



**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, June 20, 2024
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 May 23, 2024 Regular Board Meeting and the June 3, 2024 Work Session	
B. Claims and Accounts	9
Claims and Accounts for the month of June	
C. Credit Card Report	22
D. Personnel	27
E. Designation of Identified Official with Authority for the MDE External User Access Recertification System	28
F. One Read and Approval of Policy 209 Code of Ethics	29
VII. Donations	31
Chair, Tonya Reasoner	
VIII. Financial Report	32
Director of Business Services, Angie Manuel	
May report will be presented.	
IX. Approve 2024-2025 Budget	43
Director of Business Services, Angie Manuel	
X. Approve 2026 Long-Term Facilities Maintenance Plan	60
Director of Business Services, Angie Manuel and Director of Buildings and Grounds, TJ Zerwas	
XI. Review and Comment Discussion	62
Superintendent, Tim Truebenbach	
XII. First Reading of Policy 504 Student Dress and Appearance	93
Superintendent, Tim Truebenbach	
XIII. Second Reading of Policies	97
Superintendent, Tim Truebenbach	
514 Bullying Prohibition; 530 Immunization Requirements; 530 Sample Letters; 541 School Health Related Programs	
XIV. 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

XV. Schedule an August Work Session

Superintendent, Tim Truebenbach

XVI. Superintendent Report

Superintendent, Tim Truebenbach

A. Cabinet Department Update

XVII. Adjournment

Chair, Tonya Reasoner

Strategic Plan Focus Areas

Student Support

Staff Support

Family & Community Engagement



OPEN FORUM

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

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

The guidelines for open forum are as follows:

3

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
May 23, 2024
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 May 23, 2024 at 6:30 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, and Student Representative Grace John.

III. APPROVE AGENDA

A motion was made by Sixberry seconded by Brown to approve the agenda.

The motion carried 6-0.

IV. PLEDGE OF ALLEGIANCE

Chair Reasoner and the Board led the Pledge of Allegiance.

V. RETIREMENT RECOGNITION

Mel Borchert was recognized for 25 years of service and Janet Keister was recognized for 35 years of service.

VI. OPEN FORUM

Rebecca Schwirtz addressed the board on building subs.

VII. CONSENT AGENDA

A motion was made by Sixberry seconded by Schabilion to approve the following:

- A. PREVIOUS MINUTES from the April 25, 2024 regular meeting and the May 9, 2024 work session
- B. CLAIMS AND ACCOUNTS for the month of May in the amount of \$808,562.68 checks 105304-105448
- C. CREDIT CARD REPORT
- D. PERSONNEL

May 2024 Personnel				
Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Vanzant, Makenna	Teacher	MS/HS	08/26/2024	New Hire
Brown, Christina	Social Worker	Independence	08/26/2024	New Hire
Determan, Erique	Teacher	Middle School	08/26/2024	New Hire
Odden, Melissa	Head C - Swim and Dive	High School	08/12/2024	New Hire
Critchley, Thomas	Teacher	High School	05/31/2024	Resignation
Schaul, Jessica	Teacher	Independence/Liberty	05/31/2024	Resignation
Thompson, Morgan	Teacher	Middle School	05/31/2024	Resignation
Mackley, Makaela	Social Worker	Liberty	08/26/2024	New Hire
Knutson, Hope	Teacher	Liberty	08/26/2024	New Hire
Strube, Ella	Teacher	Liberty	08/26/2024	New Hire
LeTourneau, Rebecca	Building Sub Teacher	Liberty	05/08/2024	Resignation

Zuidema, Jane	Long-term Substitute	Liberty	05/06/2024	Transfer
Borchert, Melvin	Custodian	Liberty	05/30/2024	Retirement
Neaton, Jennifer	Seasonal Grounds Assistant	District Wide	06/03/2024	New Hire
Hill, Mitchell	Seasonal Grounds Assistant	District Wide	05/13/2024	New Hire
Murphy, Ellie	Teacher	Liberty	08/26/2024	New Hire
Pettis, Lance	Head Coach - Boys Basketball	High School	11/18/2024	New Hire
DeMichele, Angela	Social Worker	High School	05/14/2024	Resignation
Andersen, Dani	Paraeducator	Independence	05/13/2024	Resignation
Johnson, Jodi	Teacher	Liberty	08/26/2024	New Hire
Duncan, Michaela	Teacher	Independence	08/26/2024	Rehire
Egan, Matt	Teacher	High School	08/26/2024	Rehire
Maas, Keith	Building Custodian	High School	05/27/2024	New Hire
Vanzant, Makenna	Head Coach - Girls Basketball	High School	11/11/2024	New Hire
Graham, Alissa	Head Coach - Girls Soccer	High School	08/12/2024	New Hire
Gort, Samantha	Early Childhood Coordinator	Community Ed	07/01/2024	New Hire
Dubay, Samantha	School Social Worker	High School	08/26/2024	New Hire
Halverson, Marie	District Health Coordinator	District Wide	07/01/2024	New Hire
Griffitts, Alex	Custodian	Liberty	05/31/2024	Resignation
Reeves, Ana	Paraeducator	Independence	05/31/2024	Resignation

E. EXTENDED FIELD TRIP REQUEST: YEARBOOK

F. APPROVE ONE READ POLICY

203.1 School Board Procedures: Rules of Order

The motion carried 6-0.

VIII. DONATIONS

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

Donor	Item	Designated Purpose (if any)
Braden Alistair Schrupp	\$100.00	ECFE programming
Compass Group-Chartwells	\$3,666.00	\$2,000 Senior Scholarships; \$1,666.00 Java Hive
Big Lake Lions	\$3,000.00	Senior Scholarships
Big Lake Spud Fest	\$3,000.00	Senior Scholarships
Big Lake Spud Fest	\$1,600.00	Community Education year end event
Big Lake Gymnastics	\$1,479.00	Equipment
Knights of Columbus	\$1,000.00	National Honor Society Awards night supplies
Big Lake Boys Fast Break Club	\$1,963.50	½ coach salary
Elk River Lions	\$2,500.00	Senior Scholarships
Big Lake Baseball Association	\$500.00	Senior Scholarship
Connexus Energy Foundation	\$3,000.00	Senior Scholarships
New Creations	\$500.00	Senior Scholarship
Big Lake Swim and Dive Booster Club	\$178.00	2023 Swim Awards

The motion carried 6-0.

IX. APPROVE ALTERNATE BLACK UNIFORMS FOR BIG LAKE FOOTBALL TEAM FOR YOUTH NIGHT

Coach Shriver and members of the football team presented information to the board for an alternate uniform for youth night. A motion was made by Sixberry seconded by Reasoner to approve the alternative uniform as presented.

The motion carried 6-0.

X. FINANCIAL REPORT

Director of Business Services, Angie Manuel, presented the financial report for April. A motion was made by Scales seconded by Nelson to approve the financial report, budget revisions, and addition of 1.0 FTE SLD teacher at Independence as presented.

The motion carried 6-0.

- XI. SEL CURRICULUM ADOPTION
A motion was made by Reasoner seconded by Schabilion to approve the five-year adoption of CharacterStrong.
The motion carried 6-0.
- XII. SCIENCE CURRICULUM ADOPTION
A motion was made by Schabilion seconded by Nelson to approve the six-year adoption of Savvas/Miller Levine Science for grades 9-12.
The motion carried 6-0.
- XIII. FOREIGN LANGUAGES: SPANISH CURRICULUM ADOPTION
A motion was made by Sixberry seconded by Reasoner to approve the six-year adoption of Savvas Autentico.
The motion carried 6-0.
- XIV. ENGLISH LANGUAGE DEVELOPMENT FOR ENGLISH LEARNERS CURRICULUM ADOPTION
A motion was made by Reasoner seconded by Schabilion to approve the six-year adoption of HMH English Language Development for K-12.
The motion carried 6-0.
- XV. Q-COMP ANNUAL UPDATE
Assistant Superintendent of Teaching and Learning, Minda Anderson, and peer coaches Frosty Horton, Jon Murray, and Heidi Olson, presented the annual update to the board.

Chair Reasoner announced a five-minute recess at 7:52 PM. Meeting resumed at 7:56 PM
- XVI. APPROVE SPUD FEST FACILITY RENTAL AGREEMENT
A motion was made by Sixberry seconded by Nelson to approve the rental agreement as presented.
The motion carried 6-0.
- XVII. APPROVAL OF PAY AND BENEFIT CHANGES FOR NON-AFFILIATED STAFF
A motion was made by Sixberry seconded by Brown to approve the changes as presented.
The motion carried 6-0.
- XVIII. FIRST READING OF POLICIES
514 Bullying Prohibition; 530 Immunization Requirements; 530 Sample Letters; 541 School Health Related Programs
- XIX. SCHOOL BOARD COMMITTEE/REPRESENTATIVE UPDATES
a. Finance—no meeting
b. Policy—continued to review policies
c. Buildings and Grounds—TJ Zerwas, Director of Buildings and Grounds gave an update on upcoming projects

- d. School Board Representatives—Schabillion gave a legislative update, Brown and Superintendent Truebenbach gave a Community Education Advisory Community update, Reasoner gave an update on Wright Tech

XX. SCHOOL BOARD STUDENT REPRESENTATIVE REPORT

School Board Student Representative, Grace John, gave her last monthly report to the board. Alexis Gosewisch is the new Student School Board Representative.

XXI. SUPERINTENDENT REPORT

Superintendent Truebenbach gave his monthly report to the board.

- a. Cabinet Department Update--none

XXII. ADJOURNMENT

A motion was made by Scales seconded by Nelson to adjourn the meeting. The meeting was adjourned at 8:30 PM.

The motion carried 6-0.

Clerk, Lenette Brown
Approved June 20, 2024

INDEPENDENT SCHOOL DISTRICT 727
BIG LAKE, MINNESOTA
SHERBURNE COUNTY

Minutes of the Work Session
June 3, 2024
6:30 PM

- I. CALL TO ORDER
The Work Session of the Board of Education of Independent School District No. 727, Big Lake Schools was called to order on June 3, 2024 at 6:33 PM, in the Middle School Student Center, by Chair Reasoner.
- II. ROLL CALL
The following Board members were present: Mr. Tony Scales—arrived at 6:40 PM, Ms. Amber Sixberry, Ms. Tonya Reasoner, Ms. Ashley Schabilion, and Mr. Derek Nelson.
Absent: Ms. Lenette Brown.
- III. PRINCIPAL YEAR IN REVIEW
The Principals presented the year in review for each building.
- IV. REFERENDUM DISCUSSION
The board received an update on the upcoming referendum.
- V. POLICY 209 DISCUSSION
Discussed the proposed changes to policy 209.
- VI. ADJOURNMENT
Chair Reasoner adjourned the meeting at 8:17 PM

Clerk, Lenette Brown
Approved June 20, 2024

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 6/30/2024

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105449	CH	1	12085	1000 PETALS	05/31/2024	\$29.95	158901	E 01 300 740 000 000 401	YOUTH CARD DECK 74 CARDS	
001	105449	CH	1	12085	1000 PETALS	05/31/2024	\$7.90	158901	E 01 300 740 000 000 401	SHIPPING	
Check Total:							\$37.85				
001	105450	CH	1	08200	BAKKEN MUSEUM	05/31/2024	\$1,140.00	158903	E 01 100 203 312 000 305	Bakken Museum Programs on May 29, 202	
Check Total:							\$1,140.00				
001	105451	CH	1	01231	BIG LAKE FLORAL & GIFT	05/31/2024	\$70.00	158902	E 01 005 241 204 000 401	STAFF WELLNESS CORSAGES	
Check Total:							\$70.00				
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$380.85	158909	E 01 201 810 000 000 330	MS SCHOOL FIRM GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$1,355.86	158909	E 01 201 810 000 000 330	MS SCHOOL INT GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$1,799.77	158909	E 01 100 810 000 000 330	INDY INT GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$165.01	158909	E 01 300 810 000 000 330	HS FIRM GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$4,375.49	158909	E 01 300 810 000 000 330	HS SCHOOL INT GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$67.01	158909	E 01 100 810 000 000 330	INDY FIRM #2 GAS APRIL 2024	
001	105452	CH	1	03184	CENTERPOINT ENERGY	05/31/2024	\$384.38	158909	E 01 100 810 000 000 330	INDY FFIRM #1 GAS APRIL 2024	
Check Total:							\$8,528.37				
001	105453	CH	1	13091	COLLABORATIVE CLASSROOM	05/31/2024	\$756.00	158907	E 05 110 203 602 302 406	PO 32370 CARING SCHOOL COMMUNIT'	
Check Total:							\$756.00				
001	105454	CH	1	07795	COLLEGE BOARD	05/31/2024	\$6,770.00	158945	E 01 300 710 710 000 461	HS AP EXAM FEES	
Check Total:							\$6,770.00				
001	105455	CH	1	01475	CONNEXUS ENERGY	05/31/2024	\$76.60	158906	E 01 005 810 860 000 331	ELECTRICAL (IRRIG SVC) SEPTEMBER :	
001	105455	CH	1	01475	CONNEXUS ENERGY	05/31/2024	\$281.86	158946	E 01 005 810 860 000 331	ELECTRICAL (GLENWOOD)	
Check Total:							\$358.46				
001	105456	CH	1	13688	DASH SPORTS LLC	05/31/2024	\$3,698.00	158908	E 04 500 560 000 321 305	CE SUPPLIES	
Check Total:							\$3,698.00				
001	105457	CH	1	13963	EVANGELISTO, RACHEL	05/31/2024	\$800.00	158910	E 01 005 790 000 320 305	END OF YEAR CELECTRATION PRESEN	
Check Total:							\$800.00				
001	105458	CH	1	07602	FAME AWARDS	05/31/2024	\$72.00	158913	E 11 300 295 189 000 401		
001	105458	CH	1	07602	FAME AWARDS	05/31/2024	\$72.00	158913	E 11 300 293 119 000 401		
001	105458	CH	1	07602	FAME AWARDS	05/31/2024	\$6.00	158913	E 11 300 293 119 000 401		
001	105458	CH	1	07602	FAME AWARDS	05/31/2024	\$6.00	158913	E 11 300 295 189 000 401		
Check Total:							\$156.00				
001	105459	CH	1	09728	FEDERATED CO-OPS	05/31/2024	\$535.05	158911	E 01 005 810 000 000 440	B&G FUEL MAY 2024	

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 7/1/2023 - 6/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	105459	CH	1 09728	FEDERATED CO-OPS	05/31/2024	\$579.38	158912	E 01 005 810 000 000 440	B&G FUEL MAY 2023
Check Total:						\$1,114.43			
001	105460	CH	1 10509	HERMAN, TRENT	05/31/2024	\$220.00	158914	E 11 300 294 111 000 305	JV/V BASEBALL OFFICIAL VS CHISAGO
Check Total:						\$220.00			
001	105461	CH	1 13666	HORVAT CONSULTING, INC.	05/31/2024	\$750.00	158943	E 01 300 220 165 000 369	Resident Student Fee
001	105461	CH	1 13666	HORVAT CONSULTING, INC.	05/31/2024	\$335.00	158943	E 01 300 220 165 000 369	Resident Adviser Fee
Check Total:						\$1,085.00			
001	105462	CH	1 04641	IEA	05/31/2024	\$786.00	158918	E 05 005 865 000 363 305	PROFESSIONAL SERVICES APRIL 2024
Check Total:						\$786.00			
001	105463	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	05/31/2024	\$5,119.72	158915	E 06 100 870 000 000 530	#226836 FURNITURE AS QUOTED PER C
001	105463	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	05/31/2024	\$0.00	158915	E 06 100 870 000 000 530	BOND PROJECT ID 22D100.04F
001	105463	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	05/31/2024	\$8,873.74	158916	E 06 100 870 000 000 530	#226552 FURNITURE AS QUOTED PER C
001	105463	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	05/31/2024	\$4,797.97	158916	E 06 100 870 000 000 530	#226552 FURNITURE AS QUOTED PER C
001	105463	CH	1 07236	INNOVATIVE OFFICE SOLUTIONS	05/31/2024	\$0.00	158916	E 06 100 870 000 000 530	BOND PROJECT ID 22D100.04F
Check Total:						\$18,791.43			
001	105464	CH	1 13704	JACKSON, JOHN SR	05/31/2024	\$390.00	158917	E 04 500 560 000 321 305	BOYS VOLLEYBALL 04-10-05/24 GRADES
Check Total:						\$390.00			
001	105465	CH	1 12955	KALLEDSTAED, JIM	05/31/2024	\$147.00	158919	E 11 300 296 185 000 305	JV/V GIRLS LACROSSE VS HUTCHINSOI
001	105465	CH	1 12955	KALLEDSTAED, JIM	05/31/2024	\$25.00	158920	E 11 300 296 185 000 366	MILEAGE
Check Total:						\$172.00			
001	105466	CH	1 12167	LEOM, DAVID	05/31/2024	\$220.00	158921	E 11 300 294 111 000 305	JV/V BASEBALL OFFICIAL VS CHISAGO
Check Total:						\$220.00			
001	105467	CH	1 12975	LUNDE, TIMOTHY	05/31/2024	\$147.00	158922	E 11 300 296 185 000 305	JV/V GIRLS LACROSSE OFFICIAL VS NE
001	105467	CH	1 12975	LUNDE, TIMOTHY	05/31/2024	\$25.00	158923	E 11 300 296 185 000 366	MILEAGE
001	105467	CH	1 12975	LUNDE, TIMOTHY	05/31/2024	\$147.00	158924	E 11 300 296 185 000 305	JV/V GIRLS LACROSSE OFFICIAL VS HU
001	105467	CH	1 12975	LUNDE, TIMOTHY	05/31/2024	\$25.00	158925	E 11 300 296 185 000 366	MILEAGE
Check Total:						\$344.00			
001	105468	CH	1 12605	MRI SOFTWARE LLC	05/31/2024	\$1,440.00	158944	E 01 005 105 170 000 305	APRIL 2024 BACKGROUND SCREENING
Check Total:						\$1,440.00			
001	105469	CH	1 10455	NORTH SHORE GYM SALES LLC	05/31/2024	\$1,220.00	158926	E 11 300 296 122 000 530	TAC/10LTX Vault Board
001	105469	CH	1 10455	NORTH SHORE GYM SALES LLC	05/31/2024	\$60.00	158926	E 11 300 296 122 000 530	Shipping
Check Total:						\$1,280.00			
001	105470	CH	1 13016	NORTHLAND REFRIGERATION INCORP	05/31/2024	\$907.00	158927	E 02 201 770 000 701 350	MS KITCHEN REPAIRS

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	105470	CH	1	13016	NORTHLAND REFRIGERATION INCORP	05/31/2024	\$415.54	158928	E 02 201 770 000 701 350	MS KITCHEN REPAIRS	
Check Total:							\$1,322.54				
001	105471	CH	1	12194	PALMER WEST CONSTRUCTION COMF	05/31/2024	\$5,900.00	158934	E 06 110 870 000 000 520	QUOTE #5022024 ROOFING CHANGES E	
001	105471	CH	1	12194	PALMER WEST CONSTRUCTION COMF	05/31/2024	\$0.00	158934	E 06 110 870 000 000 520	BOND PROJECT #22D110.03E	
Check Total:							\$5,900.00				
001	105472	CH	1	13633	PARSONS, KAREN E	05/31/2024	\$120.00	158933	E 04 500 565 090 321 305	MYSTERY QUILT CLASS	
Check Total:							\$120.00				
001	105473	CH	1	13949	PAULSON, MIKE	05/31/2024	\$157.00	158929	E 11 300 296 185 000 305	JV/V GIRLS LACROSSE OFFICIAL VS ST	
001	105473	CH	1	13949	PAULSON, MIKE	05/31/2024	\$25.00	158930	E 11 300 296 185 000 366	MILEAGE	
001	105473	CH	1	13949	PAULSON, MIKE	05/31/2024	\$147.00	158931	E 11 300 296 185 000 305	JV/V GIRLS LACROSSE OFFICIAL VS NE	
001	105473	CH	1	13949	PAULSON, MIKE	05/31/2024	\$25.00	158932	E 11 300 296 185 000 366	MILEAGE	
Check Total:							\$354.00				
001	105474	CH	1	09473	RASMUSSEN, SHERRI	05/31/2024	\$70.00	158935	E 04 799 590 000 351 433	FY 24 HOMESCHOOL SUPPLIES	
Check Total:							\$70.00				
001	105475	CH	1	01840	RATWIK, ROSZAK & MALONEY, P.A.	05/31/2024	\$79.50	158936	E 01 005 110 305 000 305	APRIL 2024 LEGAL SERVICES	
Check Total:							\$79.50				
001	105476	CH	1	12493	SOURCEWELL	05/31/2024	\$15.00	158937	E 12 200 404 000 740 366	DAPE TRAINING REGISTRATION FEE AF	
Check Total:							\$15.00				
001	105477	CH	1	04849	ST. CLOUD STATE UNIVERSITY	05/31/2024	\$14,850.00	158938	E 01 300 211 211 000 394	2ND SEMESTER C1S	
Check Total:							\$14,850.00				
001	105478	CH	1	06532	VISION STAFFING	05/31/2024	\$1,720.28	158939	E 01 005 810 356 000 305	GROUNDS WEEK OF 05/19/2024	
001	105478	CH	1	06532	VISION STAFFING	05/31/2024	\$1,731.01	158940	E 01 005 810 356 000 305	GROUNDS WEEK OF 05/12/2024	
Check Total:							\$3,451.29				
001	105479	CH	1	13522	VOIGT'S MOTORCOACH TRAVEL, INC.	05/31/2024	\$606.00	158941	E 11 300 296 185 733 360	Girls Lacrosse - Brainerd trip (School)	
001	105479	CH	1	13522	VOIGT'S MOTORCOACH TRAVEL, INC.	05/31/2024	\$859.31	158941	E 11 300 295 185 733 360	Girls Lacrosse - Brainerd trip (Booster)	
Check Total:							\$1,465.31				
001	105480	CH	1	01165	XCEL ENERGY-NSP	05/31/2024	\$3,243.46	158942	E 01 110 810 000 000 330	Voucher #158941	
Check Total:							\$3,243.46				
001	105481	CH	1	13967	WARGO NATURE CENTER	05/31/2024	\$1,008.00	158947	E 01 100 203 908 000 369	05/17 NATIVE AMERICAN HISTORY PROJ	
Check Total:							\$1,008.00				
001	105482	CH	1	03804	ALL STAR TROPHY	06/07/2024	\$326.80	159095	E 11 300 296 184 000 897		
001	105482	CH	1	03804	ALL STAR TROPHY	06/07/2024	\$326.80	159095	E 11 300 294 114 000 897		
001	105482	CH	1	03804	ALL STAR TROPHY	06/07/2024	\$7.50	159095	E 11 300 296 184 000 897		

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

Payment Date Range: 7/1/2023 - 6/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	105482	CH	1 03804	ALL STAR TROPHY	06/07/2024	\$7.50	159095	E 11 300 294 114 000 897	
Check Total:						\$668.60			
001	105483	CH	1 13241	BENEFIT RESOURCE LLC	06/07/2024	\$395.00	159079	E 01 005 105 000 000 305	COBRA QUALIFYING EVENT
Check Total:						\$395.00			
001	105484	CH	1 01231	BIG LAKE FLORAL & GIFT	06/07/2024	\$110.00	159080	E 01 300 211 222 000 401	FLOWERS AND PLANTS FOR GRADUATI
Check Total:						\$110.00			
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$52.28	159102	E 01 005 790 000 320 490	DO
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$52.27	159102	E 01 201 208 000 320 490	DO
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$113.44	159102	E 01 300 211 000 320 490	HS/LIBERTY
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$22.16	159102	E 01 110 203 000 320 490	HS/LIBERTY
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$16.98	159102	E 01 201 208 000 320 490	MS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$180.00	159102	E 01 300 211 000 320 490	ALL SCHOOLS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$180.00	159102	E 01 201 208 000 320 490	ALL SCHOOLS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$180.00	159102	E 01 100 203 000 320 490	ALL SCHOOLS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$180.00	159102	E 01 110 203 000 320 490	ALL SCHOOLS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$14.62	159102	E 01 110 203 100 000 430	LIBERTY
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$93.48	159102	E 01 201 298 950 000 490	MS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$197.96	159102	E 01 300 211 131 000 401	HS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$146.18	159102	E 01 300 211 131 000 401	HS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$16.55	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$7.16	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$79.93	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$111.67	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$2.20	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$19.06	159102	E 01 201 250 000 000 430	MS FACS
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$34.95	159102	E 04 500 580 000 325 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$5.97	159102	E 04 500 585 157 332 401	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$201.62	159102	E 04 500 570 000 321 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$100.36	159102	E 04 500 505 000 321 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$18.83	159102	E 04 500 505 000 321 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$11.80	159102	E 04 500 596 000 344 401	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$54.67	159102	E 04 500 570 000 321 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$214.80	159102	E 04 500 570 000 321 490	CE
001	105485	CH	1 06130	CARD SERVICES	06/07/2024	\$71.26	159102	E 01 300 331 000 830 433	HS FACS

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001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$107.14	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$174.60	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$169.99	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$159.21	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$314.31	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$111.60	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$266.64	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$284.22	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$161.00	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$42.91	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$208.26	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$211.63	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$283.33	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$130.22	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$122.05	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	\$209.19	159102	E 01 300 331 000 830 433	HS FACS
001	105485	CH	1	06130	CARD SERVICES	06/07/2024	(\$6.41)	159102	E 04 500 585 157 332 401	CE
Check Total:							\$5,330.09			
001	105486	CH	1	01033	CENTRAL MCGOWAN INC	06/07/2024	\$277.25	159081	E 01 300 361 000 830 433	Cust# 05630 HS SHOP SUPPLIES
Check Total:							\$277.25			
001	105487	CH	1	04944	DOMINO'S PIZZA	06/07/2024	\$587.12	159082	E 11 300 298 000 000 490	HS CONCESSIONS
Check Total:							\$587.12			
001	105488	CH	1	12491	ELECTRICAL PRODUCTION SERICES	06/07/2024	\$50,182.00	159083	E 05 005 630 000 795 555	CCTV System
001	105488	CH	1	12491	ELECTRICAL PRODUCTION SERICES	06/07/2024	\$5,960.45	159083	E 01 005 790 752 699 555	CCTV System
Check Total:							\$56,142.45			
001	105489	CH	1	13309	EMBER COFFEE COMPANY	06/07/2024	\$250.00	159103	E 11 300 298 901 301 490	CATERING 05/28/2024
Check Total:							\$250.00			
001	105490	CH	1	13923	HIGH POINT NETWORKS, LLC	06/07/2024	\$4,750.00	159084	E 01 005 810 811 000 319	BLOCK-T2 Professional Services
Check Total:							\$4,750.00			
001	105491	CH	1	10461	JOHNSON CONTROLS	06/07/2024	\$5,441.85	159085	E 05 100 865 000 363 350	INDY B&G REPAIRS
Check Total:							\$5,441.85			
001	105492	CH	1	13490	KOESEL, TRACY	06/07/2024	\$96.00	159086	E 01 300 294 000 000 357	SIGN LANGUAGE INTERPRETING HS FC
Check Total:							\$96.00			
001	105493	CH	1	13130	LINDSEY OSTERMAN	06/07/2024	\$175.65	159099	E 01 300 790 000 699 366	MILEAGE & DINNER

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001	105493	CH	1	13130	LINDSEY OSTERMAN	06/07/2024	\$1,416.00	159100	E 01 300 790 000 699 303	PCN MEDIA CONSULTANT MAY 2024	
Check Total:							\$1,591.65				
001	105494	CH	1	06411	MISSISSIPPI 8 CONFERENCE	06/07/2024	\$1,600.00	159098	R 11 300 292 153 000 099	MS8 JV CONFERENCE TRACK & FIELD C	
Check Total:							\$1,600.00				
001	105495	CH	1	01095	MONTICELLO HIGH SCHOOL	06/07/2024	\$1,891.00	159104	E 01 005 850 000 348 571	LEASE PAYMENT SY 23-24 YEAR 4	
001	105495	CH	1	01095	MONTICELLO HIGH SCHOOL	06/07/2024	\$42,786.00	159104	E 01 005 850 000 348 570	LEASE PAYMENT SY 23-24 YEAR 4	
Check Total:							\$44,677.00				
001	105496	CH	1	01146	MONTICELLO PRINTING	06/07/2024	\$1,908.34	159087	E 01 005 107 000 000 305	EDDM MAILER	
001	105496	CH	1	01146	MONTICELLO PRINTING	06/07/2024	\$829.40	159088	E 01 300 211 222 000 401	HS COMMENCEMENT PROGRAMS 2024	
Check Total:							\$2,737.74				
001	105497	CH	1	10547	MTI DISTRIBUTING, INC.	06/07/2024	\$1,403.30	159089	E 01 005 810 000 000 350	B&G SUPPLIES	
001	105497	CH	1	10547	MTI DISTRIBUTING, INC.	06/07/2024	\$720.00	159090	E 01 005 810 000 000 350	B&G SUPPLIES	
Check Total:							\$2,123.30				
001	105498	CH	1	09760	PREMIER LOCATING, INC.	06/07/2024	\$140.00	159092	E 01 005 810 000 000 305	TICKETS	
Check Total:							\$140.00				
001	105499	CH	1	13977	PRIBYLL, MELISSA	06/07/2024	\$128.64	159091	E 01 300 790 000 699 366	MILEAGE TO/FROM PCN TRAINING IN D	
Check Total:							\$128.64				
001	105500	CH	1	12929	STENBERG, TAMARA	06/07/2024	\$382.76	159093	E 04 799 590 000 351 433	FY 24 HOMESCHOOL SUPPLIES	
Check Total:							\$382.76				
001	105501	CH	1	13322	STYLE CATERING	06/07/2024	\$1,602.73	159105	E 04 500 560 070 321 305	CATERING	
Check Total:							\$1,602.73				
001	105502	CH	1	12762	T-MOBILE	06/07/2024	\$140.00	159094	E 01 005 630 000 000 320	HOT SPOTS 04/21/24-05/20/24	
Check Total:							\$140.00				
001	105503	CH	1	04148	VIKING COCA-COLA BOTTLING CO	06/07/2024	\$1,327.00	159096	E 11 300 298 000 000 490	CONCESSIONS	
Check Total:							\$1,327.00				
001	105504	CH	1	06532	VISION STAFFING	06/07/2024	\$1,626.77	159097	E 01 005 810 356 000 305	GROUNDS WEEK OF 05/26/2024	
Check Total:							\$1,626.77				
001	105505	CH	1	01240	WRIGHT TECHNICAL CENTER	06/07/2024	\$4,891.54	159101	E 12 998 400 000 372 391	CTE DISABLED TUITION-MEMBER 3RD 1	
Check Total:							\$4,891.54				
001	105506	CH	1	01038	CITY OF BIG LAKE	06/05/2024	\$5,000.00	159133	B 06 101 011	LAND ALTERATION ESCROW 501 MN AV	
001	105506	CH	1	01038	CITY OF BIG LAKE	06/05/2024	\$5,000.00	159133	B 06 101 011	LAND ALTERATION ESCROW 17901 2051	
Check Total:							\$10,000.00				
001	105507	CH	1	13507	FIDELITY SECURITY LIFE INSURANCE	06/06/2024	\$276.23	159136	B 01 215 054	JUNE 2024 VISION	

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001	105507	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	06/06/2024	\$65.12	159136	B 04 215 054	JUNE 2024 VISION	
001	105507	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	06/06/2024	\$12.48	159136	B 05 215 054	JUNE 2024 VISION	
001	105507	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	06/06/2024	\$48.84	159136	B 11 215 054	JUNE 2024 VISION	
001	105507	CH	1	13507	FIDELITY SECURITY L.IFE INSURANCE	06/06/2024	\$941.46	159136	B 12 215 054	JUNE 2024 VISION	
Check Total:							\$1,344.13				
001	105508	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	06/06/2024	\$281.00	159118	B 01 215 081	Child Support	
Check Total:							\$281.00				
001	105509	CH	1	04223	MN NCPERS LIFE INSURANCE	06/06/2024	\$117.28	159122	B 01 215 033	NCPR Life	
Check Total:							\$117.28				
001	105510	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	06/06/2024	\$917.94	159124	B 01 215 040	U Due Nc	
001	105510	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	06/06/2024	\$151.34	159124	B 04 215 040	U Dues Nc	
001	105510	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	06/06/2024	\$2,294.39	159124	B 12 215 040	U Due Nc	
Check Total:							\$3,363.67				
001	105511	CH	1	04472	SHERBURNE AREA UNITED WAY	06/06/2024	\$44.00	159128	B 01 215 045	United Way	
001	105511	CH	1	04472	SHERBURNE AREA UNITED WAY	06/06/2024	\$14.00	159128	B 12 215 045	United Way	
Check Total:							\$58.00				
001	105512	CH	1	08379	APPLE INC.	06/14/2024	\$6,245.00	159140	E 01 300 211 312 000 466	24" iMac M3	
001	105512	CH	1	08379	APPLE INC.	06/14/2024	\$329.00	159144	E 12 100 404 000 740 466	iPad 10th Gen	
Check Total:							\$6,574.00				
001	105513	CH	1	09213	AQUA ENGINEERING, INC.	06/14/2024	\$2,580.00	159143	E 01 005 810 000 000 350	INDY IRRIGATION	
Check Total:							\$2,580.00				
001	105514	CH	1	06214	COLLEGE OF ST. BENEDICT	06/14/2024	\$4,000.00	159170	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP (LJ)	
Check Total:							\$4,000.00				
001	105515	CH	1	01475	CONNEXUS ENERGY	06/14/2024	\$61.43	159146	E 01 005 810 860 000 331	SOFTBALL CONCESSIONS ELECTRICAL	
001	105515	CH	1	01475	CONNEXUS ENERGY	06/14/2024	\$7,054.31	159146	E 01 100 810 000 000 331	INDEPENDENCE ELECTRICAL 04/11/24-C	
001	105515	CH	1	01475	CONNEXUS ENERGY	06/14/2024	\$8,982.60	159146	E 01 110 810 000 000 331	LIBERTY ELECTRICAL 04/11/24-05/09/24	
001	105515	CH	1	01475	CONNEXUS ENERGY	06/14/2024	\$151.34	159146	E 01 110 810 000 000 331	BASEBALL FIELD LIGHTS ELECTRICAL C	
001	105515	CH	1	01475	CONNEXUS ENERGY	06/14/2024	\$1,538.09	159146	E 01 005 810 860 000 331	SOFTBALL FIELD LIGHTS ELECTRICAL C	
Check Total:							\$17,787.77				
001	105516	CH	1	13736	EAST CENTRAL MN EDUCATIONAL CAI	06/14/2024	\$4,359.00	159147	E 01 005 108 000 311 320	4TH QUARTER INTERNET ACCESS & M/	
Check Total:							\$4,359.00				
001	105517	CH	1	13929	FERBUYT, SUSAN	06/14/2024	15 \$85.00	159148	E 01 300 211 222 000 305	Accompanist for 24 Commencement Ceren	
Check Total:							\$85.00				

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001	105518	CH	1	10029	LEESEBERG, CHRISTOPHER	06/14/2024	\$500.00	159150	E 01 300 211 222 000 305	PICTURES 24 COMMENCEMENT CONTA	
							Check Total:	\$500.00			
001	105519	CH	1	13978	LUSARDI, MARK J	06/14/2024	\$2,762.00	159149	E 01 300 212 000 000 350	HS SKUTT KM1227 FULL ELEMENT REPI	
							Check Total:	\$2,762.00			
001	105520	CH	1	13178	MIDWEST MACHINERY CO	06/14/2024	\$233.56	159152	E 01 005 810 000 000 401	B&G MOWER BLADES	
							Check Total:	\$233.56			
001	105521	CH	1	13663	MINNESOTA STATE - MANKATO	06/14/2024	\$500.00	159162	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP (#16045323)	
							Check Total:	\$500.00			
001	105522	CH	1	01146	MONTICELLO PRINTING	06/14/2024	\$17.63	159155	E 01 005 010 000 000 401	2" X 8" WOODGRAIN NAME PLATE	
							Check Total:	\$17.63			
001	105523	CH	1	07575	NORTH DAKOTA STATE UNIVERSITY	06/14/2024	\$500.00	159151	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP (#1517382)	
							Check Total:	\$500.00			
001	105524	CH	1	10455	NORTH SHORE GYM SALES LLC	06/14/2024	\$747.00	159153	E 11 300 295 122 000 401	Graphite "E"Rail w/coallar	
001	105524	CH	1	10455	NORTH SHORE GYM SALES LLC	06/14/2024	\$657.00	159153	E 11 300 295 122 000 401	Cam Lock Cable Tightener set of 4	
001	105524	CH	1	10455	NORTH SHORE GYM SALES LLC	06/14/2024	\$75.00	159153	E 11 300 295 122 000 401	One rail and cable tighteners - shipping	
							Check Total:	\$1,479.00			
001	105525	CH	1	04315	NOVACARE REHABILITATION	06/14/2024	\$175.00	159154	E 11 300 292 153 000 305	ATHLETIC TRAINING SECTION BASEBAL	
							Check Total:	\$175.00			
001	105526	CH	1	1016	O'REILLY AUTO PARTS	06/14/2024	\$94.23	159156	E 01 005 810 000 000 401	B&G OIL & AIR FILTER	
							Check Total:	\$94.23			
001	105527	CH	1	13954	RAPP STRATAGIES, INC	06/14/2024	\$4,000.00	159167	E 01 005 107 097 000 305	MAY 2024 SERVICES	
							Check Total:	\$4,000.00			
001	105528	CH	1	05945	REGION 7AA	06/14/2024	\$730.00	159157	R 11 300 292 153 000 099	SECTION 5AAA BASEBALL MAY 30, 2024	
							Check Total:	\$730.00			
001	105529	CH	1	13642	SOCIAL CLUB SIMPLE	06/14/2024	\$15.00	159159	E 04 500 565 090 321 305	GOOGLE SHEETS FOR AWESOME BEGI	
001	105529	CH	1	13642	SOCIAL CLUB SIMPLE	06/14/2024	\$15.00	159160	E 04 500 565 090 321 305	HOW TO PRESENT SOCIAL MEDIA ANAL	
							Check Total:	\$30.00			
001	105530	CH	1	13590	STEM SUPPLIES	06/14/2024	\$379.00	159158	E 01 100 203 312 000 401	35-389. Constructures Mini Sets	
001	105530	CH	1	13590	STEM SUPPLIES	06/14/2024	\$44.95	159158	E 01 100 203 312 000 401	35-000 Pumping it Up with Pneumatics Set	
001	105530	CH	1	13590	STEM SUPPLIES	06/14/2024	\$50.87	159158	E 01 100 203 312 000 401	shipping	
							Check Total:	\$474.82			
001	105531	CH	1	13707	TEAM CLOCK INSTITUTE	06/14/2024	\$5,000.00	159168	E 01 005 640 012 169 303	TEN-WEEK MODULE, ASSESSMENT AN/	
							Check Total:	\$5,000.00			

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001	105532	CH	1	13212	THREE SONS HARDWARE LLC	06/14/2024	\$4.61	159161	E 01 300 810 000 000 401	HS	
001	105532	CH	1	13212	THREE SONS HARDWARE LLC	06/14/2024	\$27.54	159161	E 01 300 361 000 830 433	HS SHOP	
001	105532	CH	1	13212	THREE SONS HARDWARE LLC	06/14/2024	\$4.39	159161	E 01 005 810 000 000 401	MS SHOP	
Check Total:							\$36.54				
001	105533	CH	1	01229	UNIVERSITY OF MINNESOTA	06/14/2024	\$500.00	159145	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP (AB)	
Check Total:							\$500.00				
001	105534	CH	1	09210	UNIVERSITY OF MN - DULUTH	06/14/2024	\$4,000.00	159163	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP (#5935467)	
Check Total:							\$4,000.00				
001	105535	CH	1	06532	VISION STAFFING	06/14/2024	\$1,628.81	159164	E 01 005 810 356 000 305	GROUNDS WEEK OF 06/02/2024	
Check Total:							\$1,628.81				
001	105536	CH	1	08807	WRECK-LESS DRIVING ACADEMY	06/14/2024	\$4,125.00	159166	E 04 500 585 239 332 305	CLASS 04/15/2024-04/26/2024	
001	105536	CH	1	08807	WRECK-LESS DRIVING ACADEMY	06/14/2024	\$2,250.00	159165	E 04 500 585 239 332 305	VIRTUAL CLASS 05/06/2024-05/17/2024	
Check Total:							\$6,375.00				
001	105537	CH	1	06333	CLIMB THEATRE INC	06/14/2024	\$3,000.00	159175	E 01 110 203 902 000 305	talulah rabbit	
Check Total:							\$3,000.00				
Bank 001 Total:							\$299,640.57				
Report Total:							\$299,640.57				

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001	105538	CH	1 03804	ALL STAR TROPHY	06/21/2024	\$27.50	159187	E 11 300 294 162 000 401	SPECIALTY ALL CONF-BOYS LAX
						Check Total:	\$27.50		
001	105539	CH	1 08379	APPLE INC.	06/21/2024	\$4,797.00	159249	E 01 005 630 000 000 555	15" MacBook Air M3
						Check Total:	\$4,797.00		
001	105540	CH	1 12159	ARVIG	06/21/2024	\$133.22	159250	E 01 005 630 000 000 305	HOT SPOTS 06/06/2024-07/05/2024
						Check Total:	\$133.22		
001	105541	CH	1 13982	ASL INTERPRETING SERVICES INC	06/21/2024	\$202.00	159257	E 01 300 294 000 000 357	INTERPRETING SERVICES 06/03/2024
						Check Total:	\$202.00		
001	105542	CH	1 13984	BIELEJESKI, ELIZABETH	06/21/2024	\$230.00	159258	E 01 300 294 000 000 357	INTERPRETOR 06/09 & 06/11
						Check Total:	\$230.00		
001	105543	CH	1 13218	CENTRAL MN MENTAL HEALTH CENTE	06/21/2024	\$1,050.00	159192	E 01 005 203 000 799 305	Bridges Grant-Expanded Support
						Check Total:	\$1,050.00		
001	105544	CH	1 07989	COLLEGE OF ST. SCHOLASTICA	06/21/2024	\$745.00	159191	E 01 300 960 000 340 898	FY 24 SCHOLARSHIP RW
						Check Total:	\$745.00		
001	105545	CH	1 10648	COMPUTER EXPLORERS/TECH ACADE	06/21/2024	\$675.00	159232	E 01 100 203 013 150 303	INTRO TO 3D PRINTING
001	105545	CH	1 10648	COMPUTER EXPLORERS/TECH ACADE	06/21/2024	\$600.00	159232	E 01 100 203 013 150 303	RC ROBOTICS: BATTLEBOTS
						Check Total:	\$1,275.00		
001	105546	CH	1 12743	CROWN CHRISTIAN SCHOOL	06/21/2024	\$550.00	159193	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105546	CH	1 12743	CROWN CHRISTIAN SCHOOL	06/21/2024	\$492.00	159194	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105546	CH	1 12743	CROWN CHRISTIAN SCHOOL	06/21/2024	\$250.00	159195	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$1,292.00		
001	105547	CH	1 07197	DEGOLIER QUALITY PAINTING, INC	06/21/2024	\$10,230.00	159196	E 15 100 867 000 379 520	PAINTING OF WEST GYM AT INDY
001	105547	CH	1 07197	DEGOLIER QUALITY PAINTING, INC	06/21/2024	\$3,875.00	159197	E 01 100 810 000 000 305	INTERIOR PAINTING WEST GYM AT INDY
001	105547	CH	1 07197	DEGOLIER QUALITY PAINTING, INC	06/21/2024	\$6,615.00	159198	E 01 100 810 000 000 305	INTERIOR PAINTING WEST GYM AT INDY
						Check Total:	\$20,720.00		
001	105548	CH	1 13282	DIRECT COMMUNICATION SOLUTIONS	06/21/2024	\$2,150.00	159245	E 01 005 760 000 720 405	BUSWHERE SOFTWARE MAY 2024
						Check Total:	\$2,150.00		
001	105549	CH	1 10780	EBERT, INC.	06/21/2024	\$18,796.70	159199	E 06 100 870 000 000 520	BOND 22A INDY RENOVATIONS 22D100.1
001	105549	CH	1 10780	EBERT, INC.	06/21/2024	\$15,019.50	159200	E 06 110 870 000 000 520	BOND 22A LB RENOVATIONS 22G110.01
						Check Total:	\$33,816.20		
001	105550	CH	1 13318	FOURTH BAPTIST CHRISTIAN SCHOOL	06/21/2024	\$550.00	159201	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$550.00		
001	105551	CH	1 13965	GLOWFORGE, INC.	06/21/2024	\$802.44	159252	E 01 300 211 312 000 466	Glowforge Classroom Essentials Bundle

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105551	CH	1	13965	GLOWFORGