



**Board of Education
Big Lake School District #727
Regular Meeting**

Mission Statement

Our mission is to challenge, educate, & inspire all students to reach their highest level of achievement in academics, athletics, & the arts.

**Thursday, September 22, 2022
6:30 PM
Middle School Student Center
601 Minnesota Ave
Big Lake, MN 55309**

I. Call to Order	
Chair, Tonya Reasoner	
II. Roll Call	
Chair, Tonya Reasoner	
III. Approve Agenda	
Chair, Tonya Reasoner	
IV. Pledge of Allegiance	
Chair, Tonya Reasoner	
V. Open Forum	3
Chair, Tonya Reasoner	
VI. Consent Agenda	
Chair, Tonya Reasoner	
A. Previous Minutes	
Minutes from the August 25, 2022 Regular Board Meeting	
B. Claims and Accounts	4
Claims and Accounts for the month of September	
C. Credit Card Report	30
D. Personnel	37
E. Authorized Signer	
Remove David Bernard and add Minda Anderson as authorized signer on petty cash account.	
F. Approve Transportation Contract Addendum	38
VII. Donations	39
Chair, Tonya Reasoner	
VIII. Financial Report (<i>C. Strong Financial Foundation</i>)	40
Director of Business Services, Angie Manuel	
August report will be presented.	
IX. Approve Preliminary Pay 2023 Levy Certification (<i>C. Strong Financial Foundation</i>)	53
Director of Business Services, Angie Manuel	
X. District Goals (<i>F. Expand and Strengthen Public Support</i>)	93
Assistant Superintendent of Teaching and Learning, Minda Anderson	
XI. First Reading of Policies (<i>B. Accountability for Student Success</i>)	119
Superintendent, Tim Truebenbach	
208 Development of Policies; 209 Code of Ethics; 210 Conflict of Interest; 409 Employee Publications, Instructional Materials, Inventions, and Creations; 416 Drug and Alcohol Testing; 418 Drug Free Workplace/School; 421 Gifts to Employees and School Board Members; 427 Workload Limits for Certain Special Education Teachers; 515 Protection and Privacy of Pupil Records; 524 Internet Acceptable Use and Safety Policy; 524A Internet Use Agreement; 601 School District Curriculum; 903 Visitors to School District Buildings and Sites	
XII. Second Reading of Policies (<i>B. Accountability for Student Success</i>)	207
Superintendent, Tim Truebenbach	
407 Employee Right to Know Exposure to Hazardous Substances; 422 Policies Incorporated by	

Reference; 424 License Status

XIII. Committee Updates (*F. Expand and Strengthen Public Support*)

A. Finance Committee

Treasurer, Amber Sixberry

B. Policy Committee

Chair, Tonya Reasoner

C. Buildings and Grounds Committee

Board Member, Lenette Brown

XIV. Student Representative Introduction/Report (*F. Expand and Strengthen Public Support*)

Student Representative, Grace John

XV. Superintendent Report (*F. Expand and Strengthen Public Support*)

Superintendent, Tim Truebenbach

XVI. Announce Closed Session for Negotiation Strategy

Chair, Tonya Reasoner

XVII. Adjournment

Chair, Tonya Reasoner

Strategic Plan Focus Areas

Student Support

Staff Support

Family & Community Engagement



OPEN FORUM

An open forum is scheduled during the beginning of each regular School Board meeting to allow district residents the opportunity to address the Board.

If you would like to address the Board, please fill out a slip with your name and address, and provide to the Chair prior to the meeting start time.

The guidelines for open forum are as follows:

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1. Speakers must state their name
2. Each speaker will be provided three minutes
3. No action can be taken unless the matter addressed is formally on the agenda
4. Speaker will not make negative comments regarding any employee of the District
5. The Board Chair can end the Open Forum at any time
6. Please note that data privacy laws do not allow for any matters concerning individual employees or students to be discussed

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/30/2022 - 9/30/2022

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	102070	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	08/29/2022	\$471.00	149385	E 01 005 760 000 720 361	21/22 NON-PUBLIC TRANSPORTATION (I	
Check Total:							\$471.00				
001	102071	CH	1	01395	ELK RIVER ISD #728	09/06/2022	\$767.58	149386	E 01 110 216 000 401 303	TITLE 1 SERVICES	
Check Total:							\$767.58				
001	102072	CH	1	03321	INTERMEDIATE DIST 287	09/06/2022	\$1,351.50	149387	E 01 998 211 000 000 390	21/22 CARE AND TREATMENT FINAL	
001	102072	CH	1	03321	INTERMEDIATE DIST 287	09/06/2022	\$243.80	149387	E 01 998 208 000 000 390	21/22 CARE AND TREATMENT FINAL	
Check Total:							\$1,595.30				
001	102073	CH	1	10449	AMAZING ATHLETES OF CENTRAL MN	09/06/2022	\$572.00	149389	E 04 500 560 090 321 305	AMAZING ATHLETES CLASS	
001	102073	CH	1	10449	AMAZING ATHLETES OF CENTRAL MN	09/06/2022	\$308.00	149389	E 04 500 560 000 321 305	AMAZING ATHLETES CLASS	
Check Total:							\$880.00				
001	102074	CH	1	04874	AMAZON CAPITAL SERVICES	09/06/2022	\$8.54	149390	E 01 300 260 000 000 430	Fiskars 199710-1007, left handed student k	
001	102074	CH	1	04874	AMAZON CAPITAL SERVICES	09/06/2022	\$36.95	149390	E 01 300 260 000 000 430	EAI-80 Education CalcPal basic solar calcu	
001	102074	CH	1	04874	AMAZON CAPITAL SERVICES	09/06/2022	\$12.99	149390	E 01 300 260 000 000 430	Friends 48 pack metal pencil sharpeners h	
Check Total:							\$58.48				
001	102075	CH	1	07085	ANOKA TECHNICAL COLLEGE	09/06/2022	\$500.00	149399	E 01 300 960 000 340 898	21/22 SCHOLARSHIP (ROSE FRADELLA)	
Check Total:							\$500.00				
001	102076	CH	1	08379	APPLE INC.	09/06/2022	\$32,340.00	149391	E 05 005 630 000 795 466	10.2-inch iPad Wi-Fi 64GB - Space Gray (F	
Check Total:							\$32,340.00				
001	102077	CH	1	01035	cmERDC	09/06/2022	\$12.40	149392	E 01 110 203 000 000 401	White Tag Board, 9 x 12, 125#, 100 Shts/PI	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$17.94	149393	E 01 110 203 000 000 401	Red Liquid Tempera, CRAYOLA, 32 oz. Pre	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$17.94	149393	E 01 110 203 000 000 401	Green Liquid Tempera, CRAYOLA, 32 oz. F	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$11.96	149393	E 01 110 203 000 000 401	Brown Liquid Tempera, CRAYOLA, 32 oz. F	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$17.94	149393	E 01 110 203 000 000 401	Violet Liquid Tempera, Crayola, 32 oz. Prer	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$17.94	149393	E 01 110 203 000 000 401	Orange Liquid Tempera, CRAYOLA, 32 oz.	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$13.72	149393	E 01 110 203 000 000 401	Craft Sticks, Large Tongue Depressor, Size	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$11.72	149393	E 01 110 203 000 000 401	Craft Sticks, Economy Grade, 1000/Bx, PE	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$1,013.70	149394	E 01 110 203 000 000 401	Laminating Film, 25"x 500' 1.5 mil. 1" inch c	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$105.00	149394	E 01 110 203 000 000 401	Book Tape, 2 in., 3M #845-200	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$107.70	149394	E 01 110 203 000 000 401	Blue Paper, 20#, 8 1/2 x 11, 10 RMS/CS, X	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$33.40	149394	E 01 110 203 000 000 401	Coverstock, 65#, 8 1/2 x 11, Bright White Fir	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$6.68	149394	E 01 110 203 000 000 401	SHOCKING PINK Construction Paper, 9 X	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$6.68	149394	E 01 110 203 000 000 401	VIOLET Construction Paper, 9 X 12, 50 SH	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$6.60	149394	E 01 110 203 000 000 401	BLUE Construction Paper, 9 X 12, 50 SHEI	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$7.68	149394	E 01 110 203 000 000 401	TURQUOISE Construction Paper, 9 X 12, 5	

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001	102077	CH	1	01035	cmERDC	09/06/2022	\$7.16	149394	E 01 110 203 000 000 401	FESTIVE GREEN Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$7.36	149394	E 01 110 203 000 000 401	BRILLIANT LIME Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$37.44	149394	E 01 110 203 000 000 401	WHITE Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$7.40	149394	E 01 110 203 000 000 401	SLATE Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$6.28	149394	E 01 110 203 000 000 401	WARM BROWN Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$6.72	149394	E 01 110 203 000 000 401	HOLIDAY RED Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$38.40	149394	E 01 110 203 000 000 401	BLACK Construction Paper, 9 X 12, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$3.05	149394	E 01 110 203 000 000 401	VIOLET Construction Paper, 12X18 50 sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$11.84	149394	E 01 110 203 000 000 401	BLUE Construction Paper, 12X18 50 sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$3.67	149394	E 01 110 203 000 000 401	TURQUOISE Construction Paper, 12X18 50 sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$11.84	149394	E 01 110 203 000 000 401	YELLOW Construction Paper, 12X18 50 sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$49.50	149394	E 01 110 203 000 000 401	WHITE Construction Paper, 12x18, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$2.94	149394	E 01 110 203 000 000 401	GRAY Construction Paper, 12 x 18, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$3.20	149394	E 01 110 203 000 000 401	WARM BROWN Construction Paper, 12X18 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$80.40	149394	E 01 110 203 000 000 401	HOLIDAY RED Construction Paper, 12X18 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$18.18	149394	E 01 110 203 000 000 401	BLACK Construction Paper 12X18, 50 sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$13.12	149394	E 01 110 203 000 000 401	ORANGE Construction Paper, 12x18, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$11.56	149394	E 01 110 203 000 000 401	DARK BROWN Construction Paper, 12x18, 50 SHEETS	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$12.70	149394	E 01 110 203 000 000 401	Legal Pads, Ruled, Canary, 5 in. x 8 in., 50-Sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$21.30	149394	E 01 110 203 000 000 401	Legal Pads, Ruled, Canary, 8 1/2 x 11, 50-Sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$22.38	149394	E 01 110 203 000 000 401	Legal Pads, Ruled, White, 8 1/2 x 11, 50-Sheets	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$51.72	149394	E 01 110 203 000 000 401	Easels	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$21.88	149430	E 01 110 203 000 000 401	ZIPLOC Bags, Sandwich Size, 500/CS, BULK	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$37.60	149430	E 01 110 203 000 000 401	ZIPLOC Bags, Quart Size 500/ CS, BULK	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$74.76	149430	E 01 110 203 000 000 401	ZIPLOC Bags, Gallon Size, 250/CS, IPLGA	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$39.58	149430	E 01 110 203 000 000 401	Paper Plates, Non-Shiny, 6 in., White, 1000/Pack	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$59.56	149430	E 01 110 203 000 000 401	Paper Plates, Non-Shiny, 9 in. White 1000/Pack	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$191.44	149430	E 01 110 203 000 000 401	Soup Cups, Styrofoam, 8 oz. 1000/Cs. 8SJ	
001	102077	CH	1	01035	cmERDC	09/06/2022	\$33.34	149430	E 01 110 203 000 000 401	Styrofoam Cups, 8 oz.1000/CS, 8J8	
Check Total:							\$2,295.32				
001	102078	CH	1	10215	CULINEX	09/06/2022	\$582.96	149388	E 02 300 770 000 701 401	INDUCTION RANGE CUONTERTOP	
001	102078	CH	1	10215	CULINEX	09/06/2022	\$295.00	149388	E 02 300 770 000 701 401	Freight	
Check Total:							\$877.96				
001	102079	CH	1	03152	PALO ENTERPRISES	09/06/2022	\$220.00	149396	E 01 300 260 000 000 430	Chemistry Helper	

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001	102079	CH	1	03152	PALO ENTERPRISES	09/06/2022	\$7.00	149396	E 01 300 260 000 000 430	Shipping	
Check Total:							\$227.00				
001	102080	CH	1	13372	SCHAREN BROICH & ASSOCIATES	09/06/2022	\$7,500.00	149395	E 01 005 640 000 316 305	KEYNOTE THE STAFF IN-SERVICE	
Check Total:							\$7,500.00				
001	102081	CH	1	07993	SOUTH DAKOTA STATE UNIVERSITY	09/06/2022	\$2,000.00	149398	E 01 300 960 000 340 898	21/22 SCHOLARSHIP (CHRISTIAN NOBLI	
Check Total:							\$2,000.00				
001	102082	CH	1	09498	WARD'S NATURAL SCIENCE	09/06/2022	\$112.84	149397	E 01 300 260 000 000 430	Rack test tube 12-20mm; #47005-884	
001	102082	CH	1	09498	WARD'S NATURAL SCIENCE	09/06/2022	\$29.60	149397	E 01 300 260 000 000 430	Metric rulers; #470150-572	
001	102082	CH	1	09498	WARD'S NATURAL SCIENCE	09/06/2022	\$80.82	149397	E 01 300 260 000 000 430	16 x 150 test tubes; #470211-648	
001	102082	CH	1	09498	WARD'S NATURAL SCIENCE	09/06/2022	\$52.00	149431	E 01 300 260 000 000 430	13 x 100 test tubes; #470211-644	
Check Total:							\$275.26				
001	102083	CH	1	10449	AMAZING ATHLETES OF CENTRAL MN	09/09/2022	\$836.00	149409	E 04 500 560 090 321 305	AMAZING ATHLETES CLASSES	
001	102083	CH	1	10449	AMAZING ATHLETES OF CENTRAL MN	09/09/2022	\$308.00	149409	E 04 500 560 000 321 305	AMAZING ATHLETES CLASSES	
Check Total:							\$1,144.00				
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$433.69	149400	E 01 201 208 000 000 401	HP Toner Package 4 pack	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$51.33	149400	E 01 201 208 000 000 401	X-Acto Heavy duty wood cutter	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$58.99	149402	E 01 201 208 000 000 401	Pack Masking Tape	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$11.95	149403	E 11 300 292 000 000 401	B000UAOE7K Colored Business Cards - 2/	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$25.33	149404	E 11 300 292 000 000 401	B010C7LHK2 Hanes mens Hanes Sport M	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$18.99	149404	E 11 300 292 000 000 401	B077F4NYG6 1000 Pieces Printable Busin	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$6.99	149404	E 11 300 292 000 000 401	B08PYXFJZP Sodaxx Blue Blank Printable	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$0.00	149404	E 11 300 292 000 000 401	Amazon Shipping Charge	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$60.40	149405	E 01 201 208 000 000 401	Pendalfex File Folders	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$99.00	149405	E 01 201 208 000 000 401	Coat Garment Rack	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$239.97	149406	E 01 100 203 290 000 401	Marketing Holders 12"w Ballot Box Top Loc	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$18.87	149407	E 01 100 203 000 000 401	LED Tap Light	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$9.99	149407	E 01 100 203 000 000 401	Energizer AA Batteries (12 count)	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$689.98	149588	E 01 300 211 226 000 401	YESHOMY swivel rocker recliner with mass	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$489.00	149588	E 01 300 211 226 000 401	HomSof, blue 77.5" vevet 3 seater sofa	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	(\$30.00)	149588	E 01 300 211 226 000 401	Discount	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$62.59	149589	E 01 300 211 226 000 401	One blue tooth speaker, ARCHEER 25W (A	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$62.73	149590	E 01 300 212 000 000 430	Armor All, AA255, 2.5 gallon 2 peak HP wei	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$28.18	149590	E 01 300 212 000 000 430	Amazon basics ultra facial tissue with lotior	
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$24.95	149591	E 01 300 810 351 000 460	Ethan Frome - Vocabulary from Literature F	

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001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$33.98	149592	E 01 300 810 351 000 460	Dragon Hoops Hardcover – Illustrated, Mar
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$10.99	149636	E 01 300 298 918 000 401	Silver fidget rings for anxiety, 16 pcs
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$9.98	149636	E 01 300 298 918 000 401	Gya labs peppermint spray for stress relief,
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$11.99	149636	E 01 300 298 918 000 401	9 pcs magnetic ring fidget toys, fidget toy p
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$15.99	149636	E 01 300 298 918 000 401	Aromatherapy spray, relax & calming, made
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$37.99	149636	E 01 300 298 918 000 401	Star projector, rossetta galaxy, bluetooth sp
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$13.39	149636	E 01 300 298 918 000 401	Kapibarasensei 25pcs push pop fidget toy f
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$19.99	149636	E 01 300 298 918 000 401	YoYa toys liquipen - liquid motion bubbler p
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$15.99	149636	E 01 300 298 918 000 401	YoYa toys beadeez squishy stress balls witl
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$39.58	149636	E 01 300 298 918 000 401	Trideer inflated wobble cushion - wiggle se
001	102084	CH	1	04874	AMAZON CAPITAL SERVICES	09/09/2022	\$6.89	149636	E 01 300 298 918 000 401	Spiky sensory finger rings (pack of 10)
Check Total:							\$2,579.69			
001	102085	CH	1	08379	APPLE INC.	09/09/2022	\$16,185.00	149408	E 05 005 630 000 795 466	13-inch MacBook Air:Apple M2chip with 8 c
Check Total:							\$16,185.00			
001	102086	CH	1	13374	BACKLUND, MARK	09/09/2022	\$125.00	149424	E 11 300 294 118 000 305	JV/V DH BOYS SOCCER VS SARTELL
Check Total:							\$125.00			
001	102087	CH	1	13241	BENEFIT RESOURCE LLC	09/09/2022	\$324.00	149594	E 01 005 105 000 000 305	COBRA AUGUST 2022
Check Total:							\$324.00			
001	102088	CH	1	10336	BOULDER POINTE EQUESTRIAN AND F	09/09/2022	\$80.00	149593	E 04 500 560 090 321 305	HORSE CAMPS
001	102088	CH	1	10336	BOULDER POINTE EQUESTRIAN AND F	09/09/2022	\$951.00	149593	E 04 500 560 000 321 305	HORSE CAMPS
Check Total:							\$1,031.00			
001	102089	CH	1	06130	CARD SERVICES	09/09/2022	\$36.33	149595	E 01 100 203 902 000 401	INDY
001	102089	CH	1	06130	CARD SERVICES	09/09/2022	\$67.17	149595	E 01 201 208 000 000 490	MS
001	102089	CH	1	06130	CARD SERVICES	09/09/2022	\$81.56	149595	E 04 500 570 000 321 490	CE
Check Total:							\$185.06			
001	102090	CH	1	10215	CULINEX	09/09/2022	\$378.06	149410	E 02 005 770 000 701 401	FS SUPPLIES
Check Total:							\$378.06			
001	102091	CH	1	07197	DEGOLIER QUALITY PAINTING, INC	09/09/2022	\$18,938.00	149596	E 01 300 810 351 000 520	#7082022 REPLACEMENT CASEWORK F
Check Total:							\$18,938.00			
001	102092	CH	1	12798	DEILE, KURT	09/09/2022	\$125.00	149425	E 11 300 294 118 000 305	JV/V DH BOYS SOCCER VS SARTELL
Check Total:							\$125.00			
001	102093	CH	1	01026	DICK BLICK	09/09/2022	\$5,567.12	149597	E 01 300 212 000 000 430	HS ART SUPPLIES
001	102093	CH	1	01026	DICK BLICK	09/09/2022	\$50.00	149597	E 01 300 212 000 000 430	Freight
001	102093	CH	1	01026	DICK BLICK	09/09/2022	\$26.11	149598	E 01 300 361 000 830 433	Union ultrasoft plastisol liberty series ink - E

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	102093	CH	1 01026	DICK BLICK	09/09/2022	\$45.72	149598	E 01 300 361 000 830 433	Union ultrasoft plastisol liberty series ink - v
Check Total:						\$5,688.95			
001	102094	CH	1 08417	EDUCATORS BENEFIT CONSULTANTS	09/09/2022	\$370.02	149401	E 01 005 105 000 000 305	403B ADMIN AND COMPLIANCE
Check Total:						\$370.02			
001	102095	CH	1 12491	ELECTRICAL PRODUCTION SERICES	09/09/2022	\$5,000.00	149412	E 05 110 630 000 795 555	EPS install materials and labor for 20 Cat 6
001	102095	CH	1 12491	ELECTRICAL PRODUCTION SERICES	09/09/2022	\$2,500.00	149412	E 05 110 630 000 795 555	Materials for project
Check Total:						\$7,500.00			
001	102096	CH	1 06741	ELITE SANITATION	09/09/2022	\$275.00	149411	E 04 500 505 000 321 335	PORTABLE TOILET RENTAL 06/26-07/04/
Check Total:						\$275.00			
001	102097	CH	1 09203	GAVIC, MARK	09/09/2022	\$150.00	149426	E 11 300 296 124 000 305	B/JV/V VS MOUND WESTONKA
Check Total:						\$150.00			
001	102098	CH	1 06539	H & B SPECIALIZED PROD., INC.	09/09/2022	\$706.00	149599	E 05 201 865 000 347 350	REPAIRS TO BASKETBALL HOOOPS - D/
001	102098	CH	1 06539	H & B SPECIALIZED PROD., INC.	09/09/2022	\$1,625.00	149599	E 05 201 865 000 347 350	BATTLING CAGE SAFETY STRAPS
001	102098	CH	1 06539	H & B SPECIALIZED PROD., INC.	09/09/2022	\$480.00	149600	E 01 201 810 000 000 350	REPLACEMENT BB RIMS
001	102098	CH	1 06539	H & B SPECIALIZED PROD., INC.	09/09/2022	\$250.00	149600	E 01 201 810 000 000 350	INSTALLATION
Check Total:						\$3,061.00			
001	102099	CH	1 13254	IMAGINE LEARNING LLC	09/09/2022	\$35,000.00	149420	E 01 410 211 000 000 406	Digital libraries 6-12
001	102099	CH	1 13254	IMAGINE LEARNING LLC	09/09/2022	\$4,500.00	149420	E 01 300 399 000 830 406	Digital Libraries enhanced CTE
001	102099	CH	1 13254	IMAGINE LEARNING LLC	09/09/2022	\$17,000.00	149420	E 01 400 203 000 000 406	FT Student Elementary License
001	102099	CH	1 13254	IMAGINE LEARNING LLC	09/09/2022	\$800.00	149420	E 01 400 203 000 000 406	Genius per Student Information System
001	102099	CH	1 13254	IMAGINE LEARNING LLC	09/09/2022	\$750.00	149420	E 01 005 640 000 316 366	Professional Development Webinar
Check Total:						\$58,050.00			
001	102100	CH	1 01644	IND. SCHOOL DISTRICT 877	09/09/2022	\$250.00	149417	E 01 300 211 000 000 390	WRIGHT CHOICE ANNUAL MEMBERSHIP
Check Total:						\$250.00			
001	102101	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	09/09/2022	\$778.31	149601	E 01 300 810 351 000 530	4' X 16' WHITEBOARD M1-416-4
001	102101	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	09/09/2022	\$465.47	149601	E 01 300 810 351 000 530	4' X 16' TACKBOARD SPMD-AK
001	102101	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	09/09/2022	\$210.22	149601	E 01 300 810 351 000 530	4' X 4' TACKBOARD AK-44
001	102101	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	09/09/2022	\$0.00	149601	E 01 300 810 351 000 530	FREIGHT
001	102101	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	09/09/2022	\$0.00	149601	E 01 300 810 351 000 530	VISUAL DISPLAY BOARD REPLACEMENT
Check Total:						\$1,454.00			
001	102102	CH	1 10461	JOHNSON CONTROLS	09/09/2022	\$699.76	149413	E 05 005 865 000 363 350	40980-9714 SIMPLEX SMOKE DETECTOR
Check Total:						\$699.76			
001	102103	CH	1 13130	LMNO DESIGN CO LLC	09/09/2022	\$475.59	149422	E 01 300 790 000 699 366	MN POSITIVE COMMUNITY NORMS

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	102103	CH	1	13130	LMNO DESIGN CO LLC	09/09/2022	\$1,416.00	149423	E 01 300 790 000 699 303	PCN MEDIA CONSULTANT AUGUST 2022	
							Check Total:	\$1,891.59			
001	102104	CH	1	01121	MASSP	09/09/2022	\$944.00	149414	E 01 300 605 000 000 820	MEMBERSHIP (SHALLYN TORDEUR)	
							Check Total:	\$944.00			
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$465.00	149602	E 01 300 361 000 830 433	Midwest products right flyer, 24/pkg; #M536	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$85.20	149602	E 01 300 361 000 830 433	1/4" round over bit 1/4" shank; #411938	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$484.00	149602	E 01 300 361 000 830 433	Estes alpha skill level 1 rocket, 12 pack; #N	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$357.60	149602	E 01 300 361 000 830 433	ABS dragster body blank, basswood, econc	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$32.40	149602	E 01 300 361 000 830 433	ABS rear dragster wheels, black 100/pk; #N	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$83.40	149602	E 01 300 361 000 830 433	1/2" shank rabbeting bit; #411935	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$32.40	149602	E 01 300 361 000 830 433	ABS front dragster wheels, black 100/pk; #I	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$131.50	149602	E 01 300 361 000 830 433	1/2" shank trimmer router bit; #411968	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$28.40	149602	E 01 300 361 000 830 433	ABS dragster axles, 1/8" x 2 1/2", 100/pk; #	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$43.20	149602	E 01 300 361 000 830 433	ABS screw eyes, 100; #M478212 721041	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$192.00	149602	E 01 300 361 000 830 433	Leland C02 cartridge with safety weld clou	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$237.00	149602	E 01 300 361 000 830 433	Estes engine bulk packs, B6-4; #M402741	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$11.70	149602	E 01 300 361 000 830 433	ABS 1/8" dia straws; #M478215 721043	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$137.60	149602	E 01 300 361 000 830 433	KBBI company tool box continuous hinges	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$93.22	149602	E 01 300 361 000 830 433	Shipping	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$195.60	149603	E 01 300 361 000 830 433	Rounding over bits, 1 1/4", 1/2" shank; #34-	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$26.30	149603	E 01 300 361 000 830 433	1/2" shank trimmer router bit; #411968	
001	102105	CH	1	03933	MIDWEST TECHNOLOGY PROD	09/09/2022	\$648.00	149604	E 01 300 361 000 830 433	Shop fox oscillating spindle sander model V	
							Check Total:	\$3,284.52			
001	102106	CH	1	01095	MONTICELLO PUBLIC SCHOOLS	09/09/2022	\$4,400.00	149416	E 01 410 211 000 000 460	EDGEENUITY WORKBOOKS	
							Check Total:	\$4,400.00			
001	102107	CH	1	13377	PELZER, PAUL	09/09/2022	\$150.00	149427	E 11 300 296 124 000 305	B/JV/V VS MAYER LUTHERAN	
							Check Total:	\$150.00			
001	102108	CH	1	10598	PLAISTED COMPANIES INC	09/09/2022	\$1,023.35	149605	E 01 005 810 000 000 401	B&G Class 2 Granite	
							Check Total:	\$1,023.35			
001	102109	CH	1	09760	PREMIER LOCATING, INC.	09/09/2022	\$177.50	149606	E 01 005 810 000 000 305	TICKETS JULY 2022	
							Check Total:	\$177.50			
001	102110	CH	1	09019	SIMONES, GAIL	09/09/2022	\$150.00	149428	E 11 300 296 124 000 305	B/JV/V VS MAYER LUTHERAN	
							Check Total:	\$150.00			

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001	102111	CH	1	13378	SOYOMBO, SOYEMI	09/09/2022	\$77.00	149429	E 11 300 294 118 000 305	VARSITY SOCCER VS SARTELL	
Check Total:							\$77.00				
001	102112	CH	1	12721	SUCCESS BY DESIGN	09/09/2022	\$2,667.00	149630	E 01 100 203 902 000 401	"Daily Planner" Undated, page-per-day, Yea	
001	102112	CH	1	12721	SUCCESS BY DESIGN	09/09/2022	(\$210.00)	149630	E 01 100 203 902 000 401	Early Order Discount	
001	102112	CH	1	12721	SUCCESS BY DESIGN	09/09/2022	\$280.00	149630	E 01 100 203 902 000 401	Custom Cover / 4 pages of handbook on wl	
001	102112	CH	1	12721	SUCCESS BY DESIGN	09/09/2022	\$244.43	149630	E 01 100 203 902 000 401	shipping	
Check Total:							\$2,981.43				
001	102113	CH	1	12219	TWIN CITIES FLAG SOURCE, INC.	09/09/2022	\$1,650.00	149631	E 01 005 810 000 000 401	30X60 NYLON FLAG 100F02374	
001	102113	CH	1	12219	TWIN CITIES FLAG SOURCE, INC.	09/09/2022	\$185.25	149632	E 01 005 810 000 000 401	5X8 USA NYLON 1 FLAG	
Check Total:							\$1,835.25				
001	102114	CH	1	06532	VISION STAFFING	09/09/2022	\$2,645.46	149415	E 01 005 810 356 000 305	GROUNDS SERVIES WEEK OF 08/14/202	
001	102114	CH	1	06532	VISION STAFFING	09/09/2022	\$1,423.10	149421	E 01 005 810 356 000 305	GROUND SERVICES WEEK OF 08/21/202	
001	102114	CH	1	06532	VISION STAFFING	09/09/2022	\$1,700.55	149633	E 01 005 810 356 000 305	GROUNDS SERVICES WEEK OF 08/28/21	
Check Total:							\$5,769.11				
001	102115	CH	1	07217	WINSUPPLY COMMERCIAL CHARGE	09/09/2022	\$315.40	149634	E 01 110 810 000 000 350	LIBERTY B&G SUPPLIES	
Check Total:							\$315.40				
001	102116	CH	1	01240	WRIGHT TECHNICAL CENTER	09/09/2022	\$13,208.67	149635	E 01 300 399 000 000 391	WTC ASSESSMENT SEP 2022	
001	102116	CH	1	01240	WRIGHT TECHNICAL CENTER	09/09/2022	\$2,447.33	149635	E 01 005 850 000 000 580	BUILDING ADDITION 2009 SEPTEMBER :	
001	102116	CH	1	01240	WRIGHT TECHNICAL CENTER	09/09/2022	\$1,439.91	149635	E 05 005 865 000 000 390	LTFM SEPTEMBER 2022	
001	102116	CH	1	01240	WRIGHT TECHNICAL CENTER	09/09/2022	\$2,272.66	149635	E 01 300 399 000 830 391	CTE LEVY SEPTEMBER 2022	
Check Total:							\$19,368.57				
001	102117	CH	1	13389	McNallan, Jacob	09/08/2022	\$1,274.47	149637	E 01 005 110 999 000 401	Net Pay: Bank return ACH pmt 9/5/22 Payr	
Check Total:							\$1,274.47				
001	102118	CH	1	04472	CARING RIVERS UNITED WAY	09/05/2022	\$40.00	149626	B 01 215 045	United Way	
001	102118	CH	1	04472	CARING RIVERS UNITED WAY	09/05/2022	\$14.00	149626	B 12 215 045	United Way	
Check Total:							\$54.00				
001	102119	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	09/05/2022	\$247.50	149617	B 01 215 081	Child Support	
Check Total:							\$247.50				
001	102120	CH	1	04223	NCPERS GROUP LIFE INS	09/05/2022	\$128.00	149620	B 01 215 033	NCPR Life	
Check Total:							\$128.00				
001	102121	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/05/2022	\$640.21	149622	B 01 215 040	U Due Nc	
001	102121	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/05/2022	10 \$63.18	149622	B 04 215 040	U Dues Nc	
Check Total:							\$703.39				

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001	102122	CH	1	05358	ALBANY SCHOOLS ISD #745	09/16/2022	\$200.00	149653	E 11 300 296 124 000 369	EARLYBIRD VB TOURNAMENT 08/26/202	
							Check Total:	\$200.00			
001	102123	CH	1	03804	ALL STAR TROPHY	09/16/2022	\$58.00	149700	E 11 300 293 111 000 401	BLUE/YELLOW NECK RIBBONS	
							Check Total:	\$58.00			
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$77.89	149646	E 01 005 720 000 000 401	Original HP 206A Yellow Toner Cartridge V	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$77.89	149646	E 01 005 720 000 000 401	Original HP 206A Cyan Toner Cartridge W	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$77.89	149646	E 01 005 720 000 000 401	Original HP 206A Magenta Toner Cartridge	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$65.89	149646	E 01 005 720 000 000 401	Original HP 206A Black Toner Cartridge W	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$82.28	149647	E 01 005 720 000 000 401	600Pack 3oz Disposable Paper Cups,Hot/C	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$147.03	149647	E 01 005 720 000 000 401	LIFE SAVERS 5 Flavors Hard Candy Rolls,	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	(\$1.23)	149647	E 01 005 720 000 000 401	Promos & Discounts	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$14.99	149648	E 01 300 331 000 830 433	100-count regular mouth canning lids, for B	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$22.90	149648	E 01 300 331 000 830 433	Paper mate flair felt tip pens, medium point	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$12.59	149648	E 01 300 331 000 830 433	Food coloring - 24 color rainbow fondant ca	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$59.97	149648	E 01 300 331 000 830 433	300 pcs parchment paper sheets OAMCEC	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$40.99	149648	E 01 300 331 000 830 433	Reynolds wrap 914 PVC film roll w/cutter b	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$66.00	149648	E 01 300 331 000 830 433	Crayola low odor dry erase markers for kids	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$10.69	149649	E 01 300 810 351 000 460	I Know This Much Is True: A Novel (P.S.) Pz	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$84.78	149649	E 01 300 810 351 000 401	Charles Leonard Dry Erase Lapboard Clas	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$17.99	149649	E 01 300 810 351 000 401	Interlocking Desk Drawer Organizer Tray, 2	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$26.00	149649	E 01 300 810 351 000 401	Misc. books, see attached quote (69 books	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$39.90	149649	E 01 300 810 351 000 460	The Complete Idiot's Guide to Technical Wr	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$72.00	149649	E 01 300 810 351 000 401	24qt 4 Pack Black, Blue, Red, & Green Mill	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$12.99	149649	E 01 300 810 351 000 401	Cornison 10 Pcs Element of English Langu	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$11.94	149649	E 01 300 810 351 000 460	The Atlantis Gene: A Thriller (The Origin My	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$11.59	149649	E 01 300 810 351 000 460	Lucky Child: A Daughter of Cambodia Reur	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$29.95	149649	E 01 300 810 351 000 460	Never Work Harder Than Your Students an	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$27.98	149649	E 01 300 810 351 000 460	Pure Paperback – September 4, 2012 by Ji	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$16.78	149649	E 01 300 810 351 000 460	The Flash of Lightning Behind the Mountair	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$45.90	149649	E 01 300 810 351 000 460	Sneaker Freaker. The Ultimate Sneaker Bo	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$18.18	149649	E 01 300 810 351 000 401	BOSTITCH QuietSharp Executive Heavy D	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$149.00	149649	E 01 300 810 351 000 401	Bose Companion 2 Series III Multimedia S	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$14.68	149649	E 01 300 810 351 000 401	Amazon Basics Plastic Clipboards, Assorte	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$9.95	149649	E 01 300 810 351 000 460	When They Think They Have Nothing to Wi	

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001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$16.00	149649	E 01 300 810 351 000 460	Bull Rider (Orca Soundings) Paperback
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$12.99	149649	E 01 300 810 351 000 401	SmartQ H302S USB 3.0 Hub for Laptop wit
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$4.99	149649	E 01 300 810 351 000 460	Webster's New Explorer Dictionary of Syno
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$105.00	149649	E 01 300 810 351 000 401	Crayola Colored Pencils Bulk, 12 Colored F
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$44.99	149649	E 01 300 810 351 000 401	Safco Products Onyx Mesh 3 Sorter/3 Tray
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$7.56	149649	E 01 300 810 351 000 460	Every Day Paperback – September 10, 201
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$12.39	149649	E 01 300 810 351 000 460	Bridget Jones's Diary: A Novel Paperback –
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$9.49	149649	E 01 300 810 351 000 460	I Am a SEAL Team Six Warrior: Memoirs of
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$6.99	149649	E 01 300 810 351 000 460	The Line Paperback – April 14, 2011 by Ter
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$8.49	149649	E 01 300 810 351 000 460	Travel Team Paperback – August 18, 2005
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$8.99	149649	E 01 300 810 351 000 460	The Third Wheel (Diary of a Wimpy Kid #7)
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$10.25	149649	E 01 300 810 351 000 460	The Silent Sister: A Novel Paperback – Oct
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$8.54	149649	E 01 300 810 351 000 401	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$4.43	149649	E 01 300 810 351 000 460	
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$46.99	149649	E 01 300 810 351 000 401	IRIS USA 5qt Plastic Storage Bin Tote Orga
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$591.65	149650	E 01 300 331 000 830 433	COSORI Air Fryer Oven Combo 5.8 qt. Ma
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$3,149.75	149650	E 01 300 331 000 830 433	Vitamix Professional Series 750 Blender, 6-
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$999.80	149650	E 01 300 331 000 830 433	Cuisinart DFP-14BCNY14-cup food proces:
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$217.44	149657	E 01 300 331 000 830 433	PO 30988 HS FACS SUPPLIES
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$579.70	149658	E 11 300 298 000 000 490	HS CONCESSIONS
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$71.96	149659	E 11 300 298 000 000 490	B001HXI0V0 SNICKERS Full Size Bulk Mil
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$59.18	149659	E 11 300 298 000 000 490	B0029JE7RC TWIX Full Size Caramel Cho
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$72.68	149659	E 11 300 298 000 000 490	B0029JI9OE M&M'S Full Size Peanut Milk
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$60.72	149659	E 11 300 298 000 000 490	B003N0R5BG SOUR PATCH KIDS Soft & t
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$25.99	149702	E 01 005 810 000 000 401	TABLET SLEEVE
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$27.72	149702	E 01 005 810 000 000 401	SCREEN PROTECTORS
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$9.49	149702	E 01 005 810 000 000 401	USB C ADAPTERS
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$27.99	149702	E 01 005 810 000 000 401	USB C THUMBDRIVE
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$45.00	149702	E 01 005 810 000 000 401	317 LAZER LINE TIP
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$34.99	149702	E 01 005 810 000 000 401	321 LAZER LAZER LINE TIP
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$147.42	149702	E 01 005 810 000 000 401	LAZER MEASUREMENT
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$16.99	149702	E 01 005 810 000 000 401	LAZER CASE
001	102124	CH	1	04874	AMAZON CAPITAL SERVICES	09/16/2022	\$7.90	149702	E 01 005 810 000 000 401	SHIPPING

Check Total: \$7,799.84

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/30/2022 - 9/30/2022

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	102125	CH	1 08036	ANDERSON, BARBARA	09/16/2022	\$69.50	149654	E 11 300 296 118 000 305	VARSITY SOCCER OFFICIAL VS ROCKFORD
001	102125	CH	1 08036	ANDERSON, BARBARA	09/16/2022	\$69.50	149654	E 11 300 294 118 000 305	VARSITY SOCCER OFFICIAL VS ROCKFORD
001	102125	CH	1 08036	ANDERSON, BARBARA	09/16/2022	\$77.00	149655	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS CAMBRIDGE-IS
Check Total:						\$216.00			
001	102126	CH	1 13390	ANDERSON, JOHN	09/16/2022	\$77.00	149656	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS CAMBRIDGE-IS
001	102126	CH	1 13390	ANDERSON, JOHN	09/16/2022	\$69.50	149660	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS ROCKFORD
001	102126	CH	1 13390	ANDERSON, JOHN	09/16/2022	\$69.50	149660	E 11 300 294 118 000 305	V SOCCER OFFICIAL VS ROCKFORD
Check Total:						\$216.00			
001	102127	CH	1 08379	APPLE INC.	09/16/2022	\$4,470.00	149652	E 05 005 630 000 795 466	Apple TV HD 32GB MHY93LL/A
Check Total:						\$4,470.00			
001	102128	CH	1 09213	AQUA ENGINEERING, INC.	09/16/2022	\$659.85	149661	E 01 005 810 000 000 350	B&G REPAIRS
Check Total:						\$659.85			
001	102129	CH	1 09824	BALL, ANDREW	09/16/2022	\$77.00	149692	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS HUTCHINSON
Check Total:						\$77.00			
001	102130	CH	1 04806	BERGESON, JOHN	09/16/2022	\$150.00	149693	E 11 300 296 124 000 305	B/JV/V OFFICIAL VS MONTICELLO
Check Total:						\$150.00			
001	102131	CH	1 09780	BLACKBOARD INC	09/16/2022	\$2,069.66	149701	E 01 005 107 000 000 405	WEBSITE & CONTENT MANAGEMENT S
Check Total:						\$2,069.66			
001	102132	CH	1 13348	BUSINESS ESSENTIALS	09/16/2022	\$8,280.50	149651	E 01 300 790 000 699 303	PCN GRANT
Check Total:						\$8,280.50			
001	102133	CH	1 12847	DAVID KILPATRICK INC	09/16/2022	\$100.00	149664	E 05 100 203 602 302 460	Equipped for Reading Success
Check Total:						\$100.00			
001	102134	CH	1 12246	FAGEN, KYLE	09/16/2022	\$86.00	149694	E 11 300 294 113 000 305	JV FB OFFICIAL VS CHISAGO LAKES
Check Total:						\$86.00			
001	102135	CH	1 12516	GILBERT MECHANICAL CONTRACTOR	09/16/2022	\$1,360.00	149662	E 05 005 865 000 363 350	ANNUAL LFIRE SPRINKLER SYSTEM INS
Check Total:						\$1,360.00			
001	102136	CH	1 09844	GREEN, DENISE	09/16/2022	\$87.00	149690	E 11 300 296 126 000 305	JV/V SWIM OFFICIAL VS MONTICELLO
Check Total:						\$87.00			
001	102137	CH	1 10636	HELMINICK, MARK	09/16/2022	\$55.00	149695	E 11 300 296 118 000 305	DH JV SOCCER VS ST FRANCIS
001	102137	CH	1 10636	HELMINICK, MARK	09/16/2022	\$55.00	149695	E 11 300 294 118 000 305	DH JV SOCCER VS ST FRANCIS
Check Total:						\$110.00			
001	102138	CH	1 12804	KASE, MARK	09/16/2022	\$54.00	149663	E 11 300 296 118 000 305	JV SOCCER OFFICIAL VS CAMBRIDGE-I
Check Total:						\$54.00			

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	102139	CH	1	13394	KASMARIK, MICHAEL	09/16/2022	\$77.00	149688	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS HUTCHINSON	
							Check Total:	\$77.00			
001	102140	CH	1	12537	LAHO, ERIKA	09/16/2022	\$125.00	149665	E 11 300 296 118 000 305	JV/V SOCCER OFFICIAL VS CAMBRIDGE	
							Check Total:	\$125.00			
001	102141	CH	1	02161	LAKESHORE LEARNING MATERIALS	09/16/2022	\$49.99	149687	E 04 500 580 000 325 430	Heavy-Duty Rhythm Set Item # RA478	
001	102141	CH	1	02161	LAKESHORE LEARNING MATERIALS	09/16/2022	\$49.99	149687	E 04 500 580 000 325 430	What's Inside? Soft Feely Box Item # JJ905	
001	102141	CH	1	02161	LAKESHORE LEARNING MATERIALS	09/16/2022	\$9.98	149687	E 04 500 596 000 344 430	You Are a Star! Black Painted Polka Dot Bc	
001	102141	CH	1	02161	LAKESHORE LEARNING MATERIALS	09/16/2022	(\$0.50)	149687	E 04 500 596 000 344 430		
001	102141	CH	1	02161	LAKESHORE LEARNING MATERIALS	09/16/2022	(\$5.00)	149687	E 04 500 580 000 325 430		
							Check Total:	\$104.46			
001	102142	CH	1	12635	LARSON, JAKE	09/16/2022	\$240.00	149667	E 01 100 259 000 000 350	PIANO TUNING	
							Check Total:	\$240.00			
001	102143	CH	1	12149	LHOTKA, MIKE	09/16/2022	\$55.00	149666	E 11 300 296 116 000 305	CROSS COUNTRY OFFICIAL	
001	102143	CH	1	12149	LHOTKA, MIKE	09/16/2022	\$55.00	149666	E 11 300 294 116 000 305	CROSS COUNTRY OFFICIAL	
							Check Total:	\$110.00			
001	102144	CH	1	01487	MCDOWALL COMFORT COMPANY	09/16/2022	\$79,112.00	149672	E 15 300 865 000 383 520	PROJECT ID #22A300.02 HIGH SCHOOL	
							Check Total:	\$79,112.00			
001	102145	CH	1	13393	METTLING, DAN	09/16/2022	\$150.00	149689	E 11 300 296 124 000 305	B/JV/V OFFICIAL VS MONTICELLO	
							Check Total:	\$150.00			
001	102146	CH	1	06411	MISSISSIPPI 8 CONFERENCE	09/16/2022	\$185.60	149668	E 11 300 294 113 000 401	M8 CONFEEERNCE FB VESTS	
							Check Total:	\$185.60			
001	102147	CH	1	04948	MOELLER, DALE	09/16/2022	\$69.50	149671	E 11 300 296 118 000 305	V SOCCER OFFICIAL B&G VS ROCKFOR	
001	102147	CH	1	04948	MOELLER, DALE	09/16/2022	\$69.50	149671	E 11 300 294 118 000 305	V SOCCER OFFICIAL B&G VS ROCKFOR	
							Check Total:	\$139.00			
001	102148	CH	1	01298	NASCO	09/16/2022	\$2.00	149703	E 01 300 260 000 000 430	Red LED bulbs - pack of 10; #NE30142	
001	102148	CH	1	01298	NASCO	09/16/2022	\$2.00	149703	E 01 300 260 000 000 430	Green LED bulbs - pack of 10; #NE30141	
001	102148	CH	1	01298	NASCO	09/16/2022	\$0.00	149703	E 01 300 260 000 000 430	White LED bulbs - pack of 10; #NE30139	
001	102148	CH	1	01298	NASCO	09/16/2022	\$33.80	149703	E 01 300 260 000 000 430	3 in. dia. metal slinky spring; #SB13633	
001	102148	CH	1	01298	NASCO	09/16/2022	\$8.95	149703	E 01 300 260 000 000 430	Shipping	
							Check Total:	\$46.75			
001	102149	CH	1	10768	NORTHEAST SERVICE COOPERATIVE	09/16/2022	\$1,250.00	149670	E 01 300 211 228 000 305	MSC ONLINE TUITION AGREEMENT FY2	
							Check Total:	\$1,250.00			

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	102150	CH	1 13016	NORTHLAND REFRIGERATION INCORP	09/16/2022	\$470.00	149669	E 01 110 810 354 000 350	WALK IN FREEZER REPAIR AT LIBERTY
Check Total:						\$470.00			
001	102151	CH	1 07002	NYSTROM PUBLISHING CO., INC.	09/16/2022	\$260.90	149673	E 01 005 107 000 000 401	Birthday postcards-1000
Check Total:						\$260.90			
001	102152	CH	1 12835	POWER, RANDALL	09/16/2022	\$69.50	149696	E 11 300 296 118 000 305	DH V SOCCER VS ST FRANCIS
001	102152	CH	1 12835	POWER, RANDALL	09/16/2022	\$69.50	149696	E 11 300 294 118 000 305	DH V SOCCER VS ST FRANCIS
Check Total:						\$139.00			
001	102153	CH	1 12834	POWER, TRACY	09/16/2022	\$69.50	149697	E 11 300 296 118 000 305	DH V SOCCER VS ST FRANCIS
001	102153	CH	1 12834	POWER, TRACY	09/16/2022	\$69.50	149697	E 11 300 294 118 000 305	DH V SOCCER VS ST FRANCIS
Check Total:						\$139.00			
001	102154	CH	1 12674	QUADIENT LEASING USA, INC.	09/16/2022	\$927.00	149675	E 01 005 110 000 000 335	LEASE N9564492 07/04/2022-10/03/2022
Check Total:						\$927.00			
001	102155	CH	1 01073	RAS GLASS LLC	09/16/2022	\$1,119.52	149704	E 01 005 810 000 000 305	ANNOUNCERS BOOTH FB STADIUM
001	102155	CH	1 01073	RAS GLASS LLC	09/16/2022	\$437.84	149705	E 01 300 810 000 000 350	BEHAVIORAL CLASSROOM K109
Check Total:						\$1,557.36			
001	102156	CH	1 12833	RONZA, PETER	09/16/2022	\$69.50	149698	E 11 300 296 118 000 305	DH V SOCCER VS ST FRANCIS
001	102156	CH	1 12833	RONZA, PETER	09/16/2022	\$69.50	149698	E 11 300 294 118 000 305	DH V SOCCER VS ST FRANCIS
Check Total:						\$139.00			
001	102157	CH	1 12564	RUSSELL SECURITY RESOURCE, INC.	09/16/2022	\$3,881.00	149674	E 05 300 211 000 302 530	Location: High School Special Ed Room D
Check Total:						\$3,881.00			
001	102158	CH	1 13176	SIGNATURE MECHANICAL, INC	09/16/2022	\$20,850.00	149678	E 15 201 865 000 383 520	PROJECT ID #22A201.02 MECHANICAL I
Check Total:						\$20,850.00			
001	102159	CH	1 13395	ST MARY'S UNIVERSITY-WINONA	09/16/2022	\$600.00	149699	E 01 300 960 000 340 898	21/22 SCHOLARSHIP (WILL BOECKMAN)
Check Total:						\$600.00			
001	102160	CH	1 06478	SUPERIOR STRIPING	09/16/2022	\$567.00	149706	E 01 005 810 000 000 350	RESTRIPE INDEPENDENCE PLAYGROU
001	102160	CH	1 06478	SUPERIOR STRIPING	09/16/2022	\$620.00	149706	E 01 005 810 000 000 350	RESTRIPE OF LIBERTY PLAYGROUND P
Check Total:						\$1,187.00			
001	102161	CH	1 12845	SYSCO-MINNESOTA INC	09/16/2022	\$623.25	149676	E 02 005 770 000 701 490	APPLESAUCE FOR LIBERTY & INDY
Check Total:						\$623.25			
001	102162	CH	1 12779	TGK AUTOMOTIVE	09/16/2022	\$130.78	149681	E 01 005 810 000 000 350	B&G REPAIRS
001	102162	CH	1 12779	TGK AUTOMOTIVE	09/16/2022	\$65.39	149682	E 01 005 810 000 000 350	B&G REPAIRS
001	102162	CH	1 12779	TGK AUTOMOTIVE	09/16/2022	\$290.09	149683	E 01 005 810 000 000 350	B&G REPAIRS
Check Total:						\$486.26			

