

Regular Meeting
Monday, August 1, 2022 6:30 PM

Teaching & Learning Center, Becker High
School
12000 Hancock Street
Becker, MN 55308

Agenda

1. PROCEDURAL ITEMS
 - 1.A. Call to Order
 - 1.B. Pledge of Allegiance
 - 1.C. Agenda
 - 1.D. Recognition of Visitors and Public Forum
2. Nominate Treasurer
3. REPORTS
 - 3.A. Student Report
 - 3.B. Superintendent's Report
 - 3.C. Committee Reports
4. CONSENT AGENDA
 - 4.A. Minutes
 - 4.B. Financial Report
 - 4.C. Disbursements
 - 4.D. Personnel
 - 4.E. 2022-2023 Community Education Handbook
5. DESIGNATION OF IDENTIFIED OFFICIAL WITH AUTHORITY (IOwA)
6. RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION
7. RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT SPECIAL ELECTION
8. POLICY UPDATES: LEGAL & CROSS REFERENCE
9. FIRST READINGS
10. SECOND READINGS
 - 10.A. Policy 471
 - 10.B. 722
11. STRATEGIC PLAN
12. DATA REQUEST DISCUSSION
13. ADJOURN

Chair Swanson called the working session of the School Board of District #726 to order on the 1st day of June, 2022 at 5:00 p.m. in the High School Teaching and Learning Center.

Roll Call.

Members present: Troy Berning, Aaron Jurek, Ryan Obermoller, Connie Robinson, Mark Swanson, Pete Weismann

Members absent: None

Others present: Jeremy Schmidt, Superintendent

The School Board held a ***Strategic Planning Workshop with Committee Members.***

The work session was **adjourned** at 6:56 p.m.

Mark Swanson, Chair

Ryan Obermoller, Clerk

Recorder: Angela Oswald

Chair Swanson called the working session of the School Board of District #726 to order on the 15th day of June, 2022 at 5:00 p.m. in the High School Teaching and Learning Center.

Roll Call.

Members present: Troy Berning, Aaron Jurek, Connie Robinson, Mark Swanson, Pete Weismann

Members absent: Ryan Obermoller

Others present: Jeremy Schmidt, Superintendent

The School Board held a ***Strategic Planning Workshop with Committee Members.***

The work session was **adjourned** at 6:59 p.m.

Mark Swanson, Chair

Ryan Obermoller, Clerk

Recorder: Angela Oswald

Director Jurek called the working session of the School Board of District #726 to order on the 29th day of June, 2022 at 5:00 p.m. in the High School Teaching and Learning Center.

Roll Call.

Members present: Troy Berning, Aaron Jurek, Connie Robinson, Mark Swanson, Pete Weismann

Members absent: Ryan Obermoller

Others present: Jeremy Schmidt, Superintendent

The School Board held a ***Strategic Planning Workshop with Committee Members.***

The work session was **adjourned** at 7:00 p.m.

Mark Swanson, Chair

Ryan Obermoller, Clerk

Recorder: Angela Oswald

Chair Swanson called the regular meeting of the School Board of District #726 to order on the 11th day of July, 2022 at 6:30 p.m. in the Teaching & Learning Center.

Roll Call.

Members present: Troy Berning, Aaron Jurek, Ryan Obermoller, Connie Robinson, Mark Swanson, Pete Weismann

Members absent: None

Others present: Jeremy Schmidt, Superintendent & Kevin Januszewski, Director of Business Services

CITIZEN COMMENTS: None

PRESENTATION: A recap of the goals set by the board last school year was provided by members of the Superintendent Cabinet.

REPORTS: Student Representative, Superintendent Schmidt, Clerk Obermoller

SUMMARY OF CLOSED SESSION FROM JUNE 6: Discuss Negotiations Strategy, Superintendent Review

Motion by Ryan Obermoller, seconded by Aaron Jurek to ***Approve the Consent Agenda*** as presented. Motion carried unanimously.

CONSENT AGENDA

MINUTES FROM THE JUNE 6, 2022 REGULAR SCHOOL BOARD MEETING

DISBURSEMENTS – in the amount of \$3,195,468.98

PERSONNEL

| Name | Status | Job Title | Location | Hrs Per Day/FTE | Group | Replacing | Effective | Wage |
|------------------|----------------------|--|-----------------|-------------------|------------------|--------------|-----------|-----------------------------|
| Anderson, Minda | Resignation | Asst. Superintendent, Director of Curriculum & Instruction | District Office | 1 FTE | Individual | n/a | 06/30/22 | n/a |
| Bender, Katrina | Change in Assignment | Lead Cook | HS/MS | 7.5 Hours Per day | MultiUnit | J. Robley | 08/22/22 | Use Current |
| Bjornstad, Derek | New | Weight Room Supervisor | HS | Summer 2022 | BEA - Schedule C | B. Kolbinger | 6/6/22 | \$625 |
| Borgstrom, Jason | Resignation | Director of Instructional Technology | District Office | 1 FTE | Individual | n/a | 6/30/22 | n/a |
| Denne, Molly | New | Social Studies Teacher | HS | 1 FTE | BEA | A. Wenzel | 8/29/22 | MA30 Lane/Step 10: \$67,235 |
| DeWall, Caden | New | Weight Room Supervisor | HS | Summer 2022 | BEA - Schedule C | J. Otto | 6/6/22 | \$625.00 |

| | | | | | | | | |
|-----------------------|-----------------------|--------------------------------------|-----------------|---------------------------------------|------------------|---------------|-----------------------|------------------------------------|
| Geier, Natalie | Resignation | 6th Grade English | MS | 1 FTE | BEA | n/a | 6/30/22 | n/a |
| Graske, Meghan | New Assignment | 6th Grade Teacher | MS | 1 FTE | BEA | N. Geier | 08/29/22 | Use Current Wage |
| Grimley, Shelbi | New | 5th Grade Long-Term Substitute | IS | 1 FTE | BEA | S. Yaeger | 8/29/22 | BA Lane/Step 1: \$42,723 Annually |
| Hamilton, Marikathryn | New | Science Teacher | MS | 1 FTE | BEA | K. Brant | 8/29/22 | BA Lane/Step 2: 44,141 |
| Harmoning, Jennifer | New | Head Gymnastics Coach | HS | Seasonal | BEA - Schedule C | K. Kalinowski | 11/14/22 | \$5,968 Per Season |
| Hartkopf, Alysha | Additional Assignment | School Readiness Teacher | PS | 3.75 Hours Per Day | BEA - Schedule D | B. Soenneker | 8/29/22 | Step 1: \$26.70 Per Hour |
| Hennessey, Kristi | Additional Hours | Administrative Assistant | MS | 8 Hours Per Day (Was 5 Hours Per Day) | MultiUnit | n/a | 2022-2023 School Year | Use Current Wage |
| Hiltner, Sue | Change in Assignment | Early Education Programs Coordinator | PS | 210 Days | Individual | n/a | 7/1/2022 | \$67,500 Annually |
| Hoppe, Megan | New | JV Volleyball Coach | HS | Seasonal | BEA - Schedule C | J. Vealetzek | 8/15/2022 | \$3,397 Per Season |
| Ihrke, Camie | New Assignment | 2nd Grade Teacher | PS | 1 FTE | BEA | M. Klassen | 08/29/22 | Use Current |
| Nelson, Anne | Resignation | ECFE Parent Educator | PS | Varied | BEA - Schedule D | n/a | 06/02/22 | n/a |
| Nolan, Carla | New | Director of Curriculum & Instruction | District Office | 1 FTE | Individual | M. Anderson | 7/1/22 | \$125,000 Annually |
| Nuest, Cory | New | JV Boys Basketball Coach | HS | Seasonal | BEA - Schedule C | H. Bengtson | 11/21/22 | \$3,782 Per Season |
| Ostrander, Allie | New | Speech Language Pathologist | PS | 1 FTE | BEA | A. Armstrong | 8/29/22 | MA Lane/Step 11: \$65,503 Annually |
| Peeler, Lesa | New | Special Education (EBD) Teacher | MS | 1 FTE | BEA | R. Hackensack | 08/29/22 | MA Lane/Step 5: \$54,353 Annually |

| | | | | | | | | |
|----------------------|----------------------------------|---|------------------|----------------------------|------------------|------------|-----------|--------------------------------------|
| Rieland, Kevin | Additional Assignment | Mid-Day Bus Driver | Bus Garage | 1 Hour, 45 Minutes Per Day | Transportation | S. Kasper | 09/06/22 | Use Current |
| Schmidt, Donna | Resignation | AM/PM Bus Driver | Bus Garage | 3.5 Hours Per Day | Transportation | n/a | 06/23/22 | n/a |
| Soenneker, Beth | Resignation (reduction in hours) | School Readiness Teacher | PS | M/W/F PM Classes Only | BEA - Schedule D | n/a | 06/14/22 | n/a |
| Soupir, Anna | Correction to Wage | Camp Opportunity Lead | Camp Opportunity | 8 Hours Per day | Camp Opportunity | n/a | 6/8/2022 | \$15.72 Per Hour |
| Straw, Clay | Resignation | Night Custodian | MS | 8 Hours Per Day | MultiUnit | n/a | 7/1/2022 | n/a |
| Tacheny, Allison | New | Special Education Teacher | HS | 1 FTE | BEA | C. Johnson | 08/29/22 | BA15 Lane/Step 2: \$45,381 Annually |
| Thorpe, Mary | Change in Assignment | Reading Interventionist | IS | 1 FTE | BEA | S. Norman | 8/29/22 | Use Current |
| VanHofwegen, Melissa | New | Asst. Dance Team Coach | HS | Seasonal | BEA - Schedule C | M. Timm | 10/24/22 | \$3,782 Per Season |
| Walz, Joy | New | Early Childhood Special Education Teacher | PS | 1 FTE | BEA | L. Kasper | 8/29/2022 | MA60 Lane/Step 13: \$78,272 Annually |
| Watercott, Doug | Additional Assignment | Mid-Day Bus Driver | Bus Garage | 1 Hour, 45 Minutes Per Day | Transportation | B. Condon | 9/7/22 | Use Current |
| Welk, McKenna | New | 2nd Grade Teacher | PS | 1 FTE | BEA | C. Backes | 08/29/22 | BA Lane/Step 1: \$42,723 Annually |
| Wenzel, Abby | Resignation | Social Studies Teacher | HS | 1 FTE | BEA | n/a | 6/30/22 | n/a |
| Witkowski, Amber | Resignation | Camp Opportunity Lead | Camp Opportunity | 4 Hours Per Day | Camp Opportunity | n/a | 7/8/22 | n/a |

STUDENT HANDBOOKS, as presented (located on website)

ANNUAL WELLNESS REPORT, as presented (located on website)

2022-2023 FEES, as presented

TRANSPORTATION BUILDING BIDS (SITEWORK, UTILITIES & LANDSCAPING, CONCRETE & MASONRY, GENERAL CONSTRUCTION, MECHANICAL, ELECTRICAL), as presented

TRANSPORTATION BUILDING REJECTED BID (FIRE SUPPRESSION), as presented

Motion by Aaron Jurek, seconded by Ryan Obermoller, to **Accept the Following Gifts:**

| | | |
|-----------------------------|------------|-----------------------------|
| Becker PTSA | \$6,000 | Becker Primary Read-A-Thon |
| Central MN Library Exchange | \$1,000 | Becker Intermediate Library |
| Clear Lake Lions | \$800 | High School Choir |
| Coborn's Inc. | \$710.63 | Becker Middle School |
| Coca Cola Give | \$33.25 | Becker Middle School |
| Darter Plastics Inc | \$1,000 | Robotics |
| Pheasants Forever | \$2,000.00 | Trap Shooting |
| Reading for Education | \$188.54 | Becker Primary |
| Shane & Valerie Seifermann | \$100 | Becker Primary Library |

Motion carried unanimously.

Motion by Pete Weismann, seconded by Troy Berning, to **Approve a Resolution Establishing Dates for Filing Affidavits of Candidacy.** Motion carried unanimously.

A **First Reading** was held on the following policies:

722 Public Data Requests

471 Unbiased, Fair and Equitable Treatment on all School Campuses and any School Sponsored Activities

722 Public Data Requests (MSBA Version)

A second reading will held at the next school board meeting.

Motion by Ryan Obermoller, seconded by Troy Berning, to **Approve the Annual Reviews of the Following Policies:**

- 410 Family and Medical Leave**
- 413 Harassment and Violence (and form)**
- 414 Mandated Reporting of Child Neglect**
- 415 Mandated Reporting of Maltreatment of Vulnerable Adults**
- 504 Student Dress and Appearance**
- 506 Student Discipline**
- 514 Bullying Prohibition**
- 522 Title IX**
- 524 Internet Use**
- 806 Crisis Management**

Motion carried unanimously.

Motion by Troy Berning, seconded by Pete Weismann, to **Enter into a Closed Session** at 7:40 p.m. to discuss a Complaint Pending Before the U.S. Department of Education, Office of Civil Rights. Motion carried unanimously.

Motion by Aaron Jurek, seconded by Troy Berning to **Enter into Open Session.**

The meeting was **adjourned** at 8:47 p.m.

Ryan Obermoller, Clerk

Recorder: Angela Oswald

Chair Swanson called the special meeting of the School Board of District #726 to order on the 14th day of July, 2022 at 5:00 p.m. in the Teaching & Learning Center.

Roll Call.

Members present: Troy Berning, Aaron Jurek, Ryan Obermoller, Connie Robinson, Mark Swanson, Pete Weismann

Members absent: None

Others present: Jeremy Schmidt

The School Board Held a Final Review on Strategic Planning and Goal Alignment.

The meeting was **adjourned** at 7:12 p.m.

