	Shipping - Cost of shipping, not including shi			7702200019	Karla's C/C00013	06/03/2022	5.99			

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			
30 transaction(s) for XXXXXXXXXXXX2314. Total Amount ==>											2,879.76
XXXXXXXXXXXX2322	05/26/2022	8907	HEISSVIC000	Heiss Victoria L	Northern Lumber Yard I, Intl Fa	NORTHERN005	05/31/2022		Invoiced	A	59.98
	2	BLANKET PO NORTHER LUMBER			2552200003	Goerge's C/C00000	06/03/2022	59.98			
	05/26/2022	8908	HEISSVIC000	Heiss Victoria L	Northern Lumber Yard I, Intl Fa	NORTHERN005	05/31/2022		Invoiced	A	20.63
	2	BLANKET PO NORTHER LUMBER			2552200003	Goerge's C/C00001	06/03/2022	20.63			
	05/24/2022	8906	HEISSVIC000	Heiss Victoria L	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	95.73
	2	BLANKET PO MENARDS DAVE OLSON			2552200004	Goerge's C/C00002	06/03/2022	95.73			
	05/10/2022	8905	HEISSVIC000	Heiss Victoria L	Northern Lumber Yard I, Intl Fa	NORTHERN005	05/31/2022		Invoiced	A	41.84
	2	BLANKET PO NORTHER LUMBER			2552200003	Goerge's C/C00003	06/03/2022	41.84			
	05/02/2022	8909	HEISSVIC000	Heiss Victoria L	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	13.12
	2	BLANKET PO MENARDS DAVE OLSON			2552200004	Goerge's C/C00004	06/03/2022	13.12			
	05/02/2022	8910	HEISSVIC000	Heiss Victoria L	Northern Lumber Yard I, Intl Fa	NORTHERN005	05/31/2022		Invoiced	A	115.52
	2	BLANKET PO NORTHER LUMBER			2552200003	Goerge's C/C00005	06/03/2022	115.52			
6 transaction(s) for XXXXXXXXXXXX2322. Total Amount ==>											346.82
XXXXXXXXXXXX3600	05/23/2022	8776	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 1r7v81c52, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	596.40
	2				Laurie's C/C00000	06/03/2022	596.40				
	05/23/2022	8777	HUMBELAU002	Humbert Laurie A	Amzn Mktp Us, Amzn.Com/Bill, WA	AMAZON B000	05/31/2022		Invoiced	A	-29.98
	2				Laurie's C/C00000	06/03/2022	-29.98				
	05/19/2022	8775	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 1r5tc09i1, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	32.21
	6	Cardboard Rocket Spaceship Playhouse (5 feet T			1302200276	Laurie's C/C00001	06/03/2022	32.21			
	05/17/2022	8774	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 1l62z6a50, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	767.88
	2				Laurie's C/C00000	06/03/2022	767.88				
	05/16/2022	8772	HUMBELAU002	Humbert Laurie A	Jimmy Johns - 3527 - M, Duluth,	JIMMY JO000	05/31/2022		Invoiced	A	579.27
	2				Laurie's C/C00002	06/03/2022	579.27				
	05/16/2022	8773	HUMBELAU002	Humbert Laurie A	Amazon.Com 1l6z84j60 A, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	313.92
	2	Gillette Foamy Regular Shaving Cream, Pack of			1302200247	Laurie's C/C00003	06/03/2022	313.92			
	05/13/2022	8771	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	05/31/2022		Invoiced	A	1,605.55
	2	PAPER,CNST,12X18,50PK,WE			1302200265	Laurie's C/C00004	06/03/2022	71.10			
	3	PAPER,CNST,12X18,50PK,BN			1302200265	Laurie's C/C00004	06/03/2022	31.60			
	4	PAPER,CNST,12X18,50PK,YW			1302200265	Laurie's C/C00004	06/03/2022	50.05			
	5	PAPER,CNST,9X12,50PK,DBE			1302200265	Laurie's C/C00004	06/03/2022	15.60			
	6	PAPER,CNST,9X12,50PK,HPK			1302200265	Laurie's C/C00004	06/03/2022	15.60			
	7	PAPER,CNST,9X12,50PK,OE			1302200265	Laurie's C/C00004	06/03/2022	22.00			
	8	PAPER,CNST,12X18,50PK,OE			1302200265	Laurie's C/C00004	06/03/2022	42.25			
	9	PAPER,CNST,9X12,50PK,LBN			1302200265	Laurie's C/C00004	06/03/2022	19.50			
	10	PAPER,CNST,12X18,50PK,PK			1302200265	Laurie's C/C00004	06/03/2022	42.90			

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			
XXXXXXXXXXXX3600	continued...										
	11	PAPER,CNST,9X12,50PK,VL			1302200265	Laurie's C/C00004	06/03/2022	22.50			
	12	PAPER,CNST,12X18,50PK,VL			1302200265	Laurie's C/C00004	06/03/2022	42.90			
	13	PAPER,CNST,9X12,50PK,BE			1302200265	Laurie's C/C00004	06/03/2022	22.50			
	14	PAPER,CNST,9X12,50PK,SKBE			1302200265	Laurie's C/C00004	06/03/2022	18.75			
	15	PAPER,CNST12X18,50PK,SKBE			1302200265	Laurie's C/C00004	06/03/2022	35.75			
	16	PAPER,CNST,9X12,50PK,EVG			1302200265	Laurie's C/C00004	06/03/2022	22.50			
	17	PAPER,CNST,9X12,50PK,YW			1302200265	Laurie's C/C00004	06/03/2022	19.00			
	18	PAPER,CNST,9X12,50PK,WE			1302200265	Laurie's C/C00004	06/03/2022	34.20			
	19	PAPER,CNST,9X12,50PK,BRG			1302200265	Laurie's C/C00004	06/03/2022	15.20			
	20	PAPER,CNST,9X12,50PK,HYR			1302200265	Laurie's C/C00004	06/03/2022	19.40			
	21	PAPER,CNST,9X12,50PK,RD			1302200265	Laurie's C/C00004	06/03/2022	24.00			
	22	PAPER,CNST,9X12,50PK,BK			1302200265	Laurie's C/C00004	06/03/2022	30.80			
	23	PAPER,CNST,12X18,50PK,BK			1302200265	Laurie's C/C00004	06/03/2022	62.00			
	24	PAPER,CNST,9X12,50PK,PK			1302200265	Laurie's C/C00004	06/03/2022	18.75			
	25	PAPER,CNST,9X12,50PK,TE			1302200265	Laurie's C/C00004	06/03/2022	15.00			
	26	PAPER,CNST,12X18,50PK,EVG			1302200265	Laurie's C/C00004	06/03/2022	35.75			
	27	PAPER,CNST,12X18,50PK,HYR			1302200265	Laurie's C/C00004	06/03/2022	47.25			
	28	PAPER,CNST,12X18,50PK,BE			1302200265	Laurie's C/C00004	06/03/2022	64.00			
	29	PAPER,CONST,50/PK,RD			1302200265	Laurie's C/C00004	06/03/2022	61.00			
	30	PAPER,CNST,12X18,50PK,TE			1302200265	Laurie's C/C00004	06/03/2022	25.60			
	31	PAPER,CNST,12X18,50PK,BRW			1302200265	Laurie's C/C00004	06/03/2022	89.60			
	32	PAPER,CNST,12X18,50PK,BBE			1302200265	Laurie's C/C00004	06/03/2022	64.00			
	33	PAPER,CNST,12X18,50PK,BRG			1302200265	Laurie's C/C00004	06/03/2022	51.20			
	34	PAPER,CNST,12X18,50PK,LBN			1302200265	Laurie's C/C00004	06/03/2022	51.20			
	35	PAPER,CNST,12X18,50PK,HPK			1302200265	Laurie's C/C00004	06/03/2022	51.20			
	36	PAPER,CNST,9X12,50PK,BRW			1302200265	Laurie's C/C00004	06/03/2022	26.20			
	37	PAPER,CONST,12X18,DKBN			1302200265	Laurie's C/C00004	06/03/2022	80.00			
	38	PAPER,CNST,9X12,50PK,YW			1302200265	Laurie's C/C00004	06/03/2022	22.80			
	39	PAPER,CONST,12X18,PE			1302200265	Laurie's C/C00004	06/03/2022	140.00			
	40	PAPER,CONST,9X12,PE			1302200265	Laurie's C/C00004	06/03/2022	81.90			
05/12/2022		8770	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 111at89t1, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	135.97
	2				Laurie's C/C00000	06/03/2022	135.97				
05/11/2022		8768	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 135mt4qy2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	115.13
	2				Laurie's C/C00000	06/03/2022	115.13				
05/11/2022		8769	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 115bu86g1, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	115.13
	2				Laurie's C/C00000	06/03/2022	115.13				

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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	05/09/2022	8762	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 133t84z42, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	674.84
	2	Johnson's Baby Oil, Pure Mineral Oil to Preven	1302200249	Laurie's C/C00005	06/03/2022	112.14					
	3	Method Foaming Hand Soap, Waterfall, 10 oz, 6	1302200249	Laurie's C/C00005	06/03/2022	195.72					
	4	Povidone Iodine Prep Solution USP, 16 Fluid Ou	1302200249	Laurie's C/C00005	06/03/2022	116.00					
	5	Food Coloring - 36 Color Concentrated Liquid F	1302200249	Laurie's C/C00005	06/03/2022	161.91					
	6	Iron Oxide Powder-Black Color Pigment Used in	1302200249	Laurie's C/C00005	06/03/2022	89.07					
	05/09/2022	8763	HUMBELAU002	Humbert Laurie A	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	19.96
	2	Glazing Compound - Quart - #5633414	1302200257	Laurie's C/C00006	06/03/2022	9.98					
	3	Plaster of Paris - #5592209	1302200257	Laurie's C/C00006	06/03/2022	9.98					
	05/09/2022	8764	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 133315z52, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	1,540.99
	2	Natural Wood Craft Sticks, 4.25 Inch Popsicle	1302200252	Laurie's C/C00007	06/03/2022	117.44					
	3	Acrylic Paint Brush Set, (20 Packs /200 pcs) N	1302200252	Laurie's C/C00007	06/03/2022	151.96					
	4	24 Pack Mini Wood Display Easel (8 Inch)	1302200252	Laurie's C/C00007	06/03/2022	77.98					
	5	12 Colors Watercolor Paint Set Bulk, 60 Pack,	1302200252	Laurie's C/C00007	06/03/2022	91.96					
	6	GENE4GLORY Canvas Panel 40 Pack - 8x10 Inch Ar	1302200252	Laurie's C/C00007	06/03/2022	543.84					
	7	Canvas Boards for Painting 40 Pack, 8 inch x 1	1302200252	Laurie's C/C00007	06/03/2022	503.84					
	8	50 Pack White Plastic Paint Palettes, STRAWBLE	1302200252	Laurie's C/C00007	06/03/2022	53.97					
	05/09/2022	8765	HUMBELAU002	Humbert Laurie A	Sq Timber Pins Inc, Internation	TIMBERPI000	05/31/2022		Invoiced	A	276.00
	2			Laurie's C/C00008	06/03/2022	276.00					
	05/09/2022	8766	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 119dx4141, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	494.12
	2			Laurie's C/C00000	06/03/2022	494.12					
	05/09/2022	8767	HUMBELAU002	Humbert Laurie A	Amazon.Com 111xa0jb1 A, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	19.02
	4	20 Mule Team All Natural Borax Laundry Deterge	1302200247	Laurie's C/C00009	06/03/2022	19.02					
	05/06/2022	8757	HUMBELAU002	Humbert Laurie A	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	34.93
	2	Plaster of Paris Dry Mix - #5592209	1302200254	Laurie's C/C00010	06/03/2022	24.95					
	3	Glazing Compound - Quart - #5633414	1302200254	Laurie's C/C00010	06/03/2022	9.98					
	05/06/2022	8758	HUMBELAU002	Humbert Laurie A	Amazon.Com 1qlhj9ye0 A, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	371.00
	5	Arm & Hammer Baking Soda, 12 Pack of 11b Boxes	1302200247	Laurie's C/C00011	06/03/2022	31.62					
	6	Contact Lens Solution by Renu, Advanced Formul	1302200247	Laurie's C/C00011	06/03/2022	223.52					
	7	Tide Laundry Detergent Liquid Soap, High Effic	1302200247	Laurie's C/C00011	06/03/2022	77.82					
	8			Laurie's C/C00000	06/03/2022	38.04					
	05/06/2022	8759	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 1q6zd9yr2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	63.00
	3	Purex Sta-Flo Concentrated Liquid Starch, 64 o	1302200247	Laurie's C/C00012	06/03/2022	63.00					
	05/06/2022	8760	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 133ub6cy0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	35.94
	9	Slime Charms Food Cute Set - Mixed Lot Assorte	1302200250	Laurie's C/C00013	06/03/2022	23.96					
	11	Slime Charms Cartoon Animal and Fruit Cute Set	1302200250	Laurie's C/C00013	06/03/2022	11.98					

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...										
	05/06/2022	8761	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 138px4c92, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	29.98
	2	36 Pcs Preschool Paper Graduation Crown for Ki			1302200245	Laurie's C/C00014	06/03/2022	29.98			
	05/05/2022	8756	HUMBELAU002	Humbert Laurie A	Innovative Office Solu, 9528089	INNOVATI000	05/31/2022		Invoiced	A	396.30
	2	MARKER,EXPO 2,CHISEL,BK			1302200238	Laurie's C/C00015	06/03/2022	48.52			
	3	MARKER,EXPO 2,CHISEL,GN			1302200238	Laurie's C/C00015	06/03/2022	48.52			
	4	PENCIL,#2 BLK LEAD,144/PK			1302200238	Laurie's C/C00015	06/03/2022	16.74			
	5	BATTERY,COPPERTP,AA,24/BX			1302200238	Laurie's C/C00015	06/03/2022	35.20			
	6	TAPE,MLNG,2"X800",6/PK,CR			1302200238	Laurie's C/C00015	06/03/2022	57.00			
	7	NOTE,STICK-IT,12/PD,YW			1302200238	Laurie's C/C00015	06/03/2022	36.40			
	8	GLUE,STCK,.24OZ,30/BX,CLR			1302200238	Laurie's C/C00015	06/03/2022	36.84			
	9	CARD,INDEX,RULED,3X5,WE			1302200238	Laurie's C/C00015	06/03/2022	4.50			
	10	PAPER,CNST,9X12,50PK,WE			1302200238	Laurie's C/C00015	06/03/2022	11.40			
	11	PAPER,CNST,12X18,50PK,WE			1302200238	Laurie's C/C00015	06/03/2022	18.96			
	12	PAPER,CNST,9X12,50PK,BK			1302200238	Laurie's C/C00015	06/03/2022	9.24			
	13	PAPER,XERO/DUP,20#,LTR,CA			1302200238	Laurie's C/C00015	06/03/2022	5.61			
	14	PAPER,XERO/DUP,20#,LTR,BE			1302200238	Laurie's C/C00015	06/03/2022	11.22			
	15	PAPER,XERO/DUP,20#,LTR,PK			1302200238	Laurie's C/C00015	06/03/2022	11.22			
	16	PAPER,XEROX/LASR20#LTR,OD			1302200238	Laurie's C/C00015	06/03/2022	6.17			
	17	PAPER,500SH,24LB,FU			1302200238	Laurie's C/C00015	06/03/2022	12.92			
	18	PAPER,ASTROBRIGHT CELE,BE			1302200238	Laurie's C/C00015	06/03/2022	12.92			
	19	PAPER,RECY 500SH24LB,PE			1302200238	Laurie's C/C00015	06/03/2022	12.92			
	05/04/2022	8754	HUMBELAU002	Humbert Laurie A	Amazon.Com 1q3b81d00 A, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	75.88
	2	Purell Hand Sanitizing Wipes, Alcohol Formula,			1302200237	Laurie's C/C00016	06/03/2022	75.88			
	05/04/2022	8755	HUMBELAU002	Humbert Laurie A	Reading Horizons, 8003330054, U	READING 000	05/31/2022		Invoiced	A	1,750.00
	1					Laurie's C/C00017	06/03/2022	1,750.00			
	05/03/2022	8753	HUMBELAU002	Humbert Laurie A	Ssl Science-Delta, 888-388-3224		05/31/2022		Invoiced	A	96.22
	2					Laurie's C/C00018	06/03/2022	96.22			
	04/29/2022	8780	HUMBELAU002	Humbert Laurie A	Sq Tools 4 Reading, Gosq.Com, O	TOOLS 4 000	05/31/2022		Invoiced	A	120.00
	1					Laurie's C/C00019	06/03/2022	120.00			
	04/28/2022	8778	HUMBELAU002	Humbert Laurie A	Illuminate Education I, 9496563	ILLUMINA000	05/31/2022		Invoiced	A	4,450.00
	2	Product Implementation: Level 1, FastBridge			1302200208	Laurie's C/C00020	06/03/2022	500.00			
	3	Training - FAST flix Subscription - Tier 2			1302200208	Laurie's C/C00020	06/03/2022	750.00			
	4	FastBridge Subscription			1302200208	Laurie's C/C00020	06/03/2022	3,200.00			
	04/28/2022	8779	HUMBELAU002	Humbert Laurie A	Amzn Mktp US 1q8515r91, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	62.48
	2	1st Choice Nitrile Disposable Medical Gloves,			1302200232	Laurie's C/C00021	06/03/2022	62.48			

28 transaction(s) for XXXXXXXXXXXX3600. Total Amount ====> 14,742.14

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	05/26/2022	8849	HOLT	THO000 Holt Thomas T	Amazon.Com	1r2s14x70, Amzn.Com/	AMAZON B000	05/31/2022	Invoiced	A	130.30
	2	Champion Sports Black Rubber Baseball Anchor P			8102200199	Tom's C/C00000	06/03/2022	130.30			
	05/25/2022	8848	HOLT	THO000 Holt Thomas T	Department	Of Labor An, 651-284	MN DEPT 000	05/31/2022	Invoiced	A	50.00
	1	Boilers test fee Amis Mackenzie				Tom's C/C00001	06/03/2022	50.00			
	05/24/2022	8847	HOLT	THO000 Holt Thomas T	Carrot-Top	Industries, 80062835	CARROT-T000	05/31/2022	Invoiced	A	399.12
	2	4x6 MN flag			8102200192	Tom's C/C00003	06/03/2022	117.98			
	3	3x5 MN flag			8102200192	Tom's C/C00003	06/03/2022	77.98			
	4	4x6 American flag			8102200192	Tom's C/C00003	06/03/2022	105.98			
	5	3x5 American flag			8102200192	Tom's C/C00003	06/03/2022	79.98			
	6	shipping				Tom's C/C00002	06/03/2022	17.20			
	05/19/2022	8846	HOLT	THO000 Holt Thomas T	Amzn Mktp US	1r65q6711, Amzn.Co	AMAZON B000	05/31/2022	Invoiced	A	12.79
	2	Office Desk Name Plate or Door Sign 2x8 - Lase			8102200197	Tom's C/C00004	06/03/2022	7.85			
	3	Shipping - Cost of shipping, not including shi			8102200197	Tom's C/C00004	06/03/2022	4.94			
	05/17/2022	8844	HOLT	THO000 Holt Thomas T	Oreilly Auto	Parts 39, Internat	O'REILLY000	05/31/2022	Invoiced	A	24.99
	2	Transportation Supplies			7602200010	Tom's C/C00005	06/03/2022	24.99			
	05/17/2022	8845	HOLT	THO000 Holt Thomas T	Amzn Mktp US	1169h4xr2, Amzn.Co	AMAZON B000	05/31/2022	Invoiced	A	294.88
	2	Pyle Megaphone Speaker PA Bullhorn with Built-			8102200195	Tom's C/C00006	06/03/2022	98.00			
	3	Elkay 51300C Replacement Filter for EZH2O Bott			8102200195	Tom's C/C00006	06/03/2022	196.88			
	05/12/2022	8843	HOLT	THO000 Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	05/31/2022	Invoiced	A	224.55
	2	DAL DAL3858X3B BLACK 100CA38X58 1.5M ROLL CAN			8102200184	Tom's C/C00007	06/03/2022	224.55			
	05/10/2022	8842	HOLT	THO000 Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	05/31/2022	Invoiced	A	47.33
	2	JP EKS-1P-12 EKCOSCREEN BERRY6X2CA URINAL SCRE			8102200184	Tom's C/C00008	06/03/2022	47.33			
	05/06/2022	8841	HOLT	THO000 Holt Thomas T	Oreilly Auto	Parts 39, Internat	O'REILLY000	05/31/2022	Invoiced	A	24.53
	2	Transportation Supplies			7602200010	Tom's C/C00009	06/03/2022	24.53			
	05/05/2022	8840	HOLT	THO000 Holt Thomas T	Oreilly Auto	Parts 39, Internat	O'REILLY000	05/31/2022	Invoiced	A	39.54
	2	Transportation Supplies			7602200010	Tom's C/C00010	06/03/2022	39.54			
	05/04/2022	8839	HOLT	THO000 Holt Thomas T	Midwest Bus	Parts Inc, Big Lake	MIDWEST 000	05/31/2022	Invoiced	A	178.35
	2	Tail light			7602200046	Tom's C/C00011	06/03/2022	46.10			
	3	Tail ight lens			7602200046	Tom's C/C00011	06/03/2022	28.40			
	4	Mud flap bracket			7602200046	Tom's C/C00011	06/03/2022	61.50			
	5	100 amp solenoid			7602200046	Tom's C/C00011	06/03/2022	27.35			
	6	Shipping			7602200046	Tom's C/C00011	06/03/2022	15.00			
	04/29/2022	8851	HOLT	THO000 Holt Thomas T	Dalco Enterprises,	6512516657,	DALCO 000	05/31/2022	Invoiced	A	1,156.43
	2	GP 26495 PACIFIC BLUE ULTRA6X1150 BROWN PAPER			8102200184	Tom's C/C00012	06/03/2022	605.00			
	3	GP 12798 ENVISION 9" 8X10002PLY TOILET TISSUE			8102200184	Tom's C/C00012	06/03/2022	178.60			
	4	DAL LANO VERA 4X1GABULK FOAMING HAND CARE			8102200184	Tom's C/C00012	06/03/2022	133.12			
	5	JP 903904 STRIDE CITRUS 4X1GAGP NEUTRAL CLEANE			8102200184	Tom's C/C00012	06/03/2022	113.32			
	6	HS GL-N106FX GLOVE NITRILE EXAM10X100 5M XLARG			8102200184	Tom's C/C00012	06/03/2022	126.39			

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...										
	04/28/2022	8850	HOLT	THO000	Holt Thomas T	Uline Ship Supplies, 800-295-55	ULINE 000	05/31/2022	Invoiced	A	243.20
	2	Roll of oil and fuel absorbent towels			7602200047	Tom's C/C00013	06/03/2022	151.00			
	3	absorbent roll dispenser/holder			7602200047	Tom's C/C00013	06/03/2022	36.00			
	4	Shipping			7602200047	Tom's C/C00013	06/03/2022	56.20			
					13 transaction(s) for XXXXXXXXXXXX2606. Total Amount ==>						2,826.01
XXXXXXXXXXXX5690	05/27/2022	8787	HEISSVIC000	Heiss Victoria L	The Outdoorsman's Head, Intl Fa	OUTDOORS000	05/31/2022		Invoiced	A	245.28
	1	MR. WOOD'S STUDENT SUPPLIES FIELD TRIP				Vicki's C/C00000	06/03/2022	245.28			
	05/27/2022	8788	HEISSVIC000	Heiss Victoria L	Amzn Mktp US 1r3el08h0, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	43.79
	2	2 Sets Balloon Column Stand Kit 5.3 FT Adjusta			3002200110	Vicki's C/C00001	06/03/2022	24.80			
	3	2022 Graduation Balloon Garland Arch Kit, 104			3002200110	Vicki's C/C00001	06/03/2022	18.99			
	05/24/2022	8786	HEISSVIC000	Heiss Victoria L	Battalion Distributing, Intl Fa	BATTALIO000	05/31/2022		Invoiced	A	178.20
	2	SPANISH FOOD SUPPLIES				Vicki's C/C00002	06/03/2022	178.20			
	05/23/2022	8784	HEISSVIC000	Heiss Victoria L	Dollar Tree, Intl Falls, MN, 56	DOLLAR T000	05/31/2022		Invoiced	A	67.50
	2	SPANISH SUPPLIES ROSA				Vicki's C/C00003	06/03/2022	67.50			
	05/23/2022	8785	HEISSVIC000	Heiss Victoria L	Innovative Office Solu, 9528089	INNOVATIO000	05/31/2022		Invoiced	A	202.90
	2	TISSUE,FACL,BOUTQUE,36CTN			3002200104	Vicki's C/C00004	06/03/2022	177.08			
	3	BACKREST,11"WIDTH,POLY,BK			3002200104	Vicki's C/C00004	06/03/2022	25.82			
	05/13/2022	8783	HEISSVIC000	Heiss Victoria L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	118.75
	1	HEALTH SUPPLIES FOOD/SMOOTHIES KOENIG				Vicki's C/C00005	06/03/2022	118.75			
	05/05/2022	8782	HEISSVIC000	Heiss Victoria L	Innovative Office Solu, 9528089	INNOVATIO000	05/31/2022		Invoiced	A	469.75
	2	CHAIR,MB,MESH,PETITE,BK			3002200102	Vicki's C/C00006	06/03/2022	228.95			
	3	BATTERY,COPPERTP,AA,24/BX			3002200102	Vicki's C/C00006	06/03/2022	35.20			
	4	BATTERY,COPPERTOP D BULK			3002200102	Vicki's C/C00006	06/03/2022	43.60			
	5	STAPLER,STANDUP			3002200102	Vicki's C/C00006	06/03/2022	63.90			
	6	CARD,INDX,RLD,3X5WE,500PK			3002200102	Vicki's C/C00006	06/03/2022	34.80			
	7	FOLDER,FILE,1/3C,LTR,AST			3002200102	Vicki's C/C00006	06/03/2022	34.16			
	8	FOLDER,MLA,1/3 CT,LTR,100			3002200102	Vicki's C/C00006	06/03/2022	15.40			
	9	PROTECTOR,SHT,LTR,TPLD,CR			3002200102	Vicki's C/C00006	06/03/2022	13.74			
	05/03/2022	8781	HEISSVIC000	Heiss Victoria L	Trans-Mississippi Bio, 76344496	TRANS MI000	05/31/2022		Invoiced	A	80.31
	2	MIXED PROTOZOA (CLASS OF 100)			2602200006	Vicki's C/C00007	06/03/2022	45.54			
	3	OVERNIGHT SHIPPING AND HANDLING CHARGE			2602200006	Vicki's C/C00007	06/03/2022	34.77			
	05/02/2022	8789	HEISSVIC000	Heiss Victoria L	Soundnorth, International, MN,	SOUND NO000	05/31/2022		Invoiced	A	215.37
	1	OFFICE SUPPLIES				Vicki's C/C00008	06/03/2022	215.37			
					9 transaction(s) for XXXXXXXXXXXX5690. Total Amount ==>						1,621.85

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				
XXXXXXXXXXXX8814	05/23/2022	8790	ERICKJEN000	Erickson Jennifer L	Kfc C750120, Virginia, MN, 5579		05/31/2022		Invoiced	A	31.40	
	1				FHS Travel C/C00000		06/03/2022	31.40				
XXXXXXXXXXXX8830	05/03/2022	8791	HEISSVIC000	Heiss Victoria L	In Zoo-Phonics Inc, 209-5364926	ZOO-PHON000	05/31/2022		Invoiced	A	495.00	
	1	Zoom Training for Preschool Teachers			High School C/C00000		06/03/2022	495.00				
	05/02/2022	8792	HEISSVIC000	Heiss Victoria L	The Suites Hotel At Wa, Duluth,	THE SUIT000	05/31/2022		Invoiced	A	216.17	
	1	STAFF TRAVEL JAY BOYLE/ALEX MANNAUSAU LODGING			High School C/C00001		06/03/2022	216.17				
											2 transaction(s) for XXXXXXXXXXXX8830. Total Amount ==>	711.17
XXXXXXXXXXXX8855	05/02/2022	8838	HOLT THO000	Holt Thomas T	Cenex Howards 09909698, Interna		05/31/2022		Invoiced	A	45.31	
	1	Fuel for van Golf			Fuel 200000		06/03/2022	45.31				
XXXXXXXXXXXX8863	05/27/2022	8854	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	16.26	
	2	FHS Blanket p.o. for Menards			8102200007 FHS Cust C/C00000		06/03/2022	16.26				
	05/24/2022	8853	HOLT THO000	Holt Thomas T	Falls Lumber Company I, Interna	FALLS LU000	05/31/2022		Invoiced	A	131.94	
	1	Chalk for Ballfields			FHS Cust C/C00001		06/03/2022	131.94				
	05/11/2022	8852	HOLT THO000	Holt Thomas T	Napa Falls Suply 00229, Interna	NAPA FAL000	05/31/2022		Invoiced	A	29.30	
	2	Transportation Supplies			7602200011 FHS Cust C/C00002		06/03/2022	29.30				
	05/02/2022	8855	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	31.98	
	2	FHS Blanket p.o. for Menards			8102200007 FHS Cust C/C00003		06/03/2022	31.98				
											4 transaction(s) for XXXXXXXXXXXX8863. Total Amount ==>	209.48
XXXXXXXXXXXX9069	05/26/2022	8913	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	18.86	
	2	Last Minute Groceries			7702200007 FES Cafe C/C00000		06/03/2022	18.86				
	05/18/2022	8912	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	6.89	
	2	Last Minute Groceries			7702200007 FES Cafe C/C00001		06/03/2022	6.89				
	05/05/2022	8911	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	25.54	
	2	Last Minute Groceries			7702200007 FES Cafe C/C00002		06/03/2022	25.54				
	04/29/2022	8914	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	13.93	
	2	Last Minute Groceries			7702200007 FES Cafe C/C00003		06/03/2022	13.93				
											4 transaction(s) for XXXXXXXXXXXX9069. Total Amount ==>	65.22
XXXXXXXXXXXX9077	04/29/2022	8915	HOPKIMIC000	Hopkins Michelle L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	32.87	
	2	Last Minute Groceries			7702200007 FHS Cafe C/C00000		06/03/2022	32.87				
XXXXXXXXXXXX7691	05/09/2022	8856	HOLT THO000	Holt Thomas T	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	36.44	
	2	Blanket P.O. for FES supplies			8102200024 FES Cust C/C00000		06/03/2022	36.44				

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	05/27/2022	8815	VANG BRA000	Vang Brandon T	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	54.11
	2	Student Council Supplies/Food			9012200000	Brandon's C/C00000	06/03/2022	54.11			
	05/19/2022	8814	VANG BRA000	Vang Brandon T	Dollar General 15619, Internati	DOLLAR G000	05/31/2022		Invoiced	A	120.00
	2	Student Council Materials			9012200017	Brandon's C/C00001	06/03/2022	120.00			
	05/13/2022	8813	VANG BRA000	Vang Brandon T	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	31.49
	2	Student Council Supplies/Food			9012200000	Brandon's C/C00002	06/03/2022	31.49			
XXXXXXXXXXXX5253	05/06/2022	8812	VANG BRA000	Vang Brandon T	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	13.29
	2	Student Council Supplies/Food			9012200000	Brandon's C/C00003	06/03/2022	13.29			
4 transaction(s) for XXXXXXXXXXXXX5253. Total Amount ==>											218.89
XXXXXXXXXXXX3468	05/26/2022	8810	ERICKJEN000	Erickson Jennifer L	Border Bar, International, MN,	BORDER B002	05/31/2022		Invoiced	A	-20.00
	1				Jen E's C/C00000	06/03/2022	-20.00				
	05/26/2022	8811	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US 1r4vb68b2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	399.95
	4	2022 Louisville Slugger LXT (-11) Fastpitch Ba			2922200058	Jen E's C/C00001	06/03/2022	399.95			
	05/25/2022	8809	ERICKJEN000	Erickson Jennifer L	Border Bar, International, MN,	BORDER B002	05/31/2022		Invoiced	A	269.06
	2	Pizza for elementary quiz bowl 1 med Ethel's,			3002200109	Jen E's C/C00002	06/03/2022	269.06			
	05/20/2022	8808	ERICKJEN000	Erickson Jennifer L	Amzn Mktp US 1l45s59g2, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	113.92
	2	WODFitters Stretch Resistance Pull Up Assist B			2922200054	Jen E's C/C00004	06/03/2022	119.92			
	3	Discount			Jen E's C/C00003	06/03/2022	-6.00				
	05/19/2022	8806	ERICKJEN000	Erickson Jennifer L	Super One Foods #578, Internati	SUPER ON000	05/31/2022		Invoiced	A	55.98
	2	Groceries and laundry soup for Heidi Thompson'			3002200087	Jen E's C/C00005	06/03/2022	55.98			
	05/19/2022	8807	ERICKJEN000	Erickson Jennifer L	Amazon.Com 1r5mc09t1, Amzn.Com/	AMAZON B000	05/31/2022		Invoiced	A	270.89
	2	Gorilla Carts GOR1001-COM Heavy-Duty Steel Uti			2922200054	Jen E's C/C00006	06/03/2022	270.89			
	05/18/2022	8804	ERICKJEN000	Erickson Jennifer L	Hq4sports, 541-994-4727, OR, 97		05/31/2022		Invoiced	A	344.85
	2	Mizuno Samurai Women's Fastpitch Softball Adul			2922200053	Jen E's C/C00007	06/03/2022	274.95			
	3	Easton Team Hanging Bat Bag			2922200053	Jen E's C/C00007	06/03/2022	69.90			
05/18/2022	8805	ERICKJEN000	Erickson Jennifer L	Amazon.Com 1r9l14qil, Amzn.Com/	AMAZON B000	05/31/2022		Invoiced	A	108.82	
2	GoSports 5'x5' Baseball & Softball Practice Pi			2922200052	Jen E's C/C00008	06/03/2022	108.82				
8 transaction(s) for XXXXXXXXXXXXX3468. Total Amount ==>											1,543.47
XXXXXXXXXXXX2560	05/23/2022	8862	BLESIMIC000	Blesi Michael E	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	142.78
	2	27 Gallon Tote			6052200088	Mike's C/C00000	06/03/2022	142.78			
	05/18/2022	8861	BLESIMIC000	Blesi Michael E	Menards Intl Falls, Intl Falls	MENARDS 000	05/31/2022		Invoiced	A	139.99
	2	48x24x72 5 Tier Steel Shelving			6052200087	Mike's C/C00001	06/03/2022	139.99			
	05/09/2022	8860	BLESIMIC000	Blesi Michael E	Supportpdffiller.Com, 855-75016		05/31/2022		Invoiced	A	-0.76
1				Mike's C/C00002	06/03/2022	-0.76					
05/04/2022	8858	BLESIMIC000	Blesi Michael E	Amzn Mktp US 137bylddl, Amzn.Co	AMAZON B000	05/31/2022		Invoiced	A	121.50	
2	Primera 53334 High Yield Tri-Color Ink Cartrid			6052200086	Mike's C/C00003	06/03/2022	121.50				

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			
XXXXXXXXXXXX2560	continued...										
	05/04/2022	8859	BLESIMIC000	Blesi Michael E	Supportpdfiller.Com, 855-75016		05/31/2022		Invoiced	A	0.76
	1					Mike's C/C00002	06/03/2022	0.76			
	05/02/2022	8857	BLESIMIC000	Blesi Michael E	Siptrunk Inc, 7702827206, GA, 3	TECHCHEC000	05/31/2022		Invoiced	A	268.52
	2	Monthly SIP Phone Service.			6052200054	Mike's C/C00004	06/03/2022	268.52			
									6 transaction(s) for XXXXXXXXXXXX2560. Total Amount ==>		672.79
									163 transaction(s). Total Amount ==>		46,666.26

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

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

**BOARD POLICY 403**

**Discipline, Suspension, and Dismissal of School District Employees**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ **February 2022** \_\_\_

**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~~ **When** 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~~ **when** applicable.

**Legal References:** Minn. Stat. § 122A.40 (Teachers – Employment; contracts; termination)  
Minn. Stat. § 122A.41 (Teacher Tenure **Act; Cities of the First Class**)

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:*** ~~None MSBA Service Manual, Chapter 3, Employees~~

INTERNATIONAL FALLS PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT #361

BOARD POLICY 408  
Subpoena of a School District Employee

Adopted \_\_\_ By Reference \_\_\_

Revised **February 2022** \_\_\_\_\_

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), Minnesota Statutes ~~Ch.~~ chapter 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 or informed consent by the subject of the data or a parent if the subject of the data is a minor. 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 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 \_\_\_ **February 2022** \_\_\_\_\_

*[Note: School Districts are not required by statute to have a policy addressing these issues. However, Minnesota Statutes § section 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, Minnesota Statutes § section 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. 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 through inhalation of 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 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.
- C. “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.
- D. “Tobacco-related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of aerosol or vapor of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.

- E. “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 **Persons Under Age 21 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 423  
Employee-Student Relationships**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ **February 2022** \_\_\_

**I. PURPOSE**

The school district is committed to an educational environment in which all students are treated with respect and dignity. Every school district employee is to provide students with appropriate guidance, understanding and direction while maintaining a standard of professionalism and acting within accepted standards of conduct.

**II. GENERAL STATEMENT OF POLICY**

- A. This policy applies to all school district employees at all times, whether on or off duty and on or off of school district locations.
- B. At all times, students will be treated by teachers and other school district employees with respect, courtesy, and consideration and in a professional manner. Each school district employee is expected to exercise good judgment and professionalism in all interpersonal relationships with students. Such relationships must be and remain on a teacher-student basis or an employee-student basis.
- C. Teachers must be mindful of their inherent positions of authority and influence over students. Similarly, other school district employees also may hold positions of authority over students of the school district and must be mindful of their authority and influence over students.
- D. Sexual relationships between school district employees and students, without regard to the age of the student, are strictly forbidden and may subject the employee to criminal liability.
- E. Other actions that violate this policy include, but are not limited to, the following:
  - 1. Dating students.

2. Having any interaction/activity of a sexual nature with a student.
  3. Committing or attempting to induce students or others to commit an illegal act or act of immoral conduct which may be harmful to others or bring discredit to the school district.
  4. Supplying alcohol or any illegal substance to a student, allowing a student access to such substances, or failing to take reasonable steps to prevent such access from occurring.
- F. School district employees shall, whenever possible, employ safeguards against improper relationships with students and/or claims of such improper relationships.

*[Note: Such safeguards may include the following: avoiding altogether or minimizing physical contact, keeping doors open when talking or meeting with students one-on-one, and/or making sure that such meetings with a student take place in rooms with windows and/or others nearby.]*

- G. Excessive informal and social involvement with individual students is unprofessional, is not compatible with employee-student relationships, and is inappropriate.
- H. School district employees will adhere to applicable standards of ethics and professional conduct in Minnesota law.

### **III. REPORTING AND INVESTIGATION**

- A. Complaints and/or concerns regarding alleged violations of this policy shall be handled in accordance with MSBA/MASA Model Policy 103 (Complaints–Students, Employees, Parents, Other Persons) unless other specific complaint procedures are provided within any other policy of the school district.
- B. All employees shall cooperate with any investigation of alleged acts, conduct, or communications in violation of this policy.

### **IV. SCHOOL DISTRICT ACTION**

Upon receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. It also may include reporting to appropriate state or federal authorities, including the Minnesota Professional Educator Licensing and Standards Board or the appropriate licensing authority and appropriate agencies responsible for investigating reports of maltreatment of minors and/or vulnerable adults. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and school district policies.

## V. SCOPE OF LIABILITY

Employees are placed on notice that if an employee acts outside the performance of the duties of the position for which the employee is employed or is guilty of malfeasance, willful neglect of duty, or bad faith, the school district is not required to defend and indemnify the employee for damages in school-related litigation.

**Legal References:** Minn. Stat. § 13.43, Subd. 16 (School District or Charter School Disclosure of Violence or Inappropriate Sexual Contact)  
Minn. Stat. § 122A.20, Subd. 2 (Mandatory Reporting to Professional Educator Licensing and Standards Board or Board of School Administrators)  
Minn. Stat. § 122A.40, Subds. 5(b) and 13 (b) (Mandatory immediate discharge of teachers with license revocations due to child or sex abuse convictions)  
Minn. Stat. §§ 609.341–609.352 (Defining “intimate parts” and “position of authority” as well as detailing various sex offenses)  
Minn. Stat. ~~Ch. 260E § 626.556~~ (Reporting of Maltreatment of Minors)  
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)  
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)  
Minn. Rules Part 8710.2100 (Code of Ethics for Minnesota Teachers)

**Cross References:** MSBA/MASA Model Policy 103 (Complaints - Students, Employees, Parents, Other Persons)  
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee or Student)  
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)  
MSBA/MASA Model Policy 403 (Discipline, Suspension and Dismissal of School District Employees)  
MSBA/MASA Model Policy 413 (Harassment and Violence)  
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 421 (Gifts to Employees)  
MSBA/MASA Model Policy 507 (Corporal Punishment)

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

**BOARD POLICY 427  
Workload Limits For Certain Special Education Teachers**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ **February 2022** \_\_\_

**427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS**

*[Note: School districts are required by Minnesota Rule 3525.2340, **Subp art. 4.B.**, to have a policy for determining the workload limits of special education staff who provide services to students who receive direct special education services 60 percent or less of the instructional day.]*

*[Note: Minnesota Statutes § section 179A.07, Subd. 1, of the Public Employment Labor Relations Act (PELRA) provides that a public employer is not required to meet and negotiate on matters of inherent managerial policy. Matters of inherent managerial policy include, but are not limited to, the organizational structure, selection of personnel, and direction and number of personnel. MSBA's position is that this policy is not a mandatory subject of bargaining. School districts, therefore, are cautioned to not relinquish their inherent managerial right to determine workload limits for special education teachers.]*

**I. PURPOSE**

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

**II. DEFINITIONS**

A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

B. Direct Services

“Direct services” means special education services provided by a special education teacher or a **related service professional** when the services are related to instruction, including cooperative teaching.

C. Indirect Services

“Indirect services” means special education services provided by a special education teacher **or a related service professional** which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with ~~children with disabilities~~ **the pupil** to monitor and observe.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

**III. GENERAL STATEMENT OF POLICY**

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

**IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED**

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers’ exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employers Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers’ exclusive representative.

**Legal References:** Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)  
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of “Direct Services,” “Indirect Services,” “Teacher,” and “Workload”)  
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

**Cross References:** MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)  
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

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

**BOARD POLICY 504  
Student Dress and Appearance**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

- A. It is the policy of this school district to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
  - 1. Clothing appropriate for the weather.
  - 2. Clothing that does not create a health or safety hazard.
  - 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following: (See the student handbook for additional information)
  - 1. "Short shorts," skimpy tank tops, tops that expose the midriff, and other clothing that is not in keeping with community standards.
  - 2. Clothing bearing a message that is lewd, vulgar, or obscene.
  - 3. Apparel promoting products or activities that are illegal for use by minors.
  - 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of

religious, racial or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413.

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

### III. PROCEDURES

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

**Legal References:** U. S. Const., amend. I  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*B.W.A. v. Farmington R-7 Sch. Dist.*, 554 F.3d 734 (8<sup>th</sup> Cir.2009)  
*Lowry v. Watson Chapel Sch. Dist.*, 540 F.3d 752 (8<sup>th</sup> Circ. 2008)  
*Stephenson v. Davenport Community School District*, 110 F.3d 1303 (8<sup>th</sup> Cir. 1997)

*B.H. ex rel. Hawk v. Easton Area School Dist.*, 725 F.3d 293 (3<sup>rd</sup> Cir. 2013)  
*D.B. ex rel. Brogdon v. Lafon*, 217 Fed.Appx. 518 (6<sup>th</sup> Cir. 2007)  
*Hardwick v. Heyward*, 711 F.3d 426 (4<sup>th</sup> Cir. 2013)  
*Madrid v. Anthony*, 510 F.Supp.2d 425 (S.D. Tex. 2007)  
*McIntire v. Bethel School, I.S.D. No. 3*, 804 F. Supp. 1415, (W.D. Okla. 1992)  
*Hicks v. Halifax County Board of Educ.*, 93 F.Supp.2d 649 (E.D.N.C. 1999)  
*Olesen v. Board of Educ. of Sch. Dist. No. 228*, 676 F. Supp. 820 (N.D. Ill. 1987)

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

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

**BOARD POLICY 514  
Bullying Prohibition Policy**

**Adopted \_\_\_ By Reference \_\_\_**

**Revised \_\_\_ February 2022 \_\_\_**

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

**I. PURPOSE**

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

**II. GENERAL STATEMENT OF POLICY**

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a

student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.

- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, retaliation or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with school district's policy (See MSBA/MASA Model Policy 506). The school district may take into account the following factors:
  - 1. The developmental ages and maturity levels of the parties involved;
  - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
  - 3. Past incidences or past or continuing patterns of behavior;
  - 4. The relationship between the parties involved; and
  - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

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

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- G. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

### III. DEFINITIONS

For the purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
  - 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
  - 2. materially and substantially interferes with a student’s educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, “bullying,” specifically includes cyberbullying as defined in this policy.

- B. “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer or a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:
  - 1. Causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
  - 2. Under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or

3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. "On school premises, on school district property, at school related functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
  - F. "Prohibited conduct" means bullying or cyberbullying as defined in this policy or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about bullying.
  - G. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
  - H. "Student" means a student enrolled in a public school or a charter school.

#### **IV. REPORTING PROCEDURE**

- A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying 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 in the school district office, but oral reports shall be considered complaints as well.

C. The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to one of the following individuals:

1. **Building Principals:**  
**Melissa Tate; Falls Elementary School; 218-283-2571 ext.1232**  
**Tim Everson, Head Principal: Falls High School; 218-283-2571 ext. 1104**  
**Marc Glowack, Dean of Students: Falls High School; 218-283-2571 ext. 1110**
2. **Title IX Officer: Kevin Grover, Superintendent of Schools ISD #361 District Office; 1515 11<sup>th</sup> Street; International Falls, MN 56649 218-283-2571 ext. 1112 or alternate Tim Everson, Falls High School Principal at 218-283-2571 ext. 1104.**
3. **Human Rights Officers: Tim Everson, Falls High School Principal at 218-283-2571 ext. 1104 or alternate Melissa Tate, Falls Elementary School Principal at 218-283-2571 ext. 1232.**

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 the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will

not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.

- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, or work assignments, or educational or work environment.
- G. 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 obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

## **V. SCHOOL DISTRICT ACTION**

- A. Within three days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of the investigation that determines that bullying or other prohibited conduct 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 conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.

- E. 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 students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
  
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team 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 bullying or other prohibited conduct.

## **VI. RETALIATION OR REPRISAL**

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. 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 prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy.

## **VII. TRAINING AND EDUCATION**

- A. The school district shall discuss this policy with school personnel and volunteers and provide appropriate training to school district personnel regarding this policy. The school district shall establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training

materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

- B. The school district shall require ongoing professional development, consistent with Minnesota Statutes § section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
  2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
  3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
  4. The incidence and nature of cyberbullying; and
  5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct. .
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.
- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
  2. Partner with parents and other community members to develop and implement prevention and intervention programs;
  3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
  4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
  5. Teach students to advocate for themselves and others;
  6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
  7. Foster student collaborations that, in turn, foster a safe and supportive school climate.
- F. The school district may implement violence prevention and character development education programs to prevent or 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, and resourcefulness.
- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the student handbook.

## **VIII. NOTICE**

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. This policy or a summary thereof must be conspicuously posted in the administrative offices of the school district and the office of each school.

- C. This policy must be given to each school employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- D. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.
- E. This policy shall be available to all parents and other school community members in an electronic format in the language appearing on the school district's or a school's website.
- F. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

## **IX. POLICY REVIEW**

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minn. Stat. § 121A.031 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

**Legal References:** Minn. Stat.Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.05 Subds. 9, 11, 13 and 17 (Definition of Public School)  
Minn. Stat. § 120B.232 (Character Development Education)  
Minn. Stat. §121A.03 (Sexual, Religious and Racial Harassment and Violence)  
Minn. Stat. § 121A.031 (School Student Bullying Policy)  
Minn. Stat. § 121A.0311 (Notice of Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)  
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.69 (Hazing Policy)  
Minn. Stat. § Ch. 124E (Charter School)  
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)  
34 C.F.R. §§ 99.1 – 99.67 (Family Educational Rights and Privacy)

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 413 (Harassment and Violence)  
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 423 (Employee-Student Relationships)  
MSBA/MASA Model Policy 501 (School Weapons Policy)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 507 (Corporal Punishment)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (~~Title IX Sex Nondiscrimination Policy~~  
~~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 529 (Staff Notification of Violent Behavior by Students)  
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)  
MSBA/MASA Model Policy 711 (Video Recording on School Buses)  
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

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

**BOARD POLICY 516  
Student Medication**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

*[Note: The necessary provisions for complying with ~~Minn. Stat. §§~~ Minnesota Statutes sections 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 Minnesota Statutes § section 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 Minnesota Statutes § section 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.
- K. 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.

- L. “Parent” for students 18 years old or older is the student.
- M. 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 § section 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 § section 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.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.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 519  
Interviews of Students by Outside Agencies**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

**I. PURPOSE**

There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

**II. GENERAL STATEMENT OF POLICY**

- A. Generally, students may not be interviewed during the school day by persons other than a student's parents, school district officials, employees and/or agents, except as otherwise provided by law and/or this policy.
- B. Requests from law enforcement officers and those other than a student's parents, school district officials, employees and/or agents to interview students shall be made through the principal's office. Upon receiving a request, it shall be the responsibility of the principal to determine whether the request will be granted. Prior to granting a request, the principal shall attempt to contact the student's parents to inform them of the request, except where otherwise prohibited by law.

**III. INTERVIEWS CONDUCTED UNDER THE MALTREATMENT OF MINORS ACT**

- A. In the case of an investigation pursuant to the **Reporting of Maltreatment of Minors Act, Minnesota Statutes § Chapter 260E 626.556, Subd. 10**, a local welfare agency, the agency responsible for investigating the report, and a local law enforcement agency may interview, without parental consent, an alleged victim and any minors who currently reside with or who have resided with the alleged perpetrator. The interview may take place at school and during school hours. School district officials will work with the local welfare agency, the

agency responsible for investigating the report, or law enforcement agency to select a place appropriate for the interview. The interview may take place outside the presence of the perpetrator or parent, legal custodian, guardian, or school district official.

- B. If the interview took place or is to take place on school district property, an order of the juvenile court pursuant to ~~Minn. Stat. § 626.556, Subd. 10 (e)~~ **Minnesota Statutes Chapter 260E** may specify that school district officials may not disclose to the parent, legal custodian, or guardian the contents of the notification of intent to interview the child on school district property and/or any other related information regarding the interview that may be a part of the child's record. The school district official must receive a copy of the order from the local welfare or law enforcement agency.
  
- C. When the local welfare agency, local law enforcement agency, or agency responsible for investigating a report of maltreatment determines that an interview should take place on school district property, school district officials must receive written notification of intent to interview the child on school district property prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school district property. Where the interviews are conducted by the local welfare agency, the notification must be signed by the chair of the local social services agency or the chair's designee. The notification is private educational data on the student. School district officials may not disclose to the parent, legal custodian or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded, unless a school employee or agent is alleged to have maltreated the child. Until school district officials receive said notification, all inquiries regarding the nature of the investigation or assessment should be directed to the local welfare or law enforcement agency or the agency responsible for assessing or investigating a report of maltreatment shall be solely responsible for any disclosures regarding the nature of the assessment or investigation.
  
- D. School district officials shall have discretion to reasonably schedule the time, place, and manner of an interview by a local welfare or local law enforcement agency on school district premises. However, where the alleged perpetrator is believed to be a school district official or employee, the local welfare or local law enforcement agency will have discretion to determine where the interview will be held. The interview must be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school district officials and the local welfare or law enforcement agency. However, school district officials must yield to the discretion of the local welfare or law enforcement agency concerning other persons in attendance at the interview. School district officials will make every effort to reduce the disruption to the educational program of the child, other students, or school staff when an interview is conducted on school district premises.

- E. Students shall not be taken from school district property without the consent of the principal and without proper warrant.

***Legal References:*** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. ~~§ 626.556, Subd. 10(c) and (d) (Duties of Local Welfare Agency and Local Law Enforcement Agency Upon Receipt of a Report)~~  
Ch. 260E (Reporting of Maltreatment of Minors)

***Cross References:*** MSBA/MASA Model Policy 103 (Complaints - Students, Employees, Parents, Other Persons)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

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

**BOARD POLICY 520  
Student Surveys**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

*[Note: School districts are required by statute to have a policy addressing student surveys.]*

**I. PURPOSE**

Occasionally the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

**II. GENERAL STATEMENT OF POLICY**

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 [United States Code section U.S.C. § 1232h](#).

**III. STUDENT SURVEYS IN GENERAL**

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and

religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.

- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with ~~Minn. Stat. Ch. 13~~ Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section U.S.C. § 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations C.F.R. Part 99.
- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

#### **IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM**

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
  - 1. political affiliations or beliefs of the student or the student's parent;
  - 2. mental and psychological problems of the student or the student's family;
  - 3. sex behavior or attitudes;
  - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
  - 5. critical appraisals of other individuals with whom respondents have close family relationships;

6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or the student's parent; or
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents:

- a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.

- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400, *et seq.*).
  
- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.
  - (1) “Personal information” means individually identifiable information including a student or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
  
  - (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
    - (a) college or other postsecondary education recruitment or military;
  
    - (b) book clubs, magazines, and programs providing access to low cost literary products;
  
    - (c) curriculum and instructional materials used by elementary and secondary schools;
  
    - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
  
    - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and

- (f) student recognition programs.
  - (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.
2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
- a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
  - b. The notice will provide parents with an opportunity to opt out of participation in the following activities:
    - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
    - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
    - (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.  
  
“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
  - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.

- d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

**V. NOTICE**

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;  
Parent Notice and Opportunity for Opting Out)  
20 U.S.C. 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. 1232h (Protection of Pupil Rights)  
34 C.F.R. Part 99  
*Gonzaga University v. Doe*, 536 U.S. 273, ~~122 S.Ct. 2268, 153 L.Ed. 2d 309~~ (2002)  
*C.N. v. Ridgewood Bd. Of Educ.*, 430 F.3d. 159 (3<sup>rd</sup> Cir. 2005)  
*Fields v. Palmdale School Dist.*, 427 F.3d. 1197 (9<sup>th</sup> Cir. 2005)

**Cross References:** 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-Title IX~~  
~~Sex Nondiscrimination, Grievance Procedure and Process~~)

*[Note: This notice may be given separately or included with the Public Notice in Policy 515]*

## PUBLIC NOTICE

Independent School District No. 361 gives notice to parents of students currently in attendance in the school district, eligible students currently in attendance in the school district, and students currently in attendance in the school district of their rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations.

1. Parents, eligible students, and students are hereby informed that they have the following rights:
  - a. All instructional materials, including teachers' manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by parents or guardians of students.
  - b. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
    - (1) political affiliations or beliefs of the student or the student's parent;
    - (2) mental and psychological problems of the student or the student's family;
    - (3) sex behavior or attitudes;
    - (4) illegal, antisocial, self-incriminating, or demeaning behavior;
    - (5) critical appraisals of other individuals with whom respondents have close family relationships;
    - (6) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
    - (7) religious practices, affiliations, or beliefs of the student or the student's parent; or
    - (8) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
  - c. A parent, on behalf of a student or an eligible student, has the right to receive notice and an opportunity to opt the student out of participating in:
    - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
    - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Paragraph 1.b., above.

- (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical examination or screening permitted or required under state law.
- d. This notice does not preempt applicable state law that may require parental notification.
- e. The school district has developed and adopted a policy, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.
- f. The school district will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes.
- g. The school district will directly notify parents and eligible students, at least annually at the start of each school year, or, if scheduled thereafter, parents will be provided with reasonable notice of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:
  - (1) Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
  - (2) Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.
  - (3) Any nonemergency, invasive physical examination or screening as described above.

*[See consent/opt-out for specific activities attached hereto.]*

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue SW  
Washington, DC 20202-5920

INDEPENDENT SCHOOL DISTRICT NO. 361  
INTERNATIONAL FALLS, MINNESOTA

Dated: \_\_\_\_\_

PPRA NOTICE AND CONSENT/OPT-OUT FOR SPECIFIC ACTIVITIES

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Independent School District 361 to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental and psychological problems of the student or the student’s family;
3. Sex behavior or attitudes;
4. Illegal, antisocial, self-incriminating, or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or the student’s parent; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure, or use of student information for marketing purposes (“marketing surveys”) and certain physical examinations and screenings.

Following is a schedule of activities requiring parental notification and consent or opt-out for the upcoming school year. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 or older or an emancipated minor under state law.

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Date:

Grades: [see sample activity notices attached]

Activity:

Summary:

Consent or Opt-out: [or both depending on situation]

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If you wish to review any survey instrument or instructional material used in connection with any protected information or marketing survey, please submit a request to [school official, address]. [School official] will notify you of the time and place where you may review these materials. You have the right to review a survey and/or instructional materials before the survey is administered to a student.

I [parent's name] give my consent for [child's name] to take [survey] on [date] .

\_\_\_\_\_  
Parent's signature

Please return this form no later than [insert date] to [name of school official and mailing address].

## EXAMPLES OF ACTIVITIES

Date: On or about October 15, 2010  
Grades: Five and Six  
Activity: ABC Survey of At-Risk Behaviors  
Summary: This is an anonymous survey that asks students questions about behaviors such as drug and alcohol use, sexual conduct, violence, and other at-risk behaviors. The survey also asks questions of a demographic nature concerning family make-up, the relationship between parent and children, and use of alcohol and drugs at home.

Consent [**for U.S. Department of Education funded, protected information surveys only**]: A parent must sign and return the attached consent form no later than [insert return date] so that your child may participate in this survey.

Opt-out [for any non-U.S. Department of Education funded protected information survey]: Contact [school official] at [telephone number, email, address, etc.] no later than [date] if you do not want your child to participate in this activity.

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Date: November 22-24, 2010  
Grades: One through Six  
Activity: Flu Shots  
Summary: The County Department of Public Health Services will administer flu shots for influenza types A and B.

Opt-out: Contact [school official] at [telephone number, email, address, etc.] no later than [date] if you do not want your child to participate in this activity.

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**Below is an example dealing with the collection, use, and distribution of personal information for student-based commercial services.**

**[Limited to personal information designated as “directory information”]**

Date: 2010-2011 School Year  
Grades: Nine through Twelve  
Activity: Student-Based Commercial Services  
Summary: Independent School District 361 collects, or allows businesses to collect, use, and disclose personal information on students, including names, addresses, and telephone listings. These businesses provide student-based products and services, such as computer equipment, sports clothing, school jewelry, and entertainment products.

Opt-out: Contact [school official] at [telephone number, email, address, etc.] no later than [date] if you do not want your child to participate in this activity.

**[Note: This information – names, addresses, and telephone listings – may be designated and disclosed as “directory information” under the school district’s student records policy. Instead of using this Model Notice format, schools may meet PPRA notice requirements for specific marketing activities that involve only designated “directory information” by allowing parents to opt out of “directory information” at the start of each school year, which would include all marketing activities.]**

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

**BOARD POLICY 521  
Student Disability Nondiscrimination**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

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

**I. PURPOSE**

The purpose of this policy is to protect **disabled** students **with disabilities** from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

**II. GENERAL STATEMENT OF POLICY**

- A. **Disabled** Students **with disabilities** who meet the criteria of Paragraph C. below are protected from discrimination on the basis of a disability.
- B. The responsibility of the school district is to identify and evaluate learners who, within the intent of Section 504, need special services, accommodations, or programs in order that such learners may receive a free appropriate public education.
- C. For this policy, a learner who is protected under Section 504 is one who:
  - 1. has a physical or mental impairment that substantially limits one or more of such person's major life activities, or
  - 2. has a record of such impairment; or
  - 3. is regarded as having such an impairment.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even

though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

### III. COORDINATOR

Persons who have questions or comments, should contact [the district's ADA/504 Coordinator\(s\)](#). Persons who wish to make a complaint regarding a disability discrimination matter may use the accompanying Student Disability Discrimination Grievance Report Form. The form should be given to the ADA/Section 504 coordinator. Contact information is as follows:

[Elementary Section 504 Officer](#)  
Melissa Tate, Elementary Principal  
1414 15<sup>th</sup> Avenue  
International Falls, MN 56649  
218-283-2571 ext 1232  
Alternate: Marc Glowack

[Secondary Section 504 Officer](#)  
Marc Glowack, Dean of Students  
1515 11<sup>th</sup> Street  
International Falls, MN 56649  
218-283-2571 ext 1110  
Alternate: Melissa Tate

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](http://www.isd361.k12.mn.us) under "School Board"; policies; Policy #401 Procedure.

**Legal References:** ~~Pub. L. 110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)~~  
42 U.S.C. Ch. 126 (Equal Opportunity for Individuals with Disabilities)  
29 U.S.C. § 794 *et. seq.* (§ 504 of Rehabilitation Act of 1973)  
34 C.F.R. Part 104 (Implementing Regulations)

**Cross References:** MSBA/MASA Model Policy 402 (Disability Nondiscrimination)

INDEPENDENT SCHOOL DISTRICT NO. \_\_\_\_\_

STUDENT DISABILITY DISCRIMINATION GRIEVANCE REPORT FORM

General Statement of Policy Prohibiting Disability Discrimination

Independent School District No. \_\_\_\_\_ maintains a firm policy prohibiting all forms of discrimination on the basis of a disability. All persons are to be treated with respect and dignity. Discrimination on the basis of a disability will not be tolerated under any circumstances.

Complainant: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Work Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

I have been discriminated against based on (choose one or more):

[my disability] / [a record of my disability] / [being regarded as having a disability]

because \_\_\_\_\_  
\_\_\_\_\_

Date of alleged incident(s): \_\_\_\_\_

Name of person you believe discriminated against you or another person: \_\_\_\_\_  
\_\_\_\_\_

If the alleged discrimination was toward another person, identify that person: \_\_\_\_\_  
\_\_\_\_\_

Describe the incident(s) as clearly as possible, including such things as: any verbal statements; what, if any, physical contact was involved; etc. (attach additional pages if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of the incident(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any witnesses that were present: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This complaint is filed based on my honest belief that \_\_\_\_\_ has

discriminated against me or another person based on a disability. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

\_\_\_\_\_  
(Complainant Signature)

\_\_\_\_\_  
(Date)

Received by: \_\_\_\_\_

\_\_\_\_\_  
(Date)

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

**BOARD POLICY 532**

**Use of Peace Officers and Crisis Teams to Remove Students with  
IEP's From School Grounds**

Adopted \_\_\_ By Reference \_\_\_

Revised \_\_\_ February 2022 \_\_\_\_\_

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

*[Note: Minnesota Laws 2009, Chapter 96, made a number of changes to the laws and rules governing the use of “conditional procedures” with respect to special education students. Specifically, Chapter 96 repealed, EFFECTIVE AUGUST 1, 2011, ~~Minn.-Stat. §§ Minnesota Statutes sections~~ 121A.66, 121A.67, Subd. 1, as well as Minnesota Rules 3525.0210, Subparts 5, 6, 9, 13, 17, 29, 30, 46, 47, and 3525.2900, Subp.5. These laws and rules were replaced effective August 1, 2011, with a restrictive procedures law which generally addresses the restraint of special education students. Also note that the restrictive procedures law contains a significant staff training component, found at ~~Minn.-Stat. § Minnesota Statutes section~~ 125A.0942, Subds. 1, 2, and 5. Staff who intend to use restrictive procedures must be trained in the areas specified in Subd. 5 to use these procedures.]*

**I. PURPOSE**

The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, if necessary, a student with an individualized education program (IEP) from school grounds.

**II. GENERAL STATEMENT OF POLICY**

The school district is committed to promoting learning environments that are safe for all members of the school community. It further believes that students are the first priority and that they should be reasonably protected from physical or emotional harm at all school locations and during all school activities.

In general all students, including those with IEPs, are subject to the terms of the school district's discipline policy. Building level administrators have the leadership responsibility to maintain a safe, secure, and orderly educational environment within which learning can occur. Corrective action to discipline a student and/or modify a

student's behavior will be taken by staff when a student's behavior violates the school district's discipline policy.

If a student with an IEP engages in conduct which, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, that student may be removed from school grounds in accordance with this policy.

### **III. DEFINITIONS**

For purposes of this policy, the following terms have the meaning given them in this section:

- A. "Student with an IEP" or "the student" means a student who is eligible to receive special education and related services pursuant to the terms of an IEP or an individual interagency intervention plan (IIIP).
- B. "Peace officer" means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term "peace officer" includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper.
- C. "Police liaison officer" is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students.
- D. "Crisis team" means a group of persons, which may include teachers and non-teaching school personnel, selected by the building administrator in each school building who have received crisis intervention training and are responsible for becoming actively involved with resolving crises. The building administrator or designee shall serve as the leader of the crisis team.
- E. The phrase "remove the student from school grounds" is the act of securing the person of a student with an IEP and escorting that student from the school building or school activity at which the student with an IEP is located.
- F. "Emergency" means a situation where immediate intervention is needed to protect a child or other individual from physical injury.
- G. All other terms and phrases used in this policy shall be defined in accordance with applicable state and federal law or ordinary and customary usage.

### **IV. REMOVAL OF STUDENTS WITH IEPs FROM SCHOOL GROUNDS**

A. Removal By Crisis Team

If the behavior of a student with an IEP escalates to the point where the student's behavior endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building's crisis team may be summoned. The crisis team may attempt to de-escalate the student's behavior by means including, but not limited to, those described in the student's IEP and/or behavior intervention plan. When such measures fail, or when the crisis team determines that the student's behavior continues to endanger or may endanger the health, safety, or property of the student, other students, staff members, or school property, the crisis team may remove the student from school grounds.

If the student's behavior cannot be safely managed, school personnel may immediately request assistance from the police liaison officer or a peace officer.

B. Removal By Police Liaison Officer or Peace Officer

If a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the school building's crisis team, building administrator, or the building administrator's designee, may request that the police liaison officer or a peace officer remove the student from school grounds.

If a student with an IEP is restrained or removed from a classroom, school building, or school grounds by a peace officer at the request of a school administrator or school staff person during the school day twice in a 30-day period, the student's IEP team must meet to determine if the student's IEP is adequate or if additional evaluation is needed.

Whether or not a student with an IEP engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, school district personnel may report a crime committed by a student with an IEP to appropriate authorities. If the school district reports a crime committed by a student with an IEP, school personnel shall transmit copies of the special education and disciplinary records of the student for consideration by appropriate authorities to whom it reports the crime, to the extent that the transmission is permitted by the Family Education Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act, and school district's policy, Protection and Privacy of Pupil Records.

***[Note: If the school district uses a different reference name for its student records policy, insert that name in place of the reference to Protection and Privacy of Pupil Records, which is the title of MSBA/MASA Model Policy 515.]***

The fact that a student with an IEP is covered by special education law does not prevent state law enforcement and judicial authorities from exercising their

responsibilities with regard to the application of federal and state law to crimes committed by a student with an IEP.

C. Reasonable Force Permitted

In removing a student with an IEP from school grounds, a building administrator, other crisis team members, or the police liaison officer or other agents of the school district, whether or not members of a crisis team, 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.

In removing a student with an IEP from school grounds, police liaison officers and school district personnel are further prohibited from engaging in the following conduct:

1. Corporal punishment prohibited by ~~Minn. Stat. § Minnesota Statutes section~~ 121A.58;
2. Requiring child to assume and maintain a specified physical position, activity, or posture that induces physical pain
3. Totally or partially restricting a child's senses as punishment;
4. Denying or restricting the child's access to equipment and devices such as walkers, wheel chairs, hearing aids, and communication boards that facilitate the child's functioning except when temporarily removing the equipment or device is needed to prevent injury to the child or others or serious damage to the equipment or device, in which case the equipment or device shall be returned to the child as soon as possible;
5. Interacting with a child in a manner that constitutes sexual abuse, neglect, or physical abuse under ~~Minn. Stat. §626.556;~~ ~~Minnesota Statutes Chapter~~ 260E;
6. Physical holding (as defined in ~~Minn. Stat. § Minnesota Statutes section~~ 125A.0941) that restricts or impairs a child's ability to breathe, restricts or impairs a child's ability to communicate distress, places pressure or weight on a child's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen, or results in straddling a child's torso;
7. Withholding regularly scheduled meals or water; and/or
8. Denying a child access to toilet facilities.

D. Parental Notification

The building administrator or designee shall make reasonable efforts to notify the student's parent or guardian of the student's removal from school grounds as soon as possible following the removal.

E. Continued Removals; Review of IEP

Continued and repeated use of the removal process described herein must be reviewed in the development of the individual student's IEP or IIP.

F. Effect of Policy in an Emergency; Use of Restrictive Procedures

A student with an IEP may be removed in accordance with this policy regardless of whether the student's conduct would create an emergency.

If the school district seeks to remove a student with an IEP from school grounds under this policy due to behaviors that constitute an emergency and the student's IEP, IIP, or behavior intervention plan authorizes the use of one or more restrictive procedures, the crisis team may employ those restrictive procedures, in addition to any reasonable force that may be necessary, to facilitate the student's removal from school grounds, as long as the crisis team members who are implementing the restrictive procedures have received the training required by ~~Minn. Stat. §~~ **Minnesota Statutes section** 125A.0942, Subd. 5, and otherwise comply with the requirements of §125A.0942.

G. Reporting to the Minnesota Department of Education (MDE)

Annually, stakeholders may recommend, as necessary, to the Commissioner of MDE (Commissioner) specific and measurable implementation and outcome goals for reducing the use of restrictive procedures. The Commissioner must submit to the Legislature a report on districts' progress in reducing the use of restrictive procedures that recommends how to further reduce these procedures and eliminate the use of seclusion. By January 15, April 15, July 15, and October 15 of each year, districts must report, in a form and manner determined by the Commissioner, about individual students who have been secluded. By July 15 each year, districts must report summary data. The summary data must include information on the use of restrictive procedures for the prior school year, July 1 through June 30, including the use of reasonable force by school personnel that is consistent with the definition of physical holding or seclusion of a child with a disability.

**Legal References:** Minn. Stat. § Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. §§ 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)

Minn. Stat. § 121A.67 Subd. 2 (Aversive and Deprivation Procedures)  
Minn. Stat. § 125A.094-125A.0942 (Restrictive Procedures for children with Disabilities)  
Minn. Stat. § 609.06 (Authorized Use of Force)  
Minn. Stat. § 609.379 (Permitted Actions)  
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy (FERPA))  
20 U.S.C. § 1415(k)(6) (Individuals with Disabilities Education Improvement Act of 2004 (IDEA))  
34 C.F.R. § 300.535 (IDEA Regulation Regarding Involvement of Law Enforcement)

***Cross References:*** MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 507 (Corporal Punishment)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 525 (Violence Prevention)  
MSBA/MASA Model Policy 806 (Crisis Management Policy)

## **Memorandum of Understanding**

### **School District #361 and Education Minnesota International Falls Local 331**

#### **ARTICLE I PURPOSE**

Section 1. This Memorandum of Understanding is hereby recognized as MOU attachment to the *Agreement For Conditions of Employment* for 2021 - 2023 between School District #361 and Education Minnesota, International Falls, Local 331 to include an alternative teacher professional pay system with the expressed goal of improving student achievement. This MOU shall be effective for the 2022 - 2023 contract year with consideration for extension no later than the last teacher contract day of the 2022 - 2023 school year.

#### **ARTICLE II PROFESSIONAL COMPENSATION**

Section 1. It is understood that the "professional" participants in this compensation system are limited to those professionals represented by the Exclusive Representative and subject to the collective bargaining agreement between Local 331 and School District #361.

Section 2. It is further understood that all members represented by the Exclusive Representative shall be full participants in the alternative professional pay system and entitled to full remuneration provided said obligations are fulfilled.

Section 3. The alternative teacher professional pay system revenue is restricted and cannot be used to support expenditures other than for what they are statutorily prescribed. Unexpended funds from one fiscal year are carried over to subsequent years.

Section 4. Each teacher's base salary shall be the Schedule A from the *Agreement For Conditions of Employment* for 2022 - 2023. No teacher shall have his/her pay reduced because of implementing the alternative teacher professional pay system.

Section 5. Career Ladder. Teachers shall be eligible to apply for and fill the positions of learning team leader, mentor, senior mentor, mentor coordinator, instructional strategy leader, staff development team member, and quality oversight team member and receive an extended responsibility stipend at the end of the school year. Professional Educators are encouraged to attain National Certification by the National Board for Professional Teaching Standards.

Subd. 1. Selection Process. Learning team members will be elected through application process by their team members. The Quality Oversight Team shall select the

mentors, senior mentors, and mentor coordinator from applications received. Education Minnesota International Falls, Local 331 shall elect annually three (3) members to the Quality Oversight Team upon the ratification of this memorandum at a General Membership Meeting of the exclusive representative no later than the last teacher contract day.

### **ARTICLE III**

#### **PROFESSIONAL GROWTH PROGRAM**

Section 1. Professional Growth Plan. All professional educators will be required to complete a team professional growth plan each school year. The team growth plan will be aligned with the team and district goal to promote student achievement.

##### Subd. 1. Process for Approval.

1. In the fall, by a date determined annually by the Quality Oversight Committee, but no later than October 15<sup>th</sup>, each team must complete a Goal Description Form. Each Goal Description Form must first be reviewed by the learning team and the learning team leader. The Goal Description Forms will then be submitted by the learning team leader to the building principal for approval.
2. If the building principal does not approve the Goal Description Form, he/she will return the unapproved Goal Description Form to the team leader with suggestions for revision before approval. The team leader and principal will agree upon necessary revisions for the unapproved Goal Description Form or the team may choose to submit a different Goal Description. The team will re-submit the revised/new Goal Description Form for review by the learning team and the learning team leader who will then submit the revised/new Goal Description Form to the building principal for approval.
3. During the school year, the teacher will implement the approved goal plan, and use the Professional Growth Plan Record Keeping Form to keep a dated record of plan activities while collecting evidence of the goal plans' progress toward ultimate completion.
4. In the spring, by a date determined annually by the Quality Oversight Committee, but no later than April 15<sup>th</sup>, the teacher must complete a Goal Evaluation/Reflection Form for their team growth plan. Each Goal Evaluation/Reflection Form must first be reviewed by the learning team and the learning team leader. The approved Goal Description Forms, the completed Professional Growth Plan Record Keeping Form, the evidence collected, and the Goal Evaluation/Reflection Form will then be submitted by the learning team leader to the building principal for final approval of the Professional Growth Plan's completion.

