

**BRECKENRIDGE SCHOOL BOARD MEETING
INDEPENDENT SCHOOL DISTRICT #846
WEDNESDAY, SEPTEMBER 21, 2022
REGULAR MEETING - 4:00 PM
ELEMENTARY CONFERENCE ROOM #233
810 BEEDE AVENUE
BRECKENRIDGE, MN 56520**

AGENDA

- 1. Call the Meeting to Order**
 - A. Pledge of Allegiance
 - B. School Happenings 3
- 2. Approval of Agenda**
- 3. Public Input**
- 4. Communications**
 - A. Elementary Principal 4
 - B. Ex-officio Student Representatives
 - C. High School Principal 6
 - D. Business Manager
 - E. Superintendent 9
 - F. Community Education
 - G. Committee Reports 13
- 5. Approval of Consent Agenda**
 - A. Minutes 16
 - B. Financials
 1. Financial Report & Bills 18
 2. Contingent Account 60
 - C. Hires
 1. Erin Palmer-Special Education Teacher
 2. Courtney Diestler-Administrative Assistant/Community Ed. Coordinator
 3. Sierra Hansey-Para-Educator
 4. Sherry Klinske-Para-Educator
 5. Shelby Smith-Para-Educator
 6. Amy Powers-SLP (FF Sp Ed Coop)
 - D. Resignations
 1. Gail Korth-Director of Finance and Operations
 2. Anthony Bogenreif-Asst. HS Football Coach
 3. Tim Mohs-Junior High Football Coach
 4. Elly LaHaise-Para-Educator

5. Marie Prochnow-Salad Bar Worker	
6. Paige Martelle-SLP (FF Sp Ed Coop)	
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6. New Business	
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J. Health Care Savings Plan	71
K. Advertise for Bids-Shop Tools & Equipment	
L. Assurance Of Compliance	72
M. Calendar Change-New Year's Day Holiday	74
N. First Reading: Policies 416, 418	75
O. Seizure Action and Response Plan	107
7. Adjournment	



CITY OF BRECKENRIDGE

420 NEBRASKA AVENUE
BRECKENRIDGE, MINNESOTA 56520
TELEPHONE (218) 643-1431
FAX (218) 643-1173



July 12, 2022

Jazmin Rall
Breckenridge Public Schools
Project U
810 Beede Ave
Breckenridge, MN 56520

RE: LETTER OF APPRECIATION

Dear Jazmin,

On behalf of the City of Breckenridge, I would like to extend our sincere appreciation for the beautification that your mural has brought for all to view. The girl holding the butterfly signifying "hope" is exquisite. Your project through Project U class was a reward to our City.

The City of Breckenridge would like to thank you for time and artistic talents.

Sincerely,

Lori A Conway
City Administrator

Breckenridge Elementary School

Breckenridge Pride...Inspiring to Excel



Elementary Board Report September 2022

#1 BOARD VALUE: To provide a world-class education for Breckenridge students.

#2 BOARD VALUE: The board values the need for individualized learning and will prioritize our resources to support student achievement through active and engaging learning.

Celebrations and Thank yous:

- Peggy Materi for her artwork on the front steps to welcome back students.
- Support Staff that did a great job with helping direct traffic and tasks for Open House conferences.
- Staff that flexed their daily schedules on the 6th to allow for some later afternoon scheduling of conferences.
- Peggy and Miranda for all the support they did to get things in order prior to the start of school.
- Lindsay Eggiman for her quick pivot to the 1-2 Crew!!
- Renee Fedderson and Lori Randall for coming out for the Headwater's Day parade to walk with 18 elementary students.



Breckenridge Elementary School

Breckenridge Pride...Inspiring to Excel

Open House Conferences:

- https://docs.google.com/spreadsheets/d/10paT6ObPhztxET-6GI3_URvq17i5llrsVqBUoIG565A/edit?usp=sharing

Grant & Other Report Updates:

- All Title grants have been submitted.
- ADSIS End-of-Year Report has been completed for last year. It was due Sept. 15.
- CSPR Report for Valley Lake grant is nearly ready for submission. Due in Oct.
- Reading Corps Violet Hooper is ready to start providing reading interventions for students in grades K-3.
- Homeless Children and Youth Data Survey 2021-22 is complete.
 - 7 students were identified under the McKinney-Vento Act last year.

Comfort Dog update:

- Potential candidate passed his 2nd round of assessments. We could have a dog here at the end of January.

Staff still needed:

- Title I paraeducator
- Reached out to colleges to try to recruit a 1-2 teacher at semester break - new grads?!?!?

Enrollment:

- Drops:
 - Moved - 14
 - Trans to St. Mary's - 13
 - Open enrolled - 2
 - Homeschool/online - 3
- Adds: 18

Assessments:

- **MCAs**
 - Benchmark reports have been shared with staff for their review.
- **AVMR/FAST**
 - Teachers will begin reviewing these for Title I services at Sept. PLCs.

**Breckenridge High School
School Board Report
Wed. Sept. 21, 2022
Principal: Craig J. Peterson
4:00pm**

High School Goal #1: Data
High School Goal #2: Literacy: Written Communication
High School Goal #3: Equity and opportunities

Celebrations:

- Thank you to Belinda Slettedahl and Stepanie Pausch for being outstanding assistants in the HS office
- Thank you to our custodians for keeping our school clean
- Josie Johnson (12th grade rep) and Spencer Boesen (11th grade rep)

2022-2023 Board Values and Objectives:

#1 Board Value: To provide a world-class education for Breckenridge students

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-
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#2 Board Value: The board values the need for individualized learning and will prioritize our resources to support student achievement through active and engaging learning

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-
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Breckenridge CORE Values:

Empathy, Integrity, Respect, Responsibility

Old Business

1.

******2.Profile of a Learner:** <https://sites.google.com/isd846.org/breck-grad/home>

******MASSP SILVER STAR AWARD!! Present at Summer MASSP conference; \$100**

-This is the same award we received in 2018-2019 for our "Student Showcase Night"

1. Inspired
2. Impassioned
3. Empowered
4. Engaged

***See Presentation Link:  Breckenridge Profile of a Graduate Presentation

****We see this as a growth portfolio demonstrating student growth in learning towards this Profile of a Learner*

****We have met with all student in grades 7-11 to start their Profile of a Graduate*

 **Profile of a Graduate: Teacher Project Ideas**

***Met with Students in gr. 9-12 on Mon. Sept. 19 and gr. 7-8 on Tues. Sept. 20*

3. College Readiness:

- Wed. Sept. 21: NDSCS college visit (gr. 11-12)
- Thurs. Sept. 29: Construct tomorrow in Moorhead (gr. 10-12)
- Thurs. Oct. 13: Career Expo in Fergus Falls (gr. 11-12)

4. Homecoming Week

- Great Homecoming Week.. Lots of Activities
- Parade and Pepfest

New Business:

1.2022-2023 Master Schedule

 **2022-2023 Master BHS Schedule**

2. Communication with Public

- Email and “Principal's Corner”

3.

4. Vaping Education

- Ashley Wiertzema and WE CARE Coalition

-

5. Our Community Agreements

- 1.Be Present and Engage fully as possible
2. Look for and embrace new learning
- 3.Be kind and brave
4. Expect and accept non-closure
5. Ensure all voices are heard
- 6.Open and honest conversations:
 - No Bobbleheads and No Elephants
- 7.Honor the Non-present

Curriculum:

- 1.College in the HS courses: Southwest State
- 2.AP Program??
- 3.MN Standards and PLCs

Activities and Facilities:

- 1.Welding Shop:
- 2.Technology and Infrastructure
- 3.Sewer at HS below the Kitchen
- 4.Art room: We are dealing with Water back-up in the room
- 5.Gym Floor (Scratches): Gym floor got scratched during the Homecoming activity.. We are working to correct the issue

September UPDATES:

- 1.HS Handbook Presentations
 - 2.Enrollment #'s: September, 2022
- Gr. 7: 50
Gr.8: 49
Gr. 9: 64
Gr. 10: 50
Gr. 11: 54
Gr. 12: 65
Total: 332 (-8 students) from last May

October Presentations:

- 1.Profile of a Learner: Students present to School Board
- 2.Mentor Team: Mentorship Team presentation

Future Projects:

- 1.CTE certification: Every 5 years; Norv Ruckert will be us on this project
- 2.Profile of a Learner: Met with Students on Mon/Tues.
- 3.High School Showcase Days
 - Pick dates on October,November
- 4.AP Program?

Announcements/Calendar of Events

- Mon. Sept. 19: Admin team meeting (1pm)
- Wed. Sept. 21: NDSCS college fair
- Wed. Sept. 21: Early out (1:30pm); PLCs start at 1:45pm
- Thurs. Sept. 22: Staff Development meeting (7:30a)
- Fri. Sept. 23: 3 weeks into the School year**
- Tues. Sept. 27: Leadership Team meeting (7:45am)
- Wed. Sept. 28: HS Picture Day (gr. 7-11)
- Wed. Sept. 28: Apple Tree Dental care to the HS
- Thurs. Sept. 29: SAT team meeting (8am)
- Fri. Sept. 30: Golden Path Solutions meets with students



On the Same Page



BRECKENRIDGE PUBLIC SCHOOLS ISD #846

DISTRICT DISPATCH

DISTRICT OFFICE

- Monday: Negotiations Committee closed strategy meeting, 1:1 Meetings w/Kristie: Miriam, Tom, & Neil
- Wednesday: Early Dismissal, PLCs, Regular School Board Meeting [School Board Meeting Agendas](#)
- Thursday: Staff Development Meeting, 1:1 w/Kristie: Corinna
- Friday: 1:1 meeting w/Kristie: Craig, Kristie at LCSC in the afternoon

ELEMENTARY

- Wednesday: Early Dismissal, PLCs
- Thursday: 4th Grade Backpack Awareness
- [Mrs. Erickson's Principal Connection](#)
- [Daily Announcements](#)
- Elementary [Media Center Resources](#)

SECONDARY

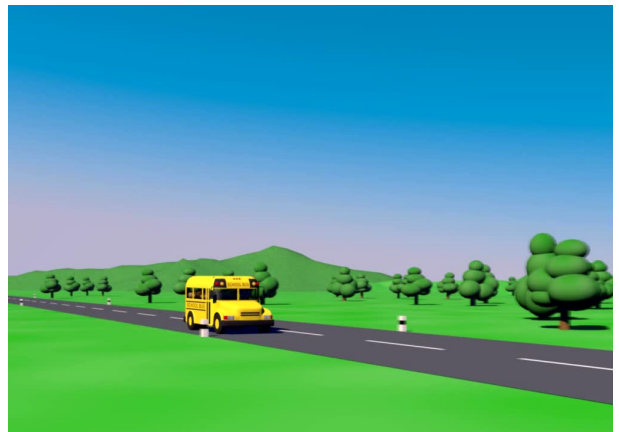
- [Mr. Peterson's Weekly Outline](#)
- [Mr. Peterson's Principal's Corner](#)
- [Portrait of a Graduate](#)
- MS/HS [Media Center Resources](#)
- Reminder: Report Students Failing this Friday

WORTH SHARING

- ☑ ["Find Your Marigold: the One Essential Rule for New Teachers"](#)
- ☑ ["Why Your School Needs a Portrait of a Graduate"](#)
- ☑ ["5 Powerful Feedback Principles that Improve Student Learning"](#)

ACTIVITIES

- [HOL Conference Activities Calendar](#)
- REMINDER: please be sure school activities are scheduled on the Elementary and MS/HS Calendars so that our custodial staff can plan accordingly.



"It is not what is poured into the student but what is planted that counts."

E.P. Berton



TECHNOLOGY

- Thank you to those who have been reporting technology issues via our ticketing system.
- **REMINDER:** If you encounter an issue, email support@isd846.org. This alerts Tom, Miriam, and Reeann- and assists them in time management, organization, and prioritization for all staff and student needs.

MORE

- [2022-2023 District Vision, Mission, Values, & Objectives](#)
- [Lunch Menu](#)
- [Innovation and Learning Resources](#)
- [Connecting with Kelly & Rikki](#)
- [District Employment / Current Openings](#)
- [Wellday at Work](#)
- [District Policies](#)

THANK YOU

- ☑ to our substitute teachers and staff for the important roles you play
- ☑ to our paraeducators for your flexibility and commitment to kids
- ☑ to our kitchen staff for all the work you do to provide nutritious meals
- ☑ to our teachers for meeting kids where they're at and putting students and families first
- ☑ to our technology staff for working to juggle all the needs of our District
- ☑ to our secretaries for fielding a steady stream of questions & requests, and doing so in stride
- ☑ to Neil & Cathy for their outstanding dedication to Breckenridge Schools
- ☑ to our counselors and school social worker for being there for our kids
- ☑ to our bus drivers for ensuring our kids make it safely to and from school each day
- ☑ to our custodians for the pride you take in maintaining our facilities
- ☑ to our fantastic principals, directors, coordinators, and coaches for your engagement and leadership

moments in time

highlights to date



WISHING YOU A BRIGHT
2022-2023 School Year!



Be a **CHAMPION**
for kids this week!

- KRISTIE

BRECKENRIDGE SCHOOL DISTRICT #846
ACTIVITIES COMMITTEE MEETING
WEDNESDAY, AUGUST 24, 2022
1:00 PM
HIGH SCHOOL WRESTLING ROOM

Committee Members: Clayton Ernst, Ty Mikkelson

Others present: Superintendent Sullivan, Chad Fredericksen, Cathy Affield
Belinda & Tyler Slettedahl, Gerald Nordick, Jarad Nordick, Dan Bellmore, Mary Beth Peterson,
Eric & Patti Erlandson, Rondo Wienkauf, Lisa Hought, Treyton Hought, Brooke Grabau, Jess
Kappes, Tom Haire

Activities Director Chad Fredericksen gave background on the high school wrestling room and how it was shifted from the elementary school to the high school in 2019. A new school facility would solve the problem with space for all activities.

Ninety percent of the wall mats used for padding the room had to be removed per an order from the fire marshall due to not being in compliance with Minnesota state fire retardant requirements.

Eric Erlandson presented information on wall mats that would meet state fire retardant requirements. New wall mats cost \$75 per foot. Cost estimate for 5' tall mat replacement is \$9,000 with \$600 delivery and \$6,000 for installation. Mat cost estimate for the entire room is \$12,100.

Discussed:

- Safety issue of wall mats being removed
- Timeline of getting new mats
- Wall mat fire retardant certificate
- True cost of replacement and installation
- Grant dollars availability
- Installation by boosters

Also discussed scheduling a follow up Activities Committee meeting sometime before the regular school board meeting on Wednesday, September 21, 2022.

**BRECKENRIDGE SCHOOL DISTRICT #846
NEGOTIATIONS COMMITTEE MEETING
THURSDAY, AUGUST 25, 2022
1:00 PM
ELEMENTARY CONFERENCE ROOM #233**

Committee members present: Shawn Roberts, Steve Arnhalt, Justin Neppel

Others present: Superintendent Sullivan, Neil Kusler, Cathy Affield
Maxine Lammers, Peggy Kram, Barb Tschakert, April Lauritsen, Darcie Cribb,
Sharon Klemm, and Terri Knutson, MSEA Representative

The MSEA Union presented their negotiations proposal. (copy on file)

The union representatives reviewed their proposal.

The board representatives agreed to:

Item #1 - changing dates throughout the contract to reflect a two year contract

Item #2 - update statute number and information

Both sides agreed to a follow up meeting on Wednesday, October 5 @ 4:00 PM.

BRECKENRIDGE SCHOOL DISTRICT #846
ACTIVITIES COMMITTEE MEETING
Tuesday, September 13, 2022
2:30PM
ELEMENTARY CONFERENCE ROOM #233

Committee members present: Marc Hasbargen, Clayton Ernst, Ty Mikkelson

Other present: Superintendent Sullivan (virtual), Chad Fredericksen, Courtney Diestler, Cathy Affield, Eric Erlandson, Belinda Slettedahl, Rondo Weinkauf, Jarad Nordick, Tom Haire

Wrestling Mats

Activities Director Chad Fredericksen gave an update on wrestling mats that are being considered for replacement in the wrestling room at the high school.

- New mats meet fire code requirements per the fire marshal
- Discussed the timeline and process of installation and transportation needed to pick up the mats
- Mat color - black

Consensus of the group:

- District pays half of the cost of the new mats \$4,450
- Booster Club pays half of the cost \$2,950 along with a \$1,500 donation
- If all the wall mats are replaced (including the 10% that is not required to be removed), the booster club and district agreed to split the additional costs
- Booster Club would pick up and install the mats

Athletic Trainer

- Discussed the activities trainer contract with Sanford and the fact that they can't find personnel to staff the position. (10 year contract approved 9/15/21)
- Currently coaches and trained school personnel are taping for athletes
- Essentia would be interested providing a trainer to us but are having difficulty finding personnel
- Mr. Fredericksen will do research into the Sanford contract and will look at other providers that offer trainer services.
- Depending on what Mr. Fredericksen finds out, the Sanford contract could be reviewed by the school attorney

Jr. High Volleyball

Activities Director Chad Fredericksen discussed the need to hire an additional practice coach for volleyball due high numbers. Consensus of the group was to hire a junior high volleyball practice coach for \$750 for six weeks during the season.

The Regular Meeting of the Board of Education, Independent School District No. 846, Breckenridge, Minnesota met Wednesday, August 17, 2022, at 7:00 AM in the Elementary School, conference room #233.

UNOFFICIAL MINUTES UNTIL APPROVED AT THE NEXT BOARD MEETING

Members Present: Ernst, Hasbargen, Johnson, Mikkelson, Neppl, Roberts and Superintendent Sullivan
Members Absent: Arnhalt

Chairperson Johnson called the regular meeting to order at 7:05 AM with the Pledge of Allegiance recited.

Superintendent Sullivan recognized:

- Donation of \$5,000 through the America's Farmers Grow Communities Bayer Fund on behalf of Lorene Hasbargen
- Craig Peterson for being named Honorable Mention Principal in the Daily News Best of the Valley publication

Motion by Neppl, seconded by Mikkelson to approve the agenda removing Hire: Sierra Hansey, Para-Educator and update Hire: Anstasha Edwards, Preschool Teacher (LCSC) 6-0

COMMUNICATIONS:

Elementary Principal – Corinna Erickson

- ◊ thank you to the custodians for getting the buildings ready for back to school ◊ staff preparing for the start of school ◊ employee back to school workshop begins August 29

High School Principal – Craig Peterson

- ◊ updated high school handbook ◊ back to school orientation nights ◊ homecoming September 12-16

Director of Finance and Operations – Gail Korth

- ◊ onboarding new employees ◊ fire marshall inspecting wall mats removal

Superintendent – Kristie Sullivan

- ◊ new staff orientation – 5 openings still to fill ◊ student data privacy law – housing student data posting requirement

CONSENT AGENDA:

Motion by Hasbargen, seconded by Roberts to approve the consent agenda. 6-0

Previous month's minutes – July 19, 2022, July 20, 2022, August 9, 2022

Financial reports as presented including:

Checks #126359 - #126437 in the amount of \$290,079.57

Wire disbursements of \$204,774.55 (7/20/22 through 8/10/22)

Hires: Laura Holzworth, SPED Teacher; Jacob Kempenich, Choir Teacher; Miranda Miranowski, Administrative Assistant; Raven Carlson, Para-Educator; Beckie Haug, Para-Educator; Alexis Tschakert, Para-Educator; Anastasha Edwards, Preschool Teacher (LCSC), Catherine Affield, School Board Policy Consultant; Violet Hooper, K-3 Literacy Tutor (MN Reading Corps)

Resignation: Ean Goos, Elementary Teacher; Lindsey Jagol, Administrative Assistant; Lisa Hought, Para-Educator; Debra Jordheim, Head Cook; Rhonda Lagasu, Transportation Shuttle Driver; Laura Holzworth, Preschool Teacher (LCSC); Nora Willman, K-3 Literacy Tutor (MN Reading Corps)

OLD BUSINESS:

Motion by Ernst, seconded by Mikkelson to award the dairy bid to Prairie Farms for the 2022/2023 school year. 6-0 (copy on file)

Motion by Neppl, seconded by Hasbargen to award the fuel bid to Farmers Union (Cenex) for the 2022/2023 school year. 6-0 (copy on file)

Motion by Ernst, seconded by Roberts to accept the bread and bread products contract that is bid through Lakes Country Service Coop for 2022/2023. 6-0

NEW BUSINESS:

Motion by Mikkelson, seconded by Neppl to adopt the RESOLUTION ACCEPTING DONATIONS for the following:

July donations received: \$12,925.00

MN Historical Society- MacMillan Funds \$940.00 (6th grade St. Paul trip bus expenses); Breckenridge Big Shots \$4,900.00 (trap club ammo); Bayer Fund-America's Farmers Grow Communities \$5,000.00 (ag department); Bell Bank \$85.00 (custom cards); Walmart \$2,000.00 (project U) 6-0 (Resolution on file)

Motion by Ernst, seconded by Roberts to authorize Kristie Sullivan as the Identified Official with Authority (IOWA) to assign job duties and authorize user access to the Minnesota Department of Education secure websites for the Breckenridge School District #0846-01 (Resolution on file). 6-0

Motion by Hasbargen seconded by Mikkelson to approve the 2022/2023 Safe Return to In-Person Learning Plan and reaffirm the Health and Safety Measures Resolution. Ayes:unanimous (copy on file)

Motion by Neppl, seconded by Roberts to approve the Resolution Relating to the Election of School Board Members and calling the School District General Election. 6-0 (copy on file)
Individuals filing for school board election: Clayton Ernst, Marc Hasbargen, Justin Neppl, Lisa Overlee

Motion by Ernst, seconded by Mikkelson to approve the contract with Intrado to renew School Messenger for \$1,835.66 for the 2022/2023 school year. 6-0

Motion by Hasbargen, seconded by Neppl to approve the 2022/2023 high school student handbook (grades 7-12). 6-0

Motion by Mikkelson, seconded by Roberts to approve the 2022/2023 elementary school student handbook (grades K-6). 6-0

Motion by Neppl, seconded by Ernst to approve the updated Chromebook handbook. 6-0

Motion by Roberts, seconded by Mikkelson to adjourn at 7:33 AM. 6-0

Next regular meeting date Wednesday, September 21, 2022 at 4:00 PM.