Mark Swanson, Chair

Ryan Obermoller, Clerk

Recorder: Angela Oswald

BECKER PUBLIC SCHOOLS
MONTHLY FINANCIAL REPORT
July 2022

EXPENDITURES

| Fund | 2022-23 Budget | July 2022 | 2022-23 Year-to-Date | Remaining Budget | % Spent |
|-------------------|---------------------------|---------------------|---------------------------------|-----------------------------|--------------------|
| General | 37,190,159 | 658,635 | 658,635 | 36,531,524 | 1.77% |
| Food Service | 1,766,912 | 25,755 | 25,755 | 1,741,157 | 1.46% |
| Community Service | 1,643,530 | 47,370 | 47,370 | 1,596,160 | 2.88% |
| Debt Service | 3,820,440 | 381,095 | 381,095 | 3,439,345 | 9.98% |
| | \$ 44,421,041 | \$ 1,112,855 | \$ 1,112,855 | \$ 43,308,186 | 2.51% |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-------|-------------------------------|------------------|----|---------|--------------|----------------|-------------|----------|---------|
| 080122 | 0726 | 165063 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1MRY-P6GD-4G7K | P | Invoice | 07/12/2022 | 194.96 | 194.96 | 0.00 | 0.00 |
| 080122 | 0726 | 165064 | 1 | 10519 | ANDERSONS | 4221061 | P | Invoice | 07/12/2022 | 3,432.36 | 3,432.36 | 0.00 | 0.00 |
| 080122 | 0726 | 165065 | 1 | 10519 | ANDERSONS | 4017425 | P | Invoice | 07/12/2022 | (194.99) | (194.99) | 0.00 | 0.00 |
| 080122 | 0726 | 165066 | 1 | 16358 | R ARVIG | REQ | P | Invoice | 07/12/2022 | 206.95 | 206.95 | 0.00 | 0.00 |
| 080122 | 0726 | 165067 | 1 | 13922 | R BSN SPORTS, LLC | 917501143 | P | Invoice | 07/12/2022 | 1,096.07 | 1,096.07 | 0.00 | 0.00 |
| 080122 | 0726 | 165068 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 691.18 | 691.18 | 0.00 | 0.00 |
| 080122 | 0726 | 165069 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 59.27 | 59.27 | 0.00 | 0.00 |
| 080122 | 0726 | 165070 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 989.99 | 989.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165071 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 30.22 | 30.22 | 0.00 | 0.00 |
| 080122 | 0726 | 165072 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 6.32 | 6.32 | 0.00 | 0.00 |
| 080122 | 0726 | 165073 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 807.49 | 807.49 | 0.00 | 0.00 |
| 080122 | 0726 | 165074 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 291.20 | 291.20 | 0.00 | 0.00 |
| 080122 | 0726 | 165075 | 1 | 00067 | R CITY OF BECKER | REQ | P | Invoice | 07/12/2022 | 739.21 | 739.21 | 0.00 | 0.00 |
| 080122 | 0726 | 165076 | 1 | 13843 | R CULINEX | INV865921 | P | Invoice | 07/12/2022 | 14,716.80 | 14,716.80 | 0.00 | 0.00 |
| 080122 | 0726 | 165077 | 1 | 17813 | EXPRESS SERVICES, INC. | 27430038 | P | Invoice | 07/12/2022 | 1,172.02 | 1,172.02 | 0.00 | 0.00 |
| 080122 | 0726 | 165078 | 1 | 7516 | LEMIRE, JEANNE | REQ | P | Invoice | 07/12/2022 | 89.28 | 89.28 | 0.00 | 0.00 |
| 080122 | 0726 | 165079 | 1 | 04260 | R MASA | REQ | P | Invoice | 07/12/2022 | 1,460.00 | 1,460.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165080 | 1 | 8768 | MCGRAW HILL LLC | 123304163001 | P | Invoice | 07/12/2022 | 23,109.46 | 23,109.46 | 0.00 | 0.00 |
| 080122 | 0726 | 165081 | 1 | 17674 | R MRI SOFTWARE LLC | MRIUS1165408 | P | Invoice | 07/12/2022 | 2.00 | 2.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165082 | 1 | 9645 | MSBA | INV-01972-M6W3W6 | P | Invoice | 07/12/2022 | 210.00 | 210.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165083 | 1 | 17819 | EASTWOOD | IV002411981 | P | Invoice | 07/12/2022 | 170.46 | 170.46 | 0.00 | 0.00 |
| 080122 | 0726 | 165084 | 1 | 17496 | NORTHEAST METRO ISD #916 | 0002200507 | P | Invoice | 07/12/2022 | 678.60 | 678.60 | 0.00 | 0.00 |
| 080122 | 0726 | 165085 | 1 | 17817 | R PINE GROVE ZOO | 340 | P | Invoice | 07/12/2022 | 1,485.00 | 1,485.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165086 | 1 | 00324 | R SCHOOL HEALTH CORPORATION | 5554262-00 | P | Invoice | 07/12/2022 | 693.20 | 693.20 | 0.00 | 0.00 |
| 080122 | 0726 | 165087 | 1 | 06542 | R SCHOOL SPECIALTY, LLC | 202501840911 | P | Invoice | 07/12/2022 | 72.37 | 72.37 | 0.00 | 0.00 |
| 080122 | 0726 | 165088 | 1 | 15419 | TEAM FITZ GRAPHICS, LLC | 56038b | P | Invoice | 07/12/2022 | 710.00 | 710.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165089 | 1 | 17820 | TRAUT COMPANIES | 349727 | P | Invoice | 07/12/2022 | 1,800.00 | 1,800.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165090 | 1 | 17821 | TRIPP, RENEE | REQ | P | Invoice | 07/12/2022 | 246.06 | 246.06 | 0.00 | 0.00 |
| 080122 | 0726 | 165091 | 1 | 12020 | P VOYAGER SOPRIS LEARNING | 5503005 | P | Invoice | 07/12/2022 | 250.80 | 250.80 | 0.00 | 0.00 |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|--|-----------------|----|---------|--------------|----------------|-------------|----------|---------|
| 080122 | 0726 | 165092 | 1 9045 | R | GOPHER | IN191692 | P | Invoice | 07/12/2022 | 8,644.16 | 8,644.16 | 0.00 | 0.00 |
| 080122 | 0726 | 165093 | 1 16967 | R | 10322329 SSI MN TRANCHE 2, LLC | 35970 | P | Invoice | 07/19/2022 | 12,835.10 | 12,835.10 | 0.00 | 0.00 |
| 080122 | 0726 | 165094 | 1 16580 | R | 3023882 USS MINNESOTA ONE MT LLC | 35213 | P | Invoice | 07/19/2022 | 17,662.39 | 17,662.39 | 0.00 | 0.00 |
| 080122 | 0726 | 165095 | 1 17592 | | AMAZON CAPITAL SERVICES, INC. | 1HMC-M463-4CTK | P | Invoice | 07/19/2022 | 740.88 | 740.88 | 0.00 | 0.00 |
| 080122 | 0726 | 165096 | 1 17592 | | AMAZON CAPITAL SERVICES, INC. | 1Q6J-K1XX-H4V6 | P | Invoice | 07/19/2022 | (119.99) | (119.99) | 0.00 | 0.00 |
| 080122 | 0726 | 165097 | 1 17592 | | AMAZON CAPITAL SERVICES, INC. | 1JXD-FJJKG-9KH4 | P | Invoice | 07/19/2022 | 7.62 | 7.62 | 0.00 | 0.00 |
| 080122 | 0726 | 165098 | 1 17592 | | AMAZON CAPITAL SERVICES, INC. | 1YH6-FYGP-7MXC | P | Invoice | 07/19/2022 | 615.13 | 615.13 | 0.00 | 0.00 |
| 080122 | 0726 | 165099 | 1 04035 | | APPLE INC. | AJ12390854 | P | Invoice | 07/19/2022 | 37,773.00 | 37,773.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165100 | 1 04035 | | APPLE INC. | AJ13304840 | P | Invoice | 07/19/2022 | 899.00 | 899.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165101 | 1 16468 | | ARAMARK UNIFORM SERVICES | 2530020507 | P | Invoice | 07/19/2022 | 31.50 | 31.50 | 0.00 | 0.00 |
| 080122 | 0726 | 165102 | 1 16468 | | ARAMARK UNIFORM SERVICES | 2530023095 | P | Invoice | 07/19/2022 | 31.50 | 31.50 | 0.00 | 0.00 |
| 080122 | 0726 | 165103 | 1 16468 | | ARAMARK UNIFORM SERVICES | 2530025738 | P | Invoice | 07/19/2022 | 31.50 | 31.50 | 0.00 | 0.00 |
| 080122 | 0726 | 165104 | 1 13347 | | BEAUDRY OIL COMPANY | 2087647 | P | Invoice | 07/19/2022 | 2,210.85 | 2,210.85 | 0.00 | 0.00 |
| 080122 | 0726 | 165105 | 1 15646 | R | BIG LAKE SPINE AND SPORT | REQ | P | Invoice | 07/19/2022 | 85.00 | 85.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165106 | 1 6998 | R | CENTRACARE HEALTH SYSTEM | SCHFIN3305 | P | Invoice | 07/19/2022 | 188.68 | 188.68 | 0.00 | 0.00 |
| 080122 | 0726 | 165107 | 1 03411 | R | CHAMBERLAIN OIL CO., INC. | 401560-00 | P | Invoice | 07/19/2022 | 860.20 | 860.20 | 0.00 | 0.00 |
| 080122 | 0726 | 165108 | 1 16995 | | CORNERSTONE CHEVROLET | 5081979 | P | Invoice | 07/19/2022 | 106.96 | 106.96 | 0.00 | 0.00 |
| 080122 | 0726 | 165109 | 1 17501 | R | DALCO ENTERPRISES, INC. | 3948740 | P | Invoice | 07/19/2022 | 1,574.63 | 1,574.63 | 0.00 | 0.00 |
| 080122 | 0726 | 165110 | 1 17822 | | KELLY-GIBSON, HEIDI | REQ | P | Invoice | 07/19/2022 | 78.00 | 78.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165111 | 1 17697 | | HANCE LOCATING & SERVICES | 11701 | P | Invoice | 07/19/2022 | 185.00 | 185.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165112 | 1 16815 | | HRDIRECT | INV11916558 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165113 | 1 16815 | | HRDIRECT | INV11916560 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165114 | 1 16815 | | HRDIRECT | INV11916556 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |

Becker Schools ISD # 726
Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|---|---------------|----|---------|--------------|----------------|-------------|----------|---------|
| 080122 | 0726 | 165115 | 1 16815 | | HRDIRECT | INV11916557 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165116 | 1 16815 | | HRDIRECT | INV11916559 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165117 | 1 16815 | | HRDIRECT | INV11916561 | P | Invoice | 07/20/2022 | 84.99 | 84.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165118 | 1 14532 | | HEALTHPARTNERS INC. | 113965939 | P | Invoice | 07/20/2022 | 38,804.22 | 38,804.22 | 0.00 | 0.00 |
| 080122 | 0726 | 165119 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012088:02 | P | Invoice | 07/20/2022 | 183.84 | 183.84 | 0.00 | 0.00 |
| 080122 | 0726 | 165120 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012225:01 | P | Invoice | 07/20/2022 | 52.15 | 52.15 | 0.00 | 0.00 |
| 080122 | 0726 | 165121 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012224:01 | P | Invoice | 07/20/2022 | 51.65 | 51.65 | 0.00 | 0.00 |
| 080122 | 0726 | 165122 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012088:03 | P | Invoice | 07/20/2022 | 684.23 | 684.23 | 0.00 | 0.00 |
| 080122 | 0726 | 165123 | 1 16794 | | IMPRESSIONS MOBILE MUSIC | REQ | P | Invoice | 07/20/2022 | 300.00 | 300.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165124 | 1 14087 | R | JOHNSON CONTROLS SECURITY SOLUTIONS | 37616777 | P | Invoice | 07/20/2022 | 470.52 | 470.52 | 0.00 | 0.00 |
| 080122 | 0726 | 165125 | 1 14534 | | MADISON NATIONAL LIFE INSURANCE CO., INC. | BILL #1508638 | P | Invoice | 07/20/2022 | 2,657.29 | 2,657.29 | 0.00 | 0.00 |
| 080122 | 0726 | 165126 | 1 00225 | R | MARCO | 31994790 | P | Invoice | 07/20/2022 | 1,941.06 | 1,941.06 | 0.00 | 0.00 |
| 080122 | 0726 | 165127 | 1 04260 | R | MASA | 21-22684 | P | Invoice | 07/20/2022 | 199.00 | 199.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165128 | 1 00805 | | MASSP | 22745 | P | Invoice | 07/20/2022 | 969.00 | 969.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165129 | 1 00805 | | MASSP | 22764 | P | Invoice | 07/20/2022 | 870.00 | 870.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165130 | 1 16730 | | MCDOWALL CUSTOM EMBROIDERY | 1068 | P | Invoice | 07/20/2022 | 1,524.00 | 1,524.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165131 | 1 11228 | | MEYER LABORATORY, INC | 0845283-IN | P | Invoice | 07/20/2022 | 738.20 | 738.20 | 0.00 | 0.00 |
| 080122 | 0726 | 165132 | 1 10604 | | MIDWEST BUS PARTS INC | 170639 | P | Invoice | 07/20/2022 | 31.78 | 31.78 | 0.00 | 0.00 |
| 080122 | 0726 | 165133 | 1 10604 | | MIDWEST BUS PARTS INC | 170808 | P | Invoice | 07/20/2022 | 101.49 | 101.49 | 0.00 | 0.00 |
| 080122 | 0726 | 165134 | 1 16957 | | MIDWEST COMPLIANCE INC. | 51747 | P | Invoice | 07/20/2022 | 38.00 | 38.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165135 | 1 06690 | | NORTH CENTRAL BUS & EQUIP., INC. | 548514 | P | Invoice | 07/20/2022 | 51.06 | 51.06 | 0.00 | 0.00 |
| 080122 | 0726 | 165136 | 1 17763 | | ON DECK SPORTS | INV167285 | P | Invoice | 07/20/2022 | 3,629.35 | 3,629.35 | 0.00 | 0.00 |
| 080122 | 0726 | 165137 | 1 03560 | P | ROYAL TIRE INC. | 301-188549 | P | Invoice | 07/20/2022 | 1,260.83 | 1,260.83 | 0.00 | 0.00 |
| 080122 | 0726 | 165138 | 1 14934 | R | ACUITY SPECIALTY PRODUCTS, INC. | 9007552053 | P | Invoice | 07/20/2022 | 167.57 | 167.57 | 0.00 | 0.00 |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------------|------|---------|----------|-------|--------------------------------------|-------------|----|---------|--------------|----------------|--------------|----------|----------|
| 080122 | 0726 | 165211 | 1 | 12305 | BABLER, ANNA | REQ | P | Invoice | 07/22/2022 | 233.40 | 233.40 | 0.00 | 0.00 |
| 080122 | 0726 | 165212 | 1 | 17824 | FRUTH, MICHELLE | REQ | P | Invoice | 07/22/2022 | 53.70 | 53.70 | 0.00 | 0.00 |
| 080122 | 0726 | 165213 | 1 | 15920 | GREATER MINNESOTA FAMILY SERVICES | 125641 | P | Invoice | 07/22/2022 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165214 | 1 | 12104 | R HILDI INC. | 14215 | P | Invoice | 07/22/2022 | 1,390.00 | 1,390.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165215 | 1 | 13342 | P ICS, A LEGENCE COMPANY | 8563-8 | P | Invoice | 07/22/2022 | 317,444.14 | 317,444.14 | 0.00 | 0.00 |
| 080122 | 0726 | 165216 | 1 | 17642 | LRS | UA15720 | P | Invoice | 07/22/2022 | 1,921.79 | 1,921.79 | 0.00 | 0.00 |
| 080122 | 0726 | 165217 | 1 | 15976 | WRUCK SEWER AND PORTABLE RENTALS LLC | 12058 | P | Invoice | 07/22/2022 | 1,729.75 | 1,729.75 | 0.00 | 0.00 |
| 080122 | 0726 | 165218 | 1 | 15976 | WRUCK SEWER AND PORTABLE RENTALS LLC | 12059 | P | Invoice | 07/22/2022 | 758.00 | 758.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165219 | 1 | 13166 | R US BANK ST. PAUL | 2009192 | P | Invoice | 07/22/2022 | 97,801.66 | 97,801.66 | 0.00 | 0.00 |
| 080122 | 0726 | 165220 | 1 | 13166 | R US BANK ST. PAUL | 2001105 | P | Invoice | 07/22/2022 | 114,625.00 | 114,625.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165221 | 1 | 13166 | R US BANK ST. PAUL | 2009123 | P | Invoice | 07/22/2022 | 18,668.75 | 18,668.75 | 0.00 | 0.00 |
| 080122 | 0726 | 165222 | 1 | 13166 | R US BANK ST. PAUL | 2015523 | P | Invoice | 07/22/2022 | 31,675.00 | 31,675.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165223 | 1 | 14079 | NORTHLAND TRUST SERVICES, INC. | ISDBECK13A | P | Invoice | 07/22/2022 | 150,000.00 | 150,000.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165326 | 1 | 13696 | P HUDL | INV01323644 | P | Invoice | 07/26/2022 | 13,000.00 | 13,000.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165327 | 1 | 17133 | KO STORAGE OF BECKER | 21947 | P | Invoice | 07/26/2022 | 123.00 | 123.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165328 | 1 | 16243 | MINNESOTA COMPUTER SYSTEMS, INC. | 345033 | P | Invoice | 07/26/2022 | 132.90 | 132.90 | 0.00 | 0.00 |
| 080122 | 0726 | 165329 | 1 | 03279 | R PEBBLE CREEK GOLF CLUB | 20200914 | P | Invoice | 07/26/2022 | 4,500.00 | 4,500.00 | 0.00 | 0.00 |
| 080122 | 0726 | 165330 | 1 | 17444 | P TERMINIX COMMERCIAL (ST. CLOUD) | 194059 | P | Invoice | 07/26/2022 | 187.50 | 187.50 | 0.00 | 0.00 |
| 080122 | 0726 | 165331 | 1 | 06441 | R WINDSTREAM LAKEDALE, INC. | REQ | P | Invoice | 07/26/2022 | 1,600.99 | 1,600.99 | 0.00 | 0.00 |
| 080122 | 0726 | 165332 | 1 | 17823 | WOITALLA, LAUREN GRACE | 1071 | P | Invoice | 07/27/2022 | 117.50 | 117.50 | 0.00 | 0.00 |
| Batch Total: | | | | | | | | | | \$952,855.65 | \$952,855.65 | \$0.00 | \$0.00 |
| 080222 | 0726 | 165224 | 1 | 15323 | ACP DIRECT | 0241487 | I | Invoice | 07/25/2022 | 1,280.79 | 0.00 | 0.00 | 1,280.79 |
| 080222 | 0726 | 165225 | 1 | 16779 | AIRMAXX TRAMPOLINE PARK | 220719 | I | Invoice | 07/25/2022 | 585.00 | 0.00 | 0.00 | 585.00 |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-------|-------------------------------|----------------|----|---------|--------------|----------------|-------------|----------|----------|
| 080222 | 0726 | 165226 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1TX6-DNH4-LVTK | I | Invoice | 07/25/2022 | 245.06 | 0.00 | 0.00 | 245.06 |
| 080222 | 0726 | 165227 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1D7M-DYYV-K349 | I | Invoice | 07/25/2022 | 544.99 | 0.00 | 0.00 | 544.99 |
| 080222 | 0726 | 165228 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1VGX-G3TG-NXKJ | I | Invoice | 07/25/2022 | 63.48 | 0.00 | 0.00 | 63.48 |
| 080222 | 0726 | 165229 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1KD4-XYC9-MGPF | I | Invoice | 07/25/2022 | 63.91 | 0.00 | 0.00 | 63.91 |
| 080222 | 0726 | 165230 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1QXP-XMGV-M4XL | I | Invoice | 07/25/2022 | 663.99 | 0.00 | 0.00 | 663.99 |
| 080222 | 0726 | 165231 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1MFH-VJCF-HRPG | I | Invoice | 07/25/2022 | 314.47 | 0.00 | 0.00 | 314.47 |
| 080222 | 0726 | 165232 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1XPY-RPYK-L4F9 | I | Invoice | 07/25/2022 | 49.95 | 0.00 | 0.00 | 49.95 |
| 080222 | 0726 | 165233 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 11CJ-X619-M36F | I | Invoice | 07/25/2022 | 27.96 | 0.00 | 0.00 | 27.96 |
| 080222 | 0726 | 165234 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1VNN-TVT4-H144 | I | Invoice | 07/25/2022 | 1,398.12 | 0.00 | 0.00 | 1,398.12 |
| 080222 | 0726 | 165235 | 1 | 17592 | AMAZON CAPITAL SERVICES, INC. | 1G6J-3WRP-JXFX | I | Invoice | 07/25/2022 | 1,539.50 | 0.00 | 0.00 | 1,539.50 |
| 080222 | 0726 | 165236 | 1 | 11584 | R APPERSON, INC. | INV098302 | I | Invoice | 07/25/2022 | 122.60 | 0.00 | 0.00 | 122.60 |
| 080222 | 0726 | 165237 | 1 | 16468 | ARAMARK UNIFORM SERVICES | 2530028320 | I | Invoice | 07/25/2022 | 31.50 | 0.00 | 0.00 | 31.50 |
| 080222 | 0726 | 165238 | 1 | 05725 | BATTERIES PLUS | P53195305 | I | Invoice | 07/25/2022 | 324.98 | 0.00 | 0.00 | 324.98 |
| 080222 | 0726 | 165239 | 1 | 16318 | BEAR CLAW CONSTRUCTION LLC | REQ | I | Invoice | 07/25/2022 | 3,500.00 | 0.00 | 0.00 | 3,500.00 |
| 080222 | 0726 | 165240 | 1 | 14758 | BECKER SCREEN PRINT, LLC | 24023 | I | Invoice | 07/25/2022 | 428.75 | 0.00 | 0.00 | 428.75 |
| 080222 | 0726 | 165241 | 1 | 02860 | BENTON TROPHY & AWARDS INC. | 165558 | I | Invoice | 07/25/2022 | 60.48 | 0.00 | 0.00 | 60.48 |
| 080222 | 0726 | 165242 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |
| 080222 | 0726 | 165243 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |
| 080222 | 0726 | 165244 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |
| 080222 | 0726 | 165245 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |
| 080222 | 0726 | 165246 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |
| 080222 | 0726 | 165247 | 1 | 15646 | R BIG LAKE SPINE AND SPORT | REQ | I | Invoice | 07/25/2022 | 85.00 | 0.00 | 0.00 | 85.00 |