Subd. 2. Appeal. Any disputes over the approval of the goal plan on the Goal Description Form or the final approval of the Professional Growth Plan can be appealed to the Quality Oversight Committee by the teacher for a final decision.

## Section 2. Performance Review:

Subd. 1. Teacher Evaluations: A teacher's learning team leader and a learning team leader from a different team will arrange for each team member who is a regular classroom teacher to have three (3) team leader evaluation per school year. The learning team leader will arrange for each team member designated a "specialist" to have one (1) administrative evaluation, four (4) case studies designed to meet individual student's needs in the classroom setting or they may participate in the regular evaluation schedule.

Subd. 2. Salary Advancement. A teacher receiving an average of less than basic on his/her performance evaluations will not make vertical movement on the salary schedule the following year.

Subd. 3. Appeal. A teacher who receives a performance evaluation less than basic, may request an additional evaluation and/or appeal the evaluation to the Quality Oversight Team for resolution.

Section 3. Professional Responsibility Advancement. Movement to a position of responsibility is based on acquired training and application with appropriate compensation. The Quality Oversight Team shall resolve any placement disputes which are not subject to the Grievance Procedure of ARTICLE XVI of the *Agreement For Conditions of Employment 2021 - 2023*.

Subd. 1. Professional Educator. Professional educators are expected to attend and participate in a minimum of 85% of weekly learning team meetings and complete 4 quarterly self-assessments. Successful completion of this portion shall earn the professional educator \$500. Successful completion of PGP with principal approval, professional educator shall earn \$500. Successful completion of peer evaluation process, professional educator will earn \$500. Professional educator will earn \$500 if their site meets their site goal. An additional \$500 shall be awarded to all participating teachers upon evidence of the attainment of the district student performance site goal for the year. Approval of stipend award shall require the approval of the Quality Oversight Team.

Subd. 2. Learning Team Leader. The Learning Team Leader, selected by team members from applications through consensus, shall have the same obligations and responsibilities as the professional educator, moderate learning team meetings, evaluate progress being made by other Professional Educators toward their responsibilities, will attend regular meetings of the School District's learning team leaders, recommend site goal to Quality Oversight Team for following

school year and other duties as assigned by the Quality Oversight Team. Upon submitting the self-evaluation form prior to May 15 to the Quality Oversight Team, the Learning Team Leader shall receive a stipend of \$1500 on the last contract day of the 2022 - 2023 school year.

Subd. 3. Staff Development Team. Members of the Professional Staff Development Team shall be Professional Educators with the same obligations and responsibilities as other professional educators. In addition they will attend building professional staff development and district professional staff development meetings. Upon completing all requirements set forth in Article V, and an individual evaluation of the professional staff development program for the Quality Oversight Team prior to May 15, each Staff Development Team member shall receive a stipend of \$1500 on the last contract day of the 2022 - 2023 school year.

Subd. 4. Mentor. Any Professional Educator may apply to receive mentor training offered by the School District and funded by the Professional Staff Development Fund. Upon successfully completing mentor training, the professional educator shall receive a \$200 stipend upon submission of a voucher. If a teacher has applied and been accepted by the Quality Oversight Team to be an active mentor, they shall receive a \$1500 stipend on the last contract day of the 2022 - 2023 school year upon submitting to the Quality Oversight Team prior to May 15 a comprehensive journal of assistance provided to the assigned probationary teacher.

\*All new teachers will be assigned a mentor by QOC for their first year, may be assigned a mentor for year 2 with recommendation by principal.

Subd. 5. Mentor Coordinator. The qualification of a Mentor Coordinator is to be a Professional Educator who has completed the district Mentor Training and/or attended the MDE Train-the-Trainer Workshop. Mentor Coordinators are appointed by the Quality Oversight Team through an application process. The Mentor Coordinators will: a) prepare for and conduct two-day Mentor Training workshop in our district annually, b) coordinate with administration to assess need for mentors on a yearly basis, c) match new teachers with mentors, d) monitor progress of mentor/mentee activities throughout the year, e) coordinate mentor team meetings and mentee group meetings, f) serve as district resource for Mentoring and Teacher Induction, g) provide yearly feedback to the Quality Oversight Committee on the Mentorship Program as a whole. Upon completing a program evaluation for the Quality Oversight Team by May 15, the Mentor Coordinator shall receive a stipend of \$1500 on the last contract day of 2022 - 2023 school year.

Subd. 6. Quality Oversight Team Member. The elected Exclusive Representatives members on the Quality Oversight Team shall have the same obligations and responsibilities as the Professional Educator. In addition, they shall be

responsible for attending meetings of the Quality Oversight Team. Upon completing a program evaluation for the Quality Oversight Team by May 15 the elected team members shall receive a \$1500 stipend on the last contract day of the 2022 - 2023 school year.

## **ARTICLE IV**

### **PROGRAM ADMINISTRATION**

#### Section 1. Quality Oversight Team

Subd. 1. Membership The Quality Oversight Team shall consist of six (6) voting members, three appointed by the School District and three teachers elected at a General Membership Meeting of the Exclusive Representative held no later than the last teacher contract day. The chair of said team shall be named by consensus.

Subd. 2. Meetings. Minutes shall be kept of all meetings and made available to the full membership of Education Minnesota International Falls, Local 331.

Subd. 3. Dispute Resolution. Every attempt will be made to resolve issues through consensus of the team members. An issue resulting in a three – three vote shall be submitted to the Director of the Minnesota State Bureau of Mediation for resolution upon the request of either the School District or Exclusive Representative.

Subd. 4. Authority. The Quality Oversight Team shall have the complete authority to implement this Memorandum of Understanding. The team shall:

- a. Develop job descriptions and procedures for selection of all positions identified in this Memorandum, including Professional Educator, Learning Team Leader, Mentor, Senior Mentor, Mentor Coordinator, Instructional Strategy Leader, and other positions as needed.
- b. Approve criteria and evaluation forms used to distinguish effective teaching.
- c. Have final authority whether a site's goal has been achieved.
- d. Coordinate professional staff development with each site's goals and each team's professional growth plan.
- e. Provide each site disaggregate data to aid in establishing the following year's site goals.
- f. Develop an ongoing evaluation of the alternative teacher professional pay system program and recommend improvements.

Subd. 5. Budget Authority. The Quality Oversight Team shall have full authority to oversee all expenditures of the alternative teacher professional pay system categorical

funds. No alternative teacher professional pay system categorical funds may be budgeted or expended without the approval of the Quality Oversight Team. The Team will be responsible for all required reports to the State of Minnesota.

Subd. 6. Site goal. Each site's learning team leaders will examine disaggregate data with team members. Learning team leaders will recommend goal for following year to the Quality Oversight Team for final approval.

Subd. 7. Limitations. The Quality Oversight Team shall have no authority over the general administration of the *Agreement For Conditions of Employment 2021 - 2023*, hiring practices, granting of continuing contract rights, or supervisory discipline or dismissal. It is understood that nothing in this Memorandum of Understanding is to deny Education Minnesota International Falls, Local 331 members rights granted under P.E.L.R.A. or the *Agreement For Conditions of Employment 2021 - 2023*.

## **ARTICLE V**

### **PROFESSIONAL STAFF DEVELOPMENT**

#### Section 1. Professional Staff Development Teams:

Subd. 1. Membership. The elementary teachers and secondary teachers shall each elect for the 2022 - 2023 school year, three members to their respective staff development teams at a General Membership Meeting of the Exclusive Representative held no later than the last teacher contract day. The building principals will also be members of these teams. The two staff development teams shall constitute the district professional staff development team.

Subd. 2. Meetings. The team members shall be determined at a General Membership Meeting of the Exclusive Representative held no later than the last teacher contract day. Minutes shall be kept of all meetings and made available to the full membership of Education Minnesota International Falls, Local 331.

Subd. 3. Authority. The district professional staff development team shall:

- a. Develop necessary forms for application process.
- b. Inform teachers of the criteria for staff development request approval.
- c. Approve or deny application for professional staff development funds.
- d. Verify that request for staff development request is to fulfill applicant's professional growth plan or site's annual goal.
- e. Catalog participants' evaluations for future learning teams.

f. Provide teachers with yearly budget and updated balance of district-wide and building staff development funds.

Subd. 4. Budget Authority: The District Professional Staff Development Team shall have full authority to oversee all expenditures of the District Professional Staff Development revenues dedicated to teacher professional development.

**ARTICLE VI**  
**DURATION**

Section 1. Either party to this memorandum of understanding may elect to withdraw after the 2022 - 2023 school year or any subsequent school year provided they notify the other party prior to June 30.

**IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS MEMORANDUM OF UNDERSTANDING AS FOLLOWS:**

**FOR EDUCATION MINNESOTA INTERNATIONAL FALLS LOCAL #331**

\_\_\_\_\_  
**PRESIDENT**

\_\_\_\_\_  
**VICE PRESIDENT**

\_\_\_\_\_  
**SECRETARY**

\_\_\_\_\_  
**TREASURER**

**DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.**  
**FOR INDEPENDENT SCHOOL DISTRICT NO. 361**

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**CLERK**

\_\_\_\_\_  
**SUPERINTENDENT**

**DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

**XXXV. JOINT POWERS AGREEMENT ESTABLISHING  
A JOINT RECREATION COMMISSION AND  
DEFINING ITS POWERS**

**The City of International Falls, Minnesota**

**Independent School District No. 361, Minnesota**

There is hereby created by adoption and periodic revision of this Joint Powers Agreement (“Agreement”) a Recreation Commission for the City of International Falls and Independent School District No. 361 pursuant to the authority granted by Minnesota Statute, Sec. 471.59, under which the power of the City of International Falls (“City”) and School Board of Independent School District No. 361 (“School District”) to operate a program of recreation may be delegated to such a Joint Powers Board (“Commission”).

**SECTION ONE – ESTABLISHMENT AND COMPOSITION OF RECREATION**

**BOARD:**

The Recreation Commission shall consist of nine (9) members composed as follows: The City Council of the City of International Falls, and the School Board of Independent School District 361, shall have 3 members each, but no less than 1 elected official, the remaining 2 appointees may be any member from their taxing district at the independent discretion of each respective council or board. The Recreation Commission will elect 3 at-large members to the board. A vacancy shall be filled from the unexpired portion of the term by the appropriate appointing body. Members of the Recreation Commission shall serve without compensation and shall not be personally interested in any contracts of the Recreation Commission.

The Recreation Commission shall at the beginning of each calendar year, select a Chairperson, Vice Chairperson, and Secretary from their numbers, with duties in addition to board membership implied by these titles. A majority shall constitute a quorum for the transaction of business.

**SECTION TWO - GENERAL POLICIES:**

The Recreation Commission shall have power to operate a program of public recreation as joint agent of the City and School District. If any part of the public recreation program of the community is administered directly by any public or private agency other than the Commission, the Commission shall have power to make cooperative agreements with any such public or private agency for the purpose of coordinating all the activities and facilities included in such public recreation program. The program directly administered by the Commission may make use of public property, assigned to, or of private property leased or otherwise made available for public recreational use.

The City Council shall determine what land is to be acquired be it for recreational purposes, what land it shall be permitted to use in carrying on its recreational program, and what buildings or other permanent structures are to be constructed upon those lands.

The School District shall make similar decisions with respect to its structures upon it.

The Commission shall advise the City Council and School Board upon such matters and shall operate facilities made available to it for recreational purposes; but it shall have no authority to acquire land in its own name or without the consent of the governmental unit in whose name such land is to be acquired, and it shall have no authority to construct buildings or other permanent structures upon any land without the consent of the owners of such land; and in no event shall such buildings or structures be constructed by the commission upon privately owned land.

### **SECTION THREE – SPECIFIC POWERS:**

In order to carry on the recreation program provided herein, the Commission shall adopt rules for its meetings, transactions of the Recreation Commission business, and rules governing the use by the public of the recreations facilities under its control.

The Recreation Commission will ensure it complies with all MN Statutes applicable to special districts and other political subdivisions. The Recreation Commission will ensure compliance with all employment state and federal laws.

The Recreation Commission is not Tax Exempt Organization.

#### **Employees:**

The Recreation Commission shall employ a program Recreation Director, Coaches, Lifeguards, and park and rec. employees for maintenance of grounds maintained by the Rec. Commission. The Recreation Director will be responsible for the overall management of the programs administered under the Recreation Commission.

A salary committee established by the Recreation Commission Board will perform an annual performance review of the program Director in April of each year. The salary committee will be represented by one school board member, one representative from the City Council of International Falls, and one Recreation Commission Chair or Vice-Chair in the absence of the Chair.

The Recreation Commission shall assure all employees are selected based on merit and shall be appointed in compliance with the minimum qualifications established the Minnesota Department of Education. Employees and volunteers working directly with program youth participants may be subject to a background check as per MS 123B.03.

The Recreation Commission may enter into contracts for completion within a current fiscal year, lease real or personal property for public recreational purposes subject to the provisions of Section 2 , and purchase materials, supplies and equipment as necessary for support of programs. Contract services will be bid per contract bid law. Perform additional acts as reasonable and

necessary to carry on a public recreational program under this ordinance.

The Recreation Commission shall accept gifts and personal property for public recreational purposes subject to Section Two.

**SECTION FOUR – PREPARATION OF PROGRAM:**

The Recreation Commission shall each fiscal year prepare a comprehensive program for public recreation activities for the upcoming fiscal year. The comprehensive program will include recommended divisions of responsibility as between private agencies, or other public agencies administering recreation activities directly, and the Recreation Commission itself.

The comprehensive program report will be presented by the Recreation Director to the School District Board and City Council in July of each year. The Recreation Commission's own program shall be described in terms of activities, as well as finances.

The Recreation Commission shall not itself levy taxes or borrow money; and it shall not approve any claims or incur any obligations for expenditures, unless there is an unencumbered budget available.

**SECTION FIVE- FINANCES:**

The fiscal year of the Recreation Commission will be July 1<sup>st</sup> to June 30<sup>th</sup>. The budget of finances shall be balanced and shall be accounted for following generally accepted accounting principles.

In July of each year the Recreation Director will present to the Recreation Commission Board, City Council and School Board the tentative revenue and expenditure budget for the upcoming fiscal year and the final actual revenue and expenditure budget of the previous fiscal year. The final report will include a report of investments, fund balance and the number of operating months in fund balance at the end of the fiscal year. The tentative fiscal year budget will include a fund balance projection along with projected number of operating months at the end of the new fiscal year. The budget approved by the Recreation Commission shall control the fiscal years spending program, except the excess revenues received may be spent upon approval of five (5) members of the Recreation Commission.

The Recreation Commission will provide the city Administrator and Business Manager a report on internal control system in place to ensure safe keeping of public funds.

The Recreation Commission will comply with the requirements on MN Statute 6.756 Special Districts. Upon filing the annual report with the office of State Auditor a copy of the annual filing report will be provided to the Recreation Commission Board, School Board and City Council.

**SECTION SIX: FINANCES OF THE COMMISSION:**

For the purpose of the financing the public recreation program authorized by this Joint Powers Agreement, contributions will be made as follows:

City of International Falls:

The City of International Falls will contribute an amount to be determined annually after budget presentations and consultation with the Recreation Commission.

The City of International Falls will provide payroll services for the Commission. An audit of income and expenditures as required by law, will be performed at a minimum of every (5) years included in the City of International Falls audit, at the expense of the Recreation Commission.

Independent School District #361:

The School District will provide office space within their facility for the Recreation Director's office. The School District will provide all office overhead, including computer, software, internet, and utilities for use by the Recreation Director.

The School District will allow use of District vehicles for transportation on Recreation team to out of town games during the team's season. Use of vehicles outside of team's season will not be allowed. All drivers must pass a criminal background check, have a current DMV on file, and receive van training. All drivers must comply with all ISD 361 student transportation policies and procedures.

The District will bill the Recreation Commission a transportation rate of .40 cents per mile for all trips.

Activity Levy Revenue:

The purpose of the activity levy revenue is to reduce fees for school age participants; thereby, providing the children of the community with affordable recreational programs.

The total activity levy revenue is determined by taking the ADJPU of the School District times the \$74/ADJPU levy allowance. (Adjusted Pupil Unit)

The School District will pay the activity levy revenue due the Recreation Commission by November 30<sup>th</sup> of each fiscal year.

The total activity levy revenue available for the fiscal year will be certified by Independent School District business manager to the Recreation Commission. based on adjusted pupil unit.

**SECTION SEVEN- INSURANCE:**

The Recreation Commission is required to maintain liability insurance with limits of \$1,000,000 per occurrence, and \$2,000,000 bodily injury. In accordance with MS 466.01 to 466.15 The Recreation Commission will issue a certificate of insurance to the City of Int'l Falls and School District 361, naming each entity as additional insured.

The Recreation Commission shall carry Workers Compensation Insurance and surety bonds for all officers and employees.

**SECTION EIGHT- RULES OF CONDUCT:**

Any participant of a Recreation Department activity will follow current Minnesota State High School League (MSHSL) and ISD 361 policies and rules. Recreation Department activities are all activities that the Recreation Department has a part in administering. When policies refer to principal that would align with Recreation Director, and when reference is made to the school board that would refer to the Recreation Commission with regards to interpretation of rules/policies dealing with student conduct and discipline.

**SECTION NINE- PLAYER MOVEMENT POLICY:**

In those activities where the Recreation Commission provides a team at the Jr. High level, the student/athlete will participate at his/her respective level. A Junior High school student may compete for a high school level team (JV, Varsity) if the activity is not offered in season at the Jr. High level, or at the request of the head varsity coach of that activity.

In rare instances where upward player movement from Jr. High level to Jr. Varsity and Varsity level for team sports programs, (football, volleyball, basketball, hockey, baseball, softball) the following procedures will be followed.

1. The Head Coach will initiate the proposed movement to the Recreation and Athletic Directors.
2. The Directors will conduct a review with the affected head coaches, to determine the feasibility of the request to move up the student/athlete. Criteria to consider include; is the student/athlete; mature enough, skilled enough, and how will it affect the team they are leaving? A majority shall be reached to allow the movement. (Athletic/Recreation Director, Head Coach, and Jr High Coach)
3. If the movement is approved, the parents and student will be notified by the Athletic Director. If parents and student do not concur with the recommendation, the process ends. If approved by parents and student, the student will be moved to the appropriate level.

Once the student has been moved, the student will have a two-week evaluation period. At the end of that time, a final decision on placement for the season will be made.

The philosophy of the Recreation Commission / Falls High School Activities Department believes high school athletic teams should be made up of students primarily in grades 9-12. Every attempt will be made by coaches to recruit elementary, Jr. High school students for participation in activities.

When an exception is made, the Jr. High Student will not deny a student in grades 9-12, the opportunity from being a team member for their respective teams.

**SECTION TEN-DISPOSAL OF PROPERTY:**

In the event that this agreement is terminated, all property will be distributed according to M.S. 471.59. All equipment, supplies and surplus money shall be split 50/50 between the City of International Falls and School District #361.

The Recreation Commission will provide to the City Council and School Board a full report of fixed assets and fixes assets values as of the end of the fiscal year. The report is due in July of each fiscal year.

**SECTION ELEVEN-OUT CLAUSE:**

This agreement may be terminated by either party upon 90 days' notice in writing, served on the other party. Service may be by personal service or certified mail within return receipt. Agents for the service shall be Superintendent of Schools or Agent, and City Administrator or Agent.

**SECTION TWELVE- EFFECTIVE DATE:**

This agreement shall be in effect from July 1, 2022-June 30, 2023

Passed by the International Falls Recreation Commission on (date): 5-18-22

Signed by: [Signature]  
Recreation Commission Chairperson

Passed by the City Council of International Falls on (date): 06.06.2022

Signed by: [Signature]  
Mayor, International Falls

Signed by: [Signature]  
City Administrator

Passed by the School Board of International Falls Public Schools, ISD 361 on (date) \_\_\_\_\_

Signed by: \_\_\_\_\_  
School Board Chairperson

Signed by: \_\_\_\_\_  
Superintendent

**Interquest Detection Canines®**  
(INTERQUEST)  
**Falls High School District**  
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® and the DISTRICT for substance awareness and detection services for the period of September 2022 through May 2023.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non- aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 9 Half day visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. The cost for each visit will be \$340.00 per team. Multiple canine teams will be charged on a per team basis. Required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and other state regulatory agencies as required.

INTERQUEST DETECTION CANINES®

*Sara Fox*

School's signature \_\_\_\_\_





**Minnesota School Boards Association**  
**1900 West Jefferson Avenue**  
**St. Peter, MN 56082-3015**  
**507-934-2450 or 800-324-4459**

<b>Invoice</b>	INV-01584-R6F8Q1
<b>Date</b>	6/10/2022
<b>Amount Due</b>	\$7,356.00
<b>Date Due</b>	8/15/2022

International Falls  
 1515 11th St  
 International Falls, 56649-2501

<b>Customer Name</b>	<b>Purchase Order No.</b>		
International Falls			
<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Ext. Price</b>
Policy Services Subscription - International Falls	1	\$750.00	\$750.00
ISD Membership - International Falls	1	\$4,506.00	\$4,506.00
BoardBook Subscription Tier 1 - International Falls	1	\$2,100.00	\$2,100.00

Dues for your district are based on "Average Daily Membership of Students Served" for the fiscal year ended June 30, 2021, as provided by the Minnesota Department of Education.

<b>Subtotal</b>	\$7,356.00
<b>Total</b>	\$7,356.00

MSBA is not able to accept Credit, Debit, or Procurement Cards as a method of payment of your 2022-2023 Dues Invoice. Please remit payment of this invoice to MSBA by CHECK. Thank you for your cooperation.

In accordance with IRS Code Sec. 6113, contributions or gifts (including membership dues) to MSBA are not deductible as charitable contributions for Federal income tax purposes.



Voice For Greater Minnesota Education

# MEMBERSHIP RENEWAL INVOICE

## 2022-23 MEMBERSHIP YEAR

Date: June 3, 2022

Invoice #: 2023-1504

Due: July 15, 2022

**BILL TO:**

Kevin Grover  
International Falls School District  
1515 - 11th St  
International Falls MN 56649

<b>Base Fee:</b> .....	\$1100.00
<b>*Legislative Fee:</b> .....	+\$963.00
<b>2022-23 Dues:</b> .....	\$2063.00
<b>Amount Enclosed:</b> \$	<u>2063.00</u>

**Current expiration:** June 30, 2022  
**New membership year:** July 1, 2022-June 30, 2023  
**2023-23 Membership type:** Full ISD Membership  
**\*APU = 963 \*\*Shared District: NA**

*\*\$1.00 per Adjusted Pupil Unit (APU) to \$1,400 maximum.  
\*\*If sharing superintendent with another district, MREA has applied \$275 discount to Base Fee. Districts with shared Superintendents must each join MREA to obtain discount. Contact MREA if Shared District has changed.*

**UPDATE/CORRECT as needed:**

<b>Member:</b> International Falls School District	<b>Address:</b> 1515 - 11th St
<b>Superintendent:</b> Kevin Grover	<b>City, State, Zip:</b> International Falls MN 56649
<b>Superintendent Cell Phone:</b> 612-240-1321	<b>Organization Phone:</b> 218 - 283-2571
<b>Email Address:</b> kgrover@isd361.org	<b>Website Address:</b> www.isd361.k12.mn.us
	<b>County:</b> Koochiching

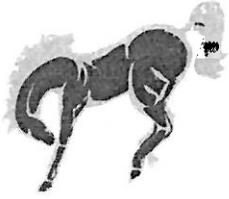
**QUESTIONS?** Contact Diane Vosen, Administrative Coordinator

**\* COMPLETE AND RETURN forms with payment by July 15, 2022. \***

*MREA is a nonprofit 501(c)(4) membership association. Dues are not tax deductible as charitable contributions. We estimate 36.3% of FY23 dues will be attributable to nondeductible lobbying activity and are NOT deductible under Internal Revenue Code Section 162 as an ordinary and necessary business expense. Provide a copy of this notice to your accountant and/or tax preparer.*



MAIL	VISIT	CALL	LEARN
PO Box 187 St. Cloud, MN 56302-0187	2233 Roosevelt Rd, Suite 7 St. Cloud, MN 56301	(320) 762-6574 Toll-Free (833)-MNVOICE	MREAvoice.org



# Independent School District #361

1515 - 11<sup>th</sup> Street International Falls, MN 56649-2501

[www.isd361.k12.mn.us](http://www.isd361.k12.mn.us)

BOARD OF EDUCATION Roxanne Skogstad-Ditsch, Chairperson • Jennifer Windels, Vice-Chairperson  
Bruce Rabcin, Treasurer • JoAnn Smith, Clerk • Toni Korpi, Director • Emily McGonigle, Director • Teddy Saxton, Director

## LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease"), is made and entered into as of this 1<sup>st</sup> day of July, 2022, between **Faith United Church Of Christ**, 1001 - 5<sup>th</sup> Street, International Falls, Minnesota, 56649 (the "Landlord") and **Independent School District 361**, whose address is 1515 - 11<sup>th</sup> Street, International Fall, MN 56649, (the "Tenant").