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Payment Reg by Check-No Voids

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	102163	CH	1 13212	THREE SONS HARDWARE LLC	09/16/2022	\$22.41	149679	E 01 005 810 000 000 350	AUGUST 2022
001	102163	CH	1 13212	THREE SONS HARDWARE LLC	09/16/2022	\$0.00	149679	E 01 005 810 000 000 350	Rep & Maint Serv
001	102163	CH	1 13212	THREE SONS HARDWARE LLC	09/16/2022	\$23.98	149680	E 01 300 810 000 000 350	B&G SUPPLIES
Check Total:						\$46.39			
001	102164	CH	1 04148	VIKING COCA-COLA BOTTLING CO	09/16/2022	\$855.25	149677	E 11 300 298 000 000 490	HS CONCESSIONS
001	102164	CH	1 04148	VIKING COCA-COLA BOTTLING CO	09/16/2022	\$1,984.75	149685	E 11 300 298 000 000 490	HS CONCESSIONS
Check Total:						\$2,840.00			
001	102165	CH	1 06532	VISION STAFFING	09/16/2022	\$1,513.48	149684	E 01 005 810 356 000 305	GROUNDS SERVICES WEEK 09/04/2022
Check Total:						\$1,513.48			
001	102166	CH	1 13392	ZEMKE, JASON	09/16/2022	\$77.00	149691	E 11 300 296 118 000 305	V SOCCER OFFICIAL VS HUTCHINSON
Check Total:						\$77.00			
001	102167	CH	1 12507	ZIMPFER, ALISON	09/16/2022	\$150.00	149686	E 11 300 296 124 000 305	B/JV/V OFFICIAL VS MOUND WESTONK/
Check Total:						\$150.00			
Bank 001 Total:						\$356,496.82			
Report Total:						\$356,496.82			

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 7/1/2022 - 9/30/2022

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	102169	CH	1	04794	ANNANDALE SENIOR HIGH	09/23/2022	\$55.00	149736	E 11 300 294 116 000 369	CROSS COUNTRY INVITE 09/13/2022	
001	102169	CH	1	04794	ANNANDALE SENIOR HIGH	09/23/2022	\$55.00	149736	E 11 300 296 116 000 369	CROSS COUNTRY INVITE 09/13/2022	
Check Total:							\$110.00				
001	102170	CH	1	12159	ARVIG	09/23/2022	\$133.00	149734	E 01 005 630 000 000 305	INTERNET 09/06/2022-10/05/2022	
Check Total:							\$133.00				
001	102171	CH	1	13403	ATOMIC ENTERTAINMENT	09/23/2022	\$250.00	149735	E 11 300 298 901 301 305	HOMECOMING DJ ATOMIC ENTERTAINM	
Check Total:							\$250.00				
001	102172	CH	1	13355	BL DALSIN ROOFING	09/23/2022	\$128,192.05	149787	E 06 300 870 000 000 520	BOND 22-22A300.01A HS BLDNG IMPRO	
Check Total:							\$128,192.05				
001	102173	CH	1	04838	CAMBRIDGE-ISANTI ISD #911	09/23/2022	\$67.50	149744	E 11 300 294 116 000 369	NORM AYEN INVITE 09/09/2022	
001	102173	CH	1	04838	CAMBRIDGE-ISANTI ISD #911	09/23/2022	\$67.50	149744	E 11 300 296 116 000 369	NORM AYEN INVITE 09/09/2022	
Check Total:							\$135.00				
001	102174	CH	1	12904	CAPTIVATE MEDIA + CONSULTING	09/23/2022	\$3,125.00	149768	E 01 005 107 000 000 305	CAREER VIDEO DOWN PAYMENT PER A	
Check Total:							\$3,125.00				
001	102175	CH	1	13218	CENTRAL MN MENTAL HEALTH CENTE	09/23/2022	\$450.00	149743	E 01 201 208 000 799 305	THERAPY #823161	
Check Total:							\$450.00				
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$1,479.75	149737	E 02 005 770 000 701 490	FOOD	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$1,056.15	149737	E 02 005 770 000 701 495	MILK	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$1,574.29	149737	E 02 005 770 000 701 401	SUPPLIES, PAPER PRODUCTS	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$25,651.18	149737	E 02 005 770 202 701 305	CHARTWELL'S SALARIES & BENEFITS	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$869.90	149737	E 02 005 770 000 701 305	CHARTWELL'S ADMIN FEE	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$45.00	149737	E 02 005 770 000 701 305	ADVERTISING/RECRUITING/OUTSIDE SI	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$754.63	149737	E 02 005 770 000 701 305	INSURANCE	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$42.28	149737	E 02 005 770 000 701 329	POSTAGE	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$333.62	149737	E 02 005 770 000 701 350	REPAIRS AND MAINTENANCE	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$23.00	149737	E 02 005 770 000 701 366	TRAINING, MILEAGE, MARKETING	
001	102176	CH	1	164	CHARTWELLS	09/23/2022	\$21.24	149737	E 02 005 770 000 701 820	OTHER TAXES/LICENSES	
Check Total:							\$31,851.04				
001	102177	CH	1	01035	cmERDC	09/23/2022	\$17.36	149739	E 01 110 203 000 000 401	BROWN KRAFT CLASP ENVELOPES, 10I	
001	102177	CH	1	01035	cmERDC	09/23/2022	\$19.62	149739	E 01 110 203 000 000 401	BROWN KRAFT CLASP ENVELOPES, 10I	
001	102177	CH	1	01035	cmERDC	09/23/2022	\$6.40	149739	E 01 110 203 000 000 401	BINDER CLIPS, 3/4" WIDE, 3/8 CAPACITY	
001	102177	CH	1	01035	cmERDC	09/23/2022	\$95.92	149739	E 01 110 203 000 000 401	LASER LABELS, AVERY #5160, 3000/BX #	
001	102177	CH	1	01035	cmERDC	09/23/2022	\$49.51	149740	E 01 110 203 000 000 401	Cold Drink Cups ,Plastic, 5 oz. 2500/Cs, B	

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	102177	CH	1 01035	cmERDC	09/23/2022	\$31.80	149741	E 01 100 203 312 000 401	MANILA FILE FOLDERS, LETTER SIZE, 1
						Check Total:	\$220.61		
001	102178	CH	1 10215	CULINEX	09/23/2022	\$955.34	149742	E 02 300 770 000 701 401	FOOD PAN & UTILITY CART
						Check Total:	\$955.34		
001	102179	CH	1 13387	EDCLUB	09/23/2022	\$2,212.00	149708	E 05 100 203 602 302 406	Typing Club Subscription for 700 students
						Check Total:	\$2,212.00		
001	102180	CH	1 09728	FEDERATED CO-OPS	09/23/2022	\$1,947.82	149745	E 01 005 810 000 000 440	FUEL AUGUST 2022
						Check Total:	\$1,947.82		
001	102181	CH	1 06230	GOPHER STATE ONE-CALL	09/23/2022	\$6.75	149783	E 01 005 810 000 000 350	TICKETS
						Check Total:	\$6.75		
001	102182	CH	1 12222	HALLBERG ENGINEERING	09/23/2022	\$28,000.00	149748	E 06 005 870 000 000 305	BOND PROJECT ID #22C005.01B
						Check Total:	\$28,000.00		
001	102183	CH	1 10520	HILLER COMMERCIAL FLOORS	09/23/2022	\$4,996.20	149746	E 01 300 810 351 000 520	E151 REPLACEMENT OF CARPET AND E
001	102183	CH	1 10520	HILLER COMMERCIAL FLOORS	09/23/2022	\$4,996.20	149746	E 01 300 810 351 000 520	E152 REPLACEMENT OF CARPET AND E
						Check Total:	\$9,992.40		
001	102184	CH	1 07779	HUTCHINSON HIGH SCHOOL	09/23/2022	\$135.00	149747	E 11 300 294 116 000 369	CROSS COUNTRY INVITE 09/15/2022
						Check Total:	\$135.00		
001	102185	CH	1 12635	JAKE W LARSON	09/23/2022	\$250.00	149750	E 01 110 259 000 000 350	TUNING
						Check Total:	\$250.00		
001	102186	CH	1 13399	LESSON PROS	09/23/2022	\$370.00	149749	E 01 100 203 012 150 303	MUSIC LESSONS
						Check Total:	\$370.00		
001	102187	CH	1 01487	MCDOWALL COMFORT COMPANY	09/23/2022	\$163,015.68	149786	E 06 201 870 000 000 520	BOND 22-22A201.01A ENVELOPE IMPRC
						Check Total:	\$163,015.68		
001	102188	CH	1 05341	MEDCO	09/23/2022	\$6.93	149821	E 11 300 292 000 000 401	Spenco 2nd Skin Blister Pads
						Check Total:	\$6.93		
001	102189	CH	1 13404	MIDWEST GYMNASTICS BOOSTER CLI	09/23/2022	\$2,630.00	149754	E 04 500 560 122 321 369	XCEL BRONZE & SILVER "CANDY APPLE
						Check Total:	\$2,630.00		
001	102190	CH	1 13029	MONTICELLO COMMUNITY EDUCATIOI	09/23/2022	\$160.00	149753	E 04 500 560 080 321 305	OSCEOLA TRAIN TRIP
						Check Total:	\$160.00		
001	102191	CH	1 12605	MRI SOFTWARE LLC	09/23/2022	\$8.45	149751	E 01 005 105 170 000 305	BACKGROUND SCREENING JULY 2022
001	102191	CH	1 12605	MRI SOFTWARE LLC	09/23/2022	\$55.95	149752	E 01 005 105 170 000 305	BACKGROUND SCREENING AUGUST 20
						Check Total:	\$64.40		

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	102192	CH	1	13405	NORTHCREST KIDS ACTIVITY CENTER	09/23/2022	\$2,390.00	149755	E 04 500 560 122 321 369	BRONZE/SILVER "SPIRIT OF THE NORTH"	
Check Total:							\$2,390.00				
001	102193	CH	1	10327	NORTHERN AIR CORPORATION	09/23/2022	\$155,522.60	149785	E 06 110 870 000 000 520	BOND PROJECT ID #22A110.02	
001	102193	CH	1	10327	NORTHERN AIR CORPORATION	09/23/2022	\$200,394.90	149789	E 06 300 870 000 000 520	BOND 22B-HS HVAC 22B300.01A HS GYM	
001	102193	CH	1	10327	NORTHERN AIR CORPORATION	09/23/2022	\$159,315.00	149790	E 06 300 870 000 000 520	BOND 22C-CONTROLS 22C005.01A	
001	102193	CH	1	10327	NORTHERN AIR CORPORATION	09/23/2022	\$100,985.00	149791	E 06 300 870 000 000 520	BOND 22C-CONTROLS 22C005.01A HS 8	
Check Total:							\$616,217.50				
001	102194	CH	1	13016	NORTHLAND REFRIGERATION INCORP	09/23/2022	\$1,393.98	149756	E 01 110 810 354 000 350	LIBERTY B&G REPAIRS	
Check Total:							\$1,393.98				
001	102195	CH	1	12194	PALMER WEST CONSTRUCTION COMF	09/23/2022	\$75,959.63	149788	E 06 110 870 000 000 520	BOND 22A-22A110.01A LIBERTY 2022 EN	
Check Total:							\$75,959.63				
001	102196	CH	1	07890	PMA FINANCIAL NETWORK INC.	09/23/2022	\$229.34	149767	E 45 005 935 000 000 305	AUGUST 2022	
Check Total:							\$229.34				
001	102197	CH	1	13408	ROSEVILLE GYMNASISTICS BOOSTER A	09/23/2022	\$2,525.00	149777	E 04 500 560 122 321 369	BRONZE/SILVER "CHALK IT UP" 11/19-11	
Check Total:							\$2,525.00				
001	102198	CH	1	13396	SEL LAUNCHPAD	09/23/2022	\$1,000.00	149757	E 01 300 790 000 699 303	VIRTUAL-HALF DAY 08/31/2022	
Check Total:							\$1,000.00				
001	102199	CH	1	12997	TECH4LEARNING, INC.	09/23/2022	\$300.00	149758	E 05 100 203 602 302 406	Wixie - Annual Subscription (renewal)	
Check Total:							\$300.00				
001	102200	CH	1	13406	THE LAKE CAFE	09/23/2022	\$2,100.00	149769	E 01 300 361 212 000 490	230 MEALS FOR YA/CAREER FAIR	
Check Total:							\$2,100.00				
001	102201	CH	1	12762	T-MOBILE	09/23/2022	\$1,200.00	149759	E 01 005 630 000 000 320	HOT SPOTS	
Check Total:							\$1,200.00				
001	102202	CH	1	12963	ULTRA DURABLE FLOOR TECHNOLOG	09/23/2022	\$1,588.18	149782	E 01 300 810 000 000 401	HS B&G SUPPLIES	
Check Total:							\$1,588.18				
001	102203	CH	1	04148	VIKING COCA-COLA BOTTLING CO	09/23/2022	\$1,204.50	149765	E 11 300 298 000 000 490	HS CONCESSIONS	
001	102203	CH	1	04148	VIKING COCA-COLA BOTTLING CO	09/23/2022	\$132.00	149766	E 11 300 298 000 000 490	HS CONCESSIONS	
Check Total:							\$1,336.50				
001	102204	CH	1	06532	VISION STAFFING	09/23/2022	\$1,179.93	149784	E 01 005 810 356 000 305	GROUNDS SERVICES WEEK 09/11/2022	
Check Total:							\$1,179.93				
001	102205	CH	1	13397	WELCH, PATRICK	09/23/2022	\$86.00	149761	E 11 300 294 113 000 305	JV FOOTBALL OFFICIAL VS ST CLOUD A	
Check Total:							\$86.00				
001	102206	CH	1	10633	WOLD ARCHITECTS, INC	09/23/2022	\$510.05	149762	E 06 300 870 000 000 305	BOND PROJECT #22B300.01B HS DEHUI	

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001	102206	CH	1	10633	WOLD ARCHITECTS, INC	09/23/2022	\$18,135.83	149763	E 06 300 870 000 000 305	BOND PROJECT #22E300.01B HS RENO'	
001	102206	CH	1	10633	WOLD ARCHITECTS, INC	09/23/2022	\$67,836.68	149764	E 06 100 870 000 000 305	BOND PROJECT #22D100.01B INDY ES F	
Check Total:							\$86,482.56				
001	102207	CH	1	01165	XCEL ENERGY-NSP	09/23/2022	\$582.40	149760	E 01 110 810 000 000 350	LIBERTY NATURAL GAS P #302291437 A	
Check Total:							\$582.40				
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$27.00	149824	E 01 201 740 000 000 430	The Myth of Normal Book	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$40.99	149825	E 01 201 298 950 000 490	48 Count Box Snickers	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$25.16	149825	E 01 201 298 950 000 490	Kar's Sweet n Salty Trailmix	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.40	149826	E 01 201 208 290 000 401	6 Name Stamps	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$1.50	149826	E 01 201 208 290 000 401	Freight	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$146.50	149827	E 01 201 208 245 000 401	Case It Universal Binder	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.04	149827	E 01 201 208 245 000 401	Oxford Comp Notebooks	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$26.98	149827	E 01 201 208 245 000 401	Sheet Protectors Clear Heavy Duty	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$56.60	149827	E 01 201 208 245 000 401	Cardinal Economy 3 Ring Binders	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$35.70	149827	E 01 201 208 245 000 401	Paper Mate Mechanical Pencils	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$67.99	149828	E 01 100 203 000 000 401	Wireless Microphone	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$279.00	149828	E 01 100 203 000 000 401	Monster Rockin' Roller 270 Portable Indoor	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	(\$13.95)	149828	E 01 100 203 000 000 401	Promos & discounts	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.99	149829	E 01 300 220 165 000 401	B06Y1G18KS SmartQ C368 USB 3.0 SD C	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$459.99	149829	E 01 300 220 165 000 401	B07C2Z21X5 Canon EOS Rebel T7 DSLR	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.99	149829	E 01 300 220 165 000 401	B08K353P7B Cwatacun Single Shoulder Cr	
001	102209	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$182.89	149830	E 01 300 620 000 000 456	B00006LHOW Original HP 38A Black Tone	
Check Total:							\$1,421.77				
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$228.21	149823	E 01 201 810 000 000 330	MS GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$116.96	149823	E 01 201 810 000 000 330	MS GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$92.20	149823	E 01 100 810 000 000 330	INDY GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$622.95	149823	E 01 300 810 000 000 330	HS GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$131.40	149823	E 01 300 810 000 000 330	HS GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$20.80	149823	E 01 100 810 000 000 330	INDY GAS AUGUST 2022	
001	102210	CH	1	03184	CENTERPOINT ENERGY	09/23/2022	\$626.89	149823	E 01 100 810 000 000 330	INDY GAS AUGUST 2022	
Check Total:							\$1,839.41				
001	102211	CH	1	01035	cmERDC	09/23/2022	\$19.32	149834	E 01 100 203 312 000 401	3-RING BINDERS, 1 in. VINYL COVER, BL	
001	102211	CH	1	01035	cmERDC	09/23/2022	\$22.46	149834	E 01 100 203 312 000 401	BOXED ENVELOPES, #10, WHITE, 24#, 5	
001	102211	CH	1	01035	cmERDC	09/23/2022	\$19.62	149834	E 01 100 203 312 000 401	BROWN KRAFT CLASP ENVELOPES, 10	

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001	102211	CH	1	01035	cmERDC	09/23/2022	\$12.44	149834	E 01 100 203 312 000 401	BROWN KRAFT CLASP ENVELOPES, 100
001	102211	CH	1	01035	cmERDC	09/23/2022	\$190.80	149834	E 01 100 203 000 000 401	DRY ERASE MARKERS, ASSORTED COL
001	102211	CH	1	01035	cmERDC	09/23/2022	\$3.89	149834	E 01 100 203 000 000 401	HIGHLIGHTER MARKERS, YELLOW, 12/F
001	102211	CH	1	01035	cmERDC	09/23/2022	\$8.60	149834	E 01 100 203 000 000 401	PAPER CLIPS, SIZE #1, 1000/CTN, 1-3/8 i
001	102211	CH	1	01035	cmERDC	09/23/2022	\$1.28	149834	E 01 100 203 000 000 401	BINDER CLIPS, 3/4" WIDE, 3/8 CAPACITY
001	102211	CH	1	01035	cmERDC	09/23/2022	\$1.48	149834	E 01 100 203 000 000 401	BINDER CLIPS, 1" WIDE, 5/8 CAPACITY, :
001	102211	CH	1	01035	cmERDC	09/23/2022	\$24.00	149834	E 01 100 203 000 000 401	SCOTCH MAGIC TAPE 3M #105, 3/4 in. X
001	102211	CH	1	01035	cmERDC	09/23/2022	\$9.84	149834	E 01 100 203 000 000 401	TRANSPARENT TAPE HIGHLAND 3M #62
001	102211	CH	1	01035	cmERDC	09/23/2022	\$9.85	149834	E 01 100 203 000 000 401	BLACK TAPE DISPENSERS, 1 in. CORE, ,
001	102211	CH	1	01035	cmERDC	09/23/2022	\$20.37	149834	E 01 100 203 000 000 401	BOX SEALING TAPE W/DISPENSER, 3M
001	102211	CH	1	01035	cmERDC	09/23/2022	\$29.04	149834	E 01 100 203 000 000 401	FISKARS SCISSORS, ADULT SIZE, 8 inch
001	102211	CH	1	01035	cmERDC	09/23/2022	\$3.16	149834	E 01 100 203 000 000 401	HIGHLAND BRAND, POST-IT NOTE PAD\$
001	102211	CH	1	01035	cmERDC	09/23/2022	\$1.84	149834	E 01 100 203 000 000 401	SIZE 19 RUBBER BANDS 1/4 lb / BOX, PY
001	102211	CH	1	01035	cmERDC	09/23/2022	\$39.72	149834	E 01 100 203 000 000 401	LARGE GLUE STICKS, 1.27 OZ, Universal
001	102211	CH	1	01035	cmERDC	09/23/2022	\$405.48	149835	E 01 100 620 000 000 401	Laminating Film, 25" x 500' 1.5 mil, 1" inch
001	102211	CH	1	01035	cmERDC	09/23/2022	\$11.70	149835	E 01 100 620 000 000 401	Size AAA Batteries, Alkaline, 8/box, RAYOV
Check Total:							\$834.89			
001	102212	CH	1	01475	CONNEXUS ENERGY	09/23/2022	\$129.59	149822	E 01 005 810 860 000 331	SOFTBALL CONCESSIONS ELECTRICAL
001	102212	CH	1	01475	CONNEXUS ENERGY	09/23/2022	\$10,231.49	149822	E 01 100 810 000 000 331	INDEPENDENCE ELECTRICAL AUGUST :
001	102212	CH	1	01475	CONNEXUS ENERGY	09/23/2022	\$6,379.32	149822	E 01 110 810 000 000 331	LIBERTY ELECTRICAL AUGUST 2022
001	102212	CH	1	01475	CONNEXUS ENERGY	09/23/2022	\$52.26	149822	E 01 005 810 860 000 331	BASEBALL FIELD LIGHTS ELECTRICAL /
001	102212	CH	1	01475	CONNEXUS ENERGY	09/23/2022	\$348.15	149822	E 01 005 810 860 000 331	SOFTBALL FIELD LIGHTS ELECTRICAL /
Check Total:							\$17,140.81			
001	102213	CH	1	01121	MASSP	09/23/2022	\$969.00	149831	E 01 005 640 000 316 366	22/23 MEMBERSHIP DUES (RANDI ANDE
001	102213	CH	1	01121	MASSP	09/23/2022	\$969.00	149832	E 01 005 640 000 316 366	22/23 MEMBERSHIP DUES (MARK ERNS
001	102213	CH	1	01121	MASSP	09/23/2022	\$50.00	149833	E 01 005 640 000 316 366	2022 MASSP SUMMER CONFERENCE M
Check Total:							\$1,988.00			
001	102214	CH	1	12845	SYSCO-MINNESOTA INC	09/23/2022	\$249.30	149836	E 02 005 770 000 701 490	FS SUPPLIES
Check Total:							\$249.30			
001	102215	CH	1	13352	TENNIS CLOTHING COMPANY LLC	09/23/2022	\$3,475.00	149837	E 11 300 296 120 000 434	HS GIRLS TENNIS UNIFORMS
Check Total:							\$3,475.00			
001	102216	CH	1	12219	TWIN CITIES FLAG SOURCE, INC.	09/23/2022	\$576.90	149838	E 01 110 810 000 000 350	LIBERTY B&G REPAIRS
Check Total:							\$576.90			
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$21.27	149709	E 04 500 570 000 321 401	1571021434 Heartprints

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$21.54	149709	E 04 500 570 000 321 401	1926853997 Why Do I Brush My Teeth? (M
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.53	149709	E 04 500 505 000 321 401	B002MCZA40 Officemate Giant Paper Clip:
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.60	149709	E 04 500 560 122 321 401	B00DSWNCNY Band-Aid Flexible Fabric A
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$132.99	149709	E 04 500 505 000 321 401	B00LBKUOEU Neenah Exact Index Cardst
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$105.38	149709	E 04 500 596 000 344 430	B079SLLD3N Home Dynamix ECEM05 Are
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$129.99	149709	E 04 500 596 000 344 530	B07RT2FQ5W Factory Direct Partners 104
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.97	149709	E 04 500 596 000 344 430	B082TJMZVY Learning Resources Create-
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$173.94	149709	E 04 500 596 000 344 530	B089Q5KLXY Kootek Camping Hammock I
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.98	149709	E 04 500 596 000 344 430	B09KXHKVJM Teacher Created Resources
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$37.99	149709	E 04 500 596 000 344 430	B0B2W6C3JK Magnetic Tiles, Magnetic Blk
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$5.88	149709	E 04 500 596 000 344 530	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$45.22	149710	E 04 500 505 000 321 401	B07VZ1WPQC School Smart 085057 Interr
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$21.99	149711	E 04 500 505 000 321 401	B0010JEJPC Scotch Thermal Laminator, 2
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$26.72	149711	E 04 500 505 000 321 401	B00B1EO1Z4 D-Line Cable Management E
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$147.78	149711	E 04 500 505 000 321 401	B00CBAWIY Scotch Thermal Laminating F
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$8.95	149711	E 04 500 580 000 325 401	B01N7H7J47 Outlet Covers Baby Proofing
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.80	149711	E 04 500 505 000 321 401	B073V7NF3W Tul Retractable Gel Pens 0.!
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.99	149711	E 04 500 505 000 321 401	B07S95JXH4 100 Pcs Clear Plastic Vertica
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$17.99	149711	E 04 500 596 000 344 401	B082G5KQ5Z Teacher Created Resources
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$24.97	149711	E 04 500 505 000 321 401	B087Z5WDJ2 Logitech M510 Wireless Cor
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149711	E 04 500 505 000 321 401	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$15.98	149712	E 04 500 560 112 321 401	B000GBCY84 Champion Sports Mesh Spo
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$63.52	149712	E 04 500 596 000 344 430	B000J07C1G Fellowes 52326 Plastic Bindi
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$12.99	149712	E 04 500 580 000 325 430	B0037UP9GU Melissa & Doug Mine to Lov
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$36.14	149712	E 04 500 505 000 321 401	B004ZF76SU Universal Laser Printer Perm
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$49.98	149712	E 04 500 560 112 321 401	B014JZK0II Super Z Outlet Nylon Mesh Sc
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.18	149712	E 04 500 580 000 325 430	B01MCYEYZE Sargent Art - SAR173620 1'
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$26.99	149712	E 04 500 596 000 344 430	B01NBT0JPH Extra Large 6.6 Feet Long! k
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$34.98	149712	E 04 500 596 000 344 430	B0732DV3MQ KC CUBS Playtime Collectic
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$20.86	149712	E 04 500 560 112 321 401	B076H3QCV7 STONCEL 24 Pairs Colorful
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$17.98	149712	E 04 500 596 000 344 430	B079YLLVZT Walls 360 Peel and Stick Fau
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$20.89	149712	E 04 500 596 000 344 430	B08R69QFZN hand2mind Mindful Maze Bc
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$12.99	149712	E 04 500 580 000 325 430	B0936JR3CV 60 Pieces Potted Succulents
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$3.71	149712	E 04 500 596 000 344 430	Amazon Shipping Charge

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$17.99	149713	E 04 500 596 000 344 430	B082G5KQ5Z Teacher Created Resources
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$854.00	149713	E 04 500 596 000 344 530	B09K92T3HV Rubbermaid Resin Weather
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$191.96	149714	E 04 500 580 000 325 530	B016TQFSUK Carpets for Kids 72.98 Circle
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$119.85	149715	E 04 500 580 000 325 430	0439649498 How Do Dinosaurs Count to T
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$109.05	149715	E 04 500 580 000 325 430	0451474570 Llama Llama Red Pajama
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$43.08	149715	E 04 500 580 000 325 430	0545468418 Itsy-Bitsy I Love You! (heart-fe
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$119.85	149715	E 04 500 580 000 325 430	1416949224 Bear Wants More (The Bear E
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$9.99	149715	E 04 500 596 000 344 430	1595620273 How Full Is Your Bucket? For
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$625.22	149715	E 04 500 596 000 344 530	B000JG7DDC Gorilla Playsets 02-3002-cer
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$33.75	149715	E 04 500 596 000 344 430	B000P86RMC Learning Resources Calend
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$34.99	149715	E 04 500 596 000 344 430	B000Q7HWP8 International Mulch RM16BI
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$52.98	149715	E 04 500 596 000 344 430	B002KE5OZ0 Green Toys- Chef Set
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$72.33	149715	E 04 500 596 000 344 530	B00BML4JLM Merry Garden Kids Wooden
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$18.49	149715	E 04 500 580 000 325 430	B00OZAI56M Fisher-Price Laugh & Learn
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$93.10	149715	E 04 500 580 000 325 530	B01HYE7QO2 Step2 Jumbo Art Easel For
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$56.99	149715	E 04 500 596 000 344 430	B01LZWDIPM Slackline Slackline Kit Slack
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.58	149715	E 04 500 570 000 321 401	B074B1KCXD Amazon Basics Assorted Siz
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$206.97	149715	E 04 500 596 000 344 430	B075K973LN Active Kids Chair – Wobble C
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$15.96	149715	E 04 500 596 000 344 430	B0787Q54M1 Neosmuk Magnetic Hooks, 2
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$179.80	149715	E 04 500 596 000 344 430	B0791KTVHP Matty's Toy Stop 31" Heavy I
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$75.98	149715	E 04 500 596 000 344 430	B07G2NKHXL Slackers 50' Slackline Class
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.99	149715	E 04 500 596 000 344 430	B07KQ4D8CN Jovitec 20 Pack Hand Lens
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$35.98	149715	E 04 500 596 000 344 430	B07ST2XW4Y ENKOSI Square Shower Me
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$41.94	149715	E 04 500 570 000 321 401	B07SV4VBGS Construction Paper,Bright W
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.49	149715	E 04 500 596 000 344 430	B07XDC7FP9 Round Magnets with Adhesi
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$99.80	149715	E 04 500 596 000 344 430	B07Z767BGC Stanley Jr. Wheelbarrow
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$61.98	149715	E 04 500 596 000 344 430	B07ZCCLXNH LVL10 Sports Heavy & Touc
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$99.98	149715	E 04 500 596 000 344 430	B0849RGJ7Y Playsafer Rubber Mulch Nug
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$24.99	149715	E 04 500 596 000 344 430	B08863H9BT Colwelt Plastic Leaf Rake, G
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$279.96	149715	E 04 500 596 000 344 530	B08DXSDRN9 RedSwing 40" Spider Web
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$145.98	149715	E 04 500 596 000 344 530	B08DXT5VFT GLACER Sandbox Digger, 3
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.98	149715	E 04 500 570 000 321 401	B08QMRQXSX 12 Rolls Transparent Tape
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$119.31	149715	E 04 500 596 000 344 430	B091L66V5C Wall Mounted Clothes Hange
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$9.98	149715	E 04 500 596 000 344 430	B094PWBCLB Squiggles and Dots Die-Cul

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$30.99	149715	E 04 500 596 000 344 430	B0978G8WMS LITTLE BUD KIDS Countin
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$30.00	149715	E 04 500 596 000 344 430	B097NJMHDW Green Toys Dish Set - 4C
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$41.99	149715	E 04 500 596 000 344 430	B097P139T3 Circle Learning Time Center f
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$57.59	149715	E 04 500 596 000 344 430	B09MM2PW3P NEEDUX Ninja Warrior Ob:
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$40.49	149715	E 04 500 596 000 344 430	B09P35N2C1 BIROLA Nursery Book Shelv
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$209.97	149715	E 04 500 596 000 344 530	B09Q39ZY44 EAST OAK Deck Box, 31 Ga
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.80	149715	E 04 500 596 000 344 430	B09TVH6QNG SANKUU 18 Ninja Tree Clir
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.98	149715	E 04 500 596 000 344 430	B09VSLN9XW Moxie Direct Artificial Grass
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$17.99	149715	E 04 500 596 000 344 430	B09WR9LDTK 44 Pcs Squiggles and Dots
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$122.96	149715	E 04 500 580 000 325 430	B0B1WXFMTZ Lztyee Art Drying Rack for
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$5.58	149715	E 04 500 596 000 344 430	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$68.99	149715	E 04 500 596 000 344 430	B075K973LN Active Kids Chair – Wobble C
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$1,077.49	149715	E 04 500 580 000 325 530	B079N1NQKC Children's Factory-ANG161'
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$104.80	149716	E 01 300 361 212 000 455	B079RKX5ZL GE 6-Outlet Surge Protector,
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.77	149716	E 01 300 361 212 000 455	B07DHWG841 3" x 60 Yard 55 Meter Black
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$655.04	149716	E 01 300 361 212 000 455	B07ZWW6NWW Yodotek 50FT 12 Gauge O
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149716	E 01 300 361 212 000 455	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$547.65	149717	E 01 110 203 000 000 401	B083XK5N9W Jonti-Craft 8008JC5 Cubbie
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$76.32	149718	E 01 110 203 000 000 430	0593434900 The World Needs More Purple
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$53.28	149718	E 01 110 203 000 000 430	1419713108 In My Heart: A Book of Feelin
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$7.99	149718	E 01 110 203 000 000 430	1423648870 Ordinary Mary's Extraordinary
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$80.70	149718	E 01 110 203 000 000 430	1955151326 Everyone Feels Anxious Som
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$93.36	149718	E 01 110 203 100 000 401	B000F9XBQQ Sharpie Fine Point Permane
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$75.12	149718	E 01 110 203 000 000 430	B000J09CO6 Paper Mate Flair Felt Tip Per
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.14	149718	E 12 110 412 000 740 433	B001SN8HOY The Pencil Grip Original Per
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$34.99	149718	E 12 110 412 000 740 433	B0046W4ST2 Velcro USA Hook 70/WI125
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$3.59	149718	E 12 110 412 000 740 433	B00FQRRRIQ The Classics 12-Pack Trian
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$121.14	149718	E 01 110 203 200 000 401	B00G4CJ8GK Sharpie Permanent Markers
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$31.80	149718	E 01 110 212 000 000 430	B00GIT09SU Neenah Wausau Paper Prerr
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.15	149718	E 01 110 203 000 000 430	B00QSR9URI Amazon Basics 50-Sheet Le
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.88	149718	E 01 110 203 100 000 401	B00T3BNPV8 Paper Mate Felt Tip Pens F
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$99.75	149718	E 01 110 203 200 000 401	B018IZAL16 Command Small Wire Hooks
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$26.30	149718	E 12 110 412 000 740 433	B0723DLKP6 Samsill 3 Ring Mini View Bin
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$8.27	149718	E 01 110 203 000 000 430	B074XTRX7K Amazon Basics Binder Pape

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.04	149718	E 01 110 201 000 000 401	B075V2BYM2 WXBOOM Self Adhesive Do
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$66.24	149718	E 01 110 203 100 000 401	B075V2BYM2 WXBOOM Self Adhesive Do
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$9.99	149718	E 01 110 201 000 000 401	B077D4TPQ2 Caydo 2400 Pieces Mini Cra
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$42.99	149718	E 12 110 412 000 740 433	B078N2TDTQ RyhamPaper Thermal Lamir
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$18.45	149718	E 01 110 203 000 000 401	B07JC7SFNS Coconix Vinyl and Leather R
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$33.98	149718	E 01 110 203 100 000 401	B07L1NY6BS MIKEDE 24 LB Magnetic Ho
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$14.56	149718	E 01 110 201 000 000 401	B07PHSH63G BinaryABC Disposable Plas
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$22.98	149718	E 01 110 203 000 000 430	B07QKVFQSX Dry Erase Markers, Shuttle
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$47.97	149718	E 01 110 203 200 000 401	B07QQ3L753 Neenah White Index, Heavy
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$27.42	149718	E 01 110 203 000 000 430	B07R66D25S Amazon Basics Sheet Protec
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$109.95	149718	E 01 110 203 200 000 401	B07V33MT2P NextClimb - Flat Adhesive M
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$149.99	149718	E 01 110 203 000 000 401	B07WS73RND Mifflin-USA Horizontal ID N:
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.75	149718	E 12 110 412 000 740 433	B07XDC7FP9 Round Magnets with Adhesi'
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$54.88	149718	E 01 110 212 000 000 430	B083TBSFTZ Mr. Pen- Pens, Felt Tip Pens
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.54	149718	E 01 110 203 000 000 430	B08F2QQGTP Play-Doh Ultimate Color Co
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$34.99	149718	E 01 110 203 100 000 401	B08F2XTPJR Reli. Paper Lunch Bags, 6 Lt
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$15.99	149718	E 01 110 201 000 000 401	B08LDG9W3T Suwimut 500 Pieces Plastic
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$238.80	149718	E 01 110 203 100 000 401	B08MVRBN2C Round Magnets with Adhes
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.99	149718	E 01 110 203 100 000 401	B08X1JY8DW 100 Pieces Library Card En
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.74	149718	E 01 110 203 100 000 401	B08XTGHNVG OFFICDO Dry Erase Erase
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.89	149718	E 01 110 201 000 000 401	B09G9DBLNQ 3000 pcs Pony Beads, Mul
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$85.00	149719	E 01 110 203 200 000 401	B07GQQBZS3 Magnetic Squares, 120 Pier
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149719	E 01 110 203 100 000 401	B07QQ3L753 Neenah White Index, Heavy
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.96	149719	E 12 110 412 000 740 433	B07S9CHWHH Snug Kids Ear Protection -
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$70.28	149720	E 01 110 203 000 000 401	B0006HXE1E Pendaflex File Folders, Lette
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$116.85	149720	E 01 110 203 000 000 401	B07T948PLP Jumbo People Shaped Craft
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$62.90	149720	E 01 110 203 000 000 401	B07V5X359Z DURABLE Desktop Referenc
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$9.95	149720	E 12 110 412 000 740 433	B088R5R11C 16 Pack Pencil Grips for Kids
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149720	E 01 110 203 000 000 401	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.99	149721	E 01 110 203 000 000 401	B01M6ZT4XD 1000 Pack,4 Inch Outus Nyl
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$149.99	149721	E 01 110 203 000 000 401	B07WS73RND Mifflin-USA Horizontal ID N:
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$53.98	149721	E 01 110 203 000 000 401	B09F9BCLLT Zonon Metal Badge Clips Do
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$5.90	149722	E 01 110 620 000 000 401	B0058JILJK Deco Art Empty Squeeze Writ
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$21.87	149722	E 01 110 620 000 000 401	B00O59Z4RG Scotch Tape Runner Extra S

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001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$59.97	149722	E 01 110 620 000 000 401	B00XVCUYIC Crayola Ultraclean Broadline		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$6.99	149722	E 01 110 620 000 000 401	B01B573D4Q Small Clear Plastic Mini Fun		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$28.00	149722	E 01 110 620 000 000 401	B01GJZ35W4 Swiffer 360 Disposable Clea		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$68.72	149722	E 01 110 620 000 000 401	B01M66U32Q American Crafts Core'dinatic		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.99	149722	E 01 110 620 000 000 401	B073XR4X72 Command Large Picture Har		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$71.98	149722	E 01 110 620 000 000 401	B07H3NQL51 CLOVER DOTS, 7 inch Larg		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$7.99	149722	E 01 110 620 000 000 401	B07NYCFHQ5 PARLAIM Wall Stickers for I		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$47.98	149722	E 01 110 203 100 000 430	B081WVM17B 100LBS Heavy Duty Magne		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$14.99	149722	E 01 110 620 000 000 401	B089F9YDFC Ontel Battery Daddy 180 Bal		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$31.40	149722	E 01 110 620 000 000 401	B08CHJP3TJ Crayola Fine Line Markers B		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.99	149722	E 01 110 620 000 000 401	B095STZBN1 Top label to and from Preser		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	(\$0.30)	149722	E 01 110 203 100 000 430			
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	(\$2.10)	149722	E 01 110 620 000 000 401			
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$7.90	149723	E 01 300 230 000 000 430	0399256059 La oruga muy hambrienta/The		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$6.00	149723	E 01 300 230 000 000 430	0525707298 Un Pez Dos Peces Pez Rojo I		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$135.15	149723	E 01 300 230 000 000 430	1082306800 Caras vemos (Spanish Editior		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$159.98	149723	E 01 300 230 000 000 430	B0052YJAH8 World Map of Spanish Speak		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$53.42	149723	E 01 300 230 000 000 401	B01MFC2O83 Simple Designs LF2000-BLI		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.70	149723	E 01 300 230 000 000 401	B07QHSGMH Amazon Basics Masking Tz		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$12.95	149723	E 01 300 230 000 000 401	B07QY6Q3RV Nelson Mandela Poster, 8x1		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$11.95	149723	E 01 300 230 000 000 401	B07STX1B4Q People Will Forget What You		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$34.99	149723	E 01 300 230 000 000 401	B085L2JJXQ Bedside Table Lamps Set of ;		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.99	149723	E 01 300 230 000 000 401	B086MP6FWH Table Lamp 2 Sets, Small N		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$13.99	149723	E 01 300 230 000 000 430	B08Q6NZZC1 Short Stories in Spanish for		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$57.98	149723	E 01 300 230 000 000 401	B09N9YTDYP Kleenex Expressions Ultra S		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$14.99	149723	E 01 300 230 000 000 401	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$244.99	149724	E 01 300 255 000 000 430	B00FL2SOXW DEWALT 20V MAX* Cordle		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$51.90	149724	E 01 300 255 000 000 430	B00KAWQLUG John Deere PT507 Lubrica		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149724	E 01 300 255 000 000 430	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$145.85	149725	E 01 300 050 000 000 401	B00AHPRM8G Sauder Select Collection 5-		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$138.99	149725	E 01 300 211 226 000 401	B084ZH1LYN WLIVE Wood Lift Top Coffee		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$159.96	149725	E 01 300 211 226 000 401	B09MTFVB31 WLIVE Flip Top Side Table v		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	26 \$149.99	149725	E 01 300 211 226 000 401	B09SLPJCLD 7RiversART Wood Round Cr		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149725	E 01 300 211 226 000 401	Amazon Shipping Charge		

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001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.89	149726	E 12 300 411 000 740 401	B078LKJ91C 2-Pack Grabber Reacher Too		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149726	E 12 300 411 000 740 401	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$349.00	149727	E 01 300 211 000 000 401	B073XXWPXN Vari File Cabinet - Three Dr		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$246.07	149727	E 01 300 211 000 000 401	B07Y8BVBX8 Gabrylly Ergonomic Mesh O		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$42.99	149727	E 01 300 211 000 000 401	B089B6Y7HB MOUNT-IT! Under Desk Moc		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$794.00	149727	E 01 300 211 000 000 401	B089CNX4B5 Vari Electric Standing Desk (
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$197.99	149727	E 01 300 211 000 000 401	B08JM1C4ZD YITAHOME 2-Drawer Vertica		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$255.99	149727	E 01 300 211 000 000 401	B098TTXF4G VariDesk Essential 36 by Vai		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149727	E 01 300 211 000 000 401	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$58.20	149728	E 01 300 211 000 000 401	B0052L7GCC Officemate Hanging File Fra		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$110.92	149728	E 01 300 211 000 000 401	B0061UPEG8 DURABLE Desktop Referen		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149728	E 01 300 211 000 000 401	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$24.88	149729	E 01 300 211 000 000 401	B000J07EJQ C-Line Self-Adhesive Label T		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$9.99	149729	E 01 300 211 000 000 401	B07LG8MDGR Plasticpro Cutlery 400 Med		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$42.69	149729	E 01 300 211 000 000 401	B07TNZVCV3 HIIMIEI 12 Pack Clear Acryli		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$20.97	149729	E 01 300 211 000 000 401	B081QT74B1 Paper Mate InkJoy Assorted		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$12.99	149729	E 01 300 211 000 000 401	B09CTG2RNX Lamtetur Thermal Laminatir		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149729	E 01 300 211 000 000 401	Amazon Shipping Charge		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$528.78	149730	E 01 201 208 000 000 401	MS SUPPLIES		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$6,687.62	149731	E 01 201 208 000 000 530	Standing Desk		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$351.98	149732	E 01 201 208 000 000 530	Standing Desk		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$35.99	149733	E 01 201 208 000 000 455	Apple Adapter Power C		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$229.98	149733	E 01 201 208 000 000 455	Apple Magic Keyboard		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$44.99	149733	E 01 201 208 000 000 455	Apple USB C Cable		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$79.98	149738	E 01 100 203 000 000 401	Post It Sticky Easel Pad, 25"x30" (4 pads)		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$131.53	149738	E 01 100 203 000 000 401	Acrylic Wall Sign Holder, 5x7, 6 pack		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$14.98	149770	E 01 005 020 000 000 401	computer case		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	(\$64.09)	149772	E 11 300 292 000 000 401	CREDIT		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$13.74	149773	E 11 300 292 000 000 401	B0006HVL9Q 3M Desktop Document Hold		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$12.99	149773	E 11 300 292 000 000 401	B015NBTNHQ Wireless Mouse, TECKNET		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$15.98	149773	E 11 300 292 000 000 401	B01LXJFMGF Apple Lightning to 3.5 mm H		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$13.58	149773	E 11 300 292 000 000 401	B081YWVPQV Simple Stopwatch, BESTW		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$19.25	149773	E 11 300 292 000 000 401	B08KNYS6NZ 2 Inch x 26 Feet Hook and L		
001	102217	CH	1 04874	AMAZON CAPITAL SERVICES	09/23/2022	\$45.69	149773	E 11 300 292 000 000 401	B08SLZZFHM HIIMIEI Acrylic Wall Mount S		

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.49	149773	E 11 300 292 000 000 401	B08Y5YZN5C SMARTAKE 45 Pcs Refriger
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149773	E 11 300 292 000 000 401	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$36.36	149774	E 01 201 208 000 000 455	44 AA Batteries
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$27.99	149775	E 01 201 208 000 000 455	GE 6 Outlet Extension Cord
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$146.93	149776	E 01 201 620 000 000 470	Books: 4 Disciples Expanded Achievement
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$94.41	149778	E 01 300 214 000 000 401	SanDisk 64GB Ultra SDXC UHS-1 Memory
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$127.09	149778	E 01 300 214 000 000 401	Neewer photography 4 roller wall mounting
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$87.99	149778	E 01 300 214 000 000 401	Huamei Seamless photography background
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$99.99	149778	E 01 300 214 000 000 401	Savage seamless paper photography back
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$479.00	149778	E 01 300 214 000 000 401	Canon EOS rebel T7 DSLR camera with 18
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$59.92	149778	E 01 300 214 000 000 401	Wood grain interlocking foam floor mats (24
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$169.00	149778	E 01 300 214 000 000 401	Audio-technica ATR288W TwinMic
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$39.90	149778	E 01 300 214 000 000 401	Wireless clip mic, wireless lavalier microph
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$23.78	149778	E 01 300 214 000 000 401	Energizer AA batteries
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$13.16	149778	E 01 300 214 000 000 401	Duracell copper top AAA alkaline batteries
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$14.98	149778	E 01 300 214 000 000 401	Hiasan royal blue tablecloth square
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$60.99	149779	E 01 300 214 000 000 401	Glendan portable photo studio light box, 16
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$10.49	149780	E 01 300 214 000 000 401	SanDisk 64GB Ultra SDXC UHS-1 Memory
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$262.36	149780	E 01 300 214 000 000 401	Video camera camcorder kimire digital cam
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$49.99	149780	E 01 300 214 000 000 401	Fotoconic 10 ft / 3M metal tube crossbar fo
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$93.99	149780	E 01 300 214 000 000 401	Huamei Seamless photography background
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$99.99	149780	E 01 300 214 000 000 401	Savage seamless paper photography back
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.99	149780	E 01 300 214 000 000 401	Socialite flexible arm phone holder
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$13.99	149780	E 01 300 214 000 000 401	Sancau restangle tablecloth - 60 x 84 inch
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$4.49	149781	E 01 300 331 000 830 433	B0006BB9MG VELCRO Brand ONE-WRAF
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$7.98	149781	E 01 300 331 000 830 433	B0787Q54M1 Neosmuk Magnetic Hooks, 2
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$38.03	149781	E 01 300 331 000 830 433	B07QRB6XYQ Post-it Self-Stick Mini Easel
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$22.77	149781	E 01 300 331 000 830 433	B07V9VHR73 Gifbera Natural Mini Cupcak
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$29.98	149781	E 01 300 331 000 830 433	B07YB1ZXG6 EZlifego Double Sided Tape
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$16.99	149781	E 01 300 331 000 830 433	B09QX8TY1X Air Fryer Disposable Paper L
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$15.98	149781	E 01 300 331 000 830 433	B0B7731L3K Neosmuk Magnetic Hooks, 2
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$7.99	149781	E 01 300 331 000 830 433	B0B773DD4S Neosmuk Magnetic Hooks, 2
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	28 \$0.00	149781	E 01 300 331 000 830 433	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$263.98	149792	E 01 005 110 000 000 401	DO SUPPLIES

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001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$140.99	149839	E 01 300 361 000 830 433	B0000225Q4 JET Ready-to-Cut Sandpaper
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$119.00	149839	E 01 300 361 000 830 433	B000P4NTCM CMT 891.503.11 2-Piece Re
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$49.98	149839	E 01 300 361 000 830 433	B014VM95IK HATCHBOX PETG 3D Printe
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$179.95	149839	E 01 300 361 000 830 433	B015X27ZKW XtremepowerUS 20 Gallon F
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$129.98	149839	E 01 300 361 000 830 433	B07MQS15RZ PLA 3D Printer Filament Pa
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$196.95	149839	E 01 300 361 000 830 433	B084YSSJFN DEWALT 20V MAX* XR Lea
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$31.44	149839	E 01 300 361 000 830 433	B08FQB6XT3 Weller Helping Hands with M
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$46.00	149839	E 01 300 361 000 830 433	B08XY75P5Q Accusize Industrial Tools Pre
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	\$0.00	149839	E 01 300 361 000 830 433	Amazon Shipping Charge
001	102217	CH	1	04874	AMAZON CAPITAL SERVICES	09/23/2022	(\$29.59)	149840	E 11 300 298 000 000 490	CREDIT

Check Total: \$26,484.07

Bank 001 Total: \$1,222,794.19

Report Total: \$1,222,794.19

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	01034	RESOURCE TRAINING & SOLUTIONS	09/08/2022	\$130.00	149498	E 01 110 203 902 000 366	Training - Gordy
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$62.50	149452	E 01 110 810 000 000 401	PO 31150 Liberty Cleaning Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$2,805.10	149461	E 01 110 810 000 000 401	PO 31150 Liberty & MS Cleaning Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$222.00	149461	E 01 201 810 000 000 401	PO 31150 Liberty & MS Cleaning Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$2,780.96	149480	E 01 201 810 000 000 401	PO 31116 MISC CLEANING SUPPLIES
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$1,935.97	149554	E 01 110 810 000 000 401	PO 31097 & 31098 MISC CLEANING SUP
001		CC	1	01065	HILLYARD FLOOR CARE	09/08/2022	\$2,265.24	149554	E 01 300 810 000 000 401	PO 31097 & 31098 MISC CLEANING SUP
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$17.63	149454	E 01 005 010 000 000 401	PO 31122 Student school board rep name
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$420.49	149483	E 01 100 203 290 000 401	PBIS Note Pads - Stem (35 Versions)
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$318.14	149517	E 01 110 203 000 000 401	Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$395.76	149517	E 01 300 211 000 000 401	Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$107.63	149517	E 01 005 110 000 000 401	Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$127.03	149517	E 02 005 770 000 701 401	Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$163.29	149517	E 01 100 203 000 000 401	Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$83.23	149546	E 01 100 203 000 000 401	Stem Note Cards & A6 Envelopes
001		CC	1	01146	MONTICELLO PRINTING	09/08/2022	\$29.84	149562	E 01 005 610 000 000 401	PO 31072 business cards for Minda Anders
001		CC	1	01215	SUPREME SCHOOL SUPPLY	09/08/2022	\$180.49	149497	E 01 100 203 000 000 401	PO 30955 Indy Supplies
001		CC	1	01229	UNIVERSITY OF MINNESOTA	09/08/2022	\$1,500.00	149433	E 01 005 640 000 316 366	Professional Development
001		CC	1	01840	RATWIK, ROSZAK & MALONEY, P.A.	09/08/2022	\$900.00	149511	E 01 005 105 000 000 366	Title IX Compliance Training 08/25/2022 (€
001		CC	1	01908	MINNESOTA HISTORICAL SOCIETY	09/08/2022	\$648.00	149585	E 04 500 570 000 321 369	FY 23 KC Field Trip
001		CC	1	02019	PERFECTION LEARNING CORP	09/08/2022	\$1,994.65	149432	E 05 300 270 602 302 460	PO 31044 advanced placement US history
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$9,496.19	149458	E 05 100 203 601 302 460	PO 30950 HMH Math In Focus Workbooks
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$728.92	149486	E 01 300 810 351 000 460	PO 30931 HS Misc. books
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$296.59	149491	E 01 300 810 351 000 460	PO 30932/30929/30928 HS English Books
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$237.92	149491	E 01 300 810 351 000 460	PO 30932/30929/30928 HS English Books
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$1,725.90	149491	E 01 300 810 351 000 460	PO 30932/30929/30928 HS English Books
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$131.17	149491	E 01 300 810 351 000 460	PO 30932/30929/30928 HS English Books
001		CC	1	02427	FOLLETT SCHOOL SOLUTIONS, INC.	09/08/2022	\$5,476.90	149556	E 01 300 810 351 000 460	PO 30928 Misc. text books, see attached li
001		CC	1	02527	MCGRAW-HILL EDUCATION, INC.	09/08/2022	\$165.96	149536	E 05 300 270 602 302 460	Book purchase from McGraw Hill. Only rec
001		CC	1	02824	FLINN SCIENTIFIC INC	09/08/2022	\$403.49	149521	E 01 300 260 000 000 430	PO 30997 HS Science Supplies
001		CC	1	02927	IDEAL ADVERTISING SCREEN PRINTIN	09/08/2022	\$216.00	149573	E 11 300 294 116 000 897	FY 23 PO 30896 HS Cross Country Supplie
001		CC	1	03003	WEST MUSIC COMPANY	09/08/2022	\$1,447.10	149469	E 01 100 203 910 000 401	PO 30958 Indy Music Supplies
001		CC	1	03102	METRO SALES INC	09/08/2022	\$3,468.00	149470	E 01 005 630 000 000 315	3 YEAR M&S FOR PAPER CUT
001		CC	1	03388	CONTINENTAL CLAY CO	09/08/2022	\$452.52	149453	E 01 100 212 000 000 430	PO 30948 Indy Art Supplies

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001		CC	1	03388	CONTINENTAL CLAY CO	09/08/2022	\$294.74	149455	E 01 110 212 000 000 430	PO 30970 CCLFW - LO-Flre white earthen
001		CC	1	03455	GRAINGER	09/08/2022	\$42.70	149488	E 01 300 810 000 000 350	PO 31117 TOILET GASKETS
001		CC	1	03455	GRAINGER	09/08/2022	\$413.04	149516	E 01 100 810 354 000 350	PO 31103 B&G Supplies
001		CC	1	03455	GRAINGER	09/08/2022	\$421.20	149555	E 01 100 810 000 000 350	PO 31057 T8 LAMPS 4100K 28W
001		CC	1	03455	GRAINGER	09/08/2022	\$218.40	149557	E 01 110 810 000 000 350	PO 31081 B&g Supplies
001		CC	1	03455	GRAINGER	09/08/2022	\$860.50	149578	E 01 110 810 000 000 350	FY 23 PO 31058 B&G Supplies
001		CC	1	03455	GRAINGER	09/08/2022	\$417.60	149581	E 01 300 810 000 000 350	FY 23 PO 31060 Bulbs
001		CC	1	03849	DISCOUNT SCHOOL SUPPLY	09/08/2022	\$603.74	149548	E 05 110 203 000 302 530	PO 30983 Colorful Rows Seating 8'4"x13'4'
001		CC	1	04293	BRYAN ROCK PRODUCTS INC	09/08/2022	\$1,006.07	149577	E 01 005 810 000 000 350	B&G Supplies
001		CC	1	04336	MASBO	09/08/2022	\$25.00	149565	E 01 005 640 000 316 366	2022 MASBO Tax Levy Workshop
001		CC	1	04641	IEA	09/08/2022	\$7,280.00	149445	E 06 005 870 000 000 305	Bond Project #22C005.03B
001		CC	1	04874	AMAZON.COM	09/08/2022	\$492.61	149434	E 01 005 630 000 000 530	APs, labels, switches
001		CC	1	04874	AMAZON.COM	09/08/2022	\$368.70	149435	E 01 005 630 000 000 401	Chromebook labels
001		CC	1	04874	AMAZON.COM	09/08/2022	\$34.98	149467	E 01 005 630 000 000 401	Case for macbook
001		CC	1	04874	AMAZON.COM	09/08/2022	\$22.99	149468	E 01 005 630 000 000 401	mba case
001		CC	1	04874	AMAZON.COM	09/08/2022	\$29.98	149471	E 01 005 630 000 000 401	Macbook case
001		CC	1	04874	AMAZON.COM	09/08/2022	\$376.75	149473	E 01 005 630 000 000 315	ipad cases, mba case
001		CC	1	04874	AMAZON.COM	09/08/2022	\$21.99	149474	E 01 005 630 000 000 401	Case MBa
001		CC	1	04874	AMAZON.COM	09/08/2022	\$21.99	149475	E 01 005 630 000 000 401	Macbook Case
001		CC	1	04874	AMAZON.COM	09/08/2022	\$1,150.42	149512	E 01 005 630 000 000 315	Comp parts and hdmi dongles
001		CC	1	04874	AMAZON.COM	09/08/2022	\$17.80	149527	E 01 005 630 000 000 401	Cups for lit/tech institute
001		CC	1	04874	AMAZON.COM	09/08/2022	\$559.65	149533	E 01 005 630 000 000 401	powerstrips
001		CC	1	04874	AMAZON.COM	09/08/2022	\$29.12	149535	E 01 005 630 000 000 401	Camera cord
001		CC	1	04874	AMAZON.COM	09/08/2022	\$3,995.00	149537	E 01 005 630 000 000 556	ipad cases
001		CC	1	04874	AMAZON.COM	09/08/2022	\$229.75	149551	E 01 005 630 000 000 456	ipad cases
001		CC	1	04874	AMAZON.COM	09/08/2022	\$3,240.00	149564	E 05 005 630 000 795 555	Wireless APs Liberty
001		CC	1	04944	DOMINO'S PIZZA	09/08/2022	\$508.23	149441	E 04 500 570 000 321 490	KC Pizza summer end
001		CC	1	05351	HOME DEPOT	09/08/2022	\$21.63	149466	E 01 005 810 000 000 350	B&G Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$21.97	149466	E 01 300 810 000 000 350	B&G Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$77.80	149466	E 01 110 810 000 000 350	B&G Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$40.44	149466	E 01 100 810 000 000 350	B&G Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$90.51	149479	E 04 500 596 000 344 430	SR Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$279.00	149522	E 11 300 292 000 000 401	B&G Supplies
001		CC	1	05351	HOME DEPOT	09/08/2022	\$195.36	149522	E 01 110 810 000 000 350	B&G Supplies

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 05351	HOME DEPOT	09/08/2022	\$1,342.18	149544	E 01 110 203 226 000 401	Couch and chairs lounge makeover - SHIF
001		CC	1 05351	HOME DEPOT	09/08/2022	\$52.91	149553	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 05351	HOME DEPOT	09/08/2022	\$799.00	149579	E 05 300 250 000 302 530	Dishwasher
001		CC	1 05473	MASA	09/08/2022	\$1,330.00	149464	E 01 005 020 000 000 820	MASA Membership (Tim Truebenbach)
001		CC	1 05473	MASA	09/08/2022	\$860.00	149524	E 01 005 610 000 000 820	22/23 Membership Renewal (Minda Anders
001		CC	1 05599	SUBWAY	09/08/2022	\$35.87	149503	E 01 005 010 000 000 490	Policy Comm Meeting 08/17/2022
001		CC	1 05599	SUBWAY	09/08/2022	\$7.39	149504	E 01 005 010 000 000 490	Policy Comm Meeting 08/17/2022
001		CC	1 05813	APPLE	09/08/2022	\$890.00	149444	E 01 005 630 000 000 556	Apple Pencils
001		CC	1 05813	APPLE	09/08/2022	\$119.00	149456	E 01 005 630 000 000 556	Apple pencil
001		CC	1 05813	APPLE	09/08/2022	\$179.00	149460	E 01 005 630 000 000 556	ipad smart keyboard
001		CC	1 05813	APPLE FINANCIAL SERVICES	09/08/2022	\$590.00	149446	E 01 005 630 000 000 556	apple order
001		CC	1 05813	APPLE FINANCIAL SERVICES	09/08/2022	\$1,099.00	149447	E 01 005 630 000 000 556	Ipad pro
001		CC	1 06051	FINKEN WATER CENTERS	09/08/2022	\$46.45	149587	E 01 005 810 000 000 332	Drinking Water & Softener Salt
001		CC	1 06051	FINKEN WATER CENTERS	09/08/2022	\$44.20	149587	E 01 201 810 000 000 401	Drinking Water & Softener Salt
001		CC	1 06051	FINKEN WATER CENTERS	09/08/2022	\$52.45	149587	E 01 300 810 000 000 401	Drinking Water & Softener Salt
001		CC	1 06051	FINKEN WATER CENTERS	09/08/2022	\$44.20	149587	E 01 100 810 000 000 401	Drinking Water & Softener Salt
001		CC	1 06105	COMMITTEE FOR CHILDREN	09/08/2022	\$918.00	149539	E 05 110 203 000 302 460	PO 30969 Second Step Elementary Classr
001		CC	1 06130	COBORN'S INC.	09/08/2022	\$38.04	149532	E 01 005 610 000 000 490	DO Supplies
001		CC	1 06584	RIVER CITY EXTREME	09/08/2022	\$1,394.82	149538	E 04 500 570 000 321 369	FY 23 KC Field Trip
001		CC	1 07236	INNOVATIVE OFFICE SUPPLIES	09/08/2022	\$6.86	149499	E 01 300 211 000 000 401	PO 31010 HS Science Supplies
001		CC	1 07236	INNOVATIVE OFFICE SUPPLIES	09/08/2022	\$208.23	149499	E 01 300 211 000 000 401	PO 31010 HS Science Supplies
001		CC	1 07639	COLE PAPER	09/08/2022	\$3,695.00	149476	E 01 100 203 000 000 401	PO 31101/31102/31100/31099 White Copy
001		CC	1 07639	COLE PAPER	09/08/2022	\$3,695.00	149476	E 01 110 203 000 000 401	PO 31101/31102/31100/31099 White Copy
001		CC	1 07639	COLE PAPER	09/08/2022	\$3,695.00	149476	E 01 201 208 000 000 401	PO 31101/31102/31100/31099 White Copy
001		CC	1 07639	COLE PAPER	09/08/2022	\$3,688.00	149476	E 01 300 211 000 000 401	PO 31101/31102/31100/31099 White Copy
001		CC	1 07984	HIRSHFIELD'S INC & SUBSIDIARIES	09/08/2022	\$348.88	149463	E 01 201 810 000 000 350	MS B&G Supplies
001		CC	1 08066	TARGET	09/08/2022	\$76.85	149495	E 01 110 203 200 000 430	Second grade supplies
001		CC	1 08066	TARGET	09/08/2022	\$190.00	149525	E 01 300 211 226 000 401	Staff Lounge Furniture
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$9.49	149549	E 01 300 810 000 000 320	HS Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$11.09	149566	E 01 100 810 000 000 320	Indy Long Distance July 2022
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$2.76	149567	E 01 110 810 000 000 320	Liberty Long Distance July 2022
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$2.88	149569	E 01 201 810 000 000 320	MS Long Distance July 2022
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$5.57	149570	E 04 500 505 000 321 305	CE Long Distance July 2022
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$20.50	149571	E 01 300 810 000 000 320	HS Long Distance July 2022

Big Lake Public Schools, ISD #727

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				Pay/Void							
Bank	Check No	Ty	Grp Code	Vendor	Date	Amount	Voucher #	Account Code	Description		
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/08/2022	\$16.84	149572	E 01 005 810 000 000 320	DO Long Distance July 2022		
001		CC	1 08347	WALMART	09/08/2022	\$18.32	149438	E 04 500 505 000 321 401	CE Office Kick Off Meeting		
001		CC	1 08347	WALMART	09/08/2022	\$71.88	149438	E 04 500 505 000 321 490	CE Office Kick Off Meeting		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$9.18	149472	E 12 110 412 000 740 433	PO 30975 Liberty Supplies		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$8.13	149478	E 01 300 211 000 000 401	PO 31001/31015/31001/31015		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$4.09	149478	E 01 300 211 000 000 401	PO 31001/31015/31001/31015		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$2,180.24	149478	E 01 300 211 000 000 401	PO 31001/31015/31001/31015		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$40.99	149478	E 01 300 211 000 000 401	PO 31001/31015/31001/31015		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$67.80	149540	E 01 005 110 000 000 401	PO 31002 & 31080		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$38.39	149540	E 01 300 211 000 000 401	PO 31002 & 31080		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$126.48	149542	E 01 110 203 100 000 401	PO 30975 Tempera Paint & Book Tape		
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/08/2022	\$37.86	149542	E 12 110 412 000 740 433	PO 30975 Tempera Paint & Book Tape		
001		CC	1 09044	MENARDS - ELK RIVER	09/08/2022	\$42.33	149451	E 01 005 810 000 000 401	B&G Supplies		
001		CC	1 09044	MENARDS - ELK RIVER	09/08/2022	\$68.37	149575	E 01 005 810 000 000 350	B&G Supplies		
001		CC	1 09044	MENARDS - ELK RIVER	09/08/2022	\$160.16	149575	E 01 005 810 000 000 350	B&G Supplies		
001		CC	1 09217	HORIZON COMMERCIAL POOL SUPPLY	09/08/2022	(\$110.14)	149509	E 01 300 810 000 000 404	HS Pools Supplies		
001		CC	1 09217	HORIZON COMMERCIAL POOL SUPPLY	09/08/2022	\$2,619.75	149509	E 01 300 810 000 000 404	HS Pools Supplies		
001		CC	1 09612	IXL LEARNING	09/08/2022	\$4,383.25	149449	E 05 100 203 602 302 406	PO 31120 FY 23 Service Site License		
001		CC	1 09612	IXL LEARNING	09/08/2022	\$4,383.25	149449	E 05 110 203 602 302 406	PO 31120 FY 23 Service Site License		
001		CC	1 09612	IXL LEARNING	09/08/2022	\$4,383.25	149449	E 05 201 208 602 302 406	PO 31120 FY 23 Service Site License		
001		CC	1 09612	IXL LEARNING	09/08/2022	\$4,383.25	149449	E 05 300 211 602 302 406	PO 31120 FY 23 Service Site License		
001		CC	1 09637	STARFALL EDUCATION	09/08/2022	\$355.00	149543	E 05 110 203 602 302 406	PO 30978 MORE-S - School Membership		
001		CC	1 09756	IMPACT APPLICATIONS INC	09/08/2022	\$928.00	149510	E 11 300 292 000 000 305	PO 31140 1 YR Subscription - Package 3		
001		CC	1 09757	PROJECT LEAD THE WAY, INC.	09/08/2022	\$950.00	149442	E 05 100 630 316 302 406	See attachments for descriptions		
001		CC	1 09757	PROJECT LEAD THE WAY, INC.	09/08/2022	\$5,600.00	149442	E 05 201 255 602 302 530	See attachments for descriptions		
001		CC	1 09757	PROJECT LEAD THE WAY, INC.	09/08/2022	\$20,160.00	149442	E 05 201 255 602 302 530	See attachments for descriptions		
001		CC	1 10103	GBC	09/08/2022	\$562.97	149484	E 01 100 620 000 000 350	PO 30367 Maintenance Agreement for Larr		
001		CC	1 10303	BIO CORPORATION	09/08/2022	\$634.16	149462	E 01 300 260 000 000 430	PO 30991 HS Science Supplies		
001		CC	1 10311	MASMS	09/08/2022	\$945.00	149586	E 01 005 810 000 000 366	MASMS 2022 Fall Conference Registration		
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	09/08/2022	\$41.60	149477	E 01 300 810 000 000 305	HS Prevention Plus		
001		CC	1 10434	MAJESTIC CREATIONS	09/08/2022	\$55.00	149545	E 01 005 010 000 000 401	25 Year Award		
001		CC	1 10527	SITEONE LANDSCAPE SUPPLY, LLC	09/08/2022	\$722.69	149583	E 01 005 810 000 000 350	B&G Adjustable Rotor/Riser Extension/Wee		
001		CC	1 10535	FUN AND FUNCTION	09/08/2022	\$449.71	149550	E 12 110 412 000 740 433	PO 30972 Crash Mat & Weighted Vest Con	33	
001		CC	1 10553	VEX ROBOTICS	09/08/2022	\$260.24	149457	E 01 300 260 000 000 430	PO 31027 HS Science Supplies		

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	10564	CLOSE UP FOUNDATION	09/08/2022	\$800.00	149528	E 05 300 270 602 302 406	Current Issues Resource Library for social :
001		CC	1	10575	CONSTANT CONTACT	09/08/2022	\$125.00	149559	E 04 500 505 000 321 305	FY 23 CE Marketing
001		CC	1	10619	4IMPRINT	09/08/2022	\$1,883.62	149508	E 01 005 640 000 316 401	PO 30908 Journals
001		CC	1	12129	SIPTRUNK, INC	09/08/2022	\$71.35	149563	E 01 005 630 000 000 320	Backup phone
001		CC	1	12192	WINSOR LEARNING, INC.	09/08/2022	\$2,970.99	149448	E 05 100 203 602 302 460	PO 30960 Indy Literacy Supplies
001		CC	1	12192	WINSOR LEARNING, INC.	09/08/2022	\$700.59	149541	E 05 110 203 602 302 460	PO 30981 Liberty Supplies
001		CC	1	12202	SCHOOL CONNECT LLC	09/08/2022	\$2,000.00	149580	E 01 300 790 000 699 303	School-Connect 4.0 School Subscription
001		CC	1	12219	TWIN CITIES FLAG SOURCE, INC.	09/08/2022	\$200.00	149515	E 01 005 810 000 000 305	Flag Repair
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 292 000 000 405	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 293 113 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 293 112 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 295 118 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 293 118 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 295 124 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 295 162 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12237	HUDL	09/08/2022	\$1,625.00	149534	E 11 300 293 162 000 401	Hudl Ad Package Annual Renewal
001		CC	1	12382	ADOBE	09/08/2022	\$29.99	149437	E 01 005 107 000 000 305	Dist. Comm
001		CC	1	12382	ADOBE	09/08/2022	\$29.99	149443	E 04 500 505 000 321 305	CE Mktg
001		CC	1	12409	FACEBOOK	09/08/2022	\$30.26	149459	E 01 005 107 000 000 305	District Communications
001		CC	1	12409	FACEBOOK	09/08/2022	\$125.00	149507	E 01 005 107 000 000 305	Dist. Communications
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$2,120.00	149518	E 01 300 810 000 000 350	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$3,039.97	149518	E 05 300 250 000 302 530	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$400.00	149518	E 01 201 810 000 000 350	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$500.00	149518	E 01 110 810 000 000 350	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$495.00	149518	E 01 100 810 000 000 350	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$2,921.36	149518	E 01 300 810 351 000 520	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$1,375.00	149518	E 01 300 810 000 000 350	B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$925.00	149561	E 01 100 810 000 000 305	B&G Supplies
001		CC	1	12484	HUBBARD ELECTRIC INC	09/08/2022	\$690.00	149561	E 01 110 810 000 000 305	B&G Supplies
001		CC	1	12489	NUTRIEN AG SOLUTION 65	09/08/2022	\$242.85	149481	E 01 005 810 000 000 401	Makaze 2x2.5ga
001		CC	1	12489	NUTRIEN AG SOLUTION 65	09/08/2022	\$180.43	149560	E 01 005 810 000 000 401	B&G Supplies
001		CC	1	12510	BEST BUY BUSINESS ADVANTAGE ACC	09/08/2022	\$9,205.80	149552	E 05 005 630 000 795 466	Teacher tvs 20
001		CC	1	12533	MICHAEL'S	09/08/2022	\$29.99	149526	E 04 500 596 000 344 430	SR Supplies
001		CC	1	12726	SEESAW FOR SCHOOLS	09/08/2022	\$686.81	149502	E 04 500 596 000 344 430	ECFE - SR Classroom

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001		CC	1	12726	SEESAW FOR SCHOOLS	09/08/2022	\$686.81	149502	E 04 500 580 000 325 430	ECFE - SR Classroom
001		CC	1	12831	NEWSELA	09/08/2022	\$2,250.00	149436	E 05 100 203 602 302 406	PO 31160 Newsela Social Studies
001		CC	1	12831	NEWSELA	09/08/2022	\$2,250.00	149436	E 05 110 203 602 302 406	PO 31160 Newsela Social Studies
001		CC	1	12831	NEWSELA	09/08/2022	\$2,250.00	149436	E 05 201 270 602 302 406	PO 31160 Newsela Social Studies
001		CC	1	12831	NEWSELA	09/08/2022	\$2,250.00	149436	E 05 300 270 602 302 406	PO 31160 Newsela Social Studies
001		CC	1	12845	SYSCO MINNESOTA	09/08/2022	\$87.97	149450	E 11 300 298 000 000 490	Concessions
001		CC	1	12871	ZOOM US	09/08/2022	\$16.09	149529	E 01 005 630 000 000 305	school board
001		CC	1	12887	HEGGERTY LITERACY	09/08/2022	\$288.36	149439	E 05 110 203 602 302 460	PO 30974 Liberty Supplies
001		CC	1	12944	MINNESOTA COMMUNITY ED	09/08/2022	\$90.00	149506	E 04 500 505 000 321 305	CE Job Posting
001		CC	1	13036	CENTER FOR THE COLLABORATIVE CI	09/08/2022	\$756.00	149547	E 05 110 203 602 302 460	PO 30968 Caring School Community Teac
001		CC	1	13057	EDWEEK DIGITAL OPED	09/08/2022	\$35.00	149576	E 01 005 020 000 000 366	Education Week Auto Renewal
001		CC	1	13060	MN DEPT HEALTH VITAL R	09/08/2022	\$180.00	149482	E 01 005 107 000 000 401	Census birth report
001		CC	1	13072	CINTAS CORPORATION NO 2	09/08/2022	\$129.92	149490	E 01 300 810 350 000 305	Uniform Services July 2022
001		CC	1	13072	CINTAS CORPORATION NO 2	09/08/2022	\$151.52	149490	E 01 100 810 350 000 305	Uniform Services July 2022
001		CC	1	13072	CINTAS CORPORATION NO 2	09/08/2022	\$136.32	149490	E 01 201 810 350 000 305	Uniform Services July 2022
001		CC	1	13072	CINTAS CORPORATION NO 2	09/08/2022	\$72.20	149490	E 01 110 810 350 000 305	Uniform Services July 2022
001		CC	1	13162	JOANN.COM	09/08/2022	\$210.60	149558	E 04 500 570 000 321 401	FY 23 KC Supplies
001		CC	1	13166	LRS OF MINNESOTA, LLC	09/08/2022	\$779.80	149489	E 01 300 810 000 000 333	Waste Services July 2022
001		CC	1	13166	LRS OF MINNESOTA, LLC	09/08/2022	\$668.89	149489	E 01 201 810 000 000 333	Waste Services July 2022
001		CC	1	13166	LRS OF MINNESOTA, LLC	09/08/2022	\$938.11	149489	E 01 100 810 000 000 333	Waste Services July 2022
001		CC	1	13166	LRS OF MINNESOTA, LLC	09/08/2022	\$772.46	149489	E 01 110 810 000 000 333	Waste Services July 2022
001		CC	1	13166	LRS OF MINNESOTA, LLC	09/08/2022	\$133.98	149489	E 01 005 810 000 000 333	Waste Services July 2022
001		CC	1	13185	PATRIOT NEWS MN	09/08/2022	\$155.00	149513	E 01 005 010 000 000 305	Aug 6, Legal Board Highlights
001		CC	1	13238	SQ SQUARE HARDWARE	09/08/2022	\$59.00	149514	E 01 005 110 000 000 401	Square Reader
001		CC	1	13238	SQ SQUARE HARDWARE	09/08/2022	\$4.35	149514	E 01 005 110 999 000 401	Square Reader
001		CC	1	13255	GLOBAL VENDING GROUP, INC	09/08/2022	\$5,890.00	149496	E 05 100 203 000 302 530	PO 30840 Indy Supplies
001		CC	1	13303	BUILD A SIGN, LLC	09/08/2022	\$602.76	149505	E 01 300 211 000 000 401	Banners for YA Fair
001		CC	1	13342	NOAHS ARK ANIMAL	09/08/2022	\$2,902.80	149584	E 04 500 570 000 321 369	FY 23 KC Field Trip
001		CC	1	13344	LIONS CLUB	09/08/2022	\$2,981.00	149582	E 01 300 790 000 699 303	Skills for Action Grades 9-12 Online Active
001		CC	1	13379	SIDEKICK THEATRE	09/08/2022	\$900.00	149492	E 04 500 570 000 321 369	KC Field Trip
001		CC	1	13380	SIMPLAY3 COMPANY	09/08/2022	\$263.99	149500	E 04 500 580 000 325 530	ECFE Equipment
001		CC	1	13381	ULTIMATE CARTS	09/08/2022	\$149.00	149519	E 11 300 298 000 000 401	Yamaha Drive Clear Windshield
001		CC	1	13382	HOBBY LOBBY	09/08/2022	\$24.21	149523	E 04 500 596 000 344 430	SR Supplies
001		CC	1	13383	THE LIFEGUARD STORE	09/08/2022	\$101.75	149530	E 04 500 560 126 321 305	CE Aquatics

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 13384	NAVIGATE 360	09/08/2022	\$749.00	149531	E 01 005 790 342 000 366	ALICE Instructor Certification Training 08/1:
001		CC	1 13385	MNASPA	09/08/2022	\$550.00	149501	E 01 005 105 000 000 820	Membership MASPA & State Negotiators (S
001		CC	1 13386	MINNESOTATE	09/08/2022	\$60.00	149440	E 01 300 211 000 000 366	Fee for Ashley Hemze to attend the MN Tec
001		CC	1 7760	PIONEER ATHLETICS	09/08/2022	\$3,795.00	149494	E 11 300 293 111 000 401	B&G PO 31039
001		CC	1 7760	PIONEER ATHLETICS	09/08/2022	\$15,796.89	149494	E 01 005 810 353 000 401	B&G PO 31039
001		CC	1 7775	BROTHERS FIRE PROTECTION	09/08/2022	\$1,410.00	149574	E 05 005 865 000 363 350	July 2022 Semi Annual Hood Inspection
001		CC	1 02527	MCGRAW-HILL EDUCATION, INC.	09/08/2022	\$1,118.42	149487	E 01 300 270 602 000 406	FY 22 PO 30092 US Govt our democracy
001		CC	1 06928	MACGILL & CO.	09/08/2022	\$426.90	149465	E 12 201 402 000 740 401	FY 22 MS Supplies
001		CC	1 07551	RIDDELL	09/08/2022	\$2,975.45	149493	E 11 300 293 113 000 530	FY 22 HS FB Helmets
001		CC	1 08954	SKATIN PLACE INC.	09/08/2022	\$1,791.00	149568	E 04 500 570 000 321 369	FY 22 KC Field Trip 6/8
001		CC	1 12712	ILLUMINATE EDUCATION, INC.	09/08/2022	\$6,207.75	149485	E 01 005 610 000 000 406	FY 22 Fastbridge Subscription Renewal
001		CC	1 13291	WEISSMAN'S THEATRICAL SUPPLIES,	09/08/2022	\$504.79	149520	E 11 300 295 121 000 401	PO 30871 Dance Team Leotards

Check Total: \$254,173.02

Bank 001 Total:

Report Total:

Employee (Last, First Name)	Position	Building	Pos/Bld	Effective Date	Action Type
Forgey, Andrew	Education Assistant	Independence	Education Assistant - Independence	09/06/2022	New Hire
Gregory, Valerie	ECFE Assistant	Community Ed	ECFE Assistant - Community Ed	08/29/2022	New Hire
Anderson, Sarah	ECFE Assistant	Community Ed	ECFE Assistant - Community Ed	08/26/2022	New Hire
Bachmann, Gary	Music Teacher (LTS)	Independence	Music Teacher (LTS) - Independence	09/08/2022	Transfer
Houtz, Penny	Building Substitute	Independence	Building Substitute - Independence	09/12/2022	New Hire
Braegelmann, Stacy	Activities Supervisor	Athletics/Activities	Activities Supervisor - Athletics/Activities	08/25/2022	Transfer
St. Jean, Lilliana	ECFE Assistant	Community Ed	ECFE Assistant - Community Ed	09/12/2022	New Hire
Ewert, Emily	Custodian	Middle School	Custodian - Middle School	09/12/2022	Transfer
Hanson, Alyssa	School Monitor	Independence	School Monitor - Independence	09/16/2022	Resignation
Fitzgerald, Megan	School Monitor	Independence	School Monitor - Independence	09/07/2022	Resignation
Abraham, Presli	Education Assistant	Middle School	Education Assistant - Middle School	09/21/2022	Resignation

TRANSPORTATION CONTRACT
Addendum

For School Years
2022-2023, 2023-2024, 2024-2025

Shared Metro Deaf Route with Elk River

The Big Lake and Elk River School Districts each have a student attending Metro Deaf school and have agreed to share the costs of the out of district route. VISION Transportation has agreed to provide this combined route and will bill each district separately. The 2022-2023 rate charged to the Big Lake School District will be \$232.54 per day. The 2022-2023 rate shall be effective on the first day of the regular school year in September 2022.

The 2023-24 rate shall be \$ 243.00 per day and the 2024-2025 rate shall be \$ 253.94 per day. The 2023-24 and 2024-2025 rates shall be effective on July 1st of each fiscal year.

IN WITNESS WHEREOF, the undersigned execute this Addendum as of the date set forth above.

VISION OF BIG LAKE, INC.

By: _____

Its: _____

Date: _____

INDEPENDENT SCHOOL DISTRICT #727

By: _____

Its: _____

Date: _____

The following resolution was moved by _____ and seconded by _____:

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 Big Lake Schools, ISD 727, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Bounce Back Project	Farmer’s Market tokens and prize pack valued at \$100.00	Welcome new staff during scavenger hunt
Ember Coffee Company	50 cold brew coffees, 4 coffee mugs valued at \$190.00	Welcome new staff during scavenger hunt
Lacrosse Booster Club	\$1,097.50	Boys uniforms
Girls Basketball Boosters	\$1,000.00	Girls basketball program
Hornets Booster-Wrestling	\$10,000.00	Wrestling mat
Minnco Credit Union	\$1,000.00	2022 Senior Scholarship
Premier Marine, LLC	\$1,000.00	Help cover cost of lunches for Youth Apprenticeship Fair
Lisi Medical, Remmele, Inc.	\$1,000.00	Help cover cost of lunches for Youth Apprenticeship Fair
Big Lake PTO	\$2,981.43	Planners for students at Independence
Big Lake Spud Run	\$1,000.00	Help support a positive learning environment at Liberty
Big Lake Spud Run	\$5,000.00	School lunch program to help families in need
Mac’s Mini’s	\$105.00	Softball Team

The vote on adoption of the Resolution was as follows:

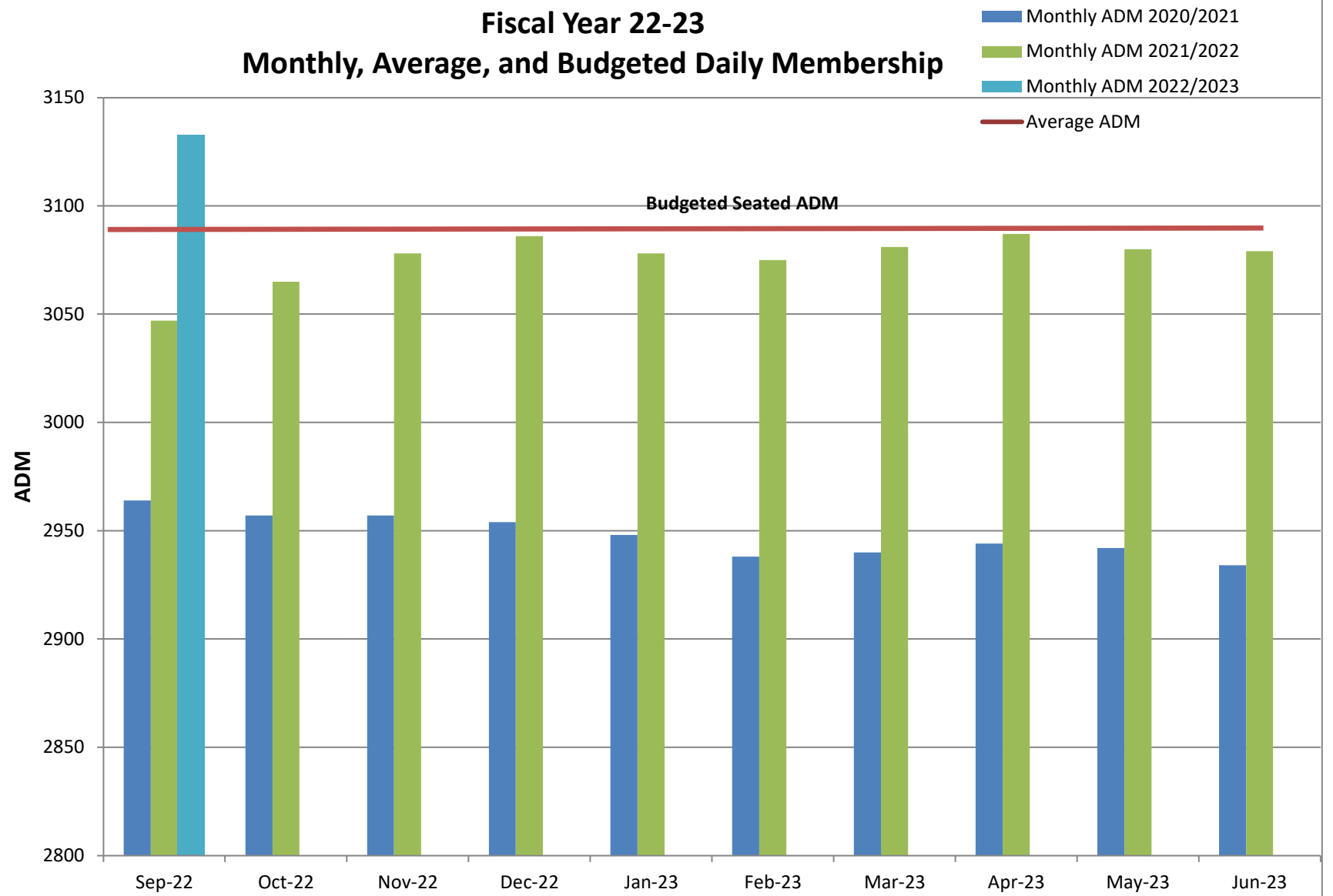
Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted on September 22, 2022.

Fiscal Year 22-23 Monthly, Average, and Budgeted Daily Membership



CASH REPORT FOR SCHOOL BOARD

BIG LAKE PUBLIC SCHOOLS

Independent School District # 727

for month: August 2022

101 - CASH ACCOUNTS

	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$ 2,341,838	\$ 3,761,660	\$ (3,606,815)		\$ 2,496,683
Food Service	(\$1,595,230)	7,427	(46,944)		(\$1,634,747)
Community Service	(\$506,859)	336,923	(360,834)		(\$530,770)
Building Fund	\$0	1,116,334	(1,116,334)		\$0
Debt Service	\$247,487	107,425	-		\$354,912
Project fund- HVAC (Fund 15)	\$4,703	32,562	(37,265)		\$0
Custodial Fund (Fund 18)	\$1,236	-	-		\$1,236
OPEB Trust Fund	(\$53,234)	-	(237)		(\$53,471)
TOTAL PER BOOKS	439,941	5,362,331.00	(\$5,168,429)	\$0	633,843
				General Checking Account	\$633,843
				TOTAL PER BANK	\$633,843

102 - PETTY CASH ACCOUNT

	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$1,484	845	(\$329)	-	\$2,000
				Petty Cash Checking Account	\$2,000
				TOTAL PER BANK	\$2,000

104 - INVESTMENT ACCOUNTS

	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	(\$4,199,965)	\$ 5,248,014	\$ (4,450,000)		(\$3,401,951)
General Fd Operating Investments	\$14,227,257	1,308,794	(8,697)		\$15,527,354
Food Service	\$2,323,831	21,790	-		\$2,345,621
Community Service	\$1,609,738	8,384	-		\$1,618,122
Debt Service	\$2,830,464	85,410	-		\$2,915,874
Facilities Investments 2017A	\$0				\$0
Facilities Investments 2019A (Fd 06)	\$0				\$0
Facility Maintenance Invest. 2020A (Fd 07)	\$181,000	-	(90,500)		\$90,500
Facility Maintenance Invest. 2020A (Fd 15)	\$6,628	184	-		\$6,812
Facility Maintenance Invest. 2021A (Fd 07)	\$67,700	-	(16,925)		\$50,775
Facility Maintenance Invest. 2021A (Fd 15)	\$1,284,053	2,320	(32,562)		\$1,253,811
Refunding Bond Invest. 2021B (Fd 07)	\$0				\$0
Facilities Investments 2022A (Fd 06)	\$25,545,418	32,712	(1,191,112)		\$24,387,018
OPEB Trust Fund	\$996,163	160	(1,092)		\$995,231
OPEB Trust Equities	\$568,761	-	(18,320)		\$550,441
TOTAL PER BOOKS	\$45,441,048	\$6,707,768	(\$5,809,208)	\$0	\$46,339,608
				MN Trust	\$3,477,666
				Operating Investments	\$15,527,354
				Refunding Bond Investments	\$0
				Building Fund Investments	\$25,788,916
				OPEB Trust	\$1,545,672
				TOTAL PER BANK	\$46,339,608

CASH AND INVESTMENT BALANCE SUMMARY BY FUND

	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	\$ 12,370,614	\$ 10,319,313	\$ (8,065,841)	\$ -	\$ 14,624,086
Food Service	\$728,601	29,217	(46,944)	-	\$710,874
Community Service	\$1,102,879	345,307	(360,834)	-	\$1,087,352
Debt Service	3,326,651	192,835	(107,425)	-	3,412,061
Project Fund HVAC- Fund 15	\$1,295,384	35,066	(69,827)	-	\$1,260,623
Custodial Fund (Fund 18)	\$1,236	-	-	-	\$1,236
Bond Account Investments (fund 06)	\$25,545,418	1,149,046	(2,307,446)	-	\$24,387,018
OPEB Trust Fund	\$942,929	160	(1,329)	-	\$941,760
OPEB Trust Equities	\$568,761	-	(18,320)	-	\$550,441
TOTAL PER BOOKS	45,882,473	\$12,070,944	(\$10,977,966)	\$0	46,975,451
				Cash	\$633,843
				Petty Cash	\$2,000
		41		Investments	\$46,339,608
				TOTAL PER BANK	\$46,975,451

WIRE TRANSFER SUMMARY
Big Lake Public Schools
Independent School District #727
August 31, 2022

DATE	FROM	TO	AMOUNT	PURPOSE
8/1/2022	Old National-Checking	Heartland Pmt System	\$ 25.68	Nutri Kids Credit Card Fees
8/1/2022	Old National-Checking	SSI MN TRANCHE 2 LLC	\$ 6,968.03	Solar Contract
8/1/2022	Old National-Checking	USS MINNESOTA ONE MT	\$ 43,731.95	Solar Contract
8/2/2022	Old National-Checking	Further	\$ 2,427.51	Flex Claim Pymts
8/4/2022	MN Trust-PMA	Old National-Checking	\$ 1,500,000.00	Payroll and Payroll AP
8/5/2022	Old National-Checking	Neopost	\$ 201.00	DO Postage
8/9/2022	Old National-Checking	Further	\$ 845.48	Flex Claim Pymts
8/9/2022	Old National-Checking	ELEYOmonthlysoft	\$ 1,275.00	ELEYO User Fees
8/9/2022	Old National-Checking	Bankcard Service	\$ 4,896.09	ELEYO Credit Card Fees
8/9/2022	Old National-Checking	Delta Dental	\$ 29,412.32	Dental Insurance
8/10/2022	Old National-Checking	Transfirst/TSYS	\$ 73.43	Affinity Credit Card fees
8/11/2022	Old National-Checking	CIGNA	\$ 9,379.99	Life & LTD Insurance
8/11/2022	Old National-Checking	EBC	\$ 43,625.08	403b & 457 contributions
8/12/2022	Old National-Checking	Further	\$ 20,040.96	H.S.A Contributions
8/15/2022	Old National-Checking	FleetCor	\$ 207.17	Kwik Trip Billing
8/16/2022	Old National-Checking	Further	\$ 624.61	Flex Claim Pymts
8/18/2022	Old National-Checking	Old National-Petty Cash	\$ 845.41	Gen Fund Transfer to Petty Cash
8/19/2022	Old National-Checking	Vision Transportation	\$ 40,039.71	Transportation billing
8/19/2022	MN Trust-PMA	Old National-Checking	\$ 1,650,000.00	Payroll and Payroll AP
8/22/2022	Old National-Checking	Neopost	\$ 201.00	DO Postage
8/22/2022	Old National-Checking	Windstream	\$ 1,433.13	Windstream billing
8/23/2022	Old National-Checking	Further	\$ 351.60	Further Fee
8/23/2022	Old National-Checking	Further	\$ 1,617.21	Flex Claim Pymts
8/23/2022	Old National-Checking	Further	\$ 20,040.96	H.S.A Contributions
8/24/2022	Old National-Checking	EBC	\$ 43,977.05	403b & 457 contributions
8/26/2022	MN Trust-PMA BONDS	Old National-Checking	\$ 32,561.73	Bond Draw 2021A
8/26/2022	MN Trust-PMA BONDS	Old National-Checking	\$ 1,116,334.22	Bond Draw 2022A
8/30/2022	Old National-Checking	Further	\$ 2,127.73	Flex Claim Pymts
8/31/2022	Old National-Checking	Old National Bank	\$ 9.09	Old National Service Charge
8/31/2022	Old National-Checking	Bremer Bank	\$ 189.00	ACH Charge
8/31/2022	Benefit Resource BRI	Old National-Checking	\$ 11,574.06	Cobra Payment

COMPLIANCE ISSUES

- | | | |
|----|-----------------------------------------------------------------------------------------------------------------------------|-------------------|
| 1) | Preliminary UFARS data loaded to MDE by September 15th, 2022 | In compliance |
| 2) | Revenue and Expenditure Budget published by earlier of one week after school board accepts final audit or November 30, 2022 | Not in compliance |
| 3) | Final UFARS data to MDE by November 30, 2022 | Not in compliance |
| 4) | The 2021/2022 audit (electronic copy) received at MDE by December 31st, 2022 | Not in compliance |
| 5) | Board members having received training in financial matters per statute | In compliance |

FISCAL HEALTH - INCOME STATEMENT PARAMETERS

- 1) Revenue/Expenditure Monitor - *Exp/Rev Summary - FD Report*

	REVENUE			<i>(Calculated)</i>	EXPENDITURES		
	Budget	Actual \$ YTD	Actual % YTD		Budget	Actual \$ YTD	Actual % YTD
General Fund (01,05,11 &12)	\$ 39,516,107	\$ 4,356,968	11%	\$ 42,563,135	\$ 1,988,706	5%	
Food Service (02)	\$ 1,953,831	\$ 30,602	2%	\$ 1,953,831	\$ 37,248	2%	
Community Service (04)	\$ 2,103,199	\$ 445,368	21%	\$ 2,344,949	\$ 360,578	15%	
Building Construction (06)	\$ 103,500	\$ 15,972	15%	\$ 9,498,466	\$ 2,004,368	21%	
Debt Service (07)	\$ 5,833,601	\$ 139,552	2%	\$ 6,049,549	\$ 1,075,912	18%	
OPEB Irrevocable Trust Fund (45)	\$ 20,000	\$ 13,160	66%	\$ 279,643	\$ 279	0%	

- 2) ADM Monitor - *Principals' monthly reporting*
 Original

Budgeted Seated ADM	3090
Tuition ADM	82
Budgeted ADM	3172

NOTES

No budget revisions this month.

School Board Financial Report

September 22nd, 2022

Presented by Angie Manuel, Director of Business Services

Enrollment

September 7 ADM Enrollment = 3,133

43 ADM's over Budgeted Seated Enrollment of 3,090

Kindergarten = 250

K-5 Online = 28

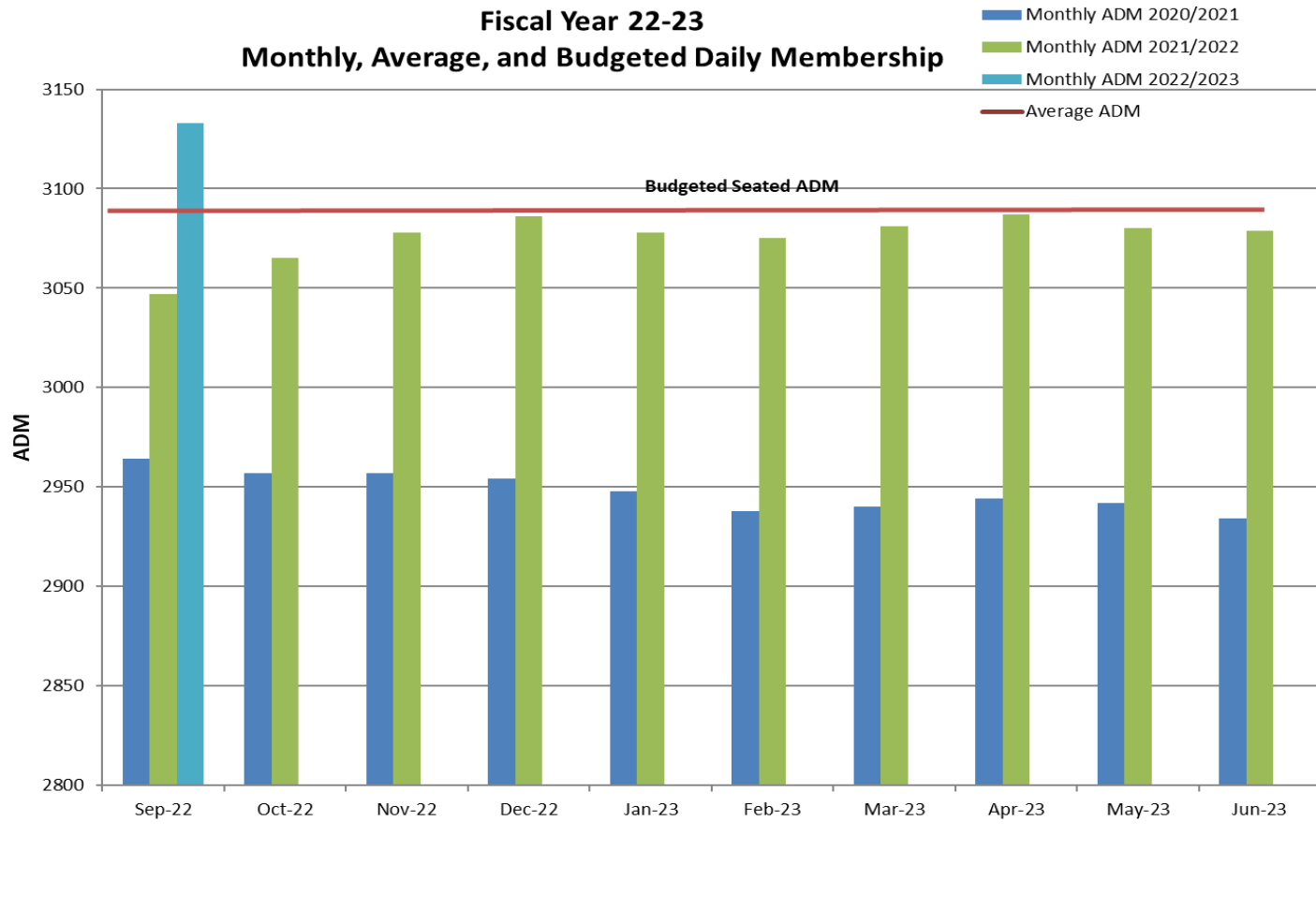
6-12 full time Online = 85

Total 6-12 Online with partial enrollments = 234

46

ADM = Average Daily Membership

Fiscal Year 22-23 Monthly, Average, and Budgeted Daily Membership



Financial Update

No budget revisions

Unaudited UFARS data submitted to MDE in
early September

ISD #727 2022-2023 Original Budget

June 16th, 2022

	Budgeted Fund Balance June 30,2022	Revenue Budget 22-23	Expenditure Budget 22-23	Projected Net Change Incr(Decr) in Fund Balance	Transfers	Budgeted Fund Balance June 30,2023
General:						
Restricted -						
Long Term Facilities Maintenance	\$ 101,251	\$ 346,639	\$ 348,160	\$ (1,521)	\$ -	\$ 99,730
Operating Capital	\$ 497,883	\$ 771,227	\$ 1,122,222	\$ (350,995)	\$ -	\$ 146,888
Capital Projects Levy	\$ 456,660	\$ 606,298	\$ 614,889	\$ (8,591)	\$ -	\$ 448,069
Staff Development	\$ 109,671	\$ 477,896	\$ 493,385	\$ (15,489)	\$ -	\$ 94,182
Third Party/Medical Assistance	\$ 182,855	\$ 50,000	\$ 105,020	\$ (55,020)	\$ -	\$ 127,835
Area Learning Center (ALC)	\$ 29,969	\$ 409,317	\$ 410,103	\$ (786)	\$ -	\$ 29,183
Scholarships	\$ 15,150	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ 15,150
Student Activities	\$ 30,542	\$ 9,500	\$ 7,100	\$ 2,400	\$ -	\$ 32,942
Safe Schools Levy	\$ -	\$ 124,291	\$ 124,354	\$ (63)	\$ 63	\$ -
Committed for Severance	\$ 862,327	\$ -	\$ 34,098	\$ (34,098)	\$ -	\$ 828,229
Committed for Liberty Shelter	\$ 29,120	\$ -	\$ 29,120	\$ (29,120)	\$ -	\$ -
Assigned for Q Comp	\$ 78,576	\$ 793,696	\$ 850,862	\$ (57,166)	\$ -	\$ 21,410
Assigned for Athletics and Activities	\$ 217,144	\$ 1,031,321	\$ 1,045,197	\$ (13,876)	\$ -	\$ 203,268
Assigned for Building Level Activities	\$ 115,097	\$ 15,766	\$ 26,545	\$ (10,779)	\$ -	\$ 104,318
Other Assigned Fund Balances	\$ 499,222	\$ 44,654	\$ 392,263	\$ (347,609)	\$ -	\$ 151,613
Nonspendable for Prepaid Items	\$ 156,596	\$ -	\$ -	\$ -	\$ -	\$ 156,596
Unassigned	\$ 7,598,040	\$ 34,823,502	\$ 36,947,817	\$ (2,124,315)	\$ (63)	\$ 5,473,662
Subtotal	\$ 10,980,103	\$ 39,516,107	\$ 42,563,135	\$ (3,047,028)	\$ -	\$ 7,933,075
Food Service:						
Restricted	\$ 427,401	\$ 1,953,831	\$ 1,953,831	\$ -	\$ -	\$ 427,401
Nonspendable for Inventory	\$ 36,087	\$ -	\$ -	\$ -	\$ -	\$ 36,087
Subtotal	\$ 463,488	\$ 1,953,831	\$ 1,953,831	\$ -	\$ -	\$ 463,488
Community Service:						
Restricted -						
Community Education	\$ 606,129	\$ 1,453,852	\$ 1,594,332	\$ (140,480)	\$ -	\$ 465,649
ECFE	\$ 108,514	\$ 268,759	\$ 268,461	\$ 298	\$ -	\$ 108,812
School Readiness	\$ (24,421)	\$ 361,788	\$ 465,330	\$ (103,542)	\$ -	\$ (127,963)
Preschool Screening	\$ 9,816	\$ 18,800	\$ 16,826	\$ 1,974	\$ -	\$ 11,790
Subtotal	\$ 700,038	\$ 2,103,199	\$ 2,344,949	\$ (241,750)	\$ -	\$ 458,288
Building Construction Fund						
Restricted -						49
Long-Term Facilities Maintenance	\$ 428,663	\$ 3,500	\$ 432,163	\$ (428,663)	\$ -	\$ -
Referendum Projects	\$ 27,195,631	\$ 100,000	\$ 9,066,303	\$ (8,966,303)	\$ -	\$ 18,229,328
	\$ 27,624,294	\$ 103,500	\$ 9,498,466	\$ (9,394,966)	\$ -	\$ 18,229,328
Debt Service - Restricted	\$ 1,526,818	\$ 5,833,601	\$ 6,049,549	\$ (215,948)	\$ -	\$ 1,310,870
OPEB Irrevocable Trust Fund	\$ 1,385,257	\$ 20,000	\$ 279,643	\$ (259,643)	\$ -	\$ 1,125,614
Total	\$ 42,679,998	\$ 49,530,238	\$ 62,689,573	\$ (13,159,335)	\$ -	\$ 29,520,663

Federal Grant Update

Food Service Supply Chain Assistance Grant: \$55,790.94

- Funds intended to alleviate supply chain disruptions in school meal programs
- Funds may be used for domestically grown, unprocessed, or minimally processed foods to be used in breakfast and lunch programs
- Received \$54,055.69 in 21-22

COVID Testing Grant: \$74,719.12

- Approximately 45% of 21-22's allocation
- Grant funding allows personnel to support COVID-19 testing programs
- Other allowable costs: PPE, COVID tests, Contracts for entities that provide COVID screening, Cleaning supplies

Federal Grant Update

ESSER III 5% ARP Funds – Learning Recovery
\$166,714.56

LETRS training for all Liberty teachers

Implementation of training

Reviewed with finance committee

School Board Action

Approve financial report

LEVY LIMITATION AND CERTIFICATION REPORT OUTLINE			***PROPERTY VALUATION DATA***			***PUPIL DATA***		
	PAGE	MARKET VALUE				RESIDENT COUNTS ARE BASED ON ALL PUBLIC SCHOOL STUDENTS LIVING IN THE DISTRICT, REGARDLESS OF WHETHER THEY ATTEND THERE. ADJUSTED COUNTS REFLECT ALTERNATIVE ATTENDANCE.		
I. GENERAL INPUT DATA						RESIDENT AVE DAILY MEMBERSHIP (ADM)		
A. PROPERTY VALUATION	1	1	2017 MARKET VALUE	1,388,852,325		2019-20 RES ADM (ACT)	3,711.52	
B. PUPIL DATA	1	2	2018 MARKET VALUE	1,535,394,144		2020-21 RES ADM (ACT)	3,609.16	
		3	2019 MARKET VALUE	1,670,710,818		2021-22 RES ADM (PRE)	3,739.28	
II. INITIAL COMPUTATIONS BY FUND		4	2020 MARKET VALUE	1,796,762,112		2022-23 RES ADM (EST)	3,772.00	
A. GENERAL	2	5	2021 MARKET VALUE	1,988,921,181		2023-24 RES ADM (EST)	3,763.00	
B. COMMUNITY SERVICE	12					2024-25 RES ADM (EST)	3,755.00	
C. GENERAL DEBT	13		REFERENDUM MARKET VALUE (RMV)		36			
D. OPEB/PENSION DEBT	15				37			
		6	2017 RMV	1,423,036,974	38			
III. ADJUSTMENTS BY FUND		7	2018 RMV	1,560,593,594	39			
A. GENERAL	16	8	2019 RMV	1,685,383,522	40			
B. COMMUNITY SERVICE	23	9	2020 RMV	1,804,575,329	41			
C. GENERAL DEBT	23	10	2021 RMV	1,984,036,441				
D. OPEB/PENSION DEBT	24							
IV. ABATEMENT ADJUSTMENTS	24		NET TAX CAPACITY (NTC)		42			
V. OFFSET ADJUSTMENTS	26	11	2017 NTC	14,730,778	43			
VI. TACONITE ADJUSTMENTS	27	12	2018 NTC	16,199,891	44			
		13	2019 NTC	17,579,363	45			
VII. LEVY AND AID SUMMARY	29	14	2020 NTC	18,905,469	46			
		15	2021 NTC	20,872,125				
VIII. TOTAL LEVY LIMITATION	30		SALES RATIO		47			
SCHOOL YEAR	FORMULA ALLOWANCE	TAX RATE	2017 SALES RATIO	91.5%	48			
2012-13	5,224	0.0000	2018 SALES RATIO	92.9%	49			
2013-14	5,302	0.0000	2019 SALES RATIO	90.7%	50			
2014-15	5,831	0.0035	2020 SALES RATIO	92.5%	51			
2015-16	5,948	0.0033	2021 SALES RATIO	92.5%	52			
2016-17	6,067	0.0030						
2017-18	6,188	0.0014	21 2017 UANTC=(11)/(16)=	16,101,768	53			
2018-19	6,312	0.0000	22 2018 UANTC=(12)/(17)=	17,441,643	54			
2019-20	6,438	0.0000	23 2019 UANTC=(13)/(18)=	19,359,190	55			
2020-21	6,567	0.0000	24 2020 UANTC=(14)/(19)=	20,413,697	56			
2021-22	6,728	0.0000	25 2021 UANTC=(15)/(20)=	22,557,157	57			
2022-23	6,863	0.0000						
2023-24	6,863	0.0000	ADJUSTED NTC (ANTC)					
			26 2017 ANTC	16,101,768	58			
			27 2018 ANTC	17,441,643	59			
			28 2019 ANTC	19,359,190	60			
			29 2020 ANTC	20,413,697	61			
			30 2021 ANTC	22,557,157	62			
			AG MODIFIED ANTC FOR LTFM					
			31 2017 AG MODIFIED ANTC	15,936,257	63			
			32 2018 AG MODIFIED ANTC	17,828,991	64			
			33 2019 AG MODIFIED ANTC	19,214,408	65			
			34 2020 AG MODIFIED ANTC	20,244,963	66			
			35 2021 AG MODIFIED ANTC	22,370,795	67			

NOTE: ABOVE NUMBERS ARE NOT ALWAYS COMPARABLE FROM YEAR TO YEAR.

WEIGHTS FOR PUPIL UNITS	FY 2008-2014	FY 2015 & LATER
-------------------------	--------------	-----------------

PRE-KGN HCP:	1.250	1.000
HCP-KGN:	1.000	1.000
REG-KGN PART:	0.612	0.550
REG-KGN ALL:	0.612	1.000
GRADES 1-3:	1.115	1.000
GRADES 4-6:	1.060	1.000
GRADES 7-12:	1.300	1.200

PUPIL DATA (CONT)			***GENERAL ED REVENUE (CONT)***			***COMPENSATORY REVENUE (CONT)***			
SCHOOL READINESS PLUS ADJUSTED ADM			103	DECLINING PUPIL UNITS = GREATER OF ZERO OR = (56) - (57)	3.20	116	COMPENSATORY PILOT		
68	2019-20	ADJ SRP ADM				117	TOTAL COMPENSATORY REV = (115)+(116) =	397,542.97	
69	2020-21	ADJ SRP ADM							
70	2021-22	ADJ SRP ADM	104	DECLINING ENROLL ALLOW = 0.28 X (101) =	1,921.64				
71	2022-23	ADJ SRP ADM							
72	2023-24	ADJ SRP ADM							
SCHOOL READINESS PLUS PUPIL UNITS			105	DECLINING ENROLL REV = (103) X (104) =	6,149.25	118	ENGLISH LEARNER (EL) 2023-24 ELIGIBLE EL ADM (EST) (7 YEAR LIMIT)	90.00	
73	2019-20	ADJ SRP PU				119	IF(118)=0, ZERO; ELSE GTR OF 20, (118) =	90.00	
74	2020-21	ADJ SRP PU							
75	2021-22	ADJ SRP PU	106	PENSION ADJUST ALLOWANCE (FY 2023 GEN ED REV REPORT, LINE 50)	21.77	120	EL REVENUE = (119) X \$704 =	63,360.00	
76	2022-23	ADJ SRP PU				121	2023-24 ADM SRV (EST)	3,163.02	
77	2023-24	ADJ SRP PU				122	EL CONCENTRATION RATIO = (118)/(121) =	.02845382	
(NOTE: VPK & SRP ADM AND PUPIL UNITS INCLUDED IN LINES (36-41), (42-46) (47-52), AND (53-57))			107	INITIAL PENSION ADJ REV = (57) X (106) =	75,415.63	123	EL CONCENTRATION FACTOR = LSR OF 1 OR (122)/.115 =	.24742452	
EXTENDED TIME ADM ADM >1.0 CAPPED AT 0.2			108	FY 2023 RETIRE SALARY	16,851,602.28	124	EL PUPIL UNITS = (118) X (123) =	22.27	
78	2019-20	EXT ADM (ACT)	23.48	109	PENSION ADJUST RATE	.0125	125	EL CONCENTRATION REV = (124) X \$250 =	5,567.50
79	2020-21	EXT ADM (ACT)	4.56	110	RETIRE PENSION ADJUST = (108) X (109) =	210,645.02	126	DISTRICT EL REV + EL CONCENTRATION REV (EXCLUDES EL CROSS REDUC AID, 342) = (120)+(125) =	68,927.50
80	2021-22	EXT ADM (PREL)	21.59	111	TOTAL PENSION ADJ REV = (107)+(110) =	286,060.65	127	BASIC SKILLS REVENUE = (117)+(126) =	466,470.47
81	2022-23	EXT ADM (EST)	23.00				128	ATTENDANCE AREA FOR SPARSITY	63.10
82	2023-24	EXT ADM (EST)	27.00				129	DIST TO NEAREST HS	6.1
83	2024-25	EXT ADM (EST)	29.00				130	ISOLATION INDEX = [SQ RT (.55 X (128))] + (129) =	12.0
EXTENDED TIME PU							131	ISOLATION INDEX RATIO = [(130)-23]/10, WITH MIN= 0 AND MAX= 1.5	
84	2019-20	EXT TIME PU	25.01				132	2023-24 ADM SRV, 7-12	1,409.04
85	2020-21	EXT TIME PU	5.45	112	GIFTED & TALENTED REV = (57) X \$13.00 =	45,034.60			
86	2021-22	EXT TIME PU	22.87						
87	2022-23	EXT TIME PU	24.40						
88	2023-24	EXT TIME PU	28.80						
GENERAL EDUCATION REVENUE			88	2023-24 EXT PU (EST)	28.80				
BASIC REVENUE			113	EXTENDED TIME REVENUE = (88) X \$5,117 =	147,369.60				
101	FY 2024	FORMULA ALLOW	6,863						
57	2023-24	ADJ PU (EST)	3,464.20						
102	BASIC REVENUE = (57) X (101) =	23,774,804.60	114	FY 2023 COMPENSATORY REVENUE (FROM FY 2023 GEN ED REV REPORT, LINES 60 AND 61)	395,716.56				
DECLINING ENROLLMENT REV			115	EST FY 2024 COMPENSATORY REVENUE = (114) X (6,863-839)/(6,863-839) X [(50)/(49)] =	397,542.97				
56	2022-23	ADJ PU (EST)	3,467.40						
57	2023-24	ADJ PU (EST)	3,464.20						

SPARSITY REVENUE (CONT)		***TRANS SPARSITY (CONT)***		***TRANS SPARSITY (CONT)***	
133	SECONDARY SPARSITY ADM RATIO = GREATER OF ZERO OR [400-(132)] /[400+(132)] =	147	PRELIMINARY TOTAL TRANSPORT ALLOWANCE = [(145) RAISED TO .26 POWER] X [(146) RAISED TO .13 POWER] X .141 X (101) = 369.84	160	TRANSP EXCESS COST = GTR OF ZERO OR (153)-(159) =
134	SECONDARY SPARSITY REVENUE = [(101) - \$530] X (131)X(132)X(133) OR MEMO:	148	TRANSPORTATION SPARSITY ALLOWANCE = GTR OF ZERO OR (147) - [.0466 X (101)] = 50.02	161	PUPIL TRANSP ADJ IF (160)=0, THEN (161)=0 ELSE (160) X 0.182 =
135	ELEM SPARSITY REVENUE (SEE WEBSITE)	149	INITIAL TRANSPORTATION SPARSITY REVENUE (57) X (148) = 173,279.28	162	TOTAL TRANSPORTATION SPARSITY REVENUE = (149)+(161) = 173,279.28
136	PRELIM SPARSITY REVENUE = (134)+(135) =	150	FY 2023 EST REG AND EXCESS TRANSP COST (FIN 720 + DEP) (FROM FEB22 FORECAST) 881,981.66	INITIAL GENERAL ED REVENUE	
137	FY 2023 SPARSITY REV (FY 2023 GEN ED REV REPORT, LINE 98)	151	FY 2022 EST REG AND EXCESS TRANSP COST (FIN 720 + DEP) (FROM FEB22 FORECAST)	102	BASIC 23,774,804.60
138	ELIGIBLE FOR CLOSED BUILDING ADJUSTMENT? NO	152	FY 2022 REG AND EXCESS TRANSP COST TIMES 105% = (151) X 1.05 =	105	DECLINING ENROLL 6,149.25
139	SPARSITY REVENUE IF (138)=YES, (139) = GTR OF (136) OR (137); ELSE (139) = (136)	153	ADJUSTED TRANSP COST = LSR OF (150) OR (152) =	111	PENSION ADJUSTMENT 286,060.65
	SMALL SCHOOLS REVENUE			112	GIFTED & TALENTED 45,034.60
57	2023-24 ADJ PU (EST) 3,464.20	154	FY 2023 BASIC REVENUE (2022-23 GEN ED REV REPORT LINE 46) 23,796,766.20	113	EXTENDED TIME 147,369.60
140	SMALL SCHOOLS RATIO = GTR OF ZERO OR [960-(57)]/960 =	155	TRANSPORTATION PORTION OF FY 2023 BASIC REVENUE = (154) X .0466 = 1,108,929.30	127	BASIC SKILLS 466,470.47
141	SMALL SCHOOLS ALLOWANCE = (140) X \$544 =	156	FY 2023 TRANSP SPARSITY REV(2022-23 GEN ED REV REPORT, LINE 118) 173,439.35	139	SPARSITY
142	SMALL SCHOOLS REVENUE = (57) X (141) =	157	FY 2023 CHARTER TRANSP ADJ REV(2022-23 GEN ED REV REPORT, LINE 297)	142	SMALL SCHOOLS
	TRANSPORTATION SPARSITY	158	REIMBURSEMENT OF TRANS FOR PREGNANT AND PARENTING TEENS	162	TRANSPORT SPARSITY 173,279.28
143	ATTENDANCE AREA 63.10	159	FY 2023 TRANSP REV SUBTOTAL =(155)+(156)+ +(157)-(158) = 1,282,368.65	163	INITIAL GENERAL ED REV = (102)+(105)+(111) + (112)+(113)+(127) + (139)+(142)+(162) = 24,899,168.45
144	SQUARE MILES PER RES PU = (143)/(46) = .0153			OPERATING CAPITAL	
145	SPARSITY INDEX = GTR OF (144) OR 0.2 = .2000			164	AVE BUILDING AGE (EST) (NOT > 50 YEARS) 28.40
146	DENSITY INDEX = LSR OF (144) OR 0.2 BUT AT LEAST .005 = .0153			165	FACILITIES AGE INDEX = 1 + [.01 X (164)] = 1.2840
				166	OPERATING CAPITAL ALLOWANCE = \$79 + [\$109 X (165)] = 218.96
				167	YEAR ROUND PU SERVED
				168	OPERATING CAP REVENUE = (57) X (166) + (167) X \$31 = 758,521.23
				LOCAL OPTIONAL REVENUE	
				169	MAXIMUM LOCAL OPTIONAL ALLOWANCE 724
				170	FY 2024 ACTUAL LOCAL OPTIONAL ALLOWANCE 724.00

LOCAL OPTIONAL REV (CONT)		***REFERENDUM ALLOWANCES (CONT)***		***REFERENDUM CAPS***	
57	2023-24 ADJ PU (EST) 3,464.20	185	FY 2024 ANNUAL INFLATION FACTOR 1.0238	197	INFLATION FACTOR AS SET IN STATUTE 1.1594
171	LOCAL OPTIONAL REVENUE = (170) X (57) = 2,508,080.80	186	FY 2024 RESULT AFTER INFLATION ADJUSTMENT = (184) X (185) = 646.50	198	STANDARD CAP =[2079.50X(197)]-300= 2,110.97
172	TIER 1 LOR CAP/APU 300	187	PERMANENT SUBTRACTION AMOUNT SUBJECT TO CPI 159.56	199	FY 2024 ALT CAP STARTING POINT (FY 2021 GENED REV REPORT, LINE137)+\$300 597.00
173	TIER 2 LOR CAP/APU 724	188	CPI APPLIED TO PERMANENT SUBTRACTION = (187) X [(185)-1] = 3.80	200	FY 2024 ALTERNATE CAP =[(199)*(197)]-300 = 392.16
174	TIER 1 LOR = LSR OF = (170) OR (172) 300.00	189	ADDED BY ELECTIONS HELD IN CY 2021 WITH DELAY	139	SPARSITY REVENUE
175	TIER 2 LOR = [LSR OF (170) OR (173)]-(174) 424.00	190	FY 2024 WITH INFLATION RESULTS BEFORE ELECTIONS = (186)+(188)+(189) = 650.30	201	CAP ON AUTHORITY PER APU: IF (139)>0 THERE IS NO CAP; ELSE (201) = GTR OF (198) OR (200) 2,110.97
176	TOTAL, TIER 1 = (57) X (174) = 1,039,260.00	191	FY 2024 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (181)+(190) = 650.30	202	FY 2024 \$/ADJ PU, CAPPED TOTAL = LSR OF (196) OR (201) = 650.30
177	TOTAL, TIER 2 = (57) X (175) = 1,468,820.80			57	2023-24 ADJ PU (EST) 3,464.20
	REFERENDUM ALLOWANCES			203	FY 2024 REFER REVENUE = (57) X (202) = 2,252,769.26
	EXIST AUTHORITY AFTER REFERENDUM SIMPLIFICATION				TRANSITION REVENUE
	REF AUTH W/O INFLATION			204	TRANSITION ALLOWANCE (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 174) 8.52
178	FY 2023 AUTHORITY (FY 2023 GEN ED REV REPORT, LINE 135)		NEW ELECTIONS WITHOUT INFLATION	205	TRANSITION REVENUE = (57) X (204) = 29,514.98
179	PHASEOUT OF LINE (178)	192	FY 2024 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2022		EQUITY REVENUE
180	ADDED BY ELECTIONS HELD IN CY 2021 WITH DELAY	193	FY 2024 \$/APU ADDED BY ELECTIONS HELD IN CY 2022	206	METRO 5TH PERCENTILE 7,173.96
181	FY 2024 W/O INFLATION RESULTS BEFORE ELECTIONS = (178)-(179)+(180) =		NEW ELECTIONS WITH INFLATION	207	METRO 95TH PERCENTILE 9,307.69
	REF AUTH WITH INFLATION	194	FY 2024 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2022	208	METRO GAP =(207)-(206) = 2,133.73
182	FY 2023 AUTHORITY (FY 2023 GEN ED REV REPORT, LINE 141+142) 631.47	195	FY 2024 \$/APU ADDED BY ELECTIONS HELD IN CY 2022	209	RURAL 5TH PERCENTILE 7,163.00
183	PHASEOUT OF LINE (182)	196	FY 2024 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (191)-(192)+(193) - (194)+(195) = 650.30	210	RURAL 95TH PERCENTILE 9,153.22
184	FY 2024 RESULT BEFORE INFLATION ADJUSTMENT = (182)-(183) = 631.47			211	RURAL GAP =(210)-(209) = 1,990.22
				212	DISTRICT'S REGION: METRO=MET; RURAL=RUR RUR

EQUITY REVENUE (CONT)		**OPERATING CAPITAL AIDS & LEVIES**		***EQUITY AIDS & LEVIES***				
213	DIST'S REGION'S EQUITY GAP = (208) OR (211) =	1,990.22	168	OPERATING CAP REVENUE	758,521.23	228	EQUITY REVENUE	465,588.47
214	DIST'S REGION'S 95TH PCT = (207) OR (210) =	9,153.22	30	2021 ANTC	22,557,157	240	EQUITY LIMIT = (228) X (235) =	439,776.56
			57	2023-24 ADJ PU (EST)	3,464.20	241	EQUITY AID = (228)-(240) =	25,811.91
215	DISTRICT'S REVENUE/PU FOR EQUITY PURPOSES = [(102)+(203)+(205)+((172)*(57))]/(57) =	7,821.82	229	FY 2024 ANTC/ADJ PU = (30)/(57) =	6,511.51			
			230	LEVY RATIO FOR OPER CAP = LESSER OF 1 OR (229)/\$22,912 =	.28419649		TRANSITION AIDS & LEVIES	
216	DISTRICT'S EQUITY GAP = GREATER OF ZERO OR (214)-(215) =	1,331.40	231	OPERATING CAP LIMIT = (168) X (230) =	215,569.07	205	TRANSITION REVENUE	29,514.98
217	EQUITY INDEX = (216)/(213) =	.66897127	232	OPERATING CAP AID = (168)-(231) =	542,952.16	242	TRANSITION LIMIT = (205) X (235) =	27,878.69
218	= \$80 X (217) =	53.52				243	TRANSITION AID = (205)-(242) =	1,636.29
				LOCAL OPTIONAL AIDS & LEVIES			REFERENDUM AIDS & LEVIES	
219	INITIAL EQUITY ALLOW IF (216)=0 THEN (219)=0 ELSE (219)=\$14+(218)	67.52	176	TOTAL, TIER 1 = (57) X (174) =	1,039,260.00	202	REFER \$/APU ALL AUTHORITIES	650.30
57	2023-24 ADJ PU (EST)	3,464.20	177	TOTAL, TIER 2 = (57) X (175) =	1,468,820.80	244	TIER 1 CAP/APU	46
220	= (57) X (219) =	233,902.78				245	TIER 2 CAP/APU = 0.25 X (101)-\$300 =	1,415.75
221	FY 2024 STATE AVERAGE REF REV & TIER 1 LOR	1,173.95	10	2021 RMV	1,984,036,441	139	SPARSITY REVENUE	
			46	2023-24 RES PU (EST)	4,118.60			
222	= .10 X [(221)] =	117.40	233	FY 2024 RMV/RES PU = (10)/(46) =	481,725.94	246	TIER 2 CAP/APU IF (139) > ZERO THEN (246) = 9,999.99 ELSE (246) = (245) BREAKDOWN OF \$/APU BY TIER, ALL AUTHORITIES	1,415.75
202	FY 2024 DISTRICT REFERENDUM REV/ADJ PU	650.30	234	LEVY RATIO FOR LOCAL OPTIONAL TIER 1 = LESSER OF 1 OR (233)/\$880,000 =	.54741584	247	TIER 1 = LSR OF (202) OR (244) =	460.00
172	TIER 1 LOR CAP/APU	300	235	LEVY RATIO FOR LOCAL OPTIONAL TIER 2, EQUITY, TRANSITION = LESSER OF 1 OR (233)/\$510,000 =	.94456067	248	TIER 2 = [LSR OF (202) OR (246)]-(247) =	190.30
223	= GTR OF ZERO OR [(222)-(202)-(172)] =		236	TIER 1 LOR LEVY = (176) X (234) =	568,907.39	249	UNEQUALIZED = (202)-(247) - (248) =	
57	2023-24 ADJ PU (EST)	3,464.20					BREAKDOWN OF REFERENDUM REVENUES	
224	= LSR OF \$100,000 OR [(57) X (223)] =		237	TIER 2 LOR LEVY = (177) X (235) =	1,387,390.36	203	REFERENDUM REVENUE ALL AUTHORITIES	2,252,769.26
225	= (220)+(224) =	233,902.78	238	TIER 1 LOR AID = (176) - (236) =	470,352.61	250	TOTAL, TIER 1 = (57) X (247) =	1,593,532.00
226	BOTH RUR AND MET = 0.25 X (225)	58,475.69	239	TIER 2 LOR AID = (177) - (237) =	81,430.44			
57	2023-24 ADJ PU (EST)	3,464.20						
227	= \$50.00 X (57) =	173,210.00						
228	EQUITY REVENUE = (225)+(226)+(227) =	465,588.47						

BREAKDOWN OF REF REVENUES (CONT)

251 TOTAL, TIER 2
 = (57) X (248) = 659,237.26

252 TOTAL, UNEQUALIZED
 = (203)-(250)-(251) =

REFERENDUM LEVY PORTIONS

233 FY 2024 RMV/RES PU 481,725.94

253 TIER 1 = LSR OF 1
 OR (233)/\$567,000 = .84960483

254 TIER 2 = LSR OF 1
 OR (233)/\$290,000 = 1.00000000

INITIAL REFERENDUM LEVY

255 TIER 1 LEVY
 = (250) X (253) = 1,353,872.48

256 TIER 2 LEVY
 = (251) X (254) = 659,237.26

252 UNEQUALIZED LEVY

257 TOTAL = (255)
 + (256)+(252) = 2,013,109.74

INITIAL REFERENDUM AID

258 TIER 1 AID
 = (250)-(255) = 239,659.52

259 TIER 2 AID
 = (251)-(256) =

260 TOTAL AID
 = (258)+(259) = 239,659.52

EQUALIZATION AID LIMIT

101 FY 2024 FORMULA ALLOW 6,863
 57 ADJ PU (EST) 3,464.20

261 REFERENDUM EQUALIZATION AID LIMIT
 = [[0.25 X (101)]
 -\$300]X(57) 4,904,441.15

262 REFERENDUM EQUALIZATION AID CAP
 = GRT OF (260)-(261)
 OR 0 =

REFERENDUM LEVY WITH AID LIMIT

263 TIER 1 LEVY
 = (255)+(262) = 1,353,872.48

256 TIER 2 LEVY
 = (256) = 659,237.26

252 UNEQUALIZED LEVY

264 TOTAL = (263)
 + (256)+(252) = 2,013,109.74

REFERENDUM AID WITH AID LIMIT

265 TIER 1 AID
 = (258)-(262) = 239,659.52

259 TIER 2 AID
 = (259) =

266 TOTAL AID
 = (265)+(259) = 239,659.52

TAX BASE REPLACEMENT AID (TBRA)

267 ADJ INITIAL TBRA
 (FROM TBRA PHASEOUT
 REPORT, LINE 11)

268 CONVERTED ADJ FY 2002
 REF AUTHORITY
 (FY 2015 GENERAL
 EDUC REVENUE REPORT,
 LINE 254) 8.23

269 UNCAPPED REF AND LOR ALLOWANCE
 = (174)+(196) = 950.30

270 PRORATED TBRA
 = LSR OF (267) OR
 [(267)X(269)/(268)] =

271 REF AND LOR REV
 = (176) + (203) = 3,292,029.26

272 CAPPED TBRA = LSR OF
 (270) OR (271) =

INITIAL REVENUES ARE REDUCED TO
 MAKE TAX BASE REPLACEMENT AID
 REVENUE-NEUTRAL. REVENUE COMPONENTS
 ARE REDUCED IN THE FOLLOWING ORDER:

273 TIER 2 REF AID

274 TIER 1 REF AID

275 TIER 1 LOR AID

276 TIER 1 LOR LEVY

277 TIER 1 REF LEVY

278 TIER 2 REF LEVY

279 UNEQL REF LEVY

***APPLYING THESE REDUCTIONS: ***

272 TAX BASE REPLACE AID

280 TIER 1 REF AID
 = (265)-(274) = 239,659.52

281 TIER 2 REF AID
 = (259)-(273) =

282 TIER 1 LOR AID
 = (238) - (275) 470,352.61

283 TIER 1 LOR LEVY
 = (236) - (276) 568,907.39

284 TIER 1 REF LEVY
 = (263)-(277) = 1,353,872.48

285 TIER 2 REF LEVY
 = (256)-(278) = 659,237.26

286 UNEQL REF LEVY
 = (252)-(279) =

287 REFER AND LOR TIER 1 EQUALIZATION
 AID BEFORE AID GUARANTEE
 = (272)+(280)
 + (281)+(282) = 710,012.13

288 REFERENDUM AND LOR LEVY
 BEFORE AID GUARANTEE
 = (283) + (284)
 + (285) + (286) = 2,582,017.13

REFERENDUM AID GUARANTEE

289 FY 2015 REFERENDUM AID
 INCREASE FROM GUARANTEE
 (FY 2015 GEN ED REV
 REPORT, LINE 276)

290 FY 2015 REFERENDUM REV
 (FY 2015 GEN ED REV
 REPORT, LINE 289) 1,303,385.16

291 FY 2015 LOCATION
 EQUITY REVENUE
 (FY 2015 GEN ED REV
 REPORT LINE 198) 751,516.68

292 FY 2015 COMBINED REVENUE
 = (290)+(291) = 2,054,901.84

293 FY 2015 REFERENDUM
 EQUALIZATION PLUS
 HOLD HARMLESS AID
 (FY 2015 GENERAL
 EDUC REVENUE REPORT,
 LINES 276 & 287) 842,830.26

294 FY 2015 LOCATION
 EQUITY AID
 (FY 2015 GENERAL
 EDUC REVENUE REPORT,
 LINE 197) 347,293.08

REF AID GUARANTEE (CONT)		***REF AID & LEVY SUMMARY***		***GEN ED REV SUMMARY (CONT)***	
295	FY 2015 COMBINED AID FOR GUARANTEE = (293)+(294) = 1,190,123.34	310	TIER 1 REF LEVY = (284) - (304) = 1,353,872.48	203	REFERENDUM 2,252,769.26
296	FY 2024 COMBINED REVENUE = (171)+(203) = 4,760,850.06	311	TIER 2 REF LEVY = (285) - (305) = 659,237.26	205	TRANSITION 29,514.98
297	FY 2024 COMBINED INITIAL AID = (287)+(239) = 791,442.57	312	UNEQL LEVY = (286) - (306) =	228	EQUITY REVENUE 465,588.47
298	REVENUE RATIO = LESSER OF 1 OR [(296)/(292)] = 1.00000000	313	TOTAL REFERENDUM LEVY =(310)+ (311) +(312)= 2,013,109.74	320	ALT ATTENDANCE ADJ
299	2012 RMV 1,110,592,825	314	TOTAL REFERENDUM EQUALIZATION AID =(272) + (280) + (281) + (304)+ (305)+ (306) - (275) - (276) = 239,659.52	321	TOTAL GENERAL REVENUE = (102)+(105)+(111) + (112)+(113)+(127) + (139)+(142)+(162) + (168)+(171)+(203) + (205)+(228)+(320) = 30,913,643.19
300	2021 RMV 1,984,036,441		ALTERNATIVE ATTENDANCE ADJUSTMENT (CHARTER TRANSPORT AND MN STATE ACAD ADJ'S ONLY)		GENERAL AIDS & LEVIES
301	RMV RATIO = LESSER OF 1 OR [(299) / (10)] = .55976433			231	OPERATING CAP LEVY 215,569.07
302	FY 2024 MINIMUM COMBINED AID = (295)X(298)X(300) = 666,188.59	147	TRANSPORT ALLOWANCE 369.84	240	EQUITY LEVY 439,776.56
303	FY 2024 REFERENDUM HOLD HARMLESS AID INCREASE IF (289)=0 THEN 0, ELSE GREATER OF 0 OR [(301)-(297)] =	315	ADJ PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT	242	TRANSITION LEVY 27,878.69
	INITIAL LEVIES ARE REDUCED TO MAKE THE REFER AID GUARANTEE REVENUE-NEUTRAL. LEVY COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	316	EXT TME PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT	308	LOCAL OPTIONAL 1,956,297.75
304	TIER 1 LOR LEVY	317	CHARTER ALT ATTENDANCE ADJUST = (147) X (315) + \$223 X (316) =	313	TOTAL REFERENDUM LEVY 2,013,109.74
305	TIER 1 REF LEVY	318	2023-24 RES PU ATTENDING MN STATE ACADEMIES	322	TOTAL GENERAL ED LEVY = (231)+(240)+(242) + (308)+(313) = 4,652,631.81
306	TIER 2 REF LEVY	319	MN STATE ACADEMIES ALT ATTENDANCE ADJ = - (101) X (318) =	323	TOTAL GENERAL ED AID = (321)-(322)= 26,261,011.38
	UNEQL REF LEVY	320	ALT ATTEND ADJUST TO AID = (317)+(319) =		ALTERNATIVE TEACHER COMP REV
	LOCAL OPT AID & LEVY SUMMARY AFTER REF AID GUARANTEE		GENERAL ED REVENUE SUMMARY	324	ENROLLMENT AS OF OCT 1, 2021 AT PARTICIPATING SITES (FY 2023 GENERAL EDUC RPT, LINE 313) 3,112.00
307	TIER 1 LOR LEVY = (283) - (303) = 568,907.39	102	BASIC 23,774,804.60	325	EST ENROLLMENT AS OF OCTOBER 1, 2022 AT PARTICIPATING SITES = (324)X[(50)/(49)] = 3,126.36
237	TIER 2 LOR LEVY = (237) 1,387,390.36	105	DECLINING ENROLL 6,149.25	326	ALTERNATIVE TEACHER COMPENSATION REVENUE = \$260.00 X (325) = 812,853.60
308	LOCAL OPTIONAL LEVY LIMIT = (307) + (237) = 1,956,297.75	111	PENSION ADJUSTMENT 286,060.65		ALT TEACHER COMP AIDS & LEVIES
309	LOCAL OPTIONAL AID = (282)+ (239)+ (303)= = (275)+ (276)= 551,783.05	112	GIFTED & TALENTED 45,034.60	326	ALT COMP REVENUE 812,853.60
		113	EXTENDED TIME 147,369.60	327	ALT COMP BASIC AID = 0.65 X (326) = 528,354.84
		127	BASIC SKILLS 466,470.47	328	BASIC AID PRORATION .98779065
		139	SPARSITY	329	PRORATED BASIC AID = (327)X(328) = 521,903.97
		142	SMALL SCHOOLS		
		162	TRANSPORT SPARSITY 173,279.28		
		168	OPERATING CAPITAL 758,521.23		
		171	LOCAL OPTIONAL 2,508,080.80		

ALT TEACH COMP AIDS/LEVY (CONT)		***ACHIEVEMENT AND INTEG (CONT)***		***REEMPLOYMENT INSURANCE LEVY**			
330	PRO BASIC AID TO LEVY = (327) - (329) =	6,450.87	344	FY 2024 EST INCENTIVE BUDGET	359	EST FY 2023 EXPEND	8,000.00
331	ALT COMP LEVY REVENUE =(326)-(327) + (330)=	290,949.63	345	FY 2024 ADJ INITIAL BUDGET = (343) X 1.003 =	360	INITIAL REEMPLOYMENT LEVY = 100% OF (359)=	8,000.00
229	FY 2024 ANTC/ADJ PU	6,511.51	346	OCT 1, 2021 ENROLL OF PROTECTED STUDENTS		SAFE SCHOOLS LEVY	
332	ALT COMP LEVY RATIO = LESSER OF 1 OR [(229)/\$6,100] =	1.00000000	347	EST OCT 1, 2022 ENROLL OF PROTECTED STUDENTS = (346) =	361	SAFE SCH LVY REQUEST?	YES
333	ALT TEACHER COMP LEVY = (331) X (332) =	290,949.63	348	OCT 1, 2021 TOTAL ENROLLMENT	57	2023-24 ADJ PU (EST)	3,464.20
334	ALT COMP EQUALIZATION AID = (326)-(329)-(333) =		349	EST OCT 1, 2022 TOTAL ENROLLMENT = (348) =		SAFE SCHOOLS INTERMEDIATE LEVY	
	MISCELLANEOUS AIDS		350	PROTECTED ENROLLMENT RATIO =(347)/(349)=	362	SAFE SCH LEVY LIMIT = \$36 X (57) =	124,711.20
	ESTIMATES OF FY 2023 MISC AIDS SHOWN BELOW ARE BASED ON END OF SESSION 2022 FORECAST. PLEASE NOTE THAT THESE ARE ROUGH ESTIMATES AND MAY CHANGE SIGNIFICANTLY WHEN UPDATED DATA BECOMES AVAILABLE.		351	INITIAL ACHIEVE & INTEG REVENUE FORMULA IF (343) > 0 = \$350 X (57) X (350) =	363	SAFE SCH INTERMEDIATE LEVY REQUEST?	NO
335	SPEC ED REGULAR BEFORE TUITION ADJ	4,633,761.16	352	INTEG HOLD HARMLESS (FROM FY 2023 INTEG REV RPT, LINE 11)	364	INTERMEDIATE LEVY ALLOWANCE <= \$15	
336	NET TUITION ADJUST	2,741,079.44-	353	INITIAL ACHIEVE & INTEG REVENUE = LSR OF (345) OR [(351)+(352)] =	365	SAFE SCH INTERMEDIATE LIMIT = (57) X (364) =	
337	EXCESS COST AID	1,614,364.99	354	INCENTIVE REV =LSR OF (344) OR [(57) X \$10] =		JUDGMENT LEVY	
338	HOLD HARM/GROWTH LMT		355	ACHIEVE & INTEG REVENUE = (353) + (354) =	366	DISTRICT JUDGMENTS	
339	CROSS SUB REDUC AID	356,105.20	356	ACHIEVE & INTEG LEVY = (355) X .30	367	INTERMED JUDGMENTS	
340	TOTAL SPECIAL EDUC AID = (335) TO (339) =	3,863,151.91	357	TRANSFER TO MDE IF (353)=(345) THEN (357)=(345)-(343) ELSE (357)=(353)X.003	368	JUDGMENT LIMIT =(366)+(367) =	
341	FY 2024 NON-PUBLIC TRANSPORTATION AID	12,606.12	358	ACHIEVE & INTEG AID =(355)-(356)-(357)=		ICE ARENA LEVY	
342	FY EL CROSS SUBSIDY REDUCTION AID	1,490.43			369	FY 2022 NET OPR COSTS	
	ACHIEVEMENT AND INTEGRATION REVENUE				370	ICE ARENA LEVY LIMIT = 100% OF (369) =	
57	2023-24 ADJ PU (EST)	3,464.20				FY 2023 CAREER & TECHNICAL	
343	FY 2024 EST INITIAL BUDGET				371	SHARE OF FY 2023 EST COOPERATIVE BUDGET	93,024.37
					372	FY 2023 ESTIMATED DISTRICT BUDGET	409,088.00
					373	FY 2023 EST BUDGET = (371) + (372) =	502,112.37
					374	PRELIMINARY REVENUE = .35 X (373) =	175,739.33

CAREER & TECHNICAL (CONT)		***INITIAL LTFM REVENUE***		**OLD LAW HEALTH AND SAFETY (H&S)**			
375	LAST YEAR REVENUE (FY 2022 CTE AID REPORT, LINE 16)	57	2023-24 ADJ PU (EST)	3,464.20	409	OLD LAW HEALTH & SAFETY REVENUE = FY 2024 ESTIMATED H&S COST =	90,700.00
	156,651.78	401	AVE BLDG AGE (EST) (NO MAX AGE LIMIT)	30.54			
376	REVENUE GUARANTEE = LESSER OF (373) OR (375) =	402	BLDG AGE RATIO = LSR OF 1 OR (401)/35 =	.87257143	410	REG ALT FAC PAYGO REVENUE APPROVED FOR FY 2024	
377	PRELIMINARY REVENUE = GREATER OF (374) OR (376) =	403	INITIAL LTFM REVENUE = \$380 X (57) X (402) =	1,148,649.54	411	ALT FAC/H&S PAYGO REV FOR NEW APPROVALS	
378	REVENUE ALLOCATION FOR CAREER TECH PER MS 124D.4531, SUBD 5		ADDITIONAL LTFM REVENUE FOR QUALIFIED H&S PROJECTS > \$100,000		412	PAYGO REVENUE FOR ALT FAC AND AF/H&S = (410)+(411) =	
379	CAREER TECH REVENUE = (377) + (378) =	766	NET DEBT SERVICE FOR EXISTING REGULAR ALT FAC/H&S BONDS 1B		765	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC BONDS 1A	
29	2020 ANTC						
56	2022-23 ADJ PU (EST)	404	NET DEBT SERVICE FOR PORTION OF EXISTING ALT FAC BONDS 1A FOR QUALIFIED H&S PROJ		766	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC/H&S BONDS 1B	
380	FY 2023 ANTC/ADJ PU = (29)/(56) =						
	5,887.32	767	NET LTFM REQ DEBT FOR ELIG H&S>\$100K	224,410.41	767	NET LTFM REQ DEBT FOR ELIG H&S>\$100K	224,410.41
381	LEVY RATIO FOR CTE = LESSER OF 1 OR (380)/\$7,612 =	405	NEW PAYGO LTFM LEVY FOR ELIG H&S>\$100K		413	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS FOR ALT FAC 1A, IF (415)=NO THEN (769), ELSE 0	
	.77342617	406	TOTAL ADDL LTFM REV FOR PROJECTS >\$100K = (766)+(404) + (767)+(405) =	224,410.41	768	NET LTFM REQ DEBT SERVICE FOR VPK	
382	CAREER TECH LEVY LIMIT = (379) X (381) =				407	NEW PAYGO LTFM LEVY FOR VPK	
383	EST CAREER TECH AID = (379) - (382) =				414	TOTAL OLD LAW ALT FAC AND AF/H&S REVENUE = (412)+(765)+(766) + (767)+ (413)+(768) + (407) =	224,410.41
	39,817.93						
	ANNUAL OTHER POSTEMPLOYMENT BENEFITS (OPEB)						
384	AUTHORITY REQUESTED BY DISTRICT BASED UPON FY 2022 EXPENSES PAID		ADDITIONAL LTFM REVENUE FOR QUALIFIED VOLUNTARY PRE-KINDERGARTEN				
385	PRORATION FACTOR TO REFLECT STATEWIDE CAP	768	NET LTFM REQ DEBT SERVICE FOR VPK				
386	ANNUAL OPEB LEVY LIMIT = (384) X (385) =	407	NEW PAYGO LTFM LEVY FOR VPK				
		408	TOTAL LTFM REVENUE UNDER NEW LAW = (403) + (406) + (768) + (407) =	1,373,059.95		OLD LAW DEFERRED MAINTENANCE	
	CAPITAL RELATED LEVY LIMITATIONS				415	ELIGIBLE FOR OLD LAW DEF MAINT REVENUE?	YES
	LONG TERM FACILITIES MAINTENANCE REVENUE (LTFM)				416	OLD LAW DEFERRED MAINTENANCE REVENUE = (403) X \$64/\$380 =	193,456.76
400	LTFM PLAN APPROVAL STATUS APPROVED				417	TOTAL OLD LAW FORMULA REVENUE FOR HOLD HARMLESS = (409)+(414)+(416) =	508,567.17

LTFM REVENUE		**LTFM TOTAL AIDS & LEVIES (CONT)**		***GEN FUND PORTION OF LTFM REV***	
418	LTFM REVENUE FOR SCHOOL DISTRICT PROJECTS = GREATER OF (408) OR (417) = 1,373,059.95	433	TOTAL LTFM EQUAL LEVY = GTR OF ZERO OR (423) - (432) = 697,151.54	422	TOTAL LTFM REVENUE 1,390,305.48
419	DISTRICT REQUESTED REDUCTION FROM MAXIMUM (FROM LIS SYSTEM)	434	TOTAL LTFM UNEQUAL LEVY = GTR OF ZERO OR (422)-(432)-(433) = 73,909.48	441	TOTAL GENERAL FUND LTFM REVENUE = (422) - (770) = 354,233.88
420	DISTRICT LTFM REVENUE = (418) - (419) = 1,373,059.95	435	TOTAL LTFM LEVY = (433) + (434) = 771,061.02	442	LTFM GEN FUND EQUAL REV = (423) - (436) = 280,324.40
421	DISTRICT SHARE OF ELIGIBLE COOP/INTERMED LTFM PROJECTS 17,245.53		DEBT SERVICE PORTION OF LTFM REV	443	LTFM GEN FUND EQUAL AID = (432) - (438) = 131,867.11
422	TOTAL LTFM REVENUE = (420) + (421) = 1,390,305.48	765	NET ALT FAC REG DEBT	444	GEN FUND LTFM EQUAL LIMIT = GTR OF ZERO OR (442) - (443) = 148,457.29
	LTFM TOTAL AIDS & LEVIES	766	NET ALT FAC/H&S DEBT	445	GEN FUND LTFM UNEQUAL LIMIT = GTR OF ZERO OR (441)-(443)-(444) = 73,909.48
57	2023-24 ADJ PU (EST) 3,464.20	767	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 224,410.41	446	TOTAL GEN FUND LTFM LEVY = (444) + (445) = 222,366.77
423	LTFM EQUALIZED REVENUE = LSR OF (418),(420) OR \$380 X (57) = 1,316,396.00	768	NET LTFM REQ DEBT SERVICE FOR VPK		DISABLED ACCESS LIMIT
35	2021 AG MODIFIED ANTC FOR LTFM REVENUE 22,370,795	769	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS 811,661.19	447	FY 1992-FY 2024 APPROV DIS ACC COSTS 97,500.00
54	2020-21 ADJ PU (ACT) 3,297.87	770	TOTAL DEBT SERVICE LTFM REVENUE = (765)+(766)+(767) +(768)+(769) = 1,036,071.60	448	MAXIMUM = GTR OF (JUNE 1991 COMPONENT DISTX 150,000) OR 300,000 = 300,000.00
424	FY 2021 ANTC PER APU = (35) / (54) = 6,783.41	436	LTFM DEBT SERV EQUAL REVENUE = LESSER OF (423) OR (770) = 1,036,071.60	449	LSR OF (447) OR (448) 97,500.00
425	STATEWIDE ANTC/APU 10,413.63	428	LTFM AID RATIO .47040895	450	FIRST YEAR DISABLED ACCESS LEVY CERTIFIED 1992
426	LTFM EQUAL FACTOR = 123% OF (425) = 12,808.77	437	LTFM DEBT INITIAL EQUAL AID = (436)X(428) = 487,377.35	451	LAST YEAR TO CERTIFY = (450) + 7 YEARS = 1999
427	LTFM LEVY RATIO = LSR OF 1 OR (424)/(426) = .52959105	438	LTFM DEBT EQUAL AID = GREATER OF (431) OR (437) BUT NOT MORE THAN (770) = 487,377.35	452	TOTAL CUM CERT LEVY (PAY 93 TO PAY 21) 97,500.00
428	LTFM AID RATIO = 1 - (427) = .47040895	439	LTFM DEBT EQUAL LEVY = GTR OF ZERO OR (436) - (438) = 548,694.25	453	CERT LEVY PAY 2022
429	LTFM INITIAL EQUAL AID = (423) X (428) = 619,244.46	440	LTFM DEBT UNEQUAL LEVY = GTR OF ZERO OR (770)-(438)-(439) =	454	TOTAL CERTIFIED LEVY = (452)+(453) = 97,500.00
430	LTFM INITIAL EQUALIZED LEVY = (423) - (429) = 697,151.54			455	DISABLED ACCESS LIMIT = GREATER OF ZERO OR (449)-(454)=
431	2015 TOTAL ALT FAC GRANDFATHER AID				LEASE LEVY LIMITATION
432	TOTAL LTFM EQUAL AID = GREATER OF (429) OR (431) = 619,244.46				DIST'S SHARE OF JOINT LEASE FOR INTERMED DISTX 287, 288, 916 AND 917