Chair

Clerk

**Reconciliation of Ledger Balances with Bank Statement
Independent School District NO. 846
Breckenridge, Minnesota**

Date of Report: September 7, 2022

For the Month of August 2022

General Ledger Balances

FUNDS	Balance Beg. of Month	Debits	Credits	Balance End of Month
General Fund	(\$39,096.27)	877,519.90	811,906.28	\$26,517.35
Food Service	(144,694.62)	319,080.34	2,628.70	\$171,757.02
Comm. Serv.	100,380.84	59,344.77	28,859.00	\$130,866.61
Cap. Exp.	(83,085.08)	110,345.96	44,443.07	(\$17,182.19)
Debt. Redemption	777,943.92	84,707.31	544,022.66	\$318,628.57
Trust Fund	3,700.67	6.06	0.00	\$3,706.73
Student Activities	53,579.47	7,252.80	2,284.14	\$58,548.13
TOTALS:	\$668,728.93	\$1,458,257.14	\$1,434,143.85	\$692,842.22

Bank Balances

Description	Balance Per Bank	Outstanding Checks and Wires	Deposits in Transit	Balance
Bremer	\$731,179.22	46,787.00	0.00	\$684,392.22
The "Barn" Cash Box				50.00
Bank of the West (Contingent)				8,000.00
Petty Cash				400.00
TOTALS:				\$692,842.22

Investments

Minn. School District Liquid Asset Fund	1.9500%	\$ 7,800.37	
Minn. School District "MAX" Fund	2.0600%	\$2,597,574.10	
Bremer Money Market	0.3500%	\$103,583.76	
TOTALS:		\$ 2,708,958.23	

TOTAL CASH AND INVESTMENTS:		\$3,401,800.45	=====

Breckenridge Public School
Receipts for the Month of August 2022

Control #	Bank	Receipt #	Date	Received From	Amount	Description	Fund
8902	FAB	15507	8/1/2022	Life Insurance Payment	12.00	Life & Disability Payable	General
8902	FAB	15507	8/1/2022	Health Insurance Payment	718.78	Group Health Payable	General
8902 Total					730.78		
8903	FAB	15508	8/10/2022	MSDMAX	54,905.05	Minn. Sch. District "MAX" Fund	Debt Service
8903	FAB	15508	8/10/2022	MSDMAX	245,094.95	Minn. Sch. District "max" Fund	General
8903 Total					300,000.00		
8904	FAB	15509	8/10/2022	COMMUNITY EDUCATION	2,944.26	ADDAMS FAMILY	Community Service
8904 Total					2,944.26		
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	687,715.97	2023 GEN ED AID	General
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	24.13	2022 AG HMST CREDIT	General
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	22.44	2023 AG HMST CREDIT	Community Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	205.64	2024 AG HMST CREDIT	Debt Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	27,243.78	2022 SCHOL BLDG BOND	Debt Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	127.54	2022 DISPARITY	General
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	118.60	2022 DISPARITY	Community Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	1,086.66	2022 DISPARITY	Debt Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	148.61	2022 BORDER CITY	General
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	138.19	2022 BORDER CITY	Community Service
8905	MAX	15510	8/15/2022	STATE OF MINNESOTA	1,266.18	2022 BOARDER CITY	Debt Service
8905 Total					718,097.74		
8906	FAB	15511	8/15/2022	MSDMAX	150,000.00	Minn. Sch. District "max" Fund	General
8906 Total					150,000.00		
8907	LAF	15512	8/25/2022	STATE OF MINNESOTA	94,220.99	Due Fm Fed.-Mdcfl	General
8907 Total					94,220.99		
8908	FAB	15533	8/18/2022	HS GENERAL FUND RECEIPTS	350.00	Activity Tickets	General
8908	FAB	15533	8/18/2022	HS GENERAL FUND RECEIPTS	80.00	Tablet Protection Plan Fee	General
8908	FAB	15533	8/18/2022	HS GENERAL FUND RECEIPTS	650.00	Drivers Ed	General
8908	FAB	15533	8/18/2022	HS GENERAL FUND RECEIPTS	1,675.00	user fees	General
8908	FAB	15533	8/18/2022	HS GENERAL FUND RECEIPTS	510.00	Student Lunch Sales	Food Service
8908 Total					3,265.00		
8909	FAB	15513	8/18/2022	US DEPT OF EDUCATION	34,362.50	REAP	General
8909 Total					34,362.50		
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	76,435.63	2022 GEN ED AID	General
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	19 3,786.04	2022 NON PUBL TRANSPORT	General
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	30,791.38	2022 SPECIAL EDUCATION	General
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	761.10	2022 INDIAN ED DISTRICT	General
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	673.19	2022 ECFE	Community Service

Breckenridge Public School
Receipts for the Month of August 2022

8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	931.88	2022 SCHOOL READINESS	Community Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	49.23	2022 PRESCHOOL SCREEN	Community Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	1,170.06	2022 LT FAC MAINT	Debt Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	824.33	2022 LITERACY INCENTIVE	General	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	4.07	2022 HOME VISITING	Community Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	629.48	2022 NONPUBLIC PUPIL AID	Community Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	27.40	2022 ABATEMENT AID	General	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	1.15	2022 ABATEMENT AID	Community Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	21,835.82	2023 GEN ED AID	General	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	1,023.82	2023 AG HMST CREDIT	Debt Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	43,655.40	2023 SCHOOL BLDG BOND	Debt Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	1,647.12	2023 DISPARITY	Debt Service	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	159,142.06	2023 SPECIAL ED AID	General	
8910	MAX	15514	8/30/2022	STATE OF MINNESOTA	8,581.07	2023 LT FAC MAINT	Debt Service	
8910 Total					351,970.23			
8911	FAB	15515	8/30/2022	MSDMAX	90,000.00	Minn. Sch. District "max" Fund	General	
8911 Total					90,000.00			
8912	FAB	15516	8/30/2022	MSDMAX	279.23	Minn. Sch. District "max" Fund	Community Service	
8912	FAB	15516	8/30/2022	MSDMAX	29,802.26	Minn. Sch. District "MAX" Fund	Debt Service	
8912	FAB	15516	8/30/2022	MSDMAX	119,918.51	Minn. Sch. District "max" Fund	General	
8912 Total					150,000.00			
8913	FAB	15517	8/30/2022	COMMUNITY EDUCATION	144.00	CE CLASSES	Community Service	
8913	FAB	15517	8/30/2022	COMMUNITY EDUCATION	87.00	SACC	Community Service	
8913	FAB	15517	8/30/2022	COMMUNITY EDUCATION	40.00	SCHOOL READINESS - PRESCHOOL	Community Service	
8913	FAB	15517	8/30/2022	COMMUNITY EDUCATION	25.00	YOUTH ENRICHMENT	Community Service	
8913	FAB	15517	8/30/2022	COMMUNITY EDUCATION	8.00	SCHOOL BOARD FILING FEES	General	
8913 Total					304.00			
8914	FAB	15518	8/31/2022	Misc	20.00	BARRY BELLMORE MEMORIAL	Community Service	
8914	FAB	15519	8/31/2022	Misc	30.00	BARRY BELLMORE MEMORIAL	Community Service	
8914	FAB	15520	8/31/2022	Misc	30.00	BARRY BELLMORE MEMORIAL	Community Service	
8914	FAB	15521	8/31/2022	Misc	1,500.00	DONATION FOR WRESTLING MATS	Capital Outlay	
8914	FAB	15522	8/31/2022	Life Insurance Payment	6.00	Life & Disability Payable	General	
8914	FAB	15522	8/31/2022	Health Insurance Payment	495.68	Group Health Payable	General	
8914	FAB	15523	8/31/2022	VIKING COCA-COLA BOTTLING CO.	396.50		General	
8914	FAB	15524	8/31/2022	Misc	20	500.00	SMITH MOTORS 2022 CYB TEST DRI	Community Service
8914	FAB	15525	8/31/2022	ISD 846		390.80		Community Service
8914	FAB	15525	8/31/2022	ISD 846		7,252.80		Student Activities
8914	FAB	15526	8/31/2022	WEST CENTRAL INITIATIVE FUND		622.35	6TH GRADE CALCULATORS	General

Breckenridge Public School
Receipts for the Month of August 2022

8914 Total					11,244.13		
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	570.00	Tablet Protection Plan Fee	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	555.00	CALCULATORS RECEIVABLE	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	45.00	MS MUISIC	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	600.00	DRIVERS ED	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	20.00	Art Fees	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	130.00	HS MUSIC	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	8,600.00	ACTIVITY FEES	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	2,975.00	Activity Tickets	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	4,976.10	Student Lunch Sales	Food Service
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	89.50	Yearbook Sales	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	160.32	Yearbook Ads	General
8915	FAB	15527	8/31/2022	CREDIT CARD DEPOSIT	20.00	Tablet Protection Plan Fee	General
8915	FAB	15528	8/31/2022	CREDIT CARD DEPOSIT	725.00	Fees	Community Service
8915	FAB	15528	8/31/2022	CREDIT CARD DEPOSIT	150.00	Fees	Community Service
8915	FAB	15528	8/31/2022	CREDIT CARD DEPOSIT	175.00	Fees	Community Service
8915	FAB	15528	8/31/2022	CREDIT CARD DEPOSIT	35.25	Tuition from Patron	Community Service
8915	FAB	15529	8/31/2022	CREDIT CARD DEPOSIT	-40.00	Fees	Community Service
8915 Total					19,786.17		
8916	LAF	15530	8/31/2022	MSDMAX	32.94	Interest Income	General
8916 Total					32.94		
8917	MAX	15531	8/31/2022	MSDMAX	3,913.56	Interest Income	General
8917 Total					3,913.56		
8918	BREM	15532	8/31/2022	BREMER BANK	22.84	Interest Income	General
8918 Total					22.84		
8919	FAB	15534	8/30/2022	MSDMAX	-90,000.00	Minn. Sch. District "max" Fund	General
8919	FAB	15535	8/30/2022	MSDMAX	90,000.00	Minn. Sch. Dist Liquid Asset	General
8919 Total					0.00		
Grand Total					1,930,895.14		
				Fund Summary			
				General Fund	1,737,965.43		
				Food Service Fund	5,486.10		
				Community Service Fund	8,103.77		
				Capital Fund	1,500.00		
				Debt Service Fund	21 170,587.04		
				Trust Fund	0.00		
				Student Activities Fund	7,252.80		

Breckenridge Public School

Payment Register

Check #	Vendor #	Vendor Name	Date	Amount	Description	Fund
	2277	EDUCATORS BENEFIT ACH	8/15/2022	445.86	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	710.01	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	2,044.60	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	925.84	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	1,087.61	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	250.00	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	325.00	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	478.59	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/15/2022	699.59	Tax Shelter Payable	General
		EDUCATORS BENEFIT ACH Total		6,967.10		
	1233	EFPTS	8/15/2022	17,580.94	FICA Payable	General
	1233	EFPTS	8/15/2022	9,389.85	Federal Withholding Payable	General
	1233	EFPTS	8/15/2022	8,344.90	FICA Payable	General
	1233	EFPTS	8/15/2022	4,586.69	Federal Withholding Payable	General
		EFPTS Total		39,902.38		
	2251	FURTHER (FSA/ HSA)	8/15/2022	3,066.54	HSA Deductions	General
	2251	FURTHER (FSA/ HSA)	8/15/2022	797.98	HSA Deductions	General
		FURTHER (FSA/ HSA) Total		3,864.52		
	39	MN DEPT OF REVENUE (EFT)	8/15/2022	3,420.44	MN State Withholding Payable	General
	39	MN DEPT OF REVENUE (EFT)	8/15/2022	1,712.58	MN State Withholding Payable	General
		MN DEPT OF REVENUE (EFT) Total		5,133.02		
	599	P.E.R.A.	8/15/2022	3,551.87	PERA Payable	General
	599	P.E.R.A.	8/15/2022	805.97	PERA Payable	General
		P.E.R.A. Total		4,357.84		
	600	TEACHERS RETIREMENT ASSN.	8/15/2022	18,590.21	TRA Payable	General
	600	TEACHERS RETIREMENT ASSN.	8/15/2022	4,051.42	TRA Payable	General
		TEACHERS RETIREMENT ASSN. Total		22,641.63		
	3459	AMERITAS LIFE INSURANCE	8/31/2022	129.68	Vision Insurance	General
	3459	AMERITAS LIFE INSURANCE	8/31/2022	99.04	Vision Insurance	General
	3459	AMERITAS LIFE INSURANCE	8/31/2022	19.76	Vision Insurance	General
	3459	AMERITAS LIFE INSURANCE	8/31/2022	-18.36	Vision Insurance	General
	3459	AMERITAS LIFE INSURANCE	8/31/2022	61.24	Vision Insurance	General
		AMERITAS LIFE INSURANCE Total		291.36		
	2277	EDUCATORS BENEFIT ACH	8/31/2022	445.22	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	709.77	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	2,044.12	Tax Shelter Payable	General

Breckenridge Public School

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	2277	EDUCATORS BENEFIT ACH	8/31/2022	925.84	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	791.10	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	867.76	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	1,491.68	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	40.00	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	699.43	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	8/31/2022	1,086.97	Tax Shelter Payable	General
		EDUCATORS BENEFIT ACH Total		9,101.89		
	1233	EFPTS	8/31/2022	16,994.46	FICA Payable	General
	1233	EFPTS	8/31/2022	8,753.84	Federal Withholding Payable	General
	1233	EFPTS	8/31/2022	11,406.26	FICA Payable	General
	1233	EFPTS	8/31/2022	5,172.13	Federal Withholding Payable	General
		EFPTS Total		42,326.69		
	2251	FURTHER (FSA/ HSA)	8/31/2022	797.98	HSA Deductions	General
	2251	FURTHER (FSA/ HSA)	8/31/2022	3,066.54	HSA Deductions	General
		FURTHER (FSA/ HSA) Total		3,864.52		
	39	MN DEPT OF REVENUE (EFT)	8/31/2022	3,369.87	MN State Withholding Payable	General
	39	MN DEPT OF REVENUE (EFT)	8/31/2022	1,784.76	MN State Withholding Payable	General
		MN DEPT OF REVENUE (EFT) Total		5,154.63		
	599	P.E.R.A.	8/31/2022	5,247.10	PERA Payable	General
	599	P.E.R.A.	8/31/2022	404.06	PERA Payable	General
		P.E.R.A. Total		5,651.16		
	3702	REVTRAK	8/31/2022	48.36	Credit Card/ Web Store Fees	Community Service
		REVTRAK Total		48.36		
	3703	SCHOOLPAY	8/31/2022	35.44	Credit Card/ Web Store Fees	General
		SCHOOLPAY Total		35.44		
	600	TEACHERS RETIREMENT ASSN.	8/31/2022	18,590.20	TRA Payable	General
	600	TEACHERS RETIREMENT ASSN.	8/31/2022	5,950.89	TRA Payable	General
		TEACHERS RETIREMENT ASSN. Total		24,541.09		
	2656	QUADIENT FINANCE USA	9/5/2022	500.00	Postage	General
	2656	QUADIENT FINANCE USA	9/5/2022	500.00	Postage	General
		QUADIENT FINANCE USA Total		1,000.00		
	1719	ECONO FOODS	9/6/2022	8.54	Miscellaneous	General
	1719	ECONO FOODS	9/6/2022	8.55	Miscellaneous	General
		ECONO FOODS Total	23	17.09		
	3678	Marenem c/o Secret Stories	9/6/2022	15.00	Secret Stories Better Alphabet Song Videos	General

Breckenridge Public School

Payment Register

	3678	Marenem c/o Secret Stories	9/6/2022	15.00	Better Alphabet Mini Mats	General
	3678	Marenem c/o Secret Stories	9/6/2022	25.00	Structured Literacy Lessons	General
	3678	Marenem c/o Secret Stories	9/6/2022	3.78	Freight	General
	3678	Marenem c/o Secret Stories	9/6/2022	100.00	#2020 Parent/Homeschool Phonics Bundle	General
	3678	Marenem c/o Secret Stories	9/6/2022	11.00	Freight	General
		Marenem c/o Secret Stories Total		169.78		
	2188	P-CARD, HARRIS BANK	9/6/2022	90.19	Travel/ Lodging	General
	2188	P-CARD, HARRIS BANK	9/6/2022	12.98	Supply	General
	2188	P-CARD, HARRIS BANK	9/6/2022	56.95	Supply	General
	2188	P-CARD, HARRIS BANK	9/6/2022	41.94	Supply	General
	2188	P-CARD, HARRIS BANK	9/6/2022	48.70	Supply	General
	2188	P-CARD, HARRIS BANK	9/6/2022	47.97	Supply	General
	2188	P-CARD, HARRIS BANK	9/6/2022	4.98	Miscellaneous	General
		P-CARD, HARRIS BANK Total		303.71		
	3359	WALMART STORE	9/6/2022	6.98	Miscellaneous	General
	3359	WALMART STORE	9/6/2022	14.32	Supply	General
	3359	WALMART STORE	9/6/2022	292.70	Supply	General
		WALMART STORE Total		314.00		
	2727	AMERICAN EXPRESS	9/8/2022	149.25	Travel	General
	2727	AMERICAN EXPRESS	9/8/2022	39.48	General Supply	General
		AMERICAN EXPRESS Total		188.73		
	2274	APPLE COMPUTER, INC.	9/8/2022	10.68	Letterclub Supplies	Student Activities
		APPLE COMPUTER, INC. Total		10.68		
	2269	ASCD	9/8/2022	95.12	Dues	General
		ASCD Total		95.12		
	1719	ECONO FOODS	9/8/2022	10.98	Food	Food Service
		ECONO FOODS Total		10.98		
	3359	WALMART STORE	9/8/2022	162.17	Supply	General
		WALMART STORE Total		162.17		
	2267	WASTE MANAGEMENT OF ND	9/8/2022	480.59	Garbage	General
	2267	WASTE MANAGEMENT OF ND	9/8/2022	434.08	Garbage	General
	2267	WASTE MANAGEMENT OF ND	9/8/2022	193.87	Garbage	General
		WASTE MANAGEMENT OF ND Total		1,108.54		
	3376	WILKIN DRINK & EATERY	9/8/2022	241.09	Travel	General
	3376	WILKIN DRINK & EATERY	9/8/2022	51.37	Miscellaneous	General
		WILKIN DRINK & EATERY Total		292.46		

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	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	99.40	Electricity	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	79.00	Water-Sewer	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	6,954.57	Electricity	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	781.10	Water-Sewer	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	7,730.85	Electricity	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	3,532.05	Water-Sewer	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	91.85	Electricity	General
	55	BRECKENRIDGE PUBLIC UTILITIES	9/14/2022	65.08	Water-Sewer	General
		BRECKENRIDGE PUBLIC UTILITIES Total		19,333.90		
	2251	FURTHER (FSA/ HSA)	9/14/2022	176.00	Flexible Benefits	General
		FURTHER (FSA/ HSA) Total		176.00		
	193	GREAT PLAINS NATURAL GAS	9/14/2022	2,931.52	Heating Fuel	General
	193	GREAT PLAINS NATURAL GAS	9/14/2022	190.91	Gas	General
	193	GREAT PLAINS NATURAL GAS	9/14/2022	349.17	Heating Fuel	General
	193	GREAT PLAINS NATURAL GAS	9/14/2022	23.00	Heating Fuel	General
	193	GREAT PLAINS NATURAL GAS	9/14/2022	28.50	Heating Fuel	General
		GREAT PLAINS NATURAL GAS Total		3,523.10		
	1052	AMERICAN FAM. LIFE ASSURANCE	9/15/2022	165.71	AFLAC Payable	General
		AMERICAN FAM. LIFE ASSURANCE Total		165.71		
	2277	EDUCATORS BENEFIT ACH	9/15/2022	1,170.95	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	9/15/2022	1,041.09	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	9/15/2022	1,827.52	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	9/15/2022	635.66	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	9/15/2022	557.92	Tax Shelter Payable	General
	2277	EDUCATORS BENEFIT ACH	9/15/2022	3,381.55	Tax Shelter Payable	General
		EDUCATORS BENEFIT ACH Total		8,614.69		
	1233	EFPTS	9/15/2022	34,752.88	FICA Payable	General
	1233	EFPTS	9/15/2022	17,559.41	Federal Withholding Payable	General
		EFPTS Total		52,312.29		
	2251	FURTHER (FSA/ HSA)	9/15/2022	4,954.15	HSA Deductions	General
		FURTHER (FSA/ HSA) Total		4,954.15		
	39	MN DEPT OF REVENUE (EFT)	9/15/2022	6,466.64	MN State Withholding Payable	General
		MN DEPT OF REVENUE (EFT) Total		6,466.64		
	599	P.E.R.A.	9/15/2022	8,180.60	PERA Payable	General
		P.E.R.A. Total	25	8,180.60		
	600	TEACHERS RETIREMENT ASSN.	9/15/2022	26,642.52	TRA Payable	General
		TEACHERS RETIREMENT ASSN. Total		26,642.52		

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126438	3149	READ NATURALLY, INC.	8/16/2022	920.00	RL01C Read Live Licenses	General
		READ NATURALLY, INC. Total		920.00		
126439	1434	RENAISSANCE LEARNING, INC.	8/16/2022	1,485.00	A/R Reader Sbuscription	Community Service
		RENAISSANCE LEARNING, INC. Total		1,485.00		
126440	604	AFSCME COUNCIL 65	8/25/2022	90.45	Custodial Dues Payable	General
		AFSCME COUNCIL 65 Total		90.45		
126441	3358	EHRLIN, LANCE	8/25/2022	55.50	Officials/ Contracted Services	General
126441	3358	EHRLIN, LANCE	8/25/2022	66.00	Officials/ Contracted Services	General
		EHRLIN, LANCE Total		121.50		
126442	3092	JK SPORTS	8/25/2022	239.85	Supply	General
		JK SPORTS Total		239.85		
126443	1872	MN CHILD SUPPORT PAYMENT CTR	8/25/2022	424.00	Child Support Payable	General
		MN CHILD SUPPORT PAYMENT CTR Total		424.00		
126444	1779	NCPERS GROUP LIFE INS	8/25/2022	144.00	PERA Life Insurance Payable	General
126444	1779	NCPERS GROUP LIFE INS	8/25/2022	-96.00	PERA Life Insurance Payable	General
		NCPERS GROUP LIFE INS Total		48.00		
126445	833	ST. MARYS SCHOOL	8/25/2022	133.52	Misc	Community Service
126445	833	ST. MARYS SCHOOL	8/25/2022	137.75	Health Aide Supplies	Community Service
		ST. MARYS SCHOOL Total		271.27		
126447	536	ZANER-BLOSER EDUCATION PUB.	8/25/2022	174.00	Kindergarten - Superkids Reading Program Quote 00042984	Capital Outlay
126447	536	ZANER-BLOSER EDUCATION PUB.	8/25/2022	15.66	shipping & processing	Capital Outlay
		ZANER-BLOSER EDUCATION PUB. Total		189.66		
126448	3909	BHS ACTIVITIES ACCOUNT	8/30/2022	7,643.60	Profits Distribution	General
		BHS ACTIVITIES ACCOUNT Total		7,643.60		
126449	3313	BOYS BASKETBALL BOOSTER CLUB	8/30/2022	1,172.40	Profits Distribution	General
		BOYS BASKETBALL BOOSTER CLUB Total		1,172.40		
126450	3699	CHEERLEADING BOOSTER CLUB	8/30/2022	1,563.20	Profits Distribution	General
		CHEERLEADING BOOSTER CLUB Total		1,563.20		
126451	3529	CROSS COUNTRY BOOSTER CLUB	8/30/2022	1,172.40	Profits Distribution	General
		CROSS COUNTRY BOOSTER CLUB Total		1,172.40		
126452	3312	GIRLS BASKETBALL BOOSTER CLUB	8/30/2022	1,172.40	Profits Distribution	General
		GIRLS BASKETBALL BOOSTER CLUB Total		1,172.40		
126453	3539	GUARDIAN	8/30/2022	217.09	Voluntary Life Insurance	General
126453	3539	GUARDIAN	8/30/2022	1,429.46	Dental Insurance	General
126453	3539	GUARDIAN	8/30/2022	992.95	Life & Disability Payable	General
		GUARDIAN Total		2,639.50		

Breckenridge Public School

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126454	2268	SCHOLARSHIP BRECKENRIDGE	8/30/2022	1,954.00	Profits Distribution	General
		SCHOLARSHIP BRECKENRIDGE Total		1,954.00		
126455	3698	TRACK BOOSTER CLUB	8/30/2022	1,172.40	Profits Distribution	General
		TRACK BOOSTER CLUB Total		1,172.40		
126456	3382	EVERT, CHARLES	9/5/2022	40.00	Officials/ Contracted Services	General
		EVERT, CHARLES Total		40.00		
126457	3642	GLAD, NOAH	9/5/2022	20.00	Officials/ Contracted Services	General
		GLAD, NOAH Total		20.00		
126458	3202	GRIPENTROG, TYLER WAYNE	9/5/2022	20.00	Officials/ Contracted Services	General
		GRIPENTROG, TYLER WAYNE Total		20.00		
126459	3446	GULLINGSRUD, JOHN	9/5/2022	20.00	Officials/ Contracted Services	General
		GULLINGSRUD, JOHN Total		20.00		
126460	3447	HINSZ, TRACY	9/5/2022	20.00	Officials/ Contracted Services	General
		HINSZ, TRACY Total		20.00		
126461	2919	ILLUMINATE EDUCATION	9/5/2022	2,475.00	FAST-SUB1-R FAST Subscription - Renewal	General
		ILLUMINATE EDUCATION Total		2,475.00		
126462	2824	KING, ROY M.	9/5/2022	111.50	Officials/ Contracted Services	General
		KING, ROY M. Total		111.50		
126463	2967	MATERI, PEGGY	9/5/2022	60.00	Officials/ Contracted Services	General
		MATERI, PEGGY Total		60.00		
126464	3708	ADELMAN, KEITH	9/9/2022	140.00	Officials/ Contracted Services	General
		ADELMAN, KEITH Total		140.00		
126465	2167	CHANHASSEN DINNER THEATRES	9/9/2022	2,408.79	Personal Services	Community Service
		CHANHASSEN DINNER THEATRES Total		2,408.79		
126466	2824	KING, ROY M.	9/9/2022	156.50	Officials/ Contracted Services	General
126466	2824	KING, ROY M.	9/9/2022	45.00	Officials/ Contracted Services	General
		KING, ROY M. Total		201.50		
126467	3624	KLEINWOLTERINK, JOHN	9/9/2022	140.00	Officials/ Contracted Services	General
		KLEINWOLTERINK, JOHN Total		140.00		
126469	2967	MATERI, PEGGY	9/9/2022	60.00	Officials/ Contracted Services	General
126469	2967	MATERI, PEGGY	9/9/2022	60.00	Officials/ Contracted Services	General
126469	2967	MATERI, PEGGY	9/9/2022	60.00	Officials/ Contracted Services	General
126469	2967	MATERI, PEGGY	9/9/2022	30.00	Officials/ Contracted Services	General
		MATERI, PEGGY Total	27	210.00		
126470	3611	MUCKENLIRN, ERIC	9/9/2022	20.00	Officials/ Contracted Services	General
		MUCKENLIRN, ERIC Total		20.00		

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126471	3710	SCHMIDT, TED A	9/9/2022	140.00	Officials/ Contracted Services	General
		SCHMIDT, TED A Total		140.00		
126472	3655	STORO, KYLIE	9/9/2022	90.00	Officials/ Contracted Services	General
		STORO, KYLIE Total		90.00		
126473	3709	STROM, TERRI	9/9/2022	140.00	Officials/ Contracted Services	General
		STROM, TERRI Total		140.00		
126474	604	AFSCME COUNCIL 65	9/14/2022	97.60	Custodial Dues Payable	General
		AFSCME COUNCIL 65 Total		97.60		
126475	1981	ALBERTSON'S PARTS CITY AUTO PA	9/14/2022	3.86	Repair/Equipment	General
126475	1981	ALBERTSON'S PARTS CITY AUTO PA	9/14/2022	161.99	Repair/Equipment	General
		ALBERTSON'S PARTS CITY AUTO PA Total		165.85		
126476	1129	AMAZON.COM	9/14/2022	14.99	B07BDK682M 48 Pack Blank Award Certificate Sheets with Gold Foil Seal Stickers, Graduation Party Supplies (8.5 x 11 in)	General
126476	1129	AMAZON.COM	9/14/2022	12.98	B07DG22DQK 30 Colors Permanent Markers, Fine Point, Assorted Colors, Works on Plastic,Wood,Stone,Metal and Glass for Kids Adult Coloring Doodling Mark	General
126476	1129	AMAZON.COM	9/14/2022	7.99	1483826694 Big Skills for Little Hands Cut & Paste Preschool Workbook, Scissor Skills Cutting Lines and Shapes, Alphabet, Counting, Picture-Building,	General
126476	1129	AMAZON.COM	9/14/2022	6.99	1646383508 Daniel Tiger Scissor & Paste Skills for Kids Ages 3-8, Includes Stickers & Stencils!	General
126476	1129	AMAZON.COM	9/14/2022	5.94	1686456964 Trace Letters: Alphabet Handwriting Practice workbook for kids: Preschool writing Workbook with Sight words for Pre K, Kindergarten and Kid	General

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126476	1129	AMAZON.COM	9/14/2022	5.85	1777421152 200 Essential Sight Words for Kids Learning to Write and Read: Activity Workbook to Learn, Trace & Practice 200 High Frequency Sight Words	General
126476	1129	AMAZON.COM	9/14/2022	19.99	B0035EQDT0 Learning Resources Avalanche Fruit Stand - 42 Pieces, Ages 3 Toddler Learning Toys, Fine Motor/Grip Game, Develops Color Matching Skills,	General
126476	1129	AMAZON.COM	9/14/2022	19.77	B006HFI1IA Pacon Multi-Sensory Raised Ruled Tablet, White, 5/8" x 5/16" x 5/16" Ruled 10-1/2" x 8", Ruled Long, 40 Sheets	General
126476	1129	AMAZON.COM	9/14/2022	12.50	B0177C9216 Channie's Visual Handwriting Worksheet for 1st - 3rd Grade Handwriting Simplified! Visual Writing Tools for Kids Handwriting Practice f	General
126476	1129	AMAZON.COM	9/14/2022	9.96	B01HUKSGFS Westcott Kids 5" Ergo Jr. Pointed Scissors, Assorted Colors (16671)	General
126476	1129	AMAZON.COM	9/14/2022	14.95	B085NDNMFT Inner-Active Play Putty Therapy Putty for Kids with Charms Green as Grass Theraputty Medium Resistance, Increase fine Motor Skills and Fing	General
126476	1129	AMAZON.COM	9/14/2022	20.99	B08G921B8B XISTEST Kids Wooden Toy, Children's Toys for 3 Years Old, Montessori Board, Fine Motor Early Education Color Recognition Chopsticks Clip Be	General

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126476	1129	AMAZON.COM	9/14/2022	14.95	B08HKDC9R4 INNER-ACTIVE Play Putty Therapy Putty for Kids with Charms in The Barn Theraputty Medium Resistance, Increase fine Motor Skills and Finger	General
126476	1129	AMAZON.COM	9/14/2022	14.50	B08JGVQ7YJ 5 Pack Animals Lacing Cards Wooden Puzzle Threading Toys Montessori Sewing Cards for Toddler Early Learning Fine Motor Skills Preschool Toy	General
126476	1129	AMAZON.COM	9/14/2022	26.97	B09BFK1R8D TOY Life Wooden Rainbow Stacking Rocks, Stacking Toys with 26 Stacking Stones, Rainbow Stacker, Stacking Blocks Montessori Shape Building S	General
126476	1129	AMAZON.COM	9/14/2022	14.95	B09F1CCNRF INNER-ACTIVE Play Putty Therapy Putty for Kids with Charms Deep Blue Sea Theraputty Soft Resistance, Increase Fine Motor Skills and Finger	General
126476	1129	AMAZON.COM	9/14/2022	28.38	B07GSZM4YM Mr. Sketch Chiseled Tip Marker, 2054594, 22 Assorted Scented Markers	General
126476	1129	AMAZON.COM	9/14/2022	7.30	B081SKMDPY Teskyer 600 Sheets Sticky Notes, 3x3 Inch, 6 Pads Strong Adhesive Self-Stick Notes, 6 Bright Colors, 100 Sheets/Pad	General
126476	1129	AMAZON.COM	9/14/2022	19.40	B088NPBVGJ 150 Sheets Sentence Strips Ruled Rainbow Sentence Strips Sentence Learning Strips for School Office Supplies, 6 Colors, 6 Pack (3 x 8 Inch)	General

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126476	1129	AMAZON.COM	9/14/2022	25.49	B08HW989DZ Scissors Bulk Set of 25-Pack, Niutop 8" Multipurpose Sharp Sewing Craft Fabric Scissors for Office Home High/Middle School Student Office T	General
126476	1129	AMAZON.COM	9/14/2022	63.95	B0154KU618 Kitchen Wooden Spoons Mixing Baking Serving Utensils Puppets 12 In - 12 Pack	General
126476	1129	AMAZON.COM	9/14/2022	22.91	B00NI5LVAW Pendaflex File Folders, Letter Size, 1/3 Cut, Manila, 250 per Box (752250)	General
126476	1129	AMAZON.COM	9/14/2022	-1.25	ADJUSTMENT	General
126476	1129	AMAZON.COM	9/14/2022	9.83	B07R66CR6V Amazon Basics Sheet Protector - Heavy Duty, Non-Glare, 100-Pack	General
126476	1129	AMAZON.COM	9/14/2022	16.59	B08H1VWFYN Dabo & Shobo Highlighters Set of 48, Colored Markers And Beautiful Combination Set Liquid Ink Fast Drying And Not Easy To Fade Are Suitable	General
126476	1129	AMAZON.COM	9/14/2022	24.99	B08XJZDPQW Small Dry Erase Whiteboard Arua 12 Pack Mini White Boards Double Sided Lapboards 9" x 12" Portable White Boards with Erasers/Wipes and Mark	General
126476	1129	AMAZON.COM	9/14/2022	43.68	B08SGCBQ3J COSYAWN 5 Tier Wall File Holder Hanging Mail Organizer Metal Wall Mount Magazine Rack, Black	General
126476	1129	AMAZON.COM	9/14/2022	0.00	Amazon Shipping Charge	General

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126476	1129	AMAZON.COM	9/14/2022	2.99	1483852792 Carson Dellosa Word Family Phonics Flash Cards, 53 Word Family Cards to Review Vocabulary, Spelling and Grammar Skills for 1st, 2nd, 3rd Gr	General
126476	1129	AMAZON.COM	9/14/2022	22.49	1557999678 Evan-Moor Basic Phonics Skills for Grades K-1, Level B, Teacher Reproducible Pages; Teaching Resource Workbook; Reader	General
126476	1129	AMAZON.COM	9/14/2022	29.99	1557999686 Evan-Moor Basic Phonics Skills for Grades 1-2, Level C, Teacher Reproducible Pages; Teaching Supplemental Workbook	General
126476	1129	AMAZON.COM	9/14/2022	12.99	1732390665 Kami Koala Makes A Decision: A Decision Making Book for Kids Ages 4-8	General
126476	1129	AMAZON.COM	9/14/2022	10.95	194488260X Fix It with Focus: A Story about Ignoring Distractions and Staying on Task (Executive Function)	General
126476	1129	AMAZON.COM	9/14/2022	11.99	B08GB36SBW I Am Stronger Than Anger: Picture Book About Anger Management And Dealing With Kids Emotions And Feelings (Preschool Feelings Book, Self-Re	General
126476	1129	AMAZON.COM	9/14/2022	11.99	B08W6QDDB4 I Choose to Calm My Anger: A Colorful, Picture Book About Anger Management And Managing Difficult Feelings and Emotions (Teacher and Therap	General

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126476	1129	AMAZON.COM	9/14/2022	11.99	B08ZD6TCZ5 I Am Stronger Than Anxiety: Children's Book about Overcoming Worries, Stress and Fear (World of Kids Emotions)	General
126476	1129	AMAZON.COM	9/14/2022	12.88	B09BJLZGQC 2PCS Pop Game Chess Board Push Bubble Popper Fidget Sensory Toys Board Dice Big Pop Board Game Stress Relief Tools for Men Women Adult	General
126476	1129	AMAZON.COM	9/14/2022	14.39	B09RGJQNX1 Learning Resources Mathswatters Addition & Subtraction Game - 99 Pieces, Age 5 Math Games for Kids, Educational Games, Preschool Math, Kin	General
126476	1129	AMAZON.COM	9/14/2022	97.48	B0916P5763 Posh Creations Newport Bean Bag, Relaxing Chair for Kids Use for Gaming, Reading and Watching TV, Medium, Soft Nylon - Black (XSMC-SX001)	General
126476	1129	AMAZON.COM	9/14/2022	21.49	1683732863 Trauma-Informed Social-Emotional Toolbox for Children & Adolescents: 116 Worksheets & Skill-Building Exercises to Support Safety, Connectio	General
126476	1129	AMAZON.COM	9/14/2022	107.98	1951287134 A Little SPOT of Emotion 8 Book Box Set (Books 1-8: Anger, Anxiety, Peaceful, Happiness, Sadness, Confidence, Love, & Scribble Emotion)	General
126476	1129	AMAZON.COM	9/14/2022	11.99	1951287363 A Little SPOT of Feelings: Emotion Detective	General
126476	1129	AMAZON.COM	9/14/2022	13.41	3982142830 My Body Sends a Signal: Helping Kids Recognize Emotions and Express Feelings	General

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126476	1129	AMAZON.COM	9/14/2022	4.99	1684376564 Preschool Cutting and Pasting (Highlights Learn on the Go Practice Pads)	General
126476	1129	AMAZON.COM	9/14/2022	29.69	B01MROFLTJ Learning Resources Fox In The Box Position Word Activity Set, Back to School Games, Classroom Games for Teachers, Phonics Game, Preschool,	General
126476	1129	AMAZON.COM	9/14/2022	28.99	B09GDX58W8 Magnetic Ten-Frame Set Math Manipulatives 142pcs Kit, 5 Frames 55 Magnetic Math Counters 5 Dice 72 Math Flash Cards 4 Markers, Math	General
126476	1129	AMAZON.COM	9/14/2022	34.95	B0B2MGKYDL Active Learning Who's Counting Game: 81 Oversized 0-30 Number, Addition Subtraction Sturdy Floor Activity Math Cards, Multiuse Games, Two L	General
126476	1129	AMAZON.COM	9/14/2022	18.27	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	18.26	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	22.99	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	18.27	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General

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126476	1129	AMAZON.COM	9/14/2022	17.29	B01GPDEE8Y Labelife Compatible Label Tape Replacement for Brother TZ Tape 9mm 0.35" Laminated White Label Maker Tape TZe-221 TZ221 for P Touch PT-D200	General
126476	1129	AMAZON.COM	9/14/2022	66.96	0198611129 The Oxford Dictionary of English Etymology	General
126476	1129	AMAZON.COM	9/14/2022	33.96	B000FD6RTA Duracell Coppertop C Batteries, 8 Count Pack, C Battery with Long-lasting Power, All-Purpose Alkaline C Battery for Household and Office De	General
126476	1129	AMAZON.COM	9/14/2022	11.99	B0024396WY Shawshank Redemption, The	General
126476	1129	AMAZON.COM	9/14/2022	11.60	B002VWNIAY Casablanca	General
126476	1129	AMAZON.COM	9/14/2022	64.98	B0035LCFNQ Duracell Coppertop AA Batteries with Power Boost Ingredients, 24 Count Pack Double A Battery with Long-lasting Power, Alkaline AA Battery f	General
126476	1129	AMAZON.COM	9/14/2022	29.95	B007VQGU3M Alien / Aliens Double Feature	General
126476	1129	AMAZON.COM	9/14/2022	51.00	B00FZYVP7S Duracell CopperTop Alkaline AAA Batteries, 24/Box	General
126476	1129	AMAZON.COM	9/14/2022	8.29	B00JPQ1INI Finding Forrester	General
126476	1129	AMAZON.COM	9/14/2022	5.59	B06XGTHYY6 Clue The Movie	General
126476	1129	AMAZON.COM	9/14/2022	14.85	B07NQ6PXZ3 Singin' in the Rain	General
126476	1129	AMAZON.COM	9/14/2022	16.92	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	25.59	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General

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126476	1129	AMAZON.COM	9/14/2022	26.09	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	39.58	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	24.99	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	4.99	Amazon Shipping Charge	General
126476	1129	AMAZON.COM	9/14/2022	18.99	0545114829 Counting Caddie and Place Value Pocket Chart	General
126476	1129	AMAZON.COM	9/14/2022	52.46	B00006IA9F Post-it Super Sticky Easel Pad, 25 in x 30 in, White, 30 Sheets/Pad, 2 Pad/Pack, Large White Premium Self Stick Flip Chart Paper, Super Sti	General
126476	1129	AMAZON.COM	9/14/2022	65.40	B000JOC9SM Prang® Ready-To-Use Tempera Paint, 16 Oz., Assorted Colors, Pack Of 12	General
126476	1129	AMAZON.COM	9/14/2022	17.99	B0017DBV8Y Carson Dellosa Education Weekly Calendar with Weather Pocket Chart—Days of The Week, Abbreviations, Numbers, with Weather Condition Illustr	General
126476	1129	AMAZON.COM	9/14/2022	13.97	B002762NPU Sharpie 22480PP Flip Chart Markers, Bullet Tip, Assorted Colors, 8-Count	General
126476	1129	AMAZON.COM	9/14/2022	13.57	B005E9KP9I Colorations 10PCB Plastic Chubby Paint Brushes (Pack of 10)	General

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126476	1129	AMAZON.COM	9/14/2022	21.80	B01C6O7Q68 hand2mind Wooden Dominoes Set for Kids, Double Six Dominoes for Toppling, Bulk Domino Blocks, Montessori Math Manipulatives, Kids Dominoes	General
126476	1129	AMAZON.COM	9/14/2022	9.95	B06XBSBV4M Numbers 1-100 Poster Chart - LAMINATED - Double Sided (18incx24inc)	General
126476	1129	AMAZON.COM	9/14/2022	19.99	B079SDMB29 Soft Glow Silent Timer & Light	General
126476	1129	AMAZON.COM	9/14/2022	6.89	B07BMRG3WQ Bamboo Wooden Dish Rack Dishes Drainboard Drying Drainer Storage Holder Stand Kitchen Cabinet Organizer for Dish/Plate/Bowl/Cup/Pot Lid/Boo	General
126476	1129	AMAZON.COM	9/14/2022	22.84	B07D4T2XKB Crayola Twistables Crayons Coloring Set, Back To School Gifts for Kids, Preschool Essentials, 50 Count [Amazon Exclusive]	General
126476	1129	AMAZON.COM	9/14/2022	12.63	B081R25K4S Perfect Stix - PS-114st-1,000 4.5" Craft Sticks/ Ice Cream Sticks/ Natural Wood - Box of 1,000ct	General
126476	1129	AMAZON.COM	9/14/2022	5.99	B082G5K281 Teacher Created Resources Pete The Cat Pointer	General
126476	1129	AMAZON.COM	9/14/2022	8.79	B093WLVY8H BeYumi 52Pcs Animal Alphabet Cutouts ABC Letters Learning Cards Educational Materials Home Preschool Classroom Decoration Bulletin Board Di	General

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126476	1129	AMAZON.COM	9/14/2022	12.99	B099DKSYXV Eamay Standard Pocket Charts,Black 7 Pocket Chart for Teacher Lessons in a Classroom or Home Use – Fits Standard 3” Sentence Strips and Wor	General
126476	1129	AMAZON.COM	9/14/2022	21.59	B09B31T1BB WNATN Paint Tray Palette,60pcs Paint Trays for Kids,Plastic Paint Pallet or Pupils to Painting,DIY Craft,Play Party at Home,Kindergarten or	General
126476	1129	AMAZON.COM	9/14/2022	53.18	B09YDMGV99 Well Woven Kids Rugs Rainbow 3'3" x 5' Multi Color Modern Printed Machine Washable Area Rug	General
126476	1129	AMAZON.COM	9/14/2022	11.49	Amazon Shipping Charge	General
126476	1129	AMAZON.COM	9/14/2022	23.75	155766899X The Paraprofessional's Handbook for Effective Support in Inclusive Classrooms	General
126476	1129	AMAZON.COM	9/14/2022	199.90	B000815NPS Guidecraft Kiddie Rocker Blue Cushioned Chair Set with Small Table for Kids : Toddlers Preschool Learning Furniture	General
126476	1129	AMAZON.COM	9/14/2022	19.98	B09576TFMM Canvas Prints Wall Art It'S A Good Day To Read A Book,Elephant And Piggie Canvas Painting Wall Decor For Living Room,Bedroom,Kitchen,Office	General
126476	1129	AMAZON.COM	9/14/2022	5.99	Amazon Shipping Charge	General
126476	1129	AMAZON.COM	9/14/2022	54.99	B00006IA9F Post-it Super Sticky Easel Pad, 25 in x 30 in, White, 30 Sheets/Pad, 2 Pad/Pack, Large White Premium Self Stick Flip Chart Paper, Super Sti	General
126476	1129	AMAZON.COM	9/14/2022	3.93	Amazon Shipping Charge	General

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126476	1129	AMAZON.COM	9/14/2022	52.46	B00006IA9F Post-it Super Sticky Easel Pad, 25 in x 30 in, White, 30 Sheets/Pad, 2 Pad/Pack, Large White Premium Self Stick Flip Chart Paper, Super Sti	General
126476	1129	AMAZON.COM	9/14/2022	38.65	B00006IATI Swingline Paper Cutter, Guillotine Trimmer, 15" Cut Length, 10 Sheet Capacity, ClassicCut Lite (9315)	General
126476	1129	AMAZON.COM	9/14/2022	5.99	B000QD30TE SoftTouch Rubber Leg Tip (4 Piece), 1", Black	General
126476	1129	AMAZON.COM	9/14/2022	73.80	B001E69W9O Prang® Washable Watercolors 8-Color Set with Brush, Assorted Colors	General
126476	1129	AMAZON.COM	9/14/2022	6.48	B002YIP97K Fiskars 01-004761J Softgrip Scissors Straight Stainless Steel, 8 Inch, Gray	General
126476	1129	AMAZON.COM	9/14/2022	8.79	B00300CWEE Dubble Bubble Gum, 53.9 Ounce - 340 Count Bucket	General
126476	1129	AMAZON.COM	9/14/2022	17.58	B00DOAVA48 Adtech W229-14ZIP50 High Temp 50ct Full Size Hot Glue Sticks, Clear	General
126476	1129	AMAZON.COM	9/14/2022	15.77	B00IA8WLQA Surebonder H-195F Specialty Series 20 Watt Mini Size High Temperature Detail Hot Glue Gun	General
126476	1129	AMAZON.COM	9/14/2022	11.00	B00SAIBPGM Ticonderoga® Golf Pencils With Erasers, Presharpened, #2 Lead, Pack of 72	General
126476	1129	AMAZON.COM	9/14/2022	9.99	B01CKXUCNE Lsushine Craft Ink Pad Stamps Partner Diy Color, 15 Color Craft Ink Pad for Stamps, Paper, Wood Fabric (pack of 15)	General

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126476	1129	AMAZON.COM	9/14/2022	11.95	B075V2BYM2 WXBOOM Self Adhesive Dots 1400pcs (700 Pairs) 0.79" Diameter White Hook & Loop Dots Sticky Back Coins 20mm for School Classroom Office Home	General
126476	1129	AMAZON.COM	9/14/2022	8.99	B078NG1WY5 Pete the Cat Groovy Birthday Slap Bracelets	General
126476	1129	AMAZON.COM	9/14/2022	19.99	B079SDMB29 Soft Glow Silent Timer & Light	General
126476	1129	AMAZON.COM	9/14/2022	5.99	B07G8WFRSV Plain Name Tag Stickers Colorful Border Name Tag Labels - 200 Stickers	General
126476	1129	AMAZON.COM	9/14/2022	10.68	B07J66FCF1 Colorful Dry Erase Dots Circles Whiteboard Marker Removable Vinyl Stickers Spots Wall Decals for School Classroom Teachers Students Table &	General
126476	1129	AMAZON.COM	9/14/2022	10.99	B07JMT3FZX Ocean Tides Tissue Paper Gift Wrap - Bulk Wrapping 100 200 300 or 500 Sheets Assorted Multicolor Black Blue Fuchsia Gold Green Orange Pink	General
126476	1129	AMAZON.COM	9/14/2022	11.97	B07XPTY3T 35Pack Birthday Crowns Party Hats for Kids Classroom School VBS Party Supplies By JTIEO	General
126476	1129	AMAZON.COM	9/14/2022	5.99	B082G5K281 Teacher Created Resources Pete The Cat Pointer	General
126476	1129	AMAZON.COM	9/14/2022	15.99	B0894C32XM 300 Sheets Sentence Strips Rainbow Ruled Word Strips Adhesive Learning Sentence Strips for School Office Rewards Supplies, 3 x 8 Inch, 6 Co	General

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126476	1129	AMAZON.COM	9/14/2022	19.99	B08JPQBWWW 4Pcs Tracks Cars Replacement Only, Light Up Magic Cars for Tracks Compatible with Glow in The Dark Toy Cars with 5 LED Flashing Lights for	General
126476	1129	AMAZON.COM	9/14/2022	5.99	B08XZQZJ1V Ribbli Double Faced Red Satin Ribbon,1/8" x Continuous 50 Yards,Use for Bows Bouquet,Gift Wrapping,Floral Arrangement	General
126476	1129	AMAZON.COM	9/14/2022	18.99	B092961M1C 25 Pieces Handheld Hand Mirror Small Mirror Compact Portable Round Mirror Travel Makeup Mirror for Women Girls Travel Camping Daily Use (Wh	General
126476	1129	AMAZON.COM	9/14/2022	39.99	B0995CY2LD Sweet Home Collection Rocking Chair Cushion Premium Tufted Pads Non Skid Slip Backed Set of Upper and Lower with Ties, 1 Count (Pack of 1),	General
126476	1129	AMAZON.COM	9/14/2022	6.99	B09LYG8WQ9 Pipe Cleaners, Pipe Cleaners Craft, Arts and Crafts, Crafts, Craft Supplies, Art Supplies (200 Multi-Color Pipe Cleaners)	General
126476	1129	AMAZON.COM	9/14/2022	10.99	B0B6PNWKYX Rainbow Decal, Boho Rainbow Wall Decal, Rainbow Wall Stickers, Semi-Circular Sun Wall Sticker, Rainbow Wallpaper for Kids Bedroom Girls Roo	General
126476	1129	AMAZON.COM	9/14/2022	22.30	B00QSR9URI Amazon Basics Legal/Wide Ruled 8.5 x 11.75-Inch Lined Writing Note Pads - 12-Pack (50-sheet Pads), White	General

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126476	1129	AMAZON.COM	9/14/2022	20.58	B01H1MKQTO BETCKEY - Compatible DYMO 30252 (1-1/8" x 3-1/2") Address & Barcode Labels - Compatible with Rollo, DYMO Labelwriter 450, 4XL & Zebra Deskt	General
126476	1129	AMAZON.COM	9/14/2022	35.98	B082J4QVS6 1InTheOffice Jr Legal Pads,Small Legal Notepads, 5" x 8", Narrow Ruled Note Pad, White, 50 Sheets/Pad, 12 Pads/Pack	General
126476	1129	AMAZON.COM	9/14/2022	3.24	B0181LEH3U Rubber Push in Bumpers, 1/4" Hole - Quantity 8	General
126476	1129	AMAZON.COM	9/14/2022	23.90	B084RMZXBB 24x36 SwiftGlimpse 2022-2023 Academic Wall Calendar Dry Erase Erasable, Large, Wet & Dry Erase Laminated, Yearly Planner, JULY 2022 to JUNE	General
126476	1129	AMAZON.COM	9/14/2022	10.51	Amazon Shipping Charge	General
		AMAZON.COM Total		2,773.12		
126477	3697	A-OX WELDING SUPPLY COMPANY INC	9/14/2022	5,295.23	Vocational Supply	General
		A-OX WELDING SUPPLY COMPANY INC Total		5,295.23		
126478	3701	AUSTIN PUBLIC SCHOOLS	9/14/2022	476.70	Tuition to Oth Distr	General
126478	3701	AUSTIN PUBLIC SCHOOLS	9/14/2022	556.15	Tuition to Oth Distr	General
		AUSTIN PUBLIC SCHOOLS Total		1,032.85		
126479	2000	BELSETH, MICHAEL	9/14/2022	252.00	Community Ed Class Instructor/ Contracted Servic	Community Service
		BELSETH, MICHAEL Total		252.00		
126480	1697	BIG WOODS ELECTRIC MOTOR	9/14/2022	1,809.81	Repair/Equipment	General
		BIG WOODS ELECTRIC MOTOR Total		1,809.81		
126481	2020	BLICK ART MATERIALS	9/14/2022	280.20	33401-1014 Blick Sculpture Wire - 12-gauge, 350 ft Coil	General
126481	2020	BLICK ART MATERIALS	9/14/2022	45.60	03166-1057 FloraCraft Foam Heads - Faceless Head	General

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126481	2020	BLICK ART MATERIALS	9/14/2022	63.95	13824-1005 Strathmore 300 Series Printmaking Paper - 11" x 14", 30 Sheets	General
126481	2020	BLICK ART MATERIALS	9/14/2022	87.20	40102-1008 Rollrite Foam Brayer - 8"	General
126481	2020	BLICK ART MATERIALS	9/14/2022	75.52	40102-1006 Rollrite Foam Brayer - 6"	General
126481	2020	BLICK ART MATERIALS	9/14/2022	162.64	58154-1001 Surebonder Triggerfire Staple Gun Kit	General
126481	2020	BLICK ART MATERIALS	9/14/2022	28.16	02916-1019 Plaid Mod Podge - Matte Finish, Gallon	General
126481	2020	BLICK ART MATERIALS	9/14/2022	69.00	61132-9330 Jennifer's Mosaics Tile Grout - 2 lb, Grey	General
		BLICK ART MATERIALS Total		812.27		
126482	3593	BLUE CROSS BLUE SHIELD OF MN	9/14/2022	51,362.28	Group Health Payable	General
		BLUE CROSS BLUE SHIELD OF MN Total		51,362.28		
126483	3332	BRECKENRIDGE BIG SHOTS	9/14/2022	1,500.00	Consulting Fees	General
		BRECKENRIDGE BIG SHOTS Total		1,500.00		
126484	2635	BRECKENRIDGE SCHOOL FOOD SERVICE	9/14/2022	250.00	ANGEL FUND	Food Service
		BRECKENRIDGE SCHOOL FOOD SERVICE Total		250.00		
126485	2482	BUILDERS FIRST SOURCE	9/14/2022	138.04	Repair/Building	General
126485	2482	BUILDERS FIRST SOURCE	9/14/2022	127.26	Repair/Building	General
		BUILDERS FIRST SOURCE Total		265.30		
126486	3525	CHRISTENSEN, EMILY	9/14/2022	1,000.00	HS Band Supplies	Student Activities
		CHRISTENSEN, EMILY Total		1,000.00		
126487	545	CONTINGENT FUND	9/14/2022	135.00	Miscellaneous	General
126487	545	CONTINGENT FUND	9/14/2022	114.00	Supply	General
126487	545	CONTINGENT FUND	9/14/2022	590.03	Postage	Community Service
126487	545	CONTINGENT FUND	9/14/2022	220.00	Coach	Community Service
126487	545	CONTINGENT FUND	9/14/2022	40.00	Fees	Community Service
126487	545	CONTINGENT FUND	9/14/2022	120.00	Miscellaneous	General
126487	545	CONTINGENT FUND	9/14/2022	315.00	Travel	General
126487	545	CONTINGENT FUND	9/14/2022	36.00	Entry Fees/ Student Travel	General
		CONTINGENT FUND Total		1,570.03		
126488	3519	COWGIRL VOLLEYBALL BOOSTER CLUB	9/14/2022	238.45	Dues-Memberships-Lic-Fees	General
		COWGIRL VOLLEYBALL BOOSTER CLUB Total		238.45		
126489	111	CULINEX	9/14/2022	70.72	General Supply	Food Service

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		CULINEX Total		70.72		
126490	482	DAILY NEWS	9/14/2022	121.80	Advertising	General
		DAILY NEWS Total		121.80		
126491	95	DAKOTA FENCE COMPANY	9/14/2022	122.99	General Supply	General
		DAKOTA FENCE COMPANY Total		122.99		
126492	1885	DECKER, INC	9/14/2022	205.00	Strong PVC Cap with infused Felt Fiber C53 -1 1/4"	General
126492	1885	DECKER, INC	9/14/2022	16.45	Freight	General
		DECKER, INC Total		221.45		
126493	115	DEMCO, INC	9/14/2022	638.51	Items in cart	General
		DEMCO, INC Total		638.51		
126494	3030	DISCOUNT SCHOOL SUPPLY	9/14/2022	9.99	Colorations Hook & Loop circles super pack	General
126494	3030	DISCOUNT SCHOOL SUPPLY	9/14/2022	57.39	Colorations Hook Self-Adhesive Fastener-25 yards	General
		DISCOUNT SCHOOL SUPPLY Total		67.38		
126495	3704	EAST SIDE JERSEY DAIRY ESJD	9/14/2022	446.59	Milk	Food Service
126495	3704	EAST SIDE JERSEY DAIRY ESJD	9/14/2022	217.01	Milk	Food Service
		EAST SIDE JERSEY DAIRY ESJD Total		663.60		
126496	3303	ECOLAB	9/14/2022	82.80	General Supply	Food Service
		ECOLAB Total		82.80		
126497	2265	EDUCATORS BENEFIT CONSULTANTS-AVIBEN	9/14/2022	123.35	Consulting Fees	General
		EDUCATORS BENEFIT CONSULTANTS-AVIBEN Total		123.35		
126498	1994	FARM CITY SUPPLY	9/14/2022	48.58	Repair/Equipment	General
126498	1994	FARM CITY SUPPLY	9/14/2022	9.98	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	16.99	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	9.99	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	25.60	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	24.86	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	12.78	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	26.83	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	31.98	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	267.52	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	17.12	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	4.75	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	127.55	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	58.95	General Supply	General

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126498	1994	FARM CITY SUPPLY	9/14/2022	72.81	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	21.78	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	16.36	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	72.99	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	2.58	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	1.56	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	9.56	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	83.22	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	0.09	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	7.37	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	32.86	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	8.18	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	49.16	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	7.99	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	35.53	General Supply	General
126498	1994	FARM CITY SUPPLY	9/14/2022	22.99	General Supply	General
		FARM CITY SUPPLY Total		1,128.51		
126499	153	FARMERS UNION OIL CO	9/14/2022	1,757.29	Gasoline & Oil	General
126499	153	FARMERS UNION OIL CO	9/14/2022	963.69	Gasoline & Oil	General
		FARMERS UNION OIL CO Total		2,720.98		
126500	3175	FREDERICKSEN, CHAD	9/14/2022	70.20	Travel	General
		FREDERICKSEN, CHAD Total		70.20		
126501	2238	FURTHER	9/14/2022	49.20	Consulting Fees	General
		FURTHER Total		49.20		
126502	1666	GERRELLS SPORTS CENTER, INC.	9/14/2022	204.00	Supply	General
126502	1666	GERRELLS SPORTS CENTER, INC.	9/14/2022	1,218.00	Repair/ Grounds	General
126502	1666	GERRELLS SPORTS CENTER, INC.	9/14/2022	637.00	Supply	General
		GERRELLS SPORTS CENTER, INC. Total		2,059.00		
126503	1499	GOPHER STATE ONE-CALL	9/14/2022	10.80	Miscellaneous	General
		GOPHER STATE ONE-CALL Total		10.80		
126504	3696	GRAND RAPIDS PUBLIC SCHOOLS ISD # 318	9/14/2022	54.10	Tuition to Oth Distr	General
		GRAND RAPIDS PUBLIC SCHOOLS ISD # 318 Total		54.10		
126505	2885	HIGH POINT NETWORKS	9/14/2022	252.00	R-H9PX9AC HPE FC NBD EXCHANGE EDU/R SVC	Capital Outlay
		HIGH POINT NETWORKS Total	45	252.00		
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	298.32	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	449.24	General Supply	Food Service

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126506	1529	HILLYARD /HUTCHINSON	9/14/2022	198.11	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	59.28	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	358.84	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	155.52	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	764.61	General Supply	General
126506	1529	HILLYARD /HUTCHINSON	9/14/2022	954.81	General Supply	General
		HILLYARD /HUTCHINSON Total		3,238.73		
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	29.16	UNV11201 PAPER,XERO/DUP,20#,LTR,CA	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	5.99	TEPT83903 STICKERS,SMILE STINKY,AST	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	16.78	TEPT83901 STICKERS,MIXED SHPS,483PK	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	5.99	TEPT83906 STICKERS,MIXED SHPE,350	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	4.50	Freight	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	2.16	UNV10210 CLIP,BINDER,MED,DZ	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	4.50	Fuel Surcharge	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	27.94	MMM65424SSAUCP PAD,NOTE,3X3,RIO DE JNR	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	26.17	PFX421013PIN FOLDER,INTR,1/3CUT,LTR,PK	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	54.65	WAU22551 PAPER,500SH24/60#,RD	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	29.14	WAU22581 PAPER,500SH,24LB,TGN	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	29.14	WAU22531 PAPER,500SH,24#,YW	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	46.57	QUAR4202 ENVELOPE,10X13X1- 1/2,WE	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	15.93	UBC1790922 PEN,UB207,GEL,0.38MM,BK	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	18.00	SAN30001 MARKER,SHARPIE,FINE PT,BK	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	20.08	CYO542128038 PAINT,WSHBL,128OZ,RD	General
126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	4.50	Fuel Surcharge	General

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126507	1505	INNOVATIVE OFFICE SOLUTIONS	9/14/2022	16.11	DIX10602 PAINT,128 OZ,WASHABLE,OR	General
		INNOVATIVE OFFICE SOLUTIONS Total		357.31		
126508	3606	INTERMEDIATE DISTRICT 287	9/14/2022	3,408.60	Tuition to Oth Distr	General
126508	3606	INTERMEDIATE DISTRICT 287	9/14/2022	4,383.80	Tuition to Oth Distr	General
		INTERMEDIATE DISTRICT 287 Total		7,792.40		
126509	3039	J. H. LARSON COMPANY	9/14/2022	349.20	SYL FO28/841/XP/SS/ECO3/22179	General
		J. H. LARSON COMPANY Total		349.20		
126510	3225	JEPSEN, WESLEY	9/14/2022	135.00	Officials/ Contracted Services	General
		JEPSEN, WESLEY Total		135.00		
126511	2325	JOHN DEERE FINANCIAL	9/14/2022	371.69	Repair/Equipment	General
		JOHN DEERE FINANCIAL Total		371.69		
126512	2556	JW PEPPER	9/14/2022	30.00	Cumberland Cross Score	General
126512	2556	JW PEPPER	9/14/2022	-75.00	Supply	General
126512	2556	JW PEPPER	9/14/2022	-30.00	Supply	General
126512	2556	JW PEPPER	9/14/2022	75.00	Cumberland Cross	General
126512	2556	JW PEPPER	9/14/2022	50.00	Celtic Air and Dance	General
126512	2556	JW PEPPER	9/14/2022	22.99	Shipping/Handling	General
126512	2556	JW PEPPER	9/14/2022	64.00	Imprint on Folders	General
126512	2556	JW PEPPER	9/14/2022	239.20	High School Band Folders	General
126512	2556	JW PEPPER	9/14/2022	45.00	Sweet Home Chicago	General
		JW PEPPER Total		421.19		
126513	3711	KUEHL, NICHOLAS	9/14/2022	20.00	Officials/ Contracted Services	General
		KUEHL, NICHOLAS Total		20.00		
126514	518	LAKES COUNTRY SERVICE COOP	9/14/2022	1,680.00	Return funds from Check #111497	General
		LAKES COUNTRY SERVICE COOP Total		1,680.00		
126515	1220	LAKESHORE	9/14/2022	22.77	SNG9027 Modern Manuscript Reference Nameplates - Gr. 1-3	General
126515	1220	LAKESHORE	9/14/2022	14.24	SE210 SE210 - Sensory Sand Ice Cream Set	General
126515	1220	LAKESHORE	9/14/2022	18.99	VR154 VR154 - Squish Squeeze Sensory Beads	General
126515	1220	LAKESHORE	9/14/2022	71.24	AX20 AX20 - Lakeshore Dough - Set 1 - Set of 6 Colors	General
126515	1220	LAKESHORE	9/14/2022	28.48	47 FF539 FF539 - Decorate Design Paper Squares	General

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126515	1220	LAKESHORE	9/14/2022	3.19	BA7112 BA7112 - Pipe Stems - Set of 100	General
126515	1220	LAKESHORE	9/14/2022	8.79	BA8150 BA8150 - Pom-Poms - Set of 300	General
126515	1220	LAKESHORE	9/14/2022	28.40	BS525 BS525 - Washable Watercolor Set	General
		LAKESHORE Total		196.10		
126516	1192	LINDE GAS & EQUIPMENT INC	9/14/2022	49.92	Vocational Supply	General
		LINDE GAS & EQUIPMENT INC Total		49.92		
126517	3707	LUTTIO, JEREMY	9/14/2022	136.50	Officials/ Contracted Services	General
		LUTTIO, JEREMY Total		136.50		
126518	1700	MACHINE DESIGN, INC.	9/14/2022	789.42	Repair/Building	General
		MACHINE DESIGN, INC. Total		789.42		
126519	3328	MARCO TECHNOLOGIES, LLC	9/14/2022	100.00	MARCO Professional Services T&M Estimate	General
126519	3328	MARCO TECHNOLOGIES, LLC	9/14/2022	1,857.56	Copier/Printer Maintenance	General
		MARCO TECHNOLOGIES, LLC Total		1,957.56		
126520	2281	MASA	9/14/2022	499.00	Inservice	General
		MASA Total		499.00		
126521	303	MASSP	9/14/2022	160.00	Travel	General
		MASSP Total		160.00		
126522	1171	MEDCO	9/14/2022	18.69	QUOTE ESTMD3063416	General
126522	1171	MEDCO	9/14/2022	0.35	Rounding adjustment	General
126522	1171	MEDCO	9/14/2022	94.66	QUOTE ESTMD3063416	General
126522	1171	MEDCO	9/14/2022	0.25	Rounding adjustment	General
126522	1171	MEDCO	9/14/2022	54.89	QUOTE ESTMD3063416	General
126522	1171	MEDCO	9/14/2022	0.13	Rounding adjustment	General
126522	1171	MEDCO	9/14/2022	0.45		General
126522	1171	MEDCO	9/14/2022	79.55	QUOTE ESTMD3063416	General
		MEDCO Total		248.97		
126523	635	MESPA	9/14/2022	50.00	Travel	General
		MESPA Total		50.00		
126524	730	MINN. HISTORICAL SOCIETY	9/14/2022	765.00	Northern Lights 1 yr eBook sub - students	Capital Outlay
126524	730	MINN. HISTORICAL SOCIETY	9/14/2022	25.00	Northern Lights eBook 1 yr per Teacher + Dgtl Tchrs Ed	Capital Outlay
		MINN. HISTORICAL SOCIETY Total		790.00		

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126525	3346	MINNESOTA HOIST INSPECTION INC	9/14/2022	436.42	HOIST INSPECTION	Capital Outlay
		MINNESOTA HOIST INSPECTION INC Total		436.42		
126526	1872	MN CHILD SUPPORT PAYMENT CTR	9/14/2022	424.00	Child Support Payable	General
		MN CHILD SUPPORT PAYMENT CTR Total		424.00		
126527	1184	MN SCHOOL EMPLOYEES ASSOC	9/14/2022	315.55	Breck School Employees Assn Payable	General
		MN SCHOOL EMPLOYEES ASSOC Total		315.55		
126528	2718	MN STATE COMMUNITY AND TECHNICAL COLLEGE	9/14/2022	263.49	Tuition to Oth Distr	General
		MN STATE COMMUNITY AND TECHNICAL COLLEGE Total		263.49		
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	320.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	320.00	Consulting Fees	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	547.75	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	80.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	80.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
126529	322	MN STATE HIGH SCHOOL LEAGUE	9/14/2022	160.00	Supply	General
		MN STATE HIGH SCHOOL LEAGUE Total		3,427.75		
126530	337	NASCO	9/14/2022	69.92	9723760 10-1/2 in. Hot Melt Glue Sticks - 5 lbs.	General
		NASCO Total		69.92		
126531	3210	PALMER CREATIONS	9/14/2022	2,188.00	Printing & Binding	Community Service
		PALMER CREATIONS Total		2,188.00		
126532	2178	PEARSON ASSESSMENTS	9/14/2022	96.60	#30803 BASC-3 TRS Child Record Forms	General
126532	2178	PEARSON ASSESSMENTS	9/14/2022	96.60	#30805 BASC-3 TRS Adolescent Record Forms Qty 25	General

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126532	2178	PEARSON ASSESSMENTS	9/14/2022	11.60	Freight	General
		PEARSON ASSESSMENTS Total		204.80		
126533	2193	PEMBERTON, SORLIE, RUFER &	9/14/2022	1,244.58	Consulting Fees	General
		PEMBERTON, SORLIE, RUFER & Total		1,244.58		
126534	2662	PIONEER ATHLETICS	9/14/2022	947.00	General Supply	General
		PIONEER ATHLETICS Total		947.00		
126535	1967	PIZZA RANCH	9/14/2022	75.50	Food/ Beverage	General
126535	1967	PIZZA RANCH	9/14/2022	99.50	Food/ Beverage	General
126535	1967	PIZZA RANCH	9/14/2022	179.85	Food/ Beverage	Community Service
126535	1967	PIZZA RANCH	9/14/2022	99.50	Food/ Beverage	General
126535	1967	PIZZA RANCH	9/14/2022	99.50	Food/ Beverage	General
		PIZZA RANCH Total		553.85		
126536	3212	QUAVERMUSIC, LLC	9/14/2022	1,960.00	K-6 QUAVERED'S MUSIC CURRICULUM - 1 YR	Capital Outlay
		QUAVERMUSIC, LLC Total		1,960.00		
126537	1209	REALLY GOOD STUFF	9/14/2022	6.68	160929 Welcome Back To School Pencils	General
126537	1209	REALLY GOOD STUFF	9/14/2022	6.68	161950 Happy Birthday Fiesta Pencils 12 pencils	General
126537	1209	REALLY GOOD STUFF	9/14/2022	6.95	Freight	General
		REALLY GOOD STUFF Total		20.31		
126538	3572	RED RIVER TELEPHONE ASSN	9/14/2022	36.17	Telephone	General
126538	3572	RED RIVER TELEPHONE ASSN	9/14/2022	32.24	Telephone	General
126538	3572	RED RIVER TELEPHONE ASSN	9/14/2022	353.53	Telephone	General
126538	3572	RED RIVER TELEPHONE ASSN	9/14/2022	353.53	Telephone	General
		RED RIVER TELEPHONE ASSN Total		775.47		
126539	411	REGION I COMPUTER SERVICES	9/14/2022	42.50	Supply	General
		REGION I COMPUTER SERVICES Total		42.50		
126540	3224	SANFORD HEALTH OCCUPATION MEDICINE CLINIC	9/14/2022	100.00	Miscellaneous	General
		SANFORD HEALTH OCCUPATION MEDICINE CLINIC Total		100.00		
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	67.50	Trophy Flip Folder Windows	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	43.00	Vandoren Tenor Saxophone Reeds 2.5	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	43.00	Vandoren Tenor Saxophone Reeds 3	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	21.59	Rico Royal Alto Saxophone Reeds	General

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126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	28.95	Vandoren Alto Saxophone Reeds 2.5	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	28.95	Vandoren alto saxophone reeds 3	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	43.00	Vandoren Clarinet Reeds 2.5	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	43.00	Vandoren Clarinet Reeds 3	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	62.30	Yamaha Clarinet Mouthpiece	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	108.60	Yamaha Saxophone mouthpiece	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	27.00	Trophy Clamp-on Trumpet Lyre	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	French Horn King 890956	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	30.00	French Horn Conn N45144	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	180.00	Tuba Yamaha 103199	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	Mellophone Dynasty 690490	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	90.00	Trumpet King 486133	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Trumpet Conn F49921	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Trombone Olds 192533	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	150.00	Cornet Olds 631976	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	120.00	Baritone Saxophone Beuscher 5402306	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	Clarinet, Yamaha #M08640	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	75.00	Clarinet, Yamaha #058038	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	75.00	Oboe, Selmer #MR39674	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Clarinet, Henkin #160055	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	90.00	Oboe, Loree #NA61	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	Clarinet, Yamaha #N04994	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Clarinet, Buffet #1253671	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Trumpet, Yamaha #239374A	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	Trumpet, Bach #AD09806213	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Alto Saxophone, Bundy #1207098	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	45.00	Flute, Gemeinhardt #252081	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	90.00	Trumpet, King #486133	General
126541	1941	SCHMITT MUSIC CENTERS	9/14/2022	60.00	Trumpet, Conn #F49920	General
		SCHMITT MUSIC CENTERS Total		2,106.89		
126542	1853	SCHOLASTIC INC.	9/14/2022	307.12	Supply	General
		SCHOLASTIC INC. Total		307.12		
126543	3538	SCHOOL ADMINISTRATIVE SPECIALTY SERVICES	9/14/2022	3,500.00	S.A.S.S. Contract	General
		SCHOOL ADMINISTRATIVE SPECIALTY SERVICES Total		3,500.00		
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	6.98	#18115 Antibiotic Ointment	General

