



**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, December 14, 2023
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	4
Minutes from the November 16, 2023 Regular Board Meeting	
B. Claims and Accounts	7
Claims and Accounts for the month of December	
C. Credit Card Report	22
D. Personnel	28
E. Memorandum of Understanding	29
F. Approval of One Read Policy	30
413 Harassment and Violence	
VII. Donations	38
Chair, Tonya Reasoner	
VIII. Public Comment and Resolution Authorizing Renewal of Expiring Referendum Revenue	39
Superintendent, Tim Truebenbach	
Due to unexpected board member absences, the public comment and action on the resolution will take place at the January regular board meeting.	
IX. Lacrosse Coop Update	42
Activities Director, Jared Matson and Brad Weber	
X. Approve Liberty Parking Lot Concept Design	53
Buildings and Grounds Manager, TJ Zerwas	
XI. Financial Report	54
Director of Business Services, Angie Manuel	
November report will be presented.	
XII. Approve Pay 2024 Property Tax Levy Certification	73
Director of Business Services, Angie Manuel	
XIII. First Reading of Policies	112
Superintendent, Tim Truebenbach	1
508 Extended School Year for Certain Students with Individualized Education Programs, 509 Enrollment of Nonresident Students, 518 DNR-DNI Orders, 523 Policies Incorporated by	

Reference, 601 School District Curriculum and Instruction Goals, 603 Curriculum Development, 621 Literacy and the Read Act
REMOVE: 631 Student Learning Program and Services

XIV. Second Reading of Policies **136**

Superintendent, Tim Truebenbach
506 Student Discipline, 709 Student Transportation Safety Policy, 806 Crisis Management, 807 Health and Safety

XV. Establish Combined Polling Places Resolution **179**

Chair, Tonya Reasoner

XVI. School Board Committee/Representative Updates

A. Finance Committee

Treasurer, Amber Sixberry

B. Policy Committee

Chair, Tonya Reasoner

C. Buildings and Grounds Committee

Board Member, Lenette Brown

D. School Board Representatives

XVII. Student Representative Report

Student Representative, Grace John

XVIII. Superintendent Report

Superintendent, Tim Truebenbach

A. Cabinet Department Update

XIX. 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

INDEPENDENT SCHOOL DISTRICT 727
BIG LAKE, MINNESOTA
SHERBURNE COUNTY

Minutes of the Regular Meeting
November 16, 2023
6:30 PM

I. CALL TO ORDER

The regular meeting of the Board of Education of Independent School District No. 727, Big Lake Schools, was called to order on November 16, 2023 at 6:32 PM in the Middle School Student Center by Chair Reasoner.

II. ROLL CALL

The following Board members were present: Mr. Tony Scales, Ms. Amber Sixberry, Ms. Tonya Reasoner, Ms. Lenette Brown, Ms. Ashley Schabilion, Mr. Derek Nelson.
Absent: Student Representative Grace John.

III. APPROVE AGENDA

A motion was made by Reasoner seconded by Schabilion to approve the agenda after removing item XII. Approve Liberty Parking Lot Concept Design.

The motion carried 6-0.

IV. PLEDGE OF ALLEGIANCE

Chair Reasoner and the Board led the Pledge of Allegiance.

V. OPEN FORUM

Barb Maciej spoke.

VI. CONSENT AGENDA

A motion was made by Brown seconded by Nelson to approve the following:

- A. PREVIOUS MINUTES from the October 26, 2023 regular meeting and the November 9, 2023 work session
- B. CLAIMS AND ACCOUNTS for the month of August in the amount of \$278,605.59 checks 104360-104434
- C. CREDIT CARD REPORT
- D. PERSONNEL

Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Holl, Annka	Kids Club Group Leader	Community Ed	10/20/2023	Resignation
Thiele, Paula	Paraeducator	Independence	12/31/2023	Retirement
Maag, Sedona	Kids Club Aide	Community Ed	11/15/2023	Resignation
Toppe, Gwen	Teacher	Liberty	11/20/2023	Retirement
Webb, Rahmyra	School Monitor	Independence	11/07/2023	Resignation
Irrthum, Heather	School Monitor	Independence	11/08/2023	New Hire
Schutta, Angela	Social Worker	Middle School/High School	11/09/2023	Resignation
Chant, Kevin	Head Coach Girls Basketball	High School	11/13/2023	New Hire
Schlueter, Katherine	Assistant Coach Girls Basketball	High School	11/13/2023	New Hire
Coulson, Mitch	Assistant Coach Girls Basketball	High School	11/13/2023	New Hire
Zehowski, Emily	Building Attendant	Community Ed	11/14/2023	Resignation
Schramel, Kara	Long-Term Substitute Social Worker	Middle School/High School	11/14/2023	Transfer

E. FINAL READING AND APPROVAL OF POLICIES

515 Protection and Privacy of Pupil Records, 515A Form Public Notice, 524 Internet Acceptable Use and Safety Policy, 604 Instructional Curriculum, 616 School District System Accountability

F. APPROVAL OF ONE READ POLICIES

522 Title IX Sex Nondiscrimination, 534 School Meals, 620 Credit for Learning, 722 Public Data Requests, 725 Transportation for Day Treatment

G. EXTENDED FIELD TRIP REQUESTS

Boys Basketball, Wrestling, Girls Basketball, Gymnastics, Robotics

The motion carried 6-0.

VII. DONATIONS

A motion was made by Reasoner seconded by Scales to approve the following donations:

Donor	Item	Designated Purpose (if any)
Jamie Lindbom	\$75.00	ECFE Board Sponsor for Bags Tournament
Rocket Tile	\$200.00	ECFE Board Sponsor for Bags Tournament
El Teca Barbershop	\$100.00	ECFE Board Sponsor for Bags Tournament
Minnco Credit Union	\$100.00	ECFE Board Sponsor for Bags Tournament
Pro Tech Restoration Inc	\$100.00	ECFE Board Sponsor for Bags Tournament
Mike's Discount Foods	\$500.00	Support student educational needs
Big Lake Spud Fest	\$27,000	Field Trips
Coborn's	\$1,992.40	\$308 Activities/Athletics; \$421.10 to each school

The motion carried 6-0.

VIII. 2022-2023 AUDIT PRESENTATION

Director of Business Services, Angie Manuel, and Caroline Stutsman from BerganKDV presented the 2022-2023 audit. A motion was made by Reasoner seconded by Sixberry to approve the audit as presented.

The motion carried 6-0.

IX. FINANCIAL REPORT

Director of Business Services, Angie Manuel, presented the financial report for October. A motion was made by Brown seconded by Schabilion to approve the financial report and budget revisions as presented.

The motion carried 6-0.

X. COMMUNICATIONS UPDATE

Director of Community Education and Communications Services, Stephanie Hillman, presented the communications update.

XI. WORLD'S BEST WORKFORCE

Assistant Superintendent of Teaching and Learning, Minda Anderson, presented the annual World's Best Workforce update.

XII. FIRST READING OF POLICIES

506 Student Discipline, 709 Student Transportation Safety Policy, 806 Crisis Management, 807 Health and Safety

XIII. APPROVE DATE FOR 2024 ORGANIZATIONAL MEETING

A motion was made by Reasoner seconded by Nelson to approve Wednesday, January 10, 2024 at 5:30 PM in the Middle School Student Center for the Organizational Meeting followed by a Work Session.

The motion carried 6-0.

XIV. SET JOINT POWERS MEETING DATE

A motion was made by Reasoner seconded by Scales to set January 18, 2024 as the Joint Powers meeting at 6:00 PM in the Big Lake City Council Chambers.

The motion carried 6-0.

XV. SCHOOL BOARD COMMITTEE/REPRESENTATIVE UPDATES

- a. Finance—next meeting will be on Monday, December 4, 2023 at 4:30 PM in the District Office
- b. Policy—continue to review policies
- c. Buildings and Grounds—no meeting
- d. School Board Representatives—World’s Best Workforce-Schabilion; Wright Tech and Activities/Athletics-Sixberry; Community Education-Brown.

XVI. SUPERINTENDENT REPORT

Superintendent Truebenbach gave his monthly report.

XVII. ADJOURNMENT

A motion was made by Scales seconded by Sixberry to adjourn the meeting. The meeting was adjourned at 8:20 PM.

The motion carried 6-0.

Clerk, Tony Scales
Approved December 14, 2023

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 07/01/2023 - 12/31/2023

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	104435	CH	1	08684	D SCOTT ERICKSON, ATTY	11/20/2023	\$299.19	156105	B 12 215 079	Payroll Deductions	
Check Total:							\$299.19				
001	104436	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	11/20/2023	\$281.00	156114	B 01 215 081	Child Support	
Check Total:							\$281.00				
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$246,217.30	156132	B 01 215 030	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$15,410.78	156132	B 04 215 030	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$5,807.36	156132	B 05 215 030	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$2,290.15	156132	B 11 215 030	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$116,064.60	156132	B 12 215 030	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$24,325.65	156132	B 01 215 051	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$2,949.60	156132	B 04 215 051	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$614.46	156132	B 05 215 051	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$202.36	156132	B 11 215 051	DECEMBER 2023 HEALTH	
001	104437	CH	1	12504	MN PEIP	11/20/2023	\$15,331.54	156132	B 12 215 051	DECEMBER 2023 HEALTH	
Check Total:							\$429,213.80				
001	104438	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	11/20/2023	\$1,036.46	156118	B 01 215 040	U Due Nc	
001	104438	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	11/20/2023	\$151.34	156118	B 04 215 040	U Dues Nc	
001	104438	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	11/20/2023	\$2,262.53	156118	B 12 215 040	U Due Nc	
Check Total:							\$3,450.33				
001	104439	CH	1	04472	SHERBURNE AREA UNITED WAY	11/20/2023	\$44.00	156123	B 01 215 045	United Way	
001	104439	CH	1	04472	SHERBURNE AREA UNITED WAY	11/20/2023	\$14.00	156123	B 12 215 045	United Way	
Check Total:							\$58.00				
001	104440	CH	1	09274	STEWART, ZLIMEN & JUNGERS, LTD	11/20/2023	\$407.12	156120	B 12 215 079	Payroll Deductions	
Check Total:							\$407.12				
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$5,560.00	156134	E 01 005 505 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$3,202.00	156134	E 01 100 720 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$3,314.09	156134	E 01 110 620 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$376.83	156134	E 01 110 790 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$5,203.00	156134	E 01 201 208 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$3,969.00	156134	E 01 201 720 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$1,034.00	156134	E 01 300 050 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$6,225.57	156134	E 01 300 211 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$2,798.56	156134	E 01 300 620 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	
001	104441	CH	1	01138	MINNESOTA UC FUND	11/20/2023	\$4,706.00	156134	E 01 300 715 000 000 281	UNEMPLOYMENT BENEFITS QUARTER	

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 07/01/2023 - 12/31/2023

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$2,968.00	156134	E 01 300 740 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$23.65	156134	E 01 300 790 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$5.47	156134	E 01 300 292 000 000 280	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$36,722.25	156134	E 01 100 400 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$31,985.88	156134	E 01 110 400 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$24,616.88	156134	E 01 201 400 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
001	104441	CH	1 01138	MINNESOTA UC FUND	11/20/2023	\$38,340.19	156134	E 01 300 400 000 000 281	UNEMPLOYMENT BENEFITS QUARTER
Check Total:						\$171,051.37			
001	104442	CH	1 05825	ACADEMY OF HOLY ANGELS	11/22/2023	\$250.00	156144	E 11 300 296 121 000 369	DANCE INVITE 12/02/2023
Check Total:						\$250.00			
001	104443	CH	1 12982	AliCole LLP	11/22/2023	\$1,430.00	156137	E 04 500 565 090 321 305	CHUNKY BLANKETS CLASS 11/9/23
Check Total:						\$1,430.00			
001	104444	CH	1 05946	API GARAGE DOOR, INC.	11/22/2023	\$798.20	156150	E 01 100 810 000 000 305	INDY DOCK DOOR 1
Check Total:						\$798.20			
001	104445	CH	1 12159	ARVIG	11/22/2023	\$268.44	156138	E 01 005 630 000 000 305	HOT SPOTS OCTOBER & NOVEMBER
Check Total:						\$268.44			
001	104446	CH	1 01503	BECKER HIGH SCHOOL SPEECH TEAM	11/22/2023	\$60.00	156142	E 11 300 296 116 000 369	GIRLS & BOYS CROSS COUNTRY INVITE
001	104446	CH	1 01503	BECKER HIGH SCHOOL SPEECH TEAM	11/22/2023	\$60.00	156142	E 11 300 294 116 000 369	GIRLS & BOYS CROSS COUNTRY INVITE
Check Total:						\$120.00			
001	104447	CH	1 04806	BERGESON, JOHN	11/22/2023	\$103.00	156143	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL
Check Total:						\$103.00			
001	104448	CH	1 13473	BIG LAKE BOYS FAST BREAK CLUB	11/22/2023	\$823.75	156145	E 04 500 560 112 321 305	CE/BOYS BOOSTER BASKETBALL BLOW
Check Total:						\$823.75			
001	104449	CH	1 13730	CEDAR LEAF CONSULTING, LLC	11/22/2023	\$400.00	156146	E 01 005 630 000 000 305	Jamf Consulting Services (11/14/23 2 hours
Check Total:						\$400.00			
001	104450	CH	1 08089	CENTRAL LAKES COLLEGE	11/22/2023	\$6,000.00	156147	E 01 300 211 211 000 394	FALL SEMESTER 2023
Check Total:						\$6,000.00			
001	104451	CH	1 01391	D. ERVASTI SALES CO., LLC	11/22/2023	\$918.00	156148	E 01 005 810 000 000 401	12" GROUND SOCKETS W/SOCKET PLU
Check Total:						\$918.00			
001	104452	CH	1 12491	ELECTRICAL PRODUCTION SERVICES	11/22/2023	\$2,977.00	156149	E 05 005 630 000 795 555	SERVICE CALL
Check Total:						\$2,977.00			
001	104453	CH	1 06230	GOPHER STATE ONE-CALL	11/22/2023	\$28.35	156152	E 01 005 810 000 000 350	TICKETS RECEIVED
Check Total:						\$28.35			

Big Lake Public Schools, ISD #727 Payment Reg by Check-No Voids

Payment Date Range: 07/01/2023 - 12/31/2023

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	104454	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	11/22/2023	\$676.00	156173	E 12 201 407 000 372 406	Read 180 Student Licenses
Check Total:						\$676.00			
001	104455	CH	1 10461	JOHNSON CONTROLS	11/22/2023	\$4,726.38	156153	E 05 201 865 000 363 350	MS REPAIRS
Check Total:						\$4,726.38			
001	104456	CH	1 02161	LAKESHORE LEARNING	11/22/2023	\$79.99	156155	E 04 500 570 000 321 401	Automatic Ball Inflator Item # WC218
001	104456	CH	1 02161	LAKESHORE LEARNING	11/22/2023	(\$4.00)	156155	E 04 500 570 000 321 401	Discount
Check Total:						\$75.99			
001	104457	CH	1 13166	LRS OF MINNESOTA, LLC	11/22/2023	\$140.29	156154	E 01 005 810 000 000 333	WASTE SERVICES NOVEMBER 2023
001	104457	CH	1 13166	LRS OF MINNESOTA, LLC	11/22/2023	\$1,702.20	156154	E 01 110 810 000 000 333	WASTE SERVICES NOVEMBER 2023
001	104457	CH	1 13166	LRS OF MINNESOTA, LLC	11/22/2023	\$803.81	156154	E 01 100 810 000 000 333	WASTE SERVICES NOVEMBER 2023
001	104457	CH	1 13166	LRS OF MINNESOTA, LLC	11/22/2023	\$940.84	156154	E 01 300 810 000 000 333	WASTE SERVICES NOVEMBER 2023
001	104457	CH	1 13166	LRS OF MINNESOTA, LLC	11/22/2023	\$803.81	156154	E 01 201 810 000 000 333	WASTE SERVICES NOVEMBER 2023
Check Total:						\$4,390.95			
001	104458	CH	1 10203	McCLAFLIN, JENNIFER	11/22/2023	\$103.00	156157	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL
Check Total:						\$103.00			
001	104459	CH	1 12532	MN DEPART OF HUMAN SERVICES	11/22/2023	\$227.00	156159	E 12 005 400 000 372 305	SFY 2023 IEP ADMIN FEE
Check Total:						\$227.00			
001	104460	CH	1 13110	MONTICELLO DOG ACADEMY	11/22/2023	\$100.00	156156	E 04 500 565 090 321 305	BASIC DOG OBEDIENCE
Check Total:						\$100.00			
001	104461	CH	1 12605	MRI SOFTWARE LLC	11/22/2023	\$178.00	156160	E 01 005 105 170 000 305	BACKGROUND SCREENING
001	104461	CH	1 12605	MRI SOFTWARE LLC	11/22/2023	\$60.00	156160	E 01 300 790 000 699 303	BACKGROUND SCREENING
Check Total:						\$238.00			
001	104462	CH	1 05794	NARDINI FIRE EQUIPMENT	11/22/2023	\$172.00	156151	E 05 100 865 000 363 350	INDY B&G REPAIRS
Check Total:						\$172.00			
001	104463	CH	1 13016	NORTHLAND REFRIGERATION INCORP	11/22/2023	\$38,560.00	156158	E 15 110 865 000 380 520	IC VLG-120/F SIZE 4 WITH INTEGRATED
001	104463	CH	1 13016	NORTHLAND REFRIGERATION INCORP	11/22/2023	\$0.00	156158	E 15 110 865 000 380 520	STARTUP/COMMISSIONING AND 1 YEAF
001	104463	CH	1 13016	NORTHLAND REFRIGERATION INCORP	11/22/2023	\$0.00	156158	E 15 110 865 000 380 520	LTFM BOND
Check Total:						\$38,560.00			
001	104464	CH	1 04315	NOVACARE REHABILITATION	11/22/2023	\$150.00	156161	E 11 300 292 153 000 305	ATHLETIC TRAINING
Check Total:						\$150.00			
001	104465	CH	1 13664	PICKLEBALL HOLDINGS LLC	11/22/2023	\$369.99	156162	E 04 500 565 080 321 401	1X SwiftNet21 Portable Pickleball Net Syst
Check Total:						\$369.99			

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 07/01/2023 - 12/31/2023

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	104466	CH	1 09760	PREMIER LOCATING, INC.	11/22/2023	\$516.25	156163	E 01 005 810 000 000 305	TICKETS RECEIVED
						Check Total:	\$516.25		
001	104467	CH	1 06213	SCHOLASTIC BOOK FAIRS	11/22/2023	\$765.58	156172	E 01 100 203 909 000 305	INDY BOOKFAIR #5419640
						Check Total:	\$765.58		
001	104468	CH	1 01188	SCHOLASTIC INC	11/22/2023	\$84.90	156164	E 12 300 408 000 740 433	020-4758 Grades 6-8 Junior Scholastic Pri
001	104468	CH	1 01188	SCHOLASTIC INC	11/22/2023	\$99.90	156164	E 12 300 408 000 740 433	036-4758 Choices grade 7-12
001	104468	CH	1 01188	SCHOLASTIC INC	11/22/2023	\$99.90	156164	E 12 300 408 000 740 433	058-4758 The New York Times Upfront Gra
001	104468	CH	1 01188	SCHOLASTIC INC	11/22/2023	\$28.47	156164	E 12 300 408 000 740 433	SHIPPING
						Check Total:	\$313.17		
001	104469	CH	1 13322	STYLE CATERING	11/22/2023	\$1,343.04	156167	E 11 300 295 118 000 401	GIRLS SOCCER BANQUET NOV 1, 2023
001	104469	CH	1 13322	STYLE CATERING	11/22/2023	(\$1,343.04)	156167	E 11 300 295 118 000 401	GIRLS SOCCER BANQUET NOV 1, 2023
001	104469	CH	1 13322	STYLE CATERING	11/22/2023	\$1,343.04	156167	E 11 300 295 118 000 490	GIRLS SOCCER BANQUET NOV 1, 2023
						Check Total:	\$1,343.04		
001	104470	CH	1 12845	SYSCO-MINNESOTA INC	11/22/2023	\$449.49	156165	E 02 110 770 000 701 490	FS SUPPLIES
001	104470	CH	1 12845	SYSCO-MINNESOTA INC	11/22/2023	\$820.20	156166	E 02 100 770 000 701 490	FS SUPPLIES
						Check Total:	\$1,269.69		
001	104471	CH	1 05314	TECH CHECK	11/22/2023	\$1,806.00	156168	E 05 005 630 000 795 555	ThinkPad Hybrid Dock (DO)
001	104471	CH	1 05314	TECH CHECK	11/22/2023	\$258.00	156168	E 02 005 770 000 701 555	ThinkPad Hybrid Dock (Food Service)
						Check Total:	\$2,064.00		
001	104472	CH	1 7780	TOBII DYNAVOX LLC	11/22/2023	\$199.00	156169	E 12 110 412 000 740 433	Boardmaker Pro FY24
						Check Total:	\$199.00		
001	104473	CH	1 06532	VISION STAFFING	11/22/2023	\$314.16	156170	E 01 005 810 356 000 305	GROUNDS WEEK OF 11/12/2023
						Check Total:	\$314.16		
001	104474	CH	1 13048	WELLNESS FOR LIVING LLC	11/22/2023	\$150.00	156171	E 04 500 585 000 332 305	COCO BOMBS
						Check Total:	\$150.00		
001	104475	CH	1 07711	ACDA-MN	12/01/2023	\$125.00	156190	E 01 300 259 000 000 820	ACDA Membership - Hawkins
001	104475	CH	1 07711	ACDA-MN	12/01/2023	\$15.00	156190	E 01 300 259 000 000 820	MN Active, Retired & Associate Members
						Check Total:	\$140.00		
001	104476	CH	1 09213	AQUA ENGINEERING, INC.	12/01/2023	\$2,110.00	156186	E 01 005 810 000 000 305	WINTERIZED IRRIGATION SYSTEM
001	104476	CH	1 09213	AQUA ENGINEERING, INC.	12/01/2023	\$3,835.00	156187	E 01 005 810 000 000 305	WINTERIZED IRRIGATION SYSTEM
						Check Total:	\$5,945.00		
001	104477	CH	1 01033	CENTRAL MCGOWAN INC	12/01/2023	\$155.50	156192	E 01 300 361 000 830 433	Cust# 05630 HS SHOP SUPPLIES
						Check Total:	\$155.50		

Big Lake Public Schools, ISD #727

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	104478	CH	1	13559	CHEER-SOLUTIONS.COM LLC	12/01/2023	\$39.10	156191	E 04 500 505 000 321 401	REPLACEMENT POLE FOR ROLLING CH	
Check Total:								\$39.10			
001	104479	CH	1	04944	DOMINO'S PIZZA	12/01/2023	\$706.36	156193	E 11 300 298 000 000 490	HS CONCESSIONS	
001	104479	CH	1	04944	DOMINO'S PIZZA	12/01/2023	\$92.49	156193	E 04 500 505 000 321 490	HS CONCESSIONS	
Check Total:								\$798.85			
001	104480	CH	1	13476	DORNAN, NATALIE	12/01/2023	\$95.90	156194	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES	
Check Total:								\$95.90			
001	104481	CH	1	02735	EHLERS & ASSOCIATES, INC	12/01/2023	\$1,800.00	156201	E 01 005 110 000 000 305	23/24 BENCHMARKING MODEL	
Check Total:								\$1,800.00			
001	104482	CH	1	13781	EXALUS, EMILY	12/01/2023	\$191.38	156195	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES (MA)	
Check Total:								\$191.38			
001	104483	CH	1	12313	GUTHRIE, REBECCA	12/01/2023	\$84.00	156196	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES	
Check Total:								\$84.00			
001	104484	CH	1	12785	LAKE STATE RECYCLING, INC.	12/01/2023	\$115.28	156197	E 01 005 810 000 000 305	RECYCLING	
Check Total:								\$115.28			
001	104485	CH	1	13034	MWANGI, ABIGAIL	12/01/2023	\$91.38	156198	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES	
Check Total:								\$91.38			
001	104486	CH	1	13016	NORTHLAND REFRIGERATION INCORP	12/01/2023	\$478.26	156200	E 01 110 810 000 000 350	LIBERTY B&G REPAIRS	
Check Total:								\$478.26			
001	104487	CH	1	12878	PARKS, ERIN	12/01/2023	\$137.51	156199	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES	
Check Total:								\$137.51			
001	104488	CH	1	13568	POWERS, MARISSA	12/01/2023	\$437.00	156202	E 04 500 565 090 321 305	CANDLE MAKING CLASS AT LUPULIN 02	
Check Total:								\$437.00			
001	104489	CH	1	13782	SODEN, JESSICA	12/01/2023	\$243.01	156203	E 04 799 590 000 351 433	FY 23/24 HOMESCHOOL SUPPLIES	
Check Total:								\$243.01			
001	104490	CH	1	06532	VISION STAFFING	12/01/2023	\$267.48	156205	E 01 005 810 356 000 305	GROUPS WEEK OF 11/19/2023	
Check Total:								\$267.48			
001	104491	CH	1	08807	WRECK-LESS DRIVING ACADEMY	12/01/2023	\$7,875.00	156204	E 04 500 585 000 332 305	DRIVERS ED 10/23-11/03	
Check Total:								\$7,875.00			
001	104492	CH	1	01165	XCEL ENERGY-NSP	12/01/2023	\$2,048.69	156206	E 01 110 810 000 000 330	LIBERTY GAS P 302291437 OCTOBER 20	
Check Total:								\$2,048.69			
001	104493	CH	1	12382	ADOBE	12/08/2023	\$2,460.00	156220	E 05 005 630 000 795 406	Creative Cloud License Renewal FY24	
Check Total:								\$2,460.00			

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001	104494	CH	1	12995	AFFINITECH	12/08/2023	\$4,800.00	156225	E 01 005 810 000 000 305	DISTRICT SERVER UPDATE
							Check Total:	\$4,800.00		
001	104495	CH	1	12982	AliCole LLP	12/08/2023	\$1,300.00	156226	E 04 500 565 090 321 305	TREE GNOMES CLASS 11/30/2023
							Check Total:	\$1,300.00		
001	104496	CH	1	03804	ALL STAR TROPHY	12/08/2023	\$348.00	156224	E 11 300 294 115 000 897	PLAQUES AND MEDALS (WRESTLING)
							Check Total:	\$348.00		
001	104497	CH	1	12159	ARVIG	12/08/2023	\$133.22	156222	E 01 005 630 000 000 305	HOT SPOTS 10/06/23-11/05/23
							Check Total:	\$133.22		
001	104498	CH	1	13241	BENEFIT RESOURCE LLC	12/08/2023	\$325.12	156265	E 01 005 105 000 000 305	COBRA NOVEMBER 2023
							Check Total:	\$325.12		
001	104499	CH	1	07628	BerganKDV	12/08/2023	\$9,200.00	156223	E 01 005 110 000 000 305	FINAL AUDIT PAYMENT
							Check Total:	\$9,200.00		
001	104500	CH	1	04806	BERGESON, JOHN	12/08/2023	\$68.00	156221	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL
							Check Total:	\$68.00		
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$281.75	156228	E 01 005 241 204 000 490	DO
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$36.15	156228	E 01 100 203 902 000 490	INDY
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$23.97	156228	E 01 201 298 950 000 490	MS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$51.22	156228	E 01 201 270 000 000 430	MS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$30.02	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$12.48	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$9.09	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$33.25	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$64.53	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$3.39	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$46.45	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$14.45	156228	E 01 201 250 000 000 430	MS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$26.94	156228	E 04 500 596 000 344 430	CE
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$65.41	156228	E 04 500 580 000 325 401	CE
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$60.27	156228	E 04 500 580 000 325 401	CE
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$36.00	156228	E 04 500 580 000 325 490	CE
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$177.89	156228	E 04 500 596 000 344 430	HS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$40.90	156228	E 04 500 580 000 325 401	HS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$94.17	156228	E 04 500 580 000 325 401	HS FACS
001	104501	CH	1	06130	CARD SERVICES	12/08/2023	\$24.10	156228	E 04 500 580 000 325 490	HS FACS

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001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$26.72	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$4.38	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$147.69	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$11.96	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$125.13	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$108.57	156228	E 04 500 580 000 325 490	HS FACS
001	104501	CH	1 06130	CARD SERVICES	12/08/2023	\$85.52	156228	E 11 300 295 118 000 401	ATHLETICS
Check Total:						\$1,642.40			
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$290.93	156259	E 01 201 810 000 000 330	MS SCHOOL FIRM GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$1,295.21	156259	E 01 201 810 000 000 330	MS SCHOOL INT GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$1,562.63	156259	E 01 100 810 000 000 330	INDY INT GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$189.11	156259	E 01 300 810 000 000 330	HS FIRM GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$4,542.25	156259	E 01 300 810 000 000 330	HS SCHOOL INT GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$29.28	156259	E 01 100 810 000 000 330	INDY FIRM #2 GAS OCTOBER 2023
001	104502	CH	1 03184	CENTERPOINT ENERGY	12/08/2023	\$418.03	156259	E 01 100 810 000 000 330	INDY FFIRM #1 GAS OCTOBER 2023
Check Total:						\$8,327.44			
001	104503	CH	1 13780	CENTRAL MINNESOTA SCHOOL COUN	12/08/2023	\$100.00	156227	E 01 201 710 000 000 430	2023 CMSCA CONFERENCE (TT & EW)
Check Total:						\$100.00			
001	104504	CH	1 01035	cmERDC	12/08/2023	\$79.00	156262	E 01 005 110 000 000 401	W2 SYSTEMS W2 ENVELOPES
Check Total:						\$79.00			
001	104505	CH	1 10648	COMPUTER EXPLORERS/TECH ACADE	12/08/2023	\$45.00	156279	E 04 500 585 000 332 305	VIRTUAL DUNGEONS & DRAGONS ONE-
001	104505	CH	1 10648	COMPUTER EXPLORERS/TECH ACADE	12/08/2023	\$30.00	156281	E 04 500 585 000 332 305	VIRTUAL-VIDEO PRODUCTION: PDDCAS
Check Total:						\$75.00			
001	104506	CH	1 12302	CREATE AND CONNECT STUDIO	12/08/2023	\$126.00	156255	E 04 500 585 000 332 305	KIDS YOGA 3RD-5TH
001	104506	CH	1 12302	CREATE AND CONNECT STUDIO	12/08/2023	\$31.50	156255	E 04 500 585 000 332 305	KIDS YOGA 3RD-5TH
Check Total:						\$157.50			
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$135.40	156256	E 01 300 212 000 000 430	00717-6548 Liquitex Basics - Prism Violet,
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$7.50	156256	E 01 300 212 000 000 430	20508-2821 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$7.50	156256	E 01 300 212 000 000 430	20508-5009 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$7.50	156256	E 01 300 212 000 000 430	20508-4761 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$7.50	156256	E 01 300 212 000 000 430	20508-9320 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-8121 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-1001 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-2001 Prismacolor Premier Colored F

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001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-3161 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-4501 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-4261 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-7171 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$15.00	156256	E 01 300 212 000 000 430	20508-5281 Prismacolor Premier Colored F
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$131.20	156256	E 01 300 212 000 000 430	24146-3460 Block Painter's Tape 3/4"x60 Y
001	104507	CH	1 01026	DICK BLICK	12/08/2023	\$107.20	156256	E 01 300 212 000 000 430	14002-1205 Richeson 75 lb Bulk Drawing F
Check Total:							\$523.80		
001	104508	CH	1 08417	EDUCATORS BENEFIT CONSULTANTS	12/08/2023	\$406.37	156260	E 01 005 105 000 000 305	403B ADMIN & COMPLIANCE SEPTEMBE
Check Total:							\$406.37		
001	104509	CH	1 12411	GBR	12/08/2023	\$151.44	156263	E 01 100 219 000 317 358	INTERPRETER 11/27/2023 INDY
Check Total:							\$151.44		
001	104510	CH	1 08568	HILDI INC.	12/08/2023	\$1,285.00	156261	E 01 005 110 000 000 305	AUDITOR REQUEST/ACTUARIAL DISCLC
Check Total:							\$1,285.00		
001	104511	CH	1 13736	ISD #911	12/08/2023	\$4,359.00	156447	E 01 005 108 000 311 320	QUARTERLY INTERNET FY 23/24
Check Total:							\$4,359.00		
001	104512	CH	1 13720	LEIF MEDIA & PR LLC	12/08/2023	\$650.00	156273	E 04 500 505 000 321 305	NOVEMBER 2023 SERVICES
001	104512	CH	1 13720	LEIF MEDIA & PR LLC	12/08/2023	\$1,450.00	156278	E 04 500 505 000 321 305	OCTOBER 2023 SERVICES
Check Total:							\$2,100.00		
001	104513	CH	1 13130	LMNO DESIGN CO LLC	12/08/2023	\$1,416.00	156445	E 01 300 790 000 699 303	PCN MEDIA CONSULTATN OCTOBER 20
001	104513	CH	1 13130	LMNO DESIGN CO LLC	12/08/2023	\$246.51	156446	E 01 300 790 000 699 303	MILEAGE & MEAL REIMBURSEMENT
Check Total:							\$1,662.51		
001	104514	CH	1 13130	LMNO DESIGN CO LLC	12/08/2023	\$1,416.00	156257	E 01 300 790 000 699 303	PCN MEDIA CONSULTANT-NOVEMBER 2
Check Total:							\$1,416.00		
001	104515	CH	1 10434	MAJESTIC CREATIONS	12/08/2023	\$528.00	156258	E 11 300 291 915 000 401	Bleacher captain Shirts (3 Small/ 3 Med/ 5 L
Check Total:							\$528.00		
001	104516	CH	1 01121	MASSP	12/08/2023	\$580.00	156268	E 01 300 605 000 000 366	SCHOOL LAW WEMINAR/FULLWINTER C
001	104516	CH	1 01121	MASSP	12/08/2023	\$405.00	156269	E 01 300 050 000 000 366	CONFERENCE WORKSHOP/FULL WINTE
Check Total:							\$985.00		
001	104517	CH	1 04483	MCEA EXECUTIVE OFFICE	12/08/2023	\$1,335.00	156448	E 04 500 505 000 321 820	2024 MCEA MEMBERSHIP
Check Total:							\$1,335.00		
001	104518	CH	1 04430	MINNEAPOLIS ISD #0001	12/08/2023	\$1,286.86	156264	E 01 998 211 000 000 390	TUITION BILLING 22-23
Check Total:							\$1,286.86		

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001	104519	CH	1 04410	MN DEPARTMENT OF HEALTH	12/08/2023	\$520.00	156270	E 01 300 810 000 000 305	WORKER'S COMPENSATION INSURANC
						Check Total:	\$520.00		
001	104520	CH	1 01095	MONTICELLO HIGH SCHOOL	12/08/2023	\$30.00	156288	E 01 400 203 000 000 430	6 EDGENUITY BOOKS
						Check Total:	\$30.00		
001	104521	CH	1 10270	MORRIS LEATHERMAN COMPANY	12/08/2023	\$11,000.00	156444	E 01 005 107 097 000 305	SURVEY RESEARCH DOWNPAYMENT
						Check Total:	\$11,000.00		
001	104522	CH	1 04315	NOVACARE REHABILITATION	12/08/2023	\$13,333.00	156267	E 11 300 292 000 000 305	ATHLETIC TRAINING SERVICES 23/24
						Check Total:	\$13,333.00		
001	104523	CH	1 13199	NOVOTNY, MICHELLE	12/08/2023	\$68.00	156266	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL '
						Check Total:	\$68.00		
001	104524	CH	1 09361	PRATT, MARK	12/08/2023	\$68.00	156271	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL '
						Check Total:	\$68.00		
001	104525	CH	1 01840	RATWIK, ROSZAK & MALONEY, P.A.	12/08/2023	\$3,178.78	156274	E 01 005 110 305 000 305	AUGUST 2023 LEGAL
001	104525	CH	1 01840	RATWIK, ROSZAK & MALONEY, P.A.	12/08/2023	\$318.00	156274	E 01 005 110 305 000 305	OCTOBER 2023 LEGAL
						Check Total:	\$3,496.78		
001	104526	CH	1 01034	RESOURCE TRAINING & SOLUTIONS	12/08/2023	\$25.00	156272	E 01 110 740 000 000 401	CRISIS TEAM TRAINING REFRESHER 01
						Check Total:	\$25.00		
001	104527	CH	1 08981	SHRED RIGHT	12/08/2023	\$45.00	156449	E 01 005 810 000 000 333	SHREDDING 11/16/2023
						Check Total:	\$45.00		
001	104528	CH	1 13642	SOCIAL CLUB SIMPLE	12/08/2023	\$30.00	156277	E 04 500 565 090 321 305	SOCIAL MEDIA FOR BUSINESS ONLINE
						Check Total:	\$30.00		
001	104529	CH	1 12375	SOUTHERN MINNESOTA INSPECTION	12/08/2023	\$1,000.00	156276	E 05 005 865 000 363 350	INSPECTION OF HS AUD FIRE DOORS
001	104529	CH	1 12375	SOUTHERN MINNESOTA INSPECTION	12/08/2023	\$200.00	156276	E 05 005 865 000 347 350	INSPECTION OF AUD ELECTRICS
						Check Total:	\$1,200.00		
001	104530	CH	1 13608	SVOBODNY, AARON	12/08/2023	\$105.00	156275	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL '
						Check Total:	\$105.00		
001	104531	CH	1 12762	T-MOBILE	12/08/2023	\$140.00	156280	E 01 005 630 000 000 320	HOT SPOTS 10/21/23-11/20/23
						Check Total:	\$140.00		
001	104532	CH	1 12709	UNITED BUS SALES	12/08/2023	\$126.23	156282	E 01 005 760 000 723 350	FIRE EXTINGUISHER 2.5 LB
						Check Total:	\$126.23		
001	104533	CH	1 13129	WILLIAMS JR, ROBERT	12/08/2023	\$68.00	156285	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL '
						Check Total:	\$68.00		