APPROVED INTERMED OPERATING		***APPROVED REG OP LEASES (CONT)***		***INITIAL CAPITAL RELATED LEVIES***	
456	ADMINISTRATIVE SPACE FY 2023 JOINT	476	INSTRUCTIONAL/STORAGE FY 2023 NONJOINT	231	OPERATING CAPITAL
457	FY 2024 JOINT	477	14,500.00 FY 2024 NONJOINT	446	215,569.07 LT FAC MAINTENANCE
458	INSTRUCTIONAL/STORAGE FY 2023 JOINT	478	47,310.48 FY 2023 JOINT	455	222,366.77 DISABLED ACCESS
459	FY 2024 JOINT	479	FY 2024 JOINT	499	136,407.48 LEASE LEVY
460	TOT INTERMED OPERATING = (456) TO (459) =	480	REG OPERATING LEASES = (472) TO (479) =	500	669,369.04 COOP BLDG REPAIR
			61,810.48	501	OTHER CAPITAL (MEMO)
				502	CAP PROJECTS REFER
				503	CAPITAL RELATED LIMITS
					= (231)+(446)+(455)
					+ (499)+(500)+(501)
					+ (502) =
					1,243,712.36
	APPROV INTERMED CAPITALIZED		APPROVED REGULAR CAPITALIZED LEASES		
			ADMINISTRATIVE SPACE		OTHER INITIAL GENERAL LEVIES
461	ADMINISTRATIVE SPACE FY 2023 JOINT	481	FY 2023 NONJOINT	504	CONSOLIDATION/ TRANSITION
462	FY 2024 JOINT	482	FY 2024 NONJOINT	505	REORGANIZATION
463	INSTRUCTIONAL/STORAGE FY 2023 JOINT	483	FY 2023 JOINT		OPERATING DEBT
464	FY 2024 JOINT	484	FY 2024 JOINT	506	HEALTH BENEFITS
465	EXCESS FUNDS CAP LEASE FY 2023 JOINT	485	FY 2023 NONJOINT	507	ADDL RETIREMENT (MPLS AND STP)
466	FY 2024 JOINT	486	FY 2024 NONJOINT	508	SEVERANCE
467	TOT INTERMED CAPITALIZED = SUM[(461) TO (464)] - (465) - (466) =	487	FY 2023 JOINT	509	ADMIN DISTRICT
		488	FY 2024 JOINT	510	SWIMMING POOL
				511	TREE GROWTH
				512	CONSOLIDATION/ RETIREMENT
468	TOT INTERMED LEASE COSTS = (460) + (467) =	489	FY 2023 NONJOINT	513	ECON DEVELOP ABATE
		490	FY 2024 NONJOINT	514	OTHER GENERAL (MEMO)
		491	FY 2023 JOINT		
57	2023-24 ADJ PU (EST) 3,464.20	492	FY 2024 JOINT	515	SUBTOTAL, OTHER INITIAL GENERAL LEVIES
469	INTERMED PUPIL UNIT MAX LIMIT = \$65 X (57) =	493	REG CAPITALIZED LEASES = (481) TO (488) - (489) TO (492) =		= (504) TO (514) =
470	INTERMED LEASE LIMIT =LSR (468) OR (469) =	494	TOTAL APPROVED REGULAR LEASE COST & CARRYOVER =(471)+(480)+(493)=		INITIAL GENERAL FUND LEVY
471	INTERMED CARRYOVER (INCL IN REGULAR LEASE LIMIT) = (468) - (470) =	57	2023-24 ADJ PU (EST) 3,464.20	516	GENERAL RMV VOTER APPROVED JOBZ EXEMPT =(313) =
		495	REG PUPIL UNIT MAXIMUM LIMIT = \$212 X (57) =		2,013,109.74
		496	COMM APPROVED LIMIT	517	GENERAL RMV OTHER JOBZ EXEMPT = (308)+(240) + (242) =
		497	REGULAR MAX LIMIT =GTR (495) OR (496)=		2,423,953.00
472	FY 2023 NONJOINT	498	REGULAR LEASE LIMIT =LSR (494) OR (497)=	518	GENERAL NTC VOTER APPROVED JOBZ EXEMPT = (502)
473	FY 2024 NONJOINT	499	TOTAL LEASE LEVY LIMIT = (470) + (498) =		669,369.04
474	FY 2023 JOINT				
475	FY 2024 JOINT				

INITIAL GEN FUND LEVY (CONT)		***EARLY CHILD FAMILY EDUCATION***		***DISABLED ADULTS***	
519	GENERAL NTC OTHER JOBZ =(333)+(356)+(360) +(362)+(365)+(368) +(370)+(382)+(386) +(503)-(502)+(515) =			627	DISABLED ADULTS LIMIT LSR \$30,000 OR 50% OF APPROVED EXPENDITURES
	1,133,925.55				4,350.00
520	TOTAL INITIAL GENERAL LEVY LIMITATION =(516)+(517)+(518) + (519) =	612	DIST PLANS TO LEVY FOR FY 2024 ECFE REVENUE? YES	628	SCHOOL-AGE CARE FY 2024 SCH-AGE CARE REV (FY 2024 EST COST)
	6,240,357.33				115,000.00
	COMMUNITY SERVICE	613	ECFE ANNUAL REPORT SUBMITTED? YES	30	2021 ANTC 22,557,157
	BASIC COMMUNITY EDUCATION	614	POPULATION UNDER FIVE YEARS OF AGE 1,435	46	2023-24 RES PU (EST) 4,118.60
601	POPULATION (YR 2020) 19,573	615	GTR OF 150 OR (614) = 1,435	629	ANTR/RES PU = (30)/(46) = 5,476.90
602	GTR OF (601) OR 1,335 19,573	616	ECFE ALLOWANCE 0.023 X (101) = 157.85	630	LEVY RATIO = LSR OF 1 OR (629)/\$2,318 = 1.00000000
603	YOUTH SERVICE PROG? YES	617	FY 2024 EARLY CHILD FAMILY REVENUE IF (612) = YES = (615)X(616), IF ANNUAL REPT = YES 226,514.75	631	FY 2024 SCH-AGE CARE LIM = (628) X (630) = 115,000.00
604	AFTER SCHOOL ENRICHMENT? YES	30	2021 ANTC 22,557,157	632	FY 2024 EST GROSS SCHOOL-AGE CARE AID = (628)-(631) =
605	FY 2024 GENERAL REVENUE = \$5.42 X (602) = 106,085.66	618	ECFE TAX RATE .00246993		COMMUNITY SERVICE SUMMARY
606	FY 2024 YOUTH SERVICE REV = \$1.00 X (602) = 19,573.00	619	= (618) X (30) = 55,714.60	633	OTHER COMM ED (MEMO)
607	FY 2024 AFTER SCHOOL REVENUE = \$1.85 X (602) NOT TO EXCEED 10,000 AND \$0.43 X POPULATION IN EXCESS OF 10,000 22,616.39	620	EARLY CHILD LEVY LIMIT = LESSER OF (617) OR (619) = 55,714.60	634	TOTAL INITIAL COMMUNITY SERVICE LEVY LIMIT = (610)+(620)+(625) + (627)+(631)+(633) = 324,964.70
608	FY 2024 COMMUNITY EDUCATION REVENUE = (605)+(606)+(607) = 148,275.05	621	EST FY 2024 EARLY CHILD AID = (617)-(620) = 170,800.15		GENERAL DEBT SERVICE (FUND 7)
30	2021 ANTC 22,557,157	622	DIST PLANS TO LEVY FOR FY 2024 HOME VISIT? YES		REQUIRED DEBT SERVICE LEVY (EQUAL TO 105% OF THE FY 2024 PRINCIPAL AND INTEREST PAYMENTS)
609	STANDARD COMM ED LEVY = .00940 X (30) = 212,037.28	623	HOME VISITING REVENUE IF (622) = YES AND (619) > \$0, = \$3.00 X (614), ELSE = \$0 4,305.00		REQUIRED DEBT ELIGIBLE FOR LONG TERM FACILITIES MAINTENANCE (LTFM) REV
610	COMM ED LEVY LIMIT LSR (608) OR (609) = 148,275.05	229	FY 2024 ANTC/ADJ PU 6,511.51	701	ALT FAC REGULAR REQ DEBT SERV LEVY
611	FY 2024 EST GROSS COMM ED AID = (608)-(610) =	624	HOME VISIT LEVY RATIO = LESSER OF 1 OR (229)/\$17,250 = .37747884	702	ALT FAC/H&S REQ DEBT SERV LEVY
		625	FY 2024 HOME VISIT LIMIT =(623) * (624) 1,625.05	703	NEW LTFM REQ DEBT FOR ELIG H&S>\$100K 237,261.00
		626	FY 2024 EST HOME VISIT AID =(623)-(625) 2,679.95		

REQ DEBT ELIG FOR LTFM (CONT)		***REQ DEBT FOR BONDS ELIG (CONT)***		*NON-VOTE APPR INELIG BONDS (CONT)*	
704	NEW LTFM REQ DEBT SERVICE FOR VPK	717	NON-VOTER BONDS SOLD AFTER JULY 1, 2022 ELIG FOR FUTURE AID	735	BOARD AUTHORIZED TRANSFER TO FUND 7 REDUCING REQUIRED DEBT SERVICE LEVY
705	NEW LTFM REQ DEBT FOR ALL OTHER PROJECTS 858,140.00	718	SUBTOTAL, FUTURE DEBT AID ELIGIBLE = (716) + (717) =	736	FEDERAL FUNDS REDUCING REQUIRED DEBT SERVICE LEVY
706	TOTAL REQ DEBT SERV LEVY FOR LTFM REVENUE = (701)+(702)+(703) + (704)+(705) = 1,095,401.00		OTHER REQUIRED DEBT FOR BONDS INELIGIBLE FOR DEBT EQUAL AID		FUND 7 DEBT BALANCE
	REQUIRED DEBT ELIGIBLE FOR NATURAL DISASTER EQUAL AID (MS 123B.535)	719	VOTER APPR BONDS INELG FOR DEBT EQUAL AID	737	JUNE 2021 FUND 7-425 BAL FOR BOND REFUND
707	NATURAL DISASTER REQ DEBT SERV LEVY		NON-VOTER APPR INELIG BONDS	738	JUNE 2021 FUND 7-451 BAL FOR QZAB & QSCB
	REQUIRED DEBT ELIGIBLE FOR DEBT EQUALIZATION AID (MS 123B.53)	720	FACIL BOND-MS 123B.62	739	JUNE 2021 FUND 7-460 BALANCE NONSPENDABLE
708	TACONITE BONDS REQ DEBT SERV LEVY	721	EQUIP BOND-MS 123B.61	740	JUNE 2021 FUND 7-463 BALANCE UNASSIGN NEG
709	TAC FUNDING FOR BONDS (NOT IRRRB)	722	REORG OPER DEBT	741	JUNE 2021 FUND 7-464 BALANCE RESTRICTED (FOR DEBT EXCESS) 1,906,023.67
710	TAC ADJ TO REQ = (709) OR [(709) X 1.05] =	723	ECON DEV ABATEMENT 217,770.00	742	PAY 21 DEBT EXCESS LEVY REDUCTION 364,408.48
711	NET REQ DEBT SERV LEVY TACONITE=(708)-(710)=	724	JUDGMENT	743	PAY 22 DEBT EXCESS LEVY REDUCTION 297,150.53
712	VOTER APPR ELIG BONDS SOLD BY JULY 1, 2022 5,429,433.00	725	OTHER NON-VOTER	744	5% OF PAY 23 REQ DEBT SERV LEVY=(729) X 5%= 337,130.20
713	NON-VOTER ELIG BONDS SOLD BY JULY 1, 2022	726	INELG LEASE PURCHASE	745	FUND 7 AVAIL BALANCE GTR OF ZERO OR [(741) -(742)-(743)-(744)] = 907,334.46
714	VOTER APPR IRRRB BONDS SOLD BY JULY 1, 2022	727	SUBTOTAL, REQ DEBT FOR NON-VOTER INELIG BONDS = (720) THRU (726)= 217,770.00	746	RETAIN FOR CAPITAL LOAN REPAYMENT
715	TOTAL REQUIRED DEBT LEVY ELIG FOR DEBT EQUAL AID = (711)+(712) + (713)+(714)= 5,429,433.00	728	REQ DEBT SERVICE LEVY FOR BONDS INELGIBLE FOR DEBT EQUAL AID = (718)+(719)+(727) = 217,770.00	747	APPROVED DEBT EXCESS TO BE RETAINED 542,139.69
	REQUIRED DEBT FOR BONDS ELIG FOR FUTURE DEBT EQUALIZATION AID	729	GDS REQ DEBT SERV LEVY = (706)+(707)+(715) + (718)+(719)+(728) = 6,742,604.00	748	DISTRICT REQUESTED ADDITIONAL EXCESS
716	VOTER APPR BONDS SOLD AFTER JULY 1, 2022 ELIG FOR FUTURE AID	730	GDS REQ DEBT SERV LEVY VOTER APPR = (711)+(712) + (714)+(716)+(719) = 5,429,433.00	749	CERTIFIED DEBT EXCESS = GTR OF 0 OR [(745) -(746)-(747)+(748)= 365,194.77
		30	2021 ANTC 22,557,157	750	EXCESS USED TO RETIRE FAC & EQUIP BONDS
		731	MAXIMUM EFFORT DEBT SERVICE TAX RATE %		
		732	MAX EFFORT DEBT SERV LEVY = (30) X (731) =		
		734	DEBT EQUAL REVENUE BASE GTR OF ZERO OR [(715) - (732)] = 5,429,433.00		

FUND 7 DEBT BALANCE (CONT)		***NET DEBT EXCESS SUMMARY (CONT)***		***NAT DISASTER DEBT EQ (CONT)***	
751	ADJUSTED DEBT EXCESS = (749)-(750) = 365,194.77	764	NET DEBT EXCESS FOR DEBT SERV LEVY REDUCT = (762)+(763) = 365,194.77	775	STATEWIDE AVE ANTC INCL JOBZ PER APU 11,033.47
	BREAKDOWN OF NET DEBT EXCESS		LONG TERM FACILITIES MAINTENANCE AID	776	DISASTER EQUAL FACTOR = 300% OF (775) = 33,100.41
752	BASE FOR NET DEBT EXCESS DISTRIBUTION = IF (732)>0, THEN 0 ELSE (729)-(718)= 6,742,604.00	765	NET ALT FAC REG DEBT = (701)-(755) =	777	NATURAL DISASTER LEVY RATIO = LSR OF 1 OR (774)/(776) = .20664155
753	DEBT EXCESS RATIO = LSR 1 OR (751)/(752)= .05416227	766	NET ALT FAC/H&S DEBT = (702)-(756) =	778	DISASTER AID RATIO = = 1 - (777) = .79335845
754	NET DEBT EXCESS FOR ELG REQ DEBT SERVICE = (715) X (753) = 294,070.42	767	NET LTFM REQ DEBT FOR ELIG H&S>\$100K = (703)-(757) = 224,410.41	779	DISASTER DEBT EQUAL AID = (773) X (778) =
755	EXCESS FOR ELIGIBLE ALT FAC REGULAR BONDS = (701) X (753) =	768	NET LTFM REQ DEBT FOR ELIG VPK = (704)-(758) =	780	DISASTER LEVY LIMIT = (707) - (779) =
756	EXCESS FOR ELIGIBLE ALT FAC/H&S BONDS = (702) X (753) =	769	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS = (705)-(759) = 811,661.19		DEBT EQUALIZATION AID
757	EXCESS FOR ELIGIBLE LTFM IAQFAA BONDS = (703) X (753) = 12,850.59	770	NET DEBT LEVY FOR LT FAC MAINT = (765)+(766)+(767) + (768)+(769) = 1,036,071.60	734	DEBT EQUAL BASE 5,429,433.00
758	EXCESS FOR ELIGIBLE LTFM VPK BONDS = (704) X (753) =	436	LTFM DEBT EQUAL REV 1,036,071.60	754	DEBT EXCESS FOR ELIG REQUIRED DEBT 294,070.42
759	EXCESS FOR ELIGIBLE LTFM OTHER BONDS = (705) X (753) = 46,478.81	438	LTFM DEBT EQUAL AID 487,377.35	781	FY 2024 NET REV ADJ TO DEBT EQUALIZATION REVENUE (MEMO)
760	GENERAL FUND LEVY ADJ FOR FACILITY & EQUIP BONDS = -(720)-(721)-(750) =	439	LTFM DEBT EQUAL LEVY 548,694.25	782	FY 2024 GROSS DEBT EQUALIZATION REVENUE =(734)-(754)+(781) = 5,135,362.58
761	UNALLOCATED DEBT EXCESS = GTR OF ZERO OR [(751)-(752)] =	440	LTFM DEBT UNEQUAL LVY	30	2021 ANTC 22,557,157
	NET DEBT EXCESS SUMMARY	771	LTFM DEBT LEVY LIMIT = (439) + (440) + (755) + (756) + (757)+(758)+(759) = 608,023.65	783	= .1050 X (30) = 2,368,501.49
762	DEBT EXCESS FOR VOTER APPROVED BONDED DEBT = [(730)-(716)]X(753) = 294,070.42		NATURAL DISASTER DEBT EQUALIZATION	784	MAX UNEQ LOCAL EFFORT = .1574 X (30) = 3,550,496.51
763	DEBT EXCESS FOR NON- VOTER APPROVED DEBT = (751)-(761)-(762) = 71,124.35	30	2021 ANTC 22,557,157	785	FY 2024 NET DEBT EQ REV = GTR OF 0 OR [(782) - (784)] = 1,584,866.07
		772	TEN PERCENT ANTC = 0.10 * (30) = 2,255,715	786	PRELIM TIER 1 EQU REV =LSR (785) OR (783)= 1,584,866.07
		707	REQ DEBT LEVY FOR NATURAL DISASTER DEBT	787	PRELIM TIER 2 EQU REV = (785)-(786) =
		773	FY 2024 DISASTER DEBT EQ REV = GTR OF ZERO OR [(707) - (772)] =	732	MAXIMUM EFFORT DEBT SERVICE LEVY
		54	2020-21 ADJ PU (ACT) 3,297.87	788	MAX EFFORT TIER 1 REV
		774	FY 2021 ANTC PER APU = (30) / (54) = 6,839.92		

DEBT EQUALIZATION AID (CONT)		***ADJUSTMENT TO GDS LIMIT*** FOR IRRRB ALLOCATION		***OTR POSTEMPLOY BENEFITS (OPEB)*** & PENSION DEBT SERVICE (FUND 47)	
789	MIN TIER 2 REV FOR MAX EFF = GTR OF ZERO OR (782) - (732) =	804	FY 2024 IRRRB FUNDING FOR VOTER-APPR BONDS	901	LEVY BONDS IRREV TRUST VOTER APPROVED
790	TIER 2 EQUAL REV = GTR OF (787) OR (789) =	805	PAY 23 IRRRB ADJUSTMENT FOR VOTER-APPROV BONDS = - ((804) X 1.05) =	902	LEVY BONDS REVOC TRUST VOTER APPROVED
791	TIER 1 EQUAL REV = GTR OF (786) OR (788) = 1,584,866.07	806	FY 2024 IRRRB FUNDING FOR NON-VOTER BONDS	903	REQ DEBT SERV LEVY OPEB BONDS VOTER APPROVED = (901) + (902) =
54	2020-21 ADJ PU (ACT) 3,297.87	807	PAY 23 IRRRB ADJUSTMENT FOR NON-VOTER BONDS = - ((806) X 1.05) =	904	LEVY BONDS IRREV TRUST NON-VOTER APPROVED
792	2021 ANTC INCL JOBZ / ADJ PU = (30)/(54) = 6,839.92	808	DEBT EQUAL AID ELIG, VOTER APPROVED = GTR OF ZERO OR [(711)+(712)+(714) +(803)-(801)-(805)]= 5,429,433.00	905	LEVY BONDS REVOC TRUST NON-VOTER APPROVED
793	TIER 1 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (792)/[GTR OF \$4,430 OR 55.33% OF (775)] = 1.00000000	809	DEBT EQUAL AID ELIG, NON VOTER APPROVED = GTR OF [(713)-(800)-(807)] OR ZERO =	906	REQUIRED DEBT SERVICE LEVY FOR OPEB BONDS NON-VOTER APPROVED = (904) + (905) =
794	TIER 2 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (792)/[GTR OF \$8,000 OR 100% OF (775)] = .61992465	810	DEBT EQUAL AID INELIG, VOTER APPROVED = (716) + (719) =	907	FUND 47 DEBT BALANCE REQ DEBT SERV LEVY FOR PENSION BONDS (MPLS)
795	TIER 1 DEBT EQU AID RATIO = 1-(793) =	811	DEBT EQUAL AID INELIG, NON VOTER APPROVED = (717) + (727) = 217,770.00	908	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (906) + (907) =
796	TIER 2 DEBT EQU AID RATIO = 1-(794) = .38007535	812	DISASTER LEVY LIMIT VOTER APPROVED	909	JUNE 2021 FUND 47-425 BAL FOR BOND REFUND
797	TIER 1 DEBT AID = (791) X (795) =	813	INITIAL GDS LEVY LIM NON VOTER APPROVED = (809)+(811)+(771) = 825,793.65	910	JUNE 2021 FUND 47-460 BALANCE NONSPENDABLE
798	TIER 2 DEBT AID = (790) X (796) =	814	TOTAL INITIAL GDS LEVY LIMIT = (812)+(813) = 6,255,226.65	911	JUNE 2021 FUND 47-463 BALANCE UNASSIGN NEG
799	TOTAL DEBT EQ AID = (797)+(798) =			912	JUNE 2021 FUND 47-464 BALANCE RESTRICTED
800	NON VOTER DEBT AID = (799)X(713)/(715) =			913	JUNE 2021 FUND 47-464 BALANCE VOTER APPROV
801	VOTER APPR DEBT AID = (799)-(800) =			914	JUNE 2021 FUND 47-464 BAL NON-VOTER APPROV = (912) - (913) =
	MINIMUM EST MAX EFFORT PAYMENT			915	PAY 21 OPEB DEBT EXC REDUCTION NON-VOTER 28,654.33
732	MAX EFFORT DEBT LEVY			916	PAY 22 OPEB DEBT EXC REDUCTION NON-VOTER 26,917.84
802	MAX EFFORT REQ LEVY = GTR OF ZERO OR [(729)+(926)+(927)-(706) -(719)-(720)-(721) =			917	5% OF REQUIRED OPEB DEBT SERV LEVY VOTER = (903) X 5% =
803	MINIMUM EST MAX EFFORT PAYMENT = GTR OF 0 OR (732)-(802) =			918	5% OF REQUIRED OPEB DEBT SERV LEVY NONVOT = (908) X 5% =

FUND 47 DEBT BALANCE (CONT)		***GENERAL FUND ADJUSTMENTS***		***FY 2022 LOR TIER 2 (CONT)***	
919	RETAIN FOR CAP LOAN REPAYMENT NON-VOTER		FY 2023 OPERATING CAPITAL LEVY ADJUSTMENT	1014 21 PAY 22 LIMIT 1015 21 PAY 22 LEVY	1,170,730.22 1,170,730.22
920	APPROV DEBT EXCESS TO BE RETAINED NON-VOTER	1001	FY 2023 OPER CAP LEVY AUTH (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 179)	1016	FY 2023 LOR TIER 2 LEVY ADJUSTMENT = ((1113) - (1114))
			195,084.77		2,331.80-
921	FUND 47 AVAILABLE BALANCE VOTER APPROVED = GREATER OF ZERO OR [(913)-(917)] =	1002	21 PAY 22 LIMIT		
		1003	21 PAY 22 LEVY		
			195,102.69 195,102.69		
922	FUND 47 AVAILABLE BALANCE NON-VOTER = GTR ZERO OR [(914)- SUM (915) TO (920)] =	1004	FY 2023 OPER CAPITAL LEVY ADJUSTMENT = ((1100)-(1102)) =	1017	FY 2023 EQUITY LEVY AUTH (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 202)
			17.92-		374,045.95
923	CLOSING FUND 47 TO FUND 7 TRANSFER IF (922) GTR ZERO AND (908) = ZERO, ELSE 0		FY 2023 LOR TIER 1 LEVY ADJUSTMENT	1018 21 PAY 22 LIMIT 1019 21 PAY 22 LEVY 1020 FY 2023 EQUITY LEVY ADJUSTMENT	376,449.13 376,449.13
924	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION BONDS VOTER APPROVED	1005	FY 2023 LOR TIER 1 (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 198)		= ((1017)-(1019)) = 2,403.18-
			515,597.76		
925	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION NON-VOTER APPROVED	1006	ALLOCATION OF TBRA (FROM PAY 22 LEVY REPORT, LINE 275)	1021	FY 2023 TRANSITION LEVY AUTH (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 209)
					23,478.20
926	NET DEBT SERVICE LEVY FOR VOTER APPROVED OPEB/PENSION BONDS =(903)-(921)-(924) =	1007	ALLOC OF REF HOLD HARM (FROM PAY 22 LEVY REPORT, LINE 302)	1022 21 PAY 22 LIMIT 1023 21 PAY 22 LEVY	23,525.04 23,525.04
927	NET DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED =(908)-(922)-(925) =	1008	21 PAY 22 LIMIT	1024	FY 2023 TRANSITION LEVY ADJUSTMENT = ((1021)-(1023)) =
		1009	21 PAY 22 LEVY		46.84-
			516,626.76 516,626.76		
		1010	PAY 22 LIMIT BEFORE TBRA AND HOLD HARM ADJ =(1006)+(1007)+(1008)		
			516,626.76		
		1011	PAY 22 LEVY BEFORE TRBA AND HOLD HARM ADJ =(1006)+(1007)+(1009)		
			516,626.76		
	LEVY LIMITATION ADJUSTMENTS	1012	FY 2023 LOR TIER 1 LEVY ADJUSTMENT = ((1005)-(1011)) =	1025	FY 2023 1ST TIER REFERENDUM LEVY ADJUST
			1,029.00-		
A	IN GENERAL, IF WE HAVE:	1013	FY 2023 LOR TIER 2 (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 200)	1026	FY 2023 1ST TIER REF LEVY AUTH (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 238)
B	FINAL LEVY AUTHORITY				1,227,007.48
C	PREVIOUSLY CALCULATED AUTHORITY			1027	ALLOCATION OF TBRA (FROM PAY 22 LEVY REPORT, LINE 276)
D	CERTIFIED LEVY BASED ON (B) LEVY ADJUSTMENT, THEN: IF A>B, D=A-B IF A<C, D=A-C OTHERWISE D=ZERO			1027	ALLOC OF REF HOLD HARM (FROM PAY 22 LEVY REPORT, LINE 303)
				1028 21 PAY 22 LIMIT 1029 21 PAY 22 LEVY	1,229,456.26 1,229,456.26
			1,168,398.42		

FY 2023 1ST TIER REF ADJ (CONT)

1030 PAY 22 LIMIT BEFORE TBRA
AND HOLD HARM ADJ
= (1026)+(1027)
+ (1028) = 1,229,456.26

1031 PAY 22 LEVY BEFORE
TBRA AND HOLD HARM ADJ
= (1026)+(1027) 1,229,456.26
+(1029) =

1032 FY 2023 1ST TIER VTR REF
LEVY ADJUSTMENT
= ((1135)-(11317)) = 2,448.78-

FY 2023 2ND TIER REF LEVY ADJUST

1033 FY 2023 2ND TIER REF LEVY AUTH
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINE 240) 594,555.08

1034 ALLOCATION OF TBRA
(FROM PAY 22 LEVY
REPORT, LINE 277)

1035 ALLOC OF REF HOLD HARM
(FROM PAY 22 LEVY
REPORT, LINE 304)

1036 21 PAY 22 LIMIT 380,187.70
1037 21 PAY 22 LEVY 380,187.70

1038 PAY 22 LIMIT BEFORE
TBRA AND HOLD HARM ADJ
= (1034)+(1035)
+(1036) = 380,187.70

1039 PAY 22 LEVY BEFORE
TBRA AND HOLD HARM ADJ
= (1034)+(1035) 380,187.70
+(1037) =

1040 FY 2023 2ND TIER REF
LEVY ADJUSTMENT
= ((1142)-(1143)) = 214,367.38

FY 2023 UNEQUAL REF LEVY ADJ

1041 FY 2023 UNEQUAL REF LEVY AUTH
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINE 242)

FY 2023 UNEQUAL REF ADJ (CONT)

1042 ALLOCATION OF TBRA
(FROM PAY 22 LEVY
REPORT, LINE 278)

1043 ALLOC OF REF HOLD HARM
(FROM PAY 22 LEVY
REPORT, LINE 305)

1044 21 PAY 22 LEVY
1045 21 PAY 22 LEVY

1046 PAY 22 LIMIT BEFORE
TBRA AND HOLD HARM ADJ
= (1042)+(1043)
+(1044) =

1047 PAY 22 LEVY BEFORE
TBRA AND HOLD HARM ADJ
= (1042)+(1043)
+(1045) =

1048 FY 2023 UNEQUALIZED REF
LEVY ADJUSTMENT

FY 2023 TBRA ALLOCATION ADJUSTMENT
TO VOTER-APPROVED LEVIES

FY 2023 ALLOCATION OF TBRA
TO REF LEVY CATEGORIES
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINES 253 TO 255)

1049 TIER 1 LEVY
1050 TIER 2 LEVY
1051 UNEQL LEVY

1052 TOTAL FY 2023 TBRA ALLOC
TO REF LEVY CATEGORIES
= (1049) TO (1051) =

1053 TOTAL FY 2023 TBRA ALLOC
TO REF LEVY CATEGORIES
FROM PAY 22 LEVY
= (1026)+(1034)
+(1042) =

1054 FY 2023 TBRA ALLOCATION
VTR-APPR ADJUSTMENT
= (1053)-(1052) =

FY 2023 LOR TBRA ALLOCATION ADJ

1055 FY 2023 ALLOCATION OF TBRA
TO LOR TIER 1 LEVY
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINE 252)

1006 ALLOCATION OF TBRA
(FROM PAY 22 LEVY
REPORT, LINE 285)

1056 FY 2023 TBRA ALLOCATION
LOR LEVY TIER 1 ADJUSTMENT
= (1006)-(1055) =

FY 2023 REFERENDUM
HOLD HARMLESS ADJUSTMENT
TO VOTER-APPROVED LEVIES

1057 FY 2023 ALLOC OF HOLD HARM
TO REF LEVY CATEGORIES
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINES 281 TO 283)

1058 TIER 1 LEVY
1059 TIER 2 LEVY
1060 UNEQL LEVY

1061 TOTAL HOLD HARM ALLOC
TO REF LEVY CATEGORIES
= (1058) TO (1060) =

1062 TOTAL FY 2023 HOLD HARM ALLOC
TO REF LEVY CATEGORIES
FROM PAY 22 LEVY
=(1027)+(1035)+(1043)

1063 FY 2023 HOLD HARM ALLOC
VTR-APPR ADJUSTMENT
= (1062)-(1061) =

FY 2023 REFERENDUM
HOLD HARMLESS ADJUSTMENT
TO LOR TIER 1 LEVIES

1064 FY 2023 ALLOC OF HOLD HARM
TO LOR TIER 1 LEVY
(FROM FY 2023 GENERAL
EDUC REVENUE REPORT,
LINE 280)

1007 ALLOC OF REF HOLD HARM
(FROM PAY 22 LEVY
ALLOCATION OF TBRA

FY 2023 HOLD HARM ADJ (CONT)		*FY 23 & FY 22 CAPITAL RELATED ADJ*		***FY 2022 LTFM UNEQUAL LEVY ADJ***	
1065	FY 2023 HOLD HARM ALLOC TIER 1 LEVY ADJUSTMENT = (1007)-(1064) =	1077	FY 2023 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2023 WEBSITE REPORT, LINE 63)	1092	FY 2022 EST LTFM UNEQUALIZED LEVY AUTH (FROM FY 2022 WEBSITE REPORT, LINE 64)
	FY 2023 INTEGRATION ADJUSTMENT		185,519.07	1093	20 PAY 21 LIMIT
1066	FY 2023 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)	1078	21 PAY 22 LIMIT	1094	20 PAY 21 LEVY
		1079	21 PAY 22 LEVY	1095	TOTAL ADJUSTMENT
1067	21 PAY 22 LIMIT		167,114.24		
1068	21 PAY 22 LEVY	1080	FY 2023 LTFM EQUALIZED LEVY ADJUST = (1077)-(1078) =	1096	21 PAY 22 ADJ LIMIT
			18,404.83	1097	21 PAY 22 ADJ LEVY
1069	FY 2023 INTEGRATION ADJUSTMENT LIMIT			1098	FY 2022 LTFM UNEQUALIZED LEVY ADJUST
	FY 2021 CARRYOVER INTEGRATION ADJUSTMENT	1081	FY 2023 EST LTFM UNEQUALIZED LEVY AUTHORITY (FROM FY 2023 WEBSITE REPORT, LINE 64)		3 YEAR PRIOR ADJUSTMENTS
			17,278.93		FY 2021 OPERATING CAPITAL LEVY ADJ
1070	FY 2021 INTEGRATION LEVY AUTH CARRYOVER FINAL ADJUSTMENT (FROM FY 2021 INTEGRATION CARRYOVER AID REPORT, LINE 14)	1082	21 PAY 22 LIMIT	1099	FY 2021 OPER CAP LEVY AUTH (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINE 170)
		1083	21 PAY 22 LEVY		159,110.72
			17,278.93		
1071	FY 2021 INTEG LEVY AUTH CARRYOVER ADJ PAY 23	1084	FY 2023 LTFM UNEQUALIZED LEVY ADJUST	1100	19 PAY 20 LIMIT
				1101	19 PAY 20 LEVY
					163,728.87
1072	FY 2021 INTEG LEVY AUTH FINAL CARRYOVER ADJUSTMENT = (1070) - (1071) =			1102	TOTAL ADJUST TO PAY 20 OPER CAP LEVY AUTH = ((1100)-(1102)) =
		1085	FY 2022 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2022 WEBSITE REPORT, LINE 63)		4,618.15-
	FY 2023 ALT TEACHER COMP LEVY ADJ		181,470.12	1103	20 PAY 21 ADJ LIMIT
1073	FY 2023 ALT COMP LEVY AUTH (FROM FY 2023 GENERAL EDUC REVENUE REPORT, LINE 326)	1086	20 PAY 21 LIMIT	1104	20 PAY 21 ADJ LEVY
	284,769.45	1087	20 PAY 21 LEVY		5,392.28-
			165,207.85	1105	FY 2021 OPER CAPITAL LEVY ADJUSTMENT = ((1103)-(1104)) =
1074	21 PAY 22 LIMIT		165,207.85		774.13
1075	21 PAY 22 LEVY	1088	TOTAL ADJUSTMENT = (1085)-(1086) =		
	278,376.85		16,262.27		
		1089	21 PAY 22 ADJ LIMIT		
1076	FY 2023 ALT TEACH COMP LEVY ADJUSTMENT = ((1070)-(1071)) =	1090	21 PAY 22 ADJ LEVY	1106	FY 2021 LOR TIER 1 LEVY ADJ
	6,392.60		450.83		
		1091	FY 2022 LTFM EQUALIZED LEVY ADJUST = (1088)-(1089) =	1107	FY 2021 LOC OPT TIER 1 AUTH (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINE 189)
			15,811.44		442,309.24
				1108	19 PAY 20 LIMIT
				1109	19 PAY 20 LEVY
					431,906.64
					431,906.64
				1109	TOTAL ADJUST TO PAY 20 LOR OPTIONAL LEVY AUTH = ((1106)-(1107)) =
					10,402.60

FY 2021 LOR TIER 1 LEVY ADJ (CONT)	***FY 2021 TRANSITION LEVY ADJ***	**FY 2021 2ND TIER REF ADJ (CONT)**
1110 20 PAY 21 ADJ LIMIT 6,342.74	1127 FY 2021 TRANSITION LEVY AUTH	1142 PAY 20 LIMIT BEFORE
1111 20 PAY 21 ADJ LEVY 6,342.74	(FROM FY 2021 GENERAL	TBRA AND HOLD HARM ADJ
	EDUC REVENUE REPORT,	(FROM PAY 21 LEVY
1112 FY 2021 LOR OPTIONAL	LINE 200) 21,674.89	REPORT, LINE 1038) 304,052.59
LEVY ADJUSTMENT		
= ((1109)-(1110)) = 4,059.86	1128 19 PAY 20 LIMIT 21,165.11	1143 PAY 20 LEVY BEFORE
	1129 19 PAY 20 LEVY 21,165.11	TBRA AND HOLD HARM ADJ
		(FROM PAY 21 LEVY
FY 2021 LOR TIER 2 LEVY ADJUST	1130 TOTAL ADJUST TO PAY 20	REPORT, LINE 1039) 304,052.59
	TRANSITION LEVY AUTH	
1113 FY 2021 LOC OPT LEVY AUTH	= ((1127)-(1128)) = 509.78	1144 TOTAL ADJUST TO PAY 20
(FROM FY 2021 GENERAL		2ND TIER REF LEVY AUTH
EDUC REVENUE REPORT,	1131 20 PAY 21 ADJ LIMIT 310.83	= ((1141)-(1143)) = 43,520.86-
LINE 276) 1,078,656.35	1132 20 PAY 21 ADJ LEVY 310.83	
1114 19 PAY 20 LIMIT 1,053,287.61	1133 FY 2021 TRANSITION	1145 20 PAY 21 ADJ LIMIT 37,996.39-
1115 19 PAY 20 LEVY 1,053,287.61	LEVY ADJUSTMENT	1146 20 PAY 21 ADJ LEVY 37,996.39-
	= ((1130)-(1131)) = 198.95	1147 FY 2021 2ND TIER REF
1116 TOTAL ADJUST TO PAY 20		LEVY ADJUSTMENT
LOR OPTIONAL LEVY AUTH	FY 2021 1ST TIER VOTER-APPROVED	= ((1145)-(1147)) = 5,524.47-
= ((1106)-(1107)) = 25,368.74	REFER LEVY ADJUST	
1117 20 PAY 21 ADJ LIMIT 15,468.01		FY 2021 UNEQUAL REF LEVY ADJ
1118 20 PAY 21 ADJ LEVY 15,468.01	1134 FY 2021 1ST TIER REF LEVY AUTH	1148 FY 2021 UNEQUAL REF LEVY AUTH
	(FROM FY 2021 GENERAL	(FROM FY 2021 GENERAL
1119 FY 2021 LOR OPTIONAL	EDUC REVENUE REPORT,	EDUC REVENUE REPORT,
LEVY ADJUSTMENT	LINE 229) 1,052,597.18	LINE 233)
=((1116)-(1117)) 9,900.73	1135 PAY 20 LIMIT BEFORE	1149 PAY 20 LIMIT BEFORE
	TBRA AND HOLD HARM ADJ	TBRA AND HOLD HARM ADJ
FY 2021 EQUITY LEVY ADJUSTMENT	(FROM PAY 21 LEVY	(FROM PAY 21 LEVY
	REPORT, LINE 1022) 1,027,841.31	REPORT, LINE 1054)
1120 FY 2021 EQUITY LEVY AUTH	1136 PAY 20 LEVY BEFORE	1150 PAY 20 LEVY BEFORE
(FROM FY 2021 GENERAL	TBRA AND HOLD HARM ADJ	TBRA AND HOLD HARM ADJ
EDUC REVENUE REPORT,	(FROM PAY 21 LEVY	(FROM PAY 21 LEVY
LINE 193) 347,860.31	REPORT, LINE 1023) 1,027,841.31	REPORT, LINE 1055)
1121 19 PAY 20 LIMIT 336,480.68	1137 TOTAL ADJUST TO PAY 20	1151 TOTAL ADJUST TO PAY 20
1122 19 PAY 20 LEVY 336,480.68	1ST TIER REF LEVY AUTH	UNEQUAL REF LEVY AUTH
	= ((1134)-(1135)) = 24,755.87	
1123 TOTAL ADJUST TO PAY 20	1138 20 PAY 21 ADJ LIMIT 15,094.31	1152 20 PAY 21 ADJ LIMIT
EQUITY LEVY AUTH	1139 20 PAY 21 ADJ LEVY 15,094.31	1153 20 PAY 21 ADJ LEVY
= ((1120)-(1121)) = 11,379.63	1140 FY 2021 1ST TIER REF	1154 FY 2021 UNEQUAL REF
1124 20 PAY 21 ADJ LIMIT 8,186.70	LEVY ADJUSTMENT	LEVY ADJUSTMENT
1125 20 PAY 21 ADJ LEVY 8,186.70	= ((1138)-(1139)) = 9,661.56	
1126 FY 2021 EQUITY		
LEVY ADJUSTMENT	FY 2021 2ND TIER REF LEVY ADJUST	
= ((1123)-(1124)) = 3,192.93		
	1141 FY 2021 2ND TIER REF LEVY AUTH	
	(FROM FY 2021 GENERAL EDUC	
	REV RPT, LINE 231) 260,531.73	

FY 2021 TBRA ALLOCATION ADJ TO VOTER-APPROVED LEVIES		***FY 2021 REF HOLD HARM (CONT)***		***FY 2021 INTEGRATION ADJ (CONT)***	
1155	FY 2021 ALLOC OF TBRA TO VTR-APPR REF LEVIES (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINES 244 TO 246)	1168	PAY 20 HOLD HARM ALLOC (FROM PAY 20 LEVY RPT, LINE 313 TO 315)	1185	FY 2021 INTEGRATION ADJUSTMENT LIMIT
1156	PAY 20 ALLOC OF TBRA TO VOTER-APPR REF LEVY (FROM PAY 20 LEVY RPT, LINES 297 TO 300)	1169	FY 2021 HOLD HARM TOTAL = (1168)-(1167) =		FY 2021 REEMPLOYMENT ADJUSTMENT
1157	FY 2021 TBRA ALLOCATION TOTAL ADJUSTMENT = (1156)-(1155) =	1170	20 PAY 21 ADJ LIMIT	1186	FY 2021 EXPEND ACTUAL 5,607.55
1158	20 PAY 21 ADJ LIMIT	1171	20 PAY 21 ADJ LEVY	1187	REEMPLOY LEVY AUTH = 100% OF (1186) = 5,607.55
1159	20 PAY 21 ADJ LEVY	1172	FY 2021 HOLD HARM ALLOC	1188	20 PAY 21 LIMIT 200,000.00
1160	FY 2021 TBRA ALLOC LEVY ADJUSTMENT			1189	20 PAY 21 LEVY 100,000.00
	FY 2021 LOR TBRA ADJUST		FY 2021 LOR TIER 1 HOLD HARMLESS ADJUSTMENT	1190	FY 2021 REEMPLOY ADJUST = ((1187)-(1189)) = 94,392.45-
1161	FY 2021 ALLOC OF TBRA TO LOR TIER 1 LEVY (FROM FY 2021 GENERAL REVENUE REPORT, LINE 243)	1173	FY 2021 ALLOC OF HOLD HARMLESS TO LOR TIER 1 LEVY (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINES 271)		FY 2021 SAFE SCHOOLS ADJUST
1162	ALLOCATION OF TBRA (FROM PAY 20 LEVY RPT, LINE 296)	1174	PAY 20 TIER 1 HOLD HARMLESS LEVY (FROM PAY 21 LEVY RPT, LINES 312)	1191	SAFE SCH LVY REQUEST YES
1163	FY 2021 ALLOCATION OF TBRA LOR LEVY TIER 1 ADJUSTMENT = (1161)-(1162) =	1175	FY 2021 LOR TIER 1 HOLD HARMLESS ADJUSTMENT = (1173)-(1174) =	54	2020-21 ADJ PU (ACT) 3,297.87
1164	20 PAY 21 ADJ LIMIT	1176	20 PAY 21 ADJ LIMIT	1192	FY 2021 SAFE SCHOOLS AUTH \$36 X (54) = 118,723.32
1165	20 PAY 21 ADJ LEVY	1177	20 PAY 21 ADJ LEVY	1193	19 PAY 20 LIMIT 119,836.80
1166	FY 2021 LOR TIER 1 TBRA LEVY ADJUSTMENT	1178	FY 2020 TIER 1 HOLD HARM ADJUSTMENT = (1175)-(1176) =	1194	19 PAY 20 LEVY 119,836.80
	FY 2021 REFERENDUM HOLD HARM		FY 2021 INTEGRATION ADJUSTMENT	1195	FY 2021 SAFE SCH ADJUST = ((1187)-(1189)) = 1,113.48-
1167	FY 2021 ALLOC OF HOLD HARM (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINE 272 TO 274)	1179	FY 2021 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)		FY 2021 SAFE SCHOOLS INTERMEDIATE ADJUST
		1180	19 PAY 20 LIMIT	1196	SAFE SCH INTERMEDIATE LEVY ALLOW
		1181	19 PAY 20 LEVY	54	2020-21 ADJ PU (ACT) 3,297.87
		1182	TOTAL ADJUSTMENT	1197	FY 2021 SAFE SCHOOLS INTERMEDIATE AUTHORITY = (1196) X (54) =
		1183	20 PAY 21 ADJ LIMIT	1198	19 PAY 20 LIMIT
		1184	20 PAY 21 ADJ LEVY	1199	19 PAY 20 LEVY
				1200	FY 2021 SAFE SCHOOLS INTERMEDIATE ADJUST

FY 2021 ALT TEACHER COMP LEVY ADJ		**FY 2021 LTFM UNEQUAL ADJ (CONT)**		***FY 2021 ANNUAL OPEB LEVY ADJ***		
1201	FY 2021 ALT COMP LEVY AUTH (FROM FY 2021 GENERAL EDUC REVENUE REPORT, LINE 317)	1220	19 PAY 20 LIMIT	19,088.10	1238	FY 2021 ACTUAL COST (FIN 797 + OBJ 291)
	252,330.12	1221	19 PAY 20 LEVY	19,088.10		
		1222	TOTAL ADJUSTMENT		1239	PRORATION FACTOR TO REFLECT STATEWIDE CAP
1202	19 PAY 20 LIMIT					1.00000000
1203	19 PAY 20 LEVY	1223	20 PAY 21 ADJ LIMIT		1240	PRORATED ANNUAL OPEB LEVY AUTH
	259,222.90	1224	20 PAY 21 ADJ LEVY			
1204	TOTAL ADJUST TO PAY 20 ALT COMP LEVY AUTH = ((1201)-(1203)) =	1225	21 PAY 22 ADJ LIMIT		1241	21 PAY 22 LIMIT
	6,892.78-	1226	21 PAY 22 ADJ LEVY		1242	21 PAY 22 LEVY
1205	20 PAY 21 ADJ LIMIT	1227	FY 2021 UNEQUAL LIMIT ADJUST = (1223)+(1225) =		1243	FY 2021 ANNUAL OPEB ADJUSTMENT (NO ADJUSTMENT)
1206	20 PAY 21 ADJ LEVY					
	11,222.41-	1228	FY 2021 UNEQUAL LEVY ADJUST = (1224)+(1226) =			
1207	FY 2021 ALT TEACH COMP LEVY ADJUST = ((1204)-(1205)) =					
	4,329.63	1229	FY 2021 LTFM UNEQUALIZED LEVY ADJUST			PAY 20 LEASE LEVY ADJUST
						FY 2020 AND FY 2021 LEASE COST WITH A PAY 20 LEVY(PAY 21 LEASE LEVY FOR FY 2021 & 2022 LEASE COSTS WILL BE ADJUSTED NEXT YEAR)
1208	FY 2021 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2021 WEBSITE REPORT, LINE 63)		FY 2021 CAREER TECHNICAL ADJ			FY 2020 PAY 19 NET LEASE COSTS
	170,520.54	1230	FY 2021 CAREER TECH LEVY AUTHORITY (FY 2021 CTE AID REPORT LINE 21)	108,840.47	1301	PAY 19 OPER INTERMED
1209	19 PAY 20 LIMIT				1302	PAY 19 CAP INTERMED
1210	19 PAY 20 LEVY				1303	PAY 19 TIES CAPITAL
	175,506.02				1304	PAY 19 OPER JOINT
1211	TOTAL ADJUSTMENT = (1208)-(1210) =	1231	20 PAY 21 LIMIT	98,076.41	1305	PAY 19 OPER NON-J ADM
	4,985.48-	1232	20 PAY 21 LEVY	98,076.41	1306	PAY 19 OPER NON-J
1212	20 PAY 21 ADJ LIMIT	1233	FY 2021 CAREER TECH ADJUSTMENT = ((1230)-(1231))	10,764.06	1307	PAY 19 CAPITAL JOINT
1213	20 PAY 21 ADJ LEVY				1308	PAY 19 CAP NON-J ADM
	1,289.49				1309	PAY 19 CAPITAL NON-J
1214	21 PAY 22 ADJ LIMIT				1310	FY 2020 COSTS (PAY 19)
1215	21 PAY 22 ADJ LEVY					SUM (1301) TO (1309)=
	4,223.07-					7,718.12
1216	FY 2021 EQUAL LIMIT ADJUST = (1212)+(1214) =		FY 2021 HEALTH BENEFIT LEVY ADJUST			FY 2020 PAY 20 NET LEASE COSTS
	2,933.58-	1234	FY 2021 ACTUAL COST (LIMITED TO \$600,000)		1311	PAY 20 OPER INTERMED
1217	FY 2021 EQUAL LEVY ADJUST = (1213)+(1215) =				1312	PAY 20 CAP INTERMED
	2,933.58-	1235	20 PAY 21 LIMIT		1313	PAY 20 OPER JOINT
1218	FY 2021 LTFM EQUALIZED LEVY ADJUST = (1211)-(1217) =	1236	20 PAY 21 LEVY		1314	PAY 20 OPER NON-J ADM
	2,051.90-	1237	FY 2021 HEALTH BENEFITS ADJUST		1315	PAY 20 OPER NON-J OTH
					1316	PAY 20 CAPITAL JOINT
					1317	PAY 20 CAP NON-J ADM
					1318	PAY 20 CAP NON-J OTH
					1319	FY 2020 COSTS (PAY 20) SUM (1311) TO (1318)=
1219	FY 2021 EST LTFM UNEQUALIZED LEVY AUTH (FROM FY 2021 WEBSITE REPORT, LINE 64)					78,081.38
	19,088.10					

GENERAL DEBT SERVICE ADJUST		*FY 2021 LTFM DEBT LEVY ADJ (CONT)*		***INITIAL ABATE LEVY ADJ (CONT)***	
1705	OTHER ADJUST (MEMO) NON-VOTER APPROVED	1724	21 PAY 22 ADJ LIMIT	2024	FY 2023 ABATEMENT AID 3,092.93
		1725	21 PAY 22 ADJ LEVY		
1706	TOTAL DEBT SERV ADJUST NON-VOTER APPROVED = (1704)+(1705) + (1710)+(1717)+(1728)= 71,147.55-	1726	FY 2021 DEBT LIMIT ADJUST = (1722)+(1724) =	2005	INITIAL ABATEMENT LEVY ADJUSTMENT = (2004)-(2024) = 12,886.89
		1727	FY 2021 DEBT LEVY ADJUST = (1723)+(1725) =		
	FY 2023 LTFM DEBT LEVY ADJ	1728	FY 2021 LTFM DEBT LEVY ADJ =(1721)-(1726)=		PAY 20 CERTIFIED LEVY PLUS AUDITOR ADJUSTMENT BY FUND
1707	FY 2023 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2023 RPT, LINE 59) 474,867.45		OTH POSTEMPLOYMENT BENE (OPEB) & PENSION DEBT SERVICE ADJUSTMENTS	2006	GENERAL 4,866,733.61
				2007	COMMUNITY SERVICE 391,499.40
1708	21 PAY 22 LIMIT 474,890.65			2008	GENERAL DEBT SERVICE 5,248,237.72
1709	21 PAY 22 LEVY 474,890.65	1900	REDUCTION DEBT EXCESS, VOTER APPROV = GTR OF [(921)OR(924)] X -1 =	2009	OPEB DEBT SERVICE
1710	FY 2023 LTFM DEBT LEVY ADJ =(1707)-(1708)= 23.20-	1901	OTHER OPEB DS ADJUST (MEMO) VOTER APPROVED	2010	TOTAL 10,506,470.73
		1902	TOTAL OPEB DEBT SERV ADJ VOTER APPROVED = (1900)+(1901) =		CERTIFIED LEVY RATIO BY FUND
1711	FY 2022 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2022 RPT, LINE 59) 417,204.09	1903	REDUCTION DEBT EXCESS, NON-VOTER = GTR OF [(922)OR(925)] X -1 =	2011	GENERAL (2006)/(2010) .46321298
		1904	OTHER OPEB DS ADJUST (MEMO)NON-VOTER APPR	2012	COM SER (2007)/(2010) .03726269
1712	20 PAY 21 LIMIT 417,204.09	1905	TOTAL ADJUSTMENT NON-VOTER APPROVED = (1903)+(1904) =	2013	GEN DBT (2008)/(2010) .49952433
1713	20 PAY 21 LEVY 417,204.09			2014	OPEB DBT (2009)/(2010)
1714	TOTAL ADJUSTMENT ADJ =(1711)-(1712)=			2015	TOTAL 1.00000000
1715	21 PAY 22 ADJ LIMIT				ABATEMENT AID BY FUND (FROM PART III OF FY 2023 ABATEMENT AID REPORT)
1716	21 PAY 22 ADJ LEVY			2016	GENERAL 3,017.48
1717	FY 2022 LTFM DEBT LEVY ADJ =(1714)-(1715)=		ABATEMENT ADJUSTMENTS	2017	COMMUNITY SERVICE 75.45
			INITIAL ABATEMENT LEVY ADJUSTMENT	2018	GENERAL DEBT SERVICE
1718	FY 2021 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2021 RPT, LINE 59) 397,997.15	2001	SCHOOL TAXES ABATED IN 2021 15,979.82-	2019	TOTAL 3,092.93
		2002	SCHOOL TAXES ADDED IN 2021	2020	EST FY 2023 ABATEMENT AID PRORATION FACTOR 1.00000000
1719	19 PAY 20 LIMIT 397,997.15	2003	NET CHANGE IN SCHOOL TAXES = (2001)+(2002) = 15,979.82-		PRORATED ABATEMENT AID BY FUND
1720	19 PAY 20 LEVY 397,997.15	2004	ABATEMENT RECOVERY REVENUE [GTR OF ZERO OR -1 X (2003)] 15,979.82	2021	GENERAL (2020)X(2016) 3,017.48
1721	TOTAL ADJUSTMENT ADJ =(1718)-(1719)=			2022	COM SER (2020)X(2017) 75.45
				2023	GEN DBT (2020)X(2018)
1722	20 PAY 21 ADJ LIMIT			2024	TOTAL 3,092.93
1723	20 PAY 21 ADJ LEVY				INITIAL ABATE LEVY ADJ BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)
				2025	GENERAL=(2004)-(2024)- (2026)-(2027)-(2028)= 4,384.58
				2026	COM SER [(2004)X (2012)]-(2022) = 520.00
				2027	GDS DBT [(2004)X (2013)]-(2023) = 7,982.31
				2028	OPEB DBT [(2004)X (2014)] =
				2005	TOTAL = (2004)-(2024) 12,886.89

ABATEMENT INTEREST ADJUSTMENT		***CARRY-OVER ABATEMENT LEVY LIM*** (ZERO IF NO LEVY AUTHORITY IN FUND)		***TOTAL INITIAL LEVY LIMITATION*** SUMMARY BEFORE OFFSETTING ADJUST	
2029	ABATEMENT INTEREST DEDUCTED FROM TAX SETTLEMENTS IN 2021	2052	GENERAL=(2044)-(2048) OR MEMO	GENERAL FUND INITIAL LEVY SUMMARY	
	ABATEMENT INTEREST ADJUST BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)	2053	COM SER=(2045)-(2049) OR MEMO	3001	GENERAL RMV VOTER APPROVED JOBZ EXEMPT = (516)+(1383) = 2,229,165.43
2030	GENERAL = (2029) -(2031) -(2032)-(2033) =	2054	GEN DBT=(2046)-(2050) OR MEMO		
2031	COM SER (2029)X(2012)	2055	OPEB DBT=(2047)-(2051) OR MEMO	3002	GENERAL RMV OTHER JOBZ EXEMPT = (517)+(1384) = 2,435,494.65
2032	GEN DBT (2029)X(2013)	2056	TOTAL		
2033	OPEB DBT (2029)X(2014)		ADVANCE ABATEMENT LEVY ADJUST	3003	GENERAL NTC VOTER APPROVED JOBZ EXEMPT = (518)+(1385) = 669,369.04
2029	TOTAL	2057	SCHOOL TAXES ABATED IN 1ST 6 MO OF 2022 649.34-		
	FY 2021 ABATEMENT AID ADJUST (ZERO IF NO LEVY AUTHORITY IN FUND)	2058	SCHOOL TAXES ADDED IN 1ST 6 MO OF 2022	3004	GENERAL NTC OTHER JOBZ EXEMPT +(519)+(1386)+(2039) +(2052)+(2070) = 1,048,195.39
2034	GENERAL	2059	NET CHANGE IN SCHOOL TAXES (2057)+(2058) 649.34-		
2035	COMMUNITY SERVICE	2060	TOTAL ADVANCE ABATE LEVY AUTHORITY [GTR OF ZERO OR -1 X (2059)] 649.34	3005	TOTAL GENERAL FUND INITIAL LEVY LIMITATION = (3001)+(3002) + (3003)+(3004) = 6,382,224.51
2036	GEN DEBT		ADVANCE ABATEMENT AUTH BY FUND		
2037	OPEB DEBT	2061	GENERAL = (2060)	COMMUNITY SERV INIT LEVY SUMMARY	
2038	TOTAL		-(2062)-(2063)-(2064) 300.78		
	TOTAL REGULAR ABATE LEVY ADJ	2062	COM SER (2060)X(2012) 24.20	3006	TOTAL COMMUNITY SERVICE FUND INITIAL LEVY LIMITATION = (634)+(1416)+(2040) + (2053)+(2071) = 307,819.59
2039	GENERAL =	2063	GEN DBT (2060)X(2013) 324.36		
	(2025)+(2030)+(2034)= 4,384.58	2064	OPEB DBT (2060)X(2014)		
2040	COMMUNITY SERVICE =	2060	TOTAL 649.34		
	(2026)+(2031)+(2035)= 520.00		PREVIOUS ADVANCE ABATE LEVY (PAY 21 PREVIOUS ADVANCE PLUS PAY 21 ADVANCE LEVY)	GEN DEBT SERV INITIAL LEVY SUMMARY	
2041	GEN DEBT SERVICE =	2065	GENERAL 4,440.74	3007	GEN DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT = (812)+(1703)+(2041) + (2054)+(2072) = 5,137,777.26
	(2027)+(2032)+(2036)= 7,982.31	2066	COMMUNITY SERVICE 465.46		
2042	OPEB DEBT SERVICE =	2067	GENERAL DEBT SERVICE 5,891.99	3008	GEN DEBT SERVICE OTHER JOBZ NONEXEMPT = (813)+(1706)+(2041) + (2054)+(2072) = 754,646.10
	(2028)+(2033)+(2037)=	2068	OPEB DEBT SERVICE 1,245.72		
2043	TOTAL 12,886.89	2069	TOTAL 12,043.91		
	CARRY-OVER ABATE LEVY AUTHORITY		ADVANCE ABATEMENT ADJUSTMENT BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)		
	PAY 22 REGULAR ABATEMENT LIMIT	2070	GENERAL=(2060)-(2069)- (2071)-(2072)-(2073)= 5,385.68-	3009	TOTAL DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3007)+(3008) = 5,892,423.36
2044	GENERAL 490.93	2071	COM SER (2062)-(2066) 441.26-		
2045	COMMUNITY SERVICE 113.83	2072	GEN DBT (2063)-(2067) 5,567.63-		
2046	GENERAL DEBT SERVICE 108.40	2073	OPEB DBT (2064)-(2068)		
2047	OPEB DEBT SERVICE	2074	TOTAL 11,394.57-		

OPEB/PENSION DEBT SVC INITIAL LEVY SUMMARY		***POSITIVE OFFSETTING ADJ (CONT)***		***POSITIVE OFFSETTING ADJ*** IN GENERAL DEBT SERV FUND	
3010	OPEB/PENSION DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT = (903)+(1900)+(2042) + (2055)+(2073) =	3020	COM SERV POSITIVE OFFSET GTR 0 OR [0-(3006)]	3031	GDS VOTER JOBZ NONEXEMPT POSITIVE OFFSET GTR OF 0 OR [-(3007)]
3011	OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT =(908)+(1903)+(2042) + (2055)+(2073) =	3021	GEN RMV VOTER JOBZ EXEMPT NEGATIVE OFFSET	3032	GDS OTHER JOBZ NONEXEMPT POSITIVE OFFSET GTR OF 0 OR [-(3008)]
3012	TOTAL OPEB/PENSION DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3010)+(3011) =	3022	GEN RMV OTHER JOBZ EXEMPT NEGATIVE OFFSET		COLLECT NEGATIVE ADJUSTMENTS IN GENERAL DEBT SERV FUND
	OFFSETTING ADJUSTMENTS (COUNTY AUDITORS CANNOT SPREAD LEVIES BASED ON A NEGATIVE TAX RATE. TOTAL LEVY LIMITATIONS BY TRUTH IN TAXATION LEVY/FUND CATEGORY SHOWN ON PAGE 30 MUST BE ZERO OR GREATER).	3023	GEN NTC VOTER JOB EXEMPT NEGATIVE OFFSET	3033	GDS VOTER JOBZ NONEXEMPT NEGATIVE OFFSET
	OFFSET CARRIED FORWARD	3024	GEN NTC OTHER JOBZ EXEMPT NEGATIVE OFFSET	3034	GDS OTH JOBZ NONEXEMPT NEGATIVE OFFSET
3013	GENERAL	3025	COM SERV NEGATIVE OFFSET	3035	GDS VOTER JOBZ NONEXEMPT NET OFFSET ADJ = (3031)+(3033) =
3014	GENERAL DEBT SERVICE	3026	GEN RMV VOTER JOBZ EXEMPT NET OFFSET ADJ = (3016)+(3021) =	3036	GDS OTH JOBZ NONEXEMPT NET OFFSET ADJ = (3032)+(3034) =
3015	OPEB/PENSION DEBT SERVICE 26,917.84-	3027	GEN RMV OTHER JOBZ EXEMPT NET OFFSET ADJ = (3017)+(3022) =	3037	OPEB/PENSION DEBT SERVICE VOTER JOBZ NONEXEMPT POSITIVE OFFSET GTR OF 0 OR [-(3010)]
3016	POSITIVE OFFSETTING ADJUSTMENTS IN GENERAL AND COM SERV FUNDS	3028	GEN NTC VOTER JOB EXEMPT NET OFFSET ADJ = (3018)+(3023) =		POSITIVE OFFSETTING ADJUSTMENTS IN OPEB/PENSION DEBT SERV FUND
3017	GEN RMV VOTER JOBZ EXEMPT POSITIVE OFFSET GTR 0 OR [0-(3001)]	3029	GEN NTC OTHER JOB EXEMPT NET OFFSET ADJ = (3019)+(3024) =	3038	OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT POSITIVE OFFSET GTR OF 0 OR [-(3011)]
3018	GEN RMV OTHER JOBZ EXEMPT POSITIVE OFFSET GTR 0 OR [0-(3002)]	3030	COM SERV NET OFFSET ADJ = (3020)+(3025) =	3039	OPEB/PENSION DEBT SERVICE VOTER JOBZ NONEXEMPT NEGATIVE OFFSET
3019	GEN NTC VOTER JOB EXEMPT POSITIVE OFFSET GTR 0 OR [0-(3003)]				
3019	GEN NTC OTHER JOBZ EXEMPT POSITIVE OFFSET GTR 0 OR [0-(3004)]				

COLLECT NEGATIVE ADJUST		***MAXIMUM EFFORT LOAN AID***		***FY 2024 TAC REG REF REV***	
IN OPEB/PENSION DEBT SERV FUND				(PAY 01 REF LEVY REQ)	
3040	OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT NEGATIVE OFFSET	3507	ACT MAX EFF LOAN AID FOR FY 2018 - FY 2022	4006	REG FRONT END FORMULA = (4003) X \$175 =
		3508	Pay 18 - PAY 21 ACT MAX EFF LOAN AID LEVY LIMIT ADJUST (ALL FUNDS) =	4007	TAC REG REF REV = GTR 0 OR [(4006)-(4005)]=
	NET OFFSETTING ADJUSTMENTS IN OPEB/PENSION DEBT SERV FUND	3509	REQUESTED DEBT DEFEASANCE AMOUNT BY END OF FY 2023		FY 2024 TAC ADD REF REV
3041	OPEB/PENSION DEBT SERVICE VOTER JOBZ NONEXEMPT NET OFFSET ADJ = (3037)+(3039) =	3510	BAL AVAIL END FY 2023 (3507)-(3508) =	4008	FY 13 REF REV ALLOW
				4009	TAC REF ADD ALLOWANCE = (4008)+\$415 =
3042	OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT NET OFFSET ADJ = (3038)+(3040) =		LEVY LIMITS ARE REDUCED IN THE FOLLOWING ORDER	4010	ADD FRONT END FORMULA = (4002) X (4009) =
	NET NEGATIVE ADJ BALANCE TO BE CARRIED FORWARD	3511	GEN DEBT VOTER =	4011	TAC ADD BASE = GTR 0 OR [(4010)-(4005)] =
		3512	GEN DEBT OTHER =	4012	TAC ADD REF REVENUE = (4011) X 22.5% =
3043	GENERAL ADJUST BALANCE FORWARD = (3013)-(3026) -(3027)-(3028)-(3029) -(3030) =	3513	OPEB DEBT VOTER =		FY 2024 TAC TOTAL REF REV (JULY 2022 PAYMENT)
		3514	OPEB DEBT OTHER =	4013	TAC TOTAL REF REV = (4007)+(4012) =
3044	GENERAL DEBT SERVICE ADJUST BALANCE FORWARD =(3014)-(3035)-(3036)	3515	GENERAL NTC VOTER =	4014	MAXIMUM EC RESERVE = (57) X \$25 =
		3516	GENERAL NTC OTHER =	4015	RSVD EARLY CHILDHOOD = LSR(4013)OR(4014)=
3045	OPEB/PENSION DEBT SERVICE ADJUST BALANCE FORWARD =(3041)-(3042)=	3517	COMMUNITY SERVICE =		FY 2022 TACONITE RECEIPTS (FEB 2022 & AUG 2022 PYMT) USED TO CALCULATE PAY 23 LEVY LIMITATION REDUCTION
3046	TOTAL ADJUST BALANCE FORWARD =(3043) +(3044)+(3045)=	3518	MAX EFF LEVY LIMIT ADJ = SUM (3511) TO (3517)=	4016	TAC POT 13.72 CENTS PER TON (INITIAL AMT)
	LEVY AFTER OFFSETS STARTING POINT FOR MAX EFFORT ADJUSTMENTS	3519	MAX EFFORT LOAN AID RETAINED FOR FUTURE USE =(3510) - (3518) =	4017	CITY/TWP REPLACEMENT NOT USED THIS YEAR
3500	GEN DEBT VOTER APPR 5,137,777.26	4001	1983-84 RESIDENT PU	4018	TAC POT ALLOCATED TO OTHER TAC SCHOOL DIST TO FUND LINE (4028)
3501	GEN DEBT OTHER 754,646.10	4002	2011-12 RESIDENT PU	4019	TAC POT ALLOCATED TO CITIES AND TOWNSHIPS (SEE SPREADSHEET)
3502	OPEB DEBT VOTER APPR	44	2021-22 RES PU (PRE) 4,097.19	4020	TAC POT RECEIPTS BASE = (4016) - (4017) - (4018) - (4019) =
3503	OPEB DEBT OTHER	57	2023-24 ADJ PU (EST) 3,464.20	4021	MINING 3.43 CENTS/TON
3504	GENERAL NTC VOTER 669,369.04	4003	TACONITE REG REF PU =GTR (4001) OR (44)=	4022	TAC RAILR GRANDFATHER
3505	GENERAL NTC OTHER 1,048,195.39	4004	2011 NET TAX CAPACITY		
3506	COMMUNITY SERVICE 307,819.59	4005	TAC REF REV REDUCT FOR BOTH REG AND ADD REF = (4004) X 1.8% =		

TACONITE RECEIPTS (CONT)	***LEVY LIMIT SUBJECT TO*** TACONITE ADJUSTMENT (CONT)	***LEVY LIMIT SUBJECT TO*** TACONITE ADJUSTMENT (CONT)
4023 DEER RVR GRANDFATHER	4041 NET OPEB DEBT SERV LEVY FOR VOTER APPR BONDS	4062 GDS TACONITE ADJUST VOTER APPR= -1 X (LSR OF (4045) OR (4061))=
4024 FY 2022 ELIGIBLE TAC RECEIPTS BASE AMOUNT =SUM(4020) TO (4023)=	4042 = 50% OF (4041) =	4063 TOTAL TACONITE LEVY LIMITATION ADJUST = (4046)+(4048)+(4050)+ (4052)+(4054)+(4056)+ (4058)+(4060)+(4062)=
4025 MAX TAC REDUCT = 95% OF [(4024)+(4019)]	4043 NET GEN DEBT SERV LEVY NON-VOTER APPR BONDS	4064 CITY/TOWNSHIP DISTRIBUTION = (4025)+(4063) =
4026 TOTAL PAY 21 TAC LEVY LIMIT ADJUST ON LEVY LIMIT & CERTIFICATION	4044 NET GEN DEBT SERV LEVY FOR VOTER APPR BONDS	
4027 FY 2022 ELIG DIST TAC REPL AMT PLUS PAY 21 TAC LEVY ADJUSTMENT =(4024)+(4026)-(4019)	4045 = 50% OF (4044) =	FY 2024 LEVY, AID & REVENUE SUMMARY BY FUND CONTINUES ON PAGE 29
4028 TAC POT ALLOCATED FROM OTHER TAC SCH DIST FOR PAY 21 LEVY REPLACEMENT [NOT INCL IN (4024)]	4046 COM SERV = -1 X (LSR OF (4025) OR (4032))= 4047 REMAINING REDUCTION = (4025)+(4046) =	
4029 TAC PROP TAX RELIEF ACCOUNT TRANSFER FOR PAY 21 LEVY REPLACEMENT [NOT INCL IN (4024)]	4048 GEN OTH NTC = -1 X (LSR OF (4034) OR (4047))= 4049 REMAINING REDUCTION = (4047)+(4048) =	
4030 FY 2022 ADDITIONAL TAC POT 11 CENTS/TON [NOT INCL IN (4024)]	4050 OPEB TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4040) OR (4049))= 4051 REMAINING REDUCTION = (4049)+(4050) =	
4031 FY 2022 TAC BLDG MAINT & REPAIR 4 CENTS/TON [NOT INCL IN (4024)]	4052 GDS TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4043) OR (4051))= 4053 REMAINING REDUCTION = (4049)+(4052) =	
LEVY LIMIT SUBJECT TO TACONITE ADJUSTMENT	4054 GEN OTH RMV = -1 X (LSR OF (4035) OR (4053))= 4055 REMAINING REDUCTION = (4053)+(4054) =	
4032 COMMUNITY SERVICE	4056 OPER REF = -1 X (LSR OF (4037) OR (4055))= 4057 REMAINING REDUCTION = (4055)+(4056) =	
4033 OTHER GENERAL NTC	4058 CAP PROJ = -1 X (LSR OF (4039) OR (4057))= 4059 REMAINING REDUCTION = (4057)+(4058) =	
4034 REDUCED OTHER NTC FOR LIMITED LTFM LEVY	4060 OPEB DEBT TAC ADJUST VOTER APPR= -1 X (LSR OF (4042) OR (4059))=	
4035 OTHER GENERAL RMV	4061 REMAINING REDUCTION = (4059)+(4060) =	
4036 OP REFERENDUM (VOTER) 4037 = 50% OF (4036) =		
4038 CAP PROJ LIMIT(VOTER) 4039 = 50% OF (4038) =		
4040 NET OPEB DEBT SERV LEVY NON-VOTER APPR BONDS		

FY 2024 LEVY, AID & REV SUMMARY		***COMMUNITY SERVICE FUND***		**OPEB/PENS DEBT SERV FUND (CONT)**	
BY FUND					
(ESTIMATE AT TIME OF PROPOSED		5012 MAX EFFORT LOAN AID USED		5024 TOTAL OPEB/PENSION DEBT	
LEVY CERTIFICATION)		= -(3517) =		SERVICE FUND LEVY	
				LIMITATION	
GENERAL FUND		5013 TACONITE RECEIPTS		= (5022)+(5023) =	
		= -(4046) =			
5001 GEN RMV VOTER APPROVED		5014 TOTAL COMM SERV		5025 MAX EFFORT LOAN AID USED	
JOBZ EXEMPT = (3001)		FUND REVENUE = (5010)		= -(3513)-(3514) =	
+(3026)+(4056) = 2,229,165.43		+(5011)+(5012)+(5013) 481,375.14			
5002 GENERAL RMV OTHER		GENERAL DEBT SERVICE FUND		5026 TACONITE RECEIPTS =	
JOBZ EXEMPT = (3002)				-(4050)-(4060) =	
+(3027)+(4054) = 2,435,494.65					
5003 GEN NTC VOTER APPROVED		5015 GEN DEBT SERVICE		5027 TOTAL OPEB/PENSION DEBT	
JOBZ EXEMPT = (3003)+		VOTER APPROVED JOBZ		SERVICE FUND REVENUE	
(3028)+(3515)+(4058)= 669,369.04		NONEXEMPT = (3007)+		=(5024)+(5025)+(5026)	
		(3035)+(3511)+(4062)= 5,137,777.26			
5004 GENERAL NTC OTHER		5016 GEN DEBT SERV OTHER		TOTAL, ALL FUNDS	
JOBZ EXEMPT = (3004)+		JOBZ NONEXEMPT = (3008)			
(3029)+(3516)+(4048)= 1,048,195.39		(3036)+(3512)+(4052)= 754,646.10			
5005 TOTAL GENERAL FUND		5017 TOTAL DEBT SERVICE		5028 TOTAL LEVY LIMIT	
LEVY LIMITATION		FUND LEVY LIMITATION		= (5005)+(5010)	
= (5001)+(5002)+(5003)		= (5015)+(5016) = 5,892,423.36		+ (5017)+(5024) = 12,582,467.46	
+ (5004) = 6,382,224.51				5029 TOTAL AID	
				= (5006)+(5011)	
5006 TOTAL GENERAL FUND AID		5018 TOTAL DEBT SERVICE		+ (5018) = 31,495,799.23	
= (323)+(329)+(334)+		FUND AID = (438)+			
(340)+(341)+(342)+(358)		(779)+(799)+(2023) = 487,377.35			
+(383)+(443)+(2021)= 30,834,866.33				5030 TOTAL MAX EFFORT AID USED	
5007 MAX EFFORT LOAN AID USED		5019 MAX EFFORT LOAN AID USED		= (5007)+(5012)	
= -(3515)-(3516) =		= (3508)-(3511)-(3512)		+ (5019)+(5025) =	
				5031 TOTAL TACONITE RECEIPTS	
5008 TACONITE RECEIPTS		5020 TACONITE RECEIPTS		= (5008)+(5013)	
= - (4048)-(4054)		= -(4052)-(4062) =		+ (5020)+(5026) =	
- (4056)-(4058) =					
5009 TOTAL GENERAL FUND		5021 TOTAL DEBT SERVICE		5032 TOTAL REVENUE	
REVENUE = (5005)+		FUND REVENUE = (5017)		= (5009)+(5014)	
(5006)+(5007)+(5008)= 37,217,090.84		+(5018)+(5019)+(5020) 6,379,800.71		+ (5021)+(5027) = 44,078,266.69	
		OPEB/PENSION DEBT SERVICE FUND			
COMMUNITY SERVICE FUND		5022 OPEB/PENSION DEBT			
		SERVICE VOTER APPROVED			
5010 TOTAL COMMUNITY		JOBZ NONEXEMPT =(3010)+			
SERVICE FUND LEVY		(3041)+(3513)+(4060)=			
LIMITATION = (3006)+					
(3030)+(3517)+(4046)= 307,819.59		5023 OPEB/PENSION DEBT			
		SERVICE OTHER			
5011 TOTAL COMMUNITY		JOBZ NONEXEMPT=(3011)+			
SERVICE FUND AID		(3042)+(3514)+(4050)=			
= (611)+(621)+(626)					
+ (632)+(2022) = 173,555.55					

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	2,013,109.74	216,055.69	N/A			2,229,165.43
GEN-RMV OTHER-EXEMP	2,423,953.00	11,541.65	N/A			2,435,494.65
GEN-NTC VOTER-EXEMP	669,369.04		N/A			669,369.04
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	1,133,925.55	84,729.06-	1,001.10-			1,048,195.39
TOTAL GENERAL	6,240,357.33	142,868.28	1,001.10-			6,382,224.51
COM SERV-EXEMP	324,964.70	17,223.85-	78.74			307,819.59
DEBT-VOTER-NONEXEMP	5,429,433.00	294,070.42-	2,414.68			5,137,777.26
DEBT-OTHER-NONEXEMP	825,793.65	71,147.55-				754,646.10
TOTAL DEBT SERV	6,255,226.65	365,217.97-	2,414.68			5,892,423.36
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	12,820,548.68	239,573.54-	1,492.32			12,582,467.46

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	5,454,290.51	6,382,224.51	927,934.00	17.01
COMMUNITY SERVICE	313,062.34	307,819.59	5,242.75-	1.67-
GENERAL DEBT SERVICE	5,421,109.45	5,892,423.36	471,313.91	8.69
OPEB DEBT SERVICE				
TOTAL	11,188,462.30	12,582,467.46	1,394,005.16	12.46

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	5,454,290.51			
COMMUNITY SERVICE	313,062.34			
GENERAL DEBT SERVICE	5,421,109.45			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	11,188,462.30			

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER-JOBZ EXEMPT	1,650,017.52	1,650,017.52	2,229,165.43		
(5002)	GENERAL-RMV OTHER-JOBZ EXEMPT	2,149,576.25	2,149,576.25	2,435,494.65		
(5003)	GENERAL-NTC VOTER-JOBZ EXEMPT	606,298.39	606,298.39	669,369.04		
(5004)	GENERAL-NTC OTHER-JOBZ EXEMPT	1,048,398.35	1,048,398.35	1,048,195.39		
(5010)	COMMUNITY SERV-NTC OTHER-EXEMPT	313,062.34	313,062.34	307,819.59		
(5015)	GENL DEBT-NTC VOTER-NONEXEMPT	4,794,315.80	4,794,315.80	5,137,777.26		*1
(5016)	GENL DEBT-NTC OTHER-NONEXEMPT	626,793.65	626,793.65	754,646.10		*1
(5022)	OPEB DEBT-NTC VOTER-NONEXEMPT					
(5023)	OPEB DEBT-NTC OTHER-NONEXEMPT					
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	5,454,290.51	5,454,290.51	6,382,224.51		
(5010)	COMMUNITY SERVICES FUND	313,062.34	313,062.34	307,819.59		
(5017)	GENERAL DEBT SERVICE FUND	5,421,109.45	5,421,109.45	5,892,423.36		
(5024)	OPEB/PENSION DEBT SERVICE FUND					
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	3,799,593.77	3,799,593.77	4,664,660.08		
	NET TAX CAPACITY	7,388,868.53	7,388,868.53	7,917,807.38		
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED	7,050,631.71	7,050,631.71	8,036,311.73		
	OTHER	4,137,830.59	4,137,830.59	4,546,155.73		
TOTAL LEVY						
	TOTAL LEVY	11,188,462.30	11,188,462.30	12,582,467.46		

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

FOOTNOTES:

*1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES

NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, HTTP://EDUCATION.STATE.MN.US.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED JOBZ EXEMPT:						
(310)	1ST TIER RMV REFER	1,229,456.26	1,229,456.26	1,353,872.48		*2
(311)	2ND TIER RMV REFER	380,187.70	380,187.70	659,237.26		*2
(312)	UNEQUALIZED RMV REFER					
(1032)	FY 2023 1ST TIER REF ADJUST	23,259.13	23,259.13	2,448.78-		*2
(1040)	FY 2023 2ND TIER REF ADJUST	14,204.19	14,204.19	214,367.38		*2
(1048)	FY 2023 UNEQUAL REF ADJUST					
(1054)	FY 2023 TBRA ALLOC ADJUST					*2
(1063)	FY 2023 REF HOLD HARMLESS ADJ					
(1140)	FY 2021 1ST TIER REF ADJUST	2,821.13	2,821.13	9,661.56		
(1147)	FY 2021 2ND TIER REF ADJUST	14,033.60	14,033.60	5,524.47-		
	FY 2021 3RD TIER REF ADJUST	13,944.49-	13,944.49-	N/A	N/A	N/A
(1154)	FY 2021 UNEQUAL REF ADJUST					
(1160)	FY 2021 TBRA ALLOC ADJUST					
(1172)	FY 2021 REF HOLD HARMLESS ADJ					
(1369)	OTHER RMV REF ADJUST (MEMO)					
(3026)	RMV REF NET OFFSET ADJUST					
(4056)	REFERENDUM TACONITE ADJUST					
(5001)	TOTAL GENERAL - RMV VOTER APPROVED JOBZ EXEMPT	1,650,017.52	1,650,017.52	2,229,165.43		
GENERAL REFER MARKET VALUE OTHER JOBZ EXEMPT:						
(307)	1ST TIER LOCAL OPTIONAL	516,626.76	516,626.76	568,907.39		*3
(237)	2ND TIER LOCAL OPTIONAL	1,170,730.22	1,170,730.22	1,387,390.36		*3
(240)	EQUITY	376,449.13	376,449.13	439,776.56		*3
(242)	TRANSITION	23,525.04	23,525.04	27,878.69		*3
(1012)	FY 2023 LOR TIER 1 ADJUST	9,773.66	9,773.66	1,029.00-		*3
(1016)	FY 2023 LOR TIER 2 ADJUST	23,834.97	23,834.97	2,331.80-		*3
(1020)	FY 2023 EQUITY ADJUST	7,538.09	7,538.09	2,403.18-		*3
(1024)	FY 2023 TRANSITION ADJUST	478.95	478.95	46.84-		*3
(1056)	FY 2023 LOR TIER 1 TBRA ADJUST					*2
(1065)	FY 2023 LOR TIER 1 HOLD HARM AD					
(1112)	FY 2021 LOR TIER 1 ADJUST	12,935.32	12,935.32	4,059.86		
(1119)	FY 2021 LOR TIER 2 ADJUST	N/A	N/A	9,900.73		
(1126)	FY 2021 EQUITY ADJUST	4,941.10	4,941.10	3,192.93		
(1133)	FY 2021 TRANSITION ADJUST	259.93	259.93	198.95		
	FY 2021 TIER 1 BRD-APPR REF ADJ			N/A	N/A	N/A
(1166)	FY 2021 LOR TIER 1 TBRA ADJUST	N/A	N/A			
(1178)	FY 2021 LOR TIER 1 HOLD HARMLES	N/A	N/A			
(1374)	OTHER ADJ, GEN OTHER RMV					
(3027)	GENERAL OTH RMV NET OFFSET ADJ					
(4054)	GENERAL OTH RMV TACONITE ADJUST					
(5002)	TOTAL GENERAL - RMV OTHER JOBZ EXEMPT	2,149,576.25	2,149,576.25	2,435,494.65		

FOOTNOTES:

*2 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING REFERENDUM EQUALIZATION AID (PRIOR TO TAX BASE REPLACEMENT AID AND REFERENDUM HOLD HARMLESS).

*3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID. FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY VOTER APPROVED JOBZ EXEMPT:						
(502)	CAPITAL PROJECT REFERENDUM	606,298.39	606,298.39	669,369.04		
(1377)	OTHER NTC VOTER ADJ					
(3028)	NTC VOTER NET OFFSET ADJ					
(3515)	NTC VOTER MAX EFFORT ADJ					
(4058)	CAPITAL PROJ TACONITE ADJ					
(5003)	TOTAL GENERAL - NTC VOTER APPROVED JOBZ EXEMPT	606,298.39	606,298.39	669,369.04		

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER JOBZ EXEMPT:						
INITIAL LEVIES:						
(231)	OPERATING CAPITAL	195,102.69	195,102.69	215,569.07		*3
(333)	ALT TEACHER COMP (Q COMP)	278,376.85	278,376.85	290,949.63		*4
(356)	ACHIEVEMENT & INTEGRATION					*5
(360)	FY 2023 REEMPLOYMENT INS	7,500.00	7,500.00	8,000.00		
(362)	SAFE SCHOOLS	120,758.40	120,758.40	124,711.20		
(365)	SAFE SCHOOLS INTERMEDIATE					
(368)	JUDGMENT					*6
(370)	ICE ARENA					
(382)	FY 2023 CAREER TECHNICAL	118,707.55	118,707.55	135,921.40		
(386)	FY 2022 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)					
(444)	LT FACILITIES EQUAL	167,114.24	167,114.24	148,457.29		*4
(445)	LT FACILITIES UNEQUAL	17,278.93	17,278.93	73,909.48		
(455)	DISABLED ACCESS					
(499)	BUILDING/LAND LEASE	141,956.91	141,956.91	136,407.48		
(500)	COOP BUILDING REPAIR					
(501)	OTHER CAPITAL (MEMO)					
(504)	CONSOL/TRANSITION					
(505)	REORG OPERATING DEBT					
(506)	FY 2023 HEALTH BENEFITS					
(507)	ADDITIONAL RETIREMENT					
(508)	SEVERANCE					
(509)	ADMINISTRATIVE DISTRICT					
(510)	SWIMMING POOL					
(511)	TREE GROWTH					
(512)	CONSOL/RETIREMENT					
(513)	ECON DEV ABATEMENT					
(514)	OTHER GENERAL (MEMO)					
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER JOBZ EXEMPT	1,046,795.57	1,046,795.57	1,133,925.55		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *4 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN EQUALIZATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *6 WITH COMMISSIONER APPROVAL, DISTRICTS MAY SPREAD THIS LEVY OVER UP TO THREE YEARS.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER JOBZ EXEMPT (CON'T):						
LEVY ADJUSTMENTS:						
(1004)	FY 2023 OPER CAPITAL ADJUST	8,358.92	8,358.92	17.92-		*3
(1105)	FY 2021 OPER CAPITAL ADJUST	720.54-	720.54-	774.13		
(1076)	FY 2023 ALT TEACHER COMP ADJUST	17,977.09-	17,977.09-	6,392.60		*7
(1207)	FY 2021 ALT TEACHER COMP ADJUST	1,736.31-	1,736.31-	4,329.63		
(1069)	FY 2023 ACHIEVE & INTEG ADJUST					*5
(1185)	FY 2021 ACHIEVE & INTEG ADJUST					*5
(1190)	FY 2021 REEMPLOYMENT ADJUST			94,392.45-		
(1195)	FY 2021 SAFE SCHOOLS ADJUST	3,533.04	3,533.04	1,113.48-		
(1200)	FY 2021 SAFE SCHOOLS INTERM ADJ					
(1233)	FY 2021 CAREER TECHNICAL ADJUST	8,283.92	8,283.92	10,764.06		
(1237)	FY 2021 HEALTH BENEFITS ADJUST					
(1243)	FY 2021 ANNUAL OPEB ADJUST					
(1080)	FY 2023 LTFM EQUAL ADJUST	450.83	450.83	18,404.83		
(1084)	FY 2023 LTFM UNEQUAL ADJUST					
(1091)	FY 2022 LTFM EQUAL ADJUST	4,223.07-	4,223.07-	15,811.44		
(1098)	FY 2022 LTFM UNEQUAL ADJUST					
(1218)	FY 2021 LTFM EQUAL ADJUST	344.68	344.68	2,051.90-	2,051.90-	
(1229)	FY 2021 LTFM UNEQUAL ADJUST					
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE					
	GENERAL NTC OTHER JOBZ EXEMPT	3,685.62-	3,685.62-	41,099.06-		

FOOTNOTES:

- *3 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING GENERAL EDUCATION AID.
- *5 70% OF INTEGRATION REVENUE IS PROVIDED BY STATE AID. DISTRICT MUST PROVIDE 30% OF INTEGRATION REVENUE EITHER THROUGH THIS LEVY OR THROUGH OTHER DISTRICT FUNDS.
- *7 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN ALTERNATIVE COMPENSATION EQUALIZATION

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY OTHER JOBZ EXEMPT (CON'T):						
LEVY ADJUSTMENTS:						
(1362)	PAY 20 LEASE ADJUST			43,630.00-		
(1363)	LEASE LEVY ADJ (MEMO)					
(1364)	OTHER CAPITAL ADJUST (MEMO)					
(760)	FY 2024 FAC & EQUIP BOND ADJUST					
(1366)	ECON DEV ABATE ADJUST					
(1367)	DEBT SURPLUS ADJUST					
(1382)	OTHER GENERAL ADJUST					
(2039)	ABATEMENT ADJUSTMENT	490.93	490.93	4,384.58		*10
(2052)	CARRY-OVER ABATEMENT ADJUST					*11
(2070)	ADVANCE ABATEMENT ADJUST	4,797.47	4,797.47	5,385.68-		*12
(3029)	GENERAL OTH NTC NET OFFSET ADJ					
(3516)	GEN OTH NTC MAX EFFORT ADJ					
(4048)	GENERAL OTH NTC TACONITE ADJUST					
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE					
	GENERAL NTC OTHER JOBZ EXEMPT	5,288.40	5,288.40	44,631.10-		
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 35					
	GENERAL NTC OTHER JOBZ EXEMPT	1,046,795.57	1,046,795.57	1,133,925.55		
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 36					
	GENERAL NTC OTHER JOBZ EXEMPT	3,685.62-	3,685.62-	41,099.06-		
(5004)	TOTAL GENERAL - NTC					
	OTHER JOBZ EXEMPT	1,048,398.35	1,048,398.35	1,048,195.39		

FOOTNOTES:

- *10 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2024 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
COMMUNITY SERVICE JOBZ EXEMPT:						
(610)	BASIC COMMUNITY EDUC	148,275.05	148,275.05	148,275.05		*13
(620)	EARLY CHILD FAMILY	50,603.51	50,603.51	55,714.60		*14
(625)	HOME VISITING	1,460.56	1,460.56	1,625.05		
(627)	ADULTS W/ DISABILITIES	4,350.00	4,350.00	4,350.00		
(631)	SCHOOL-AGE CARE	95,000.00	95,000.00	115,000.00		*14
(633)	OTHER COMM ED (MEMO)					
(1403)	FY 2023 EARLY CHILD FAMILY ADJ	319.32	319.32	10.69-		
(1407)	FY 2021 HOME VISITING ADJUST	59.36-	59.36-	7.99		
(1411)	FY 2021 SCHOOL-AGE CARE ADJUST	12,609.43	12,609.43	17,221.15-		
(1412)	ADULTS W/ DISABILITIES ADJUST					
(1415)	OTHER ADJUST (MEMO)					
(2040)	ABATEMENT ADJUSTMENT	113.83	113.83	520.00		*10
(2053)	CARRY-OVER ABATEMENT ADJUST					*11
(2071)	ADVANCE ABATEMENT ADJUST	390.00	390.00	441.26-		*12
(3030)	COM SERV NET OFFSET ADJUST					
(3517)	COM SERV MAX EFFORT ADJUST					
(4046)	COM SERV TACONITE ADJUST					
(5010)	TOTAL COMMUNITY SERVICE JOBZ EXEMPT	313,062.34	313,062.34	307,819.59		

FOOTNOTES:

- *10 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
 - *11 PAY 2024 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
 - *13 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID.
 - *14 DISTRICT UNDERLEVY IN THIS COMPONENT WILL RESULT IN PROPORTIONATE REDUCTION IN CORRESPONDING STATE AID. DISTRICT MUST PROVIDE A COMMUNITY EDUCATION PROGRAM TO QUALIFY FOR THIS LEVY.
- FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT:						
(808)	DEBT SERVICE-AID ELIG	3,835,711.36	3,835,711.36	5,429,433.00		*15
(810)	DEBT SERVICE-AID INELIG	1,184,366.50	1,184,366.50			*15
(780)	NATURAL DISASTER DEBT					*15
(1701)	REDUCTION FOR DEBT EXCESS	230,863.53-	230,863.53-	294,070.42-		
(1702)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT	108.40	108.40	7,982.31		*10,16
(2054)	CARRY OVER ABATEMENT					*11,16
(2072)	ADVANCE ABATE ADJUST	4,993.07	4,993.07	5,567.63-		*12,16
(3035)	GDS VTR NET OFFSET ADJUST					
(3511)	GDS VTR MAX EFFORT ADJ					
(4062)	GDS VTR TACONITE ADJUST					
(5015)	TOTAL DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT	4,794,315.80	4,794,315.80	5,137,777.26		*1
DEBT SERVICE OTHER JOBZ NONEXEMPT:						
(809)	DEBT SERVICE-AID ELIG					*15
(811)	DEBT SERVICE-AID INELIG	218,190.00	218,190.00	217,770.00		*15
(771)	LT FACILITIES DEBT SERVICE	474,890.65	474,890.65	608,023.65		*15
(1710)	FY 2023 LTFM DEBT SERV ADJ			23.20-		
(1717)	FY 2022 LTFM DEBT SERV ADJ					
(1728)	FY 2021 LTFM DEBT SERV ADJ					
(1704)	REDUCTION FOR DEBT EXCESS	66,287.00-	66,287.00-	71,124.35-		
(1705)	OTHER ADJUST (MEMO)					
(2041)	ABATEMENT ADJUSTMENT					*10,16
(2054)	CARRY OVER ABATEMENT					*11,16
(2072)	ADVANCE ABATE ADJUST					*12,16
(3036)	GDS OTH NET OFFSET ADJUST					
(3512)	GDS OTH MAX EFFORT ADJ					
(4052)	GDS OTH TACONITE ADJUST					
(5016)	TOTAL DEBT SERVICE OTHER JOBZ NONEXEMPT	626,793.65	626,793.65	754,646.10		*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2024 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *16 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 812 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2021 PAY 2022 LIMITATION	2021 PAY 2022 CERTIFIED LEVY	2022 PAY 2023 LIMITATION	2022 PAY 2023 PROPOSED LEVY	2022 PAY 2023 CERTIFIED LEVY NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT:						
(903)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1900)	REDUCTION FOR DEBT EXCESS					
(1901)	OTHER ADJUST (MEMO)					
(2042)	ABATEMENT ADJUSTMENT					*10,17
(2055)	CARRY OVER ABATEMENT					*11,17
(2073)	ADVANCE ABATE ADJUST					*12,17
(3041)	OPEB DEBT VTR NET OFFSET ADJUST					
(3513)	OPEB VTR MAX EFFORT ADJ					
(4060)	OPEB/PENSION DEBT TACONITE ADJUST					
(5022)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED JOBZ NONEXEMPT					
OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT:						
(908)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS					*15
(1903)	REDUCTION FOR DEBT EXCESS	26,917.84-	26,917.84-			
(1904)	OTHER ADJUST (MEMO)					
(2042)	ABATEMENT ADJUSTMENT					*10,17
(2055)	CARRY OVER ABATEMENT					*11,17
(2073)	ADVANCE ABATE ADJUST					*12,17
(3042)	OPEB DEBT OTH NET OFFSET ADJUST	26,917.84	26,917.84			
(3514)	OPEB OTH MAX EFFORT ADJ					
(4050)	OPEB/PENSION DEBT TACONITE ADJUST					
(5023)	TOTAL OPEB/PENSION DEBT SERVICE OTHER JOBZ NONEXEMPT					

FOOTNOTES:

- *10 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT. DISTRICTS MAY SPREAD THIS COMPONENT OVER A PERIOD OF TWO YEARS (UP TO THREE YEARS ON REQUEST).
- *11 PAY 2024 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2024 LEVY LIMITATION WILL BE INCREASED BY THE AMOUNT OF ANY UNDERLEVY IN THIS COMPONENT.
- *15 DISTRICT MUST LEVY THE MAXIMUM AMOUNT FOR THIS LEVY COMPONENT.
- *17 ABATEMENT ADJUSTMENTS SHOWN ON LINES 2042, 2055 AND 2073 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 903 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2023. FOR PAYABLE 2022 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT

ISD #727 - Big Lake
Pay 2023 Preliminary Levy (As of Sept. 19th)
Fiscal Year 2023-2024 Revenue