### ARTICLE I - GRANT and TERM

- 1.1 LEASED SPACE. In consideration of the rents, covenants, and agreements, herein reserved and contained on the part of Tenant to be performed, Landlord does hereby lease two (2) classrooms on the upper floor of premise owned by Landlord, located at 1001 - 5<sup>th</sup> Street, International Falls, Minnesota (the "Leased Space").
- 1.2 TERM. The term of this Lease and Tenant's obligation to pay rent hereunder shall commence on July 01, 2022 (the "Commencement Date"). The provisions of this Lease shall expire on June 30, 2023, twelve (12) months after the Commencement Date (the "Term").
- 1.3 TERMINATION. Either Landlord or Tenant may, by 60 days written notice to the other, terminate this lease as of the last day of the term of this Lease. If neither party so terminates this Lease, it shall automatically continue in effect, terminable by either party upon 60 days written notice, prior to the expiration of the current term. New Lease rates for rent, utilities, and common areas will be provided to Tenant 90 days prior to the last day of the term of this Lease.
- 1.4 USE OF COMMON AREAS. Tenant shall have the non-exclusive right to use the entry ways, elevators, stairs, hallways, and restrooms of the church. Use of the public areas of the church shall be subject to such rules and regulations for use of such

areas as may be established from time to time by the Landlord. The parking areas, entry ways, elevators, stairs, hallways, and other common area spaces may be used by Tenant, its employees, and invitees only during the time reasonably required to pass to and from the Leased Space. Tenants, its employees, and invitees shall not loiter or wait in such common area spaces or in the restrooms.

- 1.5 ACCESS TO CHURCH. Tenant, its employees and invitees shall have access to Church during all business hours established by Landlord for the facility.
- 1.6 CONDITIONS TO DELIVERY. The landlord will make no improvements to the space, it is delivered "As is."
- 1.7 TENANT IMPROVEMENTS. All Tenant improvements shall be approved prior to commencement of such improvements and shall be completed at the Tenant's expense.

## ARTICLE II - RENT

- 2.1 RENT DURING FIRST YEAR. For the first year of the Term, Tenant agrees to pay to Landlord at the address provided for in paragraph 1 hereof, rent in the amount of **\$8,844.84** payable in the first 12 equal installments of **\$737.07** on the first of each month, without deduction or set-off, commencing on the first day of the first full month after the Commencement Date (the "First Rental Payment Date").(Monthly total with utility charges will be \$837.07)
- 2.2 RENT DURING ADDITIONAL YEARS. Rent payable by Tenant after the first year of the Term (including any and all Option years) shall increase by an amount as mutually agreed to by the parties hereto, but not less than two percent (2%) for each additional year during the Term and not more than the most recent Consumer Price Index average for the previous year of the Term, as determined by Landlord. If the most recent Consumer Price Index average for the previous year of the Term is less than two percent (2%), as determined by Landlord, the rent for that year of the Term shall increase by two percent (2%). The exact increase in rent provided for in this Section shall be mutually agreed to by the parties hereto not later than (i) for the second year of the Term, the date which is 12 months after the First Rental Payment Date (the "Successive Rental Payment Date"), and (ii) for each additional year during the Term (including all Option years), the date which is 12 months after each Successive Rental Payment Date.

- 2.3 **ADDITIONAL RENT.** Any other charges to be paid by Tenant pursuant to the provisions of any other sections of this Lease shall be designated as "additional rent". Failure of Tenant to pay "additional rent" shall give Landlord the right to declare an event of default under this Lease.
- 2.4 **RENT DELINQUENCIES.** Should the Tenant, for any reason whatsoever, fail to pay, when the same is due and payable, any rent payment, Tenant shall pay a late penalty of \$50. An additional charge equal to the interest expense of that portion of the debt obligation will take place for every 30 days the rental payment is late after the first of the month.

### **ARTICLE III - USE OF PREMISES**

- 3.1 **TENANT'S USE.** During the Term, the Leased Space shall be used solely for the Tenant's business purposes and for no other purpose without the prior written consent of Landlord.
- 3.2 **COMPLIANCE WITH LAWS AND REGULATIONS.** Tenant covenants and agrees that at all times during the Term, it will maintain and conduct its business insofar as the same relates to the occupancy of the Leased Space in such a manner and under such regulations as to be in strict compliance with any and all applicable governmental laws, rules, regulations, and orders, as well as any and all applicable provisions of insurance of the Leased Space.
- 3.3 **AFFIRMATIVE COVENANTS OF TENANT.** Without in anyway limiting or restricting other covenants of Tenant elsewhere in this Lease, the Tenant affirmatively covenants and agrees as follows:
- a) Tenant shall neither permit, suffer, nor conduct activities creating noise, odor, or other nuisance in, on, or about the Leased Space to annoy or disturb any person occupying adjacent premises or common areas;
  - b) Tenant shall keep the Leased Space, including all service and/or loading areas for the Leased Space, free from all litter, dirt, and obstructions;
  - c) Tenant shall arrange for and accept deliveries only at such times, in the areas, and through entrances designated for such purpose by Landlord;
  - d) Tenant shall keep the Leased Space clean and in the sanitary condition required by ordinance and regulations of any governmental unit having jurisdiction; and
  - e) Tenant shall neither permit nor suffer the Leased Space, walls, ceilings, or floors thereof, to be endangered by overloading.

## **ARTICLE IV - MAINTENANCE AND REPAIRS**

- 4.1 **RESPONSIBILITY FOR MAINTENANCE AND REPAIRS.** The parties hereto agree that, from and after the date that possession of the Leased Space is delivered to Tenant, and until the end of the Term, Landlord will be responsible for all repairs, maintenance, and replacements to the Leased Space including, but not limited to, structural repairs and replacements, the interior and exterior portions of all doors, windows, plate glass, locks, frames, hardware, and showcases surrounding and incorporated into the Leased Space; the mechanical plumbing, heating, air conditioning and/or cooling, ventilating, and electrical equipment and systems; partitions, and all other fixtures, appliances, and facilities furnished by Landlord. Tenant shall not be responsible for repair or damage caused by the negligence of Landlord, its employees or agents, but shall be responsible for any repair or damage caused by the negligence of the Tenant, its employees, guests, invitees, or agents. Tenant shall be required to pay for any structural repairs, alterations, or unscheduled improvements that are required by governmental rules, orders or regulations as a result of Tenant's use and or occupancy of the Leased Space. Landlord may inspect the Leased Space to insure Tenant's compliance with the above and foregoing requirements. When there is scheduled maintenance or inspections, Landlord will provide 24 hour notice to the Tenant. In the event of emergency maintenance, landlord will provide notice by phone call to the tenant. Tenant accepts the Leased Space as being in good and sanitary order, condition, and repair.
- 4.2 **SURRENDER OF PREMISES.** At the expiration or termination of this Lease, Tenant shall surrender the Leased Space in the same condition as existed on the Commencement Date, ordinary wear and tear excepted. All fixtures, structural alterations, or improvements that have become attached to the Leased Space, except trade fixtures, shall become a part of the Leased Space and shall become the property of Landlord. Further, within ninety (90) days prior to the expiration of the Term, Landlord shall during reasonable business hours, have the right to show the Leased Space to third parties for the purpose of again leasing the space.

## **ARTICLE V - UTILITY CHARGES**

- 5.1 **CHARGES.** Tenant shall pay \$100 per month towards costs of utilities: electricity, heat, air conditioning, and common area charges (i.e. snow removal, sewer, water, gas, refuse, custodial services) (collectively, the "Utility Charges").
- 5.2 **SUPPLY OF UTILITIES.** Landlord shall not accept responsibility for repairing any failure or defect in the supply or character of the utilities comprising the Utility

Charges by reason of any change, requirement, act, neglect, or omission of the public utility serving the Leased Space or for any reason not attributed to Landlord

5.3 **INTERRUPTION OR DISCONTINUANCE OF LANDLORD'S SERVICE.** Tenant agrees that

Landlord shall not be liable for failure to supply any service when Landlord uses reasonable diligence to supply the same, it being understood that Landlord reserves the right to temporarily discontinue such services, or any of them, at such times as may be necessary by reason of accident, unavailability of employees, failure of supply, repairs, alterations or improvements, or by reason of fire, strikes, flood, lockouts, riots, acts of God, or any other happening beyond the reasonable control of the Landlord. When Landlord causes services to be rendered by independent third parties, Landlord shall have no liability for the performance thereof or liability therefore.

5.4 **TELEPHONE SERVICE AND INTERNET ACCESS.** The Tenant will secure phone and internet at their expense and will work with the church if any alterations need to be made

## **ARTICLE VI - ALTERATIONS AND TENANT IMPROVEMENTS**

6.1 **ALTERATIONS.** Tenant may, from time to time during the Term, make, at its own cost and expense, alterations or changes in the interior of the Leased Space in good and workmanlike manner in compliance with all applicable requirements of law, provided Tenant follows the notice procedure and obtains Landlord's prior written consent, all in accordance with this Article. Upon completion of such alterations, Tenant shall present Landlord a copy of the endorsement to Tenant's fire and extended coverage insurance policy which endorsement shall incorporate said alterations into the policy. All costs of any such work shall be paid promptly by Tenant so as to prevent the assertion of any liens for labor or materials. Tenant shall allow no work on the Leased Space that could result in attachment to the Leased Space or to the Church of mechanic's or materialmen's liens without first securing payment and performance bonds for such work in a form satisfactory to Landlord.

6.2 **NOTICE TO LANDLORD.** Prior to the initiation of any alterations, Tenant shall give Landlord written notice thereof and specify the work to be performed in reasonable detail and provide as much information as possible as to the nature, timing, and process to be undertaken with the construction project. After receipt of said notice, Landlord shall have a reasonable period of time during which it shall make a determination, in its sole discretion, as to whether the proposed work would create an undesirable structural or design change in the Leased Space. Tenant shall provide Landlord, upon request; with any further information reasonably necessary for such determination by Landlord and Tenant shall not commence work or accept

materials prior to receiving written notice of Landlord's approval. Any notice that is required under this Lease shall be deemed "given" upon hand delivery or three (3) days after prepaid posting in the U.S. Mail which shall first occur. Notice shall be addressed to:

Landlord: Faith United Church of Christ  
Attn: Shirley Earley  
1001 Fifth Street  
International Falls, Minnesota 56649

- 6.3 LEASED IMPROVEMENTS. All fixtures, furnishing, and finishing shall be the responsibility of Tenant, at Tenant's expense, and subject to the provisions of Sections 6.1 and 6.2 hereof.
- 6.4 SIGNS. No signs, advertisements, placards, or notices shall be placed or painted on any part of the Leased Space or the Church without the prior written authorization of Landlord. Landlord may install or require installation of signage to direct employees and invitees of Tenant to the Leased Space. Such signage shall be installed at the expense of Tenant and, if installed by Landlord, will be charged to Tenant as Additional Rent.
- 6.5 NOISE MITIGATION. If Tenant's operations, programs, invitees, clients, or patrons cause noise that is annoying, disruptive, or distracting to other tenants, employees, invitees, or patrons of the Church, Landlord shall notify Tenant of such noise. Landlord and Tenant shall meet and confer about changes in Tenant's operation, procedures, hours of operation, programs, or other changes that could result in elimination of such noise. Tenant and Landlord will communicate regarding any noise disturbance and will work to mitigate any noise conflict with any other tenant. If Tenant's operations continue to create noise that is annoying, distracting, or disruptive, Landlord may declare an event of default under Section 9.1 and exercise its remedies under Section 9.2 hereof.

## **ARTICLE VII - PUBLIC LIABILITY**

- 7.1 TENANT LIABILITY INSURANCE. Tenant shall, during the entire term of this Lease, keep in full force and effect, insurance for public liability and property damage insurance with respect to the Leased Space and the business operated by Tenant with limits of liability of at least \$500,000 per person and \$1,500,000 per occurrence. The policy shall name the Landlord as an additional insured and shall contain clauses that losses shall be payable notwithstanding any act or negligence of the insured that might otherwise result in forfeiture of said insurance, and that the insurer will not cancel or

change the insurance without first giving the Landlord thirty (30) days prior written notice. The insurance shall be with an insurance company approved to do business in the State of Minnesota and reasonably acceptable to the Landlord. Tenant shall deliver a copy of the Certificate of Insurance, showing Landlord as an additional insured, to Landlord prior to taking possession of the Leased Space, and a renewal certificate at least thirty (30) days prior to the expiration date of any policy term.

## **ARTICLE VIII - DESTRUCTION AND RESTORATION**

- 8.1 **DAMAGE.** If a significant portion of the Leased Space shall be damaged or destroyed by any uninsured casualty, Landlord shall have the option to rebuild the same or to terminate this Lease. If the Leased Space cannot be repaired and restored within ninety (90) days from the date of the damage, then the Landlord has the right to terminate this Lease from the date of such damage or destruction by giving a notice to the Tenant.
- 8.2 **PROTECTION FROM SUBROGATION.** Anything in this Lease to the contrary notwithstanding, neither Landlord nor Tenant shall be liable to the other for any business interruption, loss or damage to property, or injury to or death of persons occurring on the Leased Space or the adjoining properties, mall areas, sidewalks, streets or alleys, or in any manner growing out of or connected with Tenant use and occupation of the Leased Space, or the condition thereof or of mall areas, sidewalks, streets or alleys adjoining caused by the negligence or other fault of Landlord or Tenant or of their respective agents, employees, subtenants, licensees, or assignees to the extent that such business interruption or loss or damage to property or injury to or death of a person is covered by or indemnified by proceeds received from insurance covered by the other party; and Landlord and Tenant each hereby respectively waive all rights of recovery against the other, its agents, employees, subtenants, licensees, and assignees, for any such loss or damage to property or injury to or death of persons to the extent the same is covered by proceeds received from insurance provided by the other party, or for which reimbursement is otherwise received. Landlord's and Tenant's respective policies of insurance shall each contain a waiver of subrogation provision incorporating the above covenant and providing that the insurance shall not be invalidated by the insured's written waiver prior to a loss of any or all right of recovery against any party for any insured loss. It is expressly understood that Landlord shall not be liable to Tenant for any damages incurred by the latter as a result of the above and foregoing events; save and except as to any such damages caused by the willful negligence of the Landlord, its agents, or employees, provided such damages are not recoverable by

Tenant pursuant to the insurance policies required to be provided by Tenant under this Lease or otherwise.

## ARTICLE IX - TENANT'S DEFAULT

- 9.1 EVENTS OF DEFAULT. The following events shall be deemed to be events of default by Tenant under this Lease:
- (a) Tenant shall fail to pay when due any installment of rent, or other charges provided herein, or any portion thereof and the same shall remain unpaid after the first of the next succeeding month; or
  - (b) Tenant shall for reasons other than those specifically permitted in this Lease, cease to conduct its normal business operations in the Leased Space or shall vacate or abandon the Leased Space. Tenant will be deemed to have vacated, closed, or abandoned the Leased Space if it fails to conduct its business on the Leased Space during regular working hours for a period of more than ten (10) consecutive business days; or
  - (c) Tenant shall do or permit to be done anything that creates a lien upon the Leased Space; and does not cause said lien as to Landlord's interest in the property to be released within ten (10) days after written notice from Landlord; or
  - (d) Any representation or warranty made in writing to Landlord in this Lease or in connection with the making of this Lease by Tenant, shall prove at any time to have been incorrect in any material respect when made or becomes incorrect; or
  - (e) Tenant shall have failed to comply with any other provisions of this Lease and shall not cure any failure within thirty (30) days, or such longer period of time as may be reasonably required to cure such default, after Landlord, by written notice, has informed Tenant of such noncompliance; or
- 9.2 LANDLORD'S REMEDIES. Upon the occurrence of any of the above listed events of default, Landlord may elect to either: (1) terminate this Lease; or (2) terminate Tenant's right to possession only without terminating this Lease, hereinafter referred to as "re-entry"; or (3) pursue any other remedy available at law or in equity. Landlord shall have all remedies provided in the Lease and under governing law. All of the remedies given to Landlord in this Lease or by law shall be cumulative, and the exercise of one right or remedy by Landlord shall not impair its right to exercise any other right or remedy.

In the event of election under (2) above to terminate Tenant's right to possession only, Landlord may, at Landlord's option, proceed to demand possession by notice and

proceeding under the Unlawful Detainer Law of Minnesota and take and hold possession thereof without such proceeding or entry into possession terminating this Lease or releasing Tenant in whole or in part from Tenant's obligation to pay the rent hereunder for the full term. Upon re-entry, Landlord may remove all personal property from the Leased Space and such property may be removed and stored in a public warehouse or elsewhere at the cost of and for the account of Tenant, all without service of notice or resort to legal process and without being deemed guilty of trespass or becoming liable for any loss or damage that may be occasioned thereby. Upon and after entry into possession without termination of this Lease, Landlord shall use reasonable efforts to re-let the premises, or any part thereof for the account of Tenant, to any other person, firm, or corporation, for such rent and other charges for such time and upon such terms as Landlord, in Landlord's sole discretion, shall determine, but Landlord shall not be required to accept any potential tenant offered by Tenant or to observe any instruction given by Tenant about such re-letting. Landlord may make repairs or redecorate the premises to the extent deemed by the Landlord necessary or commercially reasonable. Notwithstanding any action of possession or re-entry into the Leased Premises by the Landlord as permitted in this Article, or termination of this Lease as permitted under this Article, it is stipulated and agreed that Tenant shall remain liable to Landlord for damages for breach of this Lease and of Tenant's covenants hereunder in an amount equal to the total of the following:

- (a) All fixed minimum rent, Additional Rent, late charges, Utility Charges, and any and all charges payable by Tenant hereunder or under other agreements with the Landlord due for the period prior to the date of termination of this Lease or re-entry but unpaid, together with additional late charges from the due date until paid; plus
- (b) All costs and expenses incurred by Landlord in connection with re-entry and repossession of the Leased Space, the repair, renovation, remodeling, or redecoration thereof to the state required by this Lease upon termination, or as may be necessary for re-letting, and any brokers' commissions, attorneys' fees, and other charges incurred in connection therewith or in connection with re-letting the Leased Space, including attorneys' fees, expended in the collection of rents; plus
- (c) A sum equal to the present value of all rents that would have been payable hereunder after the date of re-entry for the balance of the Term had there not been re-entry, together with interest thereon at the rate of two percent (2%) per annum in excess of the prime rate as quoted by U.S. Bank National Association to its best customers, provided that, in the event the Leased Space is re-let (which re-letting shall in no event relieve or release Tenant of or from liability for damages hereunder) for all or any part of the balance of the Term hereof then, for each month during such re-letting for which Landlord receives net charges derived from such re-letting, Tenant shall be entitled to a credit against its liability to Landlord for such month in an amount equal to such net charges, and provided further that, in lieu of damages set forth in the foregoing provisions of this Section, Landlord may waive such foregoing provisions and elect, by written notice to Tenant within

ninety (90) days after re-entry, to receive forthwith as liquidated damages for such breach, in addition to the amounts specified above, a sum equal to fifteen percent (15%) of the rents that would have been due and payable for the portion of the balance of the Term from the date of re-entry through the end of the Term.

- 9.3 COSTS, EXPENSES, AND ATTORNEYS FEES. If one party is required to seek legal counsel for collection or to commence litigation or arbitration in order to enforce the covenants and agreements of this Lease, the party prevailing in such collection, litigation, or arbitration shall have the right to reimbursement from the other party of all reasonable costs, expenses, and attorney's fees.

## ARTICLE X - MISCELLANEOUS PROVISIONS

- 10.1 HOLDING OVER. If either party terminates this Lease and in the event that Tenant continues to occupy the Leased Space after the expiration of the Term without entering into a new Lease hereof, said tenancy shall be construed to be a "tenancy from month to month" upon all of the other terms and conditions herein contained, except where the same are not applicable, and except that the rental during such holdover period shall be the then current "minimum rent" plus fifty percent (50%) thereof and all Additional Rent shall continue to be paid as provided herein.
- 10.2 ENTIRE AGREEMENT. This Lease is executed in identical counterparts, each of which, when bearing original initials of the parties on each page and at each change in the text hereof, as well as original signatures at the end of the document, shall constitute an original for all purposes. All previous agreements, whether oral or written, are superseded by and merged with this Lease.
- Subsequent changes shall not be binding unless reduced to writing and signed by the parties hereto.
- 10.3 INVALIDATION OF PARTICULAR PROVISIONS. If any clause or provision of this Lease, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law. It is the intention of the parties hereto that in lieu of each clause, term, or provision of this Lease that is illegal, invalid, or unenforceable, there be added as part of this Lease a clause, term, or provision similar to such illegal, invalid, or unenforceable clause, term, or provision as may be possible and would be legal, valid, and enforceable.

- 10.4 PROVISIONS BINDING, ETC. Except as herein otherwise expressly provided, the terms hereof shall be binding upon and shall inure to the benefit of the heirs, successors, assigns, and legally appointed representatives, respectively, of the Landlord and the Tenant. Each term and each provision of this Lease to be performed by Tenant shall be construed to be both a covenant and a condition.
- 10.5 GOVERNING LAW. The laws of the State of Minnesota shall govern the interpretation, validity, performance, and enforcement of this Lease.
- 10.6 HEADINGS. The headings, section numbers, and article numbers appearing in this Lease are not intended in any manner to define, limit, or describe the scope of any such section or article and are solely inserted for reference purposes.
- 10.7 ASSIGNMENT AND SUBLETTING. Tenant will not assign this Lease and will not sublet any part of said premises without the consent in writing of the Landlord. Tenant hereby agrees that if the Tenant shall be declared bankrupt, shall have a receiver appointed of its property, shall make an assignment for benefit of its creditors, or its rights hereunder shall be taken under execution, it shall be construed as an assignment of this lease within the meaning hereof.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures the day and year first above written.

BY: LANDLORD

Date:

\_\_\_\_\_  
Shirley Earley

BY: TENANT: ISD 361

Date:

\_\_\_\_\_

Kevin Grover, Superintendent

Revised and approved by Board of Directors: \_\_\_\_\_

**STATE OF MINNESOTA  
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

***BEMIDJI STATE UNIVERSITY & FALLS HIGH SCHOOL  
CONCURRENT ENROLLMENT AGREEMENT***

THIS CONCURRENT ENROLLMENT AGREEMENT, and amendments and supplements thereto, (hereinafter "contract") is between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities (hereinafter "MinnState"), on behalf of Bemidji State University (hereinafter "University") and Falls High School (hereinafter "High School").

Definitions:

**Post-Secondary Enrollment Options Program or "PSEO".** The Post-Secondary Enrollment Options program is the program established by Minnesota Statutes Section 124D.09 to "promote rigorous educational pursuits and provide a wider variety of options for students." Through PSEO, high school students may earn both secondary and post-secondary credit for college or university courses completed on a college or university campus, at a high school, or at another location.

**PSEO Concurrent Enrollment Course.** A PSEO concurrent enrollment course is a college or university course made available through the PSEO program, offered through a secondary school, and taught by a secondary teacher.

Falls High School and Bemidji State University wish to enter into this Agreement through their respective agents for the delivery of concurrent enrollment courses which the parties agree will be of mutual benefit;

NOW, THEREFORE, it is agreed:

I. **DUTIES & RESPONSIBILITIES**

A. Bemidji State University shall:

- Provide appropriate registration, withdrawal, and drop-add information:
- Provide necessary College in the High School Student Admission and Registration forms.
  - Provide necessary registration, withdrawal, and drop-add information for all concurrent enrollment courses.
  - Assist Falls High School with administration of Accuplacer testing if requested.
  - Maintain appropriate academic records documenting each concurrent enrollment course.
  - Provide student orientation sessions, print and/or electronic materials information concerning academic and student support services available to all students at the University which also outlines BSU academic policies

and student responsibilities. (MinnState Policy Chapter 3.5.1 Part 3 Subpart A.)

Ensure that the BSU records office:

- Creates course lists and grade sheets.
- Makes appropriate record adjustments for students in accordance to Drop/Add and Withdrawal policies.
- Provides student transcripts upon receipt of written request.
- Maintains university course records for high school students, and awards University credit for successfully completed courses.

Ensure that each university faculty mentor:

- Initiates an orientation session with concurrent enrollment high school teachers prior to the start of any concurrent enrollment course offering.
- Collaborates with the high school concurrent enrollment teacher to clarify the approved university course outline and to create a course syllabus for the concurrent enrollment course.
- Provides current university information and/or exam copies of the text, course outlines, sample syllabi, sample exams, assignments, and exercises for the high school teacher's use.
- Provides teachers who have taught the course previously with copies of new course outlines, new calendars, schedules or other information as courses change.
- Collaborates with high school concurrent enrollment teachers to assure that assessment meets academic department criteria.
- Visits the class at least once during the academic year to observe teaching and student response to instruction, meeting with the teacher after each classroom observation.
- Communicates regularly (face-to-face, on-line, by telephone, etc.) with the high school concurrent enrollment teacher and monitors assignments, exams, projects, student academic achievement, and instructional effectiveness to ensure that the course meets the learning outcomes contained in the course outline approved by the university and that the students are held to university-level standards.
- Arranges to serve as a guest lecturer during the semester if requested by the high school teacher.
- Reviews selected graded assignments, tests and papers.
- Extends to high school concurrent enrollment teachers, invitations to participate in appropriate campus-based faculty development activities. (MinnState Policy Chapter 3.5.1 Part 4 Subpart D Number 2).

B. Falls High School shall ensure the following program logistics:

- By May 1 of each year, send a request for course offerings for the following academic year to the University's Center for Extended Learning.
- Within 5 days of the beginning of each course, provide the enrollment list for each concurrent enrollment course, to include the full name of each student who plans to enroll in the course, with the understanding that in order to be listed, the student meets the criteria to be eligible for

participation in a concurrent enrollment course (see “Student Qualifications” section). The high school shall be responsible for ensuring that the student meets the eligibility requirements for concurrent enrollment courses.

- In order to register for a course, all students must submit a signed/completed College in the High School Student Admission and Registration Form.
- Assist in student compliance with the Drop-Add and Withdrawal Policies (see “Other Provisions” section), sign off on forms as student advisor, and submit forms to the University’s Center for Extended Learning.
- To the extent possible, provide counseling services to students and their parents (or guardian) before students enroll in BSU College in the High School courses. This ensures that the student and their parents (or guardian) are fully aware of the risks and possible consequences of enrolling in concurrent enrollment courses.
- Work with University staff to schedule and administer the Accuplacer exam for students interested in concurrent enrollment courses prior to student admission and registration, if required.
- Provide all textbooks and other instructional materials/equipment required for the course as determined by the sponsoring academic department and faculty mentor.

Ensure the following course scheduling requirements:

- The maximum enrollment of a concurrent enrollment course (concurrent enrollment students and non-concurrent enrollment students combined) must not exceed 28 without prior approval of the faculty mentor.
- Concurrent enrollment courses shall not simultaneously enroll concurrent enrollment and non-concurrent enrollment students except as follows:
  - A high school that wishes to have the University offer a PSEO concurrent enrollment course to its students, but cannot generate sufficient enrollment to offer that course only to concurrent enrollment students, may request approval for an exception from the University’s President, who shall approve or deny the request after the appropriate University consultation process (MinnState Policy Chapter 3.5.1, Part 4, Subpart H).
  - Enrollment of concurrent enrollment students in a course must be greater than the enrollment of non-concurrent enrollment students in the same class. (MinnState Policy Chapter 3.5.1 Part 4 Subpart H).
  - Students may choose to be non-current enrollment students and not receive university credit, even if they are eligible and qualify for the course.

Ensure that each high school concurrent enrollment teacher does the following:

- Uses the course syllabus for the concurrent enrollment course provided by the University.

- Provides the University faculty mentor with documentation that ensures each concurrent enrollment course is equivalent in content and rigor to the same course offered on campus. This documentation should include copies of quizzes, exams, and completed homework assignments that are examples of student A-level work, B-level work, and C-level work. A student's grade in a course is to be based on their academic performance on assignments and tests or other factors as mutually agreed upon by the high school teacher and faculty mentor and as stated in the syllabus. Testing should cover the full curriculum of the course.
- Assigns final, whole letter grades to each student on the class list. The completed grade sheet is to be signed and sent to the faculty mentor immediately after the semester ends.
- Attends a yearly orientation/faculty meeting at BSU to discuss issues, policies and procedures.
- Participates in University provided annual discipline specific professional development, as determined by the University faculty mentor and funded (in part) by BSU, with advanced approval.

## II. OTHER PROVISIONS

The following is to be understood and agreed to by both the High School and the University.

### Teacher Qualifications

- High school concurrent enrollment teachers must meet the education requirements for part-time faculty at Bemidji State University. High school concurrent enrollment teachers must have obtained a Master's degree in the area of instruction, or a Master's degree with 18 graduate semester credits which would apply to a major in the area of instruction.
- Bemidji High School shall forward a Concurrent Enrollment Teacher Data Form, copies of transcripts and corresponding resume of all proposed concurrent enrollment teachers to the University's Center for Extended Learning.
- Each high school teacher selected to teach a concurrent enrollment course requires the approval of the teacher's principal and of the University's sponsoring academic department. (per MinnState Policy Chapter 3.5.1, Part 4, Subpart E).

### Student Requirements

- Eligible students are currently enrolled seniors in the top 50% of their class or score at or above the 50th percentile on a nationally standardized test (ACT or SAT) and currently enrolled juniors in the upper one third of their class or score at or above the 70th percentile on a nationally standardized test (ACT or SAT). Approval must be granted by a high school counselor and the instructor of each course prior to a determination of admission. (per MinnState Policy Chapter 3.5.1, Part 2, Subpart A) Students must complete the College Board Accuplacer exam to be eligible for registration.

- Potential concurrent enrollment students must return to their high school counselor their completed College in the High School Student Admission and Registration Form.
- Potential concurrent enrollment students must indicate the courses in which they intend to enroll by way of the high school's designated registration system.
- The University's Drop-Add and Withdrawal Policy applies to enrolled concurrent enrollment students. It is understood that adjustments will be made to the student's record by the University's records office in accordance with the Drop/Add and Withdrawal policies outlined below. Students must notify their high school current enrollment teacher along with their high school counselor of their intent to drop or withdraw from a concurrent enrollment course. The high school current enrollment teacher or counselor must notify in writing the University's Center for Extended Learning of the student's request to drop or withdraw from the concurrent enrollment course.

#### Dropping and Adding a Course

Students may make a change(s) in their course schedules only through the fifth (5<sup>th</sup>) class day of the high school's calendar. Dropped classes do not appear on the student's transcript.

#### Withdrawal

The last date to withdraw from a course is up to 80% of the course meetings. Grades of "W" for withdrawal will be recorded on the student's official transcript. No course may be dropped during the 20% of the course meetings. Withdrawals that are not officially processed through the Extended Learning will be recorded on the student's permanent record with a grade of "F".

### III. CONSIDERATION AND TERMS OF PAYMENT.

- A. Consideration for all service performed by Bemidji State University pursuant to this Agreement shall be paid by the high school as follows:

Falls High School agrees to pay the University \$3200 per concurrent enrollment course. With permission of the sponsoring BSU academic department, up to two sections of each course may be offered by the High School per semester. Proposed course offerings for the 2022-23 academic year include:

#### Fall Semester 2022

ENGL 1151 Composition  
 HST 1304 World History I  
 MATH 1100 Mathematical Reasoning  
 MATH 1470 Precalculus  
 POL 1200 Intro to American Politics

Spring Semester 2023

ACCT 2101 Principles of Accounting I  
ECON 2100 Macroeconomics and the Business Cycle  
ENGL 2152 Argument and Exposition  
ENGL 2337 American Literature from 1865  
HST 1305 World History II  
MATH 1170 College Algebra  
MATH 2471 Calculus I

- B. **Terms of Payment.** Payment shall be made by the high school within thirty (30) days after the University has presented invoices for services performed to the high school.
- IV. **TERMS OF AGREEMENT.** This agreement shall be effective July 1, 2022, or upon the date that the final required signature is obtained by the University, whichever occurs later, and shall remain in effect until June 30, 2023, or until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.
- V. **CANCELLATION.** This Agreement may be cancelled during its term only by mutual agreement between the High School and the University. In the event of such a cancellation, the University shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
- VI. **ASSIGNMENT.** Neither the University nor the High School may assign or transfer any rights or obligations under this Agreement without the prior consent of the other part.
- VII. **AMENDMENTS.** Any amendments to this Agreement shall be in writing, and shall be executed by the same parties who executed the original agreement, or their successors in office.
- VIII. **LIABILITY.** The High School agrees to indemnify and save and hold the University, its representatives and employees, harmless from any and all claims or cause of action arising from the performance of this contract by the High School or the High School's agents or employees. This clause shall not be construed to bar any legal remedies the high school may have for the University's failure to fulfill its obligations pursuant to this contract.
- IX. **AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE.** The High School agrees that in fulfilling the duties of this contract, the High School is responsible for complying with the applicable provisions of the American with Disabilities Act, 42 U.S.C. Section 12101, et seq. and regulations promulgated pursuant to it. The University is not responsible for issues or challenges related to compliance with the ADA beyond its own routine use of facilities, services, or other areas covered by the ADA.

X. GOVERNMENT DATA PRACTICES ACT. The High School must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the University in accordance with this contract, and as it applies to all data, crated, collected, received, stored, used, maintained, or disseminated by the High School in accordance with this contract. The civil remedies of Minnesota Statutes Section 13.08, apply to the release of the data referred to in this Article by either the High School or the University.

In the event the High School receives a request to release the data referred to in this Article, the High School, must immediately notify the University. The University will give the High School instructions concerning the release of the data to the requesting party before the data is released.

XII. OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS. The University shall own all rights, including all intellectual property rights, in all original materials, including any curriculum materials, inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically or magnetically recorded materials, and other work in whatever form, developed by the University and its employees and contractors individually or jointly. Materials developed jointly between any University employee and/or contractor and any high school employee in the performance of its obligation under this contract shall be jointly owned by the University and the High School. Materials developed individually by any high school employee in performance of his/her duties under this contact shall belong to the High School; however, the University shall have a non-exclusive, unrestricted right to use such materials in the future. This provision shall not apply to materials developed by the High School, its contractors and/or employees, or those developed by the High School or any high school employee prior to the existence of this contract.

XIII. PUBLICITY. Any publicity given the program, publications, or services provided resulting from this Agreement, including, but not limited to, notices, information pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the High School or its employees individually or jointly with others, or any subcontractors shall identify the University as the sponsoring agency and shall not be released prior to approval by the University's authorized representative.

XIV. CONTACT INFORMATION. The High School's authorized representative for the purpose of administration of this contract is:

Name: Tim Everson

Address: 1515 11<sup>th</sup> St, International Falls, MN 55649

Telephone: 218-283-2571, ext. 104

E-Mail: teverson@isd361.k12.mn.us

BSU's authorized representative for the purpose of administration of this contract is:

Name: Lynn Johnson, Extended Learning

Address: 1500 Birchmont Dr NE #4, Bemidji, MN 56601

Telephone: 218-755-2068

E-Mail: ljohnson@bemidjistate.edu

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IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed  
intending to be bound thereby.

APPROVED:

FALLS HIGH SCHOOL

By   
Principal

Dated: 05-16-22

BEMIDJI STATE UNIVERSITY

By \_\_\_\_\_  
Associate Provost, Academic Affairs

Dated: \_\_\_\_\_

**OVERALL END-OF-YEAR SUMMATIVE EVALUATION**

Place *one* [v] in each row for each goal and *one* [v] for overall rating.

	<b>4</b> <b>Distinguished</b>	<b>3</b> <b>Accomplished</b>	<b>2</b> <b>Satisfactory</b>	<b>1</b> <b>Unsatisfactory</b>
<p><b>Superintendent – School District Goal 1:</b></p> <p>The superintendent will facilitate and lead the collaborative development of the Strategic plan and align the Esser III funding to support Strategic Plan.</p>				

Comment:

<p><b>Superintendent – School District Goal 2:</b></p> <p>The superintendent will guide the fiscal resources through the lens of the strategic plan. Create a 2 year staffing plan along with budget prediction for the district (need to look more than 1 year out)</p>				
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Comment:

	<b>4</b> <b>Distinguished</b>	<b>3</b> <b>Accomplished</b>	<b>2</b> <b>Satisfactory</b>	<b>1</b> <b>Unsatisfactory</b>
<b>OVERALL RATING</b>				

A. In regard to the listed goals, which best illustrates the Superintendent's greatest strength and why?

B. In regard to the listed goals, which presented the Superintendent with the greatest challenge and why?

C. What supports might the School Board offer to enhance the Superintendent's strengths and assist him in overcoming existing challenges?

D. Overall Comment:

Evaluation Period: July 1, 2021 to June 30, 2022

Superintendent's Signature: \_\_\_\_\_

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

Board Chair's Signature: \_\_\_\_\_

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

AGREEMENT FOR CONTRACTING ATHLETIC DIRECTOR SERVICES:

The Recreation Commission agrees to contract with ISD 361 to provide Athletic Director Duties. The Recreation Commission will annually negotiate with ISD 361 to provide this contracted service. Recreation Commission or ISD 361 may opt out of this arrangement by giving the other party 90 days notice.

Athletic Director Responsibilities are all duties associated with coordinating and administering all current ISD 361 high school activities. ISD 361 will employ secretarial support to be available to the Recreation Director for the majority of the day for the months of August through June.

Recreation Director will be under the supervision of high school principal when administering high school activities.

Fiscal responsibility for this section of the agreement is as follows:

- 1) ISD 361 will pay \$80.00 each night there are ISD 361 varsity activities for site director duties for that evening. Site director coordinates duties that are associated with successfully running varsity and junior varsity events for that evening.
- 2) ISD 361 will pay all hired positions for varsity and junior varsity activities as directed in Local 331 contract (examples: announcer, line judge, scorer, usher, etc)
- 3) ISD 361 will employ a secretary that devotes the majority of their time to assist the Athletic Director/Recreation Director with secretarial duties. Principal is immediate supervisor of this position, but Recreation Director will guide the secretary with respect to daily duties.
- 4) ISD 361 will compensate the Recreation Commission \$ 20,479.98 in 2022-23, for contracting Athletic Director services from the Recreation Commission.

This agreement is effective 7/1/2022- 6/30/23

Recreation Department:

ISD 361

City of Int'l Falls

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
City Admin.

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2021 - 2022

**CAPITAL PROJECTS**

Building	Project Description	FY22 Original Budget 07/01/18	Revised Budget 06/12/20	Revised Budget 1/7/21	YTD 2.23.22
Arena	Mechanical Contingency	5,000	5,000	5,000	
	Sidewalk Replacement west Side entrances		20,000		
		<b>5,000</b>	<b>25,000</b>	<b>5,000</b>	<b>-</b>
FES	Mechanical Contingency	12,000	12,000	12,000	
	Furniture	50,000	50,000	50,000	53,364
	Play ground fall protection			46,000	
		<b>62,000</b>	<b>62,000</b>	<b>108,000</b>	<b>53,364</b>
FHS	Mechanical Contingency	15,000	15,000	15,000	
	Classroom Casing Replacement	130,444	89,000	89,000	
	PA System				
	Kitchen Convection Ovens	5,000	20,000	20,000	
	Locker Room Shower Replacement	40,000	40,000		
	Play ground fall protection			16,000	
FHS	Fire Alarm Equipment			63,257	
	Sidewalk/curb Replacement East Side, pool entrance.			30,000	
		<b>190,444</b>	<b>164,000</b>	<b>233,257</b>	<b>-</b>
Garage	Mechanical Contingency	5,000	5,000	5,000	
	Fuel Tank Ballast/Concrete slab & sidewalk		-		-
		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	25,000	5,000	-
		62,000	62,000	108,000	53,364
		190,444	164,000	233,257	-
		5,000	5,000	5,000	-
		<b>262,444</b>	<b>256,000</b>	<b>351,257</b>	<b>53,364</b>
<b>Revenue Summary:</b>		277,444	256,000	256,000	235,963
		<b>15,000</b>	<b>-</b>	<b>(95,257)</b>	<b>182,599</b>

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2022 - 2023

CAPITAL PROJECTS

Building	Project Description	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	
		5,000	5,000
FES	Mechanical Contingency	12,000	
	Furniture	40,000	
		52,000	5,200
FHS	Mechanical Contingency	15,000	
	Boiler burner replacement/Under ground fuel tank excavated	300,000	
		315,000	315,000
Garage	Mechanical Contingency	5,000	
		5,000	5,000
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000
		52,000	5,200
		315,000	315,000
		5,000	5,000
		377,000	330,200

Revenue Summary:

256,000	256,000
(121,000)	(74,200)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2023 - 2024

CAPITAL PROJECTS

Building	Project Description	FY24 Original Budget	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000	
		5,000	5,000	5,000
FES	Mechanical Contingency	12,000	12,000	
	Furniture	43,000	43,000	
		55,000	55,000	55,000
FHS	Mechanical Contingency	15,000	15,000	
	Classroom Casing Replacement	197,444	197,444	
	Classroom Casing Replacement	200,444	160,444	
		412,888	372,888	373,000
Garage	Mechanical Contingency	5,000	5,000	
	Fuel Tank Ballast/Concrete slab & sidewalk		40,000	
		5,000	45,000	45,000
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000	5,000
		55,000	55,000	55,000
		412,888	372,888	373,000
		5,000	45,000	45,000
		477,888	477,888	478,000

Revenue Summary:

277,444	256,000	256,000
(200,444)	(221,888)	(222,000)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2024 - 2025

**CAPITAL PROJECTS**

Building	Project Description	FY25 Original Budget	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000	5,000
	Sidewalk Replacement west Side entrances		20,000	20,000
Arena	Sidewalk Replacement East Side entrances	10,000	10,000	10,000
FES	Mechanical Contingency	12,000	12,000	15,000
	Furniture	60,000	60,000	60,000

<b>72,000</b>	<b>72,000</b>	<b>72,000</b>
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FHS	Mechanical Contingency	15,000	15,000	15,000
	Furniture	100,000	100,000	100,000
	Saw Dust Collection System	45,444	45,444	45,444
	Mower - Toro 100" zero turn	35,000	35,000	35,000

<b>195,444</b>	<b>195,444</b>	<b>195,444</b>
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Garage	Mechanical Contingency	5,000	5,000	5,000
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<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
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**CAPITAL PLAN SUMMARY BY BUILDING:**

20,000	20,000	20,000
72,000	72,000	72,000
195,444	195,444	195,444
5,000	5,000	5,000
<b>272,444</b>	<b>292,444</b>	<b>292,444</b>

**Revenue Summary:**

277,444	256,000	256,000
<b>5,000</b>	<b>(36,444)</b>	<b>(36,444)</b>

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2025 - 2026

**CAPITAL PROJECTS**

Building	Project Description	FY26 Original Budget	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,444	5,444	5,444
	De-Humidifying System	150,000		
		155,444	5,444	5,444
FES	Mechanical Contingency	12,000	12,000	12,000
		12,000	12,000	12,000
FHS	Mechanical Contingency	15,000	15,000	15,000
	Furniture	90,000	90,000	90,000
	Locker Room Shower Replacement		100,000	100,000
		105,000	205,000	205,000
Garage	Mechanical Contingency	5,000	5,000	5,000
		5,000	5,000	5,000
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		155,444	5,444	5,444
		12,000	12,000	12,000
		105,000	205,000	205,000
		5,000	5,000	5,000
		277,444	227,444	227,444

**Revenue Summary:**

277,444	256,000	256,000
-	28,556	28,556

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2026 - 2027

CAPITAL PROJECTS

Building	Project Description	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000
		5,000	5,000
FES	Mechanical Contingency	12,000	12,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
		13,000	13,000
FHS	Mechanical Contingency	15,000	15,000
	Curbing, Sidewalk resurface to roadway	188,000	188,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
		204,000	204,000
Garage	Mechanical Contingency	5,000	5,000
	Above Ground Fuel Storage Tanks	50,444	50,444
		55,444	55,444
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000
		13,000	13,000
		204,000	204,000
		55,444	55,444
		277,444	277,444
<b>Revenue Summary:</b>		256,000	256,000
		(21,444)	(21,444)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2027 - 2028

**CAPITAL PROJECTS**

Building	Project Description	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000
		5,000	5,000
FES	Mechanical Contingency	12,000	12,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
		13,000	13,000
FHS	Mechanical Contingency	15,000	15,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
	Bath/Changing Facility, Spring Sports	88,000	88,000
		104,000	104,000
Garage	Mechanical Contingency	5,000	5,000
	Above Ground Fuel Storage Tanks	150,444	150,444
		155,444	155,444
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000
		13,000	13,000
		104,000	104,000
		155,444	155,444
		277,444	277,444
<b>Revenue Summary:</b>		256,000	256,000
		(21,444)	(21,444)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2028 - 2029

**CAPITAL PROJECTS**

Building	Project Description	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000
		5,000	5,000
FES	Mechanical Contingency	12,000	12,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
	Furniture	40,000	40,000
		53,000	53,000
FHS	Mechanical Contingency	15,000	15,000
	Bath/Changing Facility, Spring Sports	93,000	93,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
	Furniture	55,444	55,444
	Softball Scoreboard	40,000	40,000
	Water Supply to Rec Football Field	10,000	10,000
		214,444	214,444
Garage	Mechanical Contingency	5,000	5,000
		5,000	5,000
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000
		53,000	53,000
		214,444	214,444
		5,000	5,000
		277,444	277,444

**Revenue Summary:**

256,000	256,000
(21,444)	(21,444)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2029 - 2030

CAPITAL PROJECTS

Building	Project Description	Revised Budget 06/12/20	Revised Budget 06/17/22
Arena	Mechanical Contingency	5,000	5,000
		5,000	5,000
FES	Mechanical Contingency	12,000	12,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
		13,000	13,000
FHS	Mechanical Contingency	15,000	15,000
	Classroom Blackboard conversion to Whbd	1,000	1,000
	Pool Shower Stalls & Lockerroom Floor	10,000	10,000
	Convert Classroom Locks to FOBS	84,444	84,444
	Pole Barn FHS/FES Storage 40x60	60,000	60,000
		170,444	170,444
Garage	Mechanical Contingency	5,000	5,000
	Replace East Bus Barn Doors	9,000	9,000
		14,000	14,000
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		5,000	5,000
		13,000	13,000
		170,444	170,444
		14,000	14,000
		202,444	202,444
<b>Revenue Summary:</b>		256,000	256,000
		53,556	53,556

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2030 - 2031

**CAPITAL PROJECTS**

6/17/2022

Building	Project Description	FY31 Original Budget
Arena	Mechanical Contingency	
		-
FES	Mechanical Contingency	
		-
FHS	Mechanical Contingency	
	Baseball/Softball Fields: New poles, lighting and speakers	
		185,444
		<b>185,444</b>
Garage	Mechanical Contingency	
		-
		-
		-
		185,444
		-
		<b>185,444</b>
<b>Revenue Summary:</b>		
		256,000
		<b>70,556</b>

6/21/22

PLAN YEAR: 2031-2032

CAPITAL PROJECTS

Building	Project Description	FY32 Original Budget	Revised Budget 06/17/22
Arena	Mechanical Contingency	-	-
FES	Mechanical Contingency	-	-
FHS	Mechanical Contingency	-	-
Garage	Mechanical Contingency	-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Revenue Summary:

256,000	256,000
<b>256,000</b>	<b>256,000</b>

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

PLAN YEAR: 2032-2033

CAPITAL PROJECTS: FUND 01		
Building	Project Description	Original Budget 06/17/22
Arena	Mechanical Contingency	-
FES	Mechanical Contingency	-
FHS	Mechanical Contingency	-
Garage	Mechanical Contingency	-
<b>CAPITAL PLAN SUMMARY BY BUILDING:</b>		-
		-
		-
		-
		-
<b>Revenue Summary:</b>		256,000
		256,000



INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

		DO NOT MODIFY: LTFM MDE Approved Budget / Original Levy					
2021-2022 LTFM PROJECTS: Fund 01		6/12/2020	1/20/2021		6/18/2021	2.22.22	
Building	Project Description	MDE APPROVED / LEVY 6/12/20	Revised Plan 1/20/2021	Budget 3.5.21	Final Budget Plan 6/18/2021	REVISED BUDGET	YTD 2.22.22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000	1,000	1,000	1,000	859.32
Districtwide	H&S Management Assistance	2,500	2,500	2,500	2,500	2,500	
Districtwide	H&S Consulting Service	10,000	10,000	10,000	10,000	10,000	4200
Districtwide	Hazardous Waste Disposal	1,500	1,500	1,500	1,500	1,500	1132
Districtwide	PPE	300	300	300	300	300	669
Districtwide	Fire Safety Monitoring Svc	6,000	6,000	6,000	6,000	6,000	5414
Districtwide	Bleacher Certification Inspection 5years	-		3,400	3,400	3,400	3,380.00
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000	3,000	3,000	3,000	
FES	Kitchen Inspection	1,000	1,000	1,000	1,000	1,000	
FES	Playground Attenuation	1,000	1,000	-			
FES	Replace all playground fall protection			62,000	41,834	41,834	41,834
FHS	Kitchen & Pool Inspection	1,500	1,500	1,500	1,500	1,500	
FHS	Fire Alarm Equipment	2000	205743	269,000	107,880	107,880	
Arena	Sidewalk Replacement East Side entrances	13,743			-	-	
FES	Bond Pmt	45,255	45,255	45,255	-	-	
FHS	Sidewalk/curb Replacement East Side, pool entrance	30,000			-	-	
FHS	Main Switch Gear Replacement	70,000	70,000	70,000	74,345	74,345	70,745
FHS	Classroom Lighting Replacement	50,000			-	-	
FHS	Locker Room Shower Replacement	70,000			-	-	
Garage	Lighting Replacement (Bus Barns)	40,000			-	-	
Districtwide	Lead in Water Testing/every 5yrs	-			-	-	
FES	Main Switch Gear Replacement				-	-	
Districtwide	Radon Testing	-			-	-	
FHS	Office AC/Heat Unit Replacement	-			-	-	
FHS	Exterior Window Panel Replacement	-			-	-	
		<b>348,798</b>	<b>348,798</b>	<b>476,455</b>	<b>254,259</b>	<b>254,259</b>	<b>128,233</b>
		348,798	348,798	416,725	447,394	445,308	
		-	-	(59,730)	193,135	191,049	(128,233)

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

**DO NOT  
MODIFY: LTFM  
MDE Approved  
Budget / Original  
Levy**

**2022-2023 LTFM PROJECTS: Fund 01**

		6/18/2021	6.17.22
<b>Building</b>	<b>Project Description</b>	<b>MDE Approved / Levy 6/18/2021</b>	<b>Revised Budget 6.17.22</b>
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Arena	Shower Fixtures Replacement	122,100	122,100
Arena	Door replacement		60,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	1,000	1,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000
Districtwide	Lead in Water Testing	3,500	3,500
Districtwide	Radon Testing	3,500	3,500
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,251	1,251
FES	Main Switch Gear Replacement	50,440	-
FES	Transfer Debt Fund Bond Pmt	-	-
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000
FHS	Replace Window Panels	85,692	180,000
FHS	Sidewalk and curb replace		18,100
		<b>295,983</b>	<b>417,951</b>
		328,961	417,951
		<b>32,978</b>	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

2023-2024 LTFM PROJECTS: Fund 01		7/1/2018	6/12/2020	6/17/2022
Building	Project Description	FY24 Original Budget	Revised Budget 06/12/20	Revised Budget 6/17/22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	500	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500	1,500
Districtwide	PPE	2,000	2,000	2,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000	3,000
DW	AHERA Inspections		6,000	6,000
FES	Kitchen Inspection	1,000	1,000	1,000
FES	Playground Attenuation	1,051	1,051	1,051
FES	Transfer Debt Fund Bond Pmt		-	-
FHS	Kitchen & Pool Inspection	1,500	1,500	1,500
FHS	Classroom Lighting Replacement	35,000		
FHS	Fire Alarm Equipment	2,000	2,000	2,000
FHS	Roof Replacement, where needed	150,300	139,740	140,000
FHS	Corridor Flooring Replacement	100,000		
FHS	Exterior Window Panel Replacement	90,000	72,552	74,265
FES	Classroom Lighting Replacement	35,000	-	
FHS	Exterior Door & Jambs Replacement	88,000	-	88,000
Arena	Door casings		60,000	60,000
		<b>529,351</b>	<b>309,843</b>	<b>399,816</b>
		439,851	335,891	399,816
		(89,500)	26,048	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/20

2024-2025 LTFM PROJECTS: Fund 01		7/1/2018	7/15/2019	6/12/2020	06/17/222
Building	Project Description	FY25 Original Budget	Revised Budget 07/15/2019	Revised Budget 04/28/20	Revised Budget 06/17/22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	500	500	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500	1,500	1,500
Districtwide	PPE	1,000	1,000	1,000	1,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000	3,000	3,000
FES	Kitchen Inspection	1,000	1,000	1,000	1,000
FES	Roofs	225,000	300,000	283,764	300,000
FES	Transfer Debt Fund Bond Pmt			-	
FHS	Kitchen & Pool Inspection	1,500	1,500	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000	2,000	2,000
FHS	Playground Attenuation	1,000	1,203	1,203	4,203
Stadium	Hand Rails	9,351	-	-	-
FES	ADA Bathrooms 2nd Floor		70,000	-	-
FES	Classroom Lighting Replacement	35,000	-	-	-
FES	Corridor Flooring Replacement	75,000	-	-	-
FHS	Sidewalk Replacement	45,000	-	-	66,113
Arena	Spectator Bleacher Heat, West Side	20,000	-	-	-
		<b>439,351</b>	<b>400,203</b>	<b>314,467</b>	<b>399,816</b>
		439,851	400,703	337,361	399,816
		<b>500</b>	<b>500</b>	<b>22,894</b>	<b>-</b>

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

2025-2026 LTFM PROJECTS: Fund 01

		7/15/2019	6/12/2020	6/17/2022
Building	Project Description	Revised Budget	Revised Budget 04/27/20	Revised Budget 06/17/22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	500	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,800	1,800	1,800
Districtwide	PPE	1,155	1,155	1,155
Districtwide	Fire Safety Monitoring Svc	6,000	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000	3,000
FES	Kitchen Inspection	1,000	1,000	1,000
FES	Playground Attenuation	1,000	1,000	1,000
FES	Roofs	75,000	75,000	75,000
FES	Corridor Flooring Replacement	135,852	53,726	53,726
FES	Roofs		26,100	26,100
FES	Transfer Debt Fund Bond Pmt		-	-
FHS	Kitchen & Pool Inspection	1,500	1,500	1,500
FHS	Fire Alarm Equipment	3,000	3,000	3,000
FHS	Fuel Tank Monitoring System	30,000	30,000	30,000
FHS	Classroom Whiteboard Conversion	40,000	40,000	40,000
FHS	Roofs		20,000	20,000
Garage	Fuel Tank Monitoring System	30,000	30,000	63,035
FES	Fuel Tank Monitoring System	30,000	-	-
FES	Gymnasium Floor Replacement	-	-	-
FES	Classroom Whiteboard Conversion	27,896	-	-
FHS	Gymnasium Floor Replacement	-	-	-
		<b>400,203</b>	<b>306,781</b>	<b>339,816</b>
		400,703	333,581	339,816
		<b>500</b>	<b>26,800</b>	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

<b>2026-2027 LTFM PROJECTS: Fund 01</b>		<b>6/12/2020</b>	<b>6/17/2022</b>
<b>Building</b>	<b>Project Description</b>	<b>FY27 Revised Budget</b>	<b>Revised Budget 06/17/22</b>
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	1,100	1,100
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000
Districtwide	Bleacher Certification Inspection 5years	3,400	3,400
DW	AHERA Inspections	6,000	6,000
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	Replace 3 Sets double jamb doors	45,000	45,000
FES	Replace exterior door & jamb set	30,852	30,852
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000
FHS	Roofing	192,365	283,564
FHS	Bleacher Certification	400	400
FES	Transfer Debt Fund Bond Pmt	-	-
FES	Gym Floor Resurface	-	-
FHS	Media Center Heating/Ventilation	-	-
		<b>308,617</b>	<b>399,816</b>
		334,421	399,816
		<b>25,804</b>	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

2027-2028 LTFM PROJECTS: Fund 01		6/12/2020	6/17/2022
Building	Project Description	Revised Budget 6/2020	Revised Budget 06/17/2022
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	1,500	1,500
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	Electrical Switch Gear		150,000
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000
FHS	Lead in Water Testing	3,500	3,500
FHS	Radon Testing	3,500	3,500
FHS	Roofing	157,837	-
Stadium	Football Field Lighting Replacement	104,920	151,816
Stadium	Replace potable water piping	20,000	-
		<b>320,757</b>	<b>339,816</b>
		340,511	339,816
		<b>19,754</b>	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

<b>2028-2029 LTFM PROJECTS: Fund 01</b>		<b>6/12/2020</b>	<b>6/17/2022</b>
<b>Building</b>	<b>Project Description</b>	<b>Revised Budget 6/2020</b>	<b>Revised Budget 06/17/22</b>
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	1,100	1,100
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	Lockers	50,000	-
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000
FHS	Fire Alarm System Replacement	70,852	-
FHS	Roofing	242,201	250,000
FHS	Bleacher Certification	400	
FHS	Faculty Parking Lot Resurface	-	
FES	Office / Classroom LED Lighting	-	
FES	Boiler Bond Pmt	-	
FHS	Epoxy Flooring	-	119,216
		<b>394,053</b>	<b>399,816</b>
		<b>377,996</b>	<b>399,816</b>
		<b>(16,057)</b>	<b>-</b>

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

<b>2029-2030 LTFM PROJECTS: Fund 01</b>		<b>6/12/2020</b>	<b>6/17/2022</b>
<b>Building</b>	<b>Project Description</b>	<b>Revised Budget</b>	<b>Revised Budget 06/17/22</b>
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	1,100	1,100
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	3,000
DW	AHERA Inspections	6,000	6,000
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	Air Exchanger Upgrade	50,000	50,000
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	Fire Alarm Equipment	2,000	2,000
FHS	Pool Ext wall vapor barrier / brick effloresence	100,000	100,000
FHS	Roofing Phase A,B,C,D	207,053	212,816
FHS	Bleacher Certification	400	400
		<b>394,053</b>	<b>399,816</b>
		377,996	399,816
		<b>(16,057)</b>	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

10/21/22

2030-2031 LTFM PROJECTS		6/12/2020	6/17/2022
Building	Project Description	FY31 Original Budget	Revised Budget 06/17/22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	
Districtwide	H&S Management Assistance	2,500	
Districtwide	H&S Consulting Service	10,000	
Districtwide	Hazardous Waste Disposal	1,500	
Districtwide	PPE	1,500	
Districtwide	Fire Safety Monitoring Svc	6,000	
Districtwide	Fire Extinguisher Inspect/Mtce	3,000	
FES	Kitchen Inspection	1,000	
FES	Faculty Parking Lot Sealed & Painted	26,100	
FHS	Kitchen & Pool Inspection	1,500	
FHS	Faculty Parking Lot Resurface	20,000	
FHS	Epoxy flooring	195,203	
Districtwide	Playground Attenuation	124,750	
		<b>394,053</b>	-
		<b>377,996</b>	<b>399,816</b>
		<b>(16,057)</b>	<b>399,816</b>

6/21/22

2031-2032 LTFM PROJECTS:		6/12/2020	6/17/2022
Building	Project Description	FY32 Original Budget	Revised Budget 06/17/22
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Arena			-
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	2,000	2,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	4,000	4,000
Districtwide	<i>Running Track resurface</i>	160,153	160,153
Districtwide	Bleacher Certification Inspection 5years	3,400	3,400
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	<i>Enter new project here</i>		
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	<i>Faculty parking lot and roadway repave</i>	200,000	205,763
FHS	<i>Enter new project here</i>		
Garage	<i>Enter new project here</i>		
Garage	<i>Enter new project here</i>		
Stadium	<i>Enter new project here</i>		
		<b>394,053</b>	<b>399,816</b>
		394,053	399,816
H&S Fin Code		-	-

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

2032-2033 LTFM PROJECTS: FUND 01			
Building	Project Description	FY Original Budget	Revised Budget 06/17/22
Arena	<i>Roofing</i>	200,000	200,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	2,000	2,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	4,000	4,000
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
FHS	Lead in Water Testing	3,500	3,500
FHS	Radon Testing	3,500	3,500
Districtwide	<i>Enter new project here</i>		
DW	AHERA Inspections	6,000	6,000
FES	Kitchen Inspection	1,000	1,000
FES	Playground Attenuation	1,000	1,000
FES	Roofing	150,000	150,000
FES	<i>Enter new project here</i>		
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS			
FHS	<i>Enter new project here</i>		
	<i>Enter new project here</i>		
	<i>Enter new project here</i>		
		<b>393,500</b>	<b>393,500</b>

	393,500	399,816
H&S Fin Code	-	6,316

INTERNATIONAL FALLS PUBLIC SCHOOLS, ISD 361 CAPITAL AND LTFM 10 YEAR PLANNING DOCUMENT

6/21/22

2033 - 2034 LTFM PROJECTS: FUND 01			
Building	Project Description	FY Original Budget	Revised Budget 06/17/22
Arena	roof		200,000
Districtwide	H&S Management Assistance	2,500	2,500
Districtwide	H&S Consulting Service	10,000	10,000
Districtwide	Hazardous Waste Disposal	1,500	1,500
Districtwide	PPE	2,000	2,000
Districtwide	Fire Safety Monitoring Svc	6,000	6,000
Districtwide	Fire Extinguisher Inspect/Mtce	4,000	4,000
Districtwide	Elevator & Lift Inspection (Arena / FHS)	1,000	1,000
Districtwide	<i>Enter new project here</i>		
FES	Kitchen Inspection	1,000	100
FES	Playground Attenuation	1,000	1,000
FES	<i>Enter new project here</i>		
FES	<i>Enter new project here</i>		
FHS	Kitchen & Pool Inspection	1,500	1,500
FHS	<i>Enter new project here</i>		
FHS	<i>Enter new project here</i>		
FHS	<i>Enter new project here</i>		
		<b>30,500</b>	<b>229,600</b>

H&S Fin Code

-	399,816
<b>(30,500)</b>	<b>170,216</b>





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- 2. We reserve our right to a schedule extension; change orders for additional costs (including but not limited to material escalation; labor rate increases; acceleration costs; shipping costs; storage costs; administration overhead; etc.) related to any occurrence of an event which is outside of our reasonable control and which prevents us from performing our obligations (Examples but not limited to: acts of God; strikes or other labor disturbances; delays in transportation; war; acts of terrorism; epidemics; pandemics; (such as COVID-19); etc.).
- 3. Proposed project schedule:
 

Shop Drawings	3 weeks
Manufacturing Lead Time	4 weeks
Installation	4 weeks

**Excludes:**

- 1. State Sales. Purchaser by acceptance of this quotation agrees to furnish Tax Exemption Certificates when requested on non-taxable materials, otherwise any applicable tax will be added at time of invoicing.
- 2. Any Liquidated, Consequential and/or Actual Damages clauses.
- 3. Charges for vertical transportation, Mechanical utilities and connections, Electrical utilities and connections, Bonds, Removal of existing equipment, Traps, Ducts, Fume hood fan/blowers, Fume hood testing/balancing, Rubber/vinyl base, In-wall backing/blocking.
- 4. Note: Clean-up to be limited to removing all debris, dirt and rubbish accumulated as a result of our installation to a dumpster provided by others, leaving the premises broom clean and orderly.

**SEE PAGE 3 for Terms & Conditions**

This proposal is based upon usage of the AGC/ASA/ASC "Standard Form Construction Subcontract", 1996 Edition or a subcontract form otherwise acceptable to H2I Group, Inc.

TERMS: Net 30 Days

ACCEPTED:

Company ISD 361  
 Name Kevin Grover  
 Date 6-16-22

RESPECTFULLY,  
H2I Group, Inc.

By [Signature]  
 Sean Rivard  
 H2I Group  
 952-212-0422

Note: This quotation is offered for acceptance within 15 days and is subject to revision beyond that time.



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## PROPOSAL 99645 – Falls HS Gym Floor

### H2I Group Inc. Terms and Conditions

#### **General**

These terms and conditions are a component part of the attached proposal and constitute the entire agreement between H2I Group Inc. (hereinafter H2I). By signing the proposal, Customer acknowledges that they understand and accept the proposal and the following terms and conditions. All work shall be done in accordance with the attached proposal unless otherwise provided for in writing and signed by H2I. Applicable sales, excise and use taxes are not included unless otherwise stated in the proposal. Tax exempt entities hereby agree to furnish tax exemption certificates when requested on non-taxable materials. Material Only Contracts: Responsibility for the unloading, handling, storage and installation of material transfers to the Customer upon shipment from the factory. Customer is responsible for receiving, unloading and inspecting materials and filing freight claim for any shortage or damage of materials. Delivery and freight charges are not included unless otherwise stated in the proposal.

#### **Site Conditions**

A smooth, level and clean sub-floor shall be provided or as required by H2I. Maintain environment at proper temperature (55-80 degrees F.) and humidity (35-50%) before, during and 30 days following installation. Delays due to circumstances beyond the control of H2I shall entitle H2I to an equitable adjustment of time and contract price.

#### **Acceptance**

This proposal may be accepted within 15 days subject to credit approval. H2I reserves the right to revoke this offer prior to acceptance by customer. Customer agrees that, by signing, grant authority to credit bureaus to release credit history information for the purpose of establishing credit with H2I and its subsidiaries. H2I and its subsidiaries may, if payment for work performed by H2I will pass thru from a third party require a credit application, joint check agreement with the property owner/end user if the property owner/end user is a separate entity from the Customer, a copy of the Customer's payment bond, and/or a personal guarantee, as a condition of credit approval. Customer agrees that payments received from a third party for services performed by H2I shall be held in trust and first paid to H2I for material and labor costs paid by H2I.

#### **Installation**

This proposal assumes unloading and elevator use shall be conducted during normal business hours. This proposal is based on completing the work during normal business hours. Overtime, evening and weekend work is available at additional charge. Customer agrees to provide H2I with sufficient and timely unloading facilities, dock and elevator access as needed at no additional cost to H2I. Customer shall provide temporary, secure storage for materials prior to installation. Customer shall provide adequate electrical power, lighting, water and restroom facilities during installation. Customer shall provide area that is free and clear and prepared for installation.

#### **Engineering**

All engineering, proposal drawings, specifications shall represent H2I's investment in engineering skill and development and remain the property of H2I. Such are submitted with the understanding that the information will not be disclosed or used in any way detrimental to H2I's interests.

#### **Changes**

Any requests for changes to the scope of work shall be made in writing with signed acceptance by authorized personnel from H2I and Customer.

#### **Liability**

H2I shall not be liable for damages in any form or any other claim arising out of strikes, floods, fire, accidents, or any other causes beyond our control. H2I shall not be liable for liquidated, consequential or any other damages or penalties of any kind for delays in completion of work. H2I indemnity obligations to the Customer and owner are limited to the liability created by the gross negligence of Haldeman Homme Holdings, its employees or subcontractors. In the event the terms of this agreement conflicts with the Customer's proposal or purchase order the parties acknowledge and agree the terms of this agreement shall control.

#### **Payment**

Payment in full will be due and payable thirty (30) days from invoice date. Customer agrees to pay progress-billing invoices during the course of the project reflecting partial shipment of material and/or partial completion of labor work performed. Where materials are stored or staged temporarily at the job site or in offsite or bonded warehouse, customer shall pay for materials and reasonable storage charges. The failure of the Customer to make payments within contract terms shall entitle H2I, in addition to all other rights, to suspend all work and shipments and shall further entitle H2I to an extension of time of performance of the work. No payments shall be withheld from or penalties assessed against H2I due to causes for which H2I is not responsible.

Customer agrees that, if the billed amount is not paid within terms, a service charge will be charged on the overdue balance at a percentage rate of 1.5% (18% ANNUAL PERCENTAGE RATE) for all accounts. If the customer fails to pay the entire unpaid balance on the account when due H2I may without further notice or demand, exercise all rights and remedies available by law for the collection of the balance due on the account. H2I reserves the option to exercise its lien rights at all times in accordance with applicable law to secure collection of amounts due. Applicant will be liable for all expenses of collection with or without suit, including all court costs and reasonable attorney's fees to the extent under applicable state law. Venue shall be the State District Court of Minnesota.

We impose a 2% surcharge on all Credit Card Transactions, which is not greater than our cost of acceptance. A surcharge will not be applied to any debit card transaction.

#### **Disputes**

Customer and H2I hereby agree that disputes between the parties which cannot be settled amicably, shall be settled through the State District Court of Minnesota.

#### **Cancellation**

An officer of H2I must approve cancellation requests in writing. In order to compensate H2I for its investment in engineering, time, processing and administrative work, approved cancellations shall be subject to cancellation charge of 25% of the contract amount plus the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses incurred by H2I.

#### **Warranty**

THE MANUFACTURER EXPRESS WARRANTY IS PROVIDED IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY DISCLAIMED BY H2I.

#### **Insurance**

H2I maintains insurance and will provide certificates of insurance if requested on coverage and limits as provided by its insurance policy. No other insurance coverage is provided including waiver of subrogation or additional named insureds.

#### **Codes**

Customer, architect and/or contractor shall be responsible for all local, state and federal agency code compliance, permits, fees, design, engineering and testing. H2I does not provide professional liability or pollution insurance for any of these services. Costs for any and all such services are not included in this proposal.

Signature: *Kevin Grant*

Name: Kevin Grant

(Please Print)

Date: 6-15-22



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June 15, 2022

Mr. Kevin Grover  
ISD 361 Superintendent  
1515 11<sup>th</sup> Street  
Int'l Falls, MN 56649

Dear Sir,

The City of International Falls Fire Department again requests the use of ISD #361 property for the purpose of the July 4, 2017 fireworks display. The school district's property (between the track and RRCC) would fulfill our needs because of its large size and proximity to viewing areas. It also satisfies safety distances needed.

We have the appropriate insurance coverage and the school district will be added as an additional insurer on City's Liability Insurance. We also have trained personnel needed for a safe, professional display. Please be assured we won't be rutting the turf and any mess will be cleaned up to your satisfaction. Your consideration and approval of this request would be greatly appreciated.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Adam Mannausau".

Adam Mannausau



**Report of Fund Balances with Revenue and Expense Summary  
As of June 17, 2022**

	Fiscal Year: 2022 - 2023: TENTATIVE V4 5.16.22 w/COVID					
	Beginning Fund Balance	Revenue Budget	Expense Budget	Revenue Over (Under) Expense	Adjust.	Ending Fund Balance
	7/1/2022					6/30/2023
<b>Unassigned Fund Balance</b>	2,727,417	12,248,979	12,078,127	170,852	(75,000)	2,823,269
						-
<b><u>Reserved Fund Balances:</u></b>						
3rd Party Revenue (SPED)	-	-	-	-		-
Basic Skills:	176,604	226,699	360,574	(133,875)		42,729
Basic Skills Ext Time:	20,340	-	-	-		20,340
Gifted & Talented:	(191)	12,540	13,055	(515)		(706)
Learning & Development:	-	180,211	180,211	-		-
Long Term Facility Mtce:	(225,012)	790,464	363,800	426,664		201,652
Operating Capital:	380,270	238,950	423,000	(184,050)		196,220
Safe Schools:	(2,132)	33,749	37,720	(3,971)		(6,103)
Staff Development:	112,368	132,401	111,585	20,816		133,184
<b>Total Reserved Fund Balance:</b>	462,247	1,615,014	1,489,945	125,069	-	587,316
<b><u>Assigned Fund Balances:</u></b>						
Arena Advertising:	60,427	15,000	11,500	3,500	-	63,927
Technology/PC Purchase FY23	375,000	-	-	-	75,000	450,000
	435,427	15,000	11,500	3,500	75,000	513,927
<b>Non Spendable Fund Balance:</b>	16,354	-	-	-		16,354
<b>Total Fund Balance Fund 01:</b>	3,641,445	13,878,993	13,579,572	299,421	-	3,940,866
			* PC Setaside reflected as an adjustment			
<b>FUND 11:</b>						
<b><u>Student Activities Restricted</u></b>						
<b>Total Restricted Student Act:</b>	-	12,500	11,000	1,500	-	3,000
<b><u>Donation Fund Balances:</u></b>						
<b>Total Donations:</b>	-	137,500	139,000	(1,500)	-	(3,000)
<b>TOTAL GENERAL FUND BALANCE:</b>	3,641,445	14,028,993	13,729,572	299,421	-	3,940,866
<b><u>Fund Balance Policy:</u></b>						
Unassigned Fund Balance Policy:	2.5 months of Unassigned Fund Balance					
Fund Balance 6/30/20XX:	2,823,269					
Unassigned Fund Balance @ 2.5 mo:	2,516,276					
Fund Balance Over (Under) Target:	306,993					

**FUND 04 - COMMUNITY SERVICE**  
**ISD 361 Budget Report with Fund Balance**  
**June 17, 2022**

	<b>FY 19 - 20 Actual 06/30/20</b>	<b>FY20 - 21 Audited 06/30/2021</b>	<b>FY21 - 22 FINAL 5/16/22</b>	<b>FY22 - 23 Tentative 5/16/2022</b>
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**COMMUNITY ED PROGRAMS:**

Revenue:

Local, Levy and State Aid	155,486	119,655	134,399	134,613
Class Tuition/Fee's	21,063	12,962	36,000	35,000
DFC Federal Grant			60,294	125,000
Donations to DFC Grant			1,550	1,000
Summer PreSchool (F165)	0	36,000	18,000	0
	<u>176,549</u>	<u>168,617</u>	<u>250,243</u>	<u>295,613</u>

Expense:

Community Ed Programs	137,203	120,674	174,831	179,142
ECFE / School Readiness	0	22,055	0	13,710
Grant Programs	7,931	0	0	0
Preschool Screening	3,044	1,798	3,500	3,500
NonPublic Program	3,216	3,002	3,500	3,500
DFC Grant			61,844	126,000
Summer PreSchool (F165)		10,939	50,387	
<b>Total Expense:</b>	<u>151,394</u>	<u>158,468</u>	<u>294,062</u>	<u>325,852</u>

Fund Balance Summary:

Beginning Fund Balance (7/01/20XX):	47,253	72,408	82,557	38,738
Revenue Over (Under) Expense:	25,155	10,149	-43,819	-30,239
Transfer Negative Fund Balance				-2,708
<b>Ending Fund Balance (6/30/20XX):</b>	<u><b>72,408</b></u>	<u><b>82,557</b></u>	<u><b>38,738</b></u>	<u><b>5,791</b></u>

**ECFE:**

Revenue:

Levy & Local Revenue	23,338	23,395	22,803	22,278
Class Tuition/Fee's	2,553	925	1,800	2,800
State Revenue	<u>38,067</u>	<u>38,427</u>	<u>34,586</u>	<u>25,700</u>
<b>Total Revenue:</b>	<u>63,958</u>	<u>62,747</u>	<u>59,189</u>	<u>50,778</u>

Expense:

Wages & Benefits:	66,996	61,311	56,801	50,886
Purchased Services, Supplies:	<u>934</u>	<u>1,436</u>	<u>2,600</u>	<u>2,600</u>
<b>Total Expense:</b>	<u>67,930</u>	<u>62,747</u>	<u>59,401</u>	<u>53,486</u>

Fund Balance Summary:

Beginning Fund Balance (7/01/20XX):	4,160	188	188	-24
Revenue Over (Under) Expense:	-3,972	0	-212	-2,708
Transfer negative fund balance				2,708
<b>Ending Fund Balance (6/30/20XX):</b>	<u><b>188</b></u>	<u><b>188</b></u>	<u><b>-24</b></u>	<u><b>-24</b></u>

**SCHOOL READINESS:**

Revenue:

Tuition	34,525	52,133	55,000	54,000
Tuition A/R Due		14,051		
Collections		1,790	1,000	1,000
Write Off		-12,927		
State Revenue	46,570	42,806	44,763	31,416
Basic Skills (Gen Ed Aid)		75,328	65,400	67,583
Grant: Pathway I	21,869	11,250	21,000	20,000
Grant: Pathway II	<u>37,500</u>	<u>37,500</u>	<u>37,500</u>	<u>37,500</u>
<b>Total Revenue:</b>	<u>140,464</u>	<u>221,931</u>	<u>224,663</u>	<u>211,499</u>

Expense:

Wages & Benefits:	138,178	217,600	219,629	206,445
Purchased Services, Supplies:	2,437	4,426	3,825	6,050
Miscellaneous (write off)		<u>0</u>		
<b>Total Expense:</b>	<u>140,615</u>	<u>222,026</u>	<u>223,454</u>	<u>212,495</u>

Fund Balance Summary:

Beginning Fund Balance (7/01/20XX):	247	96	1	1,210
Revenue Over (Under) Expense:	-151	-95	1,209	-996
<b>Ending Fund Balance (6/30/20XX):</b>	<u><b>96</b></u>	<u><b>1</b></u>	<u><b>1,210</b></u>	<u><b>214</b></u>

**COMMUNITY EDUCATION  
BUDGET ASSUMPTIONS FY22 and FY23  
MAY 18, 2022**

**COMMUNITY EDUCATION GENERAL:** Includes adult classes, community classes, youth classes, non-public aid, preschool screening and one time summer preschool funding:

**Community Education:**

FY2022:

- Wages in FY2022 and FY2023 for Community Education Coordinator include anticipated stipend amount for completion of Community Education Director license.
- Adults with Disabilities Revenue: As a result of COVID programming was suspended at the end of fiscal year 2020, all of fiscal year 2021 and the majority of 2022; therefore, levy adjustments to revenue will occur as following in the upcoming fiscal years. This will impact the revenue in those fiscal years available for programming:
  - FY23 – Negative Levy adjustment of \$2,134
  - FY24 – Negative Levy adjustment of \$20,168
  - FY25 – Negative Levy adjustment to be determined based on ending FY22 expenses.
    - State aid will be reduced and recognized in the fiscal year the reduction occurs.
- Adults with Disabilities FY23 program expenses are budgeted at pre-COVID levels.
- Revenue from levy and state for Community Education is will decline from \$65,647 in FY22 to \$58,980 in FY23. This is a result of new census data from the 2020 census for Koochiching County.
- Tuition from participants is projected to increase slightly in FY2023. As programming levels increase along with potential participation, this revenue will be adjusted.
- Summer Preschool: This is a onetime funded program for summer preschool specific students meeting the state program criteria. Any funds unspent at the end of August 2022 will be returned to the State.

**ECFE and School Readiness:**

- Revenue from levy and state for ECFE and School Readiness will decline from \$160,652 in FY22 to \$136,894 in FY23. This is a result of new census data from the 2020 census for Koochiching County.
- As revenue from levy and state sources declines program expenses will continue to be supported by increasing funding from the community education program, general education (basic skills) and Title I.

**Food Service Fund 02**  
**FY22 Final Budget and FY23 Adopted Budget Assumptions**  
**As of June 1, 2022**

The final fiscal year 2022 (FY22) and adopted fiscal year 2023 (FY23) budget assumptions for the Food Service Fund are as follows.

The food service program in FY22 has thus far surpassed the projections for meal served in FY22. This change is a result of the District to being able to operate an in person learning setting during the entire school year. The increase in meals served along with higher rates of federal reimbursement and additional one time funding significantly increased the predicted final revenue for FY22.

In FY22 the food costs and supply costs significantly increased due to production shortages and current state of the economy. Due to increase funding these cost increases are not predicted to negatively impact final financials of the food service program for FY22.

In FY23 the revenue is predicted to return the USDA National School Lunch Program funding rates according to MDE Food Nutrition Program sources. This includes returning to the free/reduced and paid meal program for students. As a result of this the FY23 revenue budget is predicted to be more in line with FY19 revenue which was prior to COVID. As a result, the budget projection is for a significant revenue reduction from FY22 revenue budget.

Staffing levels for FY23 is assumed to remain at FY22 levels and includes the FY23 contract wage increases.

Food and supply costs are assumed to be higher than normal, therefore, the FY23 budget reflects costs at FY22 rates. Due to a lower funding rate in FY23 and the continued prediction of food and supply cost increases the current budget estimate reflects a negative impact on the financials of the food service program at the end of FY23. The fund balance surplus predicted at the end of FY22 will offset this revenue shortfall in FY23.

Both cafeterias are in need of new ovens as the current ovens are at 50 plus years old and at end of life; as well as, other equipment replacement needs. An oven failure at either cafeteria will cause a significant impact to meal service; therefore, it is recommended to purchase at least one oven in FY23 with the fiscal year 2022 surplus fund balance. The fiscal year 2023 budget includes an equipment budget at \$75,000.

**FUND 02 - FOOD SERVICE FUND**  
**ISD 361 Budget Report with Fund Balance**  
**As of May 25, 2022**

	FY 2019 - 2020 Audited 06/30/2020	FY 2020 - 2021 Audited 6/30/21	FY22 Final 5.23.22	FY 2022 - 2023 DRAFT 5.24.22
<b>REVENUE:</b>				
State Sources	24,774	11,202	14,068	32,470
Federal Sources	348,490	443,631	596,084	293,000
Federal (ESSER 1 Time)		37,730	20,725	10,360
State Allocation FY20 SSFP (1 time)		9,614	-	-
State Alloc 1 Time (710)			19,749	-
Sales to Students/Adults	175,103	27,713	73,762	223,000
Funds Transfer from Fd 01		-	-	-
<b>Total Revenue:</b>	<b>548,367</b>	<b>529,890</b>	<b>724,388</b>	<b>558,830</b>
<b>EXPENSE:</b>				
Food Service Staff Wages	213,003	230,759	240,549	227,102
Food Service Staff Benefits	45,890	54,684	59,180	53,765
Purchased Services	5,574	3,331	1,200	2,200
Interdepartment Chargebacks	-	-	(1,000)	(1,000)
Supplies, Food, Commodity & Milk	280,602	228,066	332,065	334,900
Food, Commodities & Milk	-	-	-	-
Equipment	-	-	-	75,000
Dues / Memberships	1,755	1,938	1,938	1,938
<b>Total Expense:</b>	<b>546,824</b>	<b>518,778</b>	<b>633,932</b>	<b>693,905</b>
<b>Revenues Over (Under) Expense:</b>	<b>1,543</b>	<b>11,112</b>	<b>90,456</b>	<b>(135,075)</b>
<b>Restricted Fund Balance:</b>				
Beginning Fund Balance:	55,882	54,040	61,987	152,443
Revenue Over (Under) Expense:	1,543	11,112	90,456	(135,075)
Inventory Adjustment (nonspendable):	(3,385)	(3,165)	-	-
<b>Ending Fund Balance 6/30/XX</b>	<b>54,040</b>	<b>61,987</b>	<b>152,443</b>	<b>17,368</b>

**FUND 07 - DEBT SERVICE**  
**ISD 361 Budget Report with Fund Balance**  
**June 17, 2022**

	<b>FY20-21 Audited 06/30/21</b>	<b>FY21 - 22 Final Budget 06/17/22</b>	<b>FY22 - 23 Adopted Budget 06/17/22</b>
<b><u>REVENUE:</u></b>			
Levy and State Aid Revenue	319,512	551,504	554,258
<b><u>EXPENSE:</u></b>			
Bond Payment	359,513	525,800	525,800
Bond Redemption	895,000		
Total Expense:	<u>1,254,513</u>	<u>525,800</u>	<u>525,800</u>
<b><u>FUND BALANCE SUMMARY:</u></b>			
Beginning Fund Balance 6/30/XX:	993,901	58,900	84,604
Net Revenue Over (Under) Expense:	(935,001)	25,704	28,458
<b>Ending Fund Balance 6/30/XX</b>	<b><u>58,900</u></b>	<b><u>84,604</u></b>	<b><u>113,062</u></b>

**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:

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the gifts and donations.

The following voted in favor:

Bronco Hall of Fame Donations		
	Lamppa Plaque	\$250.00
KAPE Calendar	County Market	\$500.00
	TruStar Federal Credit Union	\$150.00
	Border Bank	\$150.00
Sjoblom’s Landscape & Nursery	Flowers for FES Students	
Box Tops for Education	Falls Elementary	\$17.80

Voting against:

**Whereupon**, the resolution was declared adopted.



# Facility/Shelter Opening and Closing Inspection Form

Disaster Cycle Services Job Tools  
Logistics / Facilities

Name of Facility ELEMENTARY SCHOOL Address \_\_\_\_\_

Name of Facility Representative \_\_\_\_\_ Phone # \_\_\_\_\_

### Opening Inspection

*Check yes, no, not applicable (NA) or unknown (U). Note specific areas needing correction and those responsible for making the the corrections in the "Comments" column. Take pictures of pre-existing damages and attach them to this document.*

Yes	No	NA	U	Comments	Areas to Inspect
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are indoor and outdoor walking surfaces free of trip and fall hazards (e.g. uneven sidewalks, unprotected walkways, loose/missing tiles, wires, etc.)?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are the routes to exits relatively straight and clear of obstructions (e.g. blocked, chained, obstructed)?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are all emergency exits properly identified and secured, and there are at least two exits per floor?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are illuminated exit and exit directional signs visible from all aisles?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are all kitchen equipment and bathroom fixtures in working order?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there an emergency evacuation plan posted and an identified meeting place?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there guidelines for directing occupants to an identified assembly area away from the building once they reach the ground floor?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there any site specific hazards (e.g. hazardous chemicals and machinery)? If so, describe them.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is the facility neat, clean and orderly?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are the following utility systems in good working order: electricity, water, sewage system, HVAC?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are fire extinguishers and smoke detectors present, inspected and properly serviced with current inspection tags?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		If power fails, is automatic emergency lighting available for exit routes, stairs and restrooms?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there a back-up power source?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are first aid kits readily available and fully stocked? Where are they located?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Will occupants of the building be notified that an emergency evacuation is necessary by a public address system or alarm?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are floors and walls free of damage?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is the parking area free of damage?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there accessible parking spaces?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there at least one entrance to the building accessible for people with mobility issues with signage identifying the location of the accessible entrance?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there at least one accessible restroom?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there routes without steps available to access service delivery areas, restrooms and showers? Can service be provided in an area that can be accessed by routes without steps?

Any damage or additional comments (attach additional pages if more room is needed):  
NO SHOWERS WILL BE HIGH SCHOOL

Date of Facility Opening Inspection: 6/3/22 Start Date for American Red Cross Use of Facility: \_\_\_\_\_

American Red Cross  
 Printed Name & Title DAVID GEAROL Signature [Signature] Date 6/3/22

Facility Rep/Operator  
 Printed Name & Title Kevin Grover Signature [Signature] Date 6/3/22

*DIGITAL Signature. Each party agrees that either party's signature for this inspection by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this INSPECTION and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures.*





# Facility/Shelter Opening and Closing Inspection Form

Disaster Cycle Services Job Tools  
Logistics / Facilities

Name of Facility J. FALLS HIGH SCHOOL Address \_\_\_\_\_

Name of Facility Representative \_\_\_\_\_ Phone # \_\_\_\_\_

Opening Inspection					
Check yes, no, not applicable (NA) or unknown (U). Note specific areas needing correction and those responsible for making the the corrections in the "Comments" column. Take pictures of pre-existing damages and attach them to this document.					
Yes	No	NA	U	Comments	Areas to Inspect
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	① SEE BACK	Are indoor and outdoor walking surfaces free of trip and fall hazards (e.g. uneven sidewalks, unprotected walkways, loose/missing tiles, wires, etc.)?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are the routes to exits relatively straight and clear of obstructions (e.g. blocked, chained, obstructed)?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are all emergency exits properly identified and secured, and there are at least two exits per floor?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are illuminated exit and exit directional signs visible from all aisles?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are all kitchen equipment and bathroom fixtures in working order?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there an emergency evacuation plan posted and an identified meeting place?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there guidelines for directing occupants to an identified assembly area away from the building once they reach the ground floor?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there any site specific hazards (e.g. hazardous chemicals and machinery)? If so, describe them.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is the facility neat, clean and orderly?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are the following utility systems in good working order: electricity, water, sewage system, HVAC?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are fire extinguishers and smoke detectors present, inspected and properly serviced with current inspection tags?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		If power fails, is automatic emergency lighting available for exit routes, stairs and restrooms?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there a back-up power source?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are first aid kits readily available and fully stocked? Where are they located?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Will occupants of the building be notified that an emergency evacuation is necessary by a public address system or alarm?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	② SEE BACK	Are floors and walls free of damage?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is the parking area free of damage?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there accessible parking spaces?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there at least one entrance to the building accessible for people with mobility issues with signage identifying the location of the accessible entrance?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Is there at least one accessible restroom?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Are there routes without steps available to access service delivery areas, restrooms and showers? Can service be provided in an area that can be accessed by routes without steps?
Any damage or additional comments (attach additional pages if more room is needed): _____ _____					
Date of Facility Opening Inspection: <u>6/3/22</u> Start Date for American Red Cross Use of Facility: _____					
American Red Cross Printed Name & Title <u>DAVID GEARON</u>		Signature <u><i>David Gearon</i></u>		Date <u>6/3/22</u>	
Facility Rep/Operator Printed Name & Title <u>Kevin Grover</u>		Signature <u><i>Kevin Grover</i></u>		Date <u>6/3/22</u>	
DIGITAL Signature. Each party agrees that either party's signature for this inspection by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this INSPECTION and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures.					



**Facility/Shelter Opening and Closing Inspection Form**  
 Disaster Cycle Services Job Tools  
 Logistics / Facilities

Name of Facility \_\_\_\_\_ Address \_\_\_\_\_

Name of Facility Representative \_\_\_\_\_ Phone # \_\_\_\_\_

**Closing Inspection**

*Note specific areas needing correction due to Red Cross use of the facility and those responsible for making the the corrections below. Take pictures of all listed damages and attach them to this document.*

- ① SIDEWALK COULD BE TRIP HAZARD  
PITCHER SENT
- ② TILE IN MENS LOCKER ROOM MISSING  
PITCHER SENT

Date of Facility Closing inspection: \_\_\_\_\_ End date of American Red Cross use of Facility: \_\_\_\_\_

The Facility is being returned to the Owner in satisfactory condition less any damages noted above.

American Red Cross  
 Printed Name & Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Facility Rep/Operator  
 Printed Name & Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

*DIGITAL Signature. Each party agrees that either party's signature for this inspection by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this INSPECTION and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures.*



# Facility Use Agreement

The American National Red Cross ("Red Cross"), a non-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

## Parties and Facility

### Owner:

Full Name of Owner	International Falls School District (ISD 361)
Address	1515 Eleventh Street International Falls, MN 56649
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Tom Holt, Maintenance/Transportation Director 218-283-2571, 1185 218-417-0369
Address for Official Notices (only if different from above address)	

### Red Cross:

Chapter Name	Northern Minnesota
Chapter Address	2524 Maple Grove Duluth Minnesota
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Owen Fifield, Disaster Program Manager (218)-341-6059
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

### Facility:

<p>Insert name and complete street address of building or, if multiple buildings, write "See attached facility list," and attach facility list, including complete street address of each building that is part of this agreement.</p> <p>If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.</p>
Falls elementary 1414 15th Ave, International Falls, MN 56649



Terms and Conditions

1. **Use of Facility:** Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)	<i>[Handwritten initials]</i>	
Storage of supplies	<i>[Handwritten initials]</i>	
Parking of vehicles	<i>[Handwritten initials]</i>	
Disaster Shelter	<i>[Handwritten initials]</i>	

2. **Facility Management:** The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.

3. **Condition of Facility:** The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.

4. **Food Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.

5. **Custodial Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.

6. **Security/Safety:** In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.

7. **Signage and Publicity:** The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity



# Facility Use Agreement

concerning the Red Cross's activities at the Facility without the written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.

9. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.
- b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	Red Cross Initials
Water	<i>[Signature]</i>	
Gas	<i>[Signature]</i>	
Electricity	<i>[Signature]</i>	
Waste Disposal	<i>[Signature]</i>	

- d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
- e. If the disaster is a Federally-declared disaster and Owner is a municipal or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to reimburse the Owner for costs covered by Public Assistance Category B.

10. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability

11. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.



# Facility Use Agreement

12. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

ISD 361  
 \_\_\_\_\_  
 Owner (Legal Name)  
 Kevin Crowder  
 \_\_\_\_\_  
 By (Signature)  
 Kevin Crowder  
 \_\_\_\_\_  
 Name (Printed)  
 Superintendent  
 \_\_\_\_\_  
 Title  
 5-31-2022  
 \_\_\_\_\_  
 Date

The American National Red Cross  
 \_\_\_\_\_  
 (Legal Name)  
 \_\_\_\_\_  
 By (Signature)  
 \_\_\_\_\_  
 Name (Printed)  
 \_\_\_\_\_  
 Title  
 \_\_\_\_\_  
 Date



# Facility Use Agreement

The American National Red Cross ("Red Cross"), a non-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

## Parties and Facility

### Owner:

Full Name of Owner	International Falls School District (ISD 361)
Address	1515 Eleventh Street International Falls, MN 56649
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Tom Holt, Maintenance/Transportation Director 218-283-2571, 1185 218-417-0369
Address for Official Notices (only if different from above address)	

### Red Cross:

Chapter Name	Northern Minnesota
Chapter Address	2524 Maple Grove Duluth Minnesota
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Owen Fifield, Disaster Program Manager (218)-341-6059
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

### Facility:

<p>Insert name and complete street address of building or, if multiple buildings, write "See attached facility list," and attach facility list, including complete street address of each building that is part of this agreement.</p> <p>If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.</p>
Falls High School, 1515 11th St, International Falls, MN 56649



Terms and Conditions

1. Use of Facility: Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

date 6-7-2022

Table with 3 columns: Facility Purpose, Owner Initials, Red Cross Initials. Rows include Service Center, Storage of supplies, Parking of vehicles, and Disaster Shelter.

2. Facility Management: The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.

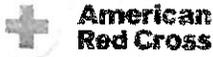
3. Condition of Facility: The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's Facility/Shelter Opening/Closing Form to record any existing damage or conditions.

4. Food Services (This paragraph applies only when the Facility is used as a shelter or service center.): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants.

5. Custodial Services (This paragraph applies only when the Facility is used as a shelter or service center.): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility.

6. Security/Safety: In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.

7. Signage and Publicity: The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility.



# Facility Use Agreement

concerning the Red Cross's activities at the Facility without the written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.

9. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.*
- b. *Reasonable costs associated with custodial and food service personnel and supplies which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.*
- c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility (Both parties must initial all utilities that may be reimbursed by the Red Cross):*

	Owner Initials	Red Cross Initials
Water	<i>[Handwritten Initials]</i>	
Gas	<i>[Handwritten Initials]</i>	
Electricity	<i>[Handwritten Initials]</i>	
Waste Disposal	<i>[Handwritten Initials]</i>	

- d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
- e. If the disaster is a Federally-declared disaster and Owner is a municipal or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to reimburse the Owner for costs covered by Public Assistance Category B.

10. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability

11. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.



# Facility Use Agreement

12. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

*79761 - Kevin Brewer*

Owner (Legal Name)

*Kevin Brewer*

By (Signature)

*Kevin Brewer*

Name (Printed)

*Superintendent*

Title

*5-27-2022*

Date

The American National Red Cross

(Legal Name)

By (Signature)

Name (Printed)

Title

Date



**2022-2023 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

**RESOLVED**, that the Governing Board of International Falls School, County of Koochiching, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the high schools listed below (name all high schools under your governing board):

Falls High School \_\_\_\_\_  
\_\_\_\_\_

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. \_\_\_\_\_ Make new application for membership in the Minnesota State High School League; School Enrollment (grades 9-12): \_\_\_\_\_  
 OR;  
 Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

***Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.*

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board) (Superintendent or Head of School)

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

District/School Office Address: \_\_\_\_\_

Head of School/Superintendent's Phone: \_\_\_\_\_

Head of School/Superintendent's Email: \_\_\_\_\_

**This form must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2022. Retain one copy for the school files.**

## 2022-2023 RESOLUTION FOR MEMBERSHIP

This information on page must be entered electronically on the MSHSL Resolution for Membership 2022-2023 Form on the League website once for each high school under your governing board.

The following is taken from the MSHSL Constitution:

### 208.00 LOCAL CONTROL

#### 208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

#### 208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

#### 208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

### 208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

- Designated School Board Member
- Designated School Representative

### 208.02 ACTIVITY REPRESENTATIVES

- Boys Sports
- Girls Sports
- Speech
- Music

### 208.03 LOCAL ADVISORY COMMITTEE MEMBERS

- Board Member
- Student
- Parent
- Faculty Member

### MAILING REPRESENTATIVE

By signature on the first page, I have verified that all required representatives above have been entered electronically on the MSHSL Resolution for Membership 2022-2023 Form.



# That's Community Ed!

November through May 2022

We have provided three Defensive Driving classes (one class attendance was over 90).

We have provided three Drivers Training classes.

We provided a snowmobile safety class, collaboration with the DNR. We had planned on providing an ATV and Gun Safety class this spring however with the flooding situation in our community and DNR officers assisting with that we will plan for the Fall.

We provided two classes through 4-H; one computer programming and one science based.

We were able to train three new lifeguards and we expanded our pool hours, including Saturdays. The pool remains to be busy. Hopefully we can get another class planned soon and get some more guards for next winter. I have been able to find another instructor that is here for the summer that has agreed to do a class so we are working on getting a class scheduled. We also expanded the morning swim from 7:30 to 8:00 (ending time).

We are providing private swim lessons and next Spring we will go back to group lessons with private lessons for those that choose this.

We provided Water Aerobics all winter long. This class is popular and we look forward to starting up again in the Fall.

We provided a dog obedience class that was hugely popular. We even had a waiting list!

We continue to provide karate classes two times a week.

We provided two ceramic workshops and we look forward to getting more classes like this planned in the future.

I feel like the biggest accomplishment was getting PALS (Adults with Disabilities) up and going. Angela Scholler stepped up and has been doing a great job along with her job as a paraprofessionals. Between the two of us (and other helpers) we have been able to provided activities since March. The participants are so happy they have social activities to do! They really wanted to have their prom back this year and Angela and I were not sure if we could pull it off however we just decided to do it. The Elks is providing the space at no charge and we have it planned for June 9! We have activities through June and we plan

to take July off from activities to do planning (we've seriously been winging it!) and get organized. We want to survey staff and participants to see what they want to do and learn! We have some fun ideas of our own but it is their program and we want to hear from them!

We helped register summer hockey camp.

We provided a Safe Sitter class, I taught the class and it was fun to connect with the youth!

I continue my classes for my Community Education licensure. If I can find a mentor this summer I should be done Fall semester!

We had a Bike Rodeo/Community Event planned for May 31<sup>st</sup> but have decided to postpone it due to sandbagging at Kerry Park (we were going to hold the event there) and reschedule for Smokey Bear Park the same time as National Night Out.

We are collaborating with Backus Community Center with the production of Aladdin this summer.

Community Educations is assisting with the elementary summer program and took more of a lead on our 7<sup>th</sup> through 12<sup>th</sup> grade summer program, along with the DFC coordinator. We have planned some great activities for the older kids!

Community Ed is busy and we anticipate to grow and remain that way.

Beth