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001	104534	CH	1	05170	WISNIESKI, DAVID	12/08/2023	\$105.00	156286	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL	
Check Total:							\$105.00				
001	104535	CH	1	01240	WRIGHT TECHNICAL CENTER	12/08/2023	\$3,390.30	156283	E 01 300 740 000 374 316	STUDENT SUPPORT PERSONNEL AID Q	
001	104535	CH	1	01240	WRIGHT TECHNICAL CENTER	12/08/2023	\$33.99	156284	E 01 300 211 000 000 280	FY 24 UNEMPLOYMENT BENEFIT CHAI	
001	104535	CH	1	01240	WRIGHT TECHNICAL CENTER	12/08/2023	\$2,568.15	156287	E 01 998 400 000 000 393	AUTO CAREERS	
001	104535	CH	1	01240	WRIGHT TECHNICAL CENTER	12/08/2023	\$4,995.45	156287	E 01 998 380 000 835 393	PAES	
Check Total:							\$10,987.89				
001	104536	CH	1	12085	1000 PETALS	12/08/2023	\$1,650.00	156450	E 01 005 211 000 799 305	MOVEMINDFULLY WORKSHOPS DECEM	
001	104536	CH	1	12085	1000 PETALS	12/08/2023	\$203.40	156451	E 01 005 211 000 799 401	POSTERS	
Check Total:							\$1,853.40				
001	104537	CH	1	13778	RELEVE'CLUB, INC.	12/08/2023	\$980.00	156452	E 11 300 296 121 000 305	MINI-DANCE CAMP FOR GRADES K-6	
001	104537	CH	1	13778	RELEVE'CLUB, INC.	12/08/2023	(\$980.00)	156452	E 11 300 296 121 000 305	MINI-DANCE CAMP FOR GRADES K-6	
001	104537	CH	1	13778	RELEVE'CLUB, INC.	12/08/2023	\$980.00	156452	E 04 500 560 000 321 305	MINI-DANCE CAMP FOR GRADES K-6	
Check Total:							\$980.00				
001	104538	CH	1	08684	D SCOTT ERICKSON, ATTY	12/05/2023	\$329.80	156232	B 12 215 079	Payroll Deductions	
Check Total:							\$329.80				
001	104539	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	12/05/2023	\$598.95	156453	B 01 215 054	DECEMBER 2023 VISION	
001	104539	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	12/05/2023	\$11.78	156453	B 04 215 054	DECEMBER 2023 VISION	
001	104539	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	12/05/2023	\$0.12	156453	B 05 215 054	DECEMBER 2023 VISION	
001	104539	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	12/05/2023	\$3.07	156453	B 11 215 054	DECEMBER 2023 VISION	
001	104539	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	12/05/2023	\$177.42	156453	B 12 215 054	DECEMBER 2023 VISION	
Check Total:							\$791.34				
001	104540	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	12/05/2023	\$281.00	156241	B 01 215 081	Child Support	
Check Total:							\$281.00				
001	104541	CH	1	04223	NCPERS GROUP LIFE INS	12/05/2023	\$133.34	156244	B 01 215 033	NCPR Life	
Check Total:							\$133.34				
001	104542	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	12/05/2023	\$1,036.46	156246	B 01 215 040	U Due Nc	
001	104542	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	12/05/2023	\$151.34	156246	B 04 215 040	U Dues Nc	
001	104542	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	12/05/2023	\$2,228.80	156246	B 12 215 040	U Due Nc	
Check Total:							\$3,416.60				
001	104543	CH	1	04472	SHERBURNE AREA UNITED WAY	12/05/2023	\$44.00	156251	B 01 215 045	United Way	
001	104543	CH	1	04472	SHERBURNE AREA UNITED WAY	12/05/2023	16 \$14.00	156251	B 12 215 045	United Way	
Check Total:							\$58.00				

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 07/01/2023 - 12/31/2023

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	104544	CH	1 09274	STEWART, ZLIMEN & JUNGERS, LTD	12/05/2023	\$431.98	156248	B 12 215 079	Payroll Deductions

Check Total: \$431.98

Bank 001 Total:

Report Total:

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 12/31/2023

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	104545	CH	1 09369	BEEHLER, KEVIN	12/15/2023	\$290.00	156472	E 11 300 294 115 000 305	JV/V WRESTLING OFFICIAL INVITE & SK
						Check Total:	\$290.00		
001	104546	CH	1 01231	BIG LAKE FLORAL & GIFT	12/15/2023	\$85.00	156473	E 01 300 211 212 000 401	FLOWERS
						Check Total:	\$85.00		
001	104547	CH	1 05041	BROUGH, ANTHONY J	12/15/2023	\$135.00	156471	E 11 300 296 122 000 305	JV/V GYMNASTICS OFFICIAL VS ST FRA
						Check Total:	\$135.00		
001	104548	CH	1 13348	BUSINESS ESSENTIALS	12/15/2023	\$3,478.40	156520	E 01 110 203 000 000 401	WHITE COPY PAPER BOI900
						Check Total:	\$3,478.40		
001	104549	CH	1 13730	CEDAR LEAF CONSULTING, LLC	12/15/2023	\$400.00	156480	E 01 005 630 000 000 305	Jamf Consulting Services (12/05/23 2 hour
						Check Total:	\$400.00		
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$60.32	156478	E 01 005 810 860 000 331	SOFTBALL CONCESSIONS ELECTRICAL
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$6,803.52	156478	E 01 100 810 000 000 331	INDEPENDENCE ELECTRICAL 10/11-11/1
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$8,496.86	156478	E 01 110 810 000 000 331	LIBERTY ELECTRICAL 10/11-11/10
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$49.44	156478	E 01 110 810 000 000 331	BASEBALL FIELD LIGHTS ELECTRICAL 1
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$1,537.52	156478	E 01 005 810 860 000 331	SOFTBALL FIELD LIGHTS ELECTRICAL 1
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$988.32	156479	E 01 100 810 000 000 331	INDY ELECTRICAL-PEAK DEMAND ADJL
001	104550	CH	1 01475	CONNEXUS ENERGY	12/15/2023	\$6,328.38	156479	E 01 110 810 000 000 331	LIBERTY ELECTRICAL-PEAK DEMAND A
						Check Total:	\$24,264.36		
001	104551	CH	1 10215	CULINEX	12/15/2023	\$223.92	156475	E 02 100 770 000 701 401	FS INDY UTILITY CART
						Check Total:	\$223.92		
001	104552	CH	1 01048	DEMCO INC	12/15/2023	\$555.52	156525	E 01 100 620 000 000 401	INDY MEDIA SUPPLIES
						Check Total:	\$555.52		
001	104553	CH	1 01026	DICK BLICK	12/15/2023	\$2,131.76	156476	E 01 110 212 000 000 430	LIBERTY ART SUPPLIES
001	104553	CH	1 01026	DICK BLICK	12/15/2023	\$13.46	156477	E 01 201 212 000 000 430	Prang Watercolor Refills Square Package c
						Check Total:	\$2,145.22		
001	104554	CH	1 10780	EBERT, INC.	12/15/2023	\$170,451.32	156481	E 06 100 870 000 000 520	BOND 22A INDY RENOVATIONS 22D100.0
						Check Total:	\$170,451.32		
001	104555	CH	1 12913	FLIPS GYMNASTICS LLC	12/15/2023	\$3,440.00	156489	E 04 500 560 122 321 369	XECEL BRONZE & SILBER GYMNASTICS
						Check Total:	\$3,440.00		
001	104556	CH	1 09367	FRIEDRICHS, STEVEN	12/15/2023	\$245.00	156482	E 11 300 294 115 000 305	JV/V WRESTLING OFFICIAL INVITE
001	104556	CH	1 09367	FRIEDRICHS, STEVEN	12/15/2023	\$150.00	156483	E 11 201 294 115 000 305	MS WRESTLING OFFICIAL VS ST FRANC
						Check Total:	\$395.00		

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Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 12/31/2023

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	104557	CH	1	12779	GB AUTO SERVICE, INC	12/15/2023	\$1,249.11	156521	E 01 005 760 000 723 350	B&G SERVICES VAN #3	
Check Total:							\$1,249.11				
001	104558	CH	1	08226	GREEN, NICOLE	12/15/2023	\$135.00	156490	E 11 300 296 122 000 305	JV/V GYMNASTICS OFFICIAL VS ST FRA	
Check Total:							\$135.00				
001	104559	CH	1	12313	GUTHRIE, REBECCA	12/15/2023	\$181.83	156487	E 04 799 590 000 351 433	FY 24 HOMESCHOOL SUPPLIES	
Check Total:							\$181.83				
001	104560	CH	1	12222	HALLBERG ENGINEERING	12/15/2023	\$6,424.50	156485	E 06 300 870 000 000 305	22B300.01B HS GYM DEHUMIDIFICATIO	
Check Total:							\$6,424.50				
001	104561	CH	1	13245	HANSEN, DARREN	12/15/2023	\$125.00	156488	E 11 300 294 112 000 305	JV/V BOYS BASKETBALL OFFICIAL VS H	
Check Total:							\$125.00				
001	104562	CH	1	12609	HENRICKSON, JAMES	12/15/2023	\$245.00	156486	E 11 300 294 115 000 305	JV/V WRESTLING INVITE OFFICIAL	
Check Total:							\$245.00				
001	104563	CH	1	09217	HORIZON SEMINARS	12/15/2023	\$350.00	156484	E 01 300 810 000 000 305	CS02-13 ONLINE SEMINAR 02/13 (SHAW	
Check Total:							\$350.00				
001	104564	CH	1	07027	HOUSE OF PRINT	12/15/2023	\$103.47	156491	E 04 500 520 000 322 305	CATALOG	
001	104564	CH	1	07027	HOUSE OF PRINT	12/15/2023	\$4,035.31	156491	E 04 500 505 000 321 305	CATALOG	
Check Total:							\$4,138.78				
001	104565	CH	1	01644	ISD #877 - COMMUNITY EDUCATION	12/15/2023	\$4,350.00	156474	E 04 500 510 000 326 305	2023-2024 OPENING DOORS	
Check Total:							\$4,350.00				
001	104566	CH	1	10151	LAKE COUNTRY SCALE WORKS, INC.	12/15/2023	\$580.00	156493	E 11 300 294 115 000 305	WRESTLING SCALES, ADJUST CALIBRA	
001	104566	CH	1	10151	LAKE COUNTRY SCALE WORKS, INC.	12/15/2023	(\$580.00)	156493	E 11 300 294 115 000 305	WRESTLING SCALES, ADJUST CALIBRA	
001	104566	CH	1	10151	LAKE COUNTRY SCALE WORKS, INC.	12/15/2023	\$580.00	156493	E 11 300 293 115 000 401	WRESTLING SCALES, ADJUST CALIBRA	
Check Total:							\$580.00				
001	104567	CH	1	13609	LAKESHIRTS ZEPHRY LLC	12/15/2023	\$854.16	156526	E 11 300 293 111 000 401	BASEBALL SUPPLIES	
Check Total:							\$854.16				
001	104568	CH	1	13143	LILLO, KATIE	12/15/2023	\$212.62	156492	E 04 799 590 000 351 433	FY 24 HOMESCHOOL SUPPLIES	
Check Total:							\$212.62				
001	104569	CH	1	01121	MASSP	12/15/2023	\$845.00	156529	E 01 201 050 000 000 820	FY 24 MEMBERSHIP (RANDI ANDERSON	
Check Total:							\$845.00				
001	104570	CH	1	05341	MEDCO	12/15/2023	\$46.09	156495	E 11 300 292 000 000 401	PO 32240 HS ATHLETICS HEALTH SUPPI	
Check Total:							\$46.09				
001	104571	CH	1	10705	MELIN, EMILY	12/15/2023	\$135.00	156494	E 11 300 296 122 000 305	JV/V GYMNASTICS OFFICAL VS ST FRAI	
Check Total:							\$135.00				

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 12/31/2023

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	104572	CH	1	13500	NESS, EION	12/15/2023	\$145.00	156496	E 11 300 294 115 000 305	JV WRESTLING OFFICIAL VS CHISAGO I	
							Check Total:	\$145.00			
001	104573	CH	1	10327	NORTHERN AIR CORPORATION	12/15/2023	\$16,492.00	156530	E 06 300 870 000 000 520	BOND 22C CONTROLS 22C005.01A HS 8	
							Check Total:	\$16,492.00			
001	104574	CH	1	13016	NORTHLAND REFRIGERATION INCORP	12/15/2023	\$2,223.46	156497	E 01 110 810 000 000 350	LIBERTY B&G REPAIRS	
							Check Total:	\$2,223.46			
001	104575	CH	1	12878	PARKS, ERIN	12/15/2023	\$53.87	156498	E 04 799 590 000 351 433	FY 24 HOMESCHOOL SUPPLIES (MAX)	
							Check Total:	\$53.87			
001	104576	CH	1	10479	PERZEL, JOSEPH	12/15/2023	\$125.00	156501	E 11 300 294 112 000 305	JV/V BOYS BASKETBALL OFFICIAL VS H	
							Check Total:	\$125.00			
001	104577	CH	1	13498	PETERSON, JOHN	12/15/2023	\$499.00	156527	E 11 300 294 115 000 897	TOURNAMENT DIRECTOR PACKAGE	
							Check Total:	\$499.00			
001	104578	CH	1	01682	PROFESSIONAL TURF RENOVATION	12/15/2023	\$160.00	156499	E 01 005 810 000 000 401	SINGLE NET STRAW BLANKET ALL NATL	
001	104578	CH	1	01682	PROFESSIONAL TURF RENOVATION	12/15/2023	\$5,000.00	156500	E 01 005 810 000 000 350	VARSITY BASEBALL FIELD REPAIRS	
001	104578	CH	1	01682	PROFESSIONAL TURF RENOVATION	12/15/2023	\$2,800.00	156500	E 01 005 810 000 000 350	JV BASEBALL FIELD REPAIRS	
							Check Total:	\$7,960.00			
001	104579	CH	1	12674	QUADIENT, INC.	12/15/2023	\$521.31	156502	E 01 005 110 000 000 335	N22102524 10/04/23-01/03/24 RENTAL	
							Check Total:	\$521.31			
001	104580	CH	1	13799	RIEDEMANN, BEN	12/15/2023	\$125.00	156503	E 11 300 294 112 000 305	JV/V BOYS BASKETBALL OFFICIAL VS H	
							Check Total:	\$125.00			
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	\$400.00	156506	E 04 500 580 341 325 366	BOOM! SPLASH! FIZZ! SCIENCE MADE F	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	\$400.00	156506	E 04 500 580 341 325 366	BUSY BOXES	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	(\$50.00)	156506	E 04 500 580 341 325 366	DISCOUNT	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	(\$400.00)	156506	E 04 500 580 341 325 366	BOOM! SPLASH! FIZZ! SCIENCE MADE F	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	\$400.00	156506	E 04 500 580 341 325 305	wrong code	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	(\$400.00)	156506	E 04 500 580 341 325 366	BUSY BOXES	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	\$400.00	156506	E 04 500 580 341 325 305	wrong code	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	\$50.00	156506	E 04 500 580 341 325 366	DISCOUNT	
001	104581	CH	1	12133	SAVILLE, HOLLEE	12/15/2023	(\$50.00)	156506	E 04 500 580 341 325 305	wrong code	
							Check Total:	\$750.00			
001	104582	CH	1	13642	SOCIAL CLUB SIMPLE	12/15/2023	\$30.00	156504	E 04 500 565 090 321 305	GROW YOUR BUSINESS WITH INSTAGR	
							Check Total:	\$30.00			
001	104583	CH	1	12068	THE WATSON COMPANY, INC.	12/15/2023	\$362.32	156510	E 11 300 298 000 000 490	HS CONCESSIONS	

Big Lake Public Schools, ISD #727 Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 12/31/2023

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	104583	CH	1	12068	THE WATSON COMPANY, INC.	12/15/2023	\$184.56	156511	E 11 300 298 000 000 490	HS CONCESSIONS	
001	104583	CH	1	12068	THE WATSON COMPANY, INC.	12/15/2023	(\$16.33)	156512	E 11 300 298 000 000 490	CREDIT	
Check Total:							\$530.55				
001	104584	CH	1	13212	THREE SONS HARDWARE LLC	12/15/2023	\$44.89	156505	E 01 005 810 000 000 401	NOVEMBER 2023	
001	104584	CH	1	13212	THREE SONS HARDWARE LLC	12/15/2023	\$179.16	156505	E 01 300 361 000 830 433	NOVEMBER 2023	
Check Total:							\$224.05				
001	104586	CH	1	04148	VIKING COCA-COLA BOTTLING CO	12/15/2023	\$523.60	156508	E 11 300 298 000 000 490	HS CONCESSIONS	
001	104586	CH	1	04148	VIKING COCA-COLA BOTTLING CO	12/15/2023	\$577.45	156509	E 11 300 298 000 000 490	HS CONCESSIONS	
Check Total:							\$1,101.05				
001	104587	CH	1	13129	WILLIAMS JR, ROBERT	12/15/2023	\$105.00	156513	E 11 201 296 112 000 305	7TH/8TH BIRLS BASKETBALL OFFICIAL \	
001	104587	CH	1	13129	WILLIAMS JR, ROBERT	12/15/2023	\$105.00	156514	E 11 201 296 112 000 305	7TH/8TH GIRLS BASKETBALL OFFICIAL '	
Check Total:							\$210.00				
001	104588	CH	1	10633	WOLD ARCHITECTS, INC	12/15/2023	\$2,662.27	156517	E 06 300 870 000 000 305	22E300.01B HS RENOVATION	
001	104588	CH	1	10633	WOLD ARCHITECTS, INC	12/15/2023	\$941.73	156518	E 06 100 870 000 000 305	22D100.01B INDY ES RENOVATION	
001	104588	CH	1	10633	WOLD ARCHITECTS, INC	12/15/2023	\$4,052.52	156519	E 06 110 870 000 000 305	22G110.01B LIBERTY ES RENOVATION	
Check Total:							\$7,656.52				
001	104589	CH	1	13798	WOLLAK, JEFFREY	12/15/2023	\$150.00	156515	E 11 201 294 115 000 305	MS WRESTLING OFFICIAL VS ST FRANC	
001	104589	CH	1	13798	WOLLAK, JEFFREY	12/15/2023	\$290.00	156531	E 11 300 294 115 000 305	JV/V WRESTLING OFFICIAL WRESTLING	
Check Total:							\$440.00				
001	104590	CH	1	10780	EBERT, INC.	12/15/2023	\$18,609.21	156532	E 06 100 870 000 000 520	BOND 22D100.02A INDY ES RENO BP2	
Check Total:							\$18,609.21				
Bank 001 Total:							\$283,431.85				
Report Total:							\$283,431.85				

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 12/1/2023 - 12/31/2023

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	01034	RESOURCE TRAINING & SOLUTIONS	12/07/2023	\$300.00	156421	E 04 500 585 000 332 305	CE Spelling Bee Wkshp/Course
001		CC	1	01034	RESOURCE TRAINING & SOLUTIONS	12/07/2023	\$120.00	156428	E 01 005 730 013 160 366	Prepare 1: Workshop 1 (Ben Bonnett)
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$3,272.65	156303	E 01 300 810 000 000 401	PO 32516 HS Cleaning Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$177.97	156359	E 01 110 810 000 000 401	PO 32482 Liberty Cleaning Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$345.10	156363	E 01 110 810 000 000 350	Liberty B&G Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$403.97	156365	E 01 110 810 000 000 401	Liberty B&G Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$1,452.46	156366	E 01 201 810 000 000 401	PO 32486 MS B&G Supplies
001		CC	1	01065	HILLYARD FLOOR CARE	12/07/2023	\$2,742.72	156369	E 01 110 810 000 000 401	PO 32482 Liberty Cleaning Supplies
001		CC	1	01107	JOSTENS	12/07/2023	\$885.95	156293	E 01 300 211 222 000 401	PO 32373 Covers
001		CC	1	01107	JOSTENS	12/07/2023	(\$25.00)	156293	E 01 300 211 222 000 401	PO 32373 Covers
001		CC	1	01107	JOSTENS	12/07/2023	(\$16.50)	156293	E 01 300 211 222 000 401	PO 32373 Covers
001		CC	1	02499	J.W. PEPPER OF MINNEAPOLIS	12/07/2023	\$127.99	156345	E 01 201 258 000 000 430	PO 32228 MS Supplies
001		CC	1	02499	J.W. PEPPER OF MINNEAPOLIS	12/07/2023	\$315.00	156345	E 01 201 258 000 000 430	PO 32228 MS Supplies
001		CC	1	02499	J.W. PEPPER OF MINNEAPOLIS	12/07/2023	\$119.92	156392	E 01 201 258 000 000 430	Std of Excellence Jazz
001		CC	1	02795	MN SCHOOL BOARDS ASSOCIATION	12/07/2023	\$840.00	156338	E 01 005 010 000 000 366	Zoom Meetings
001		CC	1	02824	FLINN SCIENTIFIC INC	12/07/2023	\$151.56	156332	E 01 300 260 000 000 430	PO 32467 HS Supplies
001		CC	1	02824	FLINN SCIENTIFIC INC	12/07/2023	\$184.24	156343	E 01 300 260 000 000 430	PO 32120 HS Science Supplies
001		CC	1	03003	WEST MUSIC COMPANY	12/07/2023	\$117.80	156302	E 01 201 259 000 000 430	PO 32514 On stage HW5A BRICK 264869
001		CC	1	03388	CONTINENTAL CLAY CO	12/07/2023	\$480.06	156438	E 01 100 212 000 000 430	PO 32306 Indy Art Supplies
001		CC	1	03455	GRAINGER	12/07/2023	\$129.24	156309	E 01 201 810 000 000 350	PO 32517 Toilet Repair Supplies
001		CC	1	03455	GRAINGER	12/07/2023	\$297.04	156311	E 01 005 810 000 000 401	PO 32541 B&G Supplies
001		CC	1	03455	GRAINGER	12/07/2023	\$193.26	156321	E 01 005 810 000 000 401	PO 32541 B&G Supplies
001		CC	1	03455	GRAINGER	12/07/2023	\$16.26	156322	E 01 100 810 000 000 401	PO 32540 B&G Repairs
001		CC	1	03455	GRAINGER	12/07/2023	\$852.84	156328	E 01 100 810 000 000 401	PO 32540 B&G Repairs
001		CC	1	03455	GRAINGER	12/07/2023	\$379.84	156357	E 01 110 810 000 000 350	PO 32499 Liberty Repair Supply Order
001		CC	1	03455	GRAINGER	12/07/2023	\$113.59	156367	E 01 110 810 000 000 350	PO 32499 Liberty Repair Supply Order
001		CC	1	03455	GRAINGER	12/07/2023	\$190.10	156371	E 01 110 810 000 000 350	PO 32499 Liberty Repair Supply Order
001		CC	1	04279	MCPETE'S SPORTS BAR & LANES	12/07/2023	\$13.95	156350	E 01 005 020 000 000 366	Chamber Meeting (Tim)
001		CC	1	04762	CHRIS LOMMEL PHOTOGRAPHY	12/07/2023	\$306.00	156424	E 11 300 293 116 000 401	Cross Country Banner
001		CC	1	04762	CHRIS LOMMEL PHOTOGRAPHY	12/07/2023	\$149.00	156424	E 11 300 295 116 000 401	Cross Country Banner
001		CC	1	04874	AMAZON.COM	12/07/2023	\$99.99	156330	E 04 500 505 000 321 401	CE Supplies
001		CC	1	04944	DOMINO'S PIZZA	12/07/2023	\$265.85	156390	E 01 100 203 902 000 490	conference dinner
001		CC	1	04944	DOMINO'S PIZZA	12/07/2023	\$48.07	156401	E 11 300 291 161 000 490	Math League 11.06.2023
001		CC	1	05351	HOME DEPOT	12/07/2023	(\$39.97)	156292	E 01 300 240 000 000 430	Phy Ed Return

Big Lake Public Schools, ISD #727

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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	12/07/2023	\$39.97	156297	E 01 300 240 000 000 430	Phy Ed
001		CC	1	05351	HOME DEPOT	12/07/2023	\$54.97	156306	E 01 300 240 000 000 430	Husky 12-volt Corded Electric Inflator
001		CC	1	05351	HOME DEPOT	12/07/2023	\$40.32	156376	E 01 201 259 000 000 401	Buckets for Choir Drum Play
001		CC	1	05351	HOME DEPOT	12/07/2023	\$80.64	156379	E 01 201 259 000 000 401	Choir Drum Play
001		CC	1	05351	HOME DEPOT	12/07/2023	\$4,104.90	156402	E 06 005 870 000 000 530	Bond Project #22H005.02F
001		CC	1	05351	HOME DEPOT	12/07/2023	(\$449.99)	156407	E 06 005 870 000 000 530	Bond Project #22H005.02F
001		CC	1	05351	HOME DEPOT	12/07/2023	(\$4,049.91)	156411	E 06 005 870 000 000 530	Bond Project #22H005.02F
001		CC	1	05351	HOME DEPOT	12/07/2023	\$748.00	156415	E 05 300 211 000 302 530	20 cu ft. Top Freezer Refrigerator in White
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 300 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 201 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 110 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 100 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 005 810 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 04 500 505 000 321 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 005 610 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 300 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 201 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 110 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 100 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$100.00	156395	E 01 005 020 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 300 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 201 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 110 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 100 050 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 005 810 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 04 500 505 000 321 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 005 610 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 300 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 201 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 110 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 100 605 000 000 820	Board of School Administrators Fees
001		CC	1	05555	MN BOARD OF SCHOOL ADMIN.	12/07/2023	\$2.15	156396	E 01 005 020 000 000 820	Board of School Administrators Fees
001		CC	1	05599	SUBWAY	12/07/2023	23 \$155.88	156419	E 01 005 790 000 320 490	Food for Meeting-APAC
001		CC	1	05757	DATA RECOGNITION CORPORATION	12/07/2023	\$448.80	156342	E 01 110 219 000 317 430	PO 32468 Liberty pre las 2000 form d kit

Big Lake Public Schools, ISD #727

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 06130	COBORN'S INC.	12/07/2023	\$25.99	156406	E 01 300 790 000 699 490	Doughnuts and Bananas for team meeting
001		CC	1 06130	COBORN'S INC.	12/07/2023	\$11.67	156410	E 01 300 298 918 000 490	Java HIVE tea
001		CC	1 06319	HAMPTON INN	12/07/2023	\$171.27	156335	E 01 005 219 000 317 366	EL Conference (Laura Kroells)
001		CC	1 06596	GLAZIER CLINICS	12/07/2023	\$495.00	156399	E 11 300 294 113 000 366	2024 Staff Season Pass 11.07.2023
001		CC	1 06700	B & H FOTO & ELECTRONICS CORP	12/07/2023	\$1,626.86	156289	E 01 005 107 000 000 401	Sony FE 70-200mm f/4 Macro G OSS II Le
001		CC	1 07551	RIDDELL	12/07/2023	\$59.00	156349	E 11 300 294 114 000 401	HS Track Quick Release Mini Pin
001		CC	1 07785	CARIBOU COFFEE CO	12/07/2023	\$4.90	156305	E 01 005 110 999 000 401	Caribou
001		CC	1 07785	CARIBOU COFFEE CO	12/07/2023	\$11.43	156375	E 01 300 790 000 699 490	Caribou for team meeting
001		CC	1 07785	CARIBOU COFFEE CO	12/07/2023	\$10.96	156377	E 01 300 790 000 699 490	Caribou for team meeting
001		CC	1 07785	CARIBOU COFFEE CO	12/07/2023	\$23.78	156426	E 01 300 790 000 699 490	Coffee for Leader meeting
001		CC	1 08066	TARGET	12/07/2023	\$92.65	156361	E 01 300 790 000 699 490	Breakfast for EPIC group
001		CC	1 08066	TARGET	12/07/2023	\$1.17	156361	E 01 005 110 999 000 401	Breakfast for EPIC group
001		CC	1 08066	TARGET	12/07/2023	\$151.03	156362	E 01 005 241 204 000 401	December Staff Wellness
001		CC	1 08066	TARGET	12/07/2023	\$14.00	156370	E 01 005 241 204 000 401	December Staff Wellness
001		CC	1 08066	TARGET	12/07/2023	\$27.16	156373	E 01 005 241 204 000 401	December Staff Wellness
001		CC	1 08066	TARGET	12/07/2023	\$85.96	156391	E 01 100 203 290 000 401	SAT book study
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$29.28	156435	E 01 300 810 000 000 320	HS Long Distance October 2023
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$4.45	156436	E 04 500 505 000 321 305	CE Long Distance October 2023
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$18.97	156439	E 01 201 810 000 000 320	MS Long Distance October 2023
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$133.28	156440	E 01 005 810 000 000 320	DO Long Distance October 2023 Charge st
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$27.73	156442	E 01 110 810 000 000 320	Liberty Long Distance October 2023
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	12/07/2023	\$18.27	156443	E 01 100 810 000 000 320	Indy Long Distance October 2023
001		CC	1 08347	WALMART	12/07/2023	\$88.93	156358	E 04 500 580 341 325 401	EC Supplies (PAC, ECFE, SR)
001		CC	1 08347	WALMART	12/07/2023	\$38.98	156358	E 04 500 580 000 325 430	EC Supplies (PAC, ECFE, SR)
001		CC	1 08347	WALMART	12/07/2023	\$45.88	156358	E 04 500 596 000 344 430	EC Supplies (PAC, ECFE, SR)
001		CC	1 08347	WALMART	12/07/2023	(\$36.59)	156368	E 01 100 203 000 000 401	credit for missing items
001		CC	1 08347	WALMART	12/07/2023	\$73.18	156381	E 01 100 203 000 000 401	door magnets
001		CC	1 08347	WALMART	12/07/2023	\$20.67	156389	E 01 300 211 212 000 401	2023 HS Veterans Day Program Supplies
001		CC	1 08347	WALMART	12/07/2023	\$11.88	156405	E 04 500 580 000 325 430	ECFE Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	12/07/2023	\$103.32	156339	E 01 300 211 000 000 401	Duplicate payment refund
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	12/07/2023	\$51.98	156340	E 01 300 256 000 000 430	PO 32462 HS FINE POINT DRY ERASE M
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	12/07/2023	\$2,381.40	156441	E 06 005 870 000 000 530	PO 32392 BOND PROJECT ID #22H005.0
001		CC	1 08839	MIDWAY IRON & METAL INC	12/07/2023	\$1,019.06	156318	E 01 300 361 000 830 433	PO 32299 Shop Supplies
001		CC	1 09044	MENARDS - ELK RIVER	12/07/2023	\$10.99	156334	E 01 005 810 000 000 401	B&G Supplies

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001		CC	1 09062	CUSTOMINK, LLC	12/07/2023	\$186.10	156296	E 11 300 291 161 000 401	Math League T-shirts
001		CC	1 09079	ITEEA	12/07/2023	\$145.00	156301	E 01 100 203 312 000 820	STEM SOE Application Fee
001		CC	1 09217	HORIZON COMMERCIAL POOL SUPPLY	12/07/2023	\$624.69	156310	E 01 300 810 000 000 404	HS B&G Supplies
001		CC	1 10052	MinnSPRA Membership Services	12/07/2023	\$100.00	156414	E 01 005 107 000 000 366	District Communications
001		CC	1 10327	NORTHERN AIR CORPORATION	12/07/2023	\$3,442.56	156354	E 01 100 810 000 000 350	Indy B&G Repairs
001		CC	1 10327	NORTHERN AIR CORPORATION	12/07/2023	\$7,675.00	156355	E 15 201 865 000 380 520	PO 32166 WFD FOR AHU 1M
001		CC	1 10327	NORTHERN AIR CORPORATION	12/07/2023	\$6,168.71	156356	E 01 300 810 000 000 350	HS B&G Repairs
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	12/07/2023	\$41.60	156352	E 01 300 810 000 000 305	HS Prevention Plus
001		CC	1 10398	SCRIPPS NATIONAL SPELLING BEE, IN	12/07/2023	\$180.00	156425	E 04 500 585 000 332 305	CE Spelling Bee Enrollment
001		CC	1 10512	CASEY'S	12/07/2023	\$149.48	156388	E 01 005 790 000 320 490	ALPAC Meeting 11.08.2023
001		CC	1 10553	VEX ROBOTICS	12/07/2023	\$145.67	156300	E 01 201 255 000 000 430	PO 32534 MS Supplies
001		CC	1 10575	CONSTANT CONTACT	12/07/2023	\$227.00	156416	E 04 500 505 000 321 305	CE Marketing
001		CC	1 10586	AUSCO DESIGN &MARKETING	12/07/2023	\$810.00	156346	E 04 500 560 112 321 401	Basketball blow out t's
001		CC	1 10586	AUSCO DESIGN &MARKETING	12/07/2023	\$371.25	156353	E 04 500 560 112 321 401	Basketball Blow Out T's
001		CC	1 10586	AUSCO DESIGN &MARKETING	12/07/2023	\$2,593.50	156432	E 01 110 203 902 000 401	Staff t-shirts
001		CC	1 10619	4IMPRINT	12/07/2023	\$1,107.26	156314	E 01 300 790 000 699 401	Mugs
001		CC	1 10619	4IMPRINT	12/07/2023	\$798.29	156430	E 01 300 790 000 699 401	Prizes to give to students and refund for on
001		CC	1 10619	4IMPRINT	12/07/2023	\$2,455.08	156437	E 01 300 790 000 699 401	Water bottles with PCN artwork to give at e
001		CC	1 10658	OZONE, LLC	12/07/2023	\$611.10	156393	E 04 500 560 122 321 436	CE Gymnastics
001		CC	1 12031	LANGUAGELINE Solutions	12/07/2023	\$51.35	156382	E 01 201 219 000 317 358	Interpreter 11.10.2023
001		CC	1 12031	LANGUAGELINE Solutions	12/07/2023	\$23.70	156385	E 01 201 219 000 317 358	Interpreter 11.10.2023
001		CC	1 12100	BRUEGGERS BAGELS	12/07/2023	\$40.52	156308	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1 12101	OLIVE GARDEN	12/07/2023	\$69.65	156323	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1 12129	SIPTRUNK, INC	12/07/2023	\$72.05	156417	E 01 005 630 000 000 320	Back-up Phones
001		CC	1 12187	CHIPOLTE MEXICAN RESTURANT	12/07/2023	\$147.72	156404	E 11 300 294 116 000 366	Cross Country SC State Meet
001		CC	1 12304	SAM'S CLUB	12/07/2023	\$75.90	156374	E 01 300 298 918 000 490	JAVA Hive Food & Supplies
001		CC	1 12304	SAM'S CLUB	12/07/2023	\$92.90	156374	E 01 300 298 918 000 401	JAVA Hive Food & Supplies
001		CC	1 12304	SAM'S CLUB	12/07/2023	\$4.00	156374	E 01 300 298 918 000 401	JAVA Hive Food & Supplies
001		CC	1 12317	GRADUATE COMMONS HOTEL	12/07/2023	\$541.88	156326	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1 12317	GRADUATE COMMONS HOTEL	12/07/2023	\$480.82	156329	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1 12418	USPS	12/07/2023	\$10.70	156341	E 01 400 203 000 000 329	Postage
001		CC	1 12418	USPS	12/07/2023	\$10.00	156398	E 01 400 203 000 000 329	Postage 11.07.2023
001		CC	1 12418	USPS	12/07/2023	\$10.20	156427	E 01 400 203 000 000 329	Postage 10.31.2023
001		CC	1 12418	USPS	12/07/2023	\$10.65	156433	E 01 400 203 000 000 329	Postage 10.30.2023

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	12528	RAYMOND GEDDES & COMPANY, INC.	12/07/2023	\$117.28	156336	E 01 100 203 290 000 401	PBIS incentives
001		CC	1	12531	FIRST FOR INSPIRATION	12/07/2023	\$6,000.00	156344	E 11 300 291 160 000 820	HS FRC Veteran Team Registraion
001		CC	1	12574	SMART CARE EQUIPMENT SOLUTIONS	12/07/2023	\$451.94	156348	E 02 201 770 000 701 350	MS B&G Repairs
001		CC	1	12812	WEVIDEO, INC.	12/07/2023	\$299.00	156299	E 11 201 290 000 000 406	wevideo for schools yearly subscription
001		CC	1	12851	NEW YORK TIMES	12/07/2023	\$20.00	156364	E 01 300 220 000 000 430	English/Spaulding
001		CC	1	12902	BROADWAY LICENSING	12/07/2023	\$483.63	156434	E 11 300 291 136 000 305	Broadway Licensing
001		CC	1	13024	MSHSL.ORG	12/07/2023	\$66.00	156351	E 11 300 296 126 000 366	State Swimming Tickets
001		CC	1	13024	MSHSL.ORG	12/07/2023	\$12.00	156360	E 11 300 296 126 000 366	Diving State Tickets
001		CC	1	13036	CENTER FOR THE COLLABORATIVE CI	12/07/2023	\$756.00	156347	E 05 110 203 602 302 406	PO 32370 Caring Schools Community 2nd
001		CC	1	13072	CINTAS CORPORATION NO 2	12/07/2023	\$130.12	156372	E 01 300 810 350 000 305	Uniform Services October 2023 (\$2.60 disc
001		CC	1	13072	CINTAS CORPORATION NO 2	12/07/2023	\$130.08	156372	E 01 100 810 350 000 305	Uniform Services October 2023 (\$2.60 disc
001		CC	1	13072	CINTAS CORPORATION NO 2	12/07/2023	\$130.08	156372	E 01 201 810 350 000 305	Uniform Services October 2023 (\$2.60 disc
001		CC	1	13072	CINTAS CORPORATION NO 2	12/07/2023	\$130.08	156372	E 01 110 810 350 000 305	Uniform Services October 2023 (\$2.60 disc
001		CC	1	13072	CINTAS CORPORATION NO 2	12/07/2023	(\$2.60)	156372	E 01 300 810 000 000 305	Uniform Services October 2023 (\$2.60 disc
001		CC	1	13090	DIGITAL INSPIRATIONS	12/07/2023	\$79.95	156295	E 01 100 050 000 000 465	Google workspace add-on
001		CC	1	13136	QDOBA	12/07/2023	\$14.70	156319	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13137	STARBUCKS STORE	12/07/2023	\$20.28	156331	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$46.27	156304	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$44.53	156316	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$3.22	156317	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$10.88	156320	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$32.90	156327	E 11 300 296 126 000 366	State Diving
001		CC	1	13138	CHICK-FIL-A	12/07/2023	\$3.04	156333	E 11 300 296 126 000 366	State Diving
001		CC	1	13141	CANVA	12/07/2023	\$119.99	156386	E 04 500 505 000 321 305	CE Marketing - Annual Subscription
001		CC	1	13142	NOODLES & CO	12/07/2023	\$26.32	156313	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1	13142	NOODLES & CO	12/07/2023	\$25.06	156409	E 11 300 294 116 000 366	Cross Country XC State Meet
001		CC	1	13185	PATRIOT NEWS MN	12/07/2023	\$62.50	156423	E 01 005 010 000 000 305	Oct 21, Legal
001		CC	1	13277	JELLYFISH GRAPHICS	12/07/2023	\$6,760.00	156291	E 01 300 790 000 699 401	HS PCN Supplies
001		CC	1	13277	JELLYFISH GRAPHICS	12/07/2023	\$2,460.92	156383	E 01 300 790 000 699 401	Blue and Gold Shirts
001		CC	1	13277	JELLYFISH GRAPHICS	12/07/2023	\$756.24	156412	E 04 500 505 000 321 401	CE Shirts
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	12/07/2023	\$1,606.00	156422	E 04 500 505 000 321 305	Portable Rental
001		CC	1	13420	OAKI	12/07/2023	\$495.00	156312	E 04 500 580 341 325 401	EC Coalition (Staff rain suits)
001		CC	1	13480	BLAZE PIZZA	12/07/2023	\$38.54	156324	E 11 300 296 126 000 366	State Diving
001		CC	1	13598	WILLYS ON THE WATER	12/07/2023	\$413.15	156408	E 11 300 294 116 000 366	Cross Country XC State Meet

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001		CC	1 13600	NSPN.TV	12/07/2023	\$10.89	156315	E 11 300 292 000 000 401	Subscription (State Diving)
001		CC	1 13629	U OF M PARKING	12/07/2023	\$6.00	156337	E 01 005 110 999 000 401	Parking
001		CC	1 13685	MATH FACTS	12/07/2023	\$35.00	156431	E 12 201 407 000 372 406	Yearly Renewal
001		CC	1 13687	E&G 1123 ECOMM	12/07/2023	\$40.29	156394	E 01 005 010 000 000 490	Policy Committee Meeting 11.08.2023
001		CC	1 13739	O'DAY MANAGMENT INC	12/07/2023	\$461.25	156418	E 01 300 810 000 000 305	B&G Repairs
001		CC	1 13739	O'DAY MANAGMENT INC	12/07/2023	\$379.05	156418	E 01 201 810 000 000 305	B&G Repairs
001		CC	1 13783	ATOMIC-FILAMENT	12/07/2023	\$136.14	156290	E 01 005 630 000 000 456	MeltMiser black and white- MS
001		CC	1 13784	R SOCIAL ON MAIN	12/07/2023	\$157.90	156294	E 11 300 292 000 000 490	Athletics Meeting 11.21.2023
001		CC	1 13785	LUNDS & BYERLYS RIDGEDALE	12/07/2023	\$89.88	156298	E 01 110 201 000 000 430	Kindergarten Gingerbread Unit
001		CC	1 13786	DAVE & BUSTERS	12/07/2023	\$108.54	156307	E 11 300 296 126 000 366	State Swim/Dive
001		CC	1 13787	WOLF RIDGE ENVIRONMENT	12/07/2023	\$60.00	156403	E 01 100 203 908 000 369	5th grade field trip deposit
001		CC	1 13788	MASHUPMATH.COM	12/07/2023	\$29.00	156397	E 12 201 407 000 372 406	Yearly Renewal
001		CC	1 13789	KAHLER GRAND HOTEL	12/07/2023	\$177.29	156378	E 01 005 640 000 316 366	Science Conference (Kim Bowen)
001		CC	1 13789	KAHLER GRAND HOTEL	12/07/2023	\$131.24	156380	E 01 005 640 000 316 366	MN Science Teachers Association (Kim Bo
001		CC	1 13789	KAHLER GRAND HOTEL	12/07/2023	\$131.24	156384	E 01 005 640 000 316 366	MN Science Teachers Assoc Conference (/
001		CC	1 13789	KAHLER GRAND HOTEL	12/07/2023	\$177.29	156387	E 01 005 640 000 316 366	MN Science Teachers Assoc Conference (/
001		CC	1 13790	ICHIDDO RAMEN (MOA)	12/07/2023	\$16.77	156325	E 11 300 296 126 000 366	State Diving
001		CC	1 13791	ECLIPSE BALL	12/07/2023	\$75.00	156413	E 01 201 250 000 000 430	Eclipse Balls
001		CC	1 13792	NIKE.COM	12/07/2023	\$270.00	156420	E 01 300 211 245 000 401	Hornet Hospitality Purchase Shoes
001		CC	1 13793	ULTIMATE EVENTS INC	12/07/2023	\$313.21	156429	E 11 300 294 116 000 305	HS Cross Country (Golf Course)Tent cover
001		CC	1 13793	ULTIMATE EVENTS INC	12/07/2023	\$313.20	156429	E 11 300 296 116 000 305	HS Cross Country (Golf Course)Tent cover
001		CC	1 7811	FEDEX FREIGHT INC	12/07/2023	\$16.20	156400	E 01 300 790 000 699 401	Printing Posters
001		CC	1 7811	FEDEX FREIGHT INC	12/07/2023	\$1.28	156400	E 01 005 110 999 000 401	Printing Posters

Check Total: \$78,618.91

Bank 001 Total: \$78,618.91

Report Total: \$78,618.91

December 2023 Personnel				
Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Siddell, Ryan	Auditorium Manager	District Wide	12/01/2023	New Hire
Lauderbaugh, Cayla	Assistant Coach Robotics	High School	11/20/2023	New Hire
Lindman, Cherie	SPED Paraeducator	Independence	12/18/2023	New Hire
Lohse, Alexandra	School Monitor	Liberty	12/19/2023	Resignation
Domka, Timothy	Maintenance Supervisor	Middle School	12/22/2023	Resignation
Nielsen, Belinda	Social Worker	MS/HS	01/02/2024	New Hire
Willert, Kendra	School Monitor	Liberty	12/20/2023	New Hire
Gunderson, Luther	Long-term Substitute	High School	12/18/2023	Transfer
Johnson, Sheridan	Assistant Coach Boys Basketball	High School	11/20/2023	New Hire

MEMORANDUM OF UNDERSTANDING
Modification to Section 8.2 for 23-25

WHEREAS, Big Lake Education Minnesota (BLEM) and the Big Lake School District are parties to an agreement on the contract for 2023-2025; and

WHEREAS, section 8.2 of the agreement states: Any teacher giving up a preparation period to substitute for another teacher’s class or study hall, by request or order of the administration, during the 2023-2024 and 2024-2025 school years shall be paid \$43.00 per high school/middle school class and \$32.00 per thirty minute class at the elementary school level. Any teacher taking a minimum of five (5) and no more than ten (10) students due to the lack of substitutes will be compensated at the rate of \$18.00 per high school/middle school class and \$16.00 per thirty minute class at the elementary school level. Teachers volunteering to take more than 10 students will be compensated at the rates above.

WHEREAS, we agree to allow for the following modification to section 8.2 to: “Any teacher taking up to a maximum of ten (10) students due to teacher absence, as directed by administration, will be compensated at the rate of \$18.00 per high school/middle school class and \$16.00 per thirty minute class at the elementary school level. Teachers volunteering to take more than 10 students will be compensated at the rates above”; and

THEREFORE, BE IT RESOLVED and agreed that the Memorandum of Understanding shall become effective upon signature, by both parties, of the 2023-2025 Master Agreement and shall remain in effect through July 31, 2025.

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

Kelly Jurek, President

Board Chair

Board Clerk

Dated: _____

Dated: _____



HARASSMENT AND VIOLENCE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to maintain a learning and working environment that is free from harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class.
- B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person's Protected Class as defined by this policy. (For purposes of this policy, school district personnel includes: school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)
- C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's Protected Class.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who is found to have violated this policy.

III. DEFINITIONS:

- A. "Assault" is:
 - 1) An act done with intent to cause fear in another of immediate bodily harm or death;
 - 2) The intentional infliction of or attempt to inflict bodily harm upon another; or,
 - 3) The threat to do bodily harm to another with the present ability to carry out the threat.
- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability when the conduct:
 - 1) Has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 - 2) Has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

- 3) Otherwise adversely affects an individual's employment or academic opportunities.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. Protected Classifications Definitions
- 1) "Disability" means, with respect to an individual who:
 - a. has a physical, sensory, or mental impairment which materially limits one or more major life activities of such individual;
 - b. has a record of such an impairment; or
 - c. is regarded as having such an impairment.
 - 2) "Familial status" means the condition of one or more minors being domiciled with:
 - a. their parent or parents or the minor's legal guardian; or
 - b. the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against harassment or discrimination on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
 - 3) "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment or discrimination on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
 - 4) "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.
 - 5) "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 - 6) "Sexual orientation" to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.
 - 7) "Status with regard to public assistance" means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. "Remedial response" means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.
- F. Sexual Harassment Definition
- 1) Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

- c. that conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.
- 2) Sexual harassment may include, but is not limited to:
 - a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
 - f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence Definition

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

H. Violence Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to an individual's Protected Class.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of Protected Class by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct that may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

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

- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

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

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

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

V. INVESTIGATION

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school

district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.

- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.
- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the targets or victims and alleged perpetrators of harassment or violence, the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

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

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse

which may include filing charges with the Minnesota Department of Human Rights or another state or federal agency, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes chapter 260E may be applicable.
- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

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

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)
MSBA/MASA Model Policy 401 (Equal Employment Opportunity)
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School

District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination, Grievance Procedures and Process)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

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)
Stephanie Mericle	Winter gear and personal care items valued at \$82.00	Students in need
Emily Bauman	Winter gear and personal care items valued at \$92.00	Students in need
Riverside Church	Walmart gift cards valued at \$6,000	Families in need for the holidays
Big Lake Boys Fast Break Club	\$3,105.00	Extra coach salary
Big Lake Quarter Back Club	\$1,058.00	Extra coach salary
Mathison Motors	Winter gear valued at \$800.00	Students in need at Independence
Big Lake Releve Club-Dance Team	\$1,155.00	Charter bus to Stewartville
Big Lake Youth Athletic Association	\$160.00	Wrestling scales calibration
Mathison Motors	Winter gear valued at \$500.00	Students in need at Liberty

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted on December 14, 2023.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 727
BIG LAKE PUBLIC SCHOOLS
SHERBURNE COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of INDEPENDENT SCHOOL DISTRICT NO. 727 (Big Lake Public Schools), Sherburne County, Minnesota, was duly held in the School District on December 14, 2023, commencing at 6:30 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE RENEWAL OF AN EXPIRING
REFERENDUM REVENUE AUTHORIZATION**

BE IT RESOLVED by the School Board (the "Board") of INDEPENDENT SCHOOL DISTRICT NO. 727 (Big Lake Public Schools), Sherburne County, Minnesota (the "District"), as follows:

1. Background. It is hereby determined that:

(a) Minnesota Statutes, Section 126C.17, subdivision 9b ("Subdivision 9b"), states that a school board may renew an expiring referendum revenue authorization without an election by adopting a written resolution authorizing the renewal, provided that the expiring referendum has not been previously renewed under Subdivision 9b, the term of the renewed referendum is no longer than the initial term approved by the voters, the expiring referendum is within the last two fiscal years of the term of the referendum, and the per pupil amount of the renewed referendum is the same as the amount expiring referendum, or for an expiring referendum that was adjusted annually by the rate of inflation, the same as the per-pupil amount of the expiring referendum, adjusted annually for inflation in the same manner as if the expiring referendum had continued.

(b) At a duly called and regularly held special election on November 3, 2015, District voters approved a referendum revenue authorization for a term of 10 years, commencing with taxes payable in 2016. The additional revenue from the referendum revenue authorization has been used to finance school operations. The referendum revenue authorization is scheduled to expire after taxes payable in 2025 (the "Expiring Referendum").

(c) On December 14, 2023, the Board convened a regular meeting for the purpose, of discussing the proposed renewal of the Expiring Referendum in accordance Subdivision 9b and allowing public testimony on the proposed renewal.

(d) The Expiring Referendum has not been previously renewed under Subdivision 9b.

2. Authorization of Renewal. The Board hereby determines and declares that it is necessary and expedient for the District to renew the Expiring Referendum in the same per pupil amount as is current in the Expiring Referendum. The additional revenue from the renewed referendum revenue authorization will be used to finance school operations. The renewed referendum revenue authorization will be applicable for 10 years beginning with taxes payable 2026, unless otherwise revoked or reduced as provided by law.

3. Notice of Renewed Referendum Revenue Authorization. The Clerk is hereby authorized and directed to submit a copy of this resolution to the Commissioner of Education and the county auditor of each county in which the District is located in whole or in part as soon as practicable, but not later than September 1 of the calendar year in which resolution is adopted.

4. Effective Date. Pursuant to Subdivision 9b, this resolution becomes effective 60 days after its adoption.

The motion for the adoption of the foregoing resolution was duly seconded by Member

_____. The vote of the Board members is recorded as follows:

The following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Big Lake and Princeton Lacrosse Co-op Update

December 14, 2023

Boys and Girls Program Numbers Expected 2024

Both programs remain grades 7-12

- Girls 2024 Projection: 35-40
 - Big Lake - 30
 - Princeton - 5
 - 2023 Total - 37
- Boys 2024 Projection: 64-70
 - Big Lake - 50
 - Princeton - 14
 - 2023 Total - 48
 - Graduated 4 players (Princeton)
 - ***18 players moving up from 6th to 7th grade (12 Big Lake, 6 Princeton)*



43

Co-Op Overview

- Two Years Completed
- Going Well
- Numbers are growing from both schools
- Hosted first “home” lacrosse games in Princeton last spring
- Plan to continue indefinitely

Some Opportunities for Improvement

- Huge growth in boys in 2023 resulted in low playing time opportunities (too many players, too few roster spots)
 - Plan to address in 2024 by adding 1-2 teams (Varsity, JV, Prep 1, Prep 2) so we can continue to provide access.
 - Working with boosters on additional fundraising to cover the cost of the additional games/coaches
 - Working with youth program to see if there are any coaches moving up willing to volunteer
- Hearing some questions from Princeton players/parents about where “their” apparel is.
 - Following slides are for the proposal to create a combined identity for the lacrosse program

Existing BLHS Co-Op Programs

Becker Big Lake Boys Hockey



Princeton/Becker/Big Lake Girls Hockey



Boys Uniform Preview

Simple color change to incorporate the Big Lake royal blue and Princeton orange colors.

Purpose is to create a combined identity for players from all of the schools in the co-op.

Boys team is up for uniforms for Spring 2024, girls are up for Spring 2025.

(**Pictured designs are for concept only. NOT FINAL)



Mascot / Nickname Option

The options listed in the following slides are potential co-op mascots / nicknames.

Any logo images are provided as examples - colors will be updated, and the logo will be modified to avoid any potential copyright issues.

Both boys and girls teams are being polled for preferences.

Mascot Option 1 - Predators



Mascot Option 2 - Raptors



Mascot Option 3 - Huskies



Mascot Option 4 - Warriors





1 SITE DIAGRAM - CURRENT ITERATION
NOT TO SCALE

PROS:

1. 235 TOTAL PARKING (INCREASE OF 40 VEHICLES)
2. SEPARATE BUS TRAFFIC
3. EMERGENCY SERVICE ACCESS MAINTAINED
4. FLEXIBLE FOR FUTURE 205TH AVE IMPROVEMENTS
5. FLEXIBLE FOR FUTURE BUS PARKING
6. LIMITED IMPACT ON EXISTING ADJACENT SITE USES

CONS:

1. VISITOR / HIVE TIME PARENTS REQUIRED TO CROSS BUS TRAFFIC
2. DROP OFF / PICK UP ENTRANCE UNSUPERVISED OUTSIDE OF DESIGNATED TIMES
3. STAFF PARKING OVERLAPS WITH PICK UP / DROP OFF TRAFFIC

WIRE TRANSFER SUMMARY
Big Lake Public Schools
Independent School District #727
November 30, 2023

DATE	FROM	TO	AMOUNT	PURPOSE
11/1/2023	Old National-Checking	Heartland Pmt System	\$ 574.46	MOSAIC Credit Card Fees
11/3/2023	MN Trust-PMA	Old National-Checking	\$ 1,500,000.00	Payroll and Payroll AP
11/7/2023	Old National-Checking	Further	\$ 948.04	Flex Claim Pymts
11/7/2023	Old National-Checking	Delta Dental	\$ 29,722.80	Dental Insurance
11/7/2023	Old National-Checking	EBC	\$ 74,076.20	403b & 457 contributions
11/8/2023	Old National-Checking	Bankcard Service	\$ 4,599.54	ELEYO Credit Card Fees
11/8/2023	Old National-Checking	BLEM	\$ 9,133.58	Teacher Unions Dues
11/9/2023	Old National-Checking	ELEYOmonthlysoft	\$ 1,275.00	ELEYO User Fees
11/9/2023	Old National-Checking	Further	\$ 23,433.20	H.S.A Contributions
11/13/2023	USB AP	Old National-Checking	\$ 14,057.08	BMO Rebate
11/14/2023	Old National-Checking	Further	\$ 873.03	Flex Claim Pymts
11/14/2023	Old National-Checking	Amazon	\$ 3,859.30	Invoice Payments
11/15/2023	Old National-Checking	Amazon	\$ 371.72	Invoice Payments
11/17/2023	Old National-Checking	Old National Bank	\$ 43.46	Old National Service Charge
11/17/2023	Old National-Checking	Amazon	\$ 1,135.26	Invoice Payments
11/17/2023	Old National-Checking	Amazon	\$ 1,774.42	Invoice Payments
11/17/2023	MN Trust-PMA BONDS	Old National-Checking	\$ 23,605.00	Bond Draw 2021A
11/17/2023	MN Trust-PMA BONDS	Old National-Checking	\$ 165,626.33	Bond Draw 2022A
11/17/2023	Old National-Checking	Vision Transportation	\$ 303,819.41	Transportation billing
11/17/2023	MN Trust-PMA	Old National-Checking	\$ 1,500,000.00	Payroll and Payroll AP
11/20/2023	Old National-Checking	Old National-Petty Cash	\$ 723.50	Transfer to Petty Cash
11/20/2023	Old National-Checking	FleetCor	\$ 1,292.41	Kwik Trip Billing
11/20/2023	Old National-Checking	Windstream	\$ 1,462.18	Windstream billing
11/20/2023	Old National-Checking	NewYork Life	\$ 10,672.07	Life & LTD Insurance
11/21/2023	Old National-Checking	Further	\$ 417.80	Further Fee
11/21/2023	Old National-Checking	Further	\$ 884.10	Flex Claim Pymts
11/21/2023	Old National-Checking	BLEM	\$ 9,004.61	Teacher Unions Dues
11/22/2023	Old National-Checking	Amazon	\$ 348.04	Invoice Payments
11/22/2023	Old National-Checking	Amazon	\$ 653.98	Invoice Payments
11/22/2023	Old National-Checking	Further	\$ 23,827.74	H.S.A Contributions
11/22/2023	Old National-Checking	EBC	\$ 72,455.02	403b & 457 contributions
11/22/2023	US Treasury	Old National-Checking	\$ 100,800.00	Emergency Connectivity Fund - award
11/22/2023	Old National-Checking	Compass Group	\$ 175,614.09	Chartwells
11/24/2023	Old National-Checking	Verizon	\$ 1,400.62	Verizon billing
11/24/2023	MN Trust-PMA	Old National-Checking	\$ 600,000.00	Regular AP
11/28/2023	Old National-Checking	Amazon	\$ 645.62	Invoice Payments
11/28/2023	CC Choices ACH	Old National-Checking	\$ 6,300.00	Pathway I
11/29/2023	Benefit Resource BRI	Old National-Checking	\$ 10,481.39	Cobra Payment
11/30/2023	Old National-Checking	Bremer Bank	\$ 203.20	ACH Charge
11/30/2023	Old National-Checking	Amazon	\$ 1,785.88	Invoice Payments
11/30/2023	Old National-Checking	Further	\$ 3,016.59	Flex Claim Pymts
11/101/23	Old National-Checking	Transfirst/TSYS	\$ 1,639.41	Affinity Credit Card fees

COMPLIANCE ISSUES

- | | | |
|----|---|---------------|
| 1) | Preliminary UFARS data loaded to MDE by September 15th, 2023 | In compliance |
| 2) | Revenue and Expenditure Budget published by earlier of one week after school board accepts final audit or November 30, 2023 | In compliance |
| 3) | Final UFARS data to MDE by November 30, 2023 | In compliance |
| 4) | The 2022/2023 audit (electronic copy) received at MDE by December 31st, 2023 | 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)	\$ 47,899,587	\$ 10,882,141	23%	\$ 46,535,946	\$ 13,063,974	28% <i>Note 1</i>	
Food Service (02)	\$ 2,446,092	\$ 679,858	28%	\$ 2,680,040	\$ 643,712	24% <i>Note 1</i>	
Community Service (04)	\$ 2,965,292	\$ 1,167,467	39%	\$ 2,992,418	\$ 1,133,960	38% <i>Note 1</i>	
Building Construction (06)	\$ 425,000	\$ 331,906	78%	\$ 9,728,058	\$ 6,318,503	65% <i>Note 1</i>	
Debt Service (07)	\$ 6,491,981	\$ 410,324	6%	\$ 6,464,376	\$ 883,987	14% <i>Note 1</i>	
OPEB Irrevocable Trust Fund (45)	\$ 50,000	\$ 25,049	50%	\$ 164,419	\$ 1,067	1%	

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

	Original	Revised
Budgeted Seated ADM	3169	3089
Tuition ADM	76	76
Budgeted ADM	3245	3165

NOTES

See budget revisions

SUMMARY OF YTD 23-24 BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

GENERAL FUND:

REVENUE:

	AMOUNT	DATE
Original Budget	\$46,449,691	* Jun-23
-Decrease unemployment revenue for revised estimate of costs based upon summer 2023 actual costs	(\$175,000)	* Nov-23
-Adjust reimbursement revenue budgets for changes in estimates: SNW coop, Becker ISD, P-EBT	\$75,073	
-Establish budget for Emergency Connectivity Grant; rev=exp	\$100,800	
-Establish budget for additional Bridges grant; rev=exp	\$15,000	
-Hail claim insurance proceeds	\$1,579,823	
-Increase investment earnings budgets for surplus cash flow & increased rates of return	\$129,866	
-Increase SPED aid estimate from updated aid report from MDE	\$100,000	
-Establish budget for coop student support personnel aid; rev=exp	\$38,607	
-Various state aid revisions based upon revised entitlement reports from MDE	(\$30,814)	
-Increase summer term unemployment reimbursement aid from revised forecast from MDE	\$125,000	
-Adjust tax levy budgets based upon revised estimates	(\$13,154)	
-Decrease general education aid revenue budgets for decreased enrollment	(\$530,378)	
-Adjust Title grant revenue budgets based on staffing revisions & revised estimates	\$1,117	
-Adjust rev/exp budgets for 22-23 deferred revenue; rev=exp	\$33,956	

NET CURRENT REVENUE BUDGET

\$47,899,587

GENERAL FUND:

EXPENSE:

	AMOUNT	DATE
Original Budget	\$46,071,129	* Jun-23
-Decrease unemployment exp for revised estimate based upon summer 2023 actual unemployment costs	(\$384,254)	* Nov-23
-Revise tuition budgets based on enrollment	(\$37,000)	
-Staffing budget revision #1: adjust for known hiring costs and benefits	(\$517,178)	
-Adjusts property/liability insurance budget due to increase in cybersecurity insurance	\$21,222	
-Establish budget for Emergency Connectivity Grant; rev=exp	\$100,800	
-Establish budget for additional Bridges grant; rev=exp	\$15,000	
-Estimate of hail claim 23-24 roof repair expenses; roof repair project to occur summer 2024	\$800,000	
-Budget for activities bus purchase; cost to come from 22-23 assigned fund balance	\$117,422	
-Add facilities equipment budgets; costs to come 22-23 assigned fund balance	\$203,983	
-Add curriculum budgets; costs to come from 22-23 assigned fund balance	\$75,000	
-Establish budget for coop student support personnel aid; rev=exp	\$38,607	
-Adjust Title and PCN non-staffing budgets for revised estimates	(\$2,741)	
-Adjust rev/exp budgets for 22-23 deferred revenue; rev=exp	\$33,956	

NET CURRENT EXPENSE BUDGET

\$46,535,946

SUMMARY OF YTD 23-24 BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

FOOD SERVICE FUND:

REVENUE:

Original Budget	\$2,399,363	*	Jun-23
- \$40,000 reimbursement from Chartwells; equipment rec'd in 23-24	\$40,000	*	Sep-23
- Increase investment earnings budgets for surplus cash flow & increased rates of return	\$6,729		

NET CURRENT REVENUE BUDGET

\$2,446,092

EXPENSE:

Original Budget	\$2,528,694	*	Jun-23
- Increase equipment budget for 22-23 budgeted equipment rec'd in July 2023	\$151,638	*	Sep-23
- Staffing budget revision #1: adjust for known hiring costs and benefits	(\$292)		

NET CURRENT EXPENSE BUDGET

\$2,680,040

COMMUNITY SERVICE FUND:

REVENUE:

Original Budget	\$2,866,263	*	Jun-23
- Increase investment earnings budgets for surplus cash flow & increased rates of return	\$15,520		
- Update ECFE and Home Visiting aid estimates	\$7,778		
- Adjust tax levy budgets based upon revised estimates	(\$257)		
- Incr revenue estimates for gymnastics, donations, Kid's Club, & Hive Time; increased enrollment	\$75,988		

NET CURRENT REVENUE BUDGET

\$2,965,292

EXPENSE:

Original Budget	\$2,905,975	*	Jun-23
- Staffing budget revision #1: adjust for known hiring costs and benefits/increased enrollment	\$48,573		
- Increased non-staffing costs for equipment, increased programming, Kid's Club fieldtrips, & other exp	\$37,870		

NET CURRENT EXPENSE BUDGET

\$2,992,418

BUILDING CONSTRUCTION FUND

REVENUE:

Original Budget	\$225,000	*	Jun-23
- Increase investment earnings budgets increased rates of return	\$200,000		

NET CURRENT REVENUE BUDGET

\$425,000

EXPENSE:

Original Budget	\$9,728,058	*	Jun-23
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NET CURRENT EXPENSE BUDGET

\$9,728,058

SUMMARY OF YTD 23-24 BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
DEBT SERVICE FUND		
REVENUE:		
Original Budget	\$6,462,877	* Jun-23
-Adjust tax levy budgets based upon revised estimates	(\$3,731)	
-Increase investment earnings budgets increased rates of return	\$32,835	
NET CURRENT REVENUE BUDGET	<u>\$6,491,981</u>	
EXPENSE:		
Original Budget	\$6,464,376	* Jun-23
NET CURRENT EXPENSE BUDGET	<u>\$6,464,376</u>	
	AMOUNT	DATE
OPEB Irrevocable Trust Fund		
REVENUE:		
Original Budget	50,000	* Jun-23
NET CURRENT REVENUE BUDGET	<u>50,000</u>	
EXPENSE:		
Original Budget	\$164,419	* Jun-23
NET CURRENT EXPENSE BUDGET	<u>\$164,419</u>	

ISD #727 2023-2024 Revised Budget

December 2023

	Audited Fund Balance June 30,2023	Revenue Budget 23-24	Expenditure Budget 23-24	Projected Net Change Incr(Decr) in Fund Balance	Transfers	Budgeted Fund Balance June 30,2024
General:						
Restricted -						
Long Term Facilities Maintenance	\$ 135,484	\$ 394,396	\$ 352,597	\$ 41,799	\$ -	\$ 177,283
Operating Capital	\$ 577,380	\$ 771,155	\$ 1,110,447	\$ (339,292)	\$ -	\$ 238,088
Capital Projects Levy	\$ 509,069	\$ 669,369	\$ 643,357	\$ 26,012	\$ -	\$ 535,081
Staff Development	\$ 162,615	\$ 494,721	\$ 503,164	\$ (8,443)	\$ -	\$ 154,172
Basic Skills	\$ 3,236	\$ 1,775,909	\$ 1,022,136	\$ 753,773	\$ -	\$ 757,009
School Library Aid	\$ -	\$ 55,808	\$ -	\$ 55,808	\$ -	\$ 55,808
Third Party/Medical Assistance	\$ 329,506	\$ 75,000	\$ 110,059	\$ (35,059)	\$ -	\$ 294,447
Area Learning Center (ALC)	\$ 82,017	\$ 309,591	\$ 346,362	\$ (36,771)	\$ -	\$ 45,246
Scholarships	\$ 24,150	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ 24,150
Student Activities	\$ 27,067	\$ 2,300	\$ 8,300	\$ (6,000)	\$ -	\$ 21,067
Committed for Severance	\$ 1,141,143	\$ -	\$ 18,583	\$ (18,583)	\$ -	\$ 1,122,560
Committed for Liberty Shelter	\$ 29,120	\$ -	\$ 29,120	\$ (29,120)	\$ -	\$ -
Assigned for Q Comp	\$ 48,885	\$ 843,148	\$ 806,211	\$ 36,937	\$ -	\$ 85,822
Assigned for Athletics and Activities	\$ 139,118	\$ 1,185,194	\$ 1,220,885	\$ (35,691)	\$ -	\$ 103,427
Assigned for Building Level Activities	\$ 142,910	\$ 42,506	\$ 68,774	\$ (26,268)	\$ -	\$ 116,642
Other Assigned Fund Balances	\$ 641,628	\$ 1,594,277	\$ 1,348,368	\$ 245,909	\$ -	\$ 887,537
Nonspendable for Prepaid Items	\$ 95,239	\$ -	\$ -	\$ -	\$ -	\$ 95,239
Unassigned Fund Balance	\$ 7,061,769	\$ 39,668,213	\$ 38,929,583	\$ 738,630	\$ -	\$ 7,800,399
Subtotal	\$ 11,150,336	\$ 47,899,587	\$ 46,535,946	\$ 1,363,641	\$ -	\$ 12,513,977
Food Service:						
Restricted	\$ 767,795	\$ 2,446,092	\$ 2,680,040	\$ (233,948)	\$ -	\$ 533,847
Nonspendable for Inventory	\$ 38,540	\$ -	\$ -	\$ -	\$ -	\$ 38,540
Subtotal	\$ 806,335	\$ 2,446,092	\$ 2,680,040	\$ (233,948)	\$ -	\$ 572,387
Community Service:						
Restricted -						
Community Education	\$ 1,096,721	\$ 2,177,689	\$ 2,139,737	\$ 37,952	\$ (9,327)	\$ 1,125,346
ECFE	\$ 127,743	\$ 296,222	\$ 302,872	\$ (6,650)	\$ -	\$ 121,093
School Readiness	\$ (33,411)	\$ 472,231	\$ 521,332	\$ (49,101)	\$ -	\$ (82,512)
Preschool Screening	\$ -	\$ 19,150	\$ 28,477	\$ (9,327)	\$ 9,327	\$ -
Subtotal	\$ 1,191,053	\$ 2,965,292	\$ 2,992,418	\$ (27,126)	\$ -	\$ 1,163,927
Building Construction Fund						
Restricted -						
Long-Term Facilities Maintenance	\$ 533,759	\$ 25,000	\$ 558,759	\$ (533,759)	\$ -	\$ -
Referendum Projects	\$ 17,949,714	\$ 400,000	\$ 9,169,299	\$ (8,769,299)	\$ -	\$ 9,180,415
	\$ 18,483,473	\$ 425,000	\$ 9,728,058	\$ (9,303,058)	\$ -	\$ 9,180,415
Debt Service - Restricted	\$ 1,461,559	\$ 6,491,981	\$ 6,464,376	\$ 27,605	\$ -	\$ 1,489,164
OPEB Irrevocable Trust Fund	\$ 1,280,635	\$ 50,000	\$ 164,419	\$ (114,419)	\$ -	\$ 1,166,216
Total	\$ 34,373,391	\$ 60,277,952	\$ 68,565,257	\$ (8,287,305)	\$ -	\$ 26,086,086

School Board Financial Report

December 14th, 2023

Presented by Angie Manuel, Director of Business Services

Enrollment Update

➤ **November 1st Seated ADM: 3,092**

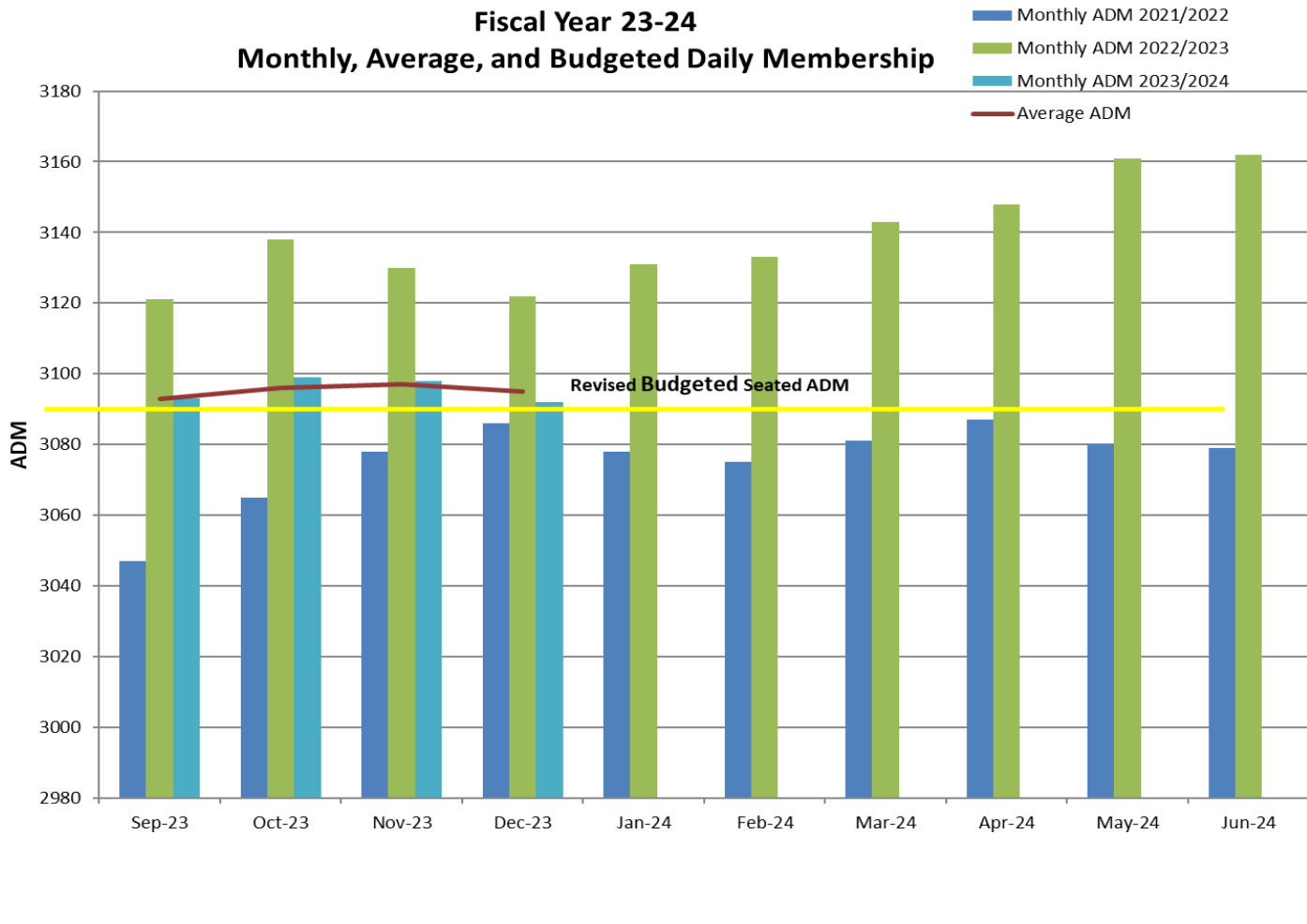
- ❖ Decrease of 5 ADM's from revised November counts
- ❖ Students moved or transferred

➤ **Average Seated ADM: 3,095.47**

- ❖ Revised Budgeted Seated ADM 3,089
- ❖ Budgeted Seated ADM 3,089 + Tuition ADM 76 = 3,165
 - Revised budgeted ADM based on 3-year weighted average of prior year data

ADM = Average Daily Membership

Fiscal Year 23-24 Monthly, Average, and Budgeted Daily Membership



Budget Revisions

General Fund

- Revenues increased \$1,624,896
 - Insurance proceeds \$1,579,823
 - General education aid decrease \$(530,378)
 - Investment earnings increase \$129,866
 - Unemployment reimbursement aid increase \$125,000
 - Increase special education aid \$100,000
 - Other aid increases: grants, reimbursements, other state aids \$220,585

Budget Revisions

General Fund

- Expenditures increased: \$ 849,071
 - Estimate of 23-24 roof repairs due to hail damage: \$800,000; total project costs will occur in 23-24 and 24-25
 - Decrease staffing costs budget for known hires and benefits \$517,178
 - Add budgets for assigned fund balances \$ 396,405
 - Establish grant budgets \$ 115,800
 - Other miscellaneous expenditure revisions \$54,044

Budget Revisions

Food Service Fund

- Increase investment income \$6,729
- Staffing budget decrease \$292

Community Service Fund

- Revenue Increase \$ 99,029
 - Increased investment income \$15,520
 - Increase ECFE aid and miscellaneous levy estimates \$ 7,521
 - Various revenue increases due to increased participation \$75,988
- Expenditure increase \$ 86,443
 - Increase staffing costs for known hires and benefits & increased enrollment \$48,573
 - Increase non-salary costs for equipment and increased programming \$37,870

Budget Revisions

Building Construction Fund

- Increase investment income \$200,000

Debt Service Fund

- Revenue Increase \$ 29,104
 - Increase investment income \$32,835
 - Decrease tax levy budget based upon revised estimate \$3,731

Fund Balance Update

General Fund Balance

Unassigned Fund Balance \$7,800,399

- Improvement of \$272,599 from original budget
 - In compliance with fund balance policy

Total budget and other fund balances summarized on next page

ISD #727 2023-2024 Revised Budget

December 2023

	Audited Fund Balance June 30,2023	Revenue Budget 23-24	Expenditure Budget 23-24	Projected Net Change Incr(Decr) in Fund Balance	Transfers	Budgeted Fund Balance June 30,2024
General:						
Restricted -						
Long Term Facilities Maintenance	\$ 135,484	\$ 394,396	\$ 352,597	\$ 41,799	\$ -	\$ 177,283
Operating Capital	\$ 577,380	\$ 771,155	\$ 1,110,447	\$ (339,292)	\$ -	\$ 238,088
Capital Projects Levy	\$ 509,069	\$ 669,369	\$ 643,357	\$ 26,012	\$ -	\$ 535,081
Staff Development	\$ 162,615	\$ 494,721	\$ 503,164	\$ (8,443)	\$ -	\$ 154,172
Basic Skills	\$ 3,236	\$ 1,775,909	\$ 1,022,136	\$ 753,773	\$ -	\$ 757,009
School Library Aid	\$ -	\$ 55,808	\$ -	\$ 55,808	\$ -	\$ 55,808
Third Party/Medical Assistance	\$ 329,506	\$ 75,000	\$ 110,059	\$ (35,059)	\$ -	\$ 294,447
Area Learning Center (ALC)	\$ 82,017	\$ 309,591	\$ 346,362	\$ (36,771)	\$ -	\$ 45,246
Scholarships	\$ 24,150	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ 24,150
Student Activities	\$ 27,067	\$ 2,300	\$ 8,300	\$ (6,000)	\$ -	\$ 21,067
Committed for Severance	\$ 1,141,143	\$ -	\$ 18,583	\$ (18,583)	\$ -	\$ 1,122,560
Committed for Liberty Shelter	\$ 29,120	\$ -	\$ 29,120	\$ (29,120)	\$ -	\$ -
Assigned for Q Comp	\$ 48,885	\$ 843,148	\$ 806,211	\$ 36,937	\$ -	\$ 85,822
Assigned for Athletics and Activities	\$ 139,118	\$ 1,185,194	\$ 1,220,885	\$ (35,691)	\$ -	\$ 103,427
Assigned for Building Level Activities	\$ 142,910	\$ 42,506	\$ 68,774	\$ (26,268)	\$ -	\$ 116,642
Other Assigned Fund Balances	\$ 641,628	\$ 1,594,277	\$ 1,348,368	\$ 245,909	\$ -	\$ 887,537
Nonspendable for Prepaid Items	\$ 95,239	\$ -	\$ -	\$ -	\$ -	\$ 95,239
Unassigned Fund Balance	\$ 7,061,769	\$ 39,668,213	\$ 38,929,583	\$ 738,630	\$ -	\$ 7,800,399
Subtotal	\$ 11,150,336	\$ 47,899,587	\$ 46,535,946	\$ 1,363,641	\$ -	\$ 12,513,977
Food Service:						
Restricted	\$ 767,795	\$ 2,446,092	\$ 2,680,040	\$ (233,948)	\$ -	\$ 533,847
Nonspendable for Inventory	\$ 38,540	\$ -	\$ -	\$ -	\$ -	\$ 38,540
Subtotal	\$ 806,335	\$ 2,446,092	\$ 2,680,040	\$ (233,948)	\$ -	\$ 572,387
Community Service:						
Restricted -						
Community Education	\$ 1,096,721	\$ 2,177,689	\$ 2,139,737	\$ 37,952	\$ (9,327)	\$ 1,125,346
ECFE	\$ 127,743	\$ 296,222	\$ 302,872	\$ (6,650)	\$ -	\$ 121,093
School Readiness	\$ (33,411)	\$ 472,231	\$ 521,332	\$ (49,101)	\$ -	\$ (82,512)
Preschool Screening	\$ -	\$ 19,150	\$ 28,477	\$ (9,327)	\$ 9,327	\$ -
Subtotal	\$ 1,191,053	\$ 2,965,292	\$ 2,992,418	\$ (27,126)	\$ -	\$ 1,163,927
Building Construction Fund						
Restricted -						
Long-Term Facilities Maintenance	\$ 533,759	\$ 25,000	\$ 558,759	\$ (533,759)	\$ -	\$ -
Referendum Projects	\$ 17,949,714	\$ 400,000	\$ 9,169,299	\$ (8,769,299)	\$ -	\$ 9,180,415
	\$ 18,483,473	\$ 425,000	\$ 9,728,058	\$ (9,303,058)	\$ -	\$ 9,180,415
Debt Service - Restricted	\$ 1,461,559	\$ 6,491,981	\$ 6,464,376	\$ 27,605	\$ -	\$ 1,489,164
OPEB Irrevocable Trust Fund	\$ 1,280,635	\$ 50,000	\$ 164,419	\$ (114,419)	\$ -	\$ 1,166,216
Total	\$ 34,373,391	\$ 60,277,952	\$ 68,565,257	\$ (8,287,305)	\$ -	\$ 26,086,086

Other Financial Updates

- ❖ Emergency Connectivity Fund Grant Award \$ 100,800
 - ✓ Direct federal dollars
 - ✓ Funding to be used for technology devices

- ❖ Unemployment Reimbursement Aid
 - ✓ New data from MDE indicates 100% funding likely in 23-24 and 24-25
 - ✓ Too early to determine funding level for 25-26.

School Board Action

Approve financial report and budget revisions

CASH REPORT FOR SCHOOL BOARD

BIG LAKE PUBLIC SCHOOLS
Independent School District # 727
for month: Nov 2023

101 - CASH ACCOUNTS					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$ 5,046,225	\$ 4,790,073	\$ (4,412,309)		\$ 5,423,989
Food Service	(\$3,071,006)	19,347	(185,799)		(\$3,237,458)
Community Service	(\$1,152,754)	209,614	(273,764)		(\$1,216,904)
Building Fund	\$0	165,626	(165,626)		\$0
Debt Service	\$549,125	-	-		\$549,125
Project fund- HVAC (Fund 15)	\$0	23,605	(62,165)		(\$38,560)
Custodial Fund (Fund 18)	\$1,078	-	-		\$1,078
OPEB Trust Fund	(\$186,206)	-	(232)		(\$186,438)
TOTAL PER BOOKS	1,186,462	5,208,264.54	(\$5,099,895)	\$0	1,294,832
				General Checking Account	\$1,294,832
				TOTAL PER BANK	\$1,294,832

102 - PETTY CASH ACCOUNT					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$1,376	723	(\$99)	-	\$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	(\$3,739,607)	\$ 2,989,704	\$ (5,844,412)		(\$6,594,315)
General Fund - Operating invest. Insurance	\$1,339,602	\$ 250,923	\$ -		\$1,590,525
General Fd Operating Investments	\$12,491,988	2,044,725	-		\$14,536,713
Food Service	\$3,723,611	317,809	-		\$4,041,420
Community Service	\$2,646,949	88,175	-		\$2,735,124
Debt Service	\$4,703,801	1,416,360	-		\$6,120,161
Facility Maintenance Invest. 2021A (Fd 07)	\$16,925	-	-		\$16,925
Facility Maintenance Invest. 2021A (Fd 15)	\$452,753	1,990	(23,605)		\$431,138
Facilities Investments 2022A (Fd 06)	\$12,161,666	52,194	(165,626)		\$12,048,234
OPEB Trust Fund	\$888,557	4,400	-		\$892,957
OPEB Trust Equities	\$556,087	38,834	-		\$594,921
TOTAL PER BOOKS	\$35,242,332	\$7,205,114	(\$6,033,643)	\$0	\$36,413,803
				MN Trust	\$6,302,390
				Operating Invest- Insurance proceeds	\$1,590,525
				Operating Investments	\$14,536,713
				Refunding Bond Investments	\$0
				Building Fund Investments	\$12,496,297
				OPEB Trust	\$1,487,878
				TOTAL PER BANK	\$36,413,803

CASH AND INVESTMENT BALANCE SUMMARY BY FUND					
	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	\$ 15,139,584	\$ 10,076,148	\$ (10,256,820)	\$ -	\$ 14,958,912
Food Service	\$652,605	337,156	(185,799)	-	\$803,962
Community Service	\$1,494,195	297,789	(273,764)	-	\$1,518,220
Debt Service	5,269,851	1,416,360	-	-	6,686,211
Project Fund HVAC- Fund 15	\$452,753	\$25,595	(\$85,770)	\$0	\$392,578
Custodial Fund (Fund 18)	\$1,078	-	-	-	\$1,078
Bond Account Investments (fund 06)	\$12,161,666	\$217,820	(\$331,252)	\$0	\$12,048,234
OPEB Trust Fund	\$702,351	4,400	(232)	-	\$706,519
OPEB Trust Equities	\$556,087	38,834	-	-	\$594,921
TOTAL PER BOOKS	36,430,170	\$12,414,102	(\$11,133,637)	\$0	37,710,635
				Cash	\$1,294,832
				Petty Cash	\$2,000
		71		Investments	\$36,413,803
				TOTAL PER BANK	\$37,710,635

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				
A.	PROPERTY VALUATION	1	1	2018 MARKET VALUE	1,535,394,144
B.	PUPIL DATA	1	2	2019 MARKET VALUE	1,670,710,818
			3	2020 MARKET VALUE	1,796,762,112
II.	INITIAL COMPUTATIONS BY FUND		4	2021 MARKET VALUE	1,988,921,181
A.	GENERAL	2	5	2022 MARKET VALUE	2,533,490,799
B.	COMMUNITY SERVICE	12			
C.	GENERAL DEBT	13			
D.	OPEB/PENSION DEBT	16			
		6		**REFERENDUM MARKET VALUE (RMV)**	
III.	ADJUSTMENTS BY FUND		6	2018 RMV	1,560,593,594
A.	GENERAL	16	7	2019 RMV	1,685,383,522
B.	COMMUNITY SERVICE	23	8	2020 RMV	1,804,575,329
C.	GENERAL DEBT	24	9	2021 RMV	1,984,036,441
D.	OPEB/PENSION DEBT	24	10	2022 RMV	2,493,583,980
				NET TAX CAPACITY (NTC)	
IV.	ABATEMENT ADJUSTMENTS	24	11	2018 NTC	16,199,891
V.	OFFSET ADJUSTMENTS	26	12	2019 NTC	17,579,363
			13	2020 NTC	18,905,469
VI.	TACONITE ADJUSTMENTS	27	14	2021 NTC	20,872,125
			15	2022 NTC	26,541,637
VII.	LEVY AND AID SUMMARY	29			
VIII.	TOTAL LEVY LIMITATION	30		**SALES RATIO**	
			16	2018 SALES RATIO	92.9%
			17	2019 SALES RATIO	90.7%
			18	2020 SALES RATIO	92.5%
			19	2021 SALES RATIO	92.5%
			20	2022 SALES RATIO	85.9%
				UNLIMITED ADJUSTED NTC (UANTC)	
			21	2018 UANTC=(11)/(16)=	17,441,643
			22	2019 UANTC=(12)/(17)=	19,359,190
			23	2020 UANTC=(13)/(18)=	20,413,697
			24	2021 UANTC=(14)/(19)=	22,557,157
			25	2022 UANTC=(15)/(20)=	30,875,393
				ADJUSTED NTC (ANTC)	
			26	2018 ANTC	17,441,643
			27	2019 ANTC	19,359,190
			28	2020 ANTC	20,413,697
			29	2021 ANTC	22,557,157
			30	2022 ANTC	26,843,017
				AG MODIFIED ANTC FOR LTFM	
			31	2018 AG MODIFIED ANTC	17,828,991
			32	2019 AG MODIFIED ANTC	19,214,408
			33	2020 AG MODIFIED ANTC	20,244,963
			34	2021 AG MODIFIED ANTC	22,370,795
			35	2022 AG MODIFIED ANTC	26,621,246
				ADJUSTED ADM	
			47	2020-21 ADJ ADM (ACT)	3,005.76
			48	2021-22 ADJ ADM (ACT)	3,152.41
			49	2022-23 ADJ ADM (PRE)	3,213.02
			50	2023-24 ADJ ADM (EST)	3,210.00
			51	2024-25 ADJ ADM (EST)	3,169.00
			52	2025-26 ADJ ADM (EST)	3,130.00
				ADJUSTED PUPIL UNITS	
			53	2020-21 ADJ PU (ACT)	3,297.87
			54	2021-22 ADJ PU (ACT)	3,451.75
			55	2022-23 ADJ PU (PRE)	3,517.46
			56	2023-24 ADJ PU (EST)	3,509.00
			57	2024-25 ADJ PU (EST)	3,462.40
				VOLUNTARY PRE-K ADJUSTED ADM	
			58	2020-21 ADJ VPK ADM	
			59	2021-22 ADJ VPK ADM	
			60	2022-23 ADJ VPK ADM	
			61	2023-24 ADJ VPK ADM	
			62	2024-25 ADJ VPK ADM	
				VOL PRE-K ADJUSTED PUPIL UNITS	
			63	2020-21 ADJ VPK PU	
			64	2021-22 ADJ VPK PU	
			65	2022-23 ADJ VPK PU	
			66	2023-24 ADJ VPK PU	
			67	2024-25 ADJ VPK PU	

SCHOOL YEAR	FORMULA ALLOWANCE
2019-20	6,438
2020-21	6,567
2021-22	6,728
2022-23	6,863
2023-24	7,138
2024-25	7,281

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

WEIGHTS FOR PUPIL UNITS	FY 2015 & LATER
PRE-KGN HCP:	1.000
HCP-KGN:	1.000
REG-KGN PART:	0.550
REG-KGN ALL:	1.000
GRADES 1-3:	1.000
GRADES 4-6:	1.000
GRADES 7-12:	1.200

PUPIL DATA CONT.			***DECLINING ENROLLMENT REV CONT.***			***COMPENSATORY REVENUE CONT.***			
SCHOOL READINESS PLUS ADJUST ADM			102	DECLINING PUPIL UNITS = GREATER OF ZERO OR = (56)-(57)	46.60	115	COMPENSATORY PILOT		
68	2020-21	ADJ SRP ADM				116	TOTAL COMPENSATORY REV = (114)+(115) =	1,689,950.44	
69	2021-22	ADJ SRP ADM							
70	2022-23	ADJ SRP ADM	103	DECLINING ENROLL ALLOW =(100)X0.28=	2,038.68				
71	2023-24	ADJ SRP ADM							
72	2024-25	ADJ SRP ADM							
SCHOOL READINESS PLUS PUPIL UNITS			104	DECLINING ENROLL REV = (102)X(103) =	95,002.49	117	**ENGLISH LEARNER (EL)** 2024-25 ELIGIBLE EL ADM (EST) (7 YEAR LIMIT)	90.00	
73	2020-21	ADJ SRP PU				118	IF(117)=0, ZERO; ELSE GTR OF 20, (117) =	90.00	
74	2021-22	ADJ SRP PU							
75	2022-23	ADJ SRP PU							
76	2023-24	ADJ SRP PU	105	**PENSION ADJUSTMENT REVENUE** PENSION ADJUST ALLOWANCE (FY 2024 GEN ED REV REPORT, LINE 50)	21.77	119	EL REVENUE = (118)X\$1,228 =	110,520.00	
77	2024-25	ADJ SRP PU				120	2024-25 ADM SRV (EST)	3,169.00	
(NOTE: VPK & SRP ADM AND PUPIL UNITS INCLUDED IN LINES (36-41), (42-46), (47-52), AND (53-57)			106	INITIAL PENSION ADJ REV = (57)X(105) =	75,376.45	121	EL CONCENTRATION RATIO = (117)/(120) =	.02840013	
EXTENDED TIME ADM ADM >1.0 CAPPED AT 0.2			107	FY 2024 RETIRE SALARY	18,084,216.89	122	EL CONCENTRATION FACTOR = LSR OF 1 OR (121)/0.115 =	.24695765	
78	2020-21	EXT ADM (ACT)	4.56	108	PENSION ADJUST RATE	.0125	123	EL PUPIL UNITS = (117)X(122) =	22.23
79	2021-22	EXT ADM (ACT)	21.81	109	RETIRE PENSION ADJUST = (107)X(108) =	226,052.71	124	EL CONCENTRATION REV = (123)X\$436 =	9,692.28
80	2022-23	EXT ADM (PREL)	23.72	110	TOTAL PENSION ADJ REV = (106)+(109) =	301,429.16	125	DISTRICT EL REV+ EL CONCENTRATION REV (EXCLUDES EL CROSS REDUC AID, 342) =(120)+(124) =	120,212.28
81	2023-24	EXT ADM (EST)	27.00				126	BASIC SKILLS REVENUE = (116)+(125) =	1,810,162.72
82	2024-25	EXT ADM (EST)	29.00						
83	2025-26	EXT ADM (EST)	31.00						
EXTENDED TIME PU									
84	2020-21	EXT TIME PU	5.45	111	**GIFTED & TALENTED REVENUE** GIFTED & TALENTED REV = (57)X\$13.00 =	45,011.20	127	ATTENDANCE AREA FOR SPARSITY	63.10
85	2021-22	EXT TIME PU	23.09				128	DIST TO NEAREST HS	6.1
86	2022-23	EXT TIME PU	25.46						
87	2023-24	EXT TIME PU	28.80						
88	2024-25	EXT TIME PU	31.20						
GENERAL EDUCATION REVENUE			88	2024-25 EXT PU (EST)	31.20	129	ISOLATION INDEX = [SQ RT (.55X(127))] +(128) =	12.0	
BASIC REVENUE			112	EXTENDED TIME REVENUE = (88)X\$5,117 =	159,650.40	130	ISOLATION INDEX RATIO = [(129)-23]/10, WITH MIN= 0 AND MAX= 1.5		
100	FY 2025	FORMULA ALLOW	7,281			131	2024-25 ADM SRV, 7-12	1,467.00	
57	2024-25	ADJ PU (EST)	3,462.40						
101	BASIC REVENUE = (57)X(100) =	25,209,734.40	113	FY 2024 COMPENSATORY REVENUE (FROM FY 2024 GEN ED REV REPORT, LINES 60 AND 61)	1,653,991.42				
DECLINING ENROLLMENT REV			114	EST FY 2025 COMPENSATORY REVENUE = GREATER OF (113) OR =(113)X(\$7,281-\$839)/(\$7,138-\$839) X [(50)/(49)] =	1,689,950.44				
56	2023-24	ADJ PU (EST)	3,509.00						
57	2024-25	ADJ PU (EST)	3,462.40						

SPARSITY REVENUE CONT.		***TRANSPORTATION SPARSITY CONT.***		***TRANSPORTATION SPARSITY CONT.***	
132	SECONDARY SPARSITY ADM RATIO = GREATER OF ZERO OR [400-(131)] /[400+(131)] =	146	PRELIMINARY TOTAL TRANSPORT ALLOWANCE = [(144) RAISED TO 0.26 POWER] X [(145) RAISED TO 0.13 POWER] X0.141X(100) = 392.03	159	TRANSP EXCESS COST = GTR OF ZERO OR (152)-(158) =
133	SECONDARY SPARSITY REVENUE = [(100)-\$530] X(130)X(131)X(132) OR MEMO:	147	TRANSPORTATION SPARSITY ALLOWANCE = GTR OF ZERO OR (146) - [.0466X(100)] = 52.74	160	PUPIL TRANSP ADJ IF (159)=0, THEN (160)=0 ELSE (159)X0.35 =
134	ELEM SPARSITY REVENUE (SEE WEBSITE)	148	INITIAL TRANSPORTATION SPARSITY REVENUE (57)X(147) = 182,606.98	161	TOTAL TRANSPORTATION SPARSITY REVENUE = (148)+(160) = 182,606.98
135	PRELIM SPARSITY REVENUE = (133)+(134) =	149	FY 2024 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB23 FORECAST) 1,064,959.31	**INITIAL GEN ED REVENUE**	
136	FY 2024 SPARSITY REV (FY 2024 GEN ED REV REPORT, LINE 98)	150	FY 2023 EST REG AND EXCESS TRANSP COST (FIN 720+DEP) (FROM FEB23 FORECAST)	101	BASIC 25,209,734.40
137	ELIGIBLE FOR CLOSED BUILDING ADJUSTMENT? NO	151	FY 2023 REG AND EXCESS TRANSP COST TIMES 105% = (150)X1.05 =	104	DECLINING ENROLL 95,002.49
138	SPARSITY REVENUE IF (137)=YES, (138) = GTR OF (135) OR (136); ELSE (138) = (135)	152	ADJUSTED TRANSP COST = LSR OF (149) OR (151) =	110	PENSION ADJUSTMENT 301,429.16
SMALL SCHOOLS REVENUE		153	FY 2024 BASIC REVENUE (2023-24 GEN ED REV REPORT LINE 46) 25,047,242.00	111	GIFTED & TALENTED 45,011.20
57	2024-25 ADJ PU (EST) 3,462.40	154	TRANSPORTATION PORTION OF FY 2024 BASIC REVENUE = (153)X.0466 = 1,167,201.48	112	EXTENDED TIME 159,650.40
139	SMALL SCHOOLS RATIO = GTR OF ZERO OR [960-(57)]/960 =	155	FY 2024 TRANSP SPARSITY REV(2023-24 GEN ED REV REPORT, LINE 118) 181,415.30	126	BASIC SKILLS 1,810,162.72
140	SMALL SCHOOLS ALLOWANCE = (139)X\$544 =	156	FY 2024 CHARTER TRANSP ADJ REV(2023-24 GEN ED REV REPORT, LINE 308)	138	SPARSITY
141	SMALL SCHOOLS REVENUE = (57)X(140) =	157	REIMBURSEMENT OF TRANS FOR PREGNANT AND PARENTING TEENS	141	SMALL SCHOOLS
TRANSPORTATION SPARSITY		158	FY 2024 TRANSP REV SUBTOTAL =(154)+(155) +(156)-(157) = 1,348,616.78	141	TRANSPORT SPARSITY 182,606.98
142	ATTENDANCE AREA 63.10	161	INITIAL GENERAL ED REV = (101)+(104)+(110) +(111)+(112)+(126) +(138)+(141)+(161) = 27,803,597.35	162	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 220.01
143	SQUARE MILES PER RES PU =(142)/(46)= .0152	163	AVE BUILDING AGE (EST) (NOT > 50 YEARS) 29.37	163	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 220.01
144	SPARSITY INDEX = GTR OF (143) OR 0.2 = .2000	164	MAINTENANCE COST INDEX = 1+ [.01X(163)] = 1.2937	164	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 220.01
145	DENSITY INDEX = LSR OF (143) OR 0.2 BUT AT LEAST 0.005 = .0152	165	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 220.01	165	OPERATING CAPITAL ALLOWANCE = \$79 +[\$109X(164)] = 220.01
		166	MENSTRUAL PRODUCTS/OPIATE ANTOGONISTS ALLOWANCE =\$2= 2	166	MENSTRUAL PRODUCTS/OPIATE ANTOGONISTS ALLOWANCE =\$2= 2
		167	YEAR ROUND PU SERVED	167	YEAR ROUND PU SERVED
		168	OPERATING CAP REVENUE = (57)X(165) +(57)X(166) +(167)X\$31 = 768,687.42	168	OPERATING CAP REVENUE = (57)X(165) +(57)X(166) +(167)X\$31 = 768,687.42
		169	UNEQUALIZED REVENUE =(57)X(166)= 6,924.80	169	UNEQUALIZED REVENUE =(57)X(166)= 6,924.80

LOCAL OPTIONAL REVENUE		***REF AUTH WITH INFLATION***		***NEW ELECTIONS*** WITH INFLATION	
170	MAXIMUM LOCAL OPTIONAL ALLOWANCE	724	183	FY 2024 AUTHORITY WITH INFLATION (FY 2024 GEN ED REV REPORT, LINE 151)	660.14
171	FY 2025 ACTUAL LOCAL OPTIONAL ALLOWANCE	724.00	184	AUTHORITIES WITH INFLATION RENEWED BY BOARD ACTION DO NOT PHASE OUT	
57	2024-25 ADJ PU (EST)	3,462.40	185	PHASEOUT OF LINE (183)	
172	LOCAL OPTIONAL REVENUE = (171)X(57) =	2,506,777.60	186	FY 2025 RESULT BEFORE INFLATION ADJUSTMENT = (183)-(184) =	660.14
173	TIER 1 LOR CAP/APU	300	187	FY 2025 ANNUAL INFLATION FACTOR	1.0257
174	TIER 2 LOR CAP/APU	724	188	FY 2025 RESULT AFTER INFLATION ADJUSTMENT = (185)X(186) =	677.11
175	TIER 1 LOR = LSR OF = (171) OR (173)	300.00	189	PERMANENT SUBTRACTION AMOUNT SUBJECT TO CPI	159.56
176	TIER 2 LOR = [LSR OF 171 OR (174)]-(175)	424.00	190	CPI APPLIED TO PERMANENT SUBTRACTION (188) X [(186)-1] =	4.10
177	TOTAL, TIER 1 = (57)X(175) =	1,038,720.00	191	ADDED BY ELECTIONS HELD IN CY 2022 WITH DELAY	
178	TOTAL, TIER 2 = (57)X(176) =	1,468,057.60	192	FY 2025 WITH INFLATION RESULTS BEFORE ELECTIONS =(187)+(189)+(190) =	681.21
	REFERENDUM ALLOWANCES		193	FY 2025 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (182)+(191) =	681.21
	EXIST AUTHORITY AFTER REFERENDUM SIMPLIFICATION		194	**NEW ELECTIONS** WITHOUT INFLATION	
	REF AUTH W/O INFLATION		195	FY 2025 AUTHORITY CANCELLED BY ELECTIONS HELD IN CY 2023	
179	FY 2024 AUTHORITY (FY 2024 GEN ED REV REPORT, LINE 135)		196	FY 2025 \$/APU ADDED BY ELECTIONS HELD IN CY 2023	
180	PHASEOUT OF LINE (179)		197	FY 2025 \$/APU UNCAPPED TOTAL, ALL AUTHORITIES = (192)-(193)+(194) -(195)+(196) =	681.21
181	ADDED BY ELECTIONS HELD IN CY 2022 WITH DELAY		198	**REFERENDUM CAPS** INFLATION FACTOR AS SET IN STATUTE	1.2036
182	FY 2025 W/O INFLATION RESULTS BEFORE ELECTIONS		199	STANDARD CAP = [2079.50X(198) - \$300=	2,202.89
			200	FY 2025 ALT CAP STARTING POINT (FY 2022 GENED REV RPT, LINE (137)+\$300	597.00
			201	FY 2025 ALT CAP =[(200)X(198)] -\$300 =	418.55
			202	SPARSITY REVENUE CAP ON AUTHORITY PER APU: IF (138) > 0 THERE IS NO CAP; ELSE (202) = GTR OF (199) OR (201)	2,202.89
			203	FY 2025 \$/ADJ PU, CAPPED TOTAL = LSR OF (197) OR (202) =	681.21
			57	2024-25 ADJ PU (EST)	3,462.40
			204	FY 2025 REFER REVENUE = (57)X(203) =	2,358,621.50

TRANSITION AIDS & LEVIES CONT.

246 TRANSITION LIMIT
 = (206)X(245) = 29,499.64
 247 TRANSITION AID
 =(206)-(246) =

REFERENDUM AIDS & LEVIES

203 REFER \$/APU
 ALL AUTHORITIES 681.21
 248 TIER 1 CAP/APU 460
 249 TIER 2 CAP/APU
 = 0.25X(100)-\$300 = 1,520.25
 138 SPARSITY REVENUE
 250 TIER 2 CAP/APU
 IF (138) > ZERO
 THEN (250) = 9,999.99
 ELSE (250) = (249) 1,520.25
 BREAKDOWN OF \$/APU
 BY TIER, ALL AUTHORITIES
 251 TIER 1 = LSR OF
 (203) OR (248) = 460.00
 252 TIER 2 = [LSR OF (203)
 OR (250)]-(251) = 221.21
 253 UNEQUALIZED
 = (203)-(251)
 -(252) =

BREAKDOWN OF REFERENDUM
 REVENUES

204 REFERENDUM REVENUE
 ALL AUTHORITIES 2,358,621.50
 254 TOTAL, TIER 1
 = (57)X(251) = 1,592,704.00
 255 TOTAL, TIER 2
 = (57)X(252) = 765,917.50
 256 TOTAL, UNEQUALIZED
 = (204)-(254)-(255) =

REFERENDUM LEVY PORTIONS

235 FY 2025 RMV/RES PU 601,037.40
 257 TIER 1 = LSR OF 1
 OR (235)/\$567,000 = 1.00000000
 258 TIER 2 = LSR OF 1
 OR (235)/\$290,000 = 1.00000000

INITIAL REFERENDUM LEVY

259 TIER 1 LEVY
 = (254)X(257) = 1,592,704.00
 260 TIER 2 LEVY
 = (255)X(258) = 765,917.50
 256 UNEQUALIZED LEVY
 261 TOTAL = (259)
 +(260)+(256) = 2,358,621.50

INITIAL REFERENDUM AID

262 TIER 1 AID
 = (254)-(259) =
 263 TIER 2 AID
 = (255)-(260) =
 264 TOTAL AID
 = (262)+(263) =

EQUALIZATION AID LIMIT

101 FY 2025 FORMULA ALLOW 7,281
 57 ADJ PU (EST) 3,462.40
 265 REFERENDUM EQUALIZATION AID LIMIT
 = [[0.25X(100)]
 -\$300]X(57) 5,263,713.60

266 REFERENDUM EQUALIZATION AID CAP
 = GRT OF (264)-(265)
 OR 0 =

REFERENDUM LEVY WITH AID LIMIT

267 TIER 1 LEVY
 = (259)+(266) = 1,592,704.00
 260 TIER 2 LEVY 765,917.50
 256 UNEQUALIZED LEVY
 268 TOTAL = (267)
 +(260)+(256) = 2,358,621.50

REFERENDUM AID WITH AID LIMIT

269 TIER 1 AID
 = (262)-(266) =
 263 TIER 2 AID
 270 TOTAL AID
 = (269)+(263) =

TAX BASE REPLACEMENT
 AID (TBRA)

271 ADJ INITIAL TBRA
 (FROM TBRA PHASEOUT
 REPORT, LINE 11)
 272 CONVERTED ADJ FY 2002
 REF AUTHORITY
 (FY 2015 GENERAL
 EDUC REVENUE REPORT,
 LINE 254) 8.23
 273 UNCAPPED REF AND LOR ALLOWANCE
 = (175)+(197) = 981.21

274 PRORATED TBRA
 = LSR OF (271) OR
 [(271)X(273)/(272)] =

275 REF AND LOR REV
 = (177)+(204) = 3,397,341.50

276 CAPPED TBRA = LSR OF
 (274) OR (275) =

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

277 TIER 2 REF AID
 278 TIER 1 REF AID
 279 TIER 1 LOR AID
 280 TIER 1 LOR LEVY
 281 TIER 1 REF LEVY
 282 TIER 2 REF LEVY
 283 UNEQL REF LEVY

APPLYING THESE REDUCTIONS: ***		***REFERENDUM AID GUARANTEE CONT.		***OPT AID & LEVY SUMMARY CONT.***	
276	TAX BASE REPLACE AID	298	FY 2015 LOCATION EQUITY AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINE 197)	312	LOCAL OPTIONAL LEVY LIMIT = (311)+(239) = 2,177,500.30
284	TIER 1 REF AID = (269)-(278) =			313	LOCAL OPTIONAL AID = (286)+ (241)+ (307)= 329,277.30
285	TIER 2 REF AID = (263)-(277) =				
286	TIER 1 LOR AID = (240)-(279) 329,277.30	299	FY 2015 COMBINED AID FOR GUARANTEE = (297)+(298) = 1,190,123.34		
287	TIER 1 LOR LEVY = (238)-(280) 709,442.70				**REF AID & LEVY SUMMARY** AFTER REF AID GUARANTEE
288	TIER 1 REF LEVY = (267)-(281) = 1,592,704.00	300	FY 2025 COMBINED REVENUE = (172)+(204) = 4,865,399.10	314	TIER 1 REF LEVY = (288)-(308) = 1,592,704.00
289	TIER 2 REF LEVY = (260)-(282) = 765,917.50			315	TIER 2 REF LEVY = (289)-(309) = 765,917.50
290	UNEQL REF LEVY = (256)-(283) =	301	FY 2025 COMBINED INITIAL AID = (291)+(241) = 329,277.30	316	UNEQL LEVY = (290)-(310) =
291	REFER AND LOR TIER 1 EQUALIZATION AID BEFORE AID GUARANTEE = (276)+(284) + (285)+(286) = 329,277.30	302	REVENUE RATIO = LESSER OF 1 OR [(300)/(296)] = 1.00000000	317	TOTAL REFERENDUM LEVY = (314)+(315)+(316)= 2,358,621.50
292	REFERENDUM AND LOR LEVY BEFORE AID GUARANTEE = (287)+(288) + (289)+(290) = 3,068,064.20	303	2012 RMV 1,110,592,825	318	TOTAL REFERENDUM EQUALIZATION AID = (276)+(284)+(285) + (308)+(309)+(310) - (279)-(280) =
		10	2022 RMV 2,493,583,980		
		304	RMV RATIO = LESSER OF 1 OR [(303) / (10)] = .44538016		
					ALTERNATIVE ATTENDANCE ADJUST (CHARTER TRANSPORT AND MN STATE ACAD ADJ'S ONLY)
	REFERENDUM AID GUARANTEE	305	FY 2025 MINIMUM COMBINED AID = (299)X(302)X(304) = 530,057.32		
293	FY 2015 REFERENDUM AID INCREASE FROM GUARANTEE (FY 2015 GEN ED REV REPORT, LINE 276)	306	FY 2025 REFERENDUM HOLD HARMLESS AID INCREASE IF (293)=0 THEN 0, ELSE GREATER OF 0 OR [(305)-(301)] =	146	TRANSPORT ALLOWANCE 392.03
294	FY 2015 REFERENDUM REV (FY 2015 GEN ED REV REPORT, LINE 289) 1,303,385.16			319	ADJ PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
295	FY 2015 LOCATION EQUITY REVENUE (FY 2015 GEN ED REV REPORT LINE 198) 751,516.68		**INITIAL LEVIES ARE REDUCED TO** MAKE THE REFER AID GUARANTEE REVENUE-NEUTRAL. LEVY COMPONENTS ARE REDUCED IN THE FOLLOWING ORDER:	320	EXT TME PU OF CHARTER SCHOOLS TRANSPORTED BY DISTRICT
296	FY 2015 COMBINED REVENUE = (294)+(295) = 2,054,901.84	307	TIER 1 LOR LEVY	321	CHARTER ALT ATTENDANCE ADJUST = (146)X(319) + \$223X(320) =
297	FY 2015 REFERENDUM EQUALIZATION PLUS HOLD HARMLESS AID (FY 2015 GENERAL EDUC REVENUE REPORT, LINES 276 & 287) 842,830.26	308	TIER 1 REF LEVY	322	2024-25 RES PU ATTENDING MN STATE ACADEMIES
		309	TIER 2 REF LEVY	323	MN STATE ACADEMIES ALT ATTENDANCE ADJ = -(100)X(322) =
		310	UNEQL REF LEVY	324	ALT ATTEND ADJUST TO AID = (321)+(323) =
			LOCAL OPT AID & LEVY SUMMARY AFTER REF AID GUARANTEE		
		311	TIER 1 LOR LEVY = (287)-(307) = 709,442.70		
		239	TIER 2 LOR LEVY = (239) 1,468,057.60		

REEMPLOYMENT INSURANCE LEVY		***FY 2024 CAREER & TECH CONT.***		***INITIAL LTFM REVENUE***	
364	EST FY 2024 EXPEND	5,000.00	380	LAST YEAR REVENUE	57 2024-25 ADJ PU (EST) 3,462.40
				(FY 2023 CTE AID	401 AVE BLDG AGE (EST)
365	INITIAL REEMPLOYMENT			REPORT, LINE 16)	(NO MAX AGE LIMIT) 31.53
	LEVY = 100% OF (364)=	5,000.00	381	REVENUE GUARANTEE	
				= LESSER OF (378)	402 BLDG AGE RATIO = LSR
				OR (380) =	OF 1 OR (401)/35 = .90085714
	SAFE SCHOOLS LEVY		382	PRELIMINARY REVENUE	403 INITIAL LTFM REVENUE =
366	SAFE SCH LVY REQUEST? YES			= GREATER OF (379)	\$380X(57)X(402) = 1,185,268.55
57	2024-25 ADJ PU (EST)	3,462.40	383	OR (381) =	
				REVENUE ALLOCATION FOR	**ADDITIONAL LTFM REVENUE**
367	SAFE SCH LEVY LIMIT			CAREER TECH PER	FOR QUALIFIED H&S
	= \$36X(57) =	124,646.40		MS 124D.4531, SUBD 5	PROJECTS > \$100,000
			384	CAREER TECH REVENUE	
	SAFE SCHOOLS INTERMEDIATE LEVY			= (382)+(383) =	764 NET DEBT SERVICE FOR
					EXISTING REGULAR
368	SAFE SCH INTERMEDIATE		29	2021 ANTC	ALT FAC/H&S BONDS 1B
	LEVY REQUEST?	NO	56	2023-24 ADJ PU (EST)	
			385	FY 2024 ANTC/ADJ PU	404 NET DEBT SERVICE FOR
369	INTERMEDIATE LEVY			= (29)/(56) =	PORTION OF EXISTING
	ALLOWANCE <= \$15				ALT FAC BONDS 1A FOR
					QUALIFIED H&S PROJ
370	SAFE SCH INTERMEDIATE		386	LEVY RATIO FOR CTE	
	LIMIT			= LESSER OF 1 OR	765 NET LTFM REQ DEBT FOR
	= (57)X(369) =			(385)/\$7,612 =	ELIG H&S>\$100K 793,760.94
				.84450473	
	JUDGMENT LEVY		387	CAREER TECH LEVY LIMIT	
				= (384)X(386) =	405 NEW PAYGO LTFM LEVY
371	DISTRICT JUDGMENTS		388	EST CAREER TECH AID	FOR ELIG H&S>\$100K
372	INTERMED JUDGMENTS			= (384)-(387) =	406 TOTAL ADDL LTFM REV
373	JUDGMENT LIMIT				FOR PROJECTS >\$100K
	=(371)+(372) =			**ANNUAL OTHER POSTEMPLOYMENT**	= (404)+(405)
				BENEFITS (OPEB)	+(764)+(765) = 793,760.94
	ICE ARENA LEVY		389	AUTHORITY REQUESTED BY	**ADDITIONAL LTFM REVENUE**
				DISTRICT BASED UPON	FOR QUALIFIED VOLUNTARY
374	FY 2023 NET OPR COSTS			FY 2023 EXPENSES PAID	PRE-KINDERGARTEN
375	ICE ARENA LEVY LIMIT		390	PRORATION FACTOR TO	
	= 100% OF (374) =			REFLECT STATEWIDE CAP	766 NET LTFM REQ DEBT
					SERVICE FOR VPK
			391	ANNUAL OPEB LEVY LIMIT	
	FY 2024 CAREER & TECHNICAL			= (389)X(390) =	407 NEW PAYGO LTFM LEVY
					FOR VPK
376	SHARE OF FY 2024 EST				408 TOTAL LTFM REVENUE
	COOPERATIVE BUDGET	79,494.57		**CAPITAL RELATED LEVY LIMITATIONS**	UNDER NEW LAW
377	FY 2024 ESTIMATED				= (403)+(406)
	DISTRICT BUDGET	416,060.00		**LONG TERM FACILITIES MAINTENANCE**	+(407)+(766) = 1,979,029.49
				REVENUE (LTFM)	
378	FY 2024 EST BUDGET		400	LTFM PLAN	
	= (376)+(377) =	495,554.57		APPROVAL STATUS	APPROVED
379	PRELIMINARY REVENUE				
	= .35X(378) =	173,444.10			

OLD LAW HEALTH & SAFETY (H&S)		***LTFM REVENUE***		***LTFM TOTAL AIDS & LEVIES CONT.***	
409	OLD LAW HEALTH & SAFETY REVENUE = FY 2025 ESTIMATED H&S COST = 182,308.00	418	LTFM REVENUE FOR SCHOOL DISTRICT PROJECTS = GREATER OF (408) OR (417) = 1,979,029.49	432	TOTAL LTFM EQUAL AID = GREATER OF (429) OR (431) = 641,165.50
410	REG ALT FAC PAYGO REVENUE APPROVED FOR FY 2025	419	DISTRICT REQUESTED REDUCTION FROM MAXIMUM (FROM LIS SYSTEM)	433	TOTAL LTFM EQUAL LEVY = GTR OF ZERO OR (423)-(432) = 674,546.50
411	ALT FAC/H&S PAYGO REV FOR NEW APPROVALS	420	DISTRICT LTFM REVENUE = (418)-(419) = 1,979,029.49	434	TOTAL LTFM UNEQUAL LEVY = GTR OF ZERO OR (422)-(432)-(433) = 679,813.75
412	PAYGO REVENUE FOR ALT FAC AND AF/H&S = (410)+(411) =	421	DISTRICT SHARE OF ELIGIBLE COOP/INTERMED LTFM PROJECTS 16,496.26	435	TOTAL LTFM LEVY = (433)+(434) = 1,354,360.25
763	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC BONDS 1A	422	TOTAL LTFM REVENUE = (420)+(421) = 1,995,525.75	**DEBT SERV PORTION OF LTFM REV**	
764	NET DEBT SERVICE FOR EXISTING AND NEW REGULAR ALT FAC/H&S BONDS 1B	**LTFM TOTAL AIDS & LEVIES**		763	NET ALT FAC REG DEBT
765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 793,760.94	57	2024-25 ADJ PU (EST) 3,462.40	764	NET ALT FAC/H&S DEBT
413	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS FOR ALT FAC 1A, IF (415)=NO THEN (767), ELSE 0	423	LTFM EQUALIZED REVENUE = LSR OF (418),(420) OR \$380X(57) = 1,315,712.00	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K 793,760.94
766	NET LTFM REQ DEBT SERVICE FOR VPK	35	2022 AG MODIFIED ANTC FOR LTFM REVENUE 26,621,246	766	NET LTFM REQ DEBT SERVICE FOR VPK
407	NEW PAYGO LTFM LEVY FOR VPK	54	2021-22 ADJ PU (ACT) 3,451.75	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS 940,355.93
414	TOTAL OLD LAW ALT FAC AND AF/H&S REVENUE = (407)+(412)+(413) +(763)+ (764)+(765) +(766) = 793,760.94	424	FY 2022 ANTC PER APU = (35)/(54) = 7,712.39	768	TOTAL DEBT SERVICE LTFM REVENUE = (763)+(764)+(765) +(766)+(767) = 1,734,116.87
OLD LAW DEFERRED MAINTENANCE		425	STATEWIDE ANTC/APU 12,230.18	436	LTFM DEBT SERV EQUAL REVENUE = LESSER OF (423) OR (768) = 1,315,712.00
415	ELIGIBLE FOR OLD LAW DEF MAINT REVENUE? YES	426	LTFM EQUAL FACTOR = 123% OF (425) = 15,043.12	428	LTFM AID RATIO .48731447
416	OLD LAW DEFERRED MAINTENANCE REVENUE = (403)X\$64/\$380 = 199,624.18	427	LTFM LEVY RATIO = LSR OF 1 OR (424)/(426) = .51268553	437	LTFM DEBT INITIAL EQUAL AID = (436)X(428) = 641,165.50
417	TOTAL OLD LAW FORMULA REVENUE FOR HOLD HARMLESS = (409)+(414)+(416) = 1,175,693.12	428	LTFM AID RATIO = 1-(427) = .48731447	438	LTFM DEBT EQUAL AID = GREATER OF (431) OR (437) BUT NOT MORE THAN (768) = 641,165.50
		429	LTFM INITIAL EQUAL AID = (423)X(428) = 641,165.50	439	LTFM DEBT EQUAL LEVY = GTR OF ZERO OR (436)-(438) = 674,546.50
		430	LTFM INITIAL EQUALIZED LEVY = (423)-(429) = 674,546.50	440	LTFM DEBT UNEQUAL LEVY = GTR OF ZERO OR (768)-(438)-(439) = 418,404.87
		431	2015 TOTAL ALT FAC GRANDFATHER AID		

GEN FUND PORTION OF LTFM REV		***APPROVED INTERMED OPERATING***		***APPROVED REG OP LEASES CONT.***		
422	TOTAL LTFM REVENUE	1,995,525.75				
			456	ADMINISTRATIVE SPACE	**INSTRUCTIONAL/STORAGE**	
441	TOTAL GENERAL FUND LTFM REVENUE		457	FY 2024 JOINT		
	= (422)-(768) =	261,408.88		474	FY 2024 NONJOINT 14,500.00	
				475	FY 2025 NONJOINT	
442	LTFM GEN FUND EQUAL REV		458	INSTRUCTIONAL/STORAGE		
	= (423)-(436) =		459	FY 2024 JOINT 48,197.00	476	REG OPERATING LEASES
					= SUM (472) TO (475)= 14,500.00	
443	LTFM GEN FUND EQUAL AID		460	TOT INTERMED OPERATING	***APPROVED REGULAR***	
	= (432)-(438) =			= (456) TO (459) = 48,197.00	CAPITALIZED LEASES	
444	GEN FUND LTFM EQUAL LIMIT			**APPROVED INTERMED CAPITALIZED**	**ADMINISTRATIVE SPACE**	
	= GTR OF ZERO OR			***ADMINISTRATIVE SPACE***	477	FY 2024 NONJOINT
	(442)-(443) =		461	FY 2024 JOINT	478	FY 2025 NONJOINT
445	GEN FUND LTFM UNEQUAL LIMIT		462	FY 2025 JOINT	**INSTRUCTIONAL/STORAGE**	
	= GTR OF ZERO OR			***INSTRUCTIONAL/STORAGE***	479	FY 2024 NONJOINT
	(441)-(443)-(444) =	261,408.88	463	FY 2024 JOINT 74,597.09	480	FY 2025 NONJOINT
446	TOTAL GEN FUND LTFM LEVY		464	FY 2025 JOINT	**EXCESS FUNDS CAP LEASE**	
	= (444)+(445) =	261,408.88		***EXCESS FUNDS CAP LEASE***	481	FY 2024 NONJOINT
			465	FY 2024 JOINT	482	FY 2025 NONJOINT
	DISABLED ACCESS LIMIT		466	FY 2025 JOINT		
447	FY 1992-FY 2025		467	TOT INTERMED CAPITALIZED	483	REG CAPITALIZED LEASES
	APPROV DIS ACC COSTS	97,500.00		= SUM[(461) TO (464)]	= [SUM (477) TO (480)]	
448	MAXIMUM = GTR OF (JUNE			-(465)-(466) = 74,597.09	-[(481)+(482)] =	
	1991 COMPONENT DIST X					
	150,000) OR 300,000 =	300,000.00	468	TOT INTERMED LEASE COSTS	484	TOTAL APPROVED REGULAR
449	LSR OF (447) OR (448)	97,500.00		= (460)+(467) = 122,794.09	LEASE COST & CARRYOVER	
					=(471)+(476)+(483)= 14,500.00	
450	FIRST YEAR DISABLED		57	2024-25 ADJ PU (EST)	3,462.40	
	ACCESS LEVY CERTIFIED	1992	469	INTERMED PUPIL UNIT MAX		
451	LAST YEAR TO CERTIFY			LIMIT = \$65X(57) = 225,056.00	57	2024-25 ADJ PU (EST)
	= (450)+7 YEARS =	1999			485	REG PUPIL UNIT MAXIMUM
452	TOTAL CUM CERT LEVY		470	INTERMED LEASE LIMIT	LIMIT = \$212X(57) = 734,028.80	
	(PAY 93 TO PAY 22)	97,500.00		=LSR (468) OR (469) = 122,794.09	486	COMM APPROVED LIMIT
453	CERT LEVY PAY 2023		471	INTERMED CARRYOVER (INCL	487	REGULAR MAX LIMIT
454	TOTAL CERTIFIED LEVY			IN REGULAR LEASE LIMIT)	=GTR (485) OR (486)= 734,028.80	
	= (452)+(453) =	97,500.00		= (468)-(470) =	488	REGULAR LEASE LIMIT
455	DISABLED ACCESS LIMIT			**APPROVED REG OPERATING LEASES**	=LSR (484) OR (487)= 14,500.00	
	= GREATER OF ZERO			**ADMINISTRATIVE SPACE**	489	TOTAL LEASE LEVY LIMIT
	OR (449)-(454)=				= (470)+(488) = 137,294.09	
	LEASE LEVY LIMITATION		472	FY 2024 NONJOINT		
	DIST'S SHARE OF JOINT		473	FY 2025 NONJOINT		
	LEASE FOR INTERMED DIST					
	287, 288, 916 AND 917					

INITIAL CAPITAL RELATED LEVIES		***INITIAL GEN FUND LEVY CONT.***		***ECFE CONT.***				
233	OPERATING CAPITAL	257,757.17	510	TOTAL INITIAL GENERAL	612	ECFE ANNUAL REPORT		
446	LT FAC MAINTENANCE	261,408.88		LEVY LIMITATION		SUBMITTED?	YES	
455	DISABLED ACCESS			=(506)+(507)+(508)	613	POPULATION UNDER		
489	LEASE LEVY	137,294.09		+(509) =	7,195,727.18	FIVE YEARS OF AGE	1,485	
490	COOP BLDG REPAIR							
491	OTHER CAPITAL (MEMO)			**COMMUNITY SERVICE**		614	GTR OF 150 OR (613) =	1,485
492	CAP PROJECTS REFER	851,190.29				615	ECFE ALLOWANCE	
493	CAPITAL RELATED LIMITS			**BASIC COMMUNITY EDUCATION**			0.023X(100) =	167.46
	= (233)+(446)+(455)		600	POPULATION (YR 2020)	20,683	616	FY 2025 EARLY CHILD	
	+(489)+(490)+(491)		601	GTR OF (600) OR 1,335	20,683		FAMILY REVENUE	
	+(492) =	1,507,650.43					IF (611) = YES	
			602	YOUTH SERVICE PROG?	YES		= (614)X(615),	
	OTHER INITIAL GENERAL LEVIES		603	AFTER SCHOOL			IF ANNUAL REPT = YES	248,678.10
494	CONSOLIDATION/			ENRICHMENT?	YES	30	2022 ANTC	26,843,017
	TRANSITION		604	FY 2025 GENERAL REVENUE		617	ECFE TAX RATE	.00200272
495	REORGANIZATION			= \$6.35X(601) =	131,337.05	618	= (617)X(30) =	53,759.05
496	HEALTH BENEFITS		605	FY 2025 YOUTH SERVICE		619	EARLY CHILD LEVY LIMIT	
497	ADDL RETIREMENT			REV = \$1.00X(601) =	20,683.00		= LESSER OF (616)	
498	(MPLS AND STP)		606	FY 2025 AFTER SCHOOL			OR (618) =	53,759.05
499	SEVERANCE			REVENUE = \$1.85X(601)		620	EST FY 2025 EARLY CHILD	
500	ADMIN DISTRICT			NOT TO EXCEED 10,000			AID = (616)-(619) =	194,919.05
501	SWIMMING POOL			AND \$.43XPOPULATION				
502	TREE GROWTH			IN EXCESS OF 10,000	23,093.69			
502	CONSOLIDATION/						**HOME VISITING LIMIT**	
503	RETIREMENT		607	FY 2025 COMMUNITY		621	DIST PLANS TO LEVY FOR	
504	ECON DEVELOP ABATE			EDUCATION REVENUE			FY 2025 HOME VISIT?	YES
504	OTHER GENERAL (MEMO)			= (604)+(605)+(606) =	175,113.74	622	HOME VISITING REVENUE	
505	SUBTOTAL, OTHER INITIAL		30	2022 ANTC	26,843,017		IF (621) = YES	
	GENERAL LEVIES		608	STANDARD COMM ED LEVY			AND (618) > \$0,	
	= (494) TO (504) =			= 0.00375X(30) =	100,661.31		= \$3.00X(613),	
			609	COMM ED LEVY LIMIT			ELSE = \$0	4,455.00
	INITIAL GENERAL FUND LEVY			LSR (607) OR (608) =	100,661.31	231	FY 2025 ANTC/ADJ PU	7,752.72
506	GENERAL RMV VOTER APPROVED					623	HOME VISIT LEVY RATIO	
	=(317) =	2,358,621.50	610	FY 2025 EST GROSS COMM ED			= LESSER OF 1 OR	
507	GENERAL RMV OTHER			AID = (607)-(609) =	74,452.43		(231)/\$17,250 =	.44943304
	=(312)+(243)					624	FY 2025 HOME VISIT LIMIT	
	+(246) =	2,673,818.01					= (622)X(623)	2,002.22
508	GENERAL NTC			**EARLY CHILD FAMILY EDUCATION**		625	FY 2025 EST HOME VISIT	
	VOTER APPROVED						AID =(622)-(624)	2,452.78
	=(492)	851,190.29		FY 2023 ECFE ANNUAL REPORT				
509	GENERAL NTC OTHER		611	MUST BE SUBMITTED TO CERTIFY				
	=(338)+(361)+(365)			EARLY CHILDHOOD FAMILY ED &				
	+(367)+(370)+(373)			HOME VISIT LEVIES FOR FY 2025				
	+(375)+(387)+(391)							
	+(493)-(492)+(505) =	1,312,097.38		DIST PLANS TO LEVY FOR	YES			
				FY 2025 ECFE REVENUE?				

ADULTS WITH DISABILITIES			***GENERAL DEBT SERVICE (FUND 7)***			***DEBT EQUAL AID CONT.***		
626	ADULTS WITH DISABILITIES REQUEST?	YES		REQUIRED DEBT SERVICE LEVY (EQUAL TO 105% OF THE FY 2025 PRINCIPAL AND INTEREST PAYMENTS)	713	VOTER APPR IRRRB BONDS SOLD BY JULY 1, 2023		
627	DISTRICT POPULATON TIMES \$0.34 = (600)X\$0.34 =	7,032.22		**REQ DEBT ELIGIBLE FOR LONG TERM** FACILITIES MAINTENANCE (LTFM) REV	714	TOTAL REQUIRED DEBT LEVY ELIG FOR DEBT EQUAL AID = (710)+(711) + (712)+(713) =	4,499,868.00	
628	FY 2023 ADULTS WITH DISABILITIES REVENUE	4,350.00	700	ALT FAC REGULAR REQ DEBT SERV LEVY				
629	TOTAL REVENUE, =GREATER OF = GREATER OF (627) OR (628)=	7,032.22	701	ALT FAC/H&S REQ DEBT SERV LEVY		**REQUIRED DEBT FOR BONDS ELIG** FOR FUTURE DEBT EQUALIZATION AID		
630	ANTC TIMES DISTRICT TAX RATE NOT TO EXCEED 0.006 = (30)X0.006 =	1,610.58	702	NEW LTFM REQ DEBT FOR ELIG H&S>\$100K	793,761.00	715	VOTER APPR BONDS SOLD AFTER JULY 1, 2023 ELIG FOR FUTURE AID	
631	DISABLED ADULTS LEVY LIMIT = LESSER OF (629) OR (630) =	1,610.58	703	NEW LTFM REQ DEBT SERVICE FOR VPK		716	NON-VOTER BONDS SOLD AFTER JULY 1, 2023 ELIG FOR FUTURE AID	
632	ADULTS WITH DISABILITIES AID = (629)-(631) =	5,421.64	704	NEW LTFM REQ DEBT FOR ALL OTHER PROJECTS	940,356.00	717	SUBTOTAL, FUTURE DEBT AID ELIGIBLE = (715)+(716) =	
	SCHOOL-AGE CARE		705	TOTAL REQ DEBT SERV LEVY FOR LTFM REVENUE = (700)+(701)+(702) +(703)+(704) =	1,734,117.00		**OTHER REQUIRED DEBT FOR BONDS** INELIGIBLE FOR DEBT EQUAL AID	
633	FY 2025 SCH-AGE CARE REV (FY 2025 EST COST)	125,000.00		**REQ DEBT ELIGIBLE FOR NATURAL** DISASTER EQUAL AID (MS 123B.535)		718	VOTER APPR BONDS INELG FOR DEBT EQUAL AID	
30	2022 ANTC	26,843,017						
46	2024-25 RES PU (EST)	4,148.80	706	NATURAL DISASTER REQ DEBT SERV LEVY			**NON-VOTER APPR INELIG BONDS**	
634	ANTC/RES PU = (30)/(46) =	6,470.07				719	FACIL BOND-MS 123B.62	
635	LEVY RATIO = LSR OF 1 OR (634)/\$2,318 =	1.00000000		**REQUIRED DEBT ELIGIBLE FOR DEBT** EQUALIZATION AID (MS 123B.53)		720	EQUIP BOND-MS 123B.61	
636	FY 2025 SCH-AGE CARE LIM = (633)X(635) =	125,000.00	707	TACONITE BONDS REQ DEBT SERV LEVY		721	REORG OPER DEBT	
637	FY 2025 EST GROSS SCHOOL-AGE CARE AID = (633)-(636) =		708	TAC FUNDING FOR BONDS (NOT IRRRB)		722	ECON DEV ABATEMENT	222,390.00
	COMMUNITY SERVICE SUMMARY		709	TAC ADJ TO REQ = (708) OR [(708)X1.05] =		723	JUDGMENT	
638	OTHER COMM ED (MEMO)		710	NET REQ DEBT SERV LEVY TACONITE=(707)-(709)=		724	OTHER NON-VOTER INELG LEASE PURCHASE	
639	TOTAL INITIAL COMMUNITY SERVICE LEVY LIMIT = (609)+(619)+(624) +(631)+(636)+(638) =	283,033.16	711	VOTER APPR ELIG BONDS SOLD BY JULY 1, 2023	4,499,868.00	725	SUBTOTAL, REQ DEBT FOR NON-VOTER INELIG BONDS = (719) THRU (725) =	222,390.00
			712	NON-VOTER ELIG BONDS SOLD BY JULY 1, 2023		726	REQ DEBT SERVICE LEVY FOR BONDS INELGIBLE FOR DEBT EQUAL AID = (717)+(718)+(726) =	222,390.00
						727	GDS REQ DEBT SERV LEVY = (705)+(706)+(714) +(717)+(718)+(727) =	6,456,375.00

NON-VTR APPR INELIG BOND CONT.		***FUND 7 DEBT BALANCE CONT.***		***NET DBT EXCESS BREAKDOWN CONT.***	
729	GDS REQ DEBT SERV LEVY VOTER APPR = (710)+(711) +(713)+(715)+(718) = 4,499,868.00	744	RETAIN FOR CAPITAL LOAN REPAYMENT	758	GENERAL FUND LEVY ADJ FOR FACILITY & EQUIP BONDS =
30	2022 ANTC 26,843,017	745	APPROVED DEBT EXCESS TO BE RETAINED 597,559.00		-(719)-(720)-(748) =
730	MAXIMUM EFFORT DEBT SERVICE TAX RATE %	746	DISTRICT REQUESTED ADDITIONAL EXCESS	759	UNALLOCATED DEBT EXCESS = GTR OF ZERO OR [(749)-(750)] =
731	MAX EFFORT DEBT SERV LEVY = (30)X(730) =	747	CERTIFIED DEBT EXCESS = GTR OF 0 OR (743) -(744)-(745)+(746)= .43		***NET DEBT EXCESS SUMMARY***
732	DEBT EQUAL REVENUE BASE GTR OF ZERO OR [(714)-(731)] = 4,499,868.00	748	EXCESS USED TO RETIRE FAC & EQUIP BONDS	760	DEBT EXCESS FOR VOTER APPROVED BONDED DEBT = [(729)-(715)]X(751) = .31
733	BOARD AUTHORIZED TRANSFER TO FUND 7 REDUCING REQUIRED DEBT SERVICE LEVY	749	ADJUSTED DEBT EXCESS = (747)-(748) = .43	761	DEBT EXCESS FOR NON- VOTER APPROVED DEBT = (749)-(759)-(760) = .12
734	FEDERAL FUNDS REDUCING REQUIRED DEBT SERVICE LEVY		**BREAKDOWN OF NET DEBT EXCESS**	762	NET DEBT EXCESS FOR DEBT SERV LEVY REDUCT = (760)+(761) = .43
	FUND 7 DEBT BALANCE	750	BASE FOR NET DEBT EXCESS DISTRIBUTION = IF (731)>0, THEN 0 ELSE (728)-(717)= 6,456,375.00		**LONG TERM FACILITIES MAINT AID**
735	JUNE 2022 FUND 7-425 BAL FOR BOND REFUND	751	DEBT EXCESS RATIO = LSR 1 OR (749)/(750)= .00000007	763	NET ALT FAC REG DEBT = (700)-(753) =
736	JUNE 2022 FUND 7-451 BAL FOR QZAB & QSCB	752	NET DEBT EXCESS FOR ELG REQ DEBT SERVICE = (714)X(751) = .31	764	NET ALT FAC/H&S DEBT = (701)-(754) =
737	JUNE 2022 FUND 7-460 BALANCE NONSPENDABLE	753	EXCESS FOR ELIGIBLE ALT FAC REGULAR BONDS = (700)X(751) =	765	NET LTFM REQ DEBT FOR ELIG H&S>\$100K = (702)-(755) = 793,760.94
738	JUNE 2022 FUND 7-463 BALANCE UNASSIGN NEG	754	EXCESS FOR ELIGIBLE ALT FAC/H&S BONDS = (701)X(751) =	766	NET LTFM REQ DEBT FOR ELIG VPK = (703)-(756) =
739	JUNE 2022 FUND 7-464 BALANCE RESTRICTED (FOR DEBT EXCESS) 1,582,723.48	755	EXCESS FOR ELIGIBLE LTFM IAQFAA BONDS = (702)X(751) = .06	767	NET LTFM REQ DEBT FOR ALL OTHER PROJECTS = (704)-(757) = 940,355.93
740	PAY 22 DEBT EXCESS LEVY REDUCTION 297,150.53	756	EXCESS FOR ELIGIBLE LTFM VPK BONDS = (703)X(751) =	768	NET DEBT LEVY FOR LT FAC MAINT = (763)+(764)+(765) + (766)+(767) = 1,734,116.87
741	PAY 23 DEBT EXCESS LEVY REDUCTION 365,194.77	757	EXCESS FOR ELIGIBLE LTFM OTHER BONDS = (704)X(751) = .07	436	LTFM DEBT EQUAL REV 1,315,712.00
742	5% OF PAY 24 REQ DEBT SERV LEVY=(728)X5%= 322,818.75			438	LTFM DEBT EQUAL AID 641,165.50
743	FUND 7 AVAIL BALANCE GTR OF ZERO OR [(739) -(740)-(741)-(742)] = 597,559.43			439	LTFM DEBT EQUAL LEVY 674,546.50
				440	LTFM DEBT UNEQUAL Lvy 418,404.87
				769	LTFM DEBT LEVY LIMIT = (439)+(440)+(753)+(754) +(755)+(756)+(757)= 1,092,951.50

NATURAL DISASTER DEBT EQUAL			***DEBT EQUALIZATION AID CONT.***			***MINIMUM EST MAX EFFORT PAYMENT***		
30	2022 ANTC	26,843,017	783	FY 2025 NET DEBT EQ REV = GTR OF 0 OR [(780)-(782)] =	274,776.81	732	MAX EFFORT DEBT LEVY	
770	TEN PERCENT ANTC = 0.10X(30) =	2,684,301	784	PRELIM TIER 1 EQU REV =LSR (783) OR (781)=	274,776.81	800	MAX EFFORT REQ LEVY = GTR OF ZERO OR [(729)+(926)+(927)-(706) -(719)-(720)-(721) =	
706	REQ DEBT LEVY FOR NATURAL DISASTER DEBT		785	PRELIM TIER 2 EQU REV = (783)-(784) =		801	MINIMUM EST MAX EFFORT PAYMENT = GTR OF 0 OR (732)-(802) =	
771	FY 2025 DISASTER DEBT EQ REV = GTR OF ZERO OR [(706)-(770)] =		731	MAXIMUM EFFORT DEBT SERVICE LEVY				
54	2021-22 ADJ PU (ACT)	3,451.75	786	MAX EFFORT TIER 1 REV			**ADJUSTMENT TO GDS LIMIT** FOR IRRRB ALLOCATION	
772	FY 2022 ANTC PER APU = (30)/(54) =	7,776.64	787	MIN TIER 2 REV FOR MAX EFF = GTR OF ZERO OR (780)-(731) =		802	FY 2025 IRRRB FUNDING FOR VOTER-APPR BONDS	
773	STATEWIDE AVE ANTC INC PER APU	12,964.47	788	TIER 1 EQUAL REV = GTR OF (784) OR (786) =	274,776.81	803	PAY 24 IRRRB ADJUSTMENT FOR VOTER-APPROV BONDS = - ((802)X1.05) =	
774	DISASTER EQUAL FACTOR = 300% OF (773) =	38,893.40	789	TIER 2 EQUAL REV = GTR OF (785) OR (787) =		804	FY 2025 IRRRB FUNDING FOR NON-VOTER BONDS	
775	NATURAL DISASTER LEVY RATIO = LSR OF 1 OR (772)/(774) =	.19994755	54	2021-22 ADJ PU (ACT)	3,451.75	805	PAY 24 IRRRB ADJUSTMENT FOR NON-VOTER BONDS = - ((804)X1.05) =	
776	DISASTER AID RATIO = = 1-(775) =	.80005245	790	2022 ANTC /ADJ APU = (30)/(54) =	7,776.64	806	DEBT EQUAL AID ELIG, VOTER APPROVED =GTR OF ZERO OR [(710)+(711)+(713) +(801)-(799)-(803)] =	4,499,868.00
777	DISASTER DEBT EQUAL AID = (771)X(776) =		791	TIER 1 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$4,430 OR 55.33% OF (773)] =	1.00000000	807	DEBT EQUAL AID ELIG, NON VOTER APPROVED =GTR OF [(712)-(798)-(805)] OR ZERO =	
778	DISASTER LEVY LIMIT = (706)-(777) =		792	TIER 2 DEBT EQUAL LEVY RATIO = LSR OF 1 OR (790)/[GTR OF \$8,000 OR 100% OF (773)] =	.59984249	808	DEBT EQUAL AID INELIG, VOTER APPROVED =(715)+(718) =	
	DEBT EQUALIZATION AID					809	DEBT EQUAL AID INELIG, NON VOTER APPROVED =(716)+(726) =	222,390.00
732	DEBT EQUAL BASE	4,499,868.00	793	TIER 1 DEBT EQU AID RATIO = 1-(791) =		769	LTFM DEBT LEVY LIMIT NON VOTER APPROVED	1,092,951.50
752	DEBT EXCESS FOR ELIG REQUIRED DEBT	.31	794	TIER 2 DEBT EQU AID RATIO = 1-(792) =	.40015751	778	DISASTER LEVY LIMIT VOTER APPROVED	
779	FY 2025 NET REV ADJ TO DEBT EQUALIZATION REVENUE (MEMO)		795	TIER 1 DEBT AID = (788)X(793) =				
780	FY 2025 GROSS DEBT EQUALIZATION REVENUE = (732)-(752)+(779) =	4,499,867.69	796	TIER 2 DEBT AID = (789)X(794) =				
30	2022 ANTC	26,843,017	797	TOTAL DEBT EQ AID = (795)+(796) =				
781	= .1050X(30) =	2,818,516.79	798	NON VOTER DEBT AID = (797)X(712)/(714) =				
782	MAX UNEQ LOCAL EFFORT = .1574X(30) =	4,225,090.88	799	VOTER APPR DEBT AID = (797)-(798) =				

INITIAL GEN DEBT SERVICE CONT.		***FUND 47 DEBT BALANCE CONT.***		***LEVY LIMITATION ADJUSTMENTS***	
810	INITIAL GDS LEVY LIM VOTER APPROVED =(806)+(808)+(778) = 4,499,868.00		BAL NON-VOTER APPROV = (911)-(912) =		IN GENERAL, IF WE HAVE:
		914	PAY 22 OPEB DEBT EXC REDUCTION NON-VOTER	26,917.84	A FINAL LEVY AUTHORITY
811	INITIAL GDS LEVY LIM NON VOTER APPROVED = (807)+(809)+(769) = 1,315,341.50	915	PAY 23 OPEB DEBT EXC REDUCTION NON-VOTER		B PREVIOUSLY CALCULATED AUTHORITY
		916	5% OF REQUIRED OPEB DEBT SERV LEVY VOTER		C CERTIFIED LEVY BASED ON (B)
812	TOTAL INITIAL GDS LEVY LIMIT = (810)+(811) = 5,815,209.50	917	5% OF REQUIRED OPEB DEBT SERV LEVY NONVOT		D LEVY ADJUSTMENT, THEN: IF A>B, D=A-B IF A<C, D=A-C OTHERWISE D=ZERO
	OTR POSTEMPLOY BENEFITS (OPEB) & PENSION DEBT SERVICE (FUND 47)		= (902)X5% =		**GENERAL FUND ADJUSTMENTS**
			= (907)X5% =		**FY 2024 OPERATING**
900	LEVY BONDS IRREV TRUST VOTER APPROVED	918	RETAIN FOR CAP LOAN REPAYMENT NON-VOTER	1000	FY 2024 OPER CAP LEVY AUTH (FROM FY 2024 GENERAL EDUC REV REPORT, LINE 194) 216,602.59
901	LEVY BONDS REVOC TRUST VOTER APPROVED	919	APPROV DEBT EXCESS TO BE RETAINED NON-VOTER	1001	22 PAY 23 LIMIT 215,569.07
902	REQ DEBT SERV LEVY OPEB BONDS VOTER APPROVED = (900)+(901) =	920	FUND 47 AVAILABLE BALANCE VOTER APPROVED = GREATER OF ZERO OR [(912)-(916)] =	1002	22 PAY 23 LEVY 215,569.07
903	LEVY BONDS IRREV TRUST NON-VOTER APPROVED	921	FUND 47 AVAILABLE BALANCE NON-VOTER = GTR ZERO OR [(913)- SUM (914) TO (919)] =	1003	FY 2024 OPER CAPITAL LEVY ADJUSTMENT = ((1100)-(1101)) = 1,033.52
904	LEVY BONDS REVOC TRUST NON-VOTER APPROVED				**FY 2024 LOR TIER 1 LEVY ADJUST**
905	REQUIRED DEBT SERVICE LEVY FOR OPEB BONDS NON-VOTER APPROVED = (903)+(904)=	922	CLOSING FUND 47 TO FUND 7 TRANSFER IF (921) GTR ZERO AND (907) = ZERO, ELSE 0	1004	FY 2024 LOR TIER 1 (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 201) 572,704.89
	FUND 47 DEBT BALANCE	923	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION BONDS VOTER APPROVED	1005	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 275)
906	REQ DEBT SERV LEVY FOR PENSION BONDS (MPLS)	924	ADDITIONAL DEBT EXCESS REQUESTED OPEB/PENSION NON-VOTER APPROVED	1006	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY REPORT, LINE 302)
907	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (905)+(906) =	925	NET DEBT SERVICE LEVY FOR VOTER APPROVED OPEB/PENSION BONDS = (902)-(920)-(923) =	1007	22 PAY 23 LIMIT 568,907.39
908	JUNE 2022 FUND 47-425 BAL FOR BOND REFUND			1008	22 PAY 23 LEVY 568,907.39
909	JUNE 2022 FUND 47-460 BALANCE NONSPENDABLE	926	NET DEBT SERVICE LEVY FOR OPEB/PENSION BONDS NON-VOTER APPROVED = (907)-(921)-(924) =	1009	PAY 23 LIMIT BEFORE TBRA AND HOLD HARM ADJ =(1005) +(1006)+(1007)= 568,907.39
910	JUNE 2022 FUND 47-463 BALANCE UNASSIGN NEG			1010	PAY 23 LEVY BEFORE TRBA AND HOLD HARM ADJ =(1005) +(1006)+(1008)= 568,907.39
911	JUNE 2022 FUND 47-464 BALANCE RESTRICTED			1011	FY 2024 LOR TIER 1 LEVY ADJUSTMENT = ((1004)-(1009)) = 3,797.50
912	JUNE 2022 FUND 47-464 BALANCE VOTER APPROV				
913	JUNE 2022 FUND 47-464				

FY 2024 LOR TBRA ALLOCATION ADJ		***FY 2024 INTEGRATION ADJUSTMENT***		***FY 2024 HEALTH & SAFETY***	
1054	FY 2024 ALLOCATION OF TBRA TO LOR TIER 1 LEVY (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 265)	1065	FY 2024 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)	1081	FY 2024 HEALTH AND SAFETY REBATES ADJUST
1005	ALLOCATION OF TBRA (FROM PAY 23 LEVY REPORT, LINE 275)	1066	22 PAY 23 LIMIT		**FY 2023 LTFM EQUAL LEVY ADJUST**
		1067	22 PAY 23 LEVY	1082	FY 2023 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2023 WEBSITE REPORT, LINE 63) 185,519.07
1055	FY 2024 TBRA ALLOCATION LOR LEVY TIER 1 ADJUSTMENT = (1005)-(1054) =	1068	FY 2024 INTEGRATION ADJUSTMENT LIMIT	1083	21 PAY 22 LIMIT 167,114.24
			FY 2024 ALT TEACHER COMP ADJ	1084	21 PAY 22 LEVY 167,114.24
	FY 2024 REFERENDUM HOLD HARMLESS ADJUST TO VOTER-APPROVED LEVIES	1069	FY 2024 ALT COMP LEVY AUTH (FROM FY 2024 GEN ED REVENUE REPORT, LINE 339) 291,564.00	1085	TOTAL ADJUSTMENT = (1082)-(1083) = 18,404.83
1056	FY 2024 ALLOC OF HOLD HARM TO REF LEVY CATEGORIES (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINES 294 TO 296)	1070	22 PAY 23 LIMIT 290,949.63	1086	22 PAY 23 ADJ LIMIT 18,404.83
		1071	22 PAY 23 LEVY 290,949.63	1087	22 PAY 23 ADJ LEVY 18,404.83
		1072	FY 2024 ALT TEACH COMP LEVY ADJUSTMENT = ((1069)-(1070)) = 614.37	1088	FY 2023 LTFM EQUALIZED LEVY ADJUST
1057	TIER 1 LEVY				**FY 2023 LTFM UNEQUAL LEVY ADJ**
1058	TIER 2 LEVY				**FY 2024 LTFM EQUAL LEVY ADJ**
1059	UNEQL LEVY		**FY 24 & FY 23 CAPITAL RELATED ADJ**	1089	FY 2023 EST LTFM UNEQUALIZED LEVY AUTH (FROM FY 2023 WEBSITE REPORT, LINE 64) 17,278.93
1060	TOTAL HOLD HARM ALLOC TO REF LEVY CATEGORIES = (1057) TO (1059) =	1073	FY 2024 EST LTFM EQUALIZED LEVY AUTHORITY (FROM FY 2024 WEBSITE REPORT, LINE 63) 157,483.51	1090	21 PAY 22 LIMIT 17,278.93
1061	TOTAL FY 2024 HOLD HARM ALLOC TO REF LEVY CATEGORIES FROM PAY 23 LEVY =(1026) +(1034)+(1042)=	1074	22 PAY 23 LIMIT 148,457.29	1091	21 PAY 22 LEVY 17,278.93
		1075	22 PAY 23 LEVY 148,457.29	1092	TOTAL ADJUSTMENT
1062	FY 2024 HOLD HARM ALLOC VTR-APPR ADJUSTMENT = (1061)-(1060) =	1076	FY 2024 LTFM EQUALIZED LEVY ADJUST = (1073)-(1074) = 9,026.22	1093	22 PAY 23 ADJ LIMIT
			FY 2024 REFERENDUM HOLD HARMLESS ADJUSTMENT TO TIER 1 LEVIES	1094	22 PAY 23 ADJ LEVY
			FY 2024 LTFM UNEQUAL LEVY ADJ*	1095	FY 2023 LTFM UNEQUALIZED LEVY ADJUST
1063	FY 2024 ALLOC OF HOLD HARM TO LOR TIER 1 LEVY (FROM FY 2024 GENERAL EDUC REVENUE REPORT, LINE 293)	1077	FY 2024 EST LTFM UNEQUALIZED LEVY AUTHORITY (FROM FY 2024 WEBSITE REPORT, LINE 64) 71,740.13		***3 YEAR PRIOR ADJUSTMENTS***
					FY 2022 OPERATING CAPITAL LEVY ADJUSTMENT
1006	ALLOC OF REF HOLD HARM (FROM PAY 23 LEVY ALLOCATION OF TBRA	1078	22 PAY 23 LIMIT 73,909.48	1096	FY 2022 OPER CAP LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 181) 185,007.19
		1079	22 PAY 23 LEVY 73,909.48		
1064	FY 2024 HOLD HARM ALLOC TIER 1 LEVY ADJUSTMENT = (1006)-(1063) =	1080	FY 2024 LTFM UNEQUALIZED LEVY ADJUST = (1077)-(1079) = 2,169.35-	1097	20 PAY 21 LIMIT 175,744.37
				1098	20 PAY 21 LEVY 175,744.37

FY 2022 OPER CAP ADJ CONT.			***FY 2022 EQUITY LEVY ADJUSTMENT***			***FY 2022 1ST TIER VTR APPROVED***		
1099	TOTAL ADJUST TO PAY 21 OPER CAP LEVY AUTH = ((1096)-(1097)) =	9,262.82	1117	FY 2022 EQUITY LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 208)	378,893.17	1133	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1031)	1,113,081.76
1100	21 PAY 22 ADJ LIMIT	8,358.92	1118	20 PAY 21 LIMIT	367,311.10	1134	TOTAL ADJUST TO PAY 21 1ST TIER REF LEVY AUTH = ((1131)-(1132)) =	38,259.88
1101	21 PAY 22 ADJ LEVY	8,358.92	1119	20 PAY 21 LEVY	367,311.10	1135	21 PAY 22 ADJ LIMIT	23,259.13
1102	FY 2022 OPER CAPITAL LEVY ADJUSTMENT = ((1099)-(1100)) =	903.90	1120	TOTAL ADJUST TO PAY 21 EQUITY LEVY AUTH = ((1117)-(1118)) =	11,582.07	1136	21 PAY 22 ADJ LEVY	23,259.13
	FY 2022 LOR TIER 1 LEVY ADJ		1121	21 PAY 22 ADJ LIMIT	7,538.09	1137	FY 2022 1ST TIER REF LEVY ADJUSTMENT = ((1134)-(1135)) =	15,000.75
1103	FY 2022 LOC OPT TIER 1 AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 286)	483,802.40	1122	21 PAY 22 ADJ LEVY	7,538.09		**FY 2022 2ND TIER REF LEVY ADJ**	
1104	20 PAY 21 LIMIT	467,725.32	1123	FY 2022 EQUITY LEVY ADJUSTMENT = ((1120)-(1121)) =	4,043.98	1138	FY 2022 2ND TIER REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REV RPT, LINE 242)	445,586.41
1105	20 PAY 21 LEVY	467,725.32		**FY 2022 TRANSITION LEVY ADJ**		1139	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1038)	316,968.42
1106	TOTAL ADJUST TO PAY 21 LOR OPTIONAL LEVY AUTH = ((1103)-(1104)) =	16,077.08	1124	FY 2022 TRANSITION LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 215)	23,708.21	1140	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1039)	316,968.42
1107	21 PAY 22 ADJ LIMIT	9,773.66	1125	20 PAY 21 LIMIT	22,920.37	1141	TOTAL ADJUST TO PAY 21 2ND TIER REF LEVY AUTH = ((1138)-(1139)) =	128,617.99
1108	21 PAY 22 ADJ LEVY	9,773.66	1126	20 PAY 21 LEVY	22,920.37	1142	21 PAY 22 ADJ LIMIT	14,204.19
1109	FY 2022 LOR OPTIONAL LEVY ADJUSTMENT = ((1106)-(1107)) =	6,303.42	1127	TOTAL ADJUST TO PAY 21 TRANSITION LEVY AUTH = ((1124)-(1125)) =	787.84	1143	21 PAY 22 ADJ LEVY	14,204.19
	FY 2022 LOR TIER 2 LEVY ADJUST		1128	21 PAY 22 ADJ LIMIT	478.95	1144	FY 2022 2ND TIER REF LEVY ADJUSTMENT = ((1141)-(1142)) =	114,413.80
1110	FY 2022 LOC OPT LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 202)	1,179,845.43	1129	21 PAY 22 ADJ LEVY	478.95			
1111	20 PAY 21 LIMIT	1,140,638.36	1130	FY 2022 TRANSITION LEVY ADJUSTMENT = ((1127)-(1128)) =	308.89			
1112	20 PAY 21 LEVY	1,140,638.36		***FY 2022 1ST TIER VOTER*** APPROVED REFER LEVY ADJUST				
1113	TOTAL ADJUST TO PAY 21 LOR OPTIONAL LEVY AUTH = ((1110) - (1111))	39,207.07	1131	FY 2022 1ST TIER REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 240)	1,151,341.64			
1114	21 PAY 22 ADJ LIMIT	23,834.97	1132	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1030)	1,113,081.76			
1115	21 PAY 22 ADJ LEVY	23,834.97						
1116	FY 2022 LOR OPTIONAL LEVY ADJUSTMENT = ((1113) - (1114))	15,372.10						

FY 2022 UNEQUAL REF LEVY ADJ		***FY 2022 LOR TBRA ADJUST***		***FY 2022 LOR TIER 1 HOLD*** HARMLESS ADJUSTMENT CONT.	
1145	FY 2022 UNEQUAL REF LEVY AUTH (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 244)	1158	FY 2022 ALLOC OF TBRA TO LOR TIER 1 LEVY (FROM FY 2022 GENERAL REVENUE REPORT, LINE 254)	1172	FY 2022 LOR TIER 1 HOLD HARMLESS ADJUSTMENT
1146	PAY 21 LIMIT BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1054)	1159	ALLOCATION OF TBRA (FROM PAY 21 LEVY RPT, LINE 296)	1173	21 PAY 22 ADJ LIMIT
1147	PAY 21 LEVY BEFORE TBRA AND HOLD HARM ADJ (FROM PAY 22 LEVY REPORT, LINE 1055)	1160	FY 2022 ALLOCATION OF TBRA LOR LEVY TIER 1 ADJUSTMENT = (1158)-(1159) =	1174	21 PAY 22 ADJ LEVY
1148	TOTAL ADJUST TO PAY 21 UNEQUAL REF LEVY AUTH	1161	21 PAY 22 ADJ LIMIT	1175	FY 2021 TIER 1 HOLD HARM ADJUSTMENT
1149	21 PAY 22 ADJ LIMIT	1162	21 PAY 22 ADJ LEVY		**FY 2022 INTEGRATION ADJUSTMENT**
1150	21 PAY 22 ADJ LEVY	1163	FY 2022 LOR TIER 1 TBRA LEVY ADJUSTMENT	1176	FY 2022 INTEG LEVY AUTH (FROM INTEGRATION REVENUE REPORT, LINE 20)
1151	FY 2022 UNEQUAL REF LEVY ADJUSTMENT		**FY 2022 REFERENDUM HOLD HARM**	1177	20 PAY 21 LIMIT
	FY 2022 TBRA ALLOCATION ADJ TO VOTER-APPROVED LEVIES	1164	FY 2022 ALLOC OF HOLD HARM (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINE 283 TO 285)	1178	20 PAY 21 LEVY
1152	FY 2022 ALLOC OF TBRA TO VTR-APPR REF LEVIES (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINES 255 TO 257)	1165	PAY 21 HOLD HARM ALLOC (FROM PAY 21 LEVY RPT, LINE 313 TO 315)	1179	TOTAL ADJUSTMENT
1153	PAY 21 ALLOC OF TBRA TO VOTER-APPR REF LEVY (FROM PAY 21 LEVY RPT, LINES 297 TO 300)	1166	FY 2022 HOLD HARM TOTAL = (1165)-(1164) =	1180	21 PAY 22 ADJ LIMIT
1154	FY 2022 TBRA ALLOCATION TOTAL ADJUSTMENT = (1153)-(1152) =	1167	21 PAY 22 ADJ LIMIT	1181	21 PAY 22 ADJ LEVY
1155	21 PAY 22 ADJ LIMIT	1168	21 PAY 22 ADJ LEVY	1182	FY 2022 INTEGRATION ADJUSTMENT LIMIT
1156	21 PAY 22 ADJ LEVY	1169	FY 2022 HOLD HARM ALLOC		**FY 2022 REEMPLOYMENT ADJUSTMENT**
1157	FY 2022 TBRA ALLOC LEVY ADJUSTMENT		**FY 2022 LOR TIER 1 HOLD** HARMLESS ADJUSTMENT	1183	FY 2022 EXPEND ACTUAL
		1170	FY 2022 ALLOC OF HOLD HARMLESS TO LOR TIER 1 LEVY (FROM FY 2022 GENERAL EDUC REVENUE REPORT, LINES 282)	1184	REEMPLOY LEVY AUTH = 100% OF (1183) =
		1171	PAY 21 TIER 1 HOLD HARMLESS LEVY (FROM PAY 22 LEVY RPT, LINES 312)	1185	21 PAY 22 LIMIT
				1186	21 PAY 22 LEVY
				1187	FY 2022 REEMPLOY ADJUST = ((1184)-(1186) =
					10,450.21-
					FY 2022 SAFE SCHOOLS ADJUST
				1188	SAFE SCH Lvy REQUEST
				54	2021-22 ADJ PU (ACT)
					3,451.75
				1189	FY 2022 SAFE SCHOOLS AUTH \$36X(54) =
					124,263.00

FY 2022 SAFE SCHOOLS ADJ CONT.		***FY 2022 LTFM EQUAL ADJ CONT.***		***FY 2022 CAREER TECHNICAL ADJ***				
1190	20 PAY 21 LIMIT	119,937.60	1206	20 PAY 21 LIMIT	165,207.85	1227	FY 2022 CAREER TECH	
1191	20 PAY 21 LEVY	119,937.60	1207	20 PAY 21 LEVY	165,207.85		LEVY AUTHORITY	
1192	FY 2022 SAFE SCH ADJUST		1208	TOTAL ADJUSTMENT			(FY 2022 CTE AID REPORT	
	= ((1192)-(1193)) =	4,325.40		= (1205)-(1206) =	19,345.66		LINE 21)	115,420.79
	FY 2022 SAFE SCHOOLS		1209	21 PAY 22 ADJ LIMIT	450.83	1228	21 PAY 22 LIMIT	118,707.55
	INTERMEDIATE ADJUST		1210	21 PAY 22 ADJ LEVY	450.83	1229	21 PAY 22 LEVY	118,707.55
1193	SAFE SCH INTERMEDIATE		1211	22 PAY 23 ADJ LIMIT	15,811.44	1230	FY 2022 CAREER TECH	
	LEVY ALLOW		1212	22 PAY 23 ADJ LEVY	15,811.44		ADJUSTMENT	
54	2021-22 ADJ PU (ACT)	3,451.75	1213	FY 2022 EQUAL LIMIT ADJUST			= ((1227)-(1229)) =	3,286.76-
				= (1209)+(1211) =	16,262.27		**FY 2022 HEALTH BENEFIT**	
1194	FY 2022 SAFE SCHOOLS		1214	FY 2022 EQUAL LEVY ADJUST			LEVY ADJUST	
	INTERMEDIATE AUTHORITY			= (1210)+(1212) =	16,262.27	1231	FY 2022 ACTUAL COST	
	= (1193)X(54) =		1215	FY 2022 LTFM EQUALIZED			(LIMITED TO \$600,000)	
1195	20 PAY 21 LIMIT			LEVY ADJUST		1232	21 PAY 22 LIMIT	
1196	20 PAY 21 LEVY			= (1208)-(1213) =	3,083.39	1233	21 PAY 22 LEVY	
1197	FY 2022 SAFE SCHOOLS			**FY 2022 LTFM UNEQUAL LEVY ADJ**		1234	FY 2022 HEALTH	
	INTERMEDIATE ADJUST						BENEFITS ADJUST	
	FY 2022 ALTERNATE TEACHER		1216	FY 2022 EST LTFM			**FY 2022 ANNUAL OPEB LEVY ADJ**	
	COMPENSATION LEVY ADJUST			UNEQUALIZED LEVY AUTH				
				(FROM FY 2022 WEBSITE		1235	FY 2022 ACTUAL COST	
1198	FY 2022 ALT COMP LEVY AUTH			REPORT, LINE 64)	17,768.80		(FIN 797+OBJ 291)	
	(FROM FY 2022 GENERAL		1217	20 PAY 21 LIMIT	17,768.80	1236	PRORATION FACTOR TO	
	EDUC REVENUE REPORT,		1218	20 PAY 21 LEVY	17,768.80		REFLECT STATEWIDE CAP	1.00000000
	LINE 317)	250,597.58	1219	TOTAL ADJUSTMENT		1237	PRORATED ANNUAL	
1199	20 PAY 21 LIMIT	277,418.55					OPEB LEVY AUTH	
1200	20 PAY 21 LEVY	277,418.55	1220	21 PAY 22 ADJ LIMIT		1238	22 PAY 23 LIMIT	
1201	TOTAL ADJUST TO PAY 21		1221	21 PAY 22 ADJ LEVY		1239	22 PAY 23 LEVY	
	ALT COMP LEVY AUTH					1240	FY 2022 ANNUAL	
	= ((1198)-(1200)) =	26,820.97-	1222	22 PAY 23 ADJ LIMIT			OPEB ADJUSTMENT	
1202	21 PAY 22 ADJ LIMIT	17,977.09-	1223	22 PAY 23 ADJ LEVY			(NO ADJUSTMENT)	
1203	21 PAY 22 ADJ LEVY	17,977.09-	1224	FY 2022 UNEQUAL LIMIT ADJUST				
1204	FY 2022 ALT TEACH COMP LEVY ADJUST			= (1220)+(1222) =				
	= ((1201)-(1203)) =	8,843.88-	1225	FY 2022 UNEQUAL LEVY ADJUST				
				= (1221)+(1223) =				
	FY 2022 LTFM EQUALIZED LEVY ADJ		1226	FY 2022 LTFM UNEQUALIZED				
				LEVY ADJUST				
1205	FY 2022 EST LTFM							
	EQUALIZED LEVY AUTHORITY							
	(FROM FY 2022 WEBSITE							
	REPORT, LINE 63)	184,553.51						

PAY 21 LEASE LEVY ADJUST		***FY 2022 NET LEASE COSTS***		***FY 2022 NET LEASE COSTS***	
1329	PAY 22 OPER INTERMED	1347	FY 2022 ADJUSTED COSTS		
1330	PAY 22 CAP INTERMED		(PAY 21) = (1328) -		
1331	PAY 22 OPER JOINT	54,456.91	(1323)-(1324)+(1346)=		
1332	PAY 22 OPER NON-J ADM				
1333	PAY 22 OPER NON-J OTH	14,500.00		1348	PAY 21 ADJUSTED NET
1334	PAY 22 CAPITAL JOINT	73,000.00			LEASE COSTS
1335	PAY 22 CAP NON-J ADM				= (1343)+(1347) =
1336	PAY 22 CAP NON-J OTH				119,831.81
1337	FY 2022 COSTS (PAY 22)			1349	DIST'S SHARE OF PAY 21
1338	TOTAL FY 2021 OPER NON-J				LEASE COSTS FOR THE
1339	ACTUAL FY 2021 UFARS				INTERMEDIATE DISTRICTS
	LEASE COSTS				= (1310)+(1311)
	(FUND 1, OBJECT 570)	94,781.49			+(1319)+(1320) =
				54	2021-22 ADJ PU (ACT)
					3,451.75
				1350	INTERM PUPIL UNIT
					AUTH = \$65X(54) =
					224,363.75
				1351	INTERM LEASE AUTH = LSR
					OF (1349) OR (1350) =
				1352	INTERM DIST CARRYOVER
					TO REGULAR LEASE AUTH
					=(1349)-(1351)=
				1353	PAY 21 LEASE COST
					UNDER REGULAR AUTH
					= (1348)-(1351) =
					119,831.81
				54	2021-22 ADJ PU (ACT)
					3,451.75
				1354	PAY 21 PUPIL UNIT MAX
					AUTH = \$212X(54) =
					731,771.00
				1355	PAY 21 COMMISSIONER
					APPROVED LIMIT
					FY 2022 NET LEASE COSTS
				1356	REGULAR MAX AUTHORITY
					= GTR OF (1354)
					OR (1355) =
					731,771.00
				1357	TOTAL PAY 21 REGULAR
					LEASE LEVY AUTHORITY
					= LSR OF (1353)
					OR (1356) =
					119,831.81
				1358	TOTAL PAY 21 REGULAR &
					INTERM LEASE LEVY AUTH
					= (1351)+(1357) =
					119,831.81

FY 2022 NET LEASE COSTS		***OTHER GENERAL LIMITATION ADJ***	***GEN FUND ADJUST SUMMARY CONT.***
1359	20 PAY 21 LIMIT	119,831.81	1371 SCH TAX ADJUSTMENT
1360	20 PAY 21 LEVY	119,831.81	(FROM STR ADJUST REPORT, LINE 14)
1361	PAY 21 LEASE LEVY LIMITATION ADJUSTMENT (NO ADJUSTMENT)		1372 OTHER ADJUST, GEN RMV OTHER (MEMO)
CAPITAL RELATED ADJ SUMMARY		1373 TOTAL OTHER ADJUST GEN OTHER RMV =(1370) +(1371)+(1372)=	1384 GENERAL NTC OTHER = (758)+(1068)+(1072) +(1182)+(1187)+(1192) +(1197)+(1204)+(1230) +(1234)+(1240)+(1364) +(1365)+(1366)+(1380) 5,763.40-
1003	FY 2024 OPER CAP ADJ	1,033.52	1374 SCH TAX ADJUSTMENT (FROM STR ADJUST REPORT, LINE 23)
1102	FY 2022 OPER CAP ADJ	903.90	1375 OTHER ADJUST, GEN NTC VOTER APPROVED (MEMO)
1076	FY 2024 LTFM EQ ADJ	9,026.22	1376 TOTAL OTHER ADJUST GEN NTC VOTER APPR =(1374)+(1375)=
1080	FY 2024 LTFM UNEQ ADJ	2,169.35-	1377 TIF ADJUST (MEMO)
1081	FY 2024 H&S REBATES		1378 SCH TAX ADJUSTMENT (FROM STR ADJUST REPORT, LINE 28)
1088	FY 2023 LTFM EQ ADJ		1379 OTHER ADJUST, GEN NTC OTHER (MEMO)
1095	FY 2023 LTFM UNEQ ADJ		1380 TOTAL OTHER ADJUST, GEN NTC OTHER =(1377)+(1378) +(1379) =
1215	FY 2022 LTFM EQ ADJ	3,083.39	1400 FY 2024 REVISED ECFE LEVY AUTH (FROM FY 2024 ECFE AID REPORT, LINE 1.7) 52,993.98
1226	FY 2022 LTFM UNEQ ADJ		1401 22 PAY 23 LIMIT 55,714.60
1361	PAY 21 LEASE LEVY ADJ		1402 22 PAY 23 LEVY 55,714.60
1362	LEASE LEVY ADJ (MEMO)		1403 FY 2024 EARLY CHILD FAMILY ADJUST = ((1400)-(1402)) = 2,720.62-
1363	OTHER CEX ADJ (MEMO)		1404 FY 2022 HOME VISITING FINAL ADJUSTMENT (FROM FY 2022 HOME VISITING AID REPORT, LINE 8) 1,346.04
1364	TOTAL CAPITAL RELATED LEVY LIMIT ADJUSTMENT =(1003)+(1102)+(1076)+(1080)+(1081)+(1088)+(1095)+(1215)+(1226)+(1361)+(1362)+(1363)= 11,877.68		1405 20 PAY 21 LIMIT 1,404.69
OTHER GENERAL LIMITATION ADJ			1406 20 PAY 21 LEVY 1,404.69
758	GENERAL FUND LEVY ADJ FOR FAC & EQUIP BONDS		1407 FY 2022 HOME VISIT ADJUSTMENT = ((1404)-(1406)) = 58.65-
1365	ECON DEV ABATE ADJUST (MEMO)		***FY 2022 SCHOOL-AGE CARE***
1366	DEBT SURPLUS TRANSFER (MEMO)		1408 FY 2022 AUTHORITY (FROM UFARS EXPENDITURES) 108,771.07
1367	SCH TAX ADJUSTMENT (FROM STR ADJUST REPORT, LINE 9)		1409 20 PAY 21 LIMIT 110,000.00
1368	OTHER ADJUST, GEN RMV VOTER APPROVED (MEMO)		1410 20 PAY 21 LEVY 110,000.00
1369	TOTAL OTHER ADJUST GEN RMV VOTER APPR = (1367)+(1368) =		1411 FY 2022 SCH-AGE CARE ADJUSTMENT = ((1408)-(1410)) = 1,228.93-
1370	MAINT PU VAR (MEMO)		

COMMUNITY SERVICE ADJUST			**FY 2023 LTFM DEBT LEVY ADJ CONT.**			***OPEB & PEN DBT SERV ADJ CONT.***		
1412	***ADULTS W/DISABILITIES*** ADJUST		1710	21 PAY 22 LIMIT	474,890.65	1902	TOTAL OPEB DEBT SERV	
			1711	21 PAY 22 LEVY	474,890.65		ADJ VOTER APPROVED	
			1712	TOTAL ADJUSTMENT			= (1900)+(1901) =	
1413	SCH TAX ADJUSTMENT (FROM STR ADJUST REPORT, LINE 33)		1713	22 PAY 23 ADJ LIMIT	23.20-	1903	REDUCTION DEBT EXCESS, NON-VOTER =GTR OF	
			1714	22 PAY 23 ADJ LEVY	23.20-		[(921)OR(924)]X-1 =	
1414	OTHER ADJUST (MEMO)		1715	FY 2023 LTFM DEBT LEVY		1904	OTHER OPEB DS ADJUST	
1415	TOTAL OTHER ADJUST =(1413)+(1414)=			ADJ =(1712)-(1713)=			(MEMO)NON-VOTER APPR	
1416	TOTAL COMMUNITY SERVICE LIMITATION ADJUSTMENT =(1403)+(1407)+(1411) + (1412)+(1415) =	4,008.20-	1716	FY 2022 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2022 RPT, LINE 59)	417,204.09	1905	TOTAL ADJUSTMENT NON-VOTER APPROVED = (1903)+(1904) =	
	GENERAL DEBT SERVICE ADJUST		1717	20 PAY 21 LIMIT	417,204.09		***ABATEMENT ADJUSTMENTS***	
1700	REDUCTION DEBT SERVICE EXCESS, VOTER APPROVED = (760) X-1 =	.31-	1718	20 PAY 21 LEVY	417,204.09		***INITIAL ABATEMENT LEVY ADJUST***	
			1719	TOTAL ADJUSTMENT = (1716)-(1717) =		2000	SCHOOL TAXES ABATED IN 2022	856.97-
1701	OTHER ADJUST (MEMO) VOTER APPROVED		1720	21 PAY 22 ADJ LIMIT		2001	SCHOOL TAXES ADDED IN 2022	
1702	TOTAL DEBT SERV ADJUST VOTER APPROVED = (1700)+(1701) =	.31-	1721	21 PAY 22 ADJ LEVY		2002	NET CHANGE IN SCHOOL TAXES = (2000)+(2001) =	856.97-
1703	REDUCTION DEBT SERVICE EXCESS, NON-VOTER APPROV = (761) X -1 =	.12-	1722	22 PAY 23 ADJ LIMIT		2003	ABATEMENT RECOVERY REVENUE [GTR OF ZERO OR -1X(2002)]	856.97
			1723	22 PAY 23 ADJ LEVY		2023	FY 2024 ABATEMENT AID	174.44
1704	OTHER ADJUST (MEMO) NON-VOTER APPROVED		1724	FY 2022 DEBT LIMIT ADJUST = (1720)+(1722) =		2004	INITIAL ABATEMENT LEVY ADJUSTMENT = (2003)-(2023) =	682.53
			1725	FY 2022 DEBT LEVY ADJUST = (1721)+(1723) =			***PAY 21 CERTIFIED LEVY PLUS*** AUDITOR ADJUSTMENT BY FUND	
	FY 2024 LTFM DEBT LEVY ADJ		1726	FY 2022 LTFM DEBT LEVY ADJ =(1719)-(1724)=		2005	GENERAL	5,045,777.44
1705	FY 2024 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2024 RPT, LINE 59)	608,060.06	1727	TOTAL DEBT SERV ADJUST NON-VOTER APPROVED = (1703)+(1704)+ (1708)+(1715)+(1726)=	36.29	2006	COMMUNITY SERVICE	303,734.74
1706	22 PAY 23 LIMIT	608,023.65		***OTH POSTEMPLOYMENT BENE (OPEB)*** & PENSION DEBT SERVICE ADJUSTMENTS		2007	GENERAL DEBT SERVICE	5,319,512.39
1707	22 PAY 23 LEVY	608,023.65				2008	OPEB DEBT SERVICE	
1708	FY 2024 LTFM DEBT LEVY ADJ =(1705)-(1706)=	36.41	1900	REDUCTION DEBT EXCESS, VOTER APPROV = GTR OF [(920)OR(923)] X-1 =		2009	TOTAL	10,669,024.57
			1901	OTHER OPEB DS ADJUST (MEMO) VOTER APPROVED				
1709	FY 2023 EST LTFM DEBT LEVY AUTHORITY (FROM WEBSITE FY 2023 RPT, LINE 59)	474,867.45						

CERTIFIED LEVY RATIO BY FUND		***ABATEMENT INTEREST ADJ BY FUND*** (ZERO IF NO LEVY AUTHORITY IN FUND)		***CARRY-OVER ABATEMENT LEVY LIM*** (ZERO IF NO LEVY AUTHORITY IN FUND)		
2010	GENERAL =(2005)/(2009)=	.47293709	2029	GENERAL=(2028)-(2030) -(2031)-(2032)=	2051	GENERAL=(2043)-(2047) OR MEMO
2011	COMMUNITY SERVICE =(2006)/(2009)=	.02846884	2030	COMMUNITY SERVICE =(2028)X(2011)=	2052	COMMUNITY SERVICE=(2044)-(2048) OR MEMO
2012	GEN DEBT SERVICE =(2007)/(2009)=	.49859407	2031	GENERAL DEBT SERVICE =(2028)X(2012)=	2053	GENERAL DEBT SERVICE=(2045)-(2049) OR MEMO
2013	OPEB DEBT SERVICE =(2008)/(2009)=		2032	OPEB DEBT SERVICE =(2028)X(2013)=	2054	OPEB DEBT SERVICE=(2046)-(2050) OR MEMO
2014	TOTAL	1.00000000	2028	TOTAL	2055	TOTAL
ABATEMENT AID BY FUND (FROM PART III OF FY 2024 ABATE AID RPT)			**FY 2022 ABATEMENT AID ADJUST** (ZERO IF NO LEVY AUTHORITY IN FUND)		**ADVANCE ABATEMENT LEVY ADJUST**	
2015	GENERAL	170.42	2033	GENERAL	2056	SCHOOL TAXES ABATED IN 1ST 6 MO OF 2023
2016	COMMUNITY SERVICE	4.02	2034	COMMUNITY SERVICE	2057	SCHOOL TAXES ADDED IN 1ST 6 MO OF 2023
2017	GENERAL DEBT SERVICE		2035	GENERAL DEBT SERVICE	2058	NET CHANGE IN SCHOOL TAXES (2056)+(2057)
2018	TOTAL	174.44	2036	OPEB DEBT SERVICE		1,958.99-
2019	EST FY 2024 ABATEMENT AID PRORATION FACTOR	1.00000000	2037	TOTAL	2059	TOTAL ADVANCE ABATE LEVY AUTHORITY [GTR OF ZERO OR -1X(2058)]
PRORATED ABATEMENT AID BY FUND			**TOTAL REGULAR ABATE LEVY ADJ**			1,958.99
2020	GENERAL =(2019)X(2015)=	170.42	2038	GENERAL = (2024)+(2029)+(2033)=	**ADVANCE ABATEMENT AUTH BY FUND**	
2021	COMMUNITY SERVICE =(2019)X(2016)=	4.02	2039	COMMUNITY SERVICE = (2025)+(2030)+(2034)=	2060	GENERAL = (2059) -(2061)-(2062)-(2063)
2022	GENERAL DEBT SERVICE =(2019)X(2017)=		2040	GENERAL DEBT SERVICE = (2026)+(2031)+(2035)=	2061	COMMUNITY SERVICE =(2059)X(2011)=
2023	TOTAL	174.44	2041	OPEB DEBT SERVICE = (2027)+(2032)+(2036)=	2062	GENERAL DEBT SERVICE =(2059)X(2012)=
INITIAL ABATE LEVY ADJ BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)			2042	TOTAL	2063	OPEB DEBT SERVICE =(2059)X(2013)
2024	GENERAL=(2003)-(2023)- (2025)-(2026)-(2027)=	234.87	**CARRY-OVER ABATE LEVY AUTHORITY**		2059	TOTAL
2025	COMMUNITY SERVICE [(2003)X (2011)]-(2021) =	20.38	**PAY 23 REGULAR ABATEMENT LIMIT**		**PREVIOUS ADVANCE ABATEMENT LEVY** (PAY 22 PREVIOUS ADVANCE PLUS PAY 22 ADVANCE LEVY)	
2026	GENERAL DEBT SERV DBT [(2003)X (2012)]-(2022) =	427.28	2043	GENERAL	2064	GENERAL
2027	OPEB DEBT [(2003)X (2013)] =		2044	COMMUNITY SERVICE	2065	COMMUNITY SERVICE
2004	TOTAL = (2003)-(2023)	682.53	2045	GENERAL DEBT SERVICE	2066	GENERAL DEBT SERVICE
ABATEMENT INTEREST ADJUSTMENT			2046	OPEB DEBT SERVICE	2067	OPEB DEBT SERVICE
2028	ABATEMENT INTEREST DEDUCTED FROM TAX SETTLEMENTS IN 2022		2047	GENERAL	2068	TOTAL
			2048	COMMUNITY SERVICE		944.94-
			2049	GENERAL DEBT SERVICE		24.20
			2050	OPEB DEBT SERVICE		324.36
						1,245.72
						649.34

ADVANCE ABATE ADJUST BY FUND (ZERO IF NO LEVY AUTHORITY IN FUND)		***GEN DBT SERV INI SUMMARY CONT.***		***COLLECT NEGATIVE ADJUSTMENTS*** IN GENERAL AND COMM ED FUNDS	
2069	GENERAL=(2059)-(2068)- (2070)-(2071)-(2072)=	1,871.42	3008	TOTAL DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3006)+(3007) =	5,816,325.14
2070	COMMUNITY SERVICE =(2061)-(2065)=	31.57			
2071	GENERAL DEBT SERVICE =(2062)-(2066)=	652.38		**OPEB/PENSION DEBT SVC INITIAL** LEVY SUMMARY***	
2072	OPEB DEBT SERVICE =(2063)-(2067)=	1,245.72-	3009	OPEB/PENSION DEBT SERVICE VOTER APPROVED = (902)+(1900)+(2041) + (2054)+(2072) =	
2073	TOTAL	1,309.65			
TOTAL INITIAL LEVY LIMITATION SUMMARY BEFORE OFFSETTING ADJUST			3010	OPEB/PENSION DEBT SERVICE OTHER =(907)+(1903)+(2041) + (2054)+(2072) =	1,245.72-
GEN FUND INITIAL LEVY SUMMARY					
3000	GENERAL RMV VOTER APPROVED = (506)+(1381) =	2,540,127.27	3011	TOTAL OPEB/PENSION DEBT SERVICE FUND INITIAL LEVY LIMITATION = (3009)+(3010) =	1,245.72-
3001	GENERAL RMV OTHER = (507)+(1382) =	2,719,567.52			
3002	GENERAL NTC VOTER APPROVED = (508)+(1383) =	851,190.29		***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).	
3003	GENERAL NTC OTHER +(509)+(1384)+(2038) +(2051)+(2069) =	1,308,440.27			
3004	TOTAL GENERAL FUND INITIAL LEVY LIMITATION = (3000)+(3001) + (3002)+(3003) =	7,419,325.35		**OFFSET CARRIED FORWARD**	
COM SERV INITIAL LEVY SUMMARY			3012	GENERAL	
3005	TOTAL COMMUNITY SERVICE FUND INITIAL LEVY LIMITATION = (639)+(1416)+(2039) + (2052)+(2070) =	279,076.91	3013	GENERAL DEBT SERVICE	
			3014	OPEB/PENSION DEBT SERVICE	
GEN DBT SERV INITIAL LEVY SUMMARY				**POSITIVE OFFSETTING ADJUSTMENTS** IN GENERAL AND COM SERV FUNDS	
3006	GEN DEBT SERVICE VOTER APPROVED = (810)+(1702)+(2040) + (2053)+(2071) =	4,500,947.35	3015	GENERAL RMV VOTER POSITIVE OFFSET GTR 0 OR [0-(3000)]	
			3016	GENERAL RMV OTHER POSITIVE OFFSET GTR 0 OR [0-(3001)]	
3007	GEN DEBT SERVICE OTHER = (811)+(1727)+(2040) + (2053)+(2071) =	1,315,377.79	3017	GENERAL NTC VOTER POSITIVE OFFSET GTR 0 OR [0-(3002)]	
			3018	GENERAL NTC OTHER POSITIVE OFFSET GTR 0 OR [0-(3003)]	
			3019	COMMUNITY SERVICE POSITIVE OFFSET GTR 0 OR [0-(3005)]	
			3020	GEN RMV VOTER NEGATIVE OFFSET	
			3021	GEN RMV OTHER NEGATIVE OFFSET	
			3022	GEN NTC VOTER NEGATIVE OFFSET	
			3023	GEN NTC OTHER NEGATIVE OFFSET	
			3024	COM SERV NEGATIVE OFFSET	
				NET OFFSETTING ADJUSTMENTS IN GEN AND COM SERV	
			3025	GEN RMV VOTER NET OFFSET ADJ = (3015)+(3020) =	
			3026	GEN RMV OTHER NET OFFSET ADJ = (3016)+(3021) =	
			3027	GEN NTC VOTER NET OFFSET ADJ = (3017)+(3022) =	
			3028	GEN NTC OTHER NET OFFSET ADJ = (3018)+(3023) =	
			3029	COM SERV NET OFFSET ADJ = (3019)+(3024) =	
				POSITIVE OFFSETTING ADJ IN GENERAL DEBT SERV FUND	
			3030	GDS VOTER POSITIVE OFFSET GTR OF 0 OR [-(3006)]	
			3031	GDS OTHER POSITIVE OFFSET GTR OF 0 OR [-(3007)]	

COLLECT NEGATIVE ADJUSTMENTS IN GENERAL DEBT SERV FUND		***NET NEGATIVE ADJ BALANCE*** TO BE CARRIED FORWARD	***TACONITE REFERENDUM DATA*** INFORMATION ONLY	
3032	GDS VOTER NEGATIVE OFFSET	3042	GENERAL ADJUST BALANCE FORWARD = (3012)-(3025) -(3026)-(3027)-(3028) -(3029) =	4000 1983-84 RESIDENT PU 4001 2011-12 RESIDENT PU 44 2022-23 RES PU (PRE) 4,161.40 57 2024-25 ADJ PU (EST) 3,462.40
COLLECT NEGATIVE ADJUSTMENTS IN GENERAL DEBT SERV FUND		3043	GENERAL DEBT SERVICE ADJUST BALANCE FORWARD =(3013) -(3034)-(3035) =	4002 TACONITE REG REF PU =GTR (4000) OR (44)=
3033	GDS OTH NEGATIVE OFFSET	3044	OPEB/PENSION DEBT SERVICE ADJUST BALANCE FORWARD =(3040)-(3041)= 1,245.72-	4003 2011 NET TAX CAPACITY
3034	GDS VOTER NET OFFSET ADJ = (3030)+(3032) =	3045	TOTAL ADJUST BALANCE FORWARD =(3042) +(3043)+(3044)= 1,245.72-	4004 TAC REF REV REDUCT FOR BOTH REG AND ADD REF = (4003)X1.8% =
3035	GDS OTH NET OFFSET ADJ = (3031)+(3033) =			**FY 2025 TAC REG REF REV** (PAY 01 REF LEVY REQ)
3036	OPEB/PENSION DEBT SERVICE VOTER POSITIVE OFFSET GTR OF 0 OR [-(3009)]		**LEVY AFTER OFFSETS** STARTING POINT FOR MAX EFFORT ADJUSTMENTS	4005 REG FRONT END FORMULA = (4002)X\$175 = 4006 TAC REG REF REV = GTR 0 OR [(4005)-(4004)]=
POSITIVE OFFSETTING ADJUSTMENT IN OPEB/PENSION DEBT SERV FUND		3500	GEN DEBT VOTER APPR 4,500,947.35	
		3501	GEN DEBT OTHER 1,315,377.79	
3037	OPEB/PENSION DEBT SERVICE OTHER POSITIVE OFFSET GTR OF 0 OR [-(3010)] 1,245.72		**MAXIMUM EFFORT LOAN AID**	**FY 2025 TAC ADD REF REV**
3038	OPEB/PENSION DEBT SERVICE VOTER NEGATIVE OFFSET	3502	ACT MAX EFF LOAN AID FOR FY 2019 - FY 2023	4007 FY 13 REF REV ALLOW 4008 TAC REF ADD ALLOWANCE = (4007)+\$415 =
COLLECT NEGATIVE ADJUST IN OPEB/PENSION DEBT SERV FUND		3503	PAY 19 - PAY 22 ACT MAX EFF LOAN AID LEVY LIMIT ADJUST (ALL FUNDS) =	4009 ADD FRONT END FORMULA = (4001)X(4008) = 4010 TAC ADD BASE = GTR 0 OR [(4009)-(4004)] = 4011 TAC ADD REF REVENUE = (4010)X22.5% =
3039	OPEB/PENSION DEBT SERVICE OTHER NEGATIVE OFFSET	3504	REQUESTED DEBT DEFEASANCE AMOUNT BY END OF FY 2023	**FY 2025 TAC TOTAL REF REV** (JULY 2022 PAYMENT)
NET OFFSETTING ADJUSTMENTS IN OPEB/PENSION DEBT SERV FUND		3505	BAL AVAIL END FY 2023 (3502)-(3503) =	4012 TAC TOTAL REF REV = (4006)+(4011) = 4013 MAXIMUM EC RESERVE = (57)X\$25 = 4014 RSVD EARLY CHILDHOOD = LSR OF (4012) OR (4013)=
3040	OPEB/PENSION DEBT SERVICE VOTER NET OFFSET ADJ = (3036)+(3038) =		**LEVY LIMITS ARE REDUCED** IN THE FOLLOWING ORDER	
3041	OPEB/PENSION DEBT SERVICE OTHER NET OFFSET ADJ = (3037)+(3039) = 1,245.72	3506	GEN DEBT VOTER =	
		3507	GEN DEBT OTHER =	
		3508	MAX EFF LEVY LIMIT ADJ = =(3506)+(3507)=	
		3509	MAX EFFORT LOAN AID RETAINED FOR FUTURE USE =(3505)-(3508) =	

FY 2023 TACONITE RECEIPTS (FEB 2023 & AUG 2023 PYMT) USED TO CALCULATE PAY 24 LEVY LIMITATION REDUCTION	***FY 2023 TACONITE RECEIPT CONT.***	***LEVY LIMIT SUBJECT TO*** TACONITE ADJUSTMENT CONT.
4015 TAC POT 13.72 CENTS PER TON (INITIAL AMT)	4030 FY 2023 TAC BLDG MAINT & REPAIR 4 CENTS/TON [NOT INCL IN (4023)]	4052 REMAINING REDUCTION = (4048)+(4051) =
4016 CITY/TWP REPLACEMENT NOT USED THIS YEAR	**LEVY LIMIT SUBJECT TO** TACONITE ADJUSTMENT	4053 GEN OTH RMV = -1 X (LSR OF (4034) OR (4052))= 4054 REMAINING REDUCTION = (4052)+(4053) =
4017 TAC POT ALLOCATED TO OTHER TAC SCHOOL DIST TO FUND LINE (4027)	4031 COMMUNITY SERVICE 4032 OTHER GENERAL NTC	4055 OPER REF = -1 X (LSR OF (4036) OR (4054))= 4056 REMAINING REDUCTION = (4054)+(4055) =
4018 TAC POT ALLOCATED TO CITIES AND TOWNSHIPS (SEE SPREADSHEET)	4033 REDUCED OTHER NTC FOR LIMITED LTFM LEVY 4034 OTHER GENERAL RMV	4057 CAP PROJ = -1 X (LSR OF (4038) OR (4056))= 4058 REMAINING REDUCTION = (4056)+(4057) =
4019 TAC POT RECEIPTS BASE = (4015)-(4016) -(4017)-(4018) =	4035 OP REFERENDUM (VOTER) 4036 = 50% OF (4035) = 4037 CAP PROJ LIMIT(VOTER) 4038 = 50% OF (4037) =	4059 OPEB DEBT TAC ADJUST VOTER APPR= -1 X (LSR OF (4041) OR (4058))= 4060 REMAINING REDUCTION = (4058)+(4059) =
4020 MINING 3.43 CENTS/TON	4039 NET OPEB DEBT SERV LEVY NON-VOTER APPR BONDS 4040 NET OPEB DEBT SERV LEVY FOR VOTER APPR BONDS 4041 = 50% OF (4040) = 4042 NET GEN DEBT SERV LEVY NON-VOTER APPR BONDS 4043 NET GEN DEBT SERV LEVY FOR VOTER APPR BONDS 4044 = 50% OF (4043) =	4061 GDS TACONITE ADJUST VOTER APPR= -1 X (LSR OF (4044) OR (4060))= 4062 TOTAL TACONITE LEVY LIMITATION ADJUST = (4045)+(4047)+(4049)+ (4051)+(4053)+(4055)+ (4057)+(4059)+(4061)=
4021 TAC RAILR GRANDFATHER	4045 COM SERV = -1 X (LSR OF (4024) OR (4031))= 4046 REMAINING REDUCTION = (4024)+(4045) =	4063 CITY/TOWNSHIP DISTRIBUTION = (4024)+(4062) =
4022 DEER RVR GRANDFATHER	4047 GEN OTH NTC = -1 X (LSR OF (4033) OR (4046))= 4048 REMAINING REDUCTION = (4046)+(4047) =	FY 2025 LEVY, AID & REVENUE SUMMARY BY FUND CONTINUES ON PAGE 29
4023 FY 2023 ELIGIBLE TAC RECEIPTS BASE AMOUNT =SUM (4019)TO(4022)=	4049 OPEB TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4039) OR (4048))= 4050 REMAINING REDUCTION = (4048)+(4049) =	
4024 MAX TAC REDUCT = 95% OF [(4023)+(4018)]	4051 GDS TACONITE ADJUST NON-VOTER = -1 X (LSR OF (4042) OR (4050))=	
4025 TOTAL PAY 22 TAC LEVY LIMIT ADJUST ON LEVY LIMIT & CERTIFICATION		
4026 FY 2023 ELIG DIST TAC REPL AMT PLUS PAY 22 TAC LEVY ADJUSTMENT =(4023) +(4025)-(4018)=		
4027 TAC POT ALLOCATED FROM OTHER TAC SCH DIST FOR PAY 22 LEVY REPLACEMENT [NOT INCL IN (4023)]		
4028 TAC PROP TAX RELIEF ACCOUNT TRANSFER FOR PAY 22 LEVY REPLACEMENT [NOT INCL IN (4023)]		
4029 FY 2023 ADDITIONAL TAC POT 11 CENTS/TON [NOT INCL IN (4023)]		

FY 2025 LEVY, AID & REVENUE SUMMARY BY FUND (ESTIMATE AT TIME (OF PROPOSED LEVY CERTIFICATION)		***GENERAL DEBT SERVICE FUND***		***TOTAL, ALL FUNDS***	
GENERAL FUND		5013	GEN DEBT SERVICE VOTER APPROVED =(3006)+(3034) +(3506)+(4061)=	4,500,947.35	
5001	GEN RMV VOTER APPROVED =(3000)+(3025) +(4055)=	2,540,127.27			
5002	GENERAL RMV OTHER =(3001)+(3026) +(4053) =	2,719,567.52			
5003	GEN NTC VOTER APPROVED =(3002)+(3027) +(4057)=	851,190.29			
5004	GENERAL NTC OTHER =(3003)+(3028) +(4047)=	1,308,440.27			
5005	TOTAL GENERAL FUND LEVY LIMITATION =(5001)+(5002)+(5003) +(5004) =	7,419,325.35			
5006	TOTAL GENERAL FUND AID =(327)+(334)+(339)+ (345)+(346)+(347)+(363) +(388)+(443)+(2020)=	33,661,538.00			
5007	TACONITE RECEIPTS = -(4047)-(4053) - (4055)-(4057) =				
5008	TOTAL GENERAL FUND REVENUE = (5005)+ (5006)+(5007)=	41,080,863.35			
COMMUNITY SERVICE FUND					
5009	TOTAL COMMUNITY SERVICE FUND LEVY LIMITATION = (3005)+ (3029)+(4045)=	279,076.91			
5010	TOTAL COM SERV FUND AID =(610)+(620)+(625) +(632)+(637)+(2021) =	271,828.28			
5011	TACONITE RECEIPTS = -(4045) =				
5012	TOTAL COMM SERV FUND REVENUE = (5009) +(5010)+(5011)	550,905.19			
		5014	GEN DEBT SERV OTHER =(3007)+(3035) +(3507)+(4051)=	1,315,377.79	
		5015	TOTAL DEBT SERVICE FUND LEVY LIMITATION =(5013)+(5014) =	5,816,325.14	
		5016	TOTAL DEBT SERVICE FUND AID = (438)+ (777)+(797)+(2022) =	641,165.50	
		5017	MAX EFF LOAN AID USED =(3503) -(3506)-(3507)=		
		5018	TACONITE RECEIPTS = -(4051)-(4061) =		
		5019	TOTAL DEBT SERVICE FUND REVENUE =(5015)+(5016) +(5017)+(5018)=	6,457,490.64	
		OPEB/PENSION DEBT SERVICE FUND			
		5020	OPEB/PENSION DEBT SERVICE VOTER APPROVED =(3009)+(3040) +(4059)=		
		5021	OPEB/PENSION DEBT SERVICE OTHER =(3010)+(3041) +(4049)=		
		5022	TOTAL OPEB/PENSION DEBT SERVICE FUND LEVY LIMITATION =(5020)+(5021) =		
		5023	TACONITE RECEIPTS = -(4049)-(4059) =		
		5024	TOTAL OPEB/PENSION DEBT SERVICE FUND REVENUE =(5022)+(5023)		
		5025	TOTAL LEVY LIMIT = (5005)+(5009) + (5015)+(5022) =	13,514,727.40	
		5026	TOTAL AID = (5006)+(5010) + (5016) =	34,574,531.78	
		5027	TOTAL MAX EFFORT AID USED = (5017) =		
		5028	TOTAL TACONITE RECEIPTS = (5007)+(5011) + (5018)+(5023) =		
		5029	TOTAL REVENUE = (5008)+(5012) + (5019)+(5024) =	48,089,259.18	

I. COMPUTATION OF 2023 PAYABLE 2024 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	2,358,621.50	181,505.77	N/A			2,540,127.27
GEN-RMV OTHER-EXEMP	2,673,818.01	45,749.51	N/A			2,719,567.52
GEN-NTC VOTER-EXEMP	851,190.29		N/A			851,190.29
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	1,312,097.38	5,763.40-	2,106.29			1,308,440.27
TOTAL GENERAL	7,195,727.18	221,491.88	2,106.29			7,419,325.35
COM SERV-EXEMP	283,033.16	4,008.20-	51.95			279,076.91
DEBT-VOTER-NONEXEMP	4,499,868.00	.31-	1,079.66			4,500,947.35
DEBT-OTHER-NONEXEMP	1,315,341.50	36.29				1,315,377.79
TOTAL DEBT SERV	5,815,209.50	35.98	1,079.66			5,816,325.14
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP			1,245.72-	1,245.72		
TOTAL OPEB/PENSION			1,245.72-	1,245.72		
TOTAL	13,293,969.84	217,519.66	1,992.18	1,245.72		13,514,727.40

II. COMPARISON OF 2022 PAYABLE 2023 LEVY LIMITATION WITH 2023 PAYABLE 2024 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2022 PAY 2023 LIMITATION	2023 PAY 2024 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	6,382,224.51	7,419,325.35	1,037,100.84	16.25
COMMUNITY SERVICE	325,040.74	279,076.91	45,963.83-	14.14-
GENERAL DEBT SERVICE	5,892,423.36	5,816,325.14	76,098.22-	1.29-
OPEB DEBT SERVICE				
TOTAL	12,599,688.61	13,514,727.40	915,038.79	7.26

III. COMPARISON OF 2022 PAYABLE 2023 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2023 PAYABLE 2024 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2022 PAY 2023 CERTIFIED LEVY + ADJUSTMENTS	2023 PAY 2024 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	6,382,224.51			
COMMUNITY SERVICE	325,040.74			
GENERAL DEBT SERVICE	5,892,423.36			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	12,599,688.61			

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5001)	GENERAL-RMV VOTER	2,229,165.43	2,229,165.43	2,540,127.27	2,540,127.27	2,540,127.27
(5002)	GENERAL-RMV OTHER	2,435,494.65	2,435,494.65	2,719,567.52	2,719,567.52	2,719,567.52
(5003)	GENERAL-NTC VOTER	669,369.04	669,369.04	851,190.29	851,190.29	851,190.29
(5004)	GENERAL-NTC OTHER	1,048,195.39	1,048,195.39	1,308,440.27	1,308,440.27	1,308,440.27
(5009)	COMMUNITY SERV-NTC OTHER	325,040.74	325,040.74	279,076.91	279,076.91	279,076.91
(5013)	GENL DEBT-NTC VOTER	5,137,777.26	5,137,777.26	4,500,947.35	4,500,947.35	4,500,947.35 *1
(5014)	GENL DEBT-NTC OTHER	754,646.10	754,646.10	1,315,377.79	1,315,377.79	1,315,377.79 *1
(5020)	OPEB DEBT-NTC VOTER					
(5021)	OPEB DEBT-NTC OTHER					
SUBTOTALS BY FUND						
(5005)	GENERAL FUND	6,382,224.51	6,382,224.51	7,419,325.35	7,419,325.35	7,419,325.35
(5009)	COMMUNITY SERVICES FUND	325,040.74	325,040.74	279,076.91	279,076.91	279,076.91
(5015)	GENERAL DEBT SERVICE FUND	5,892,423.36	5,892,423.36	5,816,325.14	5,816,325.14	5,816,325.14
(5022)	OPEB/PENSION DEBT SERVICE FUND					
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	4,664,660.08	4,664,660.08	5,259,694.79	5,259,694.79	5,259,694.79
	NET TAX CAPACITY	7,935,028.53	7,935,028.53	8,255,032.61	8,255,032.61	8,255,032.61
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED	8,036,311.73	8,036,311.73	7,892,264.91	7,892,264.91	7,892,264.91
	OTHER	4,563,376.88	4,563,376.88	5,622,462.49	5,622,462.49	5,622,462.49
TOTAL LEVY						
	TOTAL LEVY	12,599,688.61	12,599,688.61	13,514,727.40	13,514,727.40	13,514,727.40

ALLOWABLE INCREASE

ALLOWABLE INCREASE AMOUNT

MAXIMUM ALLOWABLE CERTIFIED LEVY

13,514,727.40

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	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
GENERAL REFER MARKET VALUE VOTER APPROVED:							
(314)	1ST TIER RMV REFER	1,353,872.48	1,353,872.48	1,592,704.00	1,592,704.00	1,592,704.00	*2
(315)	2ND TIER RMV REFER	659,237.26	659,237.26	765,917.50	765,917.50	765,917.50	*2
(316)	UNEQUALIZED RMV REFER						
(1031)	FY 2024 1ST TIER REF ADJUST	2,448.78-	2,448.78-	9,037.22	9,037.22	9,037.22	*2
(1039)	FY 2024 2ND TIER REF ADJUST	214,367.38	214,367.38	43,054.00	43,054.00	43,054.00	*2
(1047)	FY 2024 UNEQUAL REF ADJUST						
(1053)	FY 2024 TBRA ALLOC ADJUST						*2
(1062)	FY 2024 REF HOLD HARMLESS ADJ						
(1137)	FY 2022 1ST TIER REF ADJUST	9,661.56	9,661.56	15,000.75	15,000.75	15,000.75	
(1144)	FY 2022 2ND TIER REF ADJUST	5,524.47-	5,524.47-	114,413.80	114,413.80	114,413.80	
(1151)	FY 2022 UNEQUAL REF ADJUST						
(1157)	FY 2022 TBRA ALLOC ADJUST						
(1169)	FY 2022 REF HOLD HARMLESS ADJ						
(1368)	OTHER RMV REF ADJUST (MEMO)						
(3025)	RMV REF NET OFFSET ADJUST						
(4055)	REFERENDUM TACONITE ADJUST						
(5001)	TOTAL GENERAL - RMV VOTER APPROVED	2,229,165.43	2,229,165.43	2,540,127.27	2,540,127.27	2,540,127.27	
GENERAL REFER MARKET VALUE OTHER:							
(311)	1ST TIER LOCAL OPTIONAL	568,907.39	568,907.39	709,442.70	709,442.70	709,442.70	*3
(239)	2ND TIER LOCAL OPTIONAL	1,387,390.36	1,387,390.36	1,468,057.60	1,468,057.60	1,468,057.60	*3
(243)	EQUITY	439,776.56	439,776.56	466,818.07	466,818.07	466,818.07	*3
(246)	TRANSITION	27,878.69	27,878.69	29,499.64	29,499.64	29,499.64	*3
(1011)	FY 2024 LOR TIER 1 ADJUST	1,029.00-	1,029.00-	3,797.50	3,797.50	3,797.50	*3
(1015)	FY 2024 LOR TIER 2 ADJUST	2,331.80-	2,331.80-	9,260.93	9,260.93	9,260.93	*3
(1019)	FY 2024 EQUITY ADJUST	2,403.18-	2,403.18-	6,476.59	6,476.59	6,476.59	*3
(1023)	FY 2024 TRANSITION ADJUST	46.84-	46.84-	186.10	186.10	186.10	*3
(1055)	FY 2024 LOR TIER 1 TBRA ADJUST						*2
(1064)	FY 2024 LOR TIER 1 HOLD HARM AD						
(1109)	FY 2022 LOR TIER 1 ADJUST	4,059.86	4,059.86	6,303.42	6,303.42	6,303.42	
(1116)	FY 2022 LOR TIER 2 ADJUST	9,900.73	9,900.73	15,372.10		15,372.10	
(1123)	FY 2022 EQUITY ADJUST	3,192.93	3,192.93	4,043.98	4,043.98	4,043.98	
(1130)	FY 2022 TRANSITION ADJUST	198.95	198.95	308.89	308.89	308.89	
(1163)	FY 2022 LOR TIER 1 TBRA ADJUST						
(1175)	FY 2022 LOR TIER 1 HOLD HARMLES						
(1373)	OTHER ADJ, GEN OTHER RMV						
(3026)	GENERAL OTH RMV NET OFFSET ADJ						
(4053)	GENERAL OTH RMV TACONITE ADJUST						
(5002)	TOTAL GENERAL - RMV OTHER	2,435,494.65	2,435,494.65	2,719,567.52	2,719,567.52	2,719,567.52	

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 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY NOTES
GENERAL NET TAX CAPACITY VOTER APPROVED:						
(492)	CAPITAL PROJECT REFERENDUM	669,369.04	669,369.04	851,190.29	851,190.29	851,190.29
(1376)	OTHER NTC VOTER ADJ					
(4057)	CAPITAL PROJ TACONITE ADJ					
(5003)	TOTAL GENERAL - NTC VOTER APPROVED	669,369.04	669,369.04	851,190.29	851,190.29	851,190.29

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
GENERAL NET TAX CAPACITY OTHER:							
INITIAL LEVIES:							
(233)	OPERATING CAPITAL	215,569.07	215,569.07	257,757.17	257,757.17	257,757.17	*3
(338)	ALT TEACHER COMP (Q COMP)	290,949.63	290,949.63	291,289.18	291,289.18	291,289.18	*4
(361)	ACHIEVEMENT & INTEGRATION						*5
(365)	FY 2024 REEMPLOYMENT INS	8,000.00	8,000.00	5,000.00	5,000.00	5,000.00	
(367)	SAFE SCHOOLS	124,711.20	124,711.20	124,646.40	124,646.40	124,646.40	
(370)	SAFE SCHOOLS INTERMEDIATE						
(373)	JUDGMENT						*6
(375)	ICE ARENA						
(387)	FY 2024 CAREER TECHNICAL	135,921.40	135,921.40	148,412.70	148,412.70	148,412.70	
(391)	FY 2023 ANNUAL OTHER POST- EMPLOYMENT BENEFITS (OPEB)			86,288.96	86,288.96	86,288.96	
(444)	LT FACILITIES EQUAL	148,457.29	148,457.29				*4
(445)	LT FACILITIES UNEQUAL	73,909.48	73,909.48	261,408.88	261,408.88	261,408.88	
(455)	DISABLED ACCESS						
(489)	BUILDING/LAND LEASE	136,407.48	136,407.48	137,294.09	137,294.09	137,294.09	
(490)	COOP BUILDING REPAIR						
(491)	OTHER CAPITAL (MEMO)						
(494)	CONSOL/TRANSITION						
(495)	REORG OPERATING DEBT						
(496)	FY 2024 HEALTH BENEFITS						
(497)	ADDITIONAL RETIREMENT						
(498)	SEVERANCE						
(499)	ADMINISTRATIVE DISTRICT						
(500)	SWIMMING POOL						
(501)	TREE GROWTH						
(502)	CONSOL/RETIREMENT						
(503)	ECON DEV ABATEMENT						
(504)	OTHER GENERAL (MEMO)						
(5005A)	SUBTOTAL - INITIAL LEVIES - GENERAL NTC OTHER	1,133,925.55	1,133,925.55	1,312,097.38	1,312,097.38	1,312,097.38	

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 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):							
LEVY ADJUSTMENTS:							
(1003)	FY 2024 OPER CAPITAL ADJUST	17.92-	17.92-	1,033.52	1,033.52	1,033.52	*3
(1102)	FY 2022 OPER CAPITAL ADJUST	774.13	774.13	903.90	903.90	903.90	
(1072)	FY 2024 ALT TEACHER COMP ADJUST	6,392.60	6,392.60	614.37	614.37	614.37	*7
(1204)	FY 2022 ALT TEACHER COMP ADJUST	4,329.63	4,329.63	8,843.88-	8,843.88-	8,843.88-	
(1068)	FY 2024 ACHIEVE & INTEG ADJUST						*5
(1182)	FY 2022 ACHIEVE & INTEG ADJUST						*5
(1187)	FY 2022 REEMPLOYMENT ADJUST	94,392.45-	94,392.45-	10,450.21-	10,450.21-	10,450.21-	
(1192)	FY 2022 SAFE SCHOOLS ADJUST	1,113.48-	1,113.48-	4,325.40	4,325.40	4,325.40	
(1197)	FY 2022 SAFE SCHOOLS INTERM ADJ						
(1230)	FY 2022 CAREER TECHNICAL ADJUST	10,764.06	10,764.06	3,286.76-	3,286.76-	3,286.76-	
(1234)	FY 2022 HEALTH BENEFITS ADJUST						
(1240)	FY 2022 ANNUAL OPEB ADJUST						
(1076)	FY 2024 LTFM EQUAL ADJUST	18,404.83	18,404.83	9,026.22	9,026.22	9,026.22	
(1080)	FY 2024 LTFM UNEQUAL ADJUST			2,169.35-	2,169.35-	2,169.35-	
(1081)	FY 2024 H&S REBATE ADJ	N/A	N/A				
(1088)	FY 2023 LTFM EQUAL ADJUST	15,811.44	15,811.44				
(1095)	FY 2023 LTFM UNEQUAL ADJUST						
(1215)	FY 2022 LTFM EQUAL ADJUST	2,051.90-	2,051.90-	3,083.39	3,083.39	3,083.39	
(1226)	FY 2022 LTFM UNEQUAL ADJUST						
(5005B)	SUBTOTAL - ADJUSTMENTS-THIS PAGE						
	GENERAL NTC OTHER	41,099.06-	41,099.06-	5,763.40-	5,763.40-	5,763.40-	

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 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
GENERAL NET TAX CAPACITY OTHER (CON'T):							
LEVY ADJUSTMENTS:							
(1361)	PAY 21 LEASE ADJUST	43,630.00-	43,630.00-				
(1362)	LEASE LEVY ADJ (MEMO)						
(1363)	OTHER CAPITAL ADJUST (MEMO)						
(758)	FY 2025 FAC & EQUIP BOND ADJUST						
(1365)	ECON DEV ABATE ADJUST						
(1366)	DEBT SURPLUS ADJUST						
(1380)	OTHER GENERAL ADJUST						
(2038)	ABATEMENT ADJUSTMENT	4,384.58	4,384.58	234.87	234.87	234.87	*10
(2051)	CARRY-OVER ABATEMENT ADJUST						*11
(2069)	ADVANCE ABATEMENT ADJUST	5,385.68-	5,385.68-	1,871.42	1,871.42	1,871.42	*12
(4047)	GENERAL OTH NTC TACONITE ADJUST						
(5005C)	SUBTOTAL - ADJUSTMENTS- THIS PAGE GENERAL NTC OTHER	44,631.10-	44,631.10-	2,106.29	2,106.29	2,106.29	
(5005A)	SUBTOTAL - INITIAL LEVIES- PAGE 34 GENERAL NTC OTHER	1,133,925.55	1,133,925.55	1,312,097.38	1,312,097.38	1,312,097.38	
(5005B)	SUBTOTAL - ADJUSTMENTS- PAGE 35 GENERAL NTC OTHER	41,099.06-	41,099.06-	5,763.40-	5,763.40-	5,763.40-	
(5004)	TOTAL GENERAL - NTC OTHER	1,048,195.39	1,048,195.39	1,308,440.27	1,308,440.27	1,308,440.27	

FOOTNOTES:

*10 PAY 2025 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 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.

*12 PAY 2025 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 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
COMMUNITY SERVICE:							
(609)	BASIC COMMUNITY EDUC	148,275.05	148,275.05	100,661.31	100,661.31	100,661.31	*13
(619)	EARLY CHILD FAMILY	55,714.60	55,714.60	53,759.05	53,759.05	53,759.05	*14
(624)	HOME VISITING	1,625.05	1,625.05	2,002.22	2,002.22	2,002.22	
(631)	ADULTS W/ DISABILITIES	4,350.00	4,350.00	1,610.58	1,610.58	1,610.58	
(636)	SCHOOL-AGE CARE	115,000.00	115,000.00	125,000.00	125,000.00	125,000.00	*14
(638)	OTHER COMM ED (MEMO)						
(1403)	FY 2024 EARLY CHILD FAMILY ADJ	10.69-	10.69-	2,720.62-	2,720.62-	2,720.62-	
(1407)	FY 2022 HOME VISITING ADJUST	7.99	7.99	58.65-	58.65-	58.65-	
(1411)	FY 2022 SCHOOL-AGE CARE ADJUST	17,221.15-	17,221.15-	1,228.93-		1,228.93-	
(1412)	ADULTS W/ DISABILITIES ADJUST						
(1415)	OTHER ADJUST (MEMO)	17,221.15	17,221.15				
(2039)	ABATEMENT ADJUSTMENT	520.00	520.00	20.38	20.38	20.38	*10
(2052)	CARRY-OVER ABATEMENT ADJUST						*11
(2070)	ADVANCE ABATEMENT ADJUST	441.26-	441.26-	31.57	31.57	31.57	*12
(4045)	COM SERV TACONITE ADJUST						
(5009)	TOTAL COMMUNITY SERVICE	325,040.74	325,040.74	279,076.91	279,076.91	279,076.91	

FOOTNOTES:

- *10 PAY 2025 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 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
 - *12 PAY 2025 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 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
DEBT SERVICE VOTER APPROVED:							
(806)	DEBT SERVICE-AID ELIG	5,429,433.00	5,429,433.00	4,499,868.00	4,499,868.00	4,499,868.00	*15
(808)	DEBT SERVICE-AID INELIG						*15
(778)	NATURAL DISASTER DEBT						*15
(1700)	REDUCTION FOR DEBT EXCESS	294,070.42-	294,070.42-	.31-	.31-	.31-	
(1701)	OTHER ADJUST (MEMO)						
(2040)	ABATEMENT ADJUSTMENT	7,982.31	7,982.31	427.28	427.28	427.28	*10,16
(2053)	CARRY OVER ABATEMENT						*11,16
(2071)	ADVANCE ABATE ADJUST	5,567.63-	5,567.63-	652.38	652.38	652.38	*12,16
(3034)	GDS VTR NET OFFSET ADJUST						
(3506)	GDS VTR MAX EFFORT ADJ						
(4061)	GDS VTR TACONITE ADJUST						
(5013)	TOTAL DEBT SERVICE VOTER APPROVED	5,137,777.26	5,137,777.26	4,500,947.35	4,500,947.35	4,500,947.35	*1
DEBT SERVICE OTHER:							
(807)	DEBT SERVICE-AID ELIG						*15
(809)	DEBT SERVICE-AID INELIG	217,770.00	217,770.00	222,390.00	222,390.00	222,390.00	*15
(769)	LT FACILITIES DEBT SERVICE	608,023.65	608,023.65	1,092,951.50	1,092,951.50	1,092,951.50	*15
(1708)	FY 2024 LTFM DEBT SERV ADJ	23.20-	23.20-	36.41	36.41	36.41	
(1715)	FY 2023 LTFM DEBT SERV ADJ						
(1726)	FY 2022 LTFM DEBT SERV ADJ						
(1703)	REDUCTION FOR DEBT EXCESS	71,124.35-	71,124.35-	.12-	.12-	.12-	
(1704)	OTHER ADJUST (MEMO)						
(2040)	ABATEMENT ADJUSTMENT						*10,16
(2053)	CARRY OVER ABATEMENT						*11,16
(2071)	ADVANCE ABATE ADJUST						*12,16
(3035)	GDS OTH NET OFFSET ADJUST						
(3507)	GDS OTH MAX EFFORT ADJ						
(4051)	GDS OTH TACONITE ADJUST						
(5014)	TOTAL DEBT SERVICE OTHER	754,646.10	754,646.10	1,315,377.79	1,315,377.79	1,315,377.79	*1

FOOTNOTES:

- *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
- *10 PAY 2025 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 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2025 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 2040, 2053 AND 2071 APPEAR AS VOTER APPROVED DEBT SERVICE IF VOTER APPROVED INITIAL DEBT SERVICE LEVY ON LINE 810 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

LINE #	LIMITATION COMPONENTS	2022 PAY 2023 LIMITATION	2022 PAY 2023 CERTIFIED LEVY	2023 PAY 2024 LIMITATION	2023 PAY 2024 PROPOSED LEVY	2023 PAY 2024 CERTIFIED LEVY	NOTES
OPEB/PENSION DEBT SERVICE VOTER APPROVED:							
(902)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS						*15
(1900)	REDUCTION FOR DEBT EXCESS						
(1901)	OTHER ADJUST (MEMO)						
(2041)	ABATEMENT ADJUSTMENT						*10,17
(2054)	CARRY OVER ABATEMENT						*11,17
(2072)	ADVANCE ABATE ADJUST						*12,17
(4059)	OPEB/PENSION DEBT TACONITE ADJUST						
(5020)	TOTAL OPEB/PENSION DEBT SERVICE VOTER APPROVED						
OPEB/PENSION DEBT SERVICE OTHER:							
(907)	REQ DEBT SERVICE LEVY FOR OPEB/PENSION BONDS						*15
(1903)	REDUCTION FOR DEBT EXCESS						
(1904)	OTHER ADJUST (MEMO)						
(2041)	ABATEMENT ADJUSTMENT						*10,17
(2054)	CARRY OVER ABATEMENT						*11,17
(2072)	ADVANCE ABATE ADJUST						*12,17
(3041)	OPEB DEBT OTH NET OFFSET ADJUST			1,245.72-	1,245.72-	1,245.72-	
(4049)	OPEB/PENSION DEBT TACONITE ADJUST			1,245.72	1,245.72	1,245.72	
(5021)	TOTAL OPEB/PENSION DEBT SERVICE OTHER						

FOOTNOTES:

- *10 PAY 2025 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 2025 LEVY LIMITATION WILL NOT BE INCREASED BY ANY UNDERLEVY IN THIS COMPONENT UNLESS EXTENSION IS REQUESTED.
- *12 PAY 2025 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 2041, 2054 AND 2072 APPEAR AS VOTER APPROVED OPEB DEBT SERVICE IF VOTER APPROVED INITIAL OPEB DEBT SERVICE LEVY ON LINE 902 IS GREATER THAN ZERO. OTHERWISE ABATEMENT ADJUSTMENTS APPEAR AS OTHER DEBT SERVICE.

FISCAL YEAR (FY) REFERENCES IN THE LIMITATION COMPONENTS COLUMN RELATE TO PAYABLE 2024. FOR PAYABLE 2023 COLUMNS, THE AMOUNTS SHOWN ARE FOR ONE YEAR PRIOR THE FISCAL YEAR SHOWN.

END OF LEVY LIMITATION AND CERTIFICATION REPORT

EXTENDED SCHOOL YEAR FOR CERTAIN STUDENTS WITH INDIVIDUALIZED EDUCATION PROGRAMS

I. PURPOSE

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

II. GENERAL STATEMENT OF POLICY

- A. **Extended School Year Services Must Be Available to Provide a FAPE.** The school district shall provide extended school year (ESY) services to a student who is the subject of an IEP if the student's IEP team determines the services are necessary during a break in instruction in order to provide a FAPE.
- B. **Extended School Year Determination.** At least annually, the IEP team must determine that a student is in need of ESY services if the student meets any of the following conditions:
 - 1) There will be significant regression of a skill or acquired knowledge from the student's level of performance on an annual goal that requires more than the length of the break in instruction to recoup unless the IEP team determines a shorter time for recoupment is more appropriate; OR
 - 2) Services are necessary for the student to attain and maintain self-sufficiency because of the critical nature of the skill addressed by an annual goal, the student's age and level of development, and the timeliness for teaching the skill; OR
 - 3) The IEP team otherwise determines, given the student's unique needs, that ESY services are necessary to ensure the pupil receives a FAPE.
- C. **Required Factors Schools Must Consider in Making ESY Determinations.** The IEP team must decide ESY eligibility using information including:
 - 1) Prior observations of the student's regression and recoupment over the summer;
 - 2) Observations of the student's tendency to regress over extended breaks in instruction during the school year; and
 - 3) Experience with other students with similar instructional needs.
- D. **Additional Factors to Consider, Where Relevant.** In making its determination of ESY needs, the following factors must be considered, where relevant:
 - 1) The student's progress and maintenance of skills during the regular school year.
 - 2) The student's degree of impairment.
 - 3) The student's rate of progress.
 - 4) The student's behavioral or physical problems.
 - 5) The availability of alternative resources.
 - 6) The student's ability and need to interact with nondisabled peers.
 - 7) The areas of the student's curriculum which need continuous attention.
 - 8) The student's vocational needs.
- E. **No Unilateral Decisions.**

In the course of providing ESY services to children with disabilities, the school district may not unilaterally limit the type, amount, or duration of those services.
- F. **Services to Nonresident Students Temporarily Placed in School District.**

A school district may provide ESY services to nonresident children with disabilities temporarily placed in the school district in accordance with applicable state law.

Legal References: Minn. Stat. § 125A.14 (Extended School Year)
Minn. Rules Part 3525.0755
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
34 C.F.R. Part 300 (Assistance to States for the Education of Children with Disabilities)

Cross References: None

ENROLLMENT OF NONRESIDENT STUDENTS

I. PURPOSE

The school district desires to participate in the Enrollment Options Program established by Minnesota Statutes section 124D.03. The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making said determination.

II. GENERAL STATEMENT OF POLICY

A. Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school building as established by school board resolution and provided that:

- 1) space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
- 2) in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minnesota Statutes section 124D.03.
- 3) the applicant is not otherwise excluded by action from the school district because of previous conduct in another school district.

B. Standards that may be used for rejection of application. In addition to the provisions of Paragraph II.A., the school district may refuse to allow a pupil who is expelled under Minnesota Statutes section 121A.45 to enroll during the term of the expulsion if the student was expelled for:

- 1) possessing a dangerous weapon, including a weapon, device, instruments, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, with the exception of a pocket knife with a blade less than two and one-half inches in length, at school or a school function;
- 2) possessing or using an illegal drug at school or a school function;
- 3) selling or soliciting the sale of a controlled substance while at school or a school function; or
- 4) committing a third-degree assault involving assaulting another and inflicting substantial bodily harm.

C. Standards that may not be used for rejection of application. The school district may not use the following standards in determining whether to accept or reject an application for open enrollment:

- 1) previous academic achievement of a student;
- 2) athletic or extracurricular ability of a student;
- 3) disabling conditions of a student;
- 4) a student's proficiency in the English language;
- 5) the student's district of residence except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
- 6) previous disciplinary proceedings involving the student. This shall not preclude the school district from proceeding with exclusion as set out in Section F. of this policy.

D. Application.

The student and parent or guardian must complete and submit a School District Enrollment Options Program application developed by the Minnesota Department of Education and available on their website (education.mn.gov). Go to “Students and Families,” then, under “School Choice,” select “Open Enrollment.” The form is entitled, “General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education.”

E. Lotteries.

If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. The district must give priority to enrolling siblings of currently enrolled students, students whose applications are related to an approved integration and achievement plan, children of the school district’s staff, and students residing in that part of a municipality (a statutory or home rule charter city or town) where:

- 1) the student’s resident district does not operate a school building;
- 2) the municipality is located partially or fully within the boundaries of at least five school districts;
- 3) the nonresident district in which the student seeks to enroll operates one or more school buildings within the municipality; and
- 4) no other nonresident, independent, special, or common school district operates a school building within the municipality.

The process for the school district lottery must be established by school board policy and posted on the school district’s website.

F. Exclusion

- 1) Administrator’s initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.
- 2) Superintendent’s review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

G. Termination of Enrollment

- 1) The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minnesota Statutes section 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minnesota Statutes chapter 260A, and the student’s case has been referred to juvenile court. A “habitual truant” is a child under 17 years of age who is absent from attendance at school without lawful excuse for seven school days in a school year if the child is in elementary school or for one or more class periods on seven school days in a school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days in a school year and who has not lawfully withdrawn from school under Minnesota Statutes section 120A.22, subdivision 8. The school district may also terminate the enrollment of a

- nonresident student over 17 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minnesota Statutes section 120A.22, subdivision 8.
- 2) A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents of their opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.
- H. Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

Legal References: Minn. Stat. § 120A.22, Subd. 3(e) and Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. § 260C.007, Subd. 19 (Definitions)
Minn. Op. Atty. Gen. 169-f (Aug. 13, 1986)
Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ., Co. No. A05-361, 2005 WL 3111963 (Minn. Ct. App. 2005) (unpublished)

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 517 (Student Recruiting)

DNR-DNI ORDERS

I. PURPOSE

The school district recognizes that it is serving students with complex health needs. The school district also recognizes that school district staff may be confronted with requests to withhold emergency care of a student in the event of a life threatening situation at school or school activities or be presented with Do Not Resuscitate/Do Not Intubate (DNR-DNI) orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

- A. The primary mission of the school district is education. DNR-DNI orders are medical documents. School district staff will not accept or honor requests to withhold emergency care or DNR-DNI orders. The school district will not convey such orders to emergency medical personnel.
- B. School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.
- C. School district staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities.
- D. The parent/guardian will be notified of the emergency as soon as possible.
- E. Notwithstanding this school district policy, IEP and Section 504 teams must develop individualized medical emergency care plans for students when appropriate in accordance with state and federal law.
- F. Parents/guardians who request that emergency care be withheld for their child or who present DNR-DNI orders, shall be advised of and shall be given a copy of this policy.

Legal References: 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C. §§ 12101-12213 (Americans with Disabilities Act)

Cross References: None

POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies as contained in the school district's policies are applicable to students as well as to employees. 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 students:

Model Policy 413	Harassment and Violence
Model Policy 417	Chemical Use and Abuse
Model Policy 418	Drug-Free Workplace/Drug-Free School
Model Policy 419	Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices
Model Policy 420	Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions

Students are charged with notice that the above cited policies are also applicable to students; however, students 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



SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Academic Standards, **Minnesota State**, 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 **curriculum and instructional goals that align with the statutory "world's best workforce" and Big Lake Schools Strategic Plan. ~~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. "Antiracist", as defined in Minnesota Statutes, section 120B.11, means actively working to identify and eliminate racism in all forms in order to change policies, behaviors, and beliefs that perpetuate racist ideas and actions.
- C. "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.
- D. "Culturally sustaining", as defined in Minnesota Statutes, section 120B.11, means integrating content and practices that infuse the culture and language of Black, Indigenous, and People of Color communities who have been and continue to be harmed and erased through the education system.
- E. "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.
- F. "Ethnic studies", as defined in Minnesota Statutes, section 120B.25, as defined in Minnesota Statutes, section 120B.25, has the same meaning for purposes of this section. Ethnic studies curriculum may be integrated in existing curricular opportunities or provided through additional curricular offerings.
- 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.
- H. "Institutional racism", as defined in Minnesota Statutes, section 120B.11, means structures, policies, and practices within and across institutions that produce outcomes that disadvantage those who are Black, Indigenous, and People of Color
- I. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements **including applied and experiential learning**.
- J. "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; 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
- K. “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.

~~L. “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, ~~must 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, ~~according to Minnesota Statute 120B.11~~, 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 ~~Minnesota Statutes, section 120B.35, subdivision 3, paragraph (b) (2) 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 services~~ and accelerate their instruction, adopt ~~early-admission~~ procedures consistent with ~~Minnesota Statutes, section 120B.15 for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under-represented groups~~, and identifying 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 underrepresented 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, subdivision 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 ~~children in low-income families, children in families of People of Color, and children in American Indian families 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
 - a. integrate high-quality instruction, ~~rigorous curriculum~~, technology, and ~~curriculum that is rigorous, accurate, antiracist, and culturally sustaining; a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and~~
 - b. ensure learning and work environments validate, affirm, embrace, and integrate cultural and community strengths for all students, families, and employees;
 - c. provide a collaborative professional culture that seeks to retain qualified, racially and ethnically diverse staff effective at working with diverse students while developing and supporting teacher quality, performance, and effectiveness; and

- 7) an annual budget for continuing to implement the school district plan; and
 - 8) identifying a list of suggested and required materials, resources, sample curricula, and pedagogical skills for use in kindergarten through grade 12 that accurately reflect the diversity of the state of Minnesota.
- B. The school district is not required to include information regarding literacy in a plan or report required under this section, except with regard to the academic achievement of English learners.
- C. Every child is reading at or above grade level every year, beginning in kindergarten, and multilingual learners and students receiving special education services are receiving support in achieving their individualized reading goals pursuant to Policy 621 (Reading and the Read Act)
- ~~D. 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.~~
- ~~E. 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. 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 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.~~

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 (Read Act Goal and Interventions)
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)



CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district **and Minnesota State Statutes.**

III. RESPONSIBILITY

The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.

IV. DISTRICT ADVISORY COMMITTEE

- A. The school board **shall must** establish an advisory committee to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
- B. The District Advisory Committee, to the extent possible, **shall must** reflect the diversity of the district and its school sites, include teachers, parents, support staff, students, and other community residents, and provide translation to the extent appropriate and practicable. Whenever possible, parents and other community residents **shall must** comprise at least two-thirds of advisory committee members.
- C. The District Advisory Committee **shall must** pursue community support to accelerate the academic and native literacy and achievement of English learners with varied needs, from young children to adults, consistent with Minnesota Statutes, section 124D.59, subdivisions 2 and 2a.
- D. The **school** district may establish site teams as subcommittees of the District Advisory Committee.
- E. The District Advisory Committee **shall must** recommend to the school board
 - 1) rigorous academic standards, student achievement goals and measures consistent with Minnesota Statutes, sections 120B.11, subdivision 1a, 120B.022, subdivisions 1a and 1b, and section 120B.35,
 - 2) district assessments,
 - 3) means to improve students' equitable access to effective and more diverse teachers,
 - 4) strategies to ensure the curriculum is rigorous, accurate, antiracist, culturally sustaining, and reflects the diversity of the student population, as required in Minnesota State Statute 120B.11;
 - 5) strategies to ensure that curriculum and learning and work environments validate, affirm, embrace, and integrate the cultural and community strengths of all racial and ethnic groups, as required in Minnesota State Statute 120B.11; and

- 6) program evaluations.
- F. School sites may expand upon district evaluations of instruction, curriculum, assessments, or programs.

V. SCHOOL SITE TEAM

Each school must establish a site team to develop and implement strategies and education effectiveness practices to improve instruction, curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. The site team must include an equal number of teachers and administrators and at least one parent. The site team advises the board and the advisory committee about developing the annual budget and creates an instruction and curriculum improvement plan to align curriculum, assessment of student progress, and growth in meeting state and district academic standards and instruction.

VI. CURRICULUM DEVELOPMENT PROCESS

~~A. Within the ongoing process of curriculum development, the following needs shall be addressed~~

- ~~1) Provide for articulation of courses of study from kindergarten through grade twelve~~
- ~~2) Identify minimum objectives for each course and at each elementary grade level~~
- ~~3) Provide for continuing evaluation of programs for the purpose of attaining school-district objectives~~
- ~~4) Provide a program for ongoing monitoring of student progress~~
- ~~5) Provide for specific, particular, and special needs of all members of the student community~~
- ~~6) Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.~~
- ~~7) Integrate required and elective course standards in the scope and sequence of the district curriculum~~
- ~~8) Meet all applicable requirements of the Minnesota Department of Education and federal law~~

~~B. 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. 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. See Minnesota Statutes section 120B.12, Subd. 2.~~

C. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minnesota Statutes section 120A.20, subdivision 1(c). A student's plan under this section shall continue while the student is enrolled.

D. The superintendent shall be responsible for keeping the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.

- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.
- F. Report to the Board on an annual basis changes to the course of study offered in Big Lake Schools

Legal References: Minn. Stat. § [120A.20 \(Admission to Public School\)](#)
[Minn. Stat. § 120B.10 \(Findings; Improving Instruction and Curriculum\)](#)
[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.125(f) (Planning for Students’ Successful Transition to Postsecondary Education and Employment; [Personal Learning Plans](#))
[Minn. Stat. § 124D.59 \(Definitions\)](#)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
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)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

LITERACY AND THE READ ACT

I. PURPOSE

This policy aligns with Minnesota law established in the Read Act and on other topics related to reading.

II. GENERAL STATEMENT OF POLICY

The school district recognizes the centrality of reading in a student's educational experience.

III. DEFINITIONS

- A. "Evidence-based literacy instruction" means the instruction or item described is based on reliable, trustworthy, and valid evidence and has demonstrated a record of success in increasing students' reading competency in the areas of phonological and phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Evidence-based literacy instruction is explicit, systematic, and includes phonological and phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, and comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system, as defined in subdivision 16.
- B. "Fluency" means the ability of students to read text accurately, automatically, and with proper expression.
- C. "Foundational reading skills" includes phonological and phonemic awareness, phonics and decoding, and fluency. Foundational reading skills appropriate to each grade level must be mastered in kindergarten, grade 1, grade 2, and grade 3. Struggling readers in grades 4 and above who do not demonstrate mastery of grade-level foundational reading skills must continue to receive explicit, systematic instruction to reach mastery.
- D. "Literacy specialist" means a person licensed by the Professional Educator Licensing and Standards Board as a teacher of reading, a special education teacher, or a kindergarten through grade 6 teacher, who has completed professional development approved by the Minnesota Department of Education (MDE) in structured literacy. A literacy specialist employed by the department under Minnesota Statutes, section 120B.123, subdivision 7, or by a district as a literacy lead, is not required to complete the approved training before August 30, 2025.
- E. "Literacy lead" means a literacy specialist with expertise in working with educators as adult learners. A district literacy lead must support the district's implementation of the Read Act; provide support to school-based coaches; support the implementation of structured literacy, interventions, curriculum delivery, and teacher training; assist with the development of personal learning plans; and train paraprofessionals and other support staff to support classroom literacy instruction. A literacy lead may be employed by one district, jointly by two or more districts, or may provide services to districts through a partnership with the regional service cooperatives or another district.
- F. "Multitiered system of support" or "MTSS" means a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student. The MTSS framework provides access to layered tiers of culturally and linguistically responsive, evidence-based practices and relies on the understanding and belief that every student can learn and thrive. Through a MTSS at the core (Tier 1), supplemental (Tier 2), and intensive (Tier 3) levels, educators provide high quality, evidence-based instruction and intervention that is matched to a student's needs; progress is monitored to inform instruction and set goals and data is used for educational decision making.

- G. "Oral language," also called "spoken language," includes speaking and listening, and consists of five components: phonology, morphology, syntax, semantics, and pragmatics.
- H. "Phonemic awareness" means the ability to notice, think about, and manipulate individual sounds in spoken syllables and words.
- I. "Phonics instruction" means the explicit, systematic, and direct instruction of the relationships between letters and the sounds they represent and the application of this knowledge in reading and spelling.
- J. "Progress monitoring" means using data collected to inform whether interventions are working. Progress monitoring involves ongoing monitoring of progress that quantifies rates of improvement and informs instructional practice and the development of individualized programs using state-approved screening that is reliable and valid for the intended purpose.
- K. "Reading comprehension" means a function of word recognition skills and language comprehension skills. It is an active process that requires intentional thinking during which meaning is constructed through interactions between the text and reader. Comprehension skills are taught explicitly by demonstrating, explaining, modeling, and implementing specific cognitive strategies to help beginning readers derive meaning through intentional, problem-solving thinking processes.
- L. "Structured literacy" means an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics, fluency, vocabulary and oral language development, and reading comprehension.
- M. "Three-cueing system," also known as "meaning structure visual (MSV)," means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.
- N. "Vocabulary development" means the process of acquiring new words. A robust vocabulary improves all areas of communication, including listening, speaking, reading, and writing. Vocabulary growth is directly related to school achievement and is a strong predictor for reading success.

IV. READING SCREENER; PARENT NOTIFICATION AND INVOLVEMENT

- A. The school district must administer an approved evidence-based reading screener to students in kindergarten through grade 3 within the first six weeks of the school year, and again within the last six weeks of the school year. The screener must be one of the screening tools approved by the Minnesota Department of Education (MDE).
- B. The school district must identify any screener it uses in the district's annual literacy plan, and submit screening data with the annual literacy plan by June 15.
- C. Schools, at least biannually after administering each screener, must give the parent of each student who is not reading at or above grade level timely information about:
 - 1) the student's reading proficiency as measured by a screener approved by MDE;
 - 2) reading-related services currently being provided to the student and the student's progress; and
 - 3) strategies for parents to use at home in helping their student succeed in becoming grade-level proficient in reading in English and in their native language.
- D. The school district may not use this section to deny a student's right to a special education evaluation.

V. IDENTIFICATION AND REPORT

- A. Students enrolled in kindergarten, grade 1, grade 2, and grade 3, including multilingual learners and students receiving special education services, must be universally screened for mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, oral language, and for characteristics of dyslexia as measured by a screening tool approved by MDE. The

screening for characteristics of dyslexia may be integrated with universal screening for mastery of foundational skills and oral language.

- B. The school district must submit data on student performance in kindergarten, grade 1, grade 2, and grade 3 on foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language to MDE in the annual local literacy plan submission due on June 15.
- C. Students in grades 4 and above, including multilingual learners and students receiving special education services, who do not demonstrate mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language, must be screened using a screening tool approved by MDE for characteristics of dyslexia and must continue to receive evidence-based instruction, interventions, and progress monitoring until the students achieve grade-level proficiency. A parent, in consultation with a teacher, may opt a student out of the literacy screener if the parent and teacher decide that continuing to screen would not be beneficial to the student. In such limited cases, the student must continue to receive progress monitoring and literacy interventions.
- D. Reading screeners in English, and in the predominant languages of school 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 multilingual learners. The school district must use an approved, developmentally appropriate, and culturally responsive screener and annually report summary screener results to the MDE Commissioner by June 15 in the form and manner determined by the MDE Commissioner.
- E. The school district must include in its literacy plan a summary of the district's efforts to screen, identify, and provide interventions to students who demonstrate characteristics of dyslexia as measured by a screening tool approved by MDE. With respect to students screened or identified under paragraph (a), the report must include:
 - 1) a summary of the school district's efforts to screen for dyslexia;
 - 2) the number of students universally screened for that reporting year;
 - 3) the number of students demonstrating characteristics of dyslexia for that year; and
 - 4) an explanation of how students identified under this subdivision are provided with alternate instruction and interventions under Minnesota Statutes, section 125A.56, subdivision 1.

VI. INTERVENTION

- A. For each student identified under the screening identification process, 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.
- B. The school district must implement progress monitoring, as defined in Minnesota Statutes, section 120B.1118, for a student not reading at grade level.
- C. The school district must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Starting July 1, 2023, if the school district purchases new literacy curriculum, or literacy intervention or supplementary materials, the curriculum or materials must be evidence-based as defined in Minnesota Statutes, section 120B.1118.
- D. If a student does not read at or above grade level by the end of the current school year, the school district must continue to provide reading intervention until the student reads at grade level. School district intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs that specialize in evidence-based instructional practices and measure mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language.
- E. By the 2025-2026 school year, intervention programs must be taught by an intervention teacher or special education teacher who has successfully completed training in evidence-based reading

instruction approved by MDE. Intervention may include but is not limited to requiring student 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.

- F. A district or charter school is strongly encouraged to 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 or a screener identified by the Department of Education under section 120B.123. The school district must determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school must develop the learning plan in consultation with the student's parent or guardian. The personal learning plan must include targeted instruction that is evidence-based and ongoing progress monitoring, and address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the regular school day, group interventions, periodic assessments or screeners, and reasonable timelines. The personal learning plan may include grade retention, if it is in the student's best interest; a student may not be retained solely due to delays in literacy or not demonstrating grade-level proficiency. A school must 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.

VII. LOCAL LITERACY PLAN

- A. The school district must adopt a local literacy plan to have every child reading at or above grade level every year beginning in kindergarten and to support multilingual learners and students receiving special education services in achieving their individualized reading goals. The school district must update and submit the plan to the Commissioner of MDE by June 15 each year. The plan must be consistent with the Read Act, and include the following:
- 1) a process to assess students' foundational reading skills, oral language, and level of reading proficiency and the screeners used, by school site and grade level, under Minnesota Statutes, section 120B.123;
 - 2) a process to notify and involve parents;
 - 3) a description of how schools in the school district will determine the targeted reading instruction that is evidence-based and includes an intervention strategy for a student and the process for intensifying or modifying the reading strategy in order to obtain measurable reading progress;
 - 4) evidence-based intervention methods for students who are not reading at or above grade level and progress monitoring to provide information on the effectiveness of the intervention;
 - 5) identification of staff development needs, including a plan to meet those needs;
 - 6) the curricula used by school site and grade level;
 - 7) a statement of whether the school district has adopted a MTSS framework;
 - 8) student data using the measures of foundational literacy skills and mastery identified by MDE for the following students:
 - a. students in kindergarten through grade 3;
 - b. students who demonstrate characteristics of dyslexia; and
 - c. students in grades 4 to 12 who are identified as not reading at grade level; and
 - 9) the number of teachers and other staff that have completed training approved by the department.
- B. The school district must post its literacy plan on the official school district website and submit it to the Commissioner of MDE using the template developed by the Commissioner beginning June 15, 2024.

VIII. STAFF TRAINING

- A. Beginning July 1, 2024, a school district must provide access to the training required under Minnesota Statutes, section 120B.123, subdivision 5, to:

- 1) intervention teachers working with students in kindergarten through grade 12;
 - 2) all classroom teachers of students in kindergarten through grade 3 and children in prekindergarten programs;
 - 3) special education teachers;
 - 4) curriculum directors;
 - 5) instructional support staff who provide reading instruction; and
 - 6) employees who select literacy instructional materials for a district.
- B. The school district must provide training from a menu of approved evidence-based training programs to all reading intervention teachers, literacy specialists, and other teachers and staff identified in Minnesota Statutes, section 120B.12, subdivision 1, paragraph (b), by July 1, 2025; and by July 1, 2027, to other teachers in the school district, prioritizing teachers who work with students with disabilities, English learners, and students who qualify for the graduation incentives program under Minnesota Statutes, section 124D.68. The Commissioner of MDE may grant a school district an extension to these deadlines.
- C. By August 30, 2025, the school district must employ or contract with a literacy lead, or be actively supporting a designated literacy specialist through the process of becoming a literacy lead. The school board may satisfy the requirements of this subdivision by contracting with another school board or cooperative unit under Minnesota Statutes, section 123A.24 for the services of a literacy lead by August 30, 2025. The school district literacy lead must collaborate with school district administrators and staff to support the school district's implementation of requirements under the Read Act.

IX. STAFF DEVELOPMENT

- A. The school district must provide training programs on evidence-based reading instruction to teachers and instructional staff in accordance with subdivision 1, paragraph (b). The training must include teaching in the areas of phonemic awareness, phonics, vocabulary development, reading fluency, reading comprehension, and culturally and linguistically responsive pedagogy.
- B. The school district shall use the data under Article V. above to identify the staff development needs so that:
- 1) elementary teachers are able to implement explicit, systematic, evidence-based instruction in the five reading areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension with emphasis on mastery of foundational reading skills as defined in Minnesota Statutes, section 120B.1118 and other literacy-related areas including writing until the student achieves grade-level reading and writing proficiency;
 - 2) elementary teachers have sufficient training to provide students with evidence-based reading and oral language instruction that meets students' developmental, linguistic, and literacy needs using the intervention methods or programs selected by the school district for the identified students;
 - 3) licensed teachers employed by the school district have regular opportunities to improve reading and writing instruction;
 - 4) licensed teachers recognize students' diverse needs in cross-cultural settings and are able to serve the oral language and linguistic needs of students who are multilingual learners by maximizing strengths in their native languages in order to cultivate students' English language development, including oral academic language development, and build academic literacy; and
 - 5) licensed teachers are well trained in culturally responsive pedagogy that enables students to master content, develop skills to access content, and build relationships.
- C. The school district must provide staff in early childhood programs sufficient training to provide children in early childhood programs with explicit, systematic instruction in phonological and phonemic awareness; oral language, including listening comprehension; vocabulary; and letter-sound correspondence.

X. LITERACY INCENTIVE AID USES

The school district must use its literacy incentive aid to support implementation of evidence-based reading instruction. The following are eligible uses of literacy incentive aid:

- 1) training for kindergarten through grade 3 teachers, early childhood educators, special education teachers, reading intervention teachers working with students in kindergarten through grade 12, curriculum directors, and instructional support staff that provide reading instruction, on using evidence-based screening and progress monitoring tools;
- 2) evidence-based training using a training program approved by MDE;
- 3) employing or contracting with a literacy lead, as defined in Minnesota Statutes, section 120B.1118;
- 4) materials, training, and ongoing coaching to ensure reading interventions under Minnesota Statutes, section 125A.56, subdivision 1, are evidence-based; and costs of substitute teachers to allow teachers to complete required training during the teachers' contract day.

Legal References: Minn. Stat. § 120B.1118 (Read Act Definitions)
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)
Minn. Stat. § 120B.123 (Read Act Implementation)
Minn. Stat. § 123A.24 (Withdrawing from a Cooperative Unit; Appealing Denial of Membership)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minn. Stat. § 124D.98 (Literacy Incentive Aid)
Minn. Stat. § 125A.56 (Alternate Instruction Required before Assessment Referral)

Cross References: None



STUDENT LEARNING PROGRAM AND SERVICES

- I. Big Lake Schools shall offer a comprehensive educational program that complies with or exceeds the requirements of state and federal law; leads to the development of all students; and, provides for the achievement of the District Mission and Vision.
- II. Big Lake Schools may enter into cooperative agreements with other community agencies, school divisions, governmental bodies and educational organizations to assure student and staff safety, provide expanded programs and services for students/community members and to maximize taxpayer investments in this community.
- III. Big Lake Schools shall:
 - A. Provide for effective curriculum development and lead in its district-wide implementation;
 - B. Assure that the needs of all learners are met by the content contained and methods used;
 - C. Communicate effectively to promote system-wide curriculum articulation;
 - D. Allocate necessary resources to provide educational research services to inform decision-making regarding programs offered;
 - E. Report to the Board of an annual basis changes to the course of study offered in Big Lake Public Schools;
 - F. Assure that the curriculum and programs offered in Big Lake Schools provide for equal education opportunities, multi-cultural and gender fair content and materials for all learners.
- IV. Learning programs offered in Big Lake Schools, will achieve the following learner goals:
 - A. General Learning Programs
 1. Drug Education: Students will understand the impact of illegal and legal drug use.
 2. Media Services: Will support regular and special learning programs and to enhance students' abilities to acquire and apply information through the use of educational media and technology.
 3. Mathematics: Students will demonstrate: an understanding of the concepts of mathematics; skills to compute accurately; and, the ability to combine the understanding of concepts and computational skills to solve word problems.

4. Physical Education: All students will develop physical skills in sports and recreational activities; acquire knowledge and appreciation of sports and physical activities; and demonstrate attributes of good sportsmanship.
5. Reading and Language Arts: Students will have the knowledge and skills in reading, writing, listening and public speaking to enable them to use language correctly and proficiently and to become critical and appreciative readers.
6. Social Studies: Students will demonstrate knowledge, comprehension and skill in history, geography, civics, economics and culture in order to prepare students to become responsible citizens in a democratic society.

B. Other Learning Programs and Opportunities

1. Independent Study: Big Lake Schools will provide program that recognizes individual differences in interests and abilities and encourages student initiative and self-direction in learning. Independent study may cover a broad range of learning activities e.g., development of basic skills, cultural enrichment, personal investigations, group projects, individual expressing in music, art, speech, writing or physical activities.
2. Student Activities: Students will achieve personal growth and gain organizational experience and leadership skills in a wide-range of co-curricular activities including student government, student publications and school and community service. Performance and presentation opportunities will be provided in art and music.
3. Student Athletics: Students will demonstrate the skills, knowledge and responsible personal and social behaviors such as good sportsmanship and teamwork necessary for participation in sports and activities on a continuum from casual involvement to pursuit of physical fitness to more advanced competition.

C. Pupil Personnel Service Programs

1. Guidance: Students will attain personal and educational development through the use of a variety of services with major focus on school program planning; college and career counseling; individual and group counseling; and group guidance services addressing the needs of students.
2. Special Education: Students with disabilities will learn the same body of knowledge presented in the regular education environment to the extent possible through modification and adaptation of the curriculum, instructional methodology, and materials. The District will offer a comprehensive continuum of special education services to meet students' needs.
3. Student Health Services will provide for:

- a. School-based monitoring of required health and immunization assessments;
- b. Emergency care and promotion of healthy environments and behaviors
- c. Health care referrals
- d. Clear expectations regarding the use and administration of prescribed medicines for students

Rationale: *In a world endlessly shaped and reshaped by the evolution or revolution of peoples and ideologies, the one goal, which remains steadfast, is the acquisition and application of knowledge. Big Lake Schools, affirms its responsibility to enable each student to reach this educational goal. Big Lake Public Schools is also committed to the development of each person as a healthy, purposeful, and productive citizen while providing maximum value for the local citizens that provide the resourced for the District.*

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)

Minn. Stat. § 120B.021 (Required Academic Standards)

Minn. Stat. § 120B.022 (Elective Standards)

Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)

Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)



Policy 506
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Revised:

STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

- A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the

policies and practices under sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).

- B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

- A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.
- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
 - 1) for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;
 - 2) a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
 - 3) the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy. The superintendent, in exercising his or her lawful authority, may use reasonable force when it is necessary under

the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another.

- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of Behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.
- I. Reasonable Force Reports
 - 1) The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent imminent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).
 - 2) Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent imminent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
 - 3) Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.
- O. To follow the Hornet Way:
 - a. **Respect**-be considerate of self, other people and other people's beliefs and property
 - b. **Honesty**-be truthful
 - c. **Kindness**-be caring, friendly and helpful
 - d. **Responsibility**-be dependable and accountable
 - e. **Fairness**-be committed to the just treatment of others

VIII. CODE OF STUDENT CONDUCT

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include marijuana, medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Use of a cell phone in violation of the school district's Internet Acceptable Use and Safety Policy;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;

25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district's Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
 - 1) a student causes or is likely to cause serious physical harm to other students or staff;
 - 2) the student's parent or guardian specifically consents to the use of recess detention; or
 - 3) for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.
- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.
- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
 - Right to Know (Tennessee Warning)
Administrative conferencing, involving Big Lake Schools' students, will include a reasonable effort to establish an overt awareness on the part of the student regarding:
 - The subject of, purpose for, and intended use of the data collected
 - The student's individual right of refusal to supply, or legal obligation to supply, such data
 - Known consequences of supplying or not supplying the data
 - Known identity of others authorized to review the data
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian

following the completion of any investigation or disciplinary action instituted or taken related to the violation.

- C. Parent/Guardian contact;
- D. Parent/Guardian conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges e.g., hall passes, library passes, driving privilege;
- J. In-school monitoring e.g., noon room, Saturday school, or revised class schedule e.g., MLC the Modified Learning Center;
- K. Referral to in-school support services e.g., counseling;
- L. Referral to community resources or outside agency services;
- M. Restorative measures, including financial, symbolic, or other means of restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication i.e. truancy petition;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;
- R. Saturday school;
- S. Expulsion under the Pupil Fair Dismissal Act;
- T. Exclusion under the Pupil Fair Dismissal Act; and/or
- U. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

- 1) Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
- 2) Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
- 3) Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
- 4) Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.
- C. Procedures for Removal of a Student from a Class.
See 506B Procedures for Removal of Students
- D. Period of Time for which a Student may be Removed from a Class (may not exceed five (5) class periods for a violation of a rule of conduct)
See 506B Procedures for Removal of Students
- E. Responsibility for and Custody of a Student Removed from Class.
See 506B Procedures for Removal of Students
- F. Procedures for Return of a Student to a Specific Class from Which the Student was Removed.
See 506B Procedures for Removal of Students
- G. Procedures for Notifying a Student and the Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions;
See 506B Procedures for Removal of Students
- H. Students with a Disability; Special Provisions.
See 506B Procedures for Removal of Students
- I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.
See 506B Procedures for Removal of Students
- J. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct.
See 506B Procedures for Removal of Students

XII. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:
 - 1) Willful violation of any reasonable school board regulation, including those found in this policy;
 - 2) Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
 - 3) Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Disciplinary Dismissals Prohibited
 - 1) A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:

- a. a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
 - b. kindergarten through Grade 3.
- 2) This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.
 - 3) Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under Nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

- 1) "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
- 2) School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback in a reasonable amount of time.
- 3) If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
- 4) The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school

district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

- 5) A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.
- 6) Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.
- 7) The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
- 8) After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:
 - a. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
 - b. petition the juvenile court that the student is in need of services under Minnesota Statutes chapter 260C.
- 9) A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)
- 10) The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
- 11) In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

- 12) Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

E. Expulsion and Exclusion Procedures

- 1) "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
- 2) "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
- 3) All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.
- 4) No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
- 5) The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.
- 6) The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
- 7) All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
- 8) The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
- 9) The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
- 10) If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.
- 11) All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

- 12) At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
- 13) The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
- 14) The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
- 15) The student cannot be compelled to testify in the dismissal proceedings.
- 16) The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within five (5) days after the close of the hearing.
- 17) The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of the Minnesota Department of Education (Commissioner) of the basis and reason for the decision.
- 18) A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
- 19) The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
- 20) The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
- 21) Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes, section 120B.232, subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences

to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the nonexclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13.

XVI. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XVII. PRESCHOOL AND PREKINDERGARTEN DISCIPLINE

A child enrolled in a preschool or prekindergarten program, including a child participating in early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program, may not be subject to

dismissals under the Pupil Fair Dismissal Act. Expulsions and exclusions may be used only after non-exclusionary discipline has been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others. Non-exclusionary discipline must include at least one of the following:

- a. Collaborating with the student's family or guardian, child mental health consultant or provider, education specialist, or other community based support;
- b. Creating a plan, written with the parent or guardian, that details the action and support needed for the student to fully participate in a preschool or prekindergarten program; or
- c. Providing a referral for needed support services, including parenting education, home visits, other supportive education interventions, or where appropriate, an evaluation to determine if the student is eligible for special education services or section 504 services.

XVIII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XIX. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied. See 506A Discipline Complaint Form.

XX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XXI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. §§ 121A.60 (Definitions)

Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
 Minn. Stat. § 122A.42 (General Control of Schools)
 Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
 Minn. Stat. § 124D.03 (Enrollment Options Program)
 Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District;
 Exceptions)
 Minn. Stat. Ch. 125A (Special Education and Special Programs)
 Minn. Stat. § 152.22, Subd. 6 (Definitions)
 Minn. Stat. § 152.23 (Limitations)
 Minn. Stat. Ch. 260A (Truancy)
 Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
 20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
 34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References:

MSBA/MASA Model Policy 413 (Harassment and Violence)
 MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of
 Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)
 MSBA/MASA Model Policy 501 (School Weapons)
 MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal
 Possessions, and Student's Person)
 MSBA/MASA Model Policy 503 (Student Attendance)
 MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored
 Materials on School Premises by Students and Employees)
 MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
 MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
 MSBA/MASA Model Policy 525 (Violence Prevention)
 MSBA/MASA Model Policy 526 (Hazing Prohibition)
 MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles;
 Patrols, Inspections, and Searches)
 MSBA/MASA Model Policy 610 (Field Trips)
 MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
 MSBA/MASA Model Policy 711 (Video Recording on School Buses)
 MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)



STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

Big Lake Schools provides safe, efficient, and appropriate transportation services to all authorized passengers in accordance with all applicable state and federal law. The nature of the equipment provided for transportation, the scheduling of its use, and the walking zones that affect transportation shall be determined solely by the Board of Education or its duly authorized representative. In cases where transportation is required, but it is not considered feasible to furnish bus transportation, contracts may be established to provide alternative transportation.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
 - a. transportation by school bus is a privilege not a right;
 - b. school district policies for student conduct and school bus safety;
 - c. appropriate conduct while on the bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. All students in grades K through grade 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled in a school during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials with 4 weeks of their first day of attendance.
3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in

grades K through 3 school bus safety training twice during the school year.

4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes section 169.446, subdivision 2
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school district may provide kindergarten students with school bus safety training before the first day of school
8. The school district shall adopt and make available for public review a curriculum for transportation safety education
9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training

C. Active Transportation Safety Training

1. Training required

- a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads
- b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include
 - i. pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique; and
 - ii. bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques.

2. Deadlines

- a. Students under subdivision 1, paragraph (a), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the third week of school
- b. Students under subdivision 1, paragraph (b), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the sixth week of school
- c. Students under subdivision 1, paragraph (a) or (b), who enroll in a school after the second week of school and have not

received the appropriate active transportation safety training in their previous school district must undergo the training or receive active transportation safety instructional materials within four weeks of the first day of attendance

- d. The school district and a nonpublic school may provide kindergarten pupils with active transportation safety training before the first day of school
3. Instruction
 - a. The school district may provide active transportation safety training through distance learning.
 - b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with disabilities

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.
 1. School Bus and Bus Stop Rules

The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.
 2. Rules at the Bus Stop
 - a. Get to your bus stop 5 minutes before your scheduled pick up
 - b. time. The school bus driver will not wait for late students.
 - c. Respect the property of others while waiting at your bus stop.
 - d. Keep your arms, legs and belongings to yourself.
 - e. Use appropriate language.
 - f. Stay away from the street, road or highway when waiting for the bus.
 - g. Wait until the bus stops before approaching the bus.
 - h. After getting off the bus, move away from the bus.
 - i. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
 - j. No fighting, harassment, intimidation, or horseplay.
 - k. No use of alcohol, tobacco, or drugs.
 3. Rules on the Bus
 - a. Immediately follow the directions of the driver.
 - b. Sit in your seat facing forward.
 - c. Talk quietly and use appropriate language.
 - d. Keep all parts of your body inside the bus.

- e. Keep your arms, legs, and belongings to yourself
 - f. No fighting, harassment, intimidation, or horseplay
 - g. Do not throw any object
 - h. No eating or drinking, or use of alcohol, tobacco, or drugs.
 - i. Do not damage the bus
4. Consequences
- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.
 - 1st Offense: report to parents and/or one day suspension from riding the bus
 - 2nd Offense: 1-3 school days suspension from riding the bus
 - 3rd Offense: 3-5 school days suspension from riding the bus
 - 4th Offense: 5-10 school days suspension from riding the bus and meeting with parent/guardian
 - Alternate Consequences: Consequences are assigned by Vision. Based upon the circumstances, an administrator may use his/her discretion in applying alternate consequences

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense.

- b. Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school may also result from school bus/bus misconduct.
- c. Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school district to local law enforcement and the Department of Public Safety in accordance with state and federal law
- d. Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.
- e. Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each bus.

f. Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

B. Parent/Guardian Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to school administrators
4. Monitor bus stops, if possible.
5. Have children to the bus stop 5 minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Sections VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-I" school bus as set forth in Section VII.D., below

B. The school district or contracted service provider shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy

C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the conviction. For purposes of this paragraph, a "serious traffic violation" means a conviction of any of the following offenses:

1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
2. reckless driving;
3. improper or erratic traffic lane changes;
4. following the vehicle ahead too closely;
5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;

6. driving a commercial vehicle without obtaining a commercial driver's license or without having a commercial driver's license in the driver's possession;
 7. driving a commercial vehicle without the proper class of commercial driver's license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
 8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and
 9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.
- D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person's employer of the conviction within 30 days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy
- E. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a Minnesota commercial driver's license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person's employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy
- F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within 10 days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy

VI. SCHOOL BUS DRIVER TRAINING

A. Training

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, "annually" means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district or contracted service provider shall retain on file an annual individual school bus driver "evaluation certification" form for

each school district driver as contained in the Model School Bus Driver Training Manual

2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately
4. Know and understand relevant laws, rules of the road, and local school bus safety policies
5. Handle emergency situations; and
6. Safely load and unload students

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School Bus Driver Training Manual.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in or assigned to a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to school district policy, by a signed, written request a daycare facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems
6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, “school bus” has the meaning given in Minnesota Statutes section 169.011, subdivision 71. In addition, “school bus” also includes type III vehicles when driven by employees or agents of the school district. “Cellular phone” means a cellular, analog,

wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, Code of Federal Regulations, title 49, part 571
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:
 - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.
 - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area

clearly indicates the location of these items.

11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.
12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
 - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.
 - b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
 - i. safe operation of a type III vehicle;
 - ii. understanding student behavior, including issues relating to students with disabilities;
 - iii. encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
 - iv. knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
 - v. handling emergency situations;
 - vi. proper use of seat belts and child safety restraints;
 - vii. performance of pretrip vehicle inspections;
 - viii. safe loading and unloading of students, including, but not limited to:
 - a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
 - b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student

across the road if it is not reasonably feasible to avoid such a location;

d) placing the type III vehicle in “park” during loading and unloading;

e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and

ix.compliance with paragraph V.F. concerning reporting convictions to the employer within 10 days of the date of conviction.

- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes section 122A.18, subdivision 8, or Minnesota Statutes section 123B.03 for school district employees; Minnesota Statutes section 144.057 or Minnesota Statutes chapter 245C for day care employees; or Minnesota Statutes section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.
- d. Operators shall submit to a physical examination as required by Minnesota Statutes section 171.321, subdivision 2.
- e. The operator’s employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer’s policy under Minnesota Statutes section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator’s employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
- f. The operator’s driver’s license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes section 171.321, subdivision 5.
- g. A person who sustains a conviction, as defined under Minnesota Statutes 609.02, of violating Minnesota Statutes section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver’s license is revoked under Minnesota Statutes sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver’s license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.
- h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes section 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
- i. A person who sustains a conviction, as defined under Minnesota Statutes section 609.02, of a moving offense in violation of Minnesota Statutes chapter 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.

- j. Students riding the type III vehicle must have training required under Minnesota Statutes section 123B.90, Subd. 2 (See Section II.B., above).
 - k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
2. The type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes section 169.451.
 3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. Type A-I “Activity” Buses Driven by Employees with a Driver’s License Without a School Bus Endorsement

1. The holder of a Class D driver’s license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
 - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
 - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
 - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
 - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes section 171.321, subdivision 2.
 - e. The operator has a valid driver’s license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes section 171.02, subdivisions 2a(h) - 2a(j).
 - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration’s “Guideline for the Safe Transportation of Pre-school Age Children in School Buses,” if child safety restraints are used by passengers, in addition to the training required in Section VI., above.
 - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.
2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word “School” on the front and rear of the bus must be covered by a

sign that reads “Activities” when the bus is being operated under authority of this section.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call “911” or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III “Crash & Emergency Preparedness” of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one (1) month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 - 1. the student’s name and address;
 - 2. the nature of the student’s disabilities;
 - 3. emergency health care information; and
 - 4. the names and telephone numbers of the student’s physician, parents, guardians, or custodians, and some person other than the student’s parents or custodians who can be contacted in case of an emergency.

IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district’s record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the school district’s school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director or contracted service provider shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required Minnesota Statutes section 171.321, subdivision 4. The transportation

safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director

- Legal References:***
- Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
 - Minn. Stat. § 123B.03 (Background Check)
 - Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)
 - Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
 - Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
 - Minn. Stat. § 123B.90 (School Bus Safety Training)
 - Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
 - Minn. Stat. § 123B.935 (Active Transportation Safety Training)
 - Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
 - Minn. Stat. Ch. 169 (Traffic Regulations)
 - Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
 - Minn. Stat. § 169.02 (Scope)
 - Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
 - Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules)
 - Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
 - Minn. Stat. § 169.454 (Type III Vehicle Standards)
 - Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
 - Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
 - Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
 - Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
 - Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
 - Minn. Stat. § 171.168 (Notice of Violation by Commercial Driver)
 - Minn. Stat. § 171.169 (Notice of Commercial License Suspension)
 - Minn. Stat. § 171.321 (Qualifications of School Bus and Type III Vehicle Drivers)
 - Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)

Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
49 C.F.R. Part 383 (Commercial Driver's License Standards; Requirements and Penalties)
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
49 C.F.R. § 383.5 (Transportation Definitions)
49 C.F.R. § 383.51 (Disqualification of Drivers)
49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

Cross References: MSBA/MASA Model Policy 416 (Drug and Alcohol Testing) MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 707 (Transportation of Public Students)
MSBA/MASA Model Policy 708 (Transportation of Nonpublic Students) MSBA/MASA Model Policy 710 (Extracurricular Transportation)



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CRISIS MANAGEMENT

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. The school district will develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

Building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. This Policy will be maintained, updated, and made available to the school board on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures. The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

- a. Lock-Down Procedures. Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.

State law requires a minimum of five school lock-down drills each school year. See Minnesota Statutes section 121A.035.

- b. Evacuation Procedures. Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

State law requires a minimum of five school fire drills, consistent with Minnesota Statutes section 299F.30, and one school tornado drill each school year. See Minnesota Statutes section 121A.035.

- c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.
2. Crisis-Specific Procedures. The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.
 3. School Emergency Response Teams
 - a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school

emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

- b. Leaders. The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.
2. Students and Parents. Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)
2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.
3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.
4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.
5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes section 299F.30. See Minnesota Statutes section 121A.035.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.
7. The school district will have prearranged sites for emergency sheltering and transportation as needed.
8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.
2. Designate specific rooms as private counseling areas.
3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.
4. Prohibit media from interviewing or questioning students or staff.
5. Provide follow-up services to students and staff who receive counseling.
6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.
2. Fiscal recovery.
3. Academic recovery.
4. Social/emotional recovery.

IV. ACTIVE SHOOTER DRILL

A. Definitions

1. "Active shooter drill" means an emergency preparedness drill designed to teach students, teachers, school personnel, and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school. An active shooter drill is not an active shooter simulation, nor may an active shooter drill include any sensorial components, activities, or elements which mimic a real life shooting
2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life

shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:
 - a. a statistically significant effect on relevant outcomes based on any of the following:
 - i. strong evidence from one or more well designed and well implemented experimental studies;
 - ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or
 - iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias; or
 - b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.
4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources
5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

An active shooter drill conducted according to Minnesota Statutes, section 121A.037 with students in early childhood through grade 12 must be:

1. Accessible
2. Developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary
3. Culturally aware
4. Trauma-informed
5. Inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations

C. Student Mental Health and Wellness

Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating
2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.
3. The Commissioner of the Minnesota Department of Education must ensure the availability of alternative safety education for students who are opted out of participating or otherwise

exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations

E. Participation in Active Shooter Drills

Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above

F. Active Shooter Simulations

Must be authorized by the school board. A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A parent or legal guardian of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually
2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:
 - a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;
 - b. the importance of taking threats seriously and seeking help; and
 - c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity.
3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for schools, including but not limited to:
 - a. student opportunities for leadership related to prevention and safety;
 - b. encouragement and support to students in establishing clubs and programs focused on safety; and
 - c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:

1. The effect of active shooter drills on the safety of students and staff; and
2. The effect of active shooter drills on the mental health and wellness of students and staff.

V. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below for use when drafting specific crisis management plans as well as additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). Procedures will be maintained, updated, and made available to the school board on an annual basis.

- A. Fire
- B. Hazardous Materials
- C. Severe Weather: Tornado/Severe Thunderstorm/Flooding
- D. Medical Emergency
- E. Fight/Disturbance
- F. Assault
- G. Intruder

- H. Weapons
- I. Shooting
- J. Hostage
- K. Bomb Threat
- L. Chemical or Biological Threat
- M. Checklist for Telephone Threats
- N. Demonstration
- O. Suicide
- P. Lock-down Procedures
- Q. Shelter-In-Place Procedures
- R. Evacuation/Relocation
- S. Media Procedures
- T. Post-Crisis Procedures
- U. School Emergency Response Team
- V. Emergency Phone Numbers
- W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See Big Lake Schools Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

D. Radiological Emergencies at Nuclear Generating Plants

School districts within a 10-mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant. See Big Lake Schools Policy 813 (Use of Potassium Iodide, KI, in the Event of a Nuclear Accident).

Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.

Legal References:

- Minn. Stat. Ch. 12 (Emergency Management)
- Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
- Minn. Stat. § 121A.035 (Crisis Management Policy)
- Minn. Stat. § 121A.038 (Students Safe at School)
- Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
- Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
- Minn. Stat. § 326B.02, Subd. 6 (Powers)
- Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
- Minn. Stat. § 609.605, Subd. 4 (Trespasses)
- Minn. Rules Ch. 7511 (Fire Code)
- 20 U.S.C. § 1681, *et seq.* (Title IX)

20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)

Comprehensive School Safety Guide
[Minnesota School Safety Center - Resources \(mn.gov\)](#)

HEALTH AND SAFETY

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minnesota Statutes section 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minnesota Statutes section 182.676.

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and made available to the school board on an annual basis. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.
- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety

advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.

- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of complying with this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 1. Asbestos
 2. Fire and Life Safety
 3. Employee Right to Know
 4. Emergency Action Planning
 5. Combustible and Hazardous Materials Storage
 6. Indoor Air Quality
 7. Mechanical Ventilation
 8. Mold Cleanup and Abatement
 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
 10. Infectious Waste/Bloodborne Pathogens
 11. Community Right to Know
 12. Compressed Gas Safety
 13. Confined Space Standard
 14. Electrical Safety
 15. First Aid/CPR/AED
 16. Food Safety Inspection
 17. Forklift Safety
 18. Hazardous Waste
 19. Hearing Conservation
 20. Hoist/Lift/Elevator Safety
 21. Integrated Pest Management
 22. Laboratory Safety Standard/Chemical Hygiene Plan
 23. Lead
 24. Control of Hazardous Energy Sources (Lockout/Tagout)
 25. Machine Guarding
 26. Safety Committee
 27. Personal Protection Equipment (PPE)
 28. Playground Safety
 29. Radon
 30. Respiratory Protection
 31. Underground and Above Ground Storage Tanks
 32. Welding/Cutting/Brazing
 33. Fall Protection
 34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A
 35. Other areas determined to be appropriate by the health and safety advisory committee

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action will be taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

- Legal References:***
- Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)
 - Minn. Stat. § 123B.57 (Health and Safety Projects)
 - Minn. Stat. § 182.676 (Safety Committees)
 - Minn. Rules Part 5208.0010 (Accident and Injury Reduction Program; Applicability)
 - Minn. Rules Part 5208.0070 (Accident and Injury Reduction Program; Alternative Forms of Committee)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to Hazardous Substances)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 806 (Crisis Management Policy)

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR MULTIPLE
PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING
PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT
ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No.727, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated for use as a polling place by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution:

Combined Polling Place: Saron Lutheran Church, 311 Lake St S, Big Lake, MN 55309

This combined polling place serves all territory in Independent School District No.727, located in Becker Township; Orrock Township; Big Lake Township P2, P3, P4 and the City of Big Lake P1, P2, and P3, Sherburne County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

School District Clerk

Date