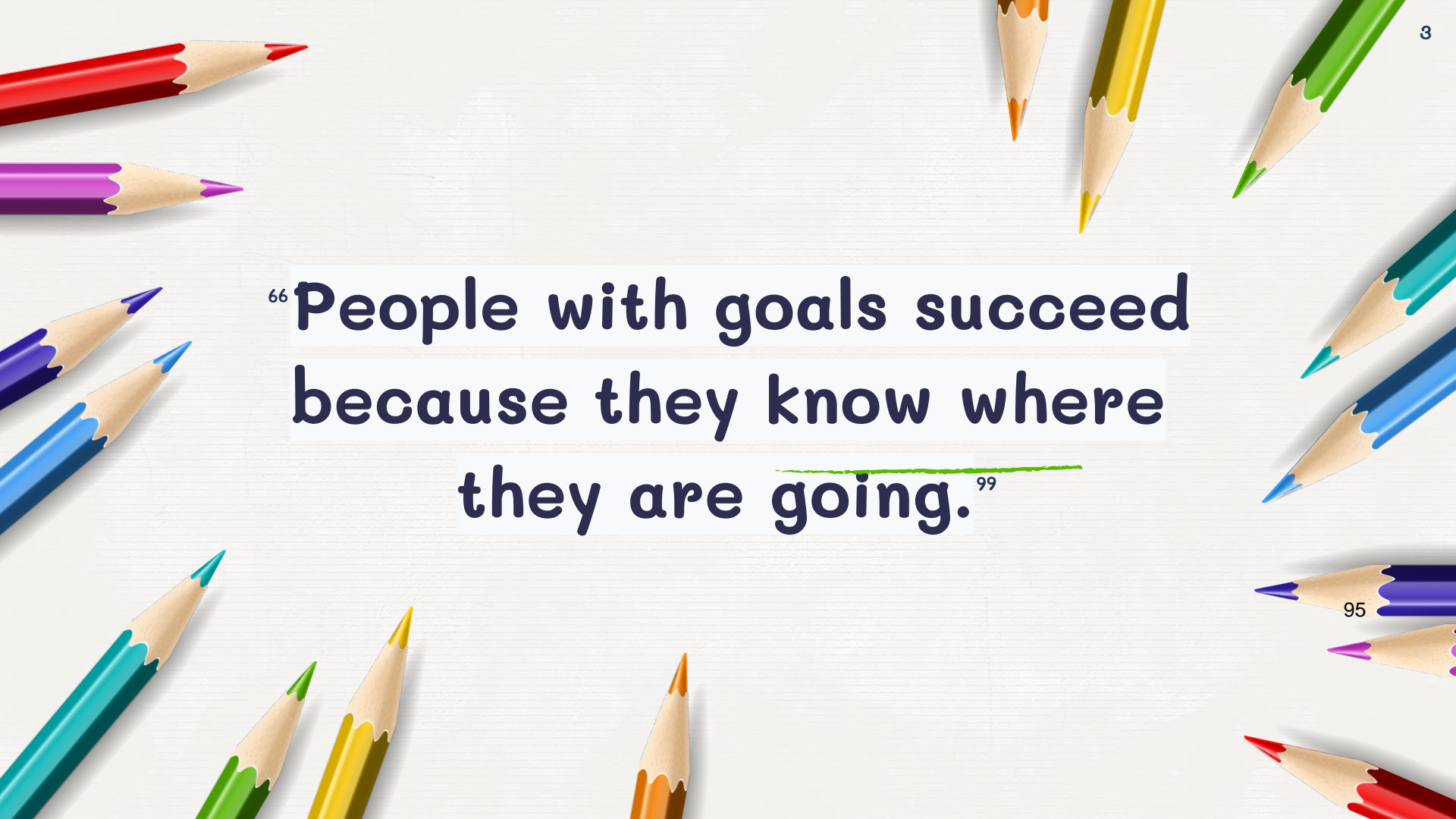
September 22nd, 2022 Regular School Board Meeting

	Pay 2022	Preliminary Pay 2023	Increase (Decrease)	
General Fund:				
Voter Approved Referendum	1,650,018	2,229,165	579,147	
Local Optional Revenue	1,736,384	1,966,897	230,513	
Equity	388,928	440,567	51,639	
Transition (Hold Harmless)	24,264	28,031	3,767	
Capital Project Referendum (Technology Levy)	606,298	669,369	63,071	
Operating Capital	202,740	216,325	13,585	
Alt Teacher Compensation (Q Comp)	258,664	301,672	43,008	
Reemployment	7,500	(86,392)	(93,892)	
Safe Schools	124,291	123,598	(693)	
Career Technical	126,992	146,685	19,693	
Long-term Facilities Maintenance Revenue (LTFM)	180,966	254,531	73,565	
Building/Land Lease	141,957	92,778	(49,179)	
Advance Abatement Adjustments	5,288	(1,001)	(6,289)	
Subtotal General Fund	5,454,290	6,382,225	927,935	
Community Service:				
Community Education	148,275	148,275	-	
Early Childhood Family Education	50,923	55,704	4,781	
Home Visiting	1,401	1,633	232	
Adults with Disabilities	4,350	4,350	-	
School Age Care Program	107,610	97,779	(9,831)	
Advance Abatement Adjustments	503	79	(424)	
Subtotal Community Service	313,062	307,820	(5,242)	
Debt Service:				
Debt Service Payments	5,238,268	5,647,203	408,935	
Reduction for Debt Excess	(230,863)	(294,070)	(63,207)	
LTFM for Debt Service (Def Main Bonds)	474,891	608,001	133,110	
Reduction for Debt Excess	(66,287)	(71,124)	(4,837)	
Advance Abatement Adjustments	5,101	2,414	(2,687)	
Subtotal Debt Service	5,421,110	5,892,424	471,314	
Total	11,188,462	12,582,469	1,394,007	12.46%

Recommend to approve preliminary levy at "Maximum"

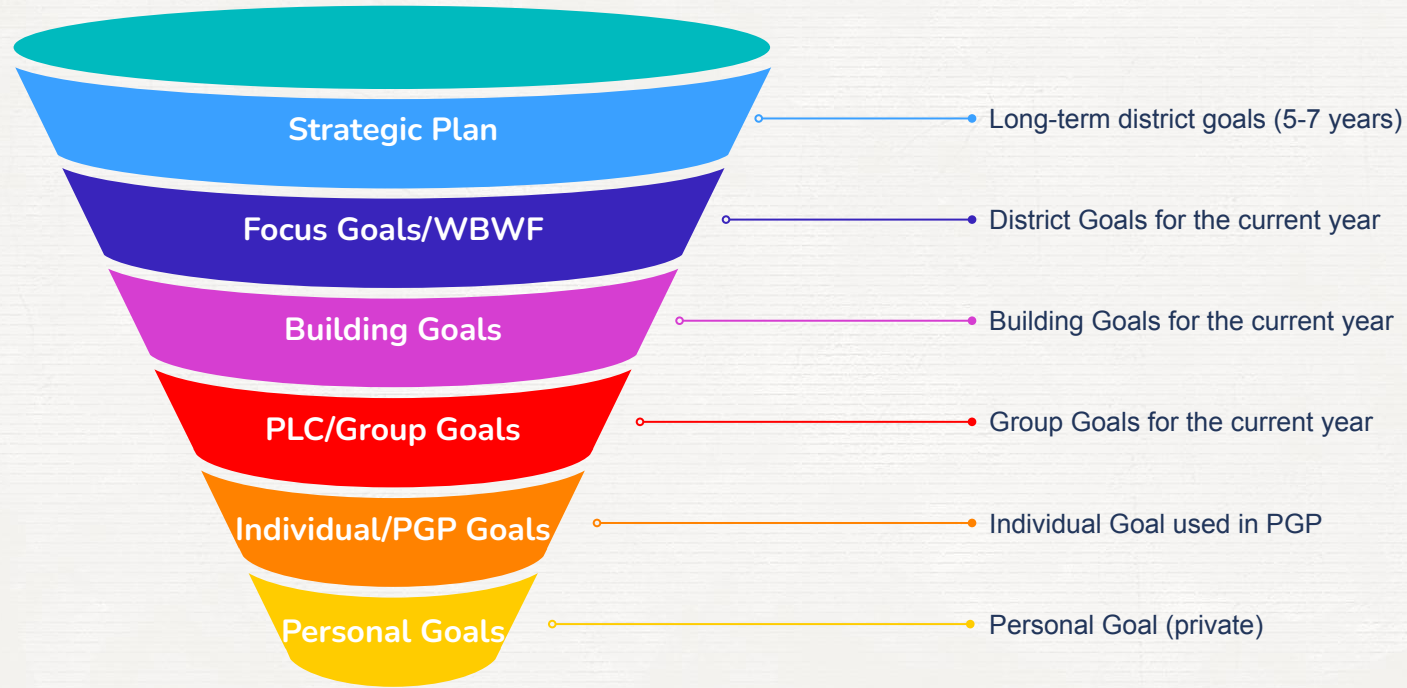
Big Lake Schools Goals 2022-2023

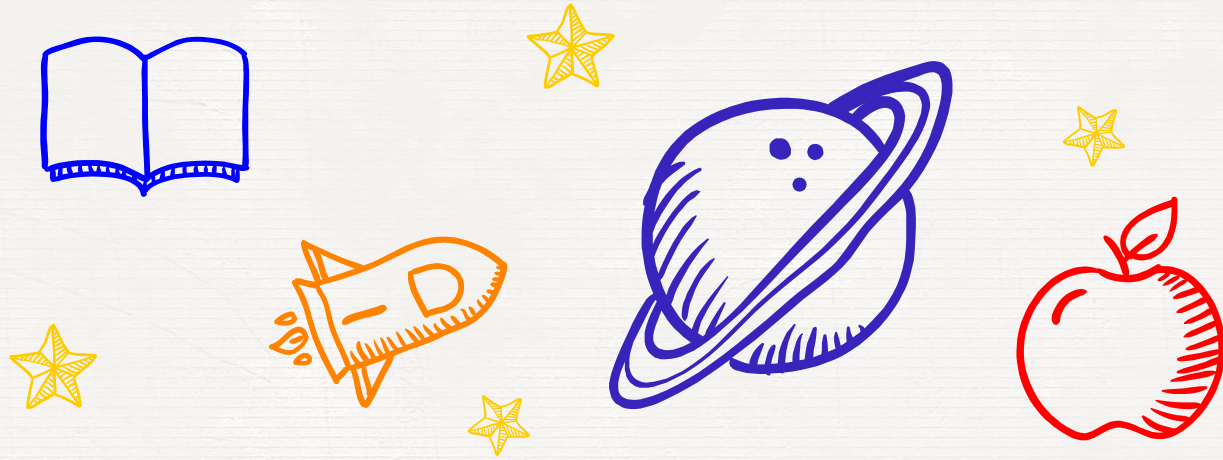




**“People with goals succeed
because they know where
they are going.”**

Goals Structure





District Goals

Long-term and short-term goals for Big Lake Schools.



Strategic Plan

Long term goals (5-7 years)



BIG LAKE SCHOOLS
STRATEGIC PLAN
2022-2027



BELIEF STATEMENTS

We believe:

- High expectations inspire high achievement and lifelong learning.
- Learning occurs best in a safe, healthy, and positive environment.
- Excellence in academics, athletics, and the arts is important in creating well-rounded citizens.
- Preparing learners for the future is an innovative and evolving process.
- Collaboration with parents and families to promote success.
- In the five core values of the Hornet Way:
 - Respect - Be considerate of self, other people, and other people's beliefs and property
 - Honesty - Be truthful
 - Kindness - Be caring, friendly, and helpful
 - Responsibility - Be dependable and accountable
 - Fairness - Be committed to the just treatment of others

MISSION STATEMENT

Our mission is to challenge, educate, and inspire all students to reach their highest level of achievement in academics, athletics, and the arts.

VISION STATEMENT

High expectations - Exceptional results

STRATEGIC PLAN FOCUS AREAS

Student Support

Staff Support

Family & Community Engagement

FOCUS AREAS	GOALS	OBJECTIVES
Student Support	Goal 1: We will achieve the goals of the World's Best Workforce [WBWF] for all students in the school district (Student Achievement).	Objective 1: The District will annually evaluate the success of meeting the five goals of the WBWF: <ul style="list-style-type: none"> All children are ready for school. All third-graders can read at grade level. All racial and economic achievement gaps between students are closed. All students are ready for career and college. All students graduate from high school.
	Goal 2: We will provide equitable opportunities and welcoming environments that engage each learner in reaching their full potential.	Objective 2.1: The district will foster an environment of innovative learning that ignites high academic opportunities. Objective 2.2: The district will develop a District Inclusion and Equity Statement. Objective 2.3: Using the developed Inclusion and Equity Statement, the district will develop policies, procedures, and practices that are inclusive and equitable for each student.
	Goal 3: We will ensure a safe, positive, and welcoming environment where students are respected and can thrive and contribute as global citizens.	Objective 3.1: The district will help all students reach their goals and positively contribute to their current and future community, while holding students accountable for their actions. Objective 3.2: The district will develop the whole child by explicitly teaching and embedding strategies to build resiliency, understand and manage emotions, develop a healthy sense of self and social awareness , establish and maintain positive relationships , make responsible decisions , and embrace diversity with respect for others through social and emotional learning. Objective 3.3: The district will continue to develop a sense of belonging through the 5 core values of the Hornet Way: respect (self-management), honesty (self-awareness), kindness (relationship skills), fairness (social awareness), responsibility (responsible decision-making). Objective 3.4: The district will increase access to mental health supports for students showing needs.
Staff Support	Goal 4: We will recruit & retain a highly qualified workforce.	Objective 4.1: The district will ensure recruitment efforts are in place and centered on partnerships with educational institutions. Objective 4.2: The district will refine student teaching practices to afford opportunities to engage in all aspects of teaching roles. Objective 4.3: The district will cultivate passion and utilize staff talents to best support students. Objective 4.4: The district will develop practices that will recruit and increase the diversity of staff to better represent our student population.
	Goal 5: We will ensure all staff have access to high quality, real time professional development that supports their growth as an educator and impacts student success.	Objective 5.1: The district will train staff on identifying and eliminating barriers that prevent students from learning at their highest potential. Objective 5.2: The district will train staff on appropriate behavior management strategies. Objective 5.3: The district will provide professional development that is developmentally appropriate, while still creating pathways for our students. Objective 5.4: The district will provide a guaranteed viable curriculum. Objective 5.5: The district will receive and use staff feedback in developing future professional development.
	Goal 6: We will create a positive environment in which our staff culture is one where all staff feel universally supported.	Objective 6.1: The district will prioritize staff wellbeing through creating welcoming and respectful learning environments, prioritizing collaboration and offering coaching & support Objective 6.2: Using the definition from Objective 2.2, the district will provide professional development for staff. Objective 6.3: The district will build optimal environments for all staff to create positive, supportive collegial relationships that align with district values.

FOCUS AREAS	GOALS	OBJECTIVES
Family & Community Engagement	Goal 7: We will grow and maintain two-way relationships with stakeholders to further community support and value in our district.	Objective 7.1: The district will work to continually engage and partner with families and the community to further support and develop our students. Objective 7.2: The district will ensure community feedback is wanted and used.
	Goal 8: We will ensure that our communication and our thinking is strategic, methodical, and transparent in all we do.	Objective 8.1: The district will utilize various media to ensure that the district's goals, mission, and programs are accurately told. Objective 8.2: The district will ensure coordinated communications, both internally and externally, regarding critical safety issues and crisis management.
	Goal 9: We will support district programs and objectives through creative marketing techniques.	Objective 9.1: The district will develop, grow, and maintain collaborative relationships with all stakeholders to strengthen support for Big Lake Schools. Objective 9.2: The district will establish tactics to grow community pride and trust in the district.
	Goal 10: We will develop facilities and operations plans that support our district mission.	Objective 10.1: The district will maximize use of current district spaces to respond to community needs, and configurations that support ongoing connection to school. Objective 10.2: The district will ensure that proper spaces and staffing are available for innovative education experiences. Objective 10.3: The district will determine what more is needed in respect to space and facilities after current facilities are maximized.



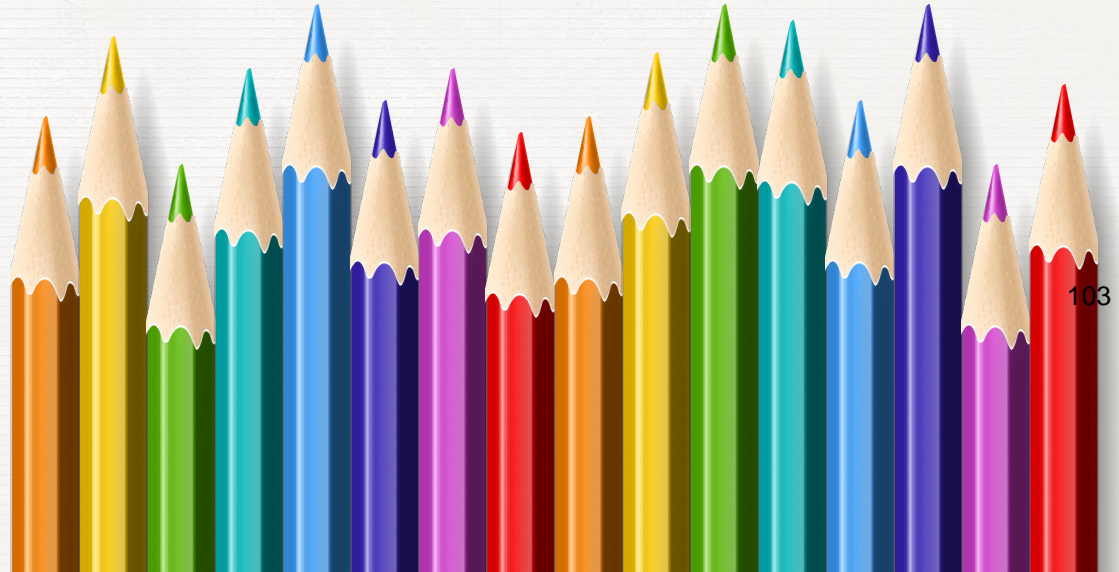
World's Best Workforce Goals

[Minnesota Statutes, section 120B.11](#)



District Focus Goals

Goals for 2022-2023



District Student Support Goal

Achievement/Literacy Goal: Certified staff will receive professional development and routinely implement evidence-based practices on effective vocabulary instruction throughout the 2022-23 school year.

Measured by:

- ✘ Attendance
- ✘ Agendas
- ✘ Reflections
- ✘ Walk Throughs
- ✘ PGPs

SP Obj. 1; 2.1; 3.1 WBWF Goals



District Student Support Goal

SEL Goal: Big Lake Schools will continue to develop, support, and engage in the culture of the Hornet Way.

Measured by:

- ✘ PBIS reporting tools
- ✘ Behavior Data
- ✘ Walk Throughs
- ✘ PGPs
- ✘ PBIS lessons
- ✘ SEL resources

SP Obj. 1; 3.1; 3.2;3.3 WBWF Goals



District Staff Support Goal

Staff Support: During the 2022-2023 school year, Big Lake Schools will increase the instructional capacity of our educators by engaging in high quality professional development.

Measured by:

- ✘ Attendance
- ✘ Agendas
- ✘ PD Schedule
- ✘ PGPs
- ✘ Walk Throughs

SP Obj. 1; 5.2 WBWF Goals



District Family & Community Engagement Goal

Family & Community Engagement: The district will work to continually engage with families and the community to further support and develop our students.

Measured by:

- ✘ Call Logs
- ✘ Events
- ✘ Seesaw & Otus Metrics/Parent Communication
- ✘ Conferences
- ✘ Get To Know You/Assessment Days
- ✘ Community/school committees

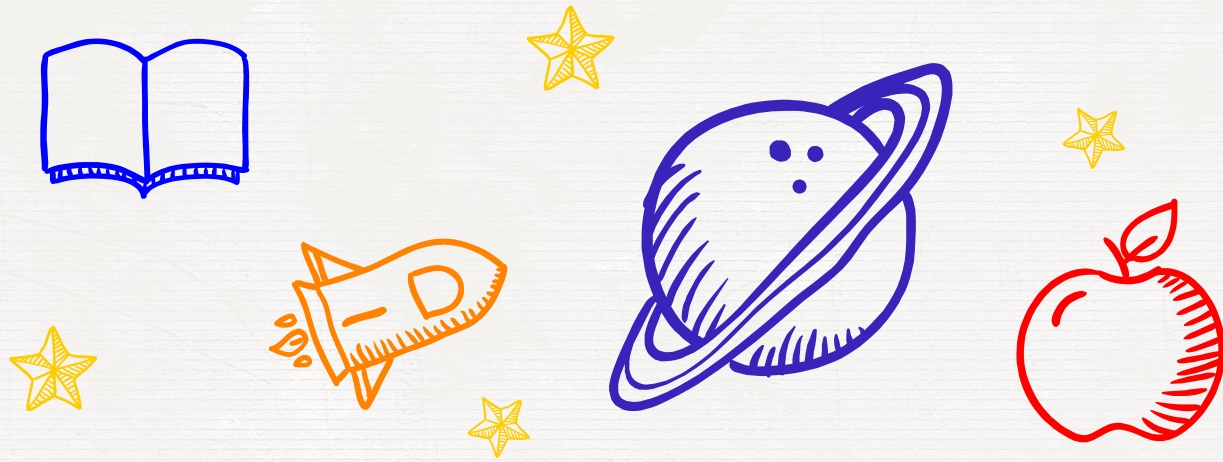
SP Obj. 1; 7.1 WBWF Goals



FOCUS AREAS	GOALS	OBJECTIVES
Student Support	Goal 1: We will achieve the goals of the World's Best Workforce [WBWF] for all students in the school district (Student Achievement).	Objective 1.1: The District will annually evaluate the success of meeting the five goals of the WBWF: <ul style="list-style-type: none"> All children are ready for school. All third-graders can read at grade level. All racial and economic achievement gaps between students are closed. All students are ready for career and college. All students graduate from high school.
	Goal 2: We will provide equitable opportunities and positive learning environments that engage each learner in reaching their full potential.	Objective 2.1: The district will foster an environment of innovative learning that ignites high academic opportunities. Objective 2.2: The district will develop a District Inclusion and Equity Statement. Objective 2.3: Using the developed Inclusion and Equity Statement, the district will develop policies, procedures, and practices that are inclusive and equitable for each student.
	Goal 3: We will ensure a safe, positive, and welcoming environment where students are respected and can thrive and contribute as global citizens.	Objective 3.1: The district will help all students reach their goals and positively contribute to their current and future community, while holding students accountable for their actions. Objective 3.2: The district will develop the whole child by explicitly teaching and embedding strategies to build resiliency, understand and manage emotions, develop a healthy sense of self and social awareness , establish and maintain positive relationships , make responsible decisions , and embrace diversity with respect for others through social and emotional learning. Objective 3.3: The district will continue to develop a sense of belonging through the 5 core values of the Hornet Way: respect (self-management), honesty (self-awareness), kindness (relationship skills), fairness (social awareness), responsibility (responsible decision-making). Objective 3.4: The district will increase access to mental health supports for students showing needs.
Staff Support	Goal 4: We will recruit & retain a highly qualified workforce.	Objective 4.1: The district will ensure recruitment efforts are in place and centered on partnerships with educational institutions. Objective 4.2: The district will refine student teaching practices to afford opportunities to engage in all aspects of teaching roles. Objective 4.3: The district will cultivate passion and utilize staff talents to best support students. Objective 4.4: The district will develop practices that will recruit and increase the diversity of staff to better represent our student population.
	Goal 5: We will ensure all staff have access to high quality, real time professional development that supports their growth as an educator and impacts student success.	Objective 5.1: The district will train staff on identifying and eliminating barriers that prevent students from learning at their highest potential. Objective 5.2: The district will train staff on appropriate behavior management strategies. Objective 5.3: The district will provide professional development that is developmentally appropriate, while still creating pathways for our students. Objective 5.4: The district will provide a guaranteed viable curriculum. Objective 5.5: The district will receive and use staff feedback in developing future professional development.
	Goal 6: We will create a positive environment in which our staff culture is one where all staff feel universally supported.	Objective 6.1: The district will prioritize staff wellbeing through creating welcoming and respectful learning environments, prioritizing collaboration and offering coaching & support Objective 6.2: Using the definition from Objective 2.2, the district will provide professional development for staff. Objective 6.3: The district will build optimal environments for all staff to create positive, supportive collegial relationships that align with district values.

FOCUS AREAS	GOALS	OBJECTIVES
Family & Community Engagement	Goal 7: We will grow and maintain two-way relationships with stakeholders to further community support and value in our district.	Objective 7.1: The district will work to continually engage and partner with families and the community to further support and develop our students. Objective 7.2: The district will ensure community feedback is wanted and used.
	Goal 8: We will ensure that our communication and our thinking is strategic, methodical, and transparent in all we do.	Objective 8.1: The district will utilize various media to ensure that the district's goals, mission, and programs are accurately told. Objective 8.2: The district will ensure coordinated communications, both internally and externally, regarding critical safety issues and crisis management.
	Goal 9: We will support district programs and objectives through creative marketing techniques.	Objective 9.1: The district will develop, grow, and maintain collaborative relationships with all stakeholders to strengthen support for Big Lake Schools. Objective 9.2: The district will establish tactics to grow community pride and trust in the district.
	Goal 10: We will develop facilities and operations plans that support our district mission.	Objective 10.1: The district will maximize use of current district spaces to respond to community needs, and configurations that support ongoing connection to school. Objective 10.2: The district will ensure that proper spaces and staffing are available for innovative education experiences. Objective 10.3: The district will determine what more is needed in respect to space and facilities after current facilities are maximized.



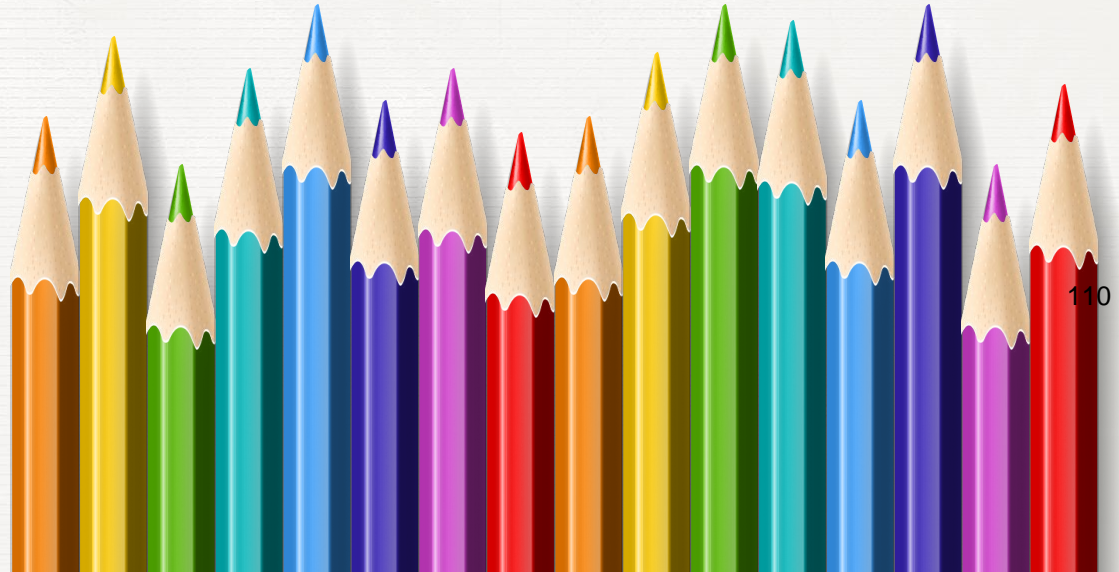


Building Goals

Building Goals to support the District Goals.



Liberty Elementary Building Goals



Liberty Elementary Building Goals

Student Support: All teachers will receive evidence based training on ways to consistently infuse Tier 2 and Tier 3 vocabulary instruction, including but not limited to, Foundations, Heggerty, high quality read-alouds & PBIS.

Staff Support: PBIS & Caring school Community will be implemented throughout Liberty Elementary School.

Family & Community Engagement: Liberty staff will enhance communication with families through multiple modes: Website, Seesaw, email, mailings, and personal connection.



Independence Elementary STEM Building Goals



Independence Elementary STEM Building Goals

Student Support:

1. Teachers will build on their current toolbox and increase their use of the Engineering Design Process by creating three new EDP lessons. In addition, teachers will increase their implementation of Performance Tasks/Assessments by creating two new Performance Tasks/Assessments.
2. During the 2022-2023 school year, Independence Elementary STEM will continue to implement targeted literacy practice through routine implementation of vocabulary PD into daily instructional practices.
3. During the 2022-2023 school year, Independence Elementary STEM will continue our PBIS implementation with a focus on decreasing the number of behavior referrals in our non-classroom settings.
4. During the 2022-2023 school year, Independence Elementary STEM will continue to improve upon our caring school and community implementation.

Staff Support:

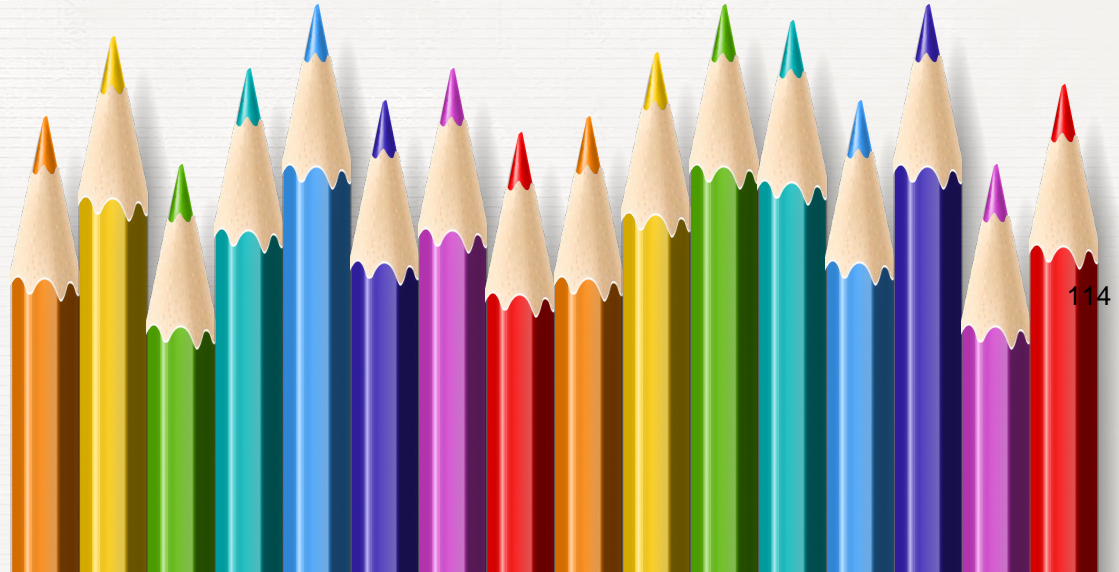
During the 2022-2023 school year, Independence Elementary STEM will increase the capacity of our educators by engaging in high quality professional development in STEM (following the Year 4 implementation plan) as well as Foundations (for literacy teachers in grades three and four).

Family & Community Engagement:

During the 2022-2023 school year, Independence Elementary STEM will implement a new student and family orientation night.



Middle School Building Goals



Middle School Building Goals



Student Support:

BLMS will continue to develop, support, and engage in showing Hornet PRIDE as we follow the Hornet Way.

BLMS staff will receive professional development and routinely implement evidence based practices on vocabulary instruction.

Staff Support:

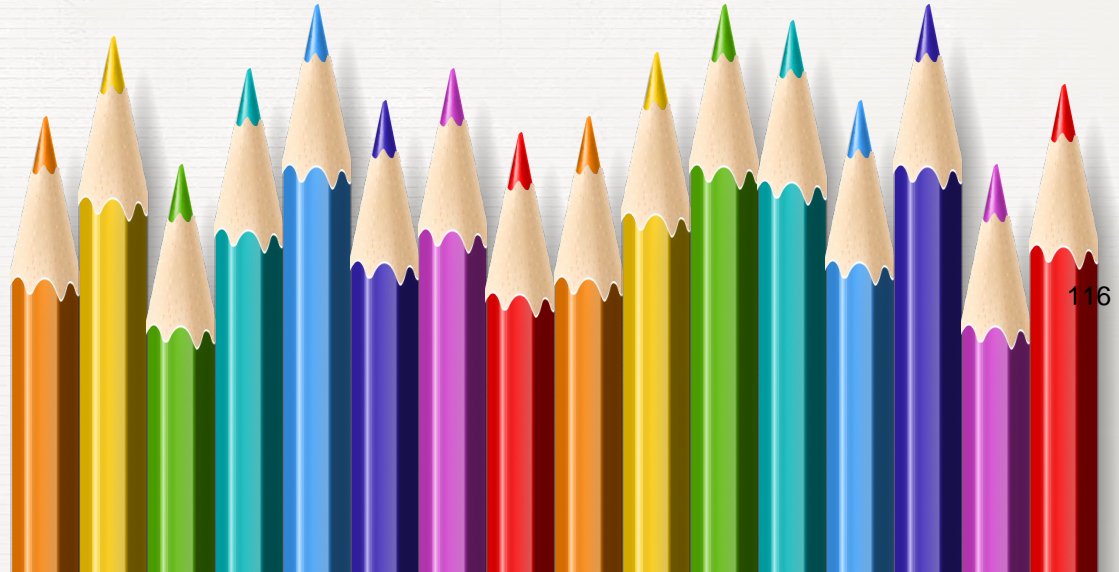
During the 2022-2023 school year, BLMS will increase the instructional capacity of our educators by engaging in high quality professional development on specified days and through individual PLCs.

Family & Community Engagement:

BLMS will work to continually engage and partner with families through multiple means to support and develop our students.



High School Building Goals



High School Building Goals

Student Support:

Certified Staff will engage in professional learning during PLC's to explore SEL curriculum to continually foster a positive classroom and school culture. Certified Staff will help students to prepare for career and college readiness.

Staff Support:

Certified Staff will engage in high-quality professional development and then work to craft ways to implement literacy strategies within their classrooms. Certified Staff will routinely share literacy strategies they have implemented with their PLC.

Family & Community Engagement:

All Certified Staff will complete and turn in monthly communication logs. The HS will use a hybrid model for conferences.





Thanks!

Any questions?

Minda Anderson

Assistant Superintendent of Teaching & Learning

m.anderson@biglakeschools.org

763-262-5105

DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district. School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.
- B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION AND REVIEW OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a meeting after the two meetings at which public input was received. The policy will be effective on the latter of the date of passage or the date stated in the motion.
- C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF AND ACCESS TO POLICY

- A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. ~~Each school board member shall have access to school district policies. A copy of the school district policies shall be available online and in the district office placed in the office of each school attendance center and in the central school district office and shall be available for reference purposes to other interested persons. Manuals shall be available in the central office and the district website and made available for reference purposes to other interested persons. The policy manual shall also be available on the district website.~~
- C. The superintendent, ~~and~~ employees designated by the superintendent, ~~and individual school board members~~ shall be responsible for keeping the policy ~~manuals~~ current.
- D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. ~~In addition, the school board shall review the following policies annually: 506 Student Discipline; 722 Public Data Requests; and 806 Crisis Management Policy.~~
- E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the ~~mission~~, educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists. ~~(See policy #210 for a definition of conflict of interest.)~~
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.
2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.
5. Work through the superintendent – not over or around the superintendent.
6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

- D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:
1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
 2. Attempt to obtain adequate financial support for the school district's programs.
 3. Insist that business transactions of the school district be ethical and open.
 4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.
- E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:
1. Hold the superintendent responsible for the administration of the school district.
 2. Give the superintendent authority commensurate with his or her responsibilities.
 3. Assure that the school district will be administered by the best professional personnel available.
 4. Consider the recommendation of the superintendent in hiring all employees.
 5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
 6. Insist the superintendent keep the school board adequately informed at all times.
 7. Offer the superintendent counsel and advice.
 8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.
 9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.
 10. Present any personal criticisms of employees to the superintendent.
 11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.
- F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:
1. Comply with all federal, state, and local laws relating to my work as a school board member.
 2. Comply with all school district policies as adopted by the school board.
 3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
 4. Recognize that school district business may be legally transacted only in an open meeting of the school board.
 5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
 6. Take no private action that will compromise the school board or administration.
 7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: None



CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minnesota Statute chapter 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the **school board minutes**. ~~of the school board~~. Disclosure ~~must~~ **shall** be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and ~~must need~~ only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;
 - 3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
 - 4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board ~~must~~ **shall** authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member ~~must~~ **shall** file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;

- (3) The contract price;
- (4) The reasonable value;
- (5) The interest of the school board member in the contract; and
- (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.

5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting ~~where at which~~ all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee ~~where only if~~ there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$820,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting ~~where at which~~ all school board members are present, that employment ~~must be is~~ immediately terminated and that school board member ~~will have has~~ no further rights to employment while serving as a school board member in the school district.
- D. The school board may contract with a class of school district employees, such as teachers or custodians, ~~where when~~ the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. ~~In order F~~ For the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting ~~where-in which~~ the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

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

V. CONFLICTS PRIOR TO TAKING OFFICE

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

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of

such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

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

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 209 (Code of Ethics)

EMPLOYEE PUBLICATIONS, INSTRUCTIONAL MATERIALS, INVENTIONS, AND CREATIONS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, computer program, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment and for two (2) years thereafter. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

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

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

Cross References: None



DRUG AND ALCOHOL TESTING

I. PURPOSE

Rationale:

- 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 ~~which that~~ 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 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 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. 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 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 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

[Note: Federal regulations require that school districts provide materials to bus drivers explaining the school district's policies and procedures and the federal requirements with respect to the mandatory drug and alcohol testing of bus drivers. 49 Code of Federal Regulations section 382.601. Most of the required information is contained within this model policy. Additional materials to be provided to employees are described in Paragraph 2. of Section C.]

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 controlled substance problem (the driver's or a coworker's); and available methods

of intervening when an alcohol or 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 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.

[Note: The federal regulations require a school district to obtain a signed statement from each driver certifying that he or she received a copy of these materials. 49 Code of Federal Regulations section 382.601(d). The original signed certificate must be maintained by the school district and a copy may be provided to the driver.]

D. Alcohol and Controlled Substances Testing Program Manager

[Note: School districts are required by federal regulations to designate a person to answer driver questions about the policy and the education materials described in Section C. above and to notify the drivers of the designation. 49 Code of Federal Regulations section 382.601(b)(1).]

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

[Note: The specific prohibitions for drivers are contained, in large part, in 49 Code of Federal Regulations sections 382.201-382.215.]

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 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 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 that prohibit 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

[Note: Consequences for drivers engaging in alcohol-related conduct are described in the federal regulations. 49 Code of Federal Regulations section 382.505.]

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 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

[Note: School districts must utilize the U.S. DOT Drug & Alcohol Clearinghouse ("Clearinghouse") to conduct pre-employment queries, annual queries, and reports regarding CDL holders who operate CMVs on public roads (including school bus drivers) and who are covered by the Federal Motor Carrier Safety Administration (FMCSA) Drug and Alcohol Testing Program. In addition to utilizing the Clearinghouse, school districts must continue to comply with the alcohol and controlled substance testing required under Title 49 of the Federal Regulations.]

1. Pre-Employment Testing

[Note: 49 Code of Federal Regulations section 382.301 details the requirements for 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.

[Note: A school district is permitted, but not required, to conduct pre-employment testing for the use of alcohol. If a school district elects to require pre-employment testing for alcohol, it should include the bracketed text in Subparagraph a., above, and test all applicants uniformly.]

- b. Tests shall be conducted only after the applicant has received a conditional offer of employment.
- c. 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.

[Note: Federal regulations require school districts to inquire about, obtain, and review alcohol and controlled substances information from prior employers pursuant to a driver's written authorization, prior to the time a driver performs safety-sensitive functions, if feasible. 49 Code of Federal Regulations section 382.413 and 49 Code of Federal Regulations section 40.25. If not feasible, school districts must not permit the employee to perform safety-sensitive functions for more than thirty (30) days from the date a safety-sensitive function was performed unless the school districts make good faith efforts to obtain the information and to make a record of those efforts to be retained in the driver's qualification file.]

- 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

[Note: 49 Code of Federal Regulations section 382.303 governs post-accident testing of drivers.]

- 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

[Note: 49 Code of Federal Regulations section 382.305 governs random testing of drivers.]

- a. The school district shall conduct tests on a random basis at unannounced times throughout the year, as required by the federal regulations.

[Note: The Federal Highway Administration (FHWA) set the random alcohol selection and testing rate at 10% of the average number of driver positions and evaluates this minimum percentage each year. School districts can elect to stay at the 1998 level of 25% (or a higher percentage) if they do not want to monitor the minimum annual percentage rate set by the FHWA. The random controlled substances selection and testing rate has remained at 50% each year and has not been lowered to 25% as is possible under the 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

[Note: 49 Code of Federal Regulations section 382.307 governs reasonable suspicion testing of drivers.]

- 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, 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.

[Note: 49 Code of Federal Regulations sections 382.309, 40.23(d) and 40.305 govern return-to-duty testing.]

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.

[Note: 49 Code of Federal Regulations sections 382.311, 40.307 and 40.309 govern follow-up testing.]

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

[Note: Consequences for refusals to submit to required drug and alcohol tests are addressed generally in 49 Code of Federal Regulations sections 40.191, 40.261 and 382.211. They are more specifically addressed in 49 Code of Federal Regulations sections 382.501-382.507 and in 49 United States Code section 521(b).]

- 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 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

[Note: The Federal Drug Testing Custody and Control Form (CCF) must be used to document every urine collection required by the DOT drug testing program. 49 Code of Federal Regulations section 40.45.]

- 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

[Note: The DOT Alcohol Testing Form (ATF) must be used for every DOT alcohol test. 49 Code of Federal Regulations section 40.225.]

- 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.

[Note: The limitation on discharge in Paragraph 2., below, is contained solely in Minnesota law. State law is preempted by federal laws and regulations as it relates to drivers of commercial motor vehicles (such as bus drivers). See Minnesota Statutes section 221.031, Subd. 10. Nevertheless, school districts may decide to comply with the state law requirements for various reasons (such as to treat all school district employees equally since employees subject to testing only under state law are accorded these additional rights). Consultation with the school district's legal counsel is recommended.]

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 [***name, address, telephone number***], 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.

[Note: The federal recordkeeping requirements for school districts are detailed in the federal regulations, 49 Code of Federal Regulations sections 382.401 et seq. and 40.331. The DOT publishes a guide to the recordkeeping requirements of mandatory drug and alcohol testing for persons with a commercial driver's license as part of its Alcohol & Drugs: DOT Compliance Manual.]

2. The required records shall be retained for the following minimum periods:

Basic records	5 years
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“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
Alcohol and controlled substance collection procedures	
Negative and cancelled 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.

[Note: Subparagraphs b. and c., below, are based on the provisions of 49 Code of Federal Regulations section 40.289.]

- 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.

[Note: School districts are not required to comply with state law governing drug and alcohol testing when the individuals are subject to the federal laws and regulations (i.e., bus drivers). If a school district, after consultation with legal counsel, chooses to comply voluntarily with these requirements, Subparagraph b., above, can be modified as follows:

b. The school district will offer a driver an opportunity to return to a DOT safety-sensitive duty following an employee's first positive test result on a confirmatory test if no reasons independent of the first test result for discharge exist. Otherwise, the school district may choose, but 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.

[Note: When the testing of drivers complies with federal testing requirements and procedures, school districts clearly are exempt from the state drug and alcohol testing requirements in Minnesota Statutes, sections 181.950-181.957. See Minnesota Statutes section 221.031, subdivision 10. When testing beyond the federally mandated requirements, however, school districts still must comply with state law.]

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 EMPLOYEES

The school district may request or require drug and alcohol testing for 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 the 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 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 that** 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 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 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 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 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 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 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.

Rationale:

- ~~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 Minn. Stat. §§ 181.950-181.957.~~

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:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)



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**, toxic substances, medical cannabis, **nonintoxicating cannabinoids (including edible cannabinoid products)**, and **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, 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

~~The use, possession, manufacturing, selling, distributing, delivering, exchanging or intending to sell, deliver, exchange or distribute any controlled substance, over-the-counter drugs or inhalant is prohibited in all school facilities, grounds, events and vehicles. Possession with intent to distribute or sell look-alike chemicals or drugs, drug paraphernalia, prescription drugs, inhalants, substances that look like chemicals is prohibited in all school facilities, grounds, events and vehicles.~~

~~The use, possession, selling, distributing, delivering, exchanging or intending to sell, deliver exchange or distribute alcohol or any intoxicating substance in all school facilities, grounds, events and vehicles is prohibited.~~

III. DEFINITIONS

- A. “Alcohol” includes any alcoholic beverage, ~~malt beverage, fortified wine, or other intoxicating liquor.~~ containing more than one-half of one percent alcohol by volume.
- 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 **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; (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. to be in possession of alcohol, narcotic or controlled substances if they are in an area where such substances are present. Positive results on a urinalysis or Breathalyzer will be considered under the influence.~~
- 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 ~~State of Minnesota~~ **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. Legitimate use of prescription medications is governed by Policy 516—Medications.~~
- ~~C. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.~~
- ~~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. 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.~~

V. PROCEDURES

~~Employees are subject to the school district's drug and alcohol testing policies and 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 Minnesota Statutes section 624.701, subdivision 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.

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.

~~VI. Instructional Programming~~

~~A. Students~~

~~Every school shall provide an instructional program in chemical abuse and the prevention of chemical dependency. The Big Lake District may involve parents, students, health care professionals, state department staff, and members of the community in developing the curriculum.~~

~~B. Employees~~

1. ~~The superintendent or designee shall undertake and maintain a drug-free awareness and prevention program to inform employees, students, and others about:~~
 - a) ~~The dangers and health risks of chemical abuse in the workplace/school.~~
 - b) ~~The Big Lake School District's drug-free workplace/drug-free school policy.~~
 - e) ~~Any available drug or alcohol counseling, treatment, rehabilitation, re-entry, and/or assistance programs available to employees and/or students~~

- ~~d) The penalties that may be imposed on employees for drug abuse violations.~~
- ~~2. The superintendent or designee shall notify any federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice of a conviction of an employee for a criminal drug statute violation occurring in the workplace. To facilitate the giving of such notice, any employee aware of such a conviction shall report the same to the superintendent.~~
- ~~3. 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.~~

~~VII. Student Consequences for Policy Violations~~

~~A. In the event that a student is abusing, possessing, transferring, distributing, or selling chemicals in a school location:~~

- ~~1. The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.~~
- ~~2. The Big Lake School District will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, initiation of expulsion proceedings, and/or referral to a detoxification center or medical center.~~
- ~~3. If a Big Lake School District employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:
 - ~~a) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents, or providing a meeting between a single member of the team and the student to discuss the behaviors that have been reported and attempting to ascertain facts regarding chemical abuse.~~
 - ~~b) The team may determine there is no chemical abuse. If the team determines there is chemical abuse, the team will select an appropriate course of action, which may include referral to a school counselor; referral to a treatment program; referral for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.~~~~
- ~~4. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals shall be suspended in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minn. Stat. § 121A.40-121A.56, and proposed for expulsion.~~
- ~~5. Searches by school district officials in connection with the abuse, possession, transfer, distribution, or sale of chemicals will be conducted in accordance with school board policies related to search and seizure.~~

~~B. Data Practices~~

~~Student data may be disclosed without consent in health and safety emergencies pursuant to Minn. Stat. § 13.32 and applicable federal law and regulations.~~

~~VIII.—Employee Consequences for Policy Violations~~

~~Consequences for employee violations will follow district progressive discipline procedures.~~

~~**Rationale:** Big Lake Schools recognizes that the misuse of chemicals is a serious and harmful problem with legal, physical, emotional, and social implications for the entire school and surrounding community. Students and employees must be chemical free so that they can learn and work in the most productive and healthy manner.~~

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 (Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)
20 U.S.C. § 7101-7122 (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: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 516 (Student Medication)



GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

~~Rationale:~~ The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The ~~Big Lake School District~~ school district recognizes that students, parents, and others may wish to show appreciation to school district employees. ~~The policy of the school district, however, the Big Lake School District is to discourage~~ gift-giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives, either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is “insignificant.”
- D. Teachers may accept, from publishers, free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the school district. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee’s employment with the school district.
- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, ~~or any school personnel~~ may not accept a gift from an interested person.

III. DEFINITIONS

- A. “Gift” means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or greater value being received in return.
- B. “Interested person” means a person or a representative of a person or association that has a direct financial interest in a decision ~~that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.~~
- C. “Financial interest” means any ownership or control in an asset which has

the potential to produce a monetary return.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

~~A. A violation of this policy occurs when any employee solicits, accepts, or receives, either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.~~

~~B. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature. The superintendent has discretion to determine what value is “insignificant.”~~

~~**Rationale:** The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.~~

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: MSBA/MASA Model Policy 209 (Code of Ethics)
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)

WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

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

~~I. General Statement~~

~~A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.~~

~~B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes; evaluation and reevaluation time; indirect services; management of IEPs; travel time, and other services required in the IEPs of eligible students.~~

II. DEFINITIONS

- A. Special Education Staff; Special Education Teacher
“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board of Teaching to instruct children with specific disabling conditions.
- B. Direct Services
“Direct services” means special education services provided by a special education teacher or a related service professional when the services are related to instruction, including cooperative teaching.
- C. Indirect Services
“Indirect services” means special education services provided by a special education teacher or a related service professional which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with ~~children with disabilities~~ the pupil to monitor and observe.
- D. Workload
“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

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

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

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

~~Rationale: This policy establishes general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.~~

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

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



~~DATA PRIVACY PROTECTION AND PRIVACY OF PUPIL SPECIFIC~~
~~DATA PROTECTION AND PRIVACY OF PUPIL RECORDS~~

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 United States Code section 1232g, *et seq.*, (Family Educational Rights and Privacy Act (FERPA)) 34 Code of Federal Regulations part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13, and Minnesota Rules parts 1205.0100-1205.2000.

III. DEFINITIONS

A. Authorized Representative

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

~~Directory Information includes the following information and is considered public data:~~

- ~~A. Student's name~~
- ~~B. Student's address~~
- ~~C. Age~~
- ~~D. Sex~~
- ~~E. Grade level~~
- ~~F. Dates of attendance~~
- ~~G. Participation in officially recognized activities~~
- ~~H. Weight and height of members of athletic teams~~
- ~~I. Degrees, honors and awards received~~
- ~~J. Any photograph, video or recording of a student's likeness~~

~~It does not include religion, race, color, or nationality. Dates of attendance means the period of time during which a student attends or attended a school in the district and does not include specific daily attendance records. Students may be videotaped/photographed as part of an academic or extra-curricular activity.~~

B. Biometric Record

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

Student Records

~~Records directly related to a student, which are maintained by Big Lake Schools. It does not include: the private records of licensed employees; records of a student resulting from employment by Big Lake Schools; records relating to a student created by a professional or paraprofessional not employed by the Big Lake Schools, subject to further definition under the Family Educational Rights and Privacy Act records only containing data about a student after she or he is no longer a student at Big Lake Schools; records of instructional, supervisory and administrative personnel or support staff which are maintained by the maker of the record, are not shared with anyone else and which are destroyed at the end of the school year; or law enforcement records which are maintained solely for law enforcement purposes separately from school records and which are disclosed only to law enforcement officials. Records may be kept in a variety of mediums such as handwriting, print, tape, film, microfilm, CD, or tape.~~

C. Dates of Attendance

"Dates of attendance," as referred to in "Directory Information," means the period of time during which a student attends or attended a school or schools in the school district, including attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunications technologies for students who are not in the classroom, and including the period during which a student is working under a work-study program. The term does not include specific daily records of a student's attendance at a school or schools in the school district.

~~Eligible Student~~

~~A student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.~~

D. Directory Information

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

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

[Note: This definition includes all of the types of information specifically referenced by state and federal law as directory information. A school district may choose not to designate some or all of the enumerated information as directory information. A school district also may add to the list of directory information, as long as the added data is not information that generally would be deemed as an

invasion of privacy or information that references the student's religion, race, color, social position, or nationality. Federal law now allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. The identity of those parties and/or purposes should be identified. To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. Designation of directory information is an important policy decision for the local school board who must balance not only the privacy interests of the student against public disclosure but also the additional administrative requirements such restrictions on disclosures will place on the school district.]

Dependent Student

~~A student who is a full-time student at an educational institution at least five (5) months during the parent's taxable year.~~

E. Education Records

1. What constitutes "education records." Education records means those records that are: (1) directly related to a student; and (2) maintained by the school district or by a party acting for the school district.
2. What does not constitute education records. The term "education records" does not include:
 - a. Records of instructional personnel that are:
 - (1) kept in the sole possession of the maker of the record;
 - (2) used only as a personal memory aid;
 - (3) not accessible or revealed to any other individual except a temporary substitute teacher; and
 - (4) destroyed at the end of the school year.
 - b. Records of a law enforcement unit of the school district, provided education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:
 - (1) maintained separately from education records;
 - (2) maintained solely for law enforcement purposes; and
 - (3) disclosed only to law enforcement officials of the same jurisdiction.
 - c. Records relating to an individual, including a student, who is employed by the school district which:
 - (1) are made and maintained in the normal course of business;
 - (2) relate exclusively to the individual in that individual's capacity as an employee; and
 - (3) are not available for use for any other purpose.However, records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student are education records.
 - d. Records relating to an eligible student, or a student attending an institution of post-secondary education, that are:
 - (1) made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
 - (2) made, maintained, or used only in connection with the provision of treatment to the student; and
 - (3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.

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

~~Legitimate Educational Interest~~

~~Includes a person's need to know in order to (a) perform an administrative task required in the school or the employee's contract or job description, (b) perform an instructional or supervisory task directly related to a student's education, (c) perform a service or benefit for the student or the student's family or (d) perform a task directly related to responding to a request for data.~~

F. Education Support Services Data

"Education support services data" means data on individuals collected, created, maintained, used, or disseminated relating to programs administered by a government entity or entity under contract with a government entity designed to eliminate disparities and advance equities in educational achievement for youth by coordinating services available to participants, regardless of the youth's involvement with other government services. Education support services data does not include welfare data under Minnesota Statutes section 13.46.

Unless otherwise provided by law, all education support services data are private data on individuals and must not be disclosed except according to Minnesota Statutes section 13.05 or a court order.

~~Parent~~

~~Includes a natural parent, a guardian or an individual acting as a parent in the absence of a parent or guardian. Big Lake Schools will presume that the parent has the authority to exercise the rights set out in this policy unless there is a state law or court order, which provides to the contrary.~~

G. Eligible Student

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

~~Personally Identifiable~~

~~The data or information such as the name of the student, address, social security number, personal information or other information that would make the student's identity easily traceable.~~

H. Juvenile Justice System

"Juvenile justice system" includes criminal justice agencies and the judiciary when involved in juvenile justice activities

~~Responsible Authority~~

~~The Superintendent of Schools or his or her designee.~~

I. Legitimate Educational Interest

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

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

~~Student~~

~~Any youth who is or has been enrolled in a school in the school district, has applied for enrollment, or received shared time educational services from the school district.~~

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

~~School Official~~

~~Any person duly elected or appointed to the school board, any person employed by the school board, a consultant retained by the school board, such as an attorney, auditor, medical consultant, or data/computer consultant, or a police liaison officer.~~

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

~~Summary Data~~

~~Statistical records and reports derived from data on individuals but in which individuals are not identified or identifiable.~~

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

~~Data Practices Compliance Official~~

~~The Superintendent/designee. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.~~

- M. Responsible Authority
"Responsible authority" means *[designate title and actual name of individual]*.

~~General~~

~~State laws provide that all data collected, created, received, or maintained by a school district are public unless classified by state or federal law as private or confidential. State law classifies all educational data on students other than directory information maintained by a school district as private data. These data may not be disclosed to parties other than the parent or eligible student without consent except pursuant to a valid court order or certain state and federal statutes and regulations authorizing access.~~

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

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

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

- P. Summary Data
"Summary data" means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify the individual is ascertainable.
- Q. Other Terms and Phrases
All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

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

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

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

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

B. Eligible Students

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

C. Students with a Disability

The school district shall follow 34 Code of Federal Regulations sections 300.610-300.617 with regard to the privacy, notice, access, recordkeeping, and accuracy of information related to students with a disability.

~~Disclosure Information~~

~~A.—Disclosure of Directory Information~~

~~The school district may disclose directory information from the records of a student without the prior written consent of the parent of the student or eligible student under the following conditions. Prior to such disclosure, the school district must give public notice of the information it has designated as directory information, the right to refuse to allow disclosure of directory information, and the process for such refusal. If parents or eligible students request in writing that directory information not be disclosed, the district is prohibited from disclosing such information about those students.~~

~~B.—Disclosure of Private Records~~

~~With the exception of directory information, educational records relating to a particular student are classified as private data on individuals. The school district shall obtain the written consent of the parent of a student or the eligible student before disclosing personally identifiable information, other than directory information, from the records of a student with the exceptions as noted below:~~

~~Consent is not required where the disclosure is to a parent of a student who is not an eligible student or to the student. The school district can only disclose personally identifiable information from the education records of a student without written consent when the disclosure is:~~

- ~~1.—To school officials and their staffs within the school district provided that they have a legitimate educational interest in such records.~~
- ~~2.—To officials of other schools or school districts in which the student seeks or intends to enroll, including information about disciplinary action involving possession or use of a dangerous weapon. The record also shall include a copy of any notification given to staff of the student with a history of violent behavior as provided in Minnesota Stat. § 121A.64, and any probable cause notice or any disposition or court order under Minn. Stat. § 260B.171, unless the data are required to be destroyed under Minn. Stat. § 120A.22, Subd. 7© or § 121A.75. This provision shall serve as notice that the school district forwards education records on request to a school in which a student seeks or intends to enroll, and that the district will not further notify parents or eligible students prior to such a transfer. This provision shall also serve as notice that the education records forwarded to a school in which the student seeks or intends to enroll shall include notification of the student's history of violent behaviors, if any, and that the district will not further notify parents or eligible students prior to such a transfer. On request, the school district will provide the parent or eligible student with a copy of the education records, which have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with this policy~~
- ~~3.—To authorized state and federal officials as provided in federal and/or state statute.~~
- ~~4.—In connection with financial aid for which a student has applied or received.~~
- ~~5.—To accrediting organizations in order to carry out their functions.~~
- ~~6.—To organizations conducting studies for educational purposes provided that the studies are conducted in a manner, which will not permit the personal~~

~~identification of students or parents, by individuals other than official representatives of the organizations making the studies.~~

- ~~7. To parents of a dependent student or the parents of a student who is not an eligible student or the eligible student.~~
- ~~8. To comply with a judicial order or lawfully issued subpoena provided that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance.~~
- ~~9. To appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or others.~~
- ~~10. To military recruiting officers the names, addresses, and home telephone numbers of secondary students to military recruiting officers within 60 days after the request, unless a parent or eligible student has refused in writing to release this data to military recruiters~~
- ~~11. To appropriate health authorities as necessary to administer immunization programs and for bona fide epidemiologic investigations.~~
- ~~12. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored or endorsed by the school district.~~
- ~~13. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:
 - ~~a. As it concerns the ability of the system to effectively serve the student, limited information about a student, prior to adjudication, including: name, home address, phone number, date of birth, school schedule, attendance record, photographs, if any, and parents' names, home addresses and phone numbers; and~~
 - ~~b. The existence of the following information about a student, not the actual data or other information contained in the student's educational record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assault or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information. The written requests of the juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file.~~
 - ~~e. To the principal where the student attends, or to any school district employees, substitutes or volunteers who are in direct contact with the~~~~

~~student, if needed to avoid being needlessly vulnerable, information from a disposition order received by the Superintendent. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian. The principal must delete the peace officer's record from the student's educational record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the Superintendent of such action.~~

~~d. To school staff, notification of students with a history of violent behavior as defined in state law.~~

~~e. Certain records such as those containing child welfare reports pertaining to abused or battered children shall not be made available to parents. Reports made by the school district under Minn. Stat. § 626.556 shall be accessible only to appropriate welfare and law enforcement agencies. The subject individual may obtain a copy of the report from either the local welfare agency, county sheriff or the local police department as permitted by state law.~~

~~f. The school district may deny access to parents to their student's education records upon written request of the student if it determines denying parental access would be in the best interests of the student, considering the factors stated in state and federal laws.~~

~~g. Students shall not be entitled to access to private data concerning financial records and statements of the student's parents.~~

~~C. Procedure for Prohibiting the Distribution of Directory Information
Within thirty (30) days after annual public notice regarding directory information has been provided, the parent's or eligible student's written notice requesting nondisclosure of directory information shall be directed to the responsible authority and shall include the following:~~

~~1. Name of the student and/or parent, as appropriate.~~

~~2. Home address.~~

~~3. School presently attended by the student.~~

~~4. Parent's legal relationship to the student, if applicable.~~

~~5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.~~

~~D. Procedure for Refusing the Release of Data to Military Recruitment Officers:~~

~~To refuse the release of information to military recruiting officers, a parent or eligible student must notify the responsible authority, building principal,~~

~~in writing, by October 1 of each school year. The written request must include the following information:~~

- ~~1. Name of student and parent, as appropriate.~~
- ~~2. Home address.~~
- ~~3. Student's grade level.~~
- ~~4. School presently attended by student.~~
- ~~5. Parent's legal relationship to student, if applicable.~~
- ~~6. Specific category or categories of information, which are not to be released to military recruiters.~~
- ~~7. Specific category or categories of information, which are not to be released to the public, including military recruiters.~~

~~A parent or eligible student's refusal to release the above information to military recruiting officers does not affect the school district's release of directory information to the rest of the public, including military recruiting officers. In order to make any directory information about a student private, the procedures in section 1 of these rules also must be followed. Accordingly, to the extent the school district has designated the name, address, phone number, and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers. Data released to military recruitment officers may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military, and cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces.~~

~~E. Written Consent~~

~~The school district shall obtain a signed and dated written consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided in school district policy, or state or federal law. The written consent required by state and federal law must be signed and dated by the parent of the student or the eligible student giving the consent and shall include specification of the records to be disclosed.~~

- ~~1. The purpose(s) of the disclosure.~~
- ~~2. The party or class of parties to whom the disclosure may be made and if appropriate.~~
- ~~3. Termination date for the consent.~~

~~F. Disclosure of Confidential Records~~

~~Confidential records are those records and data contained therein which are not made public by state or federal law and are inaccessible to the student and his or her parents.~~

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

~~Data on individuals from outside agencies, classified as confidential by the outside agency, shall be treated as such by the school district.~~

~~G. Re-disclosure~~

~~Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is disclosed will not disclose the information to any other party without the proper written consent of the parent of the student or the eligible student.~~

~~H. Review of Stored Data~~

~~The school district shall permit the parent/guardian of a student who is or has been in attendance in the school district to inspect and review the education records of the student. The school district shall comply with such a request immediately, if possible, or within ten working days of the date the request is received, exclusive of Saturdays, Sundays and holidays.~~

~~The right to inspect and review education records under the preceding paragraph includes:~~

- ~~1. The right to responses from school district officials to reasonable requests for explanations and interpretations of the records.~~
- ~~2. The right to obtain copies of the records from the school district where failure of the school district to provide the copies would effectively prevent a parent or eligible student from exercising the right to inspect and review the education records.~~

~~Parents or eligible students wishing to inspect educational records shall submit to the school district a written request which identifies as precisely as possible the record or records to be inspected.~~

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

~~A record of review of education records pursuant to this section shall be recorded on a form attached to the student's file.~~

~~The cost of providing copies of records shall be borne by the parent or eligible student. The responsible authority may waive this fee in whole or in part if he or she determines that failure to do so would effectively prevent the parent or eligible student from exercising the right to inspect and review those records.~~

~~The school district reserves the right to make a charge for copies such as transcripts it forwards to potential employers or post-secondary educational institutions for employment or admissions purposes.~~

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required for Disclosure

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

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

6. Eligible Student Consent

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

B. Prior Consent for Disclosure Not Required

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

- 1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;
- 2. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:
 - a. performs an institutional service or function for which the school district would otherwise use employees;
 - b. is under the direct control of the school district with respect to the use and maintenance of education records; and
 - c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made;
- 3. To officials of other schools, school districts, or post-secondary educational institutions in which the student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer. The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, and with proper annual notice (see Section XIX.), suspension and expulsion information pursuant to section 7917 of the federal Every Student Succeeds Act, 20 United States Code section 7917, *[insert the following if the school district has a policy regarding Staff Notification of Violent Behavior by Students]* and, if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any probable cause notice or any disposition or court order under Minnesota Statutes section 260B.171, unless the data are required to be destroyed under Minnesota Statutes section 120A.22, subdivision 7(c) or section 121A.75. On request, the school district will provide the parent or eligible student with a copy of the education records that have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with Section XV. of this policy;

4. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or the Commissioner of the State Department of Education or his or her representative, subject to the conditions relative to such disclosure provided under federal law;

5. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:

- a. determine eligibility for the aid;
- b. determine the amount of the aid;
- c. determine conditions for the aid; or
- d. enforce the terms and conditions of the aid.

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

6. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:

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

7. To organizations conducting studies for or on behalf of educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization who have a legitimate interest in the information, the information is destroyed when no longer needed for the purposes for which the study was conducted, and the school district enters into a written agreement with the organization that: (a) specifies the purpose, scope, and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term, “organizations,” includes, but is not limited to, federal, state, and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to whom information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years;

8. To accrediting organizations in order to carry out their accrediting functions;

9. To parents of a student eighteen (18) years of age or older if the student is a dependent of the parents for income tax purposes;

10. To comply with a judicial order or lawfully issued subpoena, provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance therewith so that the parent or eligible student may seek protective action, unless the disclosure is in compliance with a federal grand jury subpoena, or any other subpoena issued for law enforcement purposes, and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed, or the disclosure is in compliance with an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code section

2332b(g)(5)(B), an act of domestic or international terrorism as defined in 18 U.S.C. § 2331, or a parent is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of the proceeding. If the school district initiates legal action against a parent or student, it may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the school district to proceed with the legal action as a plaintiff. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student's education records that are relevant for the school district to defend itself;

11. To appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health, including the mental health, or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to Section XIII.E. of this policy. In addition, an educational agency or institution may include in the education records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student;

12. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals;

13. Information the school district has designated as "directory information" pursuant to Section VII. of this policy;

14. To military recruiting officers and post-secondary educational institutions pursuant to Section XI. of this policy;

15. To the parent of a student who is not an eligible student or to the student himself or herself;

16. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted;

17. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students;

18. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:

a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, daily attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;

b. the existence of the following information about a student, not the actual data or other information contained in the student's education record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

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

19. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minnesota Statutes section 260B.171, subdivision 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or progress of the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian;

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

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

21. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements; or

22. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in 25 United States Code section 5304), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable

information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's education records.

C. Nonpublic School Students

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

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

VII. **RELEASE OF DIRECTORY INFORMATION**

A. Classification

Directory information is public except as provided herein.

B. Former Students

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

C. Present Students and Parents

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

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

[Note: Federal law allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. If the school district chooses to impose these limitations, it is advisable to add a new paragraph VII.C.1.d. that specifies that disclosures of directory information will be limited to specific parties and/or for specific purposes and identify those parties and/or purposes. To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. This is an important policy decision for the local school board which must balance not only the privacy interests of the student against public disclosure, but also the additional administrative requirements such restrictions will place on the school district.]

2. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district in writing that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in Section VI. of this policy.
 3. A parent or eligible student may not opt out of the directory information disclosures to:
 - a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or
 - b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.
 4. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in Section VI.A. of this policy if a student's social security number or other non-directory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.
- D. Procedure for Obtaining Nondisclosure of Directory Information
 The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:
1. Name of the student and/or parent, as appropriate;
 2. Home address;
 3. School presently attended by student;
 4. Parent's legal relationship to student, if applicable; and
 5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration

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

~~Request to Amend Records Procedures to Challenge Data~~

~~A. Request to Amend Student Records~~

~~The parent or guardian of a student or an eligible student who believes that information contained in the records is inaccurate, incomplete, misleading or violates the rights of a student may request that District 727 amend the records by the following procedure:~~

- ~~1. The request must be made in writing stating the portion of the records in question and specifying the correction desired.~~
- ~~2. Within a reasonable period of time, school district officials shall render a decision in writing stating whether or not the records will be altered.~~
- ~~3. If the district agrees to amend the records, it shall notify the parent of the student or the eligible student in writing. If the district refuses to amend the records, the parent or eligible student will be notified in writing of their right to place a statement in the record regarding the contested information or stating the reason they disagree with the school district, and will also be advised of their right to a hearing if requested in ten (10) working days after notification of refusal to amend the records.~~

- ~~4. If a hearing is requested, it shall be held within a reasonable period of time before a hearing officer or a disinterested school district official approved by the school board.~~
- ~~5. The decision of the hearing officer or school district official shall be served to each party. The responsible authority shall accept, reject, or modify the report of the hearing officer or school district official and issue a final decision or order a rehearing.~~
- ~~6. The final order of the responsible authority may be appealed in accordance with the applicable provisions of the State Administrative Procedures Act, Minnesota Statutes, Chapter 14, relating to contested cases.~~
- ~~7. A parent or eligible student may waive any rights provided herein. A waiver shall be not valid unless in writing and signed.~~

VIII. ~~Record Security~~ DISCLOSURE OF PRIVATE RECORDS

A. Private Records

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

B. Private Records Not Accessible to Parent

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

1. The responsible authority may deny access to private data by a parent when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:

- a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;
- b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;
- c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;
- d. whether the data in question is of such a nature that disclosure of it to the parent may lead to physical or emotional harm to the minor data subject; and
- e. whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes sections 144.341-144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private Records Not Accessible to Student

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

D. Military-Connected Youth Identifier

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

~~A. Responsible Authority~~

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

~~Each principal, subject to the supervision and control of the Superintendent, shall be the record manager for his or her school and shall have the responsibility for maintaining and securing the privacy of student records according to district policy.~~

~~The Director of Special Education Services shall be the manager for records of district students placed outside the school district in private residential facilities and in other Minnesota public school districts. The director shall also manage those records maintained by the district-wide staff and shall maintain and secure all such student records according to district policy.~~

~~B. Written Plan~~

~~Each building principal and the Director of Special Education services shall submit to the Superintendent a written plan for securing student records. The plan shall include a description of the records maintained.~~

- ~~1. Titles and addresses of specific person(s) responsible for the security of student records.~~
- ~~2. Location of student records.~~
- ~~3. Means of securing student records.~~
- ~~4. Procedures for access and disclosure.~~

~~The Superintendent shall examine all plans and certify in writing that they are in compliance with law and with this policy. Any proposed changes in plans are subject to approval by the Superintendent.~~

~~C. Access to Records~~

~~Each building principal and the Director of Special Education services shall maintain a record of each request for personally identifiable information from the education records of a student. The record shall indicate:~~

- ~~1. The names of persons who have requested personally identifiable information from the education records of a student.~~
- ~~2. The reasons these parties gave for requesting the information.~~
- ~~3. The dates of the requests.~~
- ~~4. Whether the request was granted, and if it was, the specific information given and the date access was permitted.~~

~~The above does not apply to requests by or disclosures to a parent or student, disclosures pursuant to the written consent of a parent or eligible student, disclosures to appropriate school officials, or disclosures of directory information. The record of requests and disclosures may be inspected by:~~

- ~~1. Parents or eligible students.~~
- ~~2. The responsible authority and those responsible for the custody of the records.~~
- ~~3. Persons authorized by law to audit the district's record keeping procedures.~~

~~IX. Rights of Parents/Guardians and Students-DISCLOSURE OF CONFIDENTIAL RECORDS~~

~~A. Confidential Records~~

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

~~B. Reports Under the Maltreatment of Minors Reporting Act~~

Pursuant to Minnesota Statutes Chapter 260E , written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The subject individual, however, may obtain a copy of the report from either the local welfare agency, county sheriff, or the local police department subject to the provisions of Minnesota Statutes Chapter 260E. Regardless of whether a written report is made under Minnesota Statutes Chapter 260E, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative Data

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

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

D. Chemical Abuse Records

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

~~A. Statement of Rights~~

~~Parents and eligible students have the following rights under this policy to inspect and review the student's education records:~~

- ~~1. To consent to disclosures of personally identifiable information contained in the student's education records, except where consent is not required for disclosure. To request the amendment of the student's education records.~~
- ~~2. To refuse release of secondary students' names, addresses, and home telephone numbers to military recruiting officers.~~
- ~~3. To file a complaint with the U.S. Department of Education for alleged violations of federal law.~~
- ~~4. To be informed about rights under the federal law.~~
- ~~5. To obtain a copy of this policy at the office of the Superintendent.~~

~~All rights of parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. However, the parents of an eligible student, who is also a dependent student, retain the right to gain access to the student's education records without first obtaining the student's consent.~~

~~The school district shall respond to any request of a student, an eligible student, or the parent of an eligible student who is also a dependent student to inspect and review education records immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays.~~

~~B. Annual Notification of Rights~~

~~The district shall give parents of students in attendance or eligible students in attendance annual notice in a manner reasonably likely to inform the parents and the students of their rights to inspect and review the student's education records and the procedure for inspecting and reviewing education records, and the right to seek amendment of the student's education records to ensure the records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records. A copy of record rights will be furnished to each student who enrolls in the district after the school year has started.~~

~~C. Complaints for Non-Compliance~~

~~Complaints regarding alleged violations of rights accorded parents and eligible students by 20 U.S.C. § 1232g, and the rules promulgated there under, shall be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605. A complaint filed under this section must contain specific allegations of fact giving reasonable cause to believe that a violation of federal law or rule has occurred.~~

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

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

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

A. The school district will release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if available, that may be released to military recruiting officers only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within sixty (60) days after the date of the request unless a parent or eligible student has refused in writing to release this data pursuant to Paragraph C. below.

B. Data released to military recruiting officers under this provision:

1. may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military;
2. cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces; and
3. copying fees shall not be imposed.

C. A parent or eligible student has the right to refuse the release of the name, address, electronic mail addresses (which shall be the electronic mail addresses provided by the school, if available, that may be released to military recruiting officers only) or home telephone number to military recruiting officers and post-secondary educational institutions. To refuse the release of the above information to military recruiting officers and post-secondary educational institutions, a parent or eligible student

must notify the responsible authority *[designate title of individual, i.e., building principal]* in writing by *[date]* each year. The written request must include the following information:

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

XII. LIMITS ON REDISCLOSURE

A. Redisclosure

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

B. Redisclosure Not Prohibited

1. Subdivision A. of this section does not prevent the school district from disclosing personally identifiable information under Section VI. of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:
 - a. The disclosures meet the requirements of Section VI. of this policy; and
 - b. The school district has complied with the record-keeping requirements of Section XIII. of this policy.
2. Subdivision A. of this section does not apply to disclosures made pursuant to court orders or lawfully issued subpoenas or litigation, to disclosures of directory information, to disclosures to a parent or student or to parents of dependent students, or to disclosures concerning sex offenders and other individuals required to register under 42 United States Code section 14071. However, the school district must provide the notification required in Section XII.D. of this policy if a redisclosure is made based upon a court order or lawfully issued subpoena.

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

C. Classification of Disclosed Data

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

D. Notification

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

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORD KEEPING

A. Responsible Authority

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

B. Record Security

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

C. Plan for Securing Student Records

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

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

D. Review of Written Plan for Securing Student Records

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

E. Record Keeping

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a record, with the education records of the student, that indicates:
 - a. the parties who have requested or received personally identifiable information from the education records of the student;
 - b. the legitimate interests these parties had in requesting or obtaining the information; and
 - c. the names of the state and local educational authorities and federal officials and agencies listed in Section VI.B.4. of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.
2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Section XII.B. of this policy, the record of disclosure required under this section shall also include:

- a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district;
 - b. the legitimate interests under Section VI. of this policy which each of the additional parties has in requesting or obtaining the information; and
 - c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in Section VI.B.4. of this policy in accordance with 34 Code of Federal Regulations section 99.32 and to whom the school district disclosed information from an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent or eligible student to review the record of requests for disclosure.
3. Section XIII.E.1. does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Section VI.B.1. of this policy, to requests for disclosures of directory information under Section VII. of this policy, or to a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or agency has ordered that the existence or the contents of the subpoena or the information provided in response to the subpoena not be disclosed or as directed by an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code section 2332b(g)(5)(B) or an act of domestic or international terrorism.

[Note: While Section XIII.E.1. does not apply to requests for or disclosures of directory information under Section VII. of this policy, to the extent the school district chooses to limit the disclosure of directory information to specific parties, for specific purposes, or both, it is advisable that records be kept to identify the party to whom the disclosure was made and/or purpose for the disclosure.]

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

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

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

The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the

student, except those records which are made confidential by state or federal law or as otherwise provided in Section VIII. of this policy.

B. Response to Request for Access

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

C. Right to Inspect and Review

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

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

D. Form of Request

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

E. Collection of Student Records

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

F. Records Containing Information on More Than One Student

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

G. Authority to Inspect or Review

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

H. Fees for Copies of Records

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

4. The responsible authority, however, may not impose a fee for a copy of an education record made for a parent or eligible student if doing so would effectively prevent or, in the case of a student with a disability, impair the parent or eligible student from exercising their right to inspect or review the student's education records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

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

1. The request shall be in writing, shall identify the item the requestor believes to be inaccurate, misleading, or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requestor wishes the school district to make. The request shall be signed and dated by the requestor.
2. The school district shall decide whether to amend the education records of the student in accordance with the request within thirty (30) days after receiving the request.
3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Subdivision B. of this section.

B. Right to a Hearing

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

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

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place, and time reasonably in advance of the hearing.
2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.

3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Subdivisions A. and B. of this section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.
 4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.
- D. Appeal
The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of Minnesota Statutes chapter 14 relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

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

XVII. COMPLAINTS FOR NONCOMPLIANCE WITH FERPA

- A. Where to File Complaints
Complaints regarding alleged violations of rights accorded parents and eligible students by FERPA, and the rules promulgated thereunder, shall be submitted in writing to the U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue S.W., Washington, D.C. 20202-8520.
- B. Content of Complaint
A complaint filed pursuant to this section must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA and the rules promulgated thereunder has occurred.

XVIII. WAIVER

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

XIX. ANNUAL NOTIFICATION OF RIGHTS

- A. Contents of Notice
The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:
 1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;
 2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;
 3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosure without consent;

4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder;
 5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and
 6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment or transfer and that such records may include suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.
- B. Notification to Parents of Students Having a Primary Home Language Other Than English
The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.
- C. Notification to Parents or Eligible Students Who are Disabled
The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XX. DESTRUCTION AND RETENTION OF RECORDS

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

XXI. COPIES OF POLICY

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

~~Rationale: The purpose of this policy is to establish a well-defined system of maintaining and processing student records in conformity with state and federal rules and laws governing data privacy~~

~~Legal References:~~

~~Minn. Stat. § 13.32 Minnesota Government Data Practices Act
20 U.S.C. § 1232g Family Educational Rights and Privacy Act
34 CFR Part 99 Code of Federal Regulations under FERPA~~

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)

18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 *et seq.* (Child Nutrition Act)
42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 *et seq.* (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)

Cross References: MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)
MSBA/MASA Model Policy 520 (Student Surveys)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 722 (Public Data Requests)
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)



INTERNET ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

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

~~For the purpose of clarity, any reference to “district technologies” in this document includes, but is not limited to, the district’s electronic technologies, communications, cloud services, network, computers/tablets, cellular devices and Internet access.~~

~~Any reference to “personal technologies” in this document includes, but is not limited to, electronic devices, technologies, communication devices, the Internet, computers/tablets, cellular devices and iPods. These items may or may not be personally owned by the user.~~

~~Any reference to just “technologies” encompasses both district and personal technologies.~~

II. GENERAL STATEMENT OF POLICY

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

III. LIMITED EDUCATIONAL PURPOSE

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

~~The district’s purpose in providing students with access to district and personal technologies while at school is more specific than providing general access. Use of the district’s electronic technologies and personal technologies while at school is primarily for educational or job-related purposes.~~

- ~~—Users are expected to use technologies while at school to further educational and personal goals consistent with the school district’s mission, goals and strategic directions.~~
- ~~—Use of district technologies while at school or at home, and personal technologies while at school, is a privilege, not a right.~~

IV. USE OF SYSTEM IS A PRIVILEGE

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

A. ~~This policy applies to students in the following usage situations:~~

- ~~1. Use of district-provided technologies while on school grounds, or at school-related activities.~~
- ~~2. Use of district-provided technologies while off school grounds.~~
- ~~3. Use of personal technologies, while on district property or at school-related activities.~~
- ~~4. Use of personal technologies while off district property may also be subject to this policy and related district policies and guidelines if the use causes a substantial disruption of the school environment, or an invasion of the rights of others.~~

V. UNACCEPTABLE USES

A. While not an exhaustive list, the following uses of ~~technologies~~ the school district system and Internet resources are considered unacceptable:

1. Users will not use ~~the school district system district technologies or personal technologies at school~~ to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. Pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. Obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. Materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. Information or materials that could cause damage or danger of disruption to the educational process;
 - e. Materials that use language or images that advocate violence or discrimination toward other people (~~hate literature~~) or that may constitute harassment ~~or discrimination or assault~~.
2. Users will not use ~~the school district system district technologies at school or at home~~ to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks. ~~Users will not use personal technologies at school in this same manner.~~
3. Users will not use ~~technologies~~ the school district system to engage in any illegal

- act or violate any local, state, or federal statute or law.
4. Users will not use ~~technologies the school district system~~ to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change ~~technologies the school district system~~ software, hardware, or wiring or take any action to violate the school district's security system, and will not use ~~technologies the school district system~~ in such a way as to disrupt the use of the system by other users.
 5. Users will not use ~~district technologies at school or at home~~ the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person. ~~Users will not use personal technologies at school in this same manner.~~
 6. ~~Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.~~
 - a. ~~This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).~~
 - b. ~~Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:~~
 - 1) ~~such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or~~
 - 2) ~~such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515~~

~~In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.~~
 - c. ~~These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook," "Twitter," "Instagram," "Snapchat," "TikTok," "Reddit," and similar websites or applications.~~
 7. ~~Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use~~

- computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
 9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
 10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

~~Users will not use district technologies at school or at home for political campaigning.~~

- ~~7. Users must not deliberately or knowingly delete a student or employee file.~~
- ~~8. Users will not use technologies to publicly post private, non-public information about another person, personal contact information about themselves or other persons.~~
 - ~~a. This paragraph does not prohibit the posting of employee contact information on school district webpages, district social media tools, or communications between employees and other individuals when such communications are made for legitimate education-related or personnel-related purposes.~~
 - ~~b. These prohibitions specifically prohibit a user from utilizing technologies to post personal information, which is not considered directory information, about a user or another individual on social networks.~~
- ~~9. Users will not repost a message that was sent to the user privately without permission of the person who sent the message.~~
- ~~10. Users will not attempt to gain unauthorized access to district technologies or any other system through district technologies, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Users must keep all passwords and login information private.~~
- ~~11. Messages and records on district technologies may not be encrypted without the permission of appropriate school authorities.~~
- ~~12. Users will not use technologies to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.~~
- ~~13. Users will not use district technologies for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use district technologies to offer or provide goods or services or for product advertisement. Users will not use district technologies to purchase goods or services for personal use without authorization from the appropriate school district official.~~

- B. ~~A student engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations include, but are not limited to, situations where district technologies are compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.~~
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. ~~This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy.~~ In certain rare instances, a user also may access otherwise unacceptable materials ~~if necessary~~ to complete an assignment and if done with prior approval of ~~and with appropriate guidance from the appropriate~~ teacher or, in the case of a school district employee, the building administrator. ~~This approval must be put in writing.~~
- ~~D. Student use of their own personal technology devices during school hours is at the discretion of their teacher and administration. Students should obtain permission from their teacher before using a personal device in class. Students are not permitted to connect personal devices to the District's physical network—connection should occur via the wireless network only. The school district is not responsible for theft, loss or damage to any personal technologies.~~

VI. Filter

- A. With respect to any of its ~~technologies~~ computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such ~~technologies~~ computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
1. Obscene;
 2. Child pornography; or
 3. Harmful to minors; ~~for example, gambling, dating, and some social media sites having no educational value.~~
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

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

VII. **CONSISTENCY WITH OTHER SCHOOL POLICIES**

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

VIII. **~~No~~ LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of **the school district system** ~~district technologies~~, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect **no only limited** privacy in the contents of personal files on ~~district technologies~~ **the school district system**.
- B. Routine maintenance and monitoring of ~~technologies~~ **the school district system** may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have any **reasonable** suspicion that the search will uncover a violation of law or school district policy.
- D. Parents **may** have the right at any time to investigate or review the contents of their child's files and e-mail files **in accordance with the school district's Protection and Privacy of Pupil Records Policy**. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through **the school district system** ~~district technologies~~.

IX. **INTERNET USE AGREEMENT**

- A. **The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.**

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

Consequences for Unacceptable Use

- ~~— Unacceptable use of technologies may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs or unauthorized financial obligations; or discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment, if an employee.~~
- ~~— Evidence of illegal or prohibited activities may be disclosed to law enforcement authorities and civil or criminal liability under applicable laws may result.~~

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

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

XI. USER NOTIFICATION

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
 - 1) Notification that Internet use is subject to compliance with school district policies.
 - 2) Disclaimers limiting the school district's liability relative to:
 - a. Information stored on school district diskettes, hard drives, or servers.
 - b. Information retrieved through school district computers, networks, or online resources.
 - c. Personal property used to access school district computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
 - 3) A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
 - 4) Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.

- 5) Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
- 6) Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Public and Private Personnel Data Policy, and Protection and Privacy of Pupil Records Policy.
- 7) Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
- 8) Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

~~Technologies Use Agreement~~

- ~~A. The proper use of technologies and the educational value to be gained from proper use, is the joint responsibility of students, parents, and employees of the school district. Outside of school, parents are responsible for monitoring their students' use of technologies.~~
- ~~B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use technologies during class.~~
- ~~C. The Technologies Use Agreement form for students must be read and signed by the student and parent/guardian when enrolling at the district, in 6th grade and in 9th grade.~~

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET TECHNOLOGIES USE

- A. Outside of school, parents bear responsibility for the same guidance of Internet technologies use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet technologies if the student is accessing the school district system technologies from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet technologies and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
 1. A copy of the user notification form provided to the student user.
 2. A description of parent/guardian responsibilities.
 3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
 4. A statement that the Technology Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.
 5. A statement that the school district's acceptable use policy is available for parental review.

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

- A. "Technology provider" means a person who:
 1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
 2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a

guardian, or an individual acting as a parent in the absence of a parent or a guardian.

- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
 - 1. identify each curriculum, testing, or assessment technology provider with access to educational data;
 - 2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
 - 3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.
- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:
 - 1. the technology provider's employees or contractors have access to educational data only if authorized; and
 - 2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

XIV. SCHOOL-ISSUED DEVICES

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

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

XV. MULTI-FACTOR AUTHENTICATION FOR STAFF

- A. Multi-Factor Authentication (MFA) is a process that requires that the person attempting to access a computer resource provide a one-time code, or positive approval of the login using an out-of-band verification device such as a cellular telephone, mobile telephone application, or physical token. MFA is used by Big Lake School District as a supplement to strong passwords to authenticate users and authorize their access to resources such as Email, Strage Servers, and the campus Virtual Private Network (VPN) connection. MFA protects against unauthorized access to Big Lake School District accounts and is necessary for appropriate information security measures.
- B. It is the responsibility of the Big Lake School District account holder to make appropriate provisions to receive MFA confirmation codes via SMS text message, installation of required software, or using methods deemed appropriate by the Technology Department to ensure verification. If provisions are not made to comply with the Big Lake School District Technology Acceptable Use- Staff policy, the user will not be able to access protected resources until these provisions are made

XVI. IMPLEMENTATION; POLICY REVIEW

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

~~***Rationale:** Access to technologies enables students to explore millions of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of technologies throughout curriculum and will provide guidance and instruction to students in their use.*~~

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32 (Educational Data)
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 6751 *et seq.* (Enhancing Education through Technology Act of 2001)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Minn. Stat. § 121A.0695 (School Board Policy; Prohibiting Intimidation and Bullying)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
United States v. Amer. Library Assoc., 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
~~*Doninger v. Niehoff*, 527 F.3d 41 (2nd Cir. 2008)~~
R.S. v. Minnewaska Area Sch. Dist. No. 2149, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
~~*Kowalski v. Berkeley County Sch.*, 652 F.3d 656 (4th Cir. 2011)~~
~~*Layshock v. Hermitage Sch. Dist.*, 650 F.3d 205 (3rd Cir. 2011)~~
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)
~~*J.S. v. Bethlehem Area Sch. Dist.*, 807 A.2d 847 (Pa. 2002)~~

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

INTERNET USE AGREEMENT - STUDENT

STUDENT

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet. I understand that this access is designed for educational purposes. The school district has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the school district to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for materials acquired on the Internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): _____

Parent or Guardian's Signature: _____

SUPERVISING TEACHER

(Must be signed if applicant is a student)

I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to promote these policies with the student. Because the student may use the Internet on the school district computer system for individual work or in the context of another class, I cannot be held responsible for the student's use of the Internet on network. As the supervising teacher I do agree to instruct the student on acceptable use of the Internet and network and proper network etiquette.

Teacher's Name (please print): _____

Teacher's Signature: _____

INTERNET USE AGREEMENT - EMPLOYEE

SCHOOL DISTRICT EMPLOYEE

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature: _____

Date: _____



SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE

Rationale: The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Academic Standards and federal law and are aligned with creating the world's best workforce.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish the "world's best workforce" in which all learning in the school district should be directed and for which all school district learners should be held accountable.

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- D. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- E. "Performance measures" are measures to determine school district and school site progress in striving to create the world's best workforce and must include at least the following:
 - 1. the size of the academic achievement gap and rigorous course taking, including college level advanced placement, international baccalaureate, postsecondary enrollment options, including concurrent enrollment, other rigorous courses of study or industry certification courses or programs, and enrichment experiences by student subgroup;
 - 2. student performance on the Minnesota Comprehensive Assessments;
 - 3. high school graduation rates; and
 - 4. career and college readiness under Minnesota Statutes section 120B.30, subdivision 1.
- F. "World's best workforce" means striving to: meet school readiness goals; have all third-grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.
- G. "Experiential learning" means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

IV. LONG-TERM STRATEGIC PLAN

- A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world's best

workforce and includes the following:

1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all student categories identified in state and federal law;
 2. a process to assess and evaluate each student's progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and accelerate their instruction, adopt procedures for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under-represented groups, and identify the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students' progress and growth toward career and college readiness and leading to the world's best workforce;
 3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, subdivision 3, students' access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minnesota Statutes section 120B.35, subdivision 3(b)(2), and teacher evaluations under Minnesota Statutes section 122A.40, Subd. 8, or 122A.41, subdivision 5;
 4. strategies for improving instruction, curriculum, and student achievement, including the English and, where practicable, the native language development and the academic achievement of English learners;
 5. a process to examine the equitable distribution of teachers and strategies to ensure low-income and minority children are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
 6. education effectiveness practices that integrate high-quality instruction, rigorous curriculum, technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and
 7. an annual budget for continuing to implement the school district plan.
- B. School district site and school site goals shall include the following:
1. All students will be required to demonstrate essential skills to effectively participate in lifelong learning. These skills include the following:
 - a. reading, writing, speaking, listening, and viewing in the English language;
 - b. mathematical and scientific concepts;
 - c. locating, organizing, communicating, and evaluating information and developing methods of inquiry (i.e., problem solving);
 - d. creative and critical thinking, decision making, and study skills;
 - e. work readiness skills;
 - f. global and cultural understanding.
 - g. civic responsibility
 2. Each student will have the opportunity and will be expected to develop and apply essential knowledge that enables that student to:
 - a. live as a responsible, productive citizen and consumer within local, state, national, and global political, social, and economic systems;
 - b. bring many perspectives, including historical, to contemporary issues;
 - c. develop an appreciation and respect for democratic institutions;
 - d. communicate and relate effectively in languages and with cultures other than the student's own;
 - e. practice stewardship of the land, natural resources, and environment;
 - f. use a variety of tools and technology to gather and use information, enhance

- learning, solve problems, and increase human productivity.
3. Students will have the opportunity to develop creativity and self-expression through visual and verbal images, music, literature, world languages, movement, and the performing arts.
 4. School practices and instruction will be directed toward developing within each student a positive self-image and a sense of personal responsibility for:
 - a. establishing and achieving personal and career goals;
 - b. adapting to change;
 - c. leading a healthy and fulfilling life, both physically and mentally;
 - d. living a life that will contribute to the well-being of society;
 - e. becoming a self-directed learner;
 - f. exercising ethical behavior.
 5. Students will be given the opportunity to acquire human relations skills necessary to:
 - a. appreciate, understand, and accept human diversity and interdependence;
 - b. address human problems through team effort;
 - c. resolve conflicts with and among others;
 - d. function constructively within a family unit;
 - e. promote a multicultural, gender-fair, disability-sensitive society.
- C. Every child is reading at or above grade level no later than the end of grade 3, including English learners, and teachers provide comprehensive, scientifically based reading instruction, including a program or collection of instructional practices that is based on valid, replicable evidence showing that, when the programs or practices are used, students can be expected to achieve, at a minimum, satisfactory reading progress. The program or collection of practices must include, at a minimum, effective, balanced instruction in all five areas of reading (phonemic awareness, phonics, fluency, vocabulary development, and reading comprehension), as well as instructional strategies for continuously assessing, evaluating, and communicating the student's reading progress and needs.
1. The school district shall identify, before the end of kindergarten, grade 1, and grade 2, students who are not reading at grade level before the end of the current school year. ~~Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of English learners. The school district must use locally adopted, developmentally appropriate, and culturally responsive assessment.~~ Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified.
 2. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified.
 3. ~~Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of English learners. The school district must use locally adopted, developmentally appropriate, and culturally responsive assessment and annually report summary assessment results to the Commissioner of Education by July 1.~~
 4. ~~The school district must annually report to the Commissioner of Education by July 1 a summary of the district's efforts to screen and identify students who demonstrate characteristics of dyslexia using screening tools such as those recommended by the Minnesota Department of Education's dyslexia specialist. With respect to students screened or identified~~

- under paragraph (1), the report must include:
- a. a summary of the district's efforts to screen for dyslexia;
 - b. the number of students screened for that reporting year; and
 - c. the number of students demonstrating characteristics of dyslexia for that year.
5. A student identified as having a reading difficulty must be provided with alternate instruction under Minnesota Statutes section 125A.56, subdivision 1.
 6. At least annually, the school district must give the parent of each student who is not reading at or above grade level timely information about:
 - a. the student's reading proficiency as measured by a locally adopted assessment;
 - b. reading-related services currently being provided to the student; and the student's progress; and
 - c. strategies for parents to use at home in helping their students succeed in becoming grade-level proficient in reading English and their native languages.

This provision may not be used to deny a student's right to a special education evaluation.

7. For each student who is not reading at or above grade level, the school district shall provide reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year. Intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs. ~~If a student does not read at or above grade level by the end of grade 3, the school district must continue to provide reading intervention until the student reads at grade level. Intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs.~~ Intervention methods may include, but are not limited to, requiring attendance in summer school, intensified reading instruction that may require that the student be removed from the regular classroom for part of the school day, extended day programs, or programs that strengthen students' cultural connections.
8. ~~The school district will~~ may provide a personal learning plan for a student who is unable to demonstrate grade-level proficiency, as measured by the statewide reading assessment in grade 3. The school district will determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school district will develop the personal learning plan in consultation with the student's parent or guardian. The personal learning plan will address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the school day, periodic assessments, and reasonable timelines. The personal learning plan may include grade retention if it is in the student's best interest. The student's school will maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an Individualized Education Program.

~~**Rationale:** The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and federal law and are aligned with creating the world's best workforce.~~

Legal References: Minn. Stat. § 120B.018 (Definitions)
 Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
 Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)
 Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
 Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
 Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
 Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
 Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
 Minn. Stat. § 123B.147, Subd. 3 (Principals)

Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required before Assessment Referral)
20 U.S.C. § 5801, *et seq.* (National Education Goals)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.

B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY, ONLINE, AND APPRENTICESHIP STUDENTS

A. A student enrolled in a post-secondary, online, or apprenticeship program may remain at the school site during regular school hours in accordance with established procedures.

B. A student enrolled in a post-secondary, online, or apprenticeship program may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary, online, or apprenticeship course in accordance with established procedures.

IV. RESPONSIBILITY

A. The school district administration shall present recommended visitor and post-secondary enrollment options student procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.

B. The superintendent shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

V. VISITOR LIMITATIONS

A. An individual, post-secondary, online, or apprenticeship student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district. A person may be excluded from any interscholastic athletic activity if the person assaults a sports official in connection with an activity.

B. Visitors, including post-secondary, online, or apprenticeship students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor

procedures and requirements or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:

- move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.

C. An individual, post-secondary, online, or apprenticeship student, or group who enters school property, including a school bus, without complying with the procedures and requirements and who is directed by a school principal, bus operator or school employee designated to maintain order on school property, may be guilty of criminal trespass and thus subject to arrest and criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subds. 4 ~~and 5~~ (Trespass ~~es on School Property/Trespass on a School Bus~~)

EMPLOYEE RIGHT TO KNOW – EXPOSURE TO HAZARDOUS SUBSTANCES

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm.

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. “Commissioner” means the Minnesota Commissioner of Labor and Industry.
- B. “Routinely exposed” means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. “Hazardous substance” means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or
 - 3. is determined by the commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.
- D. “Harmful physical agent” means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes, but is not limited to, radiation, whether ionizing or nonionizing.
- E. “Infectious agent” means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which, according to documented medical or scientific evidence, causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.
- F. “Blood borne pathogen” means a pathogenic microorganism that is present in human blood and can cause disease in humans. This definition includes, but is not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

IV. TARGET JOB CATEGORIES

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

V. TRAINING SCHEDULE

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

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

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

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

POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies as contained in this policy reference manual are applicable to employees as well as to students. To avoid undue duplication, the school district provides notice by this section of the application and incorporation by reference of the following policies that also apply to employees:

Model Policy 505	Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees
Model Policy 507	Corporal Punishment
Model Policy 510	Student Activities
Model Policy 511	Student Fundraising
Model Policy 517	Student Recruiting
Model Policy 518	DNR-DNI Orders
Model Policy 519	Interviews of Students by Outside Agencies
Model Policy 522	Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
Model Policy 524	Internet Acceptable Use and Safety Policy
Model Policy 525	Violence Prevention
Model Policy 535	Service Animals in Schools

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

Legal References: None

Cross References: None

LICENSE STATUS

I. PURPOSE

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. A school board that employs a teacher who does not hold a valid teaching license or permit places itself at risk for a reduction in state aid. This policy does not negate a teacher's duty and responsibility to maintain a current and valid teaching license.

II. GENERAL STATEMENT OF POLICY

- A. A qualified teacher is one holding a valid license to perform the particular service for which the teacher is employed by the school district.
- B. No person shall be a qualified teacher until the school district verifies, through the Minnesota education licensing system available on the Minnesota Professional Educator Licensing and Standards Board website, that the person is a qualified teacher consistent with state law.
- C. The school district has a duty to ascertain the licensure status of its teachers and ensure that the school district's teacher license files are up to date. The school district shall establish a procedure for annually reviewing its teacher license files to verify that every teacher's license is current and appropriate to the particular service for which the teacher is employed by the school district.

III. PROCEDURE

- A. The superintendent or the superintendent's designee shall establish a schedule for the annual review of teacher licenses.
- B. Where it is discovered that a teacher's license will expire within one year from the date of the annual review, the superintendent or the superintendent's designee will advise the teacher in writing of the approaching expiration and that the teacher must complete the renewal process and file the license with the superintendent prior to the expiration of the current license. However, failure to provide this notice does not relieve a teacher from his/her duty and responsibility of ensuring that his/her teaching license is valid, current and appropriate to his/her teaching assignment.
- C. If it is discovered that a teacher's license has expired, the superintendent will immediately investigate the circumstances surrounding the lack of license and will take appropriate action. The teacher shall be advised that the teacher's failure to have the license reinstated will constitute gross insubordination, inefficiency and willful neglect of duty which are grounds for immediate discharge from employment.
- D. The duty and responsibility of maintaining a current and valid teaching license appropriate to the teaching assignment as required by this policy shall remain with the teacher, notwithstanding the superintendent's failure to discover a lapsed license or license that does not support the teaching assignment. A teacher's failure to comply with this policy may be grounds for the teacher's immediate discharge from employment.

Legal References: Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.22 (District Verification of Teacher Licenses)
Minn. Stat. § 122A.40, Subd. 13 (Employment; Contracts; Termination – Immediate Discharge)
Minn. Stat. § 127A.42 (Reduction of Aid for Violation of Law)

Vettleson v. Special Sch. Dist. No. 1, 361 N.W.2d 425 (Minn. App. 1985)
Lucio v. School Bd. of Independent Sch. Dist. No. 625, 574 N.W.2d 737 (Minn. App. 1998)
In the Matter of the Proposed Discharge of John R. Statz (Christine D. VerPloeg), June 8, 1992, *affirmed*, 1993 WL 129639 (Minn. App. 1993)

Cross References: None