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126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	9.58	#4459 Antiseptic Cleansing Liquid	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	4.99	#8250 X-Large Band-Aids	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	157.00	#6221 Band-aids	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	16.90	#23415 4x4 ice bags	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	135.00	#50217C Gloves	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	95.00	#29940C Cups	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	79.90	#48005 Disposable Washcloths	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	72.00	23021C Kleenex	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	14.45	#25422 Eye Drops	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	13.95	#53526 Tooth Necklaces	General
126544	919	SCHOOL NURSE SUPPLY INC.	9/14/2022	3.49	#22031 Itch Spray	General
		SCHOOL NURSE SUPPLY INC. Total		609.24		
126545	1126	SCHOOL SPECIALTY	9/14/2022	53.73	078289 Hayes Student of the Month Certificate, 11 x 8-1/2 inches, Paper, Pack of 30	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	20.52	2089176 House of Doolittle Wire Bound Recycled Academic Monthly Planner, 8-1/2 x 11 Inches	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	25.00	1392778 X-ACTO Z Series Replacement Blade, No. 11, Stainless Steel, Pack of 5	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	54.50	1392777 X-ACTO Z Series Light-Weight Precision Knife, No 11, 4-7/8 in L, Stainless Steel Blade, Aluminum Handle, Silver, Gold Hue	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	33.00	1313987 Sparco Retractable Utility Knife and Replacement Blades, Silver	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	14.03	1337118 Elmer's Glue-All Multi-Purpose Glue, Gallon	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	287.28	1591037 T-REX Strong Packaging Tape, Pack of 18	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	333.75	399398 Plastr Craft Modeling Plaster Material, 20 Pounds	General

Breckenridge Public School

Payment Register

126545	1126	SCHOOL SPECIALTY	9/14/2022	83.10	1499632 Strathmore 300 Series Printmaking Paper Pad, 8 x 10 Inches, 40 Sheets	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	53.90	380954 Speedball Adjustable Linoleum Number 1 Cutter Set, Set of 6	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	132.40	401962 Speedball Red Baron Battleship Gray Unmounted Linoleum, 6 x 8 inches	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	153.20	1539723 Speedball Red Baron Battleship Gray Unmounted Linoleum, 9 x 12 Inches	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	86.40	402423 Royal Brush Langnickel Oriental Goat Hair Large Area Chinese Hake Brush Set, Assorted Size, Set of 3	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	59.14	1530187 Sharpie Fine Permanent Markers, Black, Pack of 36	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	60.28	2008716 Storex Interlocking Book Bin, 11-3/4 x 4-1/2 x 8-1/2 Inches, Small, Black, Pack of 6	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	106.44	2005723 Storex Interlocking Book Bins, Double Wide, 14-1/2 x 9-1/5 x 7 Inches, Black, Pack of 6	General
126545	1126	SCHOOL SPECIALTY	9/14/2022	379.22	1361288 Carpets For Kids Circletime Around The World Rug, 6 Feet 9 Inches x 9 Feet 5 Inches, Oval	General
		SCHOOL SPECIALTY Total		1,935.89		
126546	3341	SNACKS PLUS VENDING	9/14/2022	1,050.00	Food/ Beverage	General
		SNACKS PLUS VENDING Total		1,050.00		
126547	3705	SOCORRO CONSULTING	9/14/2022	750.00	Consulting Fees	General
		SOCORRO CONSULTING Total		750.00		
126548	3269	SOUTHERN VALLEY MECHANICAL	9/14/2022	662.07	Repair	Food Service
		SOUTHERN VALLEY MECHANICAL Total	53	662.07		
126549	2949	STORHAUG, CYNTHIA JEAN	9/14/2022	1,724.29	Consulting Fees	General
		STORHAUG, CYNTHIA JEAN Total		1,724.29		

Breckenridge Public School

Payment Register

126550	2131	SUMMIT FIRE PROTECTION	9/14/2022	1,343.00	General Supply	General
126550	2131	SUMMIT FIRE PROTECTION	9/14/2022	1,688.75	General Supply	General
		SUMMIT FIRE PROTECTION Total		3,031.75		
126551	1850	TAG UP	9/14/2022	291.30	General Supply	General
		TAG UP Total		291.30		
126552	3344	TRAFERA	9/14/2022	31,034.64	100e G2 CBK A4-9120C AST 4GB/32GB	General
126552	3344	TRAFERA	9/14/2022	-1,585.00	Technology Equipment	Capital Outlay
		TRAFERA Total		29,449.64		
126553	3656	TRIPLE S SERVICES LLC	9/14/2022	320.00	Miscellaneous	General
126553	3656	TRIPLE S SERVICES LLC	9/14/2022	200.00	Miscellaneous	General
		TRIPLE S SERVICES LLC Total		520.00		
126554	1409	US FOODS, INC	9/14/2022	377.46	Food	General
126554	1409	US FOODS, INC	9/14/2022	1,110.47	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	105.02	General Supply	Food Service
126554	1409	US FOODS, INC	9/14/2022	279.99	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	11.65	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	68.99	General Supply	Food Service
126554	1409	US FOODS, INC	9/14/2022	80.74	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	273.90	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	2.23	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	3,842.58	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	91.56	General Supply	Food Service
126554	1409	US FOODS, INC	9/14/2022	35.59	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	34.69	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	3,190.09	Food	Food Service
126554	1409	US FOODS, INC	9/14/2022	226.27	General Supply	Food Service
		US FOODS, INC Total		9,731.23		
126555	1774	VIKING COCA-COLA BOTTLING CO.	9/14/2022	1,328.00	Food/ Beverage	General
		VIKING COCA-COLA BOTTLING CO. Total		1,328.00		
126556	3385	VON HANSON'S SNACKS, INC	9/14/2022	203.25	Food/ Beverage	General
		VON HANSON'S SNACKS, INC Total		203.25		
126557	1945	WAHPETON ACE HARDWARE	9/14/2022	57.49	General Supply	General
126557	1945	WAHPETON ACE HARDWARE	9/14/2022	163.91	General Supply	General
126557	1945	WAHPETON ACE HARDWARE	9/14/2022	3.99	General Supply	General
126557	1945	WAHPETON ACE HARDWARE	9/14/2022	48.98	General Supply	General
		WAHPETON ACE HARDWARE Total		274.37		

Breckenridge Public School

Payment Register

126558	1569	WAHPETON AUTO VALUE	9/14/2022	184.98	Repair/Equipment	General
126558	1569	WAHPETON AUTO VALUE	9/14/2022	106.47	Repair/Equipment	General
126558	1569	WAHPETON AUTO VALUE	9/14/2022	0.72	Repair/Equipment	General
		WAHPETON AUTO VALUE Total		292.17		
126559	3682	WALLY'S PLUMBING SERVICES, LLC	9/14/2022	1,542.50	Repair/Building	General
		WALLY'S PLUMBING SERVICES, LLC Total		1,542.50		
126560	2267	WASTE MANAGEMENT OF ND	9/14/2022	476.75	Garbage	General
126560	2267	WASTE MANAGEMENT OF ND	9/14/2022	538.27	Garbage	General
126560	2267	WASTE MANAGEMENT OF ND	9/14/2022	192.30	Garbage	General
		WASTE MANAGEMENT OF ND Total		1,207.32		
126562	536	ZANER-BLOSER EDUCATION PUB.	9/14/2022	2,964.80	Superkids Reading Program Gr 1	Capital Outlay
		ZANER-BLOSER EDUCATION PUB. Total		2,964.80		
		Grand Total		509,041.55		
		Wire Disbursements		307,924.49		
		Check Disbursements		201,117.06		
		Fund Summary				
		General Fund		483,796.51		
		Food Service Fund		11,543.18		
		Community Service Fund		7,683.30		
		Capital Fund		5,007.88		
		Debt Service Fund		0.00		
		Trust Fund		0.00		
		Student Activities Fund		1,010.68		

Breckenridge Public Schools

Student Activities Account

August 31,2022

UFARS Crs #		08/01/2022 Balance	Deposits	Expenses	8/31/2022 Balance
922	Class of 2022	701.50			701.50
923	Class of 2023	2,560.21			2,560.21
924	Class of 2024	0.00			0.00
978	National Honor Society	674.37			674.37
979	HS Student Council	6,150.35			6,150.35
980	Letterclub	3,905.21		10.68	3,894.53
981	Mathletes	24.15			24.15
982	HS Band	21,788.62			21,788.62
983	Boys Golf	131.41			131.41
984	HS Choir	5,869.75			5,869.75
986	FFA	2,368.28			2,368.28
987	Close Up	1,620.79			1,620.79
988	Speech	4,302.85			4,302.85
989	Drama Club	2,469.48			2,469.48
990	DECA	2,296.49			2,296.49
991	Robotics	3,553.38			3,553.38
	Totals	58,416.84	0.00	10.68	58,406.16

Breckenridge Public Schools

Student Activities Account

July 31,2022

UFARS Crs #		07/01/2022 Balance	Deposits	Expenses	7/31/2022 Balance
922	Class of 2022	701.50			701.50
923	Class of 2023	2,560.21			2,560.21
924	Class of 2024	0.00			0.00
978	National Honor Society	674.37			674.37
979	HS Student Council	6,150.35			6,150.35
980	Letterclub	3,905.21			3,905.21
981	Mathletes	24.15			24.15
982	HS Band	21,788.62			21,788.62
983	Boys Golf	131.41			131.41
984	HS Choir	5,869.75			5,869.75
986	FFA	2,368.28			2,368.28
987	Close Up	1,620.79			1,620.79
988	Speech	4,302.85			4,302.85
989	Drama Club	2,469.48			2,469.48
990	DECA	2,296.49			2,296.49
991	Robotics	3,553.38			3,553.38
	Totals	58,416.84	0.00	0.00	58,416.84

Breckenridge Public Schools

Student Activities Account

30-Jun-22

UFARS Crs #	Activity	06/01/2022 Balance	Deposits	Expenses
921	Class of 2021	0.00		
922	Class of 2022	3,077.85		2,376.35
923	Class of 2023	5,240.85		2,680.64
978	National Honor Society	1,215.92	390.80	932.35
979	HS Student Council	4,860.94	1,642.91	353.50
980	Letterclub	3,686.57	1,000.00	781.36
981	Mathletes	24.15		
982	HS Band	20,577.77	1,210.85	
983	Boys Golf	131.41		
984	HS Choir	5,088.15	781.60	
986	FFA	1,263.35	1,172.40	67.47
987	Close Up	1,620.79		
988	Speech	4,302.85		
989	Drama Club	1,687.88	781.60	
990	DECA	1,887.48	781.60	372.59
991	Robotics	3,553.38		
	Totals	58,219.34	7,761.76	7,564.26

06/30/2022
Balance
0.00
701.50
2,560.21
674.37
6,150.35
3,905.21
24.15
21,788.62
131.41
5,869.75
2,368.28
1,620.79
4,302.85
2,469.48
2,296.49
3,553.38
58,416.84

Breckenridge Public School-Contingent Account
Account Summary
August 2022

	<u>Aug 22</u>
Ordinary Income/Expense	
Expense	
01005010000899000 Sch Bd Misc	135.00
01005110000899000 Busnes Office	120.00
01005640308366000 St Dev Travel	315.00
01100203161369012 SS Entry Fee	36.00
01300296000430211 Volybl Suply	114.00
04005505321329000 ComEd Postage	590.03
04005591000142202 BBB Coach	220.00
R04005591000050204 Football Ref	40.00
	<hr/>
Total Expense	1,570.03
	<hr/>
Net Ordinary Income	-1,570.03
	<hr/>
Net Income	<u><u>-1,570.03</u></u>

**Breckenridge Public School-Contingent Account
Transaction List by Date
August 2022**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Aug 22				
08/04/2022	26801	Minnesota BCA	Sullivan	-15.00
08/04/2022	26802	State of Minnesota	Notary - Pausch	-120.00
08/04/2022	26803	Kristi Berndt	Football camp refund	-40.00
08/11/2022	26804	Fort Abercrombie SHS	Admission	-36.00
08/12/2022	26805	Minnesota Rural Education Asso...	2022 Summit 11/13/22	-315.00
08/16/2022	26806	US Postmaster	CE brochures	-590.03
08/17/2022			Deposit	3,167.98
08/17/2022	26807	Grippers Sports	Volleyball Jackets-Coaches	-114.00
08/17/2022	26808	Minnesota BCA	Haug, Miranowski	-30.00
08/17/2022	26809	Minnesota BCA	Carlson, Holzworth	-30.00
08/17/2022	26810	Noah Christensen	BBB Coach	-110.00
08/17/2022	26811	Daymon Smith	BBB Coach	-110.00
08/24/2022	26812	Minnesota BCA	Pausch, Smith	-30.00
08/24/2022	26813	Minnesota BCA	Palmer, Tschakert	-30.00
Aug 22				

Name	Activity
Chad Fredericksen	Varsity Football Coach
Jordan Christensen	Football Defensive or Offensive Coordinator Coach
Joel Herder	Asst. HS Football Coach (.5 FTE)
Easton Erbes	Asst. HS Football Coach (.5 FTE)
Carson Yaggie	Asst. HS Football Coach
Eric Erlandson	Freshman Football Coach
Mike McCall	Junior High Football Coach
Margaret Wilson	Varsity Volleyball Coach
Melissa Johnson	"B" Squad Volleyball Coach
Alicia Finkral	JV Volleyball Coach
Briana Dauer	Freshman Volleyball Coach
Sue Smith	Junior High Volleyball Coach
Kayla Mohs	Junior High Volleyball Coach
Christine Hajek	Fall Cheerleading Advisor
Tammy Bishop	Elementary Music
Jacob Kempenich	HS Vocal Music
Jacob Kempenich	Middle School Vocal Music
Emily Christensen	Grades 5 & 6 Instrumental Music
Emily Christensen	HS Instrumental Music
Emily Christensen	Grades 7 & 8 Instrumental Music
Stacy Diaz	School Play Advisor
Stacy Diaz	Drama Club Advisor
Stacy Diaz	One Act Play
Jolynn Werner	Assistant School Play Advisor
Scott Wermerskirchen	School Play Construction
Mary Donohue Stetz	HS Annual Advisor
Stan Goldade	NHS Advisor
Stan Goldade	Knowledge Bowl
Elizabeth Dub	Student Council Co-Advisor
Margaret Wilson	Student Council Co-Advisor
Stan Goldade	Mathletes Advisor
Christina Aigner	Junior Class Advisor
Brenda Dahlgren	DECA/Business Club Advisor
Mike McCall	FFA Advisor
Travis Ekren	Junior High Knowledge Bowl
Maxine Lammers	Elementary School Yearbook Advisor

Breckenridge Public Schools Enrollment Numbers 2022-2023

STU601	August	September	October	November	December	January	February	March	April	May	June '22
K	45	36									48
1	48	48									48
2	42	44									41
3	29	38									32
4	48	30									48
5	40	42									38
6	52	38									51
7	51	50									52
8	55	49									46
9	65	64									47
10	50	50									49
11	56	54									65
12	65	65									51
PSEO		0	0	0	0	0	0				2
ALP only		0	0	0	0	0	0				5
Total	646	608	0	0	0	0	0				623
Pre-School	55	59									60
VL	9										9
Grand Total	710	667	0	0	0	0	0	0	0	0	692
MS St. Mary's	26										27
El. St. Mary's	8										15

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."; and

WHEREAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Breckenridge ISD 846, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
-------	------	-----------------------------

Received From	Amount	Requested Purpose
Eugene/ Susan Gast	20.00	Babe Ruth - Barry Bellmore Memorial
Tom/ Christy McKinley	30.00	Babe Ruth - Barry Bellmore Memorial
Robert/ Maxine Nordick	30.00	Babe Ruth - Barry Bellmore Memorial
Gerald/ Cathy Nordick	1,500.00	Wrestling mats
Headway Marketing - Smith Motors	500.00	Twin Town Baseball
West Central Initiative (Breckenridge Education Foundation)	611.35	6th Grade Calculators project

Total for Month of August \$2,691.35

The vote on adoption of the Resolution was: Unanimous in Favor

Whereupon, said Resolution was declared duly adopted on 9/21/2022

By: _____
Chair

By: _____
Clerk

MEMORANDUM OF UNDERSTANDING
Between
Education Breckenridge Local 1299
And
Independent School District No. 846, Breckenridge, MN

This Memorandum of Understanding (MOU) is entered into by and between Independent School District No. 846, Breckenridge, MN ("School District"), and Education Breckenridge Local 1299 ("Union").

WHEREAS, the School District and the Union are parties to a Collective Bargaining Agreement governing the terms and conditions of employment for licensed teachers, including Stan Goldade, a mathematics instructor;

WHEREAS, the School District, the Union, and Dahlgren mutually desire to enter into this MOU to allow Goldade to teach a "zero hour" class for the 2022-23 school year.

NOW, THEREFORE, the parties to this MOU agree to the following:

1. Dahlgren's contract hours will be from 7:07 a.m. to 2:53 p.m.
2. The "zero hour" class will be from 7:38 a.m. to 8:25 a.m.
3. Dahlgren will attend morning staff meetings. On days when a staff meeting is held, Dahlgren's contract day will end at 3:30 p.m.
4. The agreement is in effect only for the duration of the 2022-23 school year and does not establish any precedent.

By signing below, each party specifically acknowledges that it has read this Agreement and that it understands and voluntarily agrees to be legally bound by all terms of this Agreement.

INDEPENDENT SCHOOL DISTRICT NO. 846

Dated: _____ By: _____

Its: _____

EDUCATION BRECKENRIDGE LOCAL 1299

Dated: _____ By: _____

Its: _____

Dated: _____
Brenda Dahlgren

MEMORANDUM OF UNDERSTANDING
Between
Education Breckenridge Local 1299
And
Independent School District No. 846, Breckenridge, MN

This Memorandum of Understanding (MOU) is entered into by and between Independent School District No. 846, Breckenridge, MN ("School District"), and Education Breckenridge Local 1299 ("Union").

WHEREAS, the School District and the Union are parties to a Collective Bargaining Agreement governing the terms and conditions of employment for licensed teachers, including Stan Goldade, a mathematics instructor;

WHEREAS, the School District, the Union, and Goldade mutually desire to enter into this MOU to allow Goldade to teach a "zero hour" class for the 2022-23 school year.

NOW, THEREFORE, the parties to this MOU agree to the following:

1. Goldade's contract hours will be from 7:07 a.m. to 2:53 p.m.
2. The "zero hour" class will be from 7:38 a.m. to 8:25 a.m.
3. Goldade will attend morning staff meetings. On days when a staff meeting is held, Goldade's contract day will end at 3:30 p.m.
4. The agreement is in effect only for the duration of the 2022-23 school year and does not establish any precedent.

By signing below, each party specifically acknowledges that it has read this Agreement and that it understands and voluntarily agrees to be legally bound by all terms of this Agreement.

INDEPENDENT SCHOOL DISTRICT NO. 846

Dated: _____ By: _____
Its: _____

EDUCATION BRECKENRIDGE LOCAL 1299

Dated: _____ By: _____
Its: _____

Dated: _____
Stan Goldade

STUDENT FUNDRAISING

2022/2023

BASEBALL

Coach: Kevin Hiedeman
President: Ann Hiedeman

Discount Cards
Butter Braid/Pizza Sales
50/50 raffle

Bake Sale at home games

BOYS BASKETBALL

Coach: Melissa Mamanga

Youth Basketball Tourney
Silent Auction Gift Baskets

50/50 Raffle
Stat Sponsors

GIRLS BASKETBALL

Coach: Austin Imdeike
Advisor: Peggy Materi

Stat Sponsors
3-4-5-6 grade girl's tournament
Heart O'Lakes Freshman Tourney

Clothing Sales
50/50 Raffle

CHEERLEADING

Advisor: Christine Hajek

Spirit Cups at games
Chocolate/Popcorn Sales

Mini Cheer Camp
Summer Car Wash

CLOSE UP

Advisor: ????

Bake Sales
Food Sales (pizza, cookies, Tastefully Simple)

Concessions

ELEMENTARY STAFF & STUDENTS

Advisor: Corinna Erickson

Carnival fundraiser
Hat and Jeans Day

COWBOY FOOTBALL

Coach: Chad Fredericksen
President: Jen Sanchez

Golf Tournament
Cash Give Away Raffle

Community Service Projects
Cowboy clothing sales

FFA

Advisor: Mike McCall

Fruit Sales in the fall
Concessions

FUN CLUB

(School Age Child Care)
Advisor: Dee Nelson

Fall Fundraiser to support ECFE Christmas
Elves program, Social Service giving, Service
Learning Projects

JUNIOR CLASS

Advisor: Christina Aigner

QSP Magazine sales Butter Braid Sales Cash Prize Raffle
BHS t-shirts and sweatshirts Pizza Sales
Tricia Geffre (Text-a-thon, Signature Chocolates, Mrs. Fields,
Grubberssputz's popcorn/pretzels, Driven Coffee Roasters)Ole and
Lena's Frozen Pizza's

GOLF

Advisor: Stan Goldade

Golf Chips

MUSIC DEPARTMENT

Advisor: Emily Christensen
Advisor:

World's finest Chocolate
Raffle Tickets
Concession

NATIONAL HONOR SOCIETY

Advisor: Stan Goldade

Concessions

SIXTH GRADE ST. PAUL TRIP

Advisor:

Math Mania IXL Math-a-Thon

SOFTBALL

Advisor:

Discount Cards – Adrenaline Fundraising
Clothing Sales

SPEECH

Coach:

Concession stand work at athletic activities

Concession Sales – Breck Bratz stand

(Booster Club)Dippin' Dot/Itty Bitz ice cream sales @ home meet

(Booster Club) Speech Clothing Sales

STUDENT COUNCIL

Advisor: Elizabeth Dub

Margaret Wilson

Homecoming and Snow Week activities – T shirt sales

Concessions

Recycling

Hot chocolate/Coffee sales

TRACK & FIELD/CROSS COUNTRY

Coach: Eric Erlandson

Coach: Michael McCall

Coach: Larry Lasch

BOOSTER CLUB

President: ????

Run-a-Thon

Concessions at Home meets

Spirit running wear – jackets, running hats, warm ups

TRAP SHOOT

Advisor:

BOOSTER CLUB

President: Pam Hendrickson

Sweet Corn Sales

Sponsor a Trap Shooter

Raffle Tickets

Burger Feed

TWIN TOWN BASEBALL

Advisor: Julie Ernst

Raffle Tickets Fundraiser

VOLLEYBALL

Coach: Margaret Wilson

BOOSTER President:

Bingo at the Fair

50/50 Raffle

Stat Sponsors

Fund-U-Now call-i-thon

WRESTLING

Coach: Eric Erlandson

BOOSTER President: Tom Haire

Concessions for Cowboy Duals

*The school will have a regular concession stand and Wrestling

Boosters have limited rights for concessions.

Malt Machine Sales at Home Sporting Events

Youth wrestling tourney & Concessions

(Booster Club) Split the Pot at Home Events

DRAMA CLUB

Advisor: Stacy Diaz

Concessions

DECA

Advisor: Brenda Dahlgren

-Carwash fundraiser this summer (if restrictions are lifted)

-"Business Sponsor" program (businesses sponsor a student for the year - example: Gus Hasbargen get sponsored by The Wilkin as he competes in the Restaurant and Food Services role play event. He would then speak and send letters to the business about his accomplishments this year in pursuing his goals of working in that industry.) This would then be used to help build on our Donuts for DECA event

-Adding items to the School Store - Calendars, Stadium Chair rentals, Pop-Shots, coffee, gum, etc. (unsure if classified as a fundraiser or just a class activity/project)

-"Duck Lawns" as a fundraiser next year - currently, this is a class project by Marketing II students entirely used as a give back to the community. We are currently booked through July 20th with all money being used to purchase gift cards (NOT purchased through the DECA Account). At the end of the summer, students want to donate the Ducks back to DECA so this could be a yearly event.