Becker Schools ISD # 726
Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|------------------------------------|---------------|----|---------|--------------|----------------|-------------|----------|-----------|
| 080222 | 0726 | 165248 | 1 13843 | R | CULINEX | INV866156 | I | Invoice | 07/25/2022 | 28,532.17 | 0.00 | 0.00 | 28,532.17 |
| 080222 | 0726 | 165249 | 1 17501 | R | DALCO ENTERPRISES, INC. | 3958537 | I | Invoice | 07/25/2022 | 497.81 | 0.00 | 0.00 | 497.81 |
| 080222 | 0726 | 165250 | 1 00085 | R | DEMCO INC. | 7152376 | I | Invoice | 07/25/2022 | 1,179.27 | 0.00 | 0.00 | 1,179.27 |
| 080222 | 0726 | 165251 | 1 15038 | P | EASTBAY INC. | 1546004 | I | Invoice | 07/25/2022 | 3,312.00 | 0.00 | 0.00 | 3,312.00 |
| 080222 | 0726 | 165252 | 1 10758 | | EDUCATORS BENEFIT CONSULTANTS, LLC | 24238 | I | Invoice | 07/25/2022 | 972.00 | 0.00 | 0.00 | 972.00 |
| 080222 | 0726 | 165253 | 1 17813 | | EXPRESS SERVICES, INC. | 27467017 | I | Invoice | 07/25/2022 | 804.46 | 0.00 | 0.00 | 804.46 |
| 080222 | 0726 | 165254 | 1 02769 | R | FLINN SCIENTIFIC, INC. | 2730495 | I | Invoice | 07/25/2022 | 1,326.96 | 0.00 | 0.00 | 1,326.96 |
| 080222 | 0726 | 165255 | 1 02769 | R | FLINN SCIENTIFIC, INC. | 2728175 | I | Invoice | 07/25/2022 | 104.73 | 0.00 | 0.00 | 104.73 |
| 080222 | 0726 | 165256 | 1 9045 | R | GOPHER | IN198718 | I | Invoice | 07/26/2022 | 502.88 | 0.00 | 0.00 | 502.88 |
| 080222 | 0726 | 165257 | 1 9045 | R | GOPHER | IN196877 | I | Invoice | 07/26/2022 | 847.73 | 0.00 | 0.00 | 847.73 |
| 080222 | 0726 | 165258 | 1 9045 | R | GOPHER | IN196628 | I | Invoice | 07/26/2022 | 2,950.08 | 0.00 | 0.00 | 2,950.08 |
| 080222 | 0726 | 165259 | 1 9045 | R | GOPHER | IN196637 | I | Invoice | 07/26/2022 | 251.48 | 0.00 | 0.00 | 251.48 |
| 080222 | 0726 | 165260 | 1 16386 | | HARTKOPF, ALYSHA | REQ | I | Invoice | 07/26/2022 | 16.18 | 0.00 | 0.00 | 16.18 |
| 080222 | 0726 | 165261 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012874:01 | I | Invoice | 07/26/2022 | 2.64 | 0.00 | 0.00 | 2.64 |
| 080222 | 0726 | 165262 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012088:04 | I | Invoice | 07/26/2022 | 499.90 | 0.00 | 0.00 | 499.90 |
| 080222 | 0726 | 165263 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012874:02 | I | Invoice | 07/26/2022 | 107.24 | 0.00 | 0.00 | 107.24 |
| 080222 | 0726 | 165264 | 1 00165 | | HOGLUND BUS AND TRUCK CO. | X100012792:01 | I | Invoice | 07/26/2022 | 441.77 | 0.00 | 0.00 | 441.77 |
| 080222 | 0726 | 165265 | 1 14923 | | HORIZON COMMERCIAL POOL SUPPLY | INV21481 | I | Invoice | 07/26/2022 | 514.37 | 0.00 | 0.00 | 514.37 |
| 080222 | 0726 | 165266 | 1 14923 | | HORIZON COMMERCIAL POOL SUPPLY | INV21567 | I | Invoice | 07/26/2022 | 26.02 | 0.00 | 0.00 | 26.02 |
| 080222 | 0726 | 165267 | 1 6974 | | HOVDE, BETH | REQ | I | Invoice | 07/26/2022 | 22.07 | 0.00 | 0.00 | 22.07 |
| 080222 | 0726 | 165268 | 1 15482 | | HUBBARD ELECTRIC | 11850 | I | Invoice | 07/26/2022 | 200.00 | 0.00 | 0.00 | 200.00 |
| 080222 | 0726 | 165269 | 1 15482 | | HUBBARD ELECTRIC | 11820 | I | Invoice | 07/26/2022 | 99,597.27 | 0.00 | 0.00 | 99,597.27 |
| 080222 | 0726 | 165270 | 1 10824 | | INNOVATIVE OFFICE SOLUTIONS, LLC | IN3857843 | I | Invoice | 07/26/2022 | 55.33 | 0.00 | 0.00 | 55.33 |
| 080222 | 0726 | 165271 | 1 10824 | | INNOVATIVE OFFICE SOLUTIONS, LLC | IN3863350 | I | Invoice | 07/26/2022 | 126.08 | 0.00 | 0.00 | 126.08 |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|--|---------------|----|---------|--------------|----------------|-------------|----------|-----------|
| 080222 | 0726 | 165272 | 1 16922 | | IMHOLTE, KRISTIN | REQ | I | Invoice | 07/26/2022 | 152.39 | 0.00 | 0.00 | 152.39 |
| 080222 | 0726 | 165273 | 1 16962 | | JACKSON ROOF CURBS & WELDING | REQ | I | Invoice | 07/26/2022 | 12,995.00 | 0.00 | 0.00 | 12,995.00 |
| 080222 | 0726 | 165274 | 1 16962 | | JACKSON ROOF CURBS & WELDING | REQ | I | Invoice | 07/26/2022 | 24,750.00 | 0.00 | 0.00 | 24,750.00 |
| 080222 | 0726 | 165275 | 1 15352 | | JOHNSON, NATHAN | REQ | I | Invoice | 07/26/2022 | 20,065.00 | 0.00 | 0.00 | 20,065.00 |
| 080222 | 0726 | 165276 | 1 15352 | | JOHNSON, NATHAN | REQ | I | Invoice | 07/26/2022 | 13,871.00 | 0.00 | 0.00 | 13,871.00 |
| 080222 | 0726 | 165277 | 1 15352 | | JOHNSON, NATHAN | REQ | I | Invoice | 07/26/2022 | 4,530.00 | 0.00 | 0.00 | 4,530.00 |
| 080222 | 0726 | 165278 | 1 17825 | | JOHNSON, TRACY AND RICK | REQ | I | Invoice | 07/26/2022 | 341.00 | 0.00 | 0.00 | 341.00 |
| 080222 | 0726 | 165279 | 1 9004 | R | JONES SCHOOL SUPPLY CO., INC. | 1906928 | I | Invoice | 07/26/2022 | 120.10 | 0.00 | 0.00 | 120.10 |
| 080222 | 0726 | 165280 | 1 17373 | | KARL'S TV & APPLIANCE INC. | 352803290 | I | Invoice | 07/26/2022 | 139.00 | 0.00 | 0.00 | 139.00 |
| 080222 | 0726 | 165281 | 1 8735 | | MATHIES, TRACI | REQ | I | Invoice | 07/26/2022 | 20.90 | 0.00 | 0.00 | 20.90 |
| 080222 | 0726 | 165282 | 1 04442 | R | MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC | 123386525001 | I | Invoice | 07/26/2022 | 23,730.30 | 0.00 | 0.00 | 23,730.30 |
| 080222 | 0726 | 165283 | 1 04442 | R | MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC | 123375776001 | I | Invoice | 07/26/2022 | 2,550.65 | 0.00 | 0.00 | 2,550.65 |
| 080222 | 0726 | 165284 | 1 10604 | | MIDWEST BUS PARTS INC | 170966 | I | Invoice | 07/26/2022 | 25.84 | 0.00 | 0.00 | 25.84 |
| 080222 | 0726 | 165285 | 1 12399 | | MIDWEST MACHINERY CO. | 9238375 | I | Invoice | 07/26/2022 | 7.93 | 0.00 | 0.00 | 7.93 |
| 080222 | 0726 | 165286 | 1 10677 | | MINNESOTA WEARABLES | REQ | I | Invoice | 07/26/2022 | 720.00 | 0.00 | 0.00 | 720.00 |
| 080222 | 0726 | 165287 | 1 9744 | R | MOMENTUM TRUCK GROUP | X194123847:01 | I | Invoice | 07/26/2022 | 454.68 | 0.00 | 0.00 | 454.68 |
| 080222 | 0726 | 165288 | 1 17496 | | NORTHEAST METRO ISD #916 | 0002200580 | I | Invoice | 07/26/2022 | 508.29 | 0.00 | 0.00 | 508.29 |
| 080222 | 0726 | 165289 | 1 17496 | | NORTHEAST METRO ISD #916 | 0002200566 | I | Invoice | 07/26/2022 | 2,035.80 | 0.00 | 0.00 | 2,035.80 |
| 080222 | 0726 | 165290 | 1 15821 | | NUCO2 | 70489271 | I | Invoice | 07/26/2022 | 273.96 | 0.00 | 0.00 | 273.96 |
| 080222 | 0726 | 165291 | 1 15821 | | NUCO2 | 70494404 | I | Invoice | 07/26/2022 | 39.95 | 0.00 | 0.00 | 39.95 |
| 080222 | 0726 | 165292 | 1 15821 | | NUCO2 | 70417632 | I | Invoice | 07/26/2022 | 227.00 | 0.00 | 0.00 | 227.00 |
| 080222 | 0726 | 165293 | 1 14432 | | OSWALD, ANGELA | REQ | I | Invoice | 07/26/2022 | 11.94 | 0.00 | 0.00 | 11.94 |
| 080222 | 0726 | 165294 | 1 10377 | | PAPER DIRECT | 4269494 | I | Invoice | 07/26/2022 | 105.07 | 0.00 | 0.00 | 105.07 |
| 080222 | 0726 | 165295 | 1 12914 | | PARTS CITY AUTO PARTS | 62-550379 | I | Invoice | 07/26/2022 | 154.02 | 0.00 | 0.00 | 154.02 |

Becker Schools ISD # 726
Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|--|---------------|----|---------|--------------|----------------|-------------|----------|-----------|
| 080222 | 0726 | 165296 | 1 17131 | | PATRIOT NEWS MN | 006520 | I | Invoice | 07/26/2022 | 683.28 | 0.00 | 0.00 | 683.28 |
| 080222 | 0726 | 165297 | 1 17131 | | PATRIOT NEWS MN | 006482 | I | Invoice | 07/26/2022 | 115.44 | 0.00 | 0.00 | 115.44 |
| 080222 | 0726 | 165298 | 1 16324 | | POLAR ELECTRO INC, | 331656956 | I | Invoice | 07/26/2022 | 4,906.65 | 0.00 | 0.00 | 4,906.65 |
| 080222 | 0726 | 165299 | 1 17503 | | ROCKET MATH, LLC | 48872G | I | Invoice | 07/26/2022 | 735.00 | 0.00 | 0.00 | 735.00 |
| 080222 | 0726 | 165300 | 1 13457 | | RUSSELL SECURITY RESOURCE INC | A42859 | I | Invoice | 07/26/2022 | 16.00 | 0.00 | 0.00 | 16.00 |
| 080222 | 0726 | 165301 | 1 13457 | | RUSSELL SECURITY RESOURCE INC | A42863 | I | Invoice | 07/26/2022 | 21,392.00 | 0.00 | 0.00 | 21,392.00 |
| 080222 | 0726 | 165302 | 1 03560 | P | ROYAL TIRE INC. | 301-189003 | I | Invoice | 07/26/2022 | 1,679.10 | 0.00 | 0.00 | 1,679.10 |
| 080222 | 0726 | 165303 | 1 03732 | | SCAN AIR FILTER, INC | 156015 | I | Invoice | 07/26/2022 | 1,801.78 | 0.00 | 0.00 | 1,801.78 |
| 080222 | 0726 | 165304 | 1 03732 | | SCAN AIR FILTER, INC | 156016 | I | Invoice | 07/26/2022 | 7,860.65 | 0.00 | 0.00 | 7,860.65 |
| 080222 | 0726 | 165305 | 1 03732 | | SCAN AIR FILTER, INC | 156017 | I | Invoice | 07/26/2022 | 2,172.57 | 0.00 | 0.00 | 2,172.57 |
| 080222 | 0726 | 165306 | 1 03732 | | SCAN AIR FILTER, INC | 156021 | I | Invoice | 07/26/2022 | 1,599.85 | 0.00 | 0.00 | 1,599.85 |
| 080222 | 0726 | 165307 | 1 06542 | R | SCHOOL SPECIALTY, LLC | 208130353300 | I | Invoice | 07/26/2022 | 411.60 | 0.00 | 0.00 | 411.60 |
| 080222 | 0726 | 165308 | 1 06542 | R | SCHOOL SPECIALTY, LLC | 202501842737 | I | Invoice | 07/26/2022 | 133.39 | 0.00 | 0.00 | 133.39 |
| 080222 | 0726 | 165309 | 1 9265 | P | SEESAW LEARNING, INC. | 2021-52242 | I | Invoice | 07/26/2022 | 1,025.00 | 0.00 | 0.00 | 1,025.00 |
| 080222 | 0726 | 165310 | 1 06663 | | SKATIN' PLACE | REQ | I | Invoice | 07/26/2022 | 484.00 | 0.00 | 0.00 | 484.00 |
| 080222 | 0726 | 165311 | 1 00434 | | STATE SUPPLY COMPANY | 627678 | I | Invoice | 07/26/2022 | 89.55 | 0.00 | 0.00 | 89.55 |
| 080222 | 0726 | 165312 | 1 16850 | | ST. CLOUD ACOUSTICS, INC. | 6461 | I | Invoice | 07/26/2022 | 234.50 | 0.00 | 0.00 | 234.50 |
| 080222 | 0726 | 165313 | 1 16879 | R | TERRAFORM PHOENIX TERRA II ARCADIA HOLDINGS, LLC | | I | Invoice | 07/26/2022 | 361.77 | 0.00 | 0.00 | 361.77 |
| 080222 | 0726 | 165314 | 1 6814 | | WELINSKI, CINDY | REQ | I | Invoice | 07/26/2022 | 50.55 | 0.00 | 0.00 | 50.55 |
| 080222 | 0726 | 165315 | 1 16197 | | WINSUPPLY OF THE TWIN CITIES | 148300-01 | I | Invoice | 07/26/2022 | 108.00 | 0.00 | 0.00 | 108.00 |
| 080222 | 0726 | 165316 | 1 10924 | P | W.L. HALL CO. INTERIOR SERVICE | 10621 | I | Invoice | 07/26/2022 | 6,585.00 | 0.00 | 0.00 | 6,585.00 |
| 080222 | 0726 | 165317 | 1 11134 | | WOODBURN PRESS | 22722 | I | Invoice | 07/26/2022 | 77.30 | 0.00 | 0.00 | 77.30 |
| 080222 | 0726 | 165318 | 1 00398 | | WRIGHT TECHNICAL CTR, DIST. #0966 | 4994 | I | Invoice | 07/26/2022 | 2,975.75 | 0.00 | 0.00 | 2,975.75 |
| 080222 | 0726 | 165319 | 1 15677 | R | ZONAR SYSTEMS, INC. | SI558667 | I | Invoice | 07/26/2022 | 3,382.59 | 0.00 | 0.00 | 3,382.59 |
| 080222 | 0726 | 165368 | 1 7263 | R | EGAN COMPANY | SVC0000120052 | I | Invoice | 07/28/2022 | 3,921.88 | 0.00 | 0.00 | 3,921.88 |
| 080222 | 0726 | 165369 | 1 7263 | R | EGAN COMPANY | SVC0000119915 | I | Invoice | 07/28/2022 | 291.00 | 0.00 | 0.00 | 291.00 |

Becker Schools ISD # 726

Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------------|------|---------|----------|-------|------------------------------------|------------|----|---------|--------------|----------------|-------------|----------|--------------|
| 080222 | 0726 | 165370 | 1 | 11145 | ROCHESTER TELECOM SYSTEMS, INC | 17886 | I | Invoice | 07/28/2022 | 13.93 | 0.00 | 0.00 | 13.93 |
| 080222 | 0726 | 165371 | 1 | 11145 | ROCHESTER TELECOM SYSTEMS, INC | 18653 | I | Invoice | 07/28/2022 | 10.60 | 0.00 | 0.00 | 10.60 |
| 080222 | 0726 | 165372 | 1 | 15729 | SHRED-IT, C/O STERICYLCLC, INC. | 8002017780 | I | Invoice | 07/28/2022 | 151.03 | 0.00 | 0.00 | 151.03 |
| 080222 | 0726 | 165373 | 1 | 8751 | SUPERIOR STRIPING, INC | 51299 | I | Invoice | 07/28/2022 | 9,447.00 | 0.00 | 0.00 | 9,447.00 |
| 080222 | 0726 | 165374 | 1 | 17134 | USI INSURANCE SERVICES, LLC | 4248633 | I | Invoice | 07/28/2022 | 1,326.13 | 0.00 | 0.00 | 1,326.13 |
| 080222 | 0726 | 165375 | 1 | 8489 | TECH CHECK, LLC | 48181 | I | Invoice | 07/28/2022 | 447.56 | 0.00 | 0.00 | 447.56 |
| Batch Total: | | | | | | | | | | \$336,966.24 | \$0.00 | \$0.00 | \$336,966.24 |
| C72622 | 0726 | 165320 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604793611 | P | Invoice | 07/26/2022 | 5,356.12 | 5,356.12 | 0.00 | 0.00 |
| C72622 | 0726 | 165321 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604793613 | P | Invoice | 07/26/2022 | 414.78 | 414.78 | 0.00 | 0.00 |
| C72622 | 0726 | 165322 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604793612 | P | Invoice | 07/26/2022 | 1,519.42 | 1,519.42 | 0.00 | 0.00 |
| C72622 | 0726 | 165323 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604800423 | P | Invoice | 07/26/2022 | 75.20 | 75.20 | 0.00 | 0.00 |
| C72622 | 0726 | 165324 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604800422 | P | Invoice | 07/26/2022 | 37.60 | 37.60 | 0.00 | 0.00 |
| C72622 | 0726 | 165325 | 1 | 6968 | R HILLYARD / HUTCHINSON | 604800424 | P | Invoice | 07/26/2022 | 7,015.23 | 7,015.23 | 0.00 | 0.00 |
| Batch Total: | | | | | | | | | | \$14,418.35 | \$14,418.35 | \$0.00 | \$0.00 |
| G07D22 | 0726 | 165139 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,404.00 | 1,404.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165140 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 3,546.12 | 3,546.12 | 0.00 | 0.00 |
| G07D22 | 0726 | 165141 | 1 | 10758 | EDUCATORS BENEFIT CONSULTANTS, LLC | S2022242 | P | Invoice | 07/22/2022 | 3,306.23 | 3,306.23 | 0.00 | 0.00 |
| G07D22 | 0726 | 165142 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 931.50 | 931.50 | 0.00 | 0.00 |
| G07D22 | 0726 | 165143 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,760.00 | 1,760.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165144 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 125.00 | 125.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165145 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,469.25 | 1,469.25 | 0.00 | 0.00 |
| G07D22 | 0726 | 165146 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 200.00 | 200.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165147 | 1 | 14225 | HORACE MANN LIFE INS. CO. | S2022242 | P | Invoice | 07/22/2022 | 467.95 | 467.95 | 0.00 | 0.00 |
| G07D22 | 0726 | 165148 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 8,423.99 | 8,423.99 | 0.00 | 0.00 |

Becker Schools ISD # 726

Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------------|------|---------|----------|-------|---------------------------------------|------------|----|---------|--------------|----------------|--------------|----------|---------|
| G07D22 | 0726 | 165149 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 612.72 | 612.72 | 0.00 | 0.00 |
| G07D22 | 0726 | 165150 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,307.24 | 1,307.24 | 0.00 | 0.00 |
| G07D22 | 0726 | 165151 | 1 | 00490 | PERA | S2022242 | P | Invoice | 07/22/2022 | 2,952.93 | 2,952.93 | 0.00 | 0.00 |
| G07D22 | 0726 | 165152 | 1 | 7139 | NCPERS GROUP LIFE INS | S2022242 | P | Invoice | 07/22/2022 | 64.00 | 64.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165153 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,400.34 | 1,400.34 | 0.00 | 0.00 |
| G07D22 | 0726 | 165154 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 504.37 | 504.37 | 0.00 | 0.00 |
| G07D22 | 0726 | 165155 | 1 | 01084 | SEIU LOCAL #284 | S2022242 | P | Invoice | 07/22/2022 | 914.01 | 914.01 | 0.00 | 0.00 |
| G07D22 | 0726 | 165156 | 1 | 6868 | MN DEPT OF REVENUE | S2022242 | P | Invoice | 07/22/2022 | 22,140.10 | 22,140.10 | 0.00 | 0.00 |
| G07D22 | 0726 | 165157 | 1 | 00599 | MN TEACHER'S RETIREMENT ASSOC | S2022242 | P | Invoice | 07/22/2022 | 88,680.51 | 88,680.51 | 0.00 | 0.00 |
| G07D22 | 0726 | 165158 | 1 | 00594 | FEDERAL TAX PAYMENTS | S2022242 | P | Invoice | 07/22/2022 | 128,714.01 | 128,714.01 | 0.00 | 0.00 |
| G07D22 | 0726 | 165159 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 2,615.50 | 2,615.50 | 0.00 | 0.00 |
| G07D22 | 0726 | 165160 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 1,932.00 | 1,932.00 | 0.00 | 0.00 |
| G07D22 | 0726 | 165161 | 1 | 14036 | EBC TSA COMPLIANCE | S2022242 | P | Invoice | 07/25/2022 | 100.00 | 100.00 | 0.00 | 0.00 |
| Batch Total: | | | | | | | | | | \$273,571.77 | \$273,571.77 | \$0.00 | \$0.00 |
| G07E22 | 0726 | 165162 | 1 | 14036 | EBC TSA COMPLIANCE | S202224S20 | P | Invoice | 07/25/2022 | 500.00 | 500.00 | 0.00 | 0.00 |
| G07E22 | 0726 | 165163 | 1 | 00490 | PERA | S202224S20 | P | Invoice | 07/22/2022 | 5,305.63 | 5,305.63 | 0.00 | 0.00 |
| G07E22 | 0726 | 165164 | 1 | 6868 | MN DEPT OF REVENUE | S202224S20 | P | Invoice | 07/22/2022 | 1,545.59 | 1,545.59 | 0.00 | 0.00 |
| G07E22 | 0726 | 165165 | 1 | 00599 | MN TEACHER'S RETIREMENT ASSOC | S202224S20 | P | Invoice | 07/22/2022 | 2,720.18 | 2,720.18 | 0.00 | 0.00 |
| G07E22 | 0726 | 165166 | 1 | 00594 | FEDERAL TAX PAYMENTS | S202224S20 | P | Invoice | 07/22/2022 | 14,608.47 | 14,608.47 | 0.00 | 0.00 |
| Batch Total: | | | | | | | | | | \$24,679.87 | \$24,679.87 | \$0.00 | \$0.00 |
| G07F22 | 0726 | 165167 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 633.75 | 633.75 | 0.00 | 0.00 |
| G07F22 | 0726 | 165168 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 533.25 | 533.25 | 0.00 | 0.00 |
| G07F22 | 0726 | 165169 | 1 | 10758 | EDUCATORS BENEFIT CONSULTANTS, LLC | S2023020 | P | Invoice | 07/22/2022 | 543.75 | 543.75 | 0.00 | 0.00 |
| G07F22 | 0726 | 165170 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 109.00 | 109.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165171 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 543.45 | 543.45 | 0.00 | 0.00 |
| G07F22 | 0726 | 165172 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 176.00 | 176.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165173 | 1 | 12193 | MN STATE RETIREMENT SYSTEM | S2023020 | P | Invoice | 07/22/2022 | 27,600.00 | 27,600.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165174 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 2,640.42 | 2,640.42 | 0.00 | 0.00 |