-School Store

-Restaurant Pamphlets

FEE SCHEDULE

	2022/2023	2021/2022	2020/2021
Adult Athletic Season Ticket	40.00	40.00	40.00
Student Athletic Season Ticket (K-12)	25.00	25.00	25.00
Senior Golden Age Pass (age 65)	Free	Free	Free
Adult Athletic Game Ticket	6.00	6.00	5.00
Student Athletic Game Ticket (K-12)	3.00	3.00	5.00
Adult School Play Ticket	6.00	6.00	5.00
Student School Play Ticket (K-12)	3.00	3.00	5.00
Breakfast (9-12)	2.15	2.05	1.95
Breakfast (7-8)	Free	Free	Free
Breakfast (PK-6)	Free	Free	Free
Reduced Breakfast (PK-12)	Free	Free	Free
Adult Breakfast	2.55	2.45	2.35
Adult Lunch	4.95	4.00	3.90
Student Lunch (9-12)	3.25	3.15	3.05
Student Lunch (7-8)	3.00	2.90	2.80
Student Lunch (PK-6)	3.00	2.90	2.80
Lunch Seconds (K-12)	1.60	1.50	1.40
Reduced Lunch	Free	Free	Free
Milk	0.45	0.45	0.45
Instrument Rental - Regular - Sr High	65.00	65.00	65.00
Instrument Rental - Drums - Sr High	65.00	65.00	65.00
Instrument Rental - Regular - Jr High	45.00	45.00	45.00
Instrument Rental - Drums - Jr High	45.00	45.00	45.00
Instrument Rental - Summer	25.00	25.00	25.00
Art Class Fee - High School	20.00	10.00	10.00
Welding Fee - High School	20.00	10.00	10.00
Wood Shop Fee - High School	20.00	10.00	10.00
Driver Education-Classroom & Behind the Wheel	325.00	325.00	325.00

USER FEES

Activity	2022/2023		2021/2022	
	HS	MS	HS	MS
Football	75.00	50.00	75.00	50.00
Volleyball	75.00	50.00	75.00	50.00
Basketball (Boys & Girls)	75.00	50.00	75.00	50.00
Wrestling	75.00	50.00	75.00	50.00
Baseball	75.00	50.00	75.00	50.00
Softball	75.00	50.00	75.00	50.00
Track (Boys & Girls)	75.00	50.00	75.00	50.00
Golf (Boys & Girls)	75.00	50.00	75.00	50.00
Cross Country (Boys & Girls)	75.00	50.00	75.00	50.00
Cheerleading	75.00	50.00	75.00	50.00
One Act Play	75.00	50.00	75.00	50.00
3 Act Play	75.00	50.00	75.00	50.00
Speech	75.00	50.00	75.00	50.00
COOP-Hockey, Gymnastics, Swimming	75.00	*50.00	75.00	*50.00

*St. Mary's students attending math and/or science classes at BHS use MS column except for COOP which is a separate agreement for hockey, gymnastics, swimming

Fees are due and payable the first day of practice or organization.

There is an individual limit of \$200 and a family limit of \$350. *NonPublic MS not included in limits*

Cases of hardship in fee payment will be handled on an individual basis. (see the Principal)

No one will be denied participation because of User Fees.

I. COMPUTATION OF 2022 PAYABLE 2023 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP	414,254.77	5,192.37-	N/A			409,062.40
GEN-RMV OTHER-EXEMP	470,892.14	8,651.91-	N/A			462,240.23
GEN-NTC VOTER-EXEMP	N/A	N/A	N/A		N/A	N/A
GEN-NTC OTHER-GENED	267,317.64	70,351.36-	30.31			196,996.59
GEN-NTC OTHER-EXEMP						
TOTAL GENERAL	1,152,464.55	84,195.64-	30.31			1,068,299.22
COM SERV-EXEMP	74,146.29	11.79	3.77			74,161.85
DEBT-VOTER-NONEXEMP						
DEBT-OTHER-NONEXEMP	804,387.05	33,687.45-	36.03			770,735.63
TOTAL DEBT SERV	804,387.05	33,687.45-	36.03			770,735.63
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	2,030,997.89	117,871.30-	70.11			1,913,196.70

II. COMPARISON OF 2021 PAYABLE 2022 LEVY LIMITATION WITH 2022 PAYABLE 2023 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2021 PAY 2022 LIMITATION	2022 PAY 2023 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	849,554.59	1,068,299.22	218,744.63	25.75
COMMUNITY SERVICE	75,033.36	74,161.85	871.51-	1.16-
GENERAL DEBT SERVICE	717,762.72	770,735.63	52,972.91	7.38
OPEB DEBT SERVICE				
TOTAL	1,642,350.67	1,913,196.70	270,846.03	16.49

III. COMPARISON OF 2021 PAYABLE 2022 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2022 PAYABLE 2023 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2021 PAY 2022 CERTIFIED LEVY + ADJUSTMENTS	2022 PAY 2023 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	849,554.59			
COMMUNITY SERVICE	75,033.36			
GENERAL DEBT SERVICE	717,762.72			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	1,642,350.67			

Board August/September 2022

Breckenridge Public School
Employment Practice
12 Month, Full-time, Non-Union District Employee

Health Care Savings Plan Contribution

The employment practice listed below shall apply to all 12 month, Non-Union, full-time employees. A full-time employee is defined as an employee that is scheduled to work 40 hours per week, 52 weeks per year.

Unused Vacation: Employees retiring with at least 5 years of service and qualifying for P.E.R.A. or T.R.A. benefits, unused vacation days shall be paid into the HCSP by the District based on the following formula:

Basic daily rate of pay, at the time of retirement, times the number of unused days.

If an employee dies, any unpaid vacation shall be paid to the estate.

The school district shall contribute into the retiring employees Health Care Saving Plan (MSRS) account, within sixty (60) days of retirement, the amount equal to the value of the employee's unused vacation. Payment will be made directly into the HCSP through the Minnesota State Retirement System unless the employee completes and qualifies for a waiver of participation based on the health care savings plan criteria. This fully executed waiver (available from the MSRS office) must be presented to the District two (2) months in advance of the employee's retirement date.

Originally Approved 1-22-2018

2 year contract

If changed needs board approval or
dissolved - needs board approval

Search

Data Submissions

- 0-4 Census Data Reporting
- Access to Career Technical Education for Students with a Disability (ACTE-SPED)
- ADM Web Estimates (ADMWE)
- Assessment Secure Reports
- Assurance of Compliance and Mandated Reporting**
- Athletics Data Reporting
- Career and Technical Education Levy Web-Based Reporting System
- Carl Perkins
- CLICS Program Administration
- Compulsory Instruction Compliance Data Reporting
- Continuing Education Clock Hour Reporting
- Disciplinary Incident Reporting System
- District and School Site Verification
- Early Childhood Education Outcomes
- Early Education Student
- Early Learning Scholarship Administration System (ELSA)
- Early Learning Services Data Reporting

Assurance of Compliance and Mandated Reporting

All school districts must complete the Assurance of Compliance with state and federal law and verify Mandated Reporting training by November 15 each year.

By completing all sections of the Assurance of Compliance and Mandated Reporting, school districts provide written assurance that they do not discriminate in their use of funds provided through the Minnesota Department of Education and that they have informed all mandated reporters of their reporting duties.

This assurance is given by each district in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

By submitting the Assurance of Compliance, the district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statutes, section 127A.42, subdivision 3, and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Please note that you can now provide the entire assurance online. We no longer require the paper copy of the Assurance of Compliance certificate. However, it is important to note that by submitting the Assurance of Compliance online that you are verifying that the Superintendent is electronically signing this assurance on behalf of the school board. Though the paper copy is no longer required, the approval of the board is per Minnesota Rule 3535.9910.

> [Enter the Assurance of Compliance and Mandated Reporting Application.](#)

[Equity Laws - 5/26/21](#)

As part of the Assurance of Compliance, each district must verify that there is a copy of these laws in all buildings in the district.



[Sign up for email alerts](#)

Related MDE resources:
[Compliance and Assistance](#)

Related offsite resources:
[Minn. Stat. § 127A.42: Reduction of Aid for Violation of Law](#)



AOC Links

Contact Us

Virginia Davis

E-mail:
mde.compliance-assistance@state.mn.us

Phone: 651-582-8338

Address:
400 NE Stinson Blvd., Minneapolis, MN 55413

Coordinator Identification Information

	Human Rights Coordinator	Title IX Coordinator	504 Coordinator
Name*	<input type="text" value="Kristie Sullivan"/>	<input type="text" value="Chad Fredericksen"/>	<input type="text" value="Craig Peterson"/>
Telephone Number*	<input type="text" value="218-643-6822"/>	<input type="text" value="218-643-2694"/>	<input type="text" value="218-643-2694"/>
Fax Number*	<input type="text" value="218-641-4035"/>	<input type="text" value="218-643-5229"/>	<input type="text" value="218-643-5229"/>
E-Mail Address*	<input type="text" value="sullivank@isd846.org"/>	<input type="text" value="frederickenc@isd846.org"/>	<input type="text" value="petersonc@isd846.org"/>

Mandated Reporter Training

Minnesota Chapter 200E.30, Subd. 2(b). Districts must inform all mandated reporters of the duties.

I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

Date of Verification*

As part of the Minnesota Department of Education's data collection for the Minnesota Olmstead Plan related to the topic area Prevent Abuse and Neglect, please provide the following information;

Total number of school district employees who have received mandated reporter training as of verification date?

Number of licensed staff?

Number of unlicensed staff?

*This information is requested to assist in the prevention of abuse and neglect of students with disabilities through increased awareness and education of all school personnel and their duties associated with mandated reporting requirements.

Document Submittal Verification

Does MDE have current and accurate copies of the following documents?
Please submit updated policy if revised since Last Submitted Date.

Document	Last Submitted Date	Upload Document*
Harassment and Violence policy	09/10/2020	Select Upload Document: <input type="button" value="Choose File"/> No file chosen

District Compliance Requirements Checklist

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination. **72**

Federal Laws:

- * Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.
- * Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.
- * Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).
- * Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
- * The Age Discrimination in Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).
- * Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.
- * The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.
- * Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).
- * The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).
- * The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).
- * Prohibition of Discrimination Based on Blindness (20 USC § 1684).

State Laws:

- * The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.
- * Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.
- * Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.
- * Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.
- * Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.
- * Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided is accurate, and that you have the authority to submit this assurance on behalf of the district. Clicking "Cancel" will clear data entered.

NOTE: When data entry is complete, click "Submit" to send data to The State Department of Education.

Assurance of Compliance

- Information has been received by the system for further processing. You will receive an email confirming your completed submission. Thank you for using AoC Online Submission System.

BRECKENRIDGE PUBLIC SCHOOLS ---- 2022/2023 CALENDAR

School Board Approved February 16, 2022

Updated 9/21/22

Jul-22							STU	Dates	Event	TCH	Jan-23							
S	M	T	W	Th	F	S		Aug	29	Teacher Workshop Days (Aug 29, 30, 31)	3	S	M	T	W	Th	F	S
					1	2		Sep	1	Teacher Flex Day (Aug 1-Sep 2)	1	1	2	3	4	5	6	7
3	4	5	6	7	8	9	19	Sep	5	Labor Day	19	8	9	10	11	12	13	14
10	11	12	13	14	15	16			6	First Day of School		15	16	17	18	19	20	21
17	18	19	20	21	22	23			21	PLCs / Early Dismissal		22	23	24	25	26	27	28
24	25	26	27	28	29	30	19	Oct	19	PLCs / Early Dismissal	19	29	30	31				
Aug-22									20	Ed MN Break (Oct 20-21)		Feb-23						
S	M	T	W	Th	F	S		Nov	4	End of Quarter 1 (42)	20	S	M	T	W	Th	F	S
31	1	2	3	4	5	6	18	Nov	4	End of Quarter 1 (42)	20				1	2	3	4
7	8	9	10	11	12	13			7	1/2 Prof Dev/1/2 Work Day-No Students		5	6	7	8	9	10	11
14	15	16	17	18	19	20			10	PT Conf/EMS K-6/1:45-7:15/Early Dismiss		12	13	14	15	16	17	18
21	22	23	24	25	26	27			14	PT Conf / EMS K-6/3:45-7:15		19	20	21	22	23	24	25
28	29	30	31						16	PLCs / Early Dismissal		26	27	28				
									23	Teacher Comp Day-No Students/No Staff								
									24	Thanksgiving Break (Nov 23-25)		Mar-23						
S	M	T	W	Th	F	S		Dec	14	PLCs / Early Dismissal	17	S	M	T	W	Th	F	S
				1	2	3	17	Dec	14	PLCs / Early Dismissal	17				1	2	3	4
4	5	6	7	8	9	10	21	Jan	2	New Year's Holiday	22	5	6	7	8	9	10	11
11	12	13	14	15	16	17			3	School Resumes		12	13	14	15	16	17	18
18	19	20	21	22	23	24			9	Student Showcase @ HS Gr 5-12/5:00-8:30		19	20	21	22	23	24	25
25	26	27	28	29	30	1			18	PLCs / Early Dismissal		26	27	28	29	30	31	1
Oct-22									20	End of Quarter 2 (46)/Semester 1 (88)		Apr-23						
S	M	T	W	Th	F	S		Feb	16	PLCs / Early Dismissal	19	S	M	T	W	Th	F	S
2	3	4	5	6	7	8	18	Feb	16	PLCs / Early Dismissal	19	2	3	4	5	6	7	8
9	10	11	12	13	14	15			17	Staff Development - No Students		9	10	11	12	13	14	15
16	17	18	19	20	21	22			20	President's Day		16	17	18	19	20	21	22
23	24	25	26	27	28	29			27	PT Conf / HS Gr 7-12/5:00-8:30		23	24	25	26	27	28	29
30	31						22	Mar	15	PLCs / Early Dismissal	23	30						
Nov-22									24	End of Quarter 3 (42)		May-23						
S	M	T	W	Th	F	S		Apr	3	PT Conf / EMS K-4/1:45-7:15/Early Dismiss	19	S	M	T	W	Th	F	S
		1	2	3	4	5			30	PT Conf/EMS K-4/1:45-7:15/Early Dismiss			1	2	3	4	5	6
6	7	8	9	10	11	12	18	Apr	3	PT Conf / EMS K-4/3:45-7:15	19	7	8	9	10	11	12	13
13	14	15	16	17	18	19			7	Teacher Comp Day-No Students/ No Staff		14	15	16	17	18	19	20
20	21	22	23	24	25	26			7	Easter Break Apr 7-9		21	22	23	24	25	26	27
27	28	29	30						19	PLCs / Early Dismissal		28	29	30	31			
Dec-22							20	May	15	Student Showcase @ HS Gr 5-12/5:00-8:30	20	Jun-23						
S	M	T	W	Th	F	S		21	Graduation		S	M	T	W	Th	F	S	
				1	2	3			26	End Quarter 4 (42)/Semester 2 (84)						1	2	3
4	5	6	7	8	9	10			26	Student Last Day-dismissal after lunch		4	5	6	7	8	9	10
11	12	13	14	15	16	17			26	Last Teacher Day		11	12	13	14	15	16	17
18	19	20	21	22	23	24			29	Memorial Day Holiday		18	19	20	21	22	23	24
25	26	27	28	29	30	31	172				182	25	26	27	28	29	30	

<<<Total Student Days - - - - Total Teacher Days>>>

KEY:

- No School/No Staff
- No School/Staff Dev/Work Day
- PLCs / Early Dismissal
- Early Dismissal
- P/T Conference-Event Notes
- P/T Conference-Early Dismiss
- PBL Parent Night @ BHS
- End Quarter

Days	Quarters	Early Dismissal Times
42	1 Sep 6 - Nov 4	EMS@1:20pm /HS@1:30pm
46	2 Nov 8 - Jan 20	
42	3 Jan 24 - Mar 24	
42	4 Mar 28 - May 26	
Designated Weather Makeup Days		
5 Flexible Learning Days ⁷⁴		
Additional makeup days beginning May 30		

Fall Open House Schedule

7th grade	Tu, Aug 23/5:30-6:45pm
8th grade	Tu, Aug 23/7-8:15pm
9th grade	Tu, Aug 16/5:30-6:45pm
10th grade	Tu, Aug 16/7-8:15pm
11th grade	M, Aug 15/7-8:15pm
12th grade	M, Aug 15/5:30-6:45pm

Gr K-6 Back to School Conferences

Tu, Sep 6	11:15am-6:30pm
W, Sep 7	8am-3:45pm

416 DRUG AND ALCOHOL TESTING

I. PURPOSE

- A. The school board recognizes the significant problems created by drug and alcohol use in society in general, and the public schools in particular. The school board further recognizes the important contribution that the public schools have in shaping the youth of today into the adults of tomorrow.
- B. The school board believes that a work environment free of drug and alcohol use will be not only safer, healthier, and more productive but also more conducive to effective learning. ~~Therefore, to~~ provide such an environment, the purpose of this policy is to provide authority so that the school board may require all employees and/or job applicants to submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in federal law and Minnesota Statutes, sections §§ 181.950-181.957.

II. GENERAL STATEMENT OF POLICY

- A. All school district employees and job applicants whose positions require a commercial driver's license will be required to undergo drug and alcohol testing in accordance with federal law and the applicable provisions of this policy. The school district also may request or require that drivers submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections §§ 181.950-181.957.
- B. The school district may request or require that any school district employee or job applicant, other than an employee or applicant whose position requires a commercial driver's license, submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections §§ 181.950-181.957.
- C. The use, possession, sale, purchase, transfer, or dispensing of any drugs not medically prescribed, including medical cannabis, ~~regardless of~~ whether ~~or not~~ it has been prescribed for the employee, is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of drugs ~~which that~~ are not medically prescribed, including medical cannabis, ~~regardless of~~ whether ~~or not~~ it has been prescribed for the employee, is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district property. Employees under the

influence of drugs ~~which~~ that are not medically prescribed are prohibited from entering or remaining on school district property.

- D. The use, possession, sale, purchase, transfer, or dispensing of alcohol is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of alcohol is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district property. Employees under the influence of alcohol are prohibited from entering or remaining on school district property.
- E. Any employee who violates this section shall be subject to discipline ~~that~~ ~~which~~ includes, but is not limited to, immediate suspension without pay and immediate discharge.

III. **FEDERALLY MANDATED DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS**

A. General Statement of Policy

All persons subject to commercial driver's license requirements shall be tested for alcohol, marijuana (including medical cannabis), cocaine, amphetamines, opiates (including heroin), and phencyclidine (PCP), pursuant to federal law. Drivers who test positive for alcohol or drugs shall be subject to disciplinary action, which may include termination of employment.

B. Definitions

1. "Actual Knowledge" means actual knowledge by the school district that a driver has used alcohol or controlled substances based on: (a) direct observation of the employee's use (not observation of behavior sufficient to warrant reasonable suspicion testing); (b) information provided by a previous employer; (c) a traffic citation; or (d) an employee's admission, except when made in connection with a qualified employee self-admission program.
2. "Alcohol Screening Device" (ASD) means a breath or saliva device, other than an Evidential Breath Testing Device (EBT), that is approved by the National Highway Traffic Safety Administration and placed on its Conforming Products List for such devices.
3. "Breath Alcohol Technician" (BAT) means an individual who instructs and assists individuals in the alcohol testing process and who operates the EBT.
4. "Commercial Motor Vehicle" (CMV) includes a vehicle ~~which~~ that is designed to transport 16 or more passengers, including the driver.

5. “Designated Employer Representative” (DER) means ~~an employee authorized by the school district a designated school district representative authorized~~ to take immediate action to remove employees from safety-sensitive duties, ~~or cause employees to be removed from these covered duties,~~ and to make required decisions in the testing and evaluation process. ~~and to~~ The DER receives test results and other communications for the school district.
6. “Department of Transportation” (DOT) means United States Department of Transportation.
7. “Direct Observation” means observation of alcohol or controlled substances use and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing.
8. “Driver” is any person who operates a CMV, including full-time, regularly employed drivers, casual, intermittent or occasional drivers, leased drivers, and independent owner-operator contractors.
9. “Evidential Breath Testing Device” (EBT) means a device approved by the National Highway Traffic Safety Administration for the evidentiary testing of breath for alcohol concentration and placed on its Conforming Products List for such devices.
10. “Licensed Medical Practitioner” means a person who is licensed, certified, and/or registered, in accordance with applicable Federal, State, local, or foreign laws and regulations, to prescribe controlled substances and other drugs.
11. “Medical Review Officer” (MRO) means a licensed physician responsible for receiving and reviewing laboratory results generated by the school district’s drug testing program and for evaluating medical explanations for certain drug tests.
12. “Refusal to Submit” (to an alcohol or controlled substances test) means that a driver: (a) fails to appear for any test within a reasonable time, as determined by the school district, consistent with applicable DOT regulations, after being directed to do so; (b) fails to remain at the testing site until the testing process is complete; (c) fails to provide a urine specimen or an adequate amount of saliva or breath for any DOT drug or alcohol test; (d) fails to permit the observation or monitoring of the driver’s provision of a specimen in the case of a directly observed or monitored collection in a drug test; (e) fails to provide a sufficient breath specimen or sufficient amount of urine when directed and a determination has been made that no adequate medical explanation for the failure exists; (f) fails or declines to take an additional test as directed ~~by the school~~

district or the collector; (g) fails to undergo a medical examination or evaluation, as directed by the MRO or the DER; (h) fails to cooperate with any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behaves in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector, fails to sign the certification on the forms); (i) fails to follow the observer's instructions, in an observed collection, to raise the driver's clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if the driver has any type of prosthetic or other device that could be used to interfere with the collection process; (j) possesses or wears a prosthetic or other device that could be used to interfere with the collection process; (k) admits to the collector or MRO that the driver adulterated or substituted the specimen; or (l) is reported by the MRO as having a verified adulterated or substituted test result. An applicant who fails to appear for a pre-employment test, who leaves the testing site before the pre-employment testing process commences, or who does not provide a urine specimen because he or she has left before it commences is not deemed to have refused to submit to testing.

13. "Safety-Sensitive Functions" are on-duty functions from the time the driver begins work or is required to be in readiness to work until relieved from work and all responsibility for performing work, and include such functions as driving, loading and unloading vehicles, or supervising or assisting in the loading or unloading of vehicles, servicing, repairing, obtaining assistance to repair, or remaining in attendance during the repair of a disabled vehicle.
14. "Screening Test Technician" (STT) means anyone who instructs and assists individuals in the alcohol testing process and operates an ASD.
15. "Stand Down" means the practice of temporarily removing an employee from performing safety-sensitive functions after based only upon a laboratory report to the MRO of a confirmed positive test for a drug or drug metabolite, an adulterated test, or a substituted test result but before the MRO completes the verification process.
16. "Substance Abuse Professional" (SAP) means a qualified person who evaluates employees who have violated a DOT drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare.

C. Policy and Educational Materials

1. The school district shall provide a copy of this policy and procedures to each driver prior to the start of its alcohol and drug testing program and to each driver subsequently hired or transferred into a position requiring

driving of a CMV.

2. The school district shall provide to each driver information **required under Title 49 of the Code of Federal Regulations, including information** concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or **drug controlled substance** problem **(the driver's or a coworker's)**; and available methods of intervening when an alcohol or **drug controlled substance** problem is suspected, including confrontation, referral to an employee assistance program, and/or referral to management.
3. The school district shall provide written notice to representatives of employee organizations that the information described above is available.
4. The school district shall require each driver to sign a statement certifying that **the driver he or she has** received a copy of the policy and materials. This statement should be in the form of Attachment A to this policy. The school district will maintain the original signed certificate and will provide a copy to the driver if the driver so requests.

D. Alcohol and Controlled Substances Testing Program Manager

1. The program manager will coordinate the implementation, direction, and administration of the alcohol and controlled substances testing policy for bus drivers. The program manager is the principal contact for the collection site, the testing laboratory, the MRO, the BAT, the SAP, and the person submitting to the test. Employee questions concerning this policy shall be directed to the program manager.
2. The school district shall designate a program manager and provide written notice of the designation to each driver along with this policy.

E. Specific Prohibitions for Drivers

1. Alcohol Concentration. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers who test greater than 0.04 will be taken out of service and will be subject to evaluation by a professional and retesting at the driver's expense.
2. Alcohol Possession. No driver shall be on duty or operate a CMV while the driver possesses alcohol.
3. On-Duty Use. No driver shall use alcohol while performing safety-sensitive functions.

4. Pre-Duty Use. No driver shall perform safety-sensitive functions within four (4) hours after using alcohol.
5. Use Following an Accident. No driver required to take a post-accident test shall use alcohol for eight (8) hours following the accident, or until ~~the driver he or she~~ undergoes a post-accident alcohol test, whichever occurs first.
6. Refusal to Submit to a Required Test. No driver shall refuse to submit to an alcohol or controlled substances test required by post-accident, random, reasonable suspicion, return-to-duty, or follow-up testing requirements. A verified adulterated or substituted drug test shall be considered a refusal to test.
7. Use of Controlled Substances. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to instructions (which have been presented to the school district) from a licensed ~~physician~~ **medical practitioner** who **is familiar with the driver's medical history and** has advised the driver that the substance does not adversely affect the driver's ability to safely operate a CMV. Controlled substance includes medical cannabis, regardless of whether the driver is enrolled in the state registry program.
8. Positive, Adulterated, or Substituted Test for Controlled Substance. No driver shall report for duty, remain on duty, or perform a safety-sensitive function if the driver tests positive for controlled substances, including medical cannabis, or has adulterated or substituted a test specimen for controlled substances.
9. General Prohibition. Drivers are also subject to the general policies and procedures of the school district ~~which that~~ prohibit ~~the~~ possession, transfer, sale, exchange, reporting to work under the influence of drugs or alcohol, and consumption of drugs or alcohol while at work or while on school district premises or operating any school district vehicle, machinery, or equipment.

F. Other Alcohol-Related Conduct

No driver found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform safety-sensitive functions for at least twenty-four (24) hours following administration of the test. The school district will not take any action under this policy other than removal from safety-sensitive functions based solely on test results showing an alcohol concentration of less than 0.04 but may take action otherwise consistent with law and **the policies** of the school district.

G. Prescription Drugs/**Cannabinoid Products**

A driver shall inform ~~the driver's his or her~~ supervisor if at any time the driver is using a controlled substance pursuant to a physician's prescription. The physician's instructions shall be presented to the school district upon request. Use of a prescription drug shall be allowed if the physician has advised the driver that the prescribed drug will not adversely affect the driver's ability to safely operate a CMV. Use of medical cannabis is prohibited notwithstanding the driver's enrollment in the patient registry. ~~Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if a driver claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.~~

H. Testing Requirements

1. Pre-Employment Testing

- a. A driver applicant shall undergo testing for [alcohol and] controlled substances, including medical cannabis, before the first time the driver performs safety-sensitive functions for the school district.
- b. Tests shall be conducted only after the applicant has received a conditional offer of employment.
- c. ~~In order to~~ To be hired, the applicant must test negative and must sign an agreement in the form of Attachment B to this policy, authorizing former employers to release to the school district all information on the applicant's alcohol tests with results of blood alcohol concentration of 0.04 or higher, or verified positive results for controlled substances, including medical cannabis, or refusals to be tested (including verified adulterated or substituted drug test results), or any other violations of DOT agency drug and alcohol testing regulations, or, if the applicant violated the testing regulations, documentation of the applicant's successful completion of DOT return-to-duty requirements (including follow-up tests), within the preceding two (2) years.
- d. The applicant also must be asked whether he or she has tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which the employee, during the last two (2) years, applied for, but did not obtain, safety-sensitive transportation work covered by DOT testing rules.
- e. ~~Before employing a driver subject to controlled substances and alcohol testing, the school district must conduct a full pre-employment query of the federal Commercial Driver's License~~

(CDL) Drug and Alcohol Clearinghouse (“Clearinghouse”) to obtain information about whether the driver (1) has a verified positive, adulterated, or substituted controlled substances test result; (2) has an alcohol confirmation test with a concentration of 0.04 or higher; (3) has refused to submit to a test in violation of federal law; or (4) that an employer has reported actual knowledge that the driver used alcohol on duty, before duty, or following an accident in violation of federal law or used a controlled substance in violation of federal law. The applicant must give specific written or electronic consent for the school district to conduct the Clearinghouse full query. The school district shall retain the consent for three (3) years from the date of the query.

3. Post-Accident Testing

- a. As soon as practicable following an accident involving a CMV, the school district shall test the driver for alcohol and controlled substances, including medical cannabis, if the accident involved the loss of human life or if the driver receives a citation for a moving traffic violation arising from an accident which results in bodily injury or disabling damage to a motor vehicle.
- b. Drivers should be tested for alcohol use within two (2) hours and no later than eight (8) hours after the accident.
- c. Drivers should be tested for controlled substances, including medical cannabis, no later than thirty-two (32) hours after the accident.
- d. A driver subject to post-accident testing must remain available for testing, or shall be considered to have refused to submit to the test.
- e. If a post-accident alcohol test is not administered within two (2) hours following the accident, the school district shall prepare and maintain on file a record stating the reasons the test was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours.
- f. If a post-accident alcohol test is not administered within eight (8) hours following the accident or a post-accident controlled substances test is not administered within thirty-two (32) hours following the accident, the school district shall cease attempts to administer the test, and prepare and maintain on file a record stating the reasons for not administering the test.
- g. The school district shall report drug and alcohol program violations to the Clearinghouse as required under federal law.

4. Random Testing

- a. The school district shall conduct tests on a random basis at unannounced times throughout the year, as required by the federal regulations.
- b. The school district shall test for alcohol at a minimum annual percentage rate of 10% of the average number of driver positions, and for controlled substances, including medical cannabis, at a minimum annual percentage of 50%.
- c. The school district shall adopt a scientifically valid method for selecting drivers for testing, such as random number table or a computer-based random number generator that is matched with identifying numbers of the drivers. Each driver shall have an equal chance of being tested each time selections are made. **Each driver selected for testing shall be tested during the selection period.**
- d. Random tests shall be unannounced. Dates for administering random tests shall be spread reasonably throughout the calendar year.
- e. Drivers shall proceed immediately to the collection site upon notification of selection; provided, however, that if the driver is performing a safety-sensitive function, other than driving, at the time of notification, the driver shall cease to perform the function and proceed to the collection site as soon as possible.

5. Reasonable Suspicion Testing

- a. The school district shall require a driver to submit to an alcohol test and/or controlled substances, including medical cannabis, test when a supervisor or school district official, who has been trained in accordance with the regulations, has reasonable suspicion to believe that the driver has used alcohol and/or controlled substances, including medical cannabis, on duty, ~~or~~ within four (4) hours before coming on duty, **or just after the period of the work day.** The test shall be done as soon as practicable following the observation of the behavior indicative of the use of controlled substances or alcohol.
- b. The reasonable suspicion determination must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech, or body odors. The required observations for reasonable suspicion of a controlled substances violation may include indications of the chronic and withdrawal

effects of controlled substances.

- c. Alcohol testing shall be administered within two (2) hours following a determination of reasonable suspicion. If it is not done within two (2) hours, the school district shall prepare and maintain a record explaining why it was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours. If an alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the school district shall cease attempts to administer the test and state in the record the reasons for not administering the test.
- d. The supervisor or school district official who makes observations leading to a controlled substances reasonable suspicion test shall make and sign a written record of the observations within twenty-four (24) hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

6. Return-To-Duty Testing. A driver found to have violated this policy shall not return to work until an SAP has determined the employee has successfully complied with prescribed education and/or treatment and until undergoing return-to-duty tests indicating an alcohol concentration of less than 0.02 and a confirmed negative result for the use of controlled substances. **The school district is not required to return a driver to safety-sensitive duties because the driver has met these conditions; this is a personnel decision subject to collective bargaining agreements or other legal requirements.**

7. Follow-Up Testing. When an SAP has determined that a driver is in need of assistance in resolving problems with alcohol and/or controlled substances, the driver shall be subject to unannounced follow-up testing as directed by the SAP for up to sixty (60) months after completing a treatment program.

8. Refusal to Submit and Attendant Consequences

- a. A driver or driver applicant may refuse to submit to drug and alcohol testing.
- b. Refusal to submit to a required drug or alcohol test subjects the driver or driver applicant to the consequences specified in federal regulations as well as the civil and/or criminal penalty provisions of 49 United States Code section ~~U.S.C.~~ § 521(b). In addition, a refusal to submit to testing establishes a presumption that the driver or driver applicant would test positive if a test were conducted and makes the driver or driver applicant subject to discipline or disqualification under this policy.

- c. A driver applicant who refuses to submit to testing shall be disqualified from further consideration for the conditionally offered position.
- d. An employee who refuses to submit to testing shall not be permitted to perform safety-sensitive functions and will be considered insubordinate and subject to disciplinary action, up to and including dismissal. If an employee is offered an opportunity to return to a DOT safety-sensitive duty, the employee will be evaluated by an SAP and must submit to a return-to-duty test prior to being considered for reassignment to safety-sensitive functions.
- e. Drivers or driver applicants who refuse to submit to required testing will be required to sign Attachment C to this policy.

I. Testing Procedures

1. Drug Testing

- a. Drug testing is conducted by analyzing a donor's urine specimen. Split urine samples will be collected in accordance with federal regulations. The donor will provide a urine sample at a designated collection site. The collection site personnel will then pour the sample into two sample bottles, labeled "primary" and "split," seal the specimen bottles, complete the chain of custody form, and prepare the specimen bottles for shipment to the testing laboratory for analysis. The specimen preparation shall be conducted in sight of the donor.
- b. If the donor is unable to provide the appropriate quantity of urine, the collection site person shall instruct the individual to drink up to forty (40) ounces of fluid distributed reasonably through a period of up to three (3) hours to attempt to provide a sample. If the individual is still unable to provide a complete sample, the test shall be discontinued and the school district notified. The DER shall refer the donor for a medical evaluation to determine if the donor's inability to provide a specimen is genuine or constitutes a refusal to test. For pre-employment testing, the school district may elect to not have a referral made, and revoke the employment offer.
- c. Drug test results are reported directly to the MRO by the testing laboratory. The MRO reports the results to the DER. If the results are negative, the school district is informed and no further action is necessary. If the test result is confirmed positive, adulterated, substituted, or invalid, the MRO shall give the donor an opportunity to discuss the test result. The MRO will contact the

donor directly, on a confidential basis, to determine whether the donor wishes to discuss the test result. The MRO shall notify each donor that the donor has seventy-two (72) hours from the time of notification in which to request a test of the split specimen at the donor's expense. No split specimen testing is done for an invalid result.

- d. If the donor requests an analysis of the split specimen within seventy-two (72) hours of having been informed of a confirmed positive test, the MRO shall direct, in writing, the laboratory to provide the split specimen to another Department of Health and Human Services – SAMHSA certified laboratory for analysis. If the donor has not contacted the MRO within seventy-two (72) hours, the donor may present the MRO information documenting that serious illness, injury, inability to contact the MRO, lack of actual notice of the confirmed positive test, or other circumstances unavoidably prevented the donor from timely making contact. If the MRO concludes that a legitimate explanation for the donor's failure to contact him/her within seventy-two (72) hours exists, the MRO shall direct the analysis of the split specimen. The MRO will review the confirmed positive test result to determine whether an acceptable medical reason for the positive result exists. The MRO shall confirm and report a positive test result to the DER and the employee when no legitimate medical reason for a positive test result as received from the testing laboratory exists.
- e. If, after making reasonable efforts and documenting those efforts, the MRO is unable to reach the donor directly, the MRO must contact the DER who will direct the donor to contact the MRO. If the DER is unable to contact the donor, the donor will be suspended from performing safety-sensitive functions.
- f. The MRO may confirm the test as a positive without having communicated directly with the donor about the test results under the following circumstances:
 - (1) The donor expressly declines the opportunity to discuss the test results;
 - (2) The donor has not contacted the MRO within seventy-two (72) hours of being instructed to do so by the DER; or
 - (3) The MRO and the DER, after making and documenting all reasonable efforts, have not been able to contact the donor within ten (10) days of the date the confirmed test result was received from the laboratory.

2. Alcohol Testing

- a. The federal alcohol testing regulations require testing to be administered by a BAT using an EBT or an STT using an ASD. EBTs and ASDs can be used for screening tests but only EBTs can be used for confirmation tests.
- b. Any test result less than 0.02 alcohol concentration is considered a “negative” test.
- c. If the donor is unable to provide sufficient saliva for an ASD, the DER will immediately arrange to use an EBT. If the donor attempts and fails to provide an adequate amount of breath, the school district will direct the donor to obtain a written evaluation from a licensed physician to determine if the donor’s inability to provide a breath sample is genuine or constitutes a refusal to test.
- d. If the screening test results show alcohol concentration of 0.02 or higher, a confirmatory test conducted on an EBT will be required to be performed between fifteen (15) and thirty (30) minutes after the completion of the screening test.
- e. Alcohol tests are reported directly to the DER.

J. Driver/Driver Applicant Rights

1. All drivers and driver applicants subject to the controlled substances testing provisions of this policy who receive a confirmed positive test result for the use of controlled substances have the right to request, at the driver’s or driver applicant’s expense, a confirming retest of the split urine sample. If the confirming retest is negative, no adverse action will be taken against the driver, and a driver applicant will be considered for employment.
2. The school district will not discharge a driver who, for the first time, receives a confirmed positive drug or alcohol test UNLESS:
 - a. The school district has first given the employee an opportunity to participate in, at the employee’s own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with the SAP; and
 - b. The employee refuses to participate in the recommended program, or fails to successfully complete the program as evidenced by withdrawal before its completion or by a positive test result on a

confirmatory test after completion of the program.

- c. This limitation on employee discharge does not bar discharge of an employee for reasons independent of the first confirmed positive test result.

K. Testing Laboratory

The testing laboratory for controlled substances will be Medtox Laboratories, Inc., 402 W. County Road D, West St. Paul, MN 55112, which is a laboratory certified by the Department of Health and Human Services – SAMHSA to perform controlled substances testing pursuant to federal regulations.

L. Confidentiality of Test Results

All alcohol and controlled substances test results and required records of the drug and alcohol testing program are considered confidential information under federal law and private data on individuals as that phrase is defined in [Minnesota Statutes, Chapter 13](#). Any information concerning the individual’s test results and records shall not be released without written permission of the individual, except as provided for by regulation or law.

M. Recordkeeping Requirements and Retention of Records

- 1. The school district shall keep and maintain records in accordance with the federal regulations in a secure location with controlled access.
- 2. The required records shall be retained for the following minimum periods:

Basic records 5 years

“Basic records” includes records of: (a) alcohol test results with concentration of 0.02 or greater; (b) verified positive drug test results; (c) refusals to submit to required tests (including substituted or adulterated drug test results); (d) SAP reports; (e) all follow-up tests and schedules for follow-up tests; (f) calibration documentation; (g) administration of the testing programs; and (h) each annual calendar year summary.

Information obtained from previous employers 3 years

~~Collection records~~ Alcohol and controlled substance collection procedures 2 years

Negative and cancelled ~~drug~~ controlled substance tests 1 year

Alcohol tests with less than 0.02 concentration 1 year

Education and training records indefinite

“Education and training records” must be maintained while the individuals perform the functions which require training and for the two (2) years after ceasing to perform those functions.

3. Personal Information

Personal information about all individuals who undergo any required testing under this policy will be shared with the U.S. DOT Drug & Alcohol Clearinghouse (“Clearinghouse”) as required under federal law, including:

- a. The name of the person tested;
- b. Any verified positive, adulterated, or substituted drug test result;
- c. Any alcohol confirmation test with a BAC concentration of 0.04 or higher;
- d. Any refusal to submit to any test required hereunder;
- e. Any report by a supervisor of actual knowledge of use as follows
 - i. Any on-duty alcohol use;
 - ii. Any pre-duty alcohol use;
 - iii. Any alcohol use following an accident; and
 - iv. Any controlled substance use.
- f. Any report from a substance abuse professional certifying successful completion of the return-to-work process;
- g. Any negative return-to-duty test; and
- h. Any employer’s report of completion of follow-up testing.

N. Training

The school district shall ensure all persons designated to supervise drivers receive training. The designated employees shall receive at least sixty (60) minutes of training on alcohol misuse and at least sixty (60) minutes of training on controlled substances use. The training shall include physical, behavioral, speech, and performance indicators of probable misuse of alcohol and use of controlled substances. The training will be used by the supervisors to make determinations of reasonable suspicion.

O. Consequences of Prohibited Conduct and Enforcement

1. Removal. The school district shall remove a driver who has engaged in prohibited conduct from safety-sensitive functions. A driver shall not be permitted to return to safety-sensitive functions until and unless the return-to-duty requirements of federal DOT regulations have been completed.

2. Referral, Evaluation, and Treatment
 - a. A driver or driver applicant who has engaged in prohibited conduct shall be provided a listing of SAPs readily available to the driver or applicant and acceptable to the school district.

 - b. If the school district offers a driver an opportunity to return to a DOT safety-sensitive duty following a violation, the driver must be evaluated by an SAP and the driver is required to successfully comply with the SAP's evaluation recommendations (education, treatment, follow-up evaluation(s), and/or ongoing services). The school district is not required to provide an SAP evaluation or any subsequent recommended education or treatment.

 - c. Drivers are responsible for payment for SAP evaluations and services unless a collective bargaining agreement or employee benefit plan provides otherwise.

 - d. Drivers who engage in prohibited conduct also are required to comply with follow-up testing requirements.

3. Disciplinary Action
 - a. Any driver who refuses to submit to post-accident, random, reasonable suspicion, or follow-up testing not only shall not perform or continue to perform safety-sensitive functions, but also may be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.

 - b. Drivers who test positive with verification of a confirmatory test or are otherwise found to be in violation of this policy or the federal regulations shall be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.

 - c. Nothing in this policy limits or restricts the right of the school district to discipline or discharge a driver for conduct which not only constitutes prohibited conduct under this policy but also violates the school district's other rules or policies.

P. Other Testing

The school district may request or require that drivers submit to drug and alcohol testing other than that required by federal law. For example, drivers may be requested or required to undergo drug and alcohol testing on an annual basis as part of a routine physical examination. Such additional testing of drivers will be conducted only in accordance with the provisions of this policy and as provided in Minnesota Statutes, sections §§ 181.950-181.957. For purposes of such additional, non-mandatory testing, drivers fall within the definition of “other employees” covered by Section IV. of this policy.

Q. Report to Clearinghouse

The school district shall promptly submit to the Clearinghouse any record generated of an individual who refuses to take an alcohol or controlled substance test required under Title 49, Code of Federal Regulations, tests positive for alcohol or a controlled substance in violation of federal regulations, or violates subpart B of Part 382 of Title 49, Code of Federal Regulations (or any subsequent corresponding regulations).

R. Annual Clearinghouse Query

1. The school district must conduct a query of the Clearinghouse record at least once per year for information for all employees subject to controlled substance and alcohol testing related to CMV operation to determine whether information exists in the Clearinghouse about those employees. In lieu of a full query, the school district may obtain the individual driver’s consent to conduct a limited query to satisfy the annual query requirement. The limited query will tell the employer whether there is information about the driver in the Clearinghouse but will not release that information to the employer. If the limited query shows that information exists in the Clearinghouse about the driver, the school district must conduct a full query within twenty-four (24) hours or must not allow the driver to continue to perform any safety-sensitive function until the employee conducts the full query and the results confirm the driver’s Clearinghouse record contains no prohibitions showing the driver has a verified positive, adulterated or substitute controlled substance test, no alcohol confirmation test with a concentration of 0.04 or higher, refuses to submit to a test, or was reported to have used alcohol on duty, before duty, following an accident or otherwise used a controlled substance in violation of the regulations except where the driver completed the SAP evaluation, referral and education/treatment process as required by the regulations. The school district shall comply with the query requirements set forth in 49 Code of Federal Regulations 382.701.
2. The school district may not access an individual’s Clearinghouse record unless the school district (1) obtains the individual’s prior written or

electronic consent for access to the record; and (2) submits proof of the individual's consent to the Clearinghouse. The school district must retain the consent for three (3) years from the date of the last query. The school district shall retain for three (3) years a record of each request for records from the Clearinghouse and the information received pursuant to the request.

3. The school district shall protect the individual's privacy and confidentiality of each Clearinghouse record it receives. The school district shall ensure that information contained in a Clearinghouse record is not divulged to a person or entity not directly involved in assessing and evaluating whether a prohibition applies with respect to the individual to operate a CMV for the school district.
4. The school district may use an individual's Clearinghouse record only to assess and evaluate whether a prohibition applies with respect to the individual to operate a CMV for the school district.

IV. DRUG AND ALCOHOL TESTING FOR OTHER EMPLOYEES

The school district may request or require drug and alcohol testing for other school district personnel, i.e., employees who are not school bus drivers, or job applicants for such positions. The school district does not have a legal duty to request or require any employee or job applicant to undergo drug and alcohol testing as authorized in this policy, except for school bus drivers and other drivers of CMVs who are subject to federally mandated testing. (See Section III. of this policy.) If a school bus driver is requested or required to submit to drug or alcohol testing beyond that mandated by federal law, the provisions of Section IV. of this policy will be applicable to such testing.

A. Circumstances Under Which Drug or Alcohol Testing May Be Requested or Required:

1. General Limitations

- a. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, unless the testing is done pursuant to this drug and alcohol testing policy; and is conducted by a testing laboratory ~~which participates in one of the programs~~ that meets one of the criteria listed in Minnesota Statutes, section § 181.953, subdivision 1.
- b. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing on an arbitrary and capricious basis.

2. Job Applicant Testing

The school district may request or require any job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing, provided a job offer has been made to the applicant and the same test is requested or required of all job applicants conditionally offered employment for that position. If a job applicant has received a job offer which is contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the event the job offer is subsequently withdrawn, the school district shall notify the job applicant of the reason for its action.

3. Random Testing

The school district may request or require employees to undergo drug and alcohol testing on a random selection basis only if they are employed in safety-sensitive positions.

4. Reasonable Suspicion Testing

The school district may request or require any employee to undergo drug and alcohol testing if the school district has a reasonable suspicion that the employee:

- a. is under the influence of drugs or alcohol;
- b. has violated the school district's written work rules prohibiting the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on the school district's premises or operating the school district's vehicles, machinery, or equipment;
- c. has sustained a personal injury, as that term is defined in Minnesota Statutes, section § 176.011, subdivision 16, or has caused another employee to sustain a personal injury; or
- d. has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

5. Treatment Program Testing

The school district may request or require any employee to undergo drug and alcohol testing if the employee has been referred by the school district

for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan, in which case the employee may be requested or required to undergo drug and alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two (2) years following completion of any prescribed chemical dependency treatment program.

6. Routine Physical Examination Testing

The school district may request or require any employee to undergo drug and alcohol testing as part of a routine physical examination provided the drug or alcohol test is requested or required no more than once annually and the employee has been given at least two weeks' written notice that a drug or alcohol test may be requested or required as part of the physical examination.

B. No Legal Duty to Test

The school district does not have a legal duty to request or require any employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing.

C. Definitions

1. "Drug" means a controlled substance as defined in Minnesota Statutes, including medical cannabis, regardless of enrollment in the state registry program.
2. "Drug and Alcohol Testing," "Drug or Alcohol Testing," and "Drug or Alcohol Test" mean analysis of a body component sample ~~according to the standards established under one of the programs~~ by a testing laboratory that meets one of the criteria listed in Minnesota Statutes, section § 181.953, subdivision 1, for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested.
3. "Other Employees" means any persons, independent contractors, or persons working for an independent contractor who perform services for the school district for compensation, either full time or part time, in whatever form, except for persons whose positions require a commercial driver's license, and includes both professional and nonprofessional personnel. Persons whose positions require a commercial driver's license are primarily governed by the provisions of the school district's drug and alcohol testing policy relating to school bus drivers (Section III.). To the extent that the drug and alcohol testing of persons whose positions require a commercial driver's license is not mandated by federal law and regulations, such testing shall be governed by Section IV. of this policy and the drivers shall fall within this definition of "other employees."

4. “Job Applicant” means a person, independent contractor, or person working for an independent contractor who applies to become an employee of the school district in a position that does not require a commercial driver’s license, and includes a person who has received a job offer made contingent on the person’s passing drug or alcohol testing. Job applicants for positions requiring a commercial driver’s license are governed by the provisions of the school district’s drug and alcohol testing policy relating to school bus drivers (Section III.).
5. “Positive test result” means a finding of the presence of drugs, alcohol, or their metabolites in the sample tested in levels at or above the threshold detection levels contained in the standards of one of the programs listed in Minnesota Statutes, section § 181.953, subdivision 1.
6. “Random Selection Basis” means a mechanism for selection of employees that:
 - a. results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected; and
 - b. does not give the school district discretion to waive the selection of any employee selected under the mechanism.
7. “Reasonable Suspicion” means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.
8. “Safety-Sensitive Position” means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.

D. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing and Consequences of Such Refusal

1. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing

Any employee or job applicant whose position does not require a commercial driver’s license has the right to refuse drug and alcohol testing subject to the provisions contained in Paragraphs 2. and 3. of this Section IV.D.

2. Consequences of an Employee’s Refusal to Undergo Drug and Alcohol Testing

Any employee in a position that does not require a commercial driver’s license who refuses to undergo drug and alcohol testing in the

circumstances set out in the Random Testing, Reasonable Suspicion Testing, and Treatment Program Testing provisions of this policy may be subject to disciplinary action, up to and including immediate discharge.

3. Consequences of a Job Applicant's Refusal to Undergo Drug and Alcohol Testing

Any job applicant for a position which does not require a commercial driver's license who refuses to undergo drug and alcohol testing pursuant to the Job Applicant Testing provision of this policy shall not be employed.

E. Reliability and Fairness Safeguards

1. Pretest Notice

Before requesting an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, the school district shall provide the employee or job applicant with a Pretest Notice in the form of Attachment D to this policy on which to acknowledge that the employee or job applicant has received the school district's drug and alcohol testing policy.

2. Notice of Test Results

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing an employee or job applicant who has undergone drug or alcohol testing of a negative test result on an initial screening test or of a negative or positive test result on a confirmatory test.

3. Notice of and Right to Test Result Report

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing, an employee or job applicant who has undergone drug or alcohol testing of the employee or job applicant's right to request and receive from the school district a copy of the test result report on any drug or alcohol test.

4. Notice of and Right to Explain Positive Test Result

a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide ~~him or her~~ the **individual** with notice of the test results and, at the same time, written notice of the right to explain the results and to submit additional information.

- b. The school district may request that the employee or job applicant indicate any over-the-counter or prescription medication that the individual is currently taking or has recently taken and any other information relevant to the reliability of, or explanation for, a positive test result.
- c. The employee may present verification of enrollment in the medical cannabis patient registry as part of the employee's explanation.
- d. Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if an employee claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.
- e. Within three (3) working days after notice of a positive test result on a confirmatory test, an employee or job applicant may submit information (in addition to any information already submitted) to the school district to explain that result.

5. Notice of and Right to Request Confirmatory Retests

- a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide ~~him or her~~ the individual with notice of the test results and, at the same time, written notice of the right to request a confirmatory retest of the original sample at his or her expense.
- b. An employee or job applicant may request a confirmatory retest of the original sample at his or her own expense after notice of a positive test result on a confirmatory test. Within five (5) working days after notice of the confirmatory test result, the employee or job applicant shall notify the school district in writing of his or her intention to obtain a confirmatory retest. Within three (3) working days after receipt of the notice, the school district shall notify the original testing laboratory that the employee or job applicant has requested the laboratory to conduct the confirmatory retest or to transfer the sample to another laboratory licensed under Minnesota Statutes, section § 181.953, subdivision 1 to conduct the confirmatory retest. The original testing laboratory shall ensure that appropriate chain-of-custody procedures are followed during transfer of the sample to the other laboratory. The confirmatory retest must use the same drug or alcohol threshold detection levels as used in the original confirmatory test. If the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test may be

taken against the employee or job applicant.

6. If an employee or job applicant has a positive test result on a confirmatory test, the school district, at the time of providing notice of the test results, shall also provide written notice to inform ~~him or her~~ the individual of other rights provided under Sections F. or G., below, whichever is applicable.

Attachments E and F to this policy provide the Notices described in Paragraphs 2. through 6. of this Section E.

F. Discharge and Discipline of Employees Whose Positions Do Not Require a Commercial Driver's License

1. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of a positive test result from an initial screening test that has not been verified by a confirmatory test.
2. In the case of a positive test result on a confirmatory test, the employee shall be subject to discipline which includes, but is not limited to, immediate suspension without pay and immediate discharge, pursuant to the provisions of this policy.
3. The school district may not discharge an employee for whom a positive test result on a confirmatory test was the first such result for the employee on a drug or alcohol test requested by the school district, unless the following conditions have been met:
 - a. The school district has first given the employee an opportunity to participate in, at the employee's own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with a certified chemical abuse counselor or a physician trained in the diagnosis and treatment of chemical dependency; and
 - b. The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a positive test result on a confirmatory test after completion of the program.
4. Notwithstanding Paragraph 1., the school district may temporarily suspend the tested employee or transfer that employee to another position at the same rate of pay pending the outcome of the confirmatory test and, if requested, the confirmatory retest, provided the school district believes

that it is reasonably necessary to protect the health or safety of the employee, co-employees or the public. An employee who has been suspended without pay must be reinstated with back pay if the outcome of the confirmatory test or requested confirmatory retest is negative.

5. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of medical history information or the employee's status as a patient enrolled in the medical cannabis registry program revealed to the school district, unless the employee was under an affirmative duty to provide the information before, upon, or after hire, or failing to do so would violate federal law or regulations or cause the school district to lose money or licensing-related benefit under federal law or regulations.
6. The school district may not discriminate against any employee in termination, discharge, or any term of condition of employment or otherwise penalize an employee based upon an employee registered patient's positive drug test for cannabis components or metabolites, unless the employee used, possessed, or was impaired by medical cannabis on school district property during the hours of employment.
7. An employee must be given access to information in ~~his or her~~ the **individual's** personnel file relating to positive test result reports and other information acquired in the drug and alcohol testing process and conclusions drawn from and actions taken based on the reports or other acquired information.

G. Withdrawal of Job Offer for an Applicant for a Position That Does Not Require a Commercial Driver's License

If a job applicant has received a job offer made contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the case of a positive test result on a confirmatory test, the school district may withdraw the job offer.

H. Chain-of-Custody Procedures

The school district has established its own reliable chain-of-custody procedures to ensure proper record keeping, handling, labeling, and identification of the samples to be tested. The procedures require the following:

1. Possession of a sample must be traceable to the employee from whom the sample is collected, from the time the sample is collected through the time the sample is delivered to the laboratory;
2. The sample must always be in the possession of, must always be in view

of, or must be placed in a secure area by a person authorized to handle the sample;

3. A sample must be accompanied by a written chain-of-custody record; and
4. Individuals relinquishing or accepting possession of the sample must record the time the possession of the sample was transferred and must sign and date the chain-of-custody record at the time of transfer.

I. Privacy, Confidentiality and Privilege Safeguards

1. Privacy Limitations

A laboratory may only disclose to the school district test result data regarding the presence or absence of drugs, alcohol or their metabolites in a sample tested.

2. Confidentiality Limitations

With respect to employees and job applicants, test result reports and other information acquired in the drug or alcohol testing process are private data on individuals as that phrase is defined in Minnesota Statutes Chapter 13, and may not be disclosed by the school district or laboratory to another employer or to a third-party individual, governmental agency, or private organization without the written consent of the employee or job applicant tested.

3. Exceptions to Privacy and Confidentiality Disclosure Limitations

Notwithstanding Paragraphs 1. and 2., evidence of a positive test result on a confirmatory test may be: (1) used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing under Minnesota Statutes Chapter 43A or other applicable state or local law, or a judicial proceeding, provided that information is relevant to the hearing or proceeding; (2) disclosed to any federal agency or other unit of the United States government as required under federal law, regulation or order, or in accordance with compliance requirements of a federal government contract; and (3) disclosed to a substance abuse treatment facility for the purpose of evaluation or treatment of the employee.

4. Privilege

Positive test results from the school district drug or alcohol testing program may not be used as evidence in a criminal action against the employee or job applicant tested.

J. Notice of Testing Policy to Affected Employees

The school district shall provide written notice of this drug and alcohol testing policy to all affected employees upon adoption of the policy, to a previously non-affected employee upon transfer to an affected position under the policy, and to a job applicant upon hire and before any testing of the applicant if the job offer is made contingent on the applicant's passing drug and alcohol testing. Affected employees and applicants will acknowledge receipt of this written notice in the form of Attachment G to this policy.

V. POSTING

The school district shall post notice in an appropriate and conspicuous location on its premises that it has adopted a drug and alcohol testing policy and that copies of the policy are available for inspection during regular business hours by its employees or job applicants in its personnel office or other suitable locations.

- Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 43A (State Personnel Management)
Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.22 (**Definitions**; Medical Cannabis)
Minn. Stat. § 152.23 (**Limitations**; Medical Cannabis)
Minn. Stat. § 152.32 (Protections for Registry Program Participation)
Minn. Stat. § 176.011, subd. 16 (Definitions; Personal Injury)
Minn. Stat. §§ 181.950-181.957 (Drug and Alcohol Testing in the Workplace)
Minn. Stat. § 221.031 (Motor Carrier Rules)
49 U.S.C. § 31306 (Omnibus Transportation Employee Testing Act of 1991)
49 U.S.C. 31306a (National Clearinghouse for Controlled Substance and Alcohol Test Results of Commercial Motor Vehicle Operators)
49 U.S.C. § 521(b) (Civil and Criminal Penalties for Violations)
49 C.F.R. Parts 40 and 382 (Department of Transportation Rules Implementing Omnibus Transportation Employee Testing Act of 1991)
- Cross-References:** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 406 (Public and Private Personnel Data)
Policy 417 (Chemical Use and Abuse)
Policy 418 (Drug-Free Workplace/Drug-Free School)

Adopted: 07/13/2004

Breckenridge ISD 846 Policy 418

Orig. 1995

Revised: ~~01/25/2016~~ 11/??/2022

Rev. ~~2015~~ 2022

418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, **nonintoxicating cannabinoids (including edible cannabinoid products)**, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of **alcohol, ~~controlled substances,~~** toxic substances, medical cannabis, **nonintoxicating cannabinoids (including edible cannabinoid products)**, and ~~alcohol~~ **controlled substances** before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, ~~controlled substances, or~~ medical cannabis, **nonintoxicating cannabinoids (including edible cannabinoid products)**, or **controlled substances** in any school location.
- 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 member of the public who violates this policy.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, containing more than one-half of one percent alcohol by volume. ~~malt beverage, fortified wine, or other intoxicating liquor.~~
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 ~~U.S.C. §~~ **United States Code section** 812, including analogues and look-alike drugs.
- C. **"Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with**

food ingredients, and is not a drug.

- D. “Nonintoxicating cannabinoid” means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.
- E. “Medical cannabis” means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; ~~or~~ (4) combustion with use of dried raw cannabis; or (5) any other method, ~~excluding smoking~~, approved by the commissioner.
- F. “Possess” means to have on one’s person, in one’s effects, or in an area subject to one’s control.
- G. “School location” includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.
- H. “Toxic substances” includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the commissioner of health. ~~or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.~~
- I. “Use” includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids (including edible cannabinoid products), and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when a person brings onto a school location, for such person’s own use, a controlled substance, except medical

cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.

- B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minnesota Statutes, section § 624.701, subdivision 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.
- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, electronic cigarettes, and nonintoxicating cannabinoids (including edible cannabinoid products),
2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service. which may be provide by school based mental health services providers; and/or referral to law enforcement officials when appropriate.
3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.
- ~~2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.~~

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.
2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.
3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any

employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References: Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
~~Minn. Stat. § 121A.40-§ 121A.56 (Pupil Fair Dismissal Act)~~
~~Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)~~
Minn. Stat. § 152.22, *subd. 6* (Definitions; Medical Cannabis)
Minn. Stat. § 152.23 (Limitations; Medical Cannabis)
~~Minn. Stat. § 340A.101 (Definitions; Alcoholic Beverage)~~
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)
Minn. Stat. § 609.684 (~~Sale of Toxic Substances to Children~~; Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)
~~20 U.S.C. § 7101-7165 (Safe and Drug-Free Schools and Communities Act)~~ Student Support and Academic Enrichment Grants)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)
34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)

Cross References: Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Policy 416 (Drug and Alcohol Testing)
Policy 417 (Chemical Use and Abuse)
~~Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)~~
Policy 506 (Student Discipline)
Policy 516 (Student Medication)

MINNESOTA STATUTES 2021
§121A.24 SEIZURE TRAINING AND ACTION PLAN

Subdivision 1. Seizure action plan.

(a) For purposes of this section, "seizure action plan" means a written individualized health plan designed to acknowledge and prepare for the health care needs of a student with a seizure disorder diagnosed by the student's treating licensed health care provider.

(b) The requirements of this subdivision apply to a school district or charter school where an enrolled student's parent or guardian has notified the school district or charter school that the student has a diagnosed seizure disorder and has seizure rescue medication or medication prescribed by the student's licensed health care provider to treat seizure disorder symptoms approved by the United States Food and Drug Administration. The parent or guardian of a student with a diagnosed seizure disorder must collaborate with school personnel to implement the seizure action plan.

(c) A seizure action plan must:

(1) identify a school nurse or a designated individual at each school site who is on duty during the regular school day and can administer or assist with the administration of seizure rescue medication or medication prescribed to treat seizure disorder symptoms approved by the United States Food and Drug Administration;

(2) require training on seizure medications for an employee identified under clause (1), recognition of signs and symptoms of seizures, and appropriate steps to respond to seizures;

(3) be provided to the person identified under clause (1); and

(4) be filed in the office of the school principal or licensed school nurse or, in the absence of a licensed school nurse, a professional nurse or designated individual.

(d) A school district or charter school employee or volunteer responsible for the supervision or care of a student with a diagnosed seizure disorder must be given notice and a copy of the seizure action plan, the name or position of the employee identified under paragraph (c), clause (1), and the method by which the trained school employee may be contacted in an emergency.

Subd. 2. Training requirements.

A school district or charter school must provide all licensed school nurses or, in the absence of a licensed school nurse, a professional nurse or designated individual, and other school staff working with students with self-study materials on seizure disorder signs, symptoms, medications, and appropriate responses.

BRECKENRIDGE PUBLIC SCHOOLS

ISD # 846

SEIZURE TRAINING & ACTION PLAN

In accordance with MN §121A.24, Breckenridge Public Schools will:

- (1) provide training via self-study materials (Appendix A) to designated individuals in both the elementary and high school offices (training materials will provide information on seizure disorder signs, symptoms, medications, and appropriate responses);
- (2) work with parents/guardians of students who have a diagnosed seizure disorder to gain understanding of past seizures (Appendix B) and implement a student-specific Seizure Action Plan (Appendix C);
- (3) provide teachers and staff with first aid information on what to do in the event of a seizure (Appendix D).

APPENDIX A: Self-Study Materials for Designated School Staff

Epilepsy

Epilepsy is a common disorder of the brain that causes recurring seizures. Epilepsy affects people of all ages, but children and older adults are more likely to have epilepsy. Seizures are the main sign of epilepsy and most people can control this with treatment. Some seizures can look like staring spells while other seizures can cause a person to collapse, stiffen or shake, and become unaware of what's going on around them. Many times the cause is unknown.

Picture a school with 1,000 students—that means about 6 students would have epilepsy.² For many children, epilepsy is easily controlled with medication and they can do what all the other kids can do, and perform as well academically. For others, it can be more challenging.

Compared with students with other health concerns, a CDC study shows that students aged 6–17 years with epilepsy were more likely to miss 11 or more days of school in the past year.³ Also, students with epilepsy were more likely to have difficulties in school, use special education services, and have activity limitations such as less participation in sports or clubs compared with students with other medical conditions.

More information, including free on-demand trainings can be accessed via the Epilepsy Foundation website: <https://learn.epilepsy.com/>

REFERENCES

<https://www.cdc.gov/healthyschools/npao/epilepsy.htm>

Managing Epilepsy at School

Visit the [CDC Seizure First Aid website](#) for information on how to help someone during or after a seizure.

Managing epilepsy while at school may involve:

- Educating the school nurse, teachers, staff, and students about epilepsy and its treatment, seizure first aid, and possible stigma associated with epilepsy.
- Following the seizure action plan and administering first aid (including the use of rescue medications).
- Understanding the importance of medication adherence and supporting students who take daily medications.
- Helping students avoid seizure triggers, such as flashing lights, or other triggers identified in the seizure action plan.
- Monitoring and addressing any related medical conditions, including mental health concerns such as depression.
- Providing case management services for students whose medical condition disrupts their school attendance or academic performance.
- Referring students with uncontrolled seizures to medical services within the community or to the [Epilepsy Foundation](#) for more information.
- Understanding the laws related to disability, medical conditions, and special education to ensure that children with epilepsy are able to access the free and appropriate education afforded to them under the law.
- Monitoring student behavior to prevent bullying of students with epilepsy.

What is a Seizure Action Plan?

A Seizure Action Plan contains the essential information school staff may need to know in order to help a student who has seizures. It includes information on first aid, parent and health care provider contacts, and medications specifically for that child. Seizure Action Plans are an important tool that help parents and schools partner to keep children safe and healthy during the school day.

APPENDIX B: Parent Questionnaire



**EPILEPSY
FOUNDATION**

Questionnaire for Parent of a Student with Seizures

Please complete all questions. This information is essential for the school nurse and school staff in determining your child's special needs and providing a positive and supportive learning environment. If you have any questions about how to complete this form, please contact your child's school nurse.

Contact Information

Student's Name	School Year	Date of Birth	
School	Grade	Classroom	
Parent/Guardian	Phone	Work	Cell
Parent/Guardian Email			
Other Emergency Contact	Phone	Work	Cell
Child's Neurologist	Phone	Location	
Child's Primary Care Doctor	Phone	Location	
Significant Medical History or Conditions			

Seizure Information

1. When was your child diagnosed with seizures or epilepsy? _____

2. Seizure type(s) _____

Seizure Type	Length	Frequency	Description

3. What might trigger a seizure in your child? _____

4. Are there any warnings and/or behavior changes before the seizure occurs? YES NO
If YES, please explain: _____

5. When was your child's last seizure? _____

6. Has there been any recent change in your child's seizure patterns? YES NO
If YES, please explain: _____

7. How does your child react after a seizure is over? _____

8. How do other illnesses affect your child's seizure control? _____

Basic First Aid: Care & Comfort

9. What basic first aid procedures should be taken when your child has a seizure in school?

10. Will your child need to leave the classroom after a seizure? YES NO
If YES, what process would you recommend for returning your child to classroom: _____

Basic Seizure First Aid

- Stay calm & track time
 - Keep child safe
 - Do not restrain
 - Do not put anything in mouth
 - Stay with child until fully conscious
 - Record seizure in log
- For tonic-clonic seizure:**
- Protect head
 - Keep airway open/watch breathing
 - Turn child on side

Seizure Emergencies

11. Please describe what constitutes an emergency for your child? (Answer may require consultation with treating physician and school nurse.) _____
12. Has child ever been hospitalized for continuous seizures? YES NO
If YES, please explain: _____

A seizure is generally considered an emergency when:

- Convulsive (tonic-clonic) seizure lasts longer than 5 minutes
- Student has repeated seizures without regaining consciousness
- Student is injured or has diabetes
- Student has a first-time seizure
- Student has breathing difficulties
- Student has a seizure in water

Seizure Medication and Treatment Information

13. What medication(s) does your child take?

Medication	Date Started	Dosage	Frequency and Time of Day Taken	Possible Side Effects

14. What emergency/rescue medications are prescribed for your child?

Medication	Dosage	Administration Instructions (timing* & method**)	What to Do After Administration

* After 2nd or 3rd seizure, for cluster of seizure, etc. ** Orally, under tongue, rectally, etc.

15. What medication(s) will your child need to take during school hours? _____
16. Should any of these medications be administered in a special way? YES NO
If YES, please explain: _____
17. Should any particular reaction be watched for? YES NO
If YES, please explain: _____
18. What should be done when your child misses a dose? _____
19. Should the school have backup medication available to give your child for missed dose? YES NO
20. Do you wish to be called before backup medication is given for a missed dose? YES NO
21. Does your child have a Vagus Nerve Stimulator? YES NO
If YES, please describe instructions for appropriate magnet use: _____

Special Considerations & Precautions

22. Check all that apply and describe any consideration or precautions that should be taken:

- | | |
|---|--|
| <input type="checkbox"/> General health _____ | <input type="checkbox"/> Physical education (gym/sports) _____ |
| <input type="checkbox"/> Physical functioning _____ | <input type="checkbox"/> Recess _____ |
| <input type="checkbox"/> Learning _____ | <input type="checkbox"/> Field trips _____ |
| <input type="checkbox"/> Behavior _____ | <input type="checkbox"/> Bus transportation _____ |
| <input type="checkbox"/> Mood/coping _____ | <input type="checkbox"/> Other _____ |

General Communication Issues

23. What is the best way for us to communicate with you about your child's seizure(s)? _____
24. Can this information be shared with classroom teacher(s) and other appropriate school personnel? YES NO

Parent/Guardian Signature _____ Date _____

Dates _____
Updated _____

DPC771

Seizure Action Plan *continued*

Care after seizure

What type of help is needed? (describe) _____

When is student able to resume usual activity? _____

Special instructions

First Responders: _____

Emergency Department: _____

Daily seizure medicine

Medicine Name	Total Daily Amount	Amount of Tab/Liquid	How Taken (time of each dose and how much)

Other information

Triggers: _____

Important Medical History _____

Allergies _____

Epilepsy Surgery (type, date, side effects) _____

Device: VNS RNS DBS Date Implanted _____

Diet Therapy Ketogenic Low Glycemic Modified Atkins Other (describe) _____

Special Instructions: _____

Health care contacts

Epilepsy Provider: _____ Phone: _____

Primary Care: _____ Phone: _____

Preferred Hospital: _____ Phone: _____

Pharmacy: _____ Phone: _____

My signature _____ Date _____

Provider signature _____ Date _____

Epilepsy.com

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Revised 01/2020 130SRP/PAB1216



APPENDIX D: Seizure-Related First Aid Information for School Staff

Seizure First Aid

How to help someone having a seizure

1

STAY with the person until they are awake and alert after the seizure.

- ✓ **Time** the seizure
- ✓ Remain **calm**
- ✓ Check for **medical ID**



2

Keep the person **SAFE**.

- ✓ Move or guide away from **harm**



3

Turn the person onto their **SIDE** if they are not awake and aware.

- ✓ Keep **airway clear**
- ✓ **Loosen tight clothes** around neck
- ✓ Put **something small and soft** under the head



Call **911** if...

- ▶ Seizure lasts longer than 5 minutes
- ▶ Person does not return to their usual state
- ▶ Person is injured, pregnant, or sick
- ▶ Repeated seizures
- ▶ First time seizure
- ▶ Difficulty breathing
- ▶ Seizure occurs in water

Do **NOT**

- ✗ Do **NOT** restrain.
- ✗ Do **NOT** put any objects in their mouth.
- ✓ **Rescue medicines can be given** if prescribed by a health care professional

Learn more: epilepsy.com/firstaid