Becker Schools ISD # 726 Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------------|------|---------|----------|-------|---|--------------|----|---------|--------------|----------------|-------------|----------|---------|
| G07F22 | 0726 | 165175 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 250.00 | 250.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165176 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 452.34 | 452.34 | 0.00 | 0.00 |
| G07F22 | 0726 | 165177 | 1 | 00490 | PERA | S2023020 | P | Invoice | 07/22/2022 | 10,166.30 | 10,166.30 | 0.00 | 0.00 |
| G07F22 | 0726 | 165178 | 1 | 7139 | NCPERS GROUP LIFE INS | S2023020 | P | Invoice | 07/22/2022 | 112.00 | 112.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165179 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 1,083.35 | 1,083.35 | 0.00 | 0.00 |
| G07F22 | 0726 | 165180 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 145.00 | 145.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165181 | 1 | 01084 | SEIU LOCAL #284 | S2023020 | P | Invoice | 07/22/2022 | 1,275.08 | 1,275.08 | 0.00 | 0.00 |
| G07F22 | 0726 | 165182 | 1 | 6868 | MN DEPT OF REVENUE | S2023020 | P | Invoice | 07/22/2022 | 5,789.14 | 5,789.14 | 0.00 | 0.00 |
| G07F22 | 0726 | 165183 | 1 | 00599 | MN TEACHER'S RETIREMENT ASSOC | S2023020 | P | Invoice | 07/22/2022 | 10,683.14 | 10,683.14 | 0.00 | 0.00 |
| G07F22 | 0726 | 165184 | 1 | 00594 | FEDERAL TAX PAYMENTS | S2023020 | P | Invoice | 07/22/2022 | 34,064.20 | 34,064.20 | 0.00 | 0.00 |
| G07F22 | 0726 | 165185 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 178.00 | 178.00 | 0.00 | 0.00 |
| G07F22 | 0726 | 165186 | 1 | 14036 | EBC TSA COMPLIANCE | S2023020 | P | Invoice | 07/25/2022 | 155.00 | 155.00 | 0.00 | 0.00 |
| Batch Total: | | | | | | | | | | \$97,133.17 | \$97,133.17 | \$0.00 | \$0.00 |
| PJUN22 | 0726 | 165187 | 1 | 15505 | TIMESTATION, LLC | 165530266555 | P | Invoice | 07/21/2022 | 99.95 | 99.95 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165188 | 1 | 14365 | ASHA | 5381492 | P | Invoice | 07/21/2022 | 144.00 | 144.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165189 | 1 | 06679 | AMAZON | REQ | P | Invoice | 07/21/2022 | 1,134.79 | 1,134.79 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165190 | 1 | 17117 | ZOOM VIDEO COMMUNICATIONS INC. | INV152550418 | P | Invoice | 07/21/2022 | 59.04 | 59.04 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165191 | 1 | 03279 | R PEBBLE CREEK GOLF CLUB | REQ | P | Invoice | 07/21/2022 | 206.47 | 206.47 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165192 | 1 | 17285 | REBECCA'S CAFE | REQ | P | Invoice | 07/21/2022 | 120.81 | 120.81 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165193 | 1 | 16905 | DOLLAR GENERAL STORE | REQ | P | Invoice | 07/21/2022 | 45.79 | 45.79 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165194 | 1 | 13028 | MSNA INDUSTRY CONFERENCE | 2227 / 2224 | P | Invoice | 07/21/2022 | 1,410.00 | 1,410.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165195 | 1 | 17809 | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/21/2022 | 30.16 | 30.16 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165196 | 1 | 7981 | R DOMINO'S PIZZA | REQ | P | Invoice | 07/21/2022 | 34.48 | 34.48 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165197 | 1 | 17285 | REBECCA'S CAFE | REQ | P | Invoice | 07/21/2022 | 89.34 | 89.34 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165198 | 1 | 13602 | R DOLLAR TREE STORES, INC. | REQ | P | Invoice | 07/21/2022 | 18.88 | 18.88 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165199 | 1 | 17705 | ACDA MN - AMERICAN CHORAL DIR. ASSOC. OF MN | REQ | P | Invoice | 07/21/2022 | 339.44 | 339.44 | 0.00 | 0.00 |

Becker Schools ISD # 726

Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-----|-------------------------------|------------|----|---------|--------------|----------------|-------------|----------|---------|
| PJUN22 | 0726 | 165200 | 1 00057 | | RESOURCE TRAINING & SOLUTIONS | REQ | P | Invoice | 07/21/2022 | 464.00 | 464.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165201 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/21/2022 | 913.32 | 913.32 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165202 | 1 7981 | R | DOMINO'S PIZZA | REQ | P | Invoice | 07/21/2022 | 46.33 | 46.33 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165203 | 1 11398 | | SUBWAY | REQ | P | Invoice | 07/21/2022 | 68.97 | 68.97 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165204 | 1 17809 | | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/21/2022 | 4.84 | 4.84 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165205 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/21/2022 | 380.30 | 380.30 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165206 | 1 14425 | | PIZZA DEPOT | REQ | P | Invoice | 07/21/2022 | 130.00 | 130.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165207 | 1 14425 | | PIZZA DEPOT | REQ | P | Invoice | 07/21/2022 | 145.00 | 145.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165208 | 1 17120 | | SPEEDWAY | REQ | P | Invoice | 07/21/2022 | 12.98 | 12.98 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165209 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/21/2022 | 485.87 | 485.87 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165210 | 1 6969 | | MASMS | REQ | P | Invoice | 07/21/2022 | 100.00 | 100.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165333 | 1 8133 | P | NORTHERN TOOL & EQUIPMENT | 351582 | P | Invoice | 07/27/2022 | 947.09 | 947.09 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165334 | 1 9215 | R | HOME DEPOT - STORE #2840 | REQ | P | Invoice | 07/27/2022 | 31.44 | 31.44 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165335 | 1 17809 | | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/27/2022 | 298.59 | 298.59 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165336 | 1 06703 | | WALMART | REQ | P | Invoice | 07/27/2022 | 37.76 | 37.76 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165337 | 1 13945 | | PROCARE SOFTWARE | PYMT339806 | P | Invoice | 07/27/2022 | 40.00 | 40.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165338 | 1 06663 | | SKATIN' PLACE | REQ | P | Invoice | 07/27/2022 | 536.00 | 536.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165339 | 1 10897 | | SAM'S CLUB | REQ | P | Invoice | 07/27/2022 | 194.04 | 194.04 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165340 | 1 17809 | | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/27/2022 | 110.09 | 110.09 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165341 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/27/2022 | 383.64 | 383.64 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165342 | 1 02332 | | MAPT | 4428 | P | Invoice | 07/27/2022 | 160.00 | 160.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165343 | 1 02332 | | MAPT | REQ | P | Invoice | 07/27/2022 | 1,210.62 | 1,210.62 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165344 | 1 16018 | | COKATO PARTS CITY | 65-748097 | P | Invoice | 07/27/2022 | 412.70 | 412.70 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165345 | 1 10897 | | SAM'S CLUB | REQ | P | Invoice | 07/27/2022 | 55.78 | 55.78 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165346 | 1 10897 | | SAM'S CLUB | REQ | P | Invoice | 07/27/2022 | 479.84 | 479.84 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165347 | 1 9215 | R | HOME DEPOT - STORE #2840 | REQ | P | Invoice | 07/27/2022 | 137.34 | 137.34 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165348 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/27/2022 | 654.90 | 654.90 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165349 | 1 17809 | | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/27/2022 | 4.49 | 4.49 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165350 | 1 06679 | | AMAZON | REQ | P | Invoice | 07/27/2022 | 89.07 | 89.07 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165351 | 1 17828 | | ST. PAUL SAINTS | 1585994 | P | Invoice | 07/27/2022 | 840.00 | 840.00 | 0.00 | 0.00 |

Becker Schools ISD # 726

Voucher Listing by Batch and Voucher Number

| Batch | Co | Voucher | Grp Code | Rcd | Vendor | Invoice # | St | Type | Invoice Date | Invoice Amount | Paid Amount | Discount | Balance |
|--------|------|---------|----------|-------|---------------------------|------------------|----|---------|--------------|----------------|-------------|----------|---------|
| PJUN22 | 0726 | 165352 | 1 | 10601 | MN BOARD OF SCHOOL ADMIN. | BSABSA000017156 | P | Invoice | 07/27/2022 | 102.15 | 102.15 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165353 | 1 | 17829 | EVERYTHING SUMMERCAMP | ESC-93262 | P | Invoice | 07/27/2022 | 319.98 | 319.98 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165354 | 1 | 14365 | ASHA | 5375420 | P | Invoice | 07/27/2022 | 144.00 | 144.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165355 | 1 | 02153 | MN HISTORICAL SOCIETY | 17830 | P | Invoice | 07/27/2022 | 3,571.92 | 3,571.92 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165356 | 1 | 15547 | JIFFYSHIRTS.COM | REQ | P | Invoice | 07/27/2022 | 193.50 | 193.50 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165357 | 1 | 15708 | BESTBUY.COM | REQ | P | Invoice | 07/27/2022 | 749.99 | 749.99 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165358 | 1 | 13524 | HOME DEPOT | REQ | P | Invoice | 07/27/2022 | 318.00 | 318.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165359 | 1 | 13805 | WAL-MART.COM | REQ | P | Invoice | 07/27/2022 | 901.01 | 901.01 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165360 | 1 | 17797 | ULTIMATE SLP | REQ | P | Invoice | 07/27/2022 | 139.92 | 139.92 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165361 | 1 | 11694 | FULL COMPASS | REQ | P | Invoice | 07/27/2022 | 226.80 | 226.80 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165362 | 1 | 17791 | RECREATION UNLIMITED | REQ | P | Invoice | 07/27/2022 | 1,999.99 | 1,999.99 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165363 | 1 | 06703 | WALMART | 2000100-24670889 | P | Invoice | 07/27/2022 | 103.78 | 103.78 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165364 | 1 | 12249 | GOOGLE | REQ | P | Invoice | 07/27/2022 | 12.00 | 12.00 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165365 | 1 | 06679 | AMAZON | REQ | P | Invoice | 07/27/2022 | 280.31 | 280.31 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165366 | 1 | 17809 | BILL'S FAMILY FOODS | REQ | P | Invoice | 07/27/2022 | 31.93 | 31.93 | 0.00 | 0.00 |
| PJUN22 | 0726 | 165367 | 1 | 10460 | LEGO BRAND RETAIL, INC. | REQ | P | Invoice | 07/27/2022 | 295.23 | 295.23 | 0.00 | 0.00 |

| | | | | |
|--------------|-------------|-------------|--------|--------|
| Batch Total: | \$22,498.66 | \$22,498.66 | \$0.00 | \$0.00 |
|--------------|-------------|-------------|--------|--------|

| | | | | |
|---------------|----------------|----------------|--------|--------------|
| Report Total: | \$1,722,123.71 | \$1,385,157.47 | \$0.00 | \$336,966.24 |
|---------------|----------------|----------------|--------|--------------|

| Name | Status | Job Title | Location | Hrs Per Day/FTE | Group | Replacing | Effective | Wage |
|----------------------|------------------------------------|--------------------------------|-----------------|---|------------------|-------------|-----------|---------------------------------------|
| Condon, Barb | Resignation | AM/PM Bus Driver | Bus Garage | 3.5 Hours Per Day | Transportation | n/a | 7/18/22 | n/a |
| Doucette, Kirsten | Increase in Hours (additional 1/2) | Administrative Assistant | IS | 8 Hours Per Day (was 7.5 Hours Per Day) | MultiUnit | n/a | 8/8/22 | Use Current Wage |
| Graham, Cynthia | New | ECFE Parent Educator | ECFE | Approximately 5-10 Hours Per Week | BEA - Schedule D | n/a | 8/29/22 | \$40.30 Per Hour |
| Hage, Robert | New | K-12 EL Teacher | District-Wide | 1 FTE | BEA | M. Thorpe | 8/29/22 | MA Lane / Step 4: \$52,606 Annually |
| Henry, Lynnea | Resignation | Secretary: Receiving & Copying | District Office | 4 Hours Per Day | MultiUnit | n/a | 07/15/22 | n/a |
| Kittleson, Alexandra | Resignation | Custodian | HS | 8 Hours Per Day | MultiUnit | n/a | 07/12/22 | n/a |
| Lallie, Jacie | New | 4th Grade Teacher | IS | 1 FTE | BEA | A. Peterzen | 08/29/22 | BA Lane / Step 1: \$42,723 Annually |
| Mattson, Shelly | New | Lead Cook | IS | 6.75 | MultiUnit | J. Robley | 08/18/22 | \$18.82 Per Hour |
| Pingrey, Penny | New | English Teacher | MS | 1 FTE | BEA | C. Smith | 8/29/22 | BA15 Lane / Step 1: \$43,884 Annually |
| Rand, Joe | Resignation | Musical/Spring Play | HS | Seasonal | BEA - Schedule C | n/a | 7/18/22 | n/a |
| Simon, Kristine | New | Business Teacher | HS | 1 FTE | BEA | n/a | 8/29/22 | MA Lane / Step 1: \$47,363 Annually |
| Strom, Isabelle | Resignation | JV Girls Soccer Coach | HS | Seasonal | BEA - Schedule C | n/a | 7/7/22 | n/a |

Becker Public Schools

Independent School District #726

Becker, Minnesota

Community Education Non-certified Employees

Employee Handbook

2022 – 2023

Approved by the Board of Education:

This document is approved by the Board of Education of the Becker Public Schools, Independent School District #726, Becker, Minnesota and covers the following Becker Community Education non-certified employees:

- Camp Opportunity Program Leads and Classroom Assistants
- Community Education Program Supervisors
- Aquatics Staff
- Student employees

Duration: This handbook shall be in force beginning July 1, 2022 through June 30, 2023.

At Will Employees: Community Education employees are employed at will and may be terminated at any time with or without cause.

HOURS OF SERVICE AND WORK YEAR

A normal work year for purposes of this handbook shall be established each year by the school district. Hours per day may vary by position and shall be established by the School District.

Employees working 8 or more hours per day shall be provided with a duty-free lunch period of 30 minutes.

Total hours worked in all positions covered in this document will be combined to determine an employee's benefits.

Step Placement and Advancement.

The School District shall determine the placement and advancement of an employee on the wage schedules. The district reserves the right to withhold a wage increase in individual cases when it can be shown that a deficiency exists in the individual's work performance.

Employees hired on or after January 1 will not receive a step advancement until July 1 of the following year (i.e., employees hired on or after January 1, 2022, shall receive a step advancement on July 1, 2023.)

Rates of Pay.

Rates of pay shall be determined by the wage schedules included in this Handbook. Payroll shall be administered on or about the 10th and the 25th of each month.

Overtime.

An employee will receive overtime pay at the rate of one and one half (1.5) times the employee's regular rate of pay for hours worked in excess of forty (40) during the regular workweek. No employee may work in excess of forty (40) hours during a regular workweek without prior approval from the Community Education Director or the Community Education Director's designee.

Recording Hours Worked.

The District may require employees to use a time clock or other method of recording hours worked. Employees shall be paid for all time worked.

INSURANCE

Selection of Carrier. The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Eligibility. Employees must work a minimum of 20 hours per week to be eligible for enrollment in the District's insurance plan. Employees must work a minimum of 30 hours per week to be eligible for a District contribution.

Health and Hospitalization Insurance.

Employees who are assigned to work 20 or more hours per week may elect to participate in one of the District's health insurance options. Employees may elect either single or family coverage. Employees working 20-29 hours per week shall not be eligible for a District contribution, the employee will be responsible for 100% of the insurance premium. Employees working 30-40 hours per week will receive the contribution amounts listed below.

The District shall contribute a sum not to exceed eight thousand five hundred dollars (\$8,500) toward the premium for single or family coverage for employees working 30 hours or more per week for twelve (12) months and seven thousand nine hundred dollars (\$7,900) toward the premium for single or family coverage for employees working 30 hours or more per week for nine (9) months (September - May). If an employee enrolls in a plan and receives District contributions, but does not fulfill the eligibility requirements listed above, that employee shall be responsible for reimbursing the District for any contributions that were made in excess of eligibility.

The monthly contributions listed below will be made for group medical and hospitalization for each full-time employee who is enrolled in the group health and hospitalization plan selected by the District. Any additional costs of the premium shall be borne by the employee and paid by payroll deduction;

Plan 1 (\$15 Copay). From July 1, 2022 through June 30, 2023, the District shall contribute up to seven hundred eight dollars and thirty-three cents (\$708.33) per month toward the cost of the premium for each twelve-month full-time employee or six hundred fifty-eight dollars and thirty-three cents (\$658.33) toward the cost of the premium for each nine-month full-time employee who has selected single or family coverage under Health Partners \$15 Copay Plan. The employee shall pay any remaining premium costs by payroll deduction.

Plan 2 (\$20 Copay). From July 1, 2022 through June 30, 2023, the District shall contribute up to seven hundred eight dollars and thirty-three cents (\$708.33) per month toward the cost of the premium for each twelve-month full-time employee or up to six hundred fifty-eight dollars and thirty-three cents (\$658.33) toward the cost of the premium for each nine-month full-time

employee who has selected single or family coverage under Health Partners \$20 Copay Plan. The employee shall pay any remaining premium costs by payroll deduction.

Plan 3 (\$1,500/\$3,000 - HSA). From July 1, 2022 through June 30, 2023, the District shall contribute up to seven hundred eight dollars and thirty-three cents (\$708.33) per month toward the cost of the premium for each twelve-month full-time employee or six hundred fifty-eight dollars and thirty-three cents (\$658.33) toward the cost of the premium for each nine-month full-time employee who has selected single or family coverage under Health Partners \$1,500/\$3,000 Deductible Plan. The employee shall pay any remaining premium costs by payroll deduction.

In addition, for the period of July 1, 2022 through June 30, 2023, the remaining amount, if any, shall be paid by the School District into a Health Savings Account (HSA), in the employee's name, on a monthly basis. The employee may choose to contribute to their HSA account through payroll deductions, up to the applicable IRS limits. This is applicable to employees enrolled in the HSA plan (Plan 3).

No Claims Against District. The District is not guaranteeing that any particular claim will be paid or covered by insurance, or that any specific amount will be paid out under any insurance policy. The District's only obligation is to pay the amounts stated. No grievance, claim, or cause of action may be brought against the District as the result of a denial of insurance benefits by the insurance carrier.

Duration of Insurance Contribution. Upon termination of employment for any reason, an employee is no longer eligible to receive any contribution from the District toward the cost of any insurance premium. The District's obligation to make any payment toward any insurance premium for such an employee shall cease effective on the employee's last day of employment.

Paid Leave Days

Eligibility and Allocation.

Employees must complete one (1) year of service and have worked 15 or more hours per week to be eligible for Paid Leave Days. Employees starting on or before December 31st shall be deemed to have met one year of service, as of July 1st of the following year.

The District shall use a look-back method to determine 9-month vs 12-month employees, and the average number of hours worked per day. The look-back period will be July 1st - June 30th of each year.

Paid Leave Days shall be allocated each July, based on the average number of hours worked in the previous 12-month period (determined by the look-back method mentioned above).

Nine (9) month employees: In order to be eligible for the 9-month employee paid leave outlined in this section, employees must be assigned to work 15 or more hours per week during the school year (September - May).

Twelve (12) month employees: In order to be eligible for the 12-month paid leave outlined in this section, employees must be assigned to work 15 or more hours per week, 12-months per year.

Summer Employees: Employees working an average of 15 hours per week during the summer months (June-August), shall receive (1) one extra day of pay on or about the September 25th payroll. This will be in addition to any other paid days an employee may be entitled to.

Length of Paid Leave Day. An employee may only claim paid leave equal to their assigned work hours on a day of absence. If the number of assigned work hours for a given day is less than the hours of leave earned by the employee, the remaining hours may be claimed for a subsequent absence(s). An employee may not claim paid leave on a day when they are not scheduled to work.

Tracking of Paid Leave Days. All tracking of paid leave earned by an employee will be calculated in hours and tracked by the supervisor and payroll department.

Sick Leave.

Nine (9) month employees: An employee who meets the eligibility requirement for paid leave days shall receive sick leave at a rate of one (1) day for each month of service (September through May – 9 days per year). This shall be allocated in July of each year.

Twelve (12) month employees: A twelve month employee who meets the eligibility requirement for earning paid leave days during the summer shall earn sick leave at a rate of one (1) day for each month of service (12 days per year).

Unused sick leave may accumulate to a maximum of 150 days.

An employee may use accumulated sick leave whenever the employee's absence is found to have been due to an illness or disability that prevented the employee from attending work and performing duties on that day.

An employee may use accrued sick leave for absences due to an illness of or injury to the employee's spouse, adult child, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent for reasonable periods of time as the employee's attendance may be necessary, on the same term upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This leave is limited to 150 hours in any 12-month period. In addition, the school district shall include any additional relatives named in Minnesota Statute 181.9413.

The District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of an employee for sick leave is reserved to the school district. In the event that a medical certificate is required, the employee will be advised.

Sick leave shall be deducted from the accrued sick leave hours earned by an employee. Upon termination of employment for any reason, any accumulated sick leave shall be forfeited. The employee shall not be reimbursed for any unused accumulated sick leave.

Sick leave pay shall be approved only upon submission of a signed request form, available at the office.

Personal Leave.

Nine (9) month employees: An employee who meets the eligibility requirement for paid leave days shall be eligible for two (2) days of personal leave per school year (September through May). Such leave may accumulate up to three (3) days. A written request for personal leave is to be made to the Camp Opportunity Coordinator at least two (2) weeks in advance, except in emergencies where an oral request through the Coordinator will be considered. If more than the allocated number of employees apply for any given day, the leave shall be granted in order that the requests are received.

An employee who separates from employment with the District for any reason shall forfeit any unused personal leave.

Paid Vacation.

Twelve (12) month employee: A twelve (12) month employee who meets the eligibility requirement for paid leave days during both the school year and the summer (see "Eligibility for Paid Leave Days" section) shall be eligible for five (5) days of paid vacation per year. Two days of unused vacation may be carried over to the next fiscal year.

An employee shall be entitled to receive the prorated pay for unused vacation time provided the employee submits a written notice of resignation at least two week in advance of the resignation date.

All requests for paid vacation days must be pre-approved by the respective program coordinator. Requests for particular days may be denied due to staffing needs of Community Education programs.

Paid Holidays.

Employees who meet the eligibility requirement for paid leave days shall receive holiday pay, provided that they work, or use paid leave time, on their normally scheduled day before and after the holiday. (I.e. Employees who do not work at least 15 hours per week in the summer shall not receive 4th of July pay.)

Nine (9) month employees: An employee who meets eligibility requirements for paid leave days will receive the following paid holidays: Labor Day, Thanksgiving Day, Christmas Eve Day, Christmas Day, New Year's Day, President's Day, Good Friday, and Memorial Day.

Twelve (12) month employees: A twelve month employee who meets the eligibility requirement for earning paid leave days during the summer will receive the following paid holidays: Labor Day, Thanksgiving Day, Christmas Eve Day, Christmas Day, New Year's Day, President's Day, Good Friday, Memorial Day, 4th of July.

Bereavement Leave.

Each employee may be granted up to three (3) days of paid bereavement leave per occurrence, non-accumulative, in the case of the death of a spouse, child, parent, grandparent, grandchild, brother,

sister, in-laws, aunt, uncle, niece, nephew. The Community Education Director may grant additional days of leave. All days off shall be deducted from the employee's accumulated sick leave.

An employee may only claim paid bereavement leave equal to their assigned work hours on the day of absence.

Jury Duty.

Employees involuntarily called and selected for jury duty shall receive their regular compensation for their employment, less the amount received by them as jurors, exclusive of mileage. Employees must submit a time-off request, and provide the District with payment for their Jury Duty time, prior to receiving compensation from the District.

Camp Opportunity

Wage increases will be effective July 1 of each year. Employees hired on or after January 1 will not receive a step advancement until July 1 of the following year (*i.e., employees hired on or after January 1, 2022, shall receive a step advancement on July 1, 2023*).

The District retains the right to place employees above the first step.

Camp Opportunity Program Leads:

Program Lead Staff:

- Minimum of 21 years old
- Experience working with school age children, preferred

Lead Wage Schedule

| | 2022-2023 |
|--------|-----------|
| Step 1 | \$16.03 |
| Step 2 | \$16.32 |
| Step 3 | \$16.58 |
| Step 4 | \$17.40 |
| Step 5 | \$17.67 |
| Step 6 | \$17.94 |
| Step 7 | \$18.21 |
| Step 8 | \$18.49 |

Career Increment

Beginning Year 10: \$ 0.30
Beginning Year 12: \$ 0.30
For a total of: \$ 0.60

Camp Opp Program Assistants and High School Graduates:

Assistant Wage Schedule

| | 2022-2023 |
|--------|-----------|
| Step 1 | \$14.41 |
| Step 2 | \$14.67 |
| Step 3 | \$14.95 |

Career Increments

Beginning Year 5: \$ 0.30
Beginning Year 7: \$ 0.30
For a total of: \$ 0.60

Becker Community Education Student Employees:

Student employees do not qualify for benefits or paid leave.

Wage increases will be effective July 1 each year. Employees hired on or after *January 1* will not receive a step advancement until July 1 of the following year (*i.e., employees hired on or after January 1, 2022, shall receive a step advancement on July 1, 2023.*)

The District retains the right to place employees above the first step.

Student Worker Wage Schedule

| | 2022-2023 |
|--------------|-------------------------|
| Step 1 | \$9.72 |
| Step 2 | \$10.05 |
| Step 3 | \$10.33 |
| After Step 3 | Additional "merit" rate |

The “merit” rate will be \$0.25 higher than the Step 3 rate.

*Or current Minnesota youth (under 18 years of age) minimum wage, if it is higher.

**Or current federal / state minimum wage for age 18 and older, if it is higher.

Becker Community Education Aquatics

Aquatic employees do not qualify for benefits or paid leave.

Employees hired on or after January 1 will not receive a step advancement until July 1 of the following year (*i.e., employees hired on or after January 1, 2022, shall receive a step advancement on July 1, 2023.*)

When a student employee turns 18 years of age, that employee will be paid according to the federal / state minimum wage law.

Water Safety Instructors

(Requires current American Red Cross WSI certificate)

| | <u>2022-2023</u> |
|-------------------|------------------|
| Pool Coordinator: | \$20.00 |
| Supervisor: | \$17.50 |
| WSI: | \$16.00 |
| Lifeguard: | \$11.50 |
| Aides: | \$10.50 |

Miscellaneous

Youth Sports Coordinator: \$17/hour

Community Education Driver Education Classroom Instructors:

Will be paid under the current BEA Contract at the “extended time” teacher rate.

Community Education PAC Coordinator:

This position will be paid in alignment with Article XII, Section 6. Extra Compensation of the BEA Agreement for events not covered under Schedule C of the BEA Agreement.



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: Becker Public Schools
6-Digit or 9-Digit Organization Number: 0726-01
Superintendent Name: Jeremy Schmidt
Will act as the IOwA? Yes

The Superintendent recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: Jeremy Schmidt, Superintendent

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us

RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 726, State of Minnesota as follows:

(a) 1. It is necessary for the school district to hold its general election for the purpose of electing (three) school board members for terms of four (4) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 8th day of November, 2022.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on Election Day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

General Election Ballot

Independent School District No. 726
Becker

November 8, 2022

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: .

**School Board Member
Vote for Up to Three**

- Candidate U
 - Candidate V
 - Candidate W
 - Candidate X
 - _____
write-in, if any
 - _____
write-in, if any
 - _____
write-in, if any
-

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

9. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

RESOLUTION CALLING SPECIAL ELECTION TO FILL SCHOOL BOARD VACANCY

WHEREAS, two vacancies exist in the office of school board members with a term expiring the first Monday in January 2025; and

WHEREAS, the vacancy has occurred more than 90 days prior to the first Tuesday after the first Monday in November in the year in which the vacancy occurs;

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 726, State of Minnesota, as follows:

1. The clerk shall accept affidavits of candidacy for this office during the same filing period as applicable to the school district general election, i.e. between 84 and 98 days before the date of the special election.

2. (a) It is necessary to hold a special election to elect two (2) individuals to fill the vacancies in the term of School Board Member until an elected special election candidate qualifies for the position in November of 2022.

(b) The clerk shall include on the special election ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

3. The special election shall be held on Tuesday, the 8th day of November, 2022 between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m. This date is a uniform election date specified in Minnesota Statutes, Section 205A.05

If the special election is held in conjunction with the state primary election, the state general election or the school district primary or general election in the even-numbered year, the precincts and polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district.

If the special election is held in conjunction with the school district primary or general election in the odd-numbered year, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this special election.

If the special election is held on any other date in the even-numbered or odd numbered year than one of those specified above, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this special election. In this case, the clerk is hereby authorized and directed to prepare a notice to any voters who will be voting at a combined polling place for this special election. The notice must be sent by nonforwardable mail to every affected household in the school district with at least one registered voter. The notice must be mailed no later than fourteen (14) days before the date of the election. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor. The notice must include the following information: the date of the election, the hours of voting and the location of the voter's polling place. This notice may be in the same form as the notice of special election to be published and posted.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said special election. The notice shall include the date of said special election and the office to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said election and to cause two sample ballots to be posted in each polling place or combined polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place or combined polling place shall reflect the offices, candidates and rotation sequence on the ballot used in that polling place.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place or combined polling place on Election Day.

The notice of election so posted and published shall state the office to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The notices to be posted and published may be combined with the Notice of General Election or the Notice of Primary Election if the general or primary and the special election are held together.

5. The names of candidates to fill a vacancy who have filed an affidavit of candidacy must be listed on the ballot under the separate heading "Special Election for School Board Member to fill vacancy in term expiring January, 2025." Their names must be listed as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

6. The name of each candidate to fill the vacancy in office at this special election shall be rotated with the names of the other candidates to fill the vacancy in office in the manner specified in Minnesota law.

7. The ballot shall be in substantially the following form:


Special Election Ballot

Independent School District No. _____
(Name of District)

November _____, 20 ____

**Special Election
for School Board Member to fill vacancy
in term expiring January _____, 20 ____**

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: 

Vote for One*

Name

Name

write in, if any

***When more than one vacancy exists in an office elected at large, voters must be instructed to vote for up to the number of vacancies to be filled.**

8. The school district clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

Adopted: November 15, 2004

Revised: _____

203.5 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
- C. The tentative agenda and supporting documents shall be sent to the school board members three (3) days prior to the scheduled school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed materials relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
[Dept. of Admin. Advisory Op. No. 13-015 \(December 23, 2013\)](#)

Cross References: Policy 203 (Operation of the School Board – Governing Rules)
Policy 203.2 (Order of the Regular School Board Meeting)
Policy 203.6 (Consent Agendas)
Policy 204 (School Board Meeting Minutes)
Policy 207 (Public Hearings)

Adopted: November 9, 2015

Revised:

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minnesota Statutes chapter 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the school board minutes. Disclosure shall be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and need only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
 4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board shall authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member shall file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
 5. A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract.
 6. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.
- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting at which all school board members are present, contract for

services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee only if there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$20,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting at which all school board members are present, that employment is immediately terminated and that school board member has no further rights to employment while serving as a school board member in the school district.

- D. The school board may contract with a class of school district employees, such as teachers or custodians, when the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. For the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting in which the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board must hire or dismiss teachers only at duly called meetings. When a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school

board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Employment; Contracts; Termination)
Minn. Stat. § 123B.195 (Board Member’s Right to Employment)
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty)
Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)
Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School Board)
MSBA/MASA Model Policy 209 (Code of Ethics)

Adopted: December 6, 2010

Revised: July 2, 2018

302 SUPERINTENDENT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. GENERAL RESPONSIBILITIES

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

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

Cross References: Policy 202 (School Board Officers)
Policy 208 (Development, Adoption, and Implementation of Policies)
Policy 214 (Out-of-State Travel by School Board Members)
Policy 301 (School District Administration)
Policy 303 (Superintendent Selection)
Policy 304 (Superintendent Contract, Duties, and Evaluation)
Policy 305 (Policy Implementation)
Policy 306 (Administrator Code of Ethics)
Policy 412 (Expense Reimbursement)
Policy 510 (School Activities)

Policy 511 (Student Fundraising)
Policy 513 (Student Promotion, Retention, and Program Design)
Policy 602 (Organization of School Calendar and School Day)
Policy 605 (Alternative Programs)
Policy 701 (Establishment and Adoption of School District Budget)
Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
Policy 802 (Disposition of Obsolete Equipment and Material)
Policy 903 (Visitors to School District Buildings and Sites)
Policy 905 (Advertising)
Policy 906 (Community Notification of Predatory Offenders)
Policy 907 (Rewards)

Adopted: January 5, 2004

Revised: July 1, 2013

304 SUPERINTENDENT CONTRACT, DUTIES AND EVALUATION

I. PURPOSE

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

II. GENERAL STATEMENTS

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

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

Cross References: None

Adopted: April 5, 2004

Revised: September 10, 2018

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment, including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having a question regarding this policy should discuss it with Director of Human Resources.

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

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

Adopted: April 19, 2004

Revised: August 1, 2016

402 DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact Jenny Lorentz, Director of Human Resources, 12000 Hancock Street, Becker, MN 55308, 763-261-4502, jlorentz@isd726.org. This individual is the school district's appointed ADA/Section 504 coordinator.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 794 *et seq.* (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 12101 (Americans with Disabilities Act)
29 C.F.R. Part 32 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)
34 C.F.R. Part 104 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)

Cross References: Policy 413 (Harassment and Violence)
Policy 521 (Student Disability Nondiscrimination)

Adopted: March 2, 2009

Revised: _____

404 EMPLOYMENT BACKGROUND CHECKS

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, the school district will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district may also elect to do background checks of other volunteers, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall require that applicants for school district positions who receive an offer of employment and all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district.
- B. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, service providers, independent contractors, and student employees.

III. PROCEDURES

- A. Normally an individual will not commence employment or provide services until the school district receives the results of the criminal history background check. The school district may conditionally hire an applicant or allow an individual to provide services pending completion of the background check but shall notify the individual that the individual's employment or opportunity to provide services may be terminated based on the result of the background check. Background checks will be performed by the Minnesota Bureau of Criminal Apprehension (BCA). The BCA shall conduct the background check by retrieving criminal history data as defined in Minnesota Statutes section 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.

- B. In order for an individual to be eligible for employment or to provide athletic coaching services or other extracurricular academic coaching services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, an independent contractor, or a student employee. If the individual fails to provide the school district with a signed Informed Consent Form and fee at the time the individual receives a job offer, or permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.
- C. The school district, in its discretion, may elect not to request a criminal history background check on an individual who holds an initial entrance license issued by the Minnesota Professional Educator Licensing and Standards Board or the Minnesota Commissioner of Education within the 12 months preceding an offer of employment or permission to provide services.
- D. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:
1. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;
 2. the other school hiring authority conducted a criminal background check within the previous 12 months;
 3. the individual executes a written consent form giving the school district access to the results of the check; and
 4. there is no reason to believe that the individual has committed an act subsequent to the check that would disqualify the individual for employment or provision of services.
- E. For all nonstate residents who are offered employment with or the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the resident state or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or provision of services to, the school district. Such individuals must provide an executed criminal history consent form.
- F. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.

- G. Copies of this policy shall be available in the school district's employment office and will be distributed to applicants for employment and individuals who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services upon request. The need to submit to a criminal history background check may be included with the basic criteria for employment or provision of services in the position posting and position advertisements.
- H. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- I. If the criminal history background check precludes employment with, or provision of services to, the school district, the individual will be so advised.
- J. The school district may apply these procedures to other volunteers, independent contractors, or student employees.
- K. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check is included with this policy.

Legal References: Minn. Stat. § 13.04, Subd. 4 (Rights of Subjects of Data)
Minn. Stat. § 13.87, Subd. 1 (Criminal Justice Data)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child, Elder, and Individuals with Disabilities Protection Background Check Act)
Minn. Stat. § 364.09(b) (Exception for School Districts)

Cross References: None

Adopted: February 22, 2005

Revised: November 9, 2020

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

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 device, 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 school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.
- D. The school district will not solicit or knowingly 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 that can be used by a person to simulate smoking in the delivery of nicotine or any other substance 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 vapors 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.

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 manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VII. 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)
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

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

Adopted: June 5, 2006

Revised: _____

516 STUDENT MEDICATION

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, subdivision 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.

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.

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 (Educational 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.223 (Possession and Use of Sunscreen)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.22 (Definitions)
Minn. Stat. § 152.23 (Limitations)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)
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)

Adopted: June 21, 2004

Revised: November, 2019

Reviewed: July 12, 2021

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

III. LIMITED EDUCATIONAL PURPOSE

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

IV. USE OF SYSTEM IS A PRIVILEGE

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

V. UNACCEPTABLE USES

- A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:
1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
 2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
 3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
 4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
 5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
 6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

- a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
- b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as “Facebook,” “Twitter,” “Instagram,” “Snapchat,” and “Reddit,” and similar websites or applications.
- 7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person’s account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
 - 8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
 - 9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or

provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.

10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy 514. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
 - C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
 1. Obscene;
 2. Child pornography; or
 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or

2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
 - D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
 - E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

VIII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

IX. INTERNET USE AGREEMENT

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.
- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or mis-deliveries or non-deliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

XI. USER NOTIFICATION

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
 - 1. Notification that Internet use is subject to compliance with school district policies.
 - 2. Disclaimers limiting the school district's liability relative to:
 - a. Information stored on school district diskettes, hard drives, or servers.
 - b. Information retrieved through school district computers, networks, or online resources.
 - c. Personal property used to access school district computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.

3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

- A. "Technology provider" means a person who:
 1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
 2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
 1. identify each curriculum, testing, or assessment technology provider with access to educational data;
 2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
 3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum,

testing, or assessment technology provider to access a student's educational data.

- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:
 - 1. the technology provider's employees or contractors have access to educational data only if authorized; and
 - 2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

XIV. SCHOOL-ISSUED DEVICES

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
 - 1. any location-tracking feature of a school-issued device;
 - 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
 - 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.
- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:
 - 1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
 - 2. the activity is permitted under a judicial warrant;
 - 3. the school district is notified or becomes aware that the device is missing or stolen;

4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
 5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
 6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

XV. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XVI. IMPLEMENTATION; POLICY REVIEW

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32 (Educational Data)
 Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
 Minn. Stat. § 125B.15 (Internet Access for Students)
 Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
 15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
 17 U.S.C. § 101 *et seq.* (Copyrights)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))

47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Mahanoy Area Sch. Dist. v. B.L., 594 U.S. ___, 141 S. Ct. 2038 (2021)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)
United States v. Amer. Library Assoc., 539 U.S. 1942003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff'd* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee's Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Cross References:

Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 406 (Public and Private Personnel Data)
Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
Policy 506 (Student Discipline)
Policy 514 (Bullying Prohibition Policy)
Policy 515 (Protection and Privacy of Pupil Records)
Policy 519 (Interviews of Students by Outside Agencies)
Policy 521 (Student Disability Nondiscrimination)
Policy 522 (Student Sex Nondiscrimination)
Policy 603 (Curriculum Development)
Policy 604 (Instructional Curriculum)
Policy 606 (Textbooks and Instructional Materials)
Policy 806 (Crisis Management Policy)
Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Created: 6-24-22

471 Unbiased, Fair and Equitable treatment on all School Campuses and in any school sponsored activities

I. PURPOSE

The purpose of this policy is to ensure that all individuals on the Becker School district campuses and/or those involved in any school sponsored activities are treated in a respectful, unbiased, fair and equitable manner. This policy includes all students, staff, administrators and visitors.

II. GENERAL STATEMENT OF POLICY

We encourage our students, teachers, staff, and administrators to model positive character traits. These include honesty, respect, lawfulness, fairness, and tolerance for one another. Everyone in the school district should treat every other member of the Becker School Community and its visitors with kindness and respect.

Classrooms, hallways and all other Becker Campus locations during school hours are to remain a positive learning atmosphere that are respectful, fair and equitable for everyone at all times. Classrooms must be free of any personal bias or non-school materials favoring any particular group, political ideology, favored class or promoting controversial issues. Grandstanding by students, staff and employees will not be permitted.

All lesson plans and educational instruction and activities will enhance and promote only the approved curriculum and will not favor any particular group, political ideology, social network or favored class.

Neither political indoctrination or the teaching of inherently divisive concepts will be allowed.

III. DEFINITIONS

A. **“Controversial Issue”**: an issue that is the subject of a public referendum which is being debated by political candidates, groups, communities, committees, or organizations.

B. **“Fair”**: free from favoritism, prejudice, or self-interest.

C. **“Favoritism”**: the practice of giving unfair preferential treatment to one person or group at the expense of another.

D. **“Grandstanding”**: the action of behaving in a showy or ostentatious manner to attract favorable attention.

E. **“Inherently Divisive Concepts”**: advancing any ideas in violation of Title IV and Title VI of the Civil Rights Act of 1964, as amended, including the following concepts: (i) one’s race, sex, or faith is inherently superior to another race, sex, or faith; (ii) an individual, by virtue of his or her race, sex, or faith, is inherently racist, sexist, or oppressive, whether consciously or subconsciously; (iii) an individual should be discriminated against or receive adverse treatment solely or partly because of his or her race, sex, or faith; (iv) members of one race, sex, or faith cannot and should not attempt to treat others as individuals without respect to race, sex, or faith; (v) an individual’s moral character is inherently determined by his or her race, sex, or faith; (vi) an individual, by virtue of his or her race, sex, or faith, bears responsibility for actions committed in the past by other members of the same race, sex, or faith; and (vii) meritocracy or traits, such as a hard work ethic, are racist or sexist or were created by a particular race to oppress another race.

F. **“Non-School Sponsored Material”**: includes, but is not limited to, non-United States flags, leaflets, brochures, buttons, badges, fliers, stickers, lanyards, petitions, posters, or artwork and underground newspapers, whether written or created by students or employees that could potentially be viewed as bias, favoritism, inherently divisive, or prejudice.

G. **“Personal Bias”**: prejudice in favor of or against one thing, person, or group compared with another, usually in a way considered to be unfair.

H. **“Prejudice”**: a feeling of unfair dislike directed against an individual or a group because of some characteristic.

I. **“Political Indoctrination”**: persuading people to adopt certain beliefs, ideas, values, and ideologies related to politics and governance.

J. **“Social Network”**: a network of social interactions and personal relationships.

K. **“Unbiased”**: showing no prejudice for or against something; impartial.

L. **“Uniform”**: identical or consistent, as from example to example, place to place, or moment to moment.

IV. EXPECTATIONS

1. All district staff will be instructed by their building's administration of this new policy.
2. The student and employee handbooks will be updated immediately so they know what to expect in their classrooms and all school sponsored activities. All students, staff and employees will be required to read and acknowledge by their signature that they agree to be bound by the terms and conditions of their respective handbooks. A copy of their signed acknowledgement will be part of each student's and employee's personal file.
3. Details on how to report an incident in the handbook will be made clear and understandable.
4. Staff will be responsible to make sure their classrooms comply with this policy. Violations will be immediately reported and are to be dealt with in accordance with Administrative procedures.
5. Classrooms will be inspected by the building administrator on a weekly basis, and any of the above mentioned non-school sponsored or non-approved material will be removed immediately and appropriate disciplinary actions will be taken to correct any deviations from this policy.
6. The staff will also be responsible for making sure their own and their students' apparel choices are not in violation of this policy.

V. VIOLATION REPORTING

1. Any student that feels this policy is not being reflected in their classroom or building are encouraged to file a report immediately.
2. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be investigated in the same manner as a written violation.
3. Nothing in this policy shall prevent any person from reporting a violation directly to a school district human rights officer, staff member, school board member, or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
4. These reports must be sent directly to the building principal and Superintendent for immediate review and action. Obvious classroom non-school materials violations shall be immediately corrected in conformance with the intent of this policy. The school board will also be made aware of these incidents by the Superintendent, and be kept updated on the immediate investigation, findings, and outcomes.

5. Retaliation against any student or staff member for filing a complaint is prohibited. If a student or staff member feels they are a victim of any kind of retaliation or unfair treatment, the above reporting steps are to be taken immediately.

6. False accusations or reports involving this policy are prohibited and will be met with the same disciplinary action.

7. False reporting, making unsubstantiated or biased claims against students or staff members, or grandstanding is prohibited, and covered and protected under this policy.

8. Individuals found in violation of this policy can expect disciplinary action up to and including suspension, termination, or discharge.

VI. IMPLEMENTATION/NOTICE OF POLICY

The Superintendent is hereby directed by the School Board to immediately enact all necessary administrative procedures, necessary definitions, directives, and/or district rules to implement, enforce and effectuate the intent of this policy. A written copy of the Superintendent's Administrative procedures, directives and/or district rules will be provided to all school board members.

The Superintendent is also charged with the responsibility to track and document each incident where this adopted board policy has not been consistently applied, enforced and/or has been violated and to report such deficiencies to the School Board. The Superintendent is further required to report to the board in writing specifically "why" the adopted board policy was not enforced and what specific actions were taken by the Superintendent to immediately address any deficiencies noted in the Superintendent's report.

Legal References:

Minn. Stat. § 120B.232 (Character Development Education)

Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)

Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)

Minn. Stat. § 121A.031 (School Student Bullying Policy)

Minn. Stat. Ch. 363A (Minnesota Human Rights Act)

Minn. Stat. § 609.341 (Definitions)

Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)

20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)

29 U.S.C. § 621 et seq. (Age Discrimination in Employment Act)

29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)

42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)

42 U.S.C. § 2000d et seq. (Title IV and VI of the Civil Rights Act of 1964)

42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)

42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)

Cross References:

Policy 102 (Equal Educational Opportunity)

Policy 401 (Equal Employment Opportunity)

Policy 402 (Disability Nondiscrimination Policy)

Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

Policy 406 (Public and Private Personnel Data)

Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Policy 506 (Student Discipline)

Policy 514 (Bullying Prohibition Policy)

Policy 515 (Protection and Privacy of Pupil Records)

Policy 521 (Student Disability Nondiscrimination)

Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedures and Process)

Policy 524 (Internet Acceptable Use and Safety Policy)

Policy 525 (Violence Prevention)

Policy 526 (Hazing Prohibition)

Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Adopted: May 2, 2022

Revised:

722 PUBLIC DATA ACCESS REQUESTS

1. PURPOSE

Becker Public School District 726 (the “school district”) recognizes its responsibility for transparency and establishing physical data storage components that isolate non-public data from public data, collecting data, determining whether it is public nor non-public, storing the data in the appropriate data storage component, maintaining the data, and disseminating the data as provided in state statutes.

2. GENERAL STATEMENT OF POLICY

The school district recognizes its responsibility to keep all records containing government data in a segregated arrangement between public and non-public data, and in such manner as to make all public data easily and conveniently accessible for access by the public while maintaining the privacy and security of all non-public data.

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 (MGDPA), and Minn. Rules Parts 1205.0100-1205.2000 in responding to requests for public data.

This policy will become effective on the date of its adoption by the school board.

3. DEFINITIONS

A. Government Data

“Government data” includes all recorded information that the school district has, including paper, email, flash drives, CDs, DVDs, photographs, etc. Full convenience and comprehensive accessibility shall be allowed to all “requesters” to access data to which they are permitted under this policy and in accordance with applicable state law.

For purposes of this policy, “Government data” shall include all instructional or training materials, or activities, used for staff and faculty training as well as all learning or curricular materials, or activities, used for student instruction and any procedures for the documentation, review, or approval of the training, learning, or curricular materials used for staff and faculty training or student instruction at the school, including by the principal, curriculum administrators, or other teachers.

B. Requester

“Requester” is defined as any individual who makes a request under this policy to access school district government data.

C. Responsible Authority

“Responsible authority” means the individual designated by the school board as the individual responsible for collecting data, classifying data as public or as non-public pursuant to statute, or temporary classification pursuant to section of Minn. Stat. Section 13.06, or federal law, storing the data in separate public and non-public storage components according to its classification, maintaining the data, disseminating the data, and arranging for inspection and or copying of data when requested. In storing non-public data, where practical, the responsible authority will also store a duplicate of the data in the public storage component with the confidential or non-public portions thereof redacted, in order that the public portions of such data may be released as public data. Until an individual is designated by the school board, the responsible authority is the superintendent.

D. Inspection

“Inspection” means the in-person, visual inspection of data in its original form as it exists in the physical location in which it is stored by the school district regardless of whether the data is on paper or in a digital or electronic form such as files on a computer, email, flash drives, CDs, DVDs, or as photographs or microfilm.

Public data stored on paper must be made available for inspection by the requester on-site. Public data stored in digital or electronic files must be made available for inspection by the requester either (1) on-site, utilizing the school district’s equipment, (2) by downloading digital files from the school district’s computer directly to (a) the requester’s portable electronic computer equipment or (b) to the requester’s portable digital storage media (e.g. a “flash drive”), upon the examination and approval of such media by, and under the supervision of a designated school district employee, or (3) if the school district so provides, by means of internet access utilizing the requester’s own computer equipment.

A request for inspection and/or copy of the government data at reasonable times and places shall be granted and, upon request, the requester shall be informed of the data’s meaning. If a requester seeks access to data for the purpose of on-site inspection, the responsible authority may not assess a charge or request the requesting person to pay a fee to inspect data.

Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

E. Public Data

“Public data” means all government data unless otherwise classified by statute, or temporary classification pursuant to section of Minn. Stat. Section 13.06, or federal law, as non-public or protected no public, or with respect to data on individuals as private or confidential.

F. Summary Data

“Summary data” means a summary of statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities or any other characteristics that could reasonably be used to identify an individual. Summary data shall presumptively be classified as public data.

4. REQUEST FOR PUBLIC DATA

A. If the district provides internet access to its public data, no request is required. All other requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:

- a. Date the request is made;
- b. A general description of the data requested;
- c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
- d. Method to contact the requester (such as phone number, address, or email address).

2. A requester is not required to explain the reason for the data request or justify a request to gain access to public government data.

3. The identity of the requester is public, if provided, but cannot be required by the school district. However, if the district provides internet access to public data, it may require a username and password.

4. The responsible authority may seek clarification from the requester if the request is not reasonably clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requester in writing as follows:

- a. The requested data does not exist; or
- b. The requested data does exist but either all or a portion of the data is not accessible to the requester; or

(i) If the responsible authority determines that the requested data is classified so

that access to the requester is denied, the responsible authority will inform the requester of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

(ii) Upon the request of a requester who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.

c. The requested data does exist and provide arrangements for in person inspection of the data if so requested. If the requester requires printed copies of the data, provide the cost of such printing and identify when the data will be available for pick- up, or indicate that upon receipt of payment, the data will be sent by mail. If the requester does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requester is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not usually keep the data in that form or arrangement in the school district's ordinary and usual data collection practices.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

5. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requester (phone number, address, or email address).

B. The responsible authority will respond within a reasonable period of the receipt of a request to prepare summary data and inform the requester of the following:

1. The estimated costs of preparing the summary data, if any; and
2. The summary data requested; or
3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays, or
4. A written statement describing the reasons why the responsible authority has determined that the requester's access would compromise the private or confidential data.

C. The school district requires the requester to pre-pay all of the cost of creating the summary data before the school district begins to prepare the summary data in accordance with the policy provisions outlined below.

6. COSTS

A. Public Data Costs

1. The requester may not be charged for any copies made by the school district if not specifically agreed to in writing by both the school district and the requester. Such agreement will include a good faith estimate by the school district of the costs involved and will promptly notify the requester if the actual costs will exceed the estimate and may only be charged if requester expressly agrees to the additional costs in writing.

Should such a written agreement is made between the school district and the request, the school district may will charge for copies provided as follows:

a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.

b. More than 100 printed pages or copies on other materials of printed data or printed pages of electronic or digital data are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

(1). The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).

(2). Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for in cash in advance of receiving the copies.

B. Summary Data Costs

1. Any costs incurred in the preparation of summary data shall be paid by the requester prior to preparing or supplying the summary data.

2. The school district may assess reasonable costs associated with the preparation of summary data as follows:

a. The reasonable cost of materials, including paper, the reasonable cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any reasonable special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;

b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requester.

7. DATA PRACTICES AUDIT AND DISPUTE RESOLUTION

1. The responsible authority will commission an independent audit of all data subject to and governed by this policy at a minimum of every two years commencing with an initial independent audit commissioned within two (2) months of the adoption of this policy. The independent auditor will be selected by approval of the school board by majority vote. Upon completion of the data audit the independent auditor will certify to the school board the results of its audit, noting any material deficiencies of the implementation of this policy including but without limitation, any misclassification of data as to public or non-public.

2. Any disputes arising between a requester and the responsible authority from the implementation of this policy and its procedures will first be informally negotiated by the parties. If no resolution is reached the school board will convene a board meeting to attempt to mediate resolution of the dispute. If no resolution is reached the requester or the school district agree to seek an advisory opinion from the relevant state agency at no cost to the requester.

3. If no resolution between the requester and the responsible authority is reached after following the informal dispute resolution as stated above, then both parties are free to pursue whatever remedies are available under Minnesota law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act); Minn. Rules Part s 1205.0100-1205.2000.

Cross References: Policy 406 (Public and Private Personnel Data)
Policy 515 (Protection and Privacy of Pupil Records)

Adopted: _____

MSBA/MASA Model Policy 722

Orig. 2017

Revised: _____

Rev. 2022

722 PUBLIC DATA REQUESTS

[Note: School districts are required by statute to establish procedures consistent with the Minnesota Government Data Practices Act for public data requests.]

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA), and Minnesota Rules parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Government Data

“Government data” means all recorded information that the school district has, including paper, email, flash drives, CDs, DVDs, photographs, etc.

B. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

C. Public Data

“Public data” means all government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

D. Responsible Authority

“Responsible authority” means the individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

E. Summary Data

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

IV. REQUESTS FOR PUBLIC DATA

- A. All requests for public data must be made in writing directed to the responsible authority.
 - 1. A request for public data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact the requestor (such as phone number, address, or email address).
 - 2. A requestor is not required to explain the reason for the data request.
 - 3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
 - 4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- B. The responsible authority will respond to a data request at reasonable times and places as follows:
 - 1. The responsible authority will notify the requestor in writing as follows:
 - a. The requested data does not exist; or
 - b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
 - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.
 - (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
 - c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.
 - 2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
 1. A request for the preparation of summary data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact requestor (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
 1. The estimated costs of preparing the summary data, if any; and
 2. The summary data requested; or
 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
 4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. COSTS

- A. Public Data
 1. The school district will charge for copies provided as follows:
 - a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.
 - b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

- (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
- (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for in cash in advance of receiving the copies.

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
 - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
 - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

VII. Annual Review and Posting

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.
- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:

[Name]
[Location]
[Phone number; email address]

Data Practices Compliance Official:

[Name]
[Location]
[Phone number; email address]

Data Practices Designee(s):

[Name]
[Location]
[Phone number; email address]

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. 13.025 (Government Entity Obligation)

Cross References:

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

BECKER SCHOOL DISTRICT

STRATEGIC PLAN

2022-2027



BELIEF STATEMENTS

We believe:

- We believe that everyone is unique, has worth, deserves respect, and can learn and excel in an environment tailored to their needs.
- We believe that it is the responsibility of every school to provide a respectful, physically and emotionally safe and secure learning environment for every one.
- We believe that critical thinking and problem-solving skills are fundamental to preparing students for their future.
- We believe in the potential of all students to succeed in an ever-changing world.
- We believe in the value and importance of student involvement in activities to create well-rounded citizens.

MISSION STATEMENT

Developing Self Directed Learners to Thrive in a Changing Global Community

VISION STATEMENT

Imagining Possibilities, Discovering Potential, Inspiring the Future

STRATEGIC PLAN FOCUS AREAS

**Student
Growth and
Achievement**

**Safety
and
Well Being**

**Staff
Development
and Support**

**Family and
Community
Engagement**

**Effective
Resource
Management**

| FOCUS AREAS | GOALS | OBJECTIVES |
|--------------------------------|---|---|
| Student Growth and Achievement | <p>Goal 1: Effective and relevant instruction meeting the needs of all students to achieve the World’s Best Workforce goals at Becker Public Schools.</p> | <p>Objective 1.1: We will annually evaluate the success of meeting the five goals of the WBWF:</p> <ul style="list-style-type: none"> • All students are school ready; • All students reading at grade level by third grade; • Closing the achievement gap for identified student groups; • All students graduating career and college ready; and • All students graduating on time. |
| | <p>Goal 2: We will ensure all students receive a guaranteed and viable curriculum with aligned assessments and a consistent learning environment that meets the students’ individual needs.</p> | <p>Objective 2.1: During the 2022-23 school year, we will continue utilizing digital tools to support and enhance learning for all students and staff.</p> <p>Objective 2.2: By June 30, 2027, we will ensure a consistent learning environment across the district to promote student success.</p> |
| Safety and Well Being | <p>Goal 3: Provide the resources necessary and remove barriers to create exceptional learning opportunities for all students through a safe, supportive, inclusive, and collaborative culture.</p> | <p>Objective 3.1: Annual evaluation of procedures and protocols related to the safety of students, staff, and community within the Becker School District.</p> <p>Objective 3.2: During the 2022-23 school year, we will continue to utilize an extensive Multi-Tiered System of Supports (MTSS) process to address academic and behavior needs through frequent and early intervention.</p> <p>Objective 3.3: During the 2022-23 school year, we will continue addressing mental health needs through Social Emotional Learning (SEL) at a variety of levels.</p> <p>Objective 3.4: During the 2023-24 school year we will identify opportunities to strengthen our schools being a welcoming, safe, and supportive school climate.</p> <p>Objective 3.5: By the 2026-27 school year, we will enhance opportunities for students to explore interests and optimize abilities and potential.</p> |



| FOCUS AREAS | GOALS | OBJECTIVES |
|--|---|--|
| Staff Development and Support | <p>Goal 4: Maintain a professional environment and culture that promotes engagement and staff development that allows for both staff and student success.</p> | <p>Objective 4.1: Annually, provide ongoing feedback to all staff to support professional growth.</p> <p>Objective 4.2: Annually, provide opportunities for staff development to support the use of instructional technology tools to enhance teaching and learning.</p> <p>Objective 4.3: By the 2023-24 school year, we will refine the Teacher Development and Evaluation (TDE) plan to support professional development that focuses on promoting optimal learning opportunities for all students.</p> <p>Objective 4.4: During the 2023-24 school year, we will identify opportunities to strengthen and focus PLC's to enhance staff professional growth.</p> <p>Objective 4.5: By June 30, 2024, we will create and implement a plan to recruit and retain highly qualified staff who reflect the needs of our district.</p> |
| Family and Community Engagement | <p>Goal 5: Promote and celebrate the opportunities that make Becker School District a foundation of the community.</p> | <p>Objective 5.1: During the 2022-23 school year, implement and utilize a variety of communication tools to maximize visibility and support of the district's goals, connections, and successes.</p> <p>Objective 5.2: During the 2023-24 school year, we will create processes and a communication plan that creates a connection between all stakeholders in the district.</p> <p>Objective 5.3: By the 2025-26 school year, we will create a plan to utilize and document increased community partnerships to provide greater opportunities for students.</p> |
| Effective Resource Management | <p>Goal 6: Maintain fiscal responsibility and allocate resources strategically, effectively, and efficiently to support current and future learning needs.</p> | <p>Objective 6.1: Annually, evaluate and allocate resources aligned to prioritized learning needs.</p> <p>Objective 6.2: Annually, manage and monitor ongoing facility needs and use of space.</p> <p>Objective 6.3: Annually, meet fiscal management goals as defined in board policy.</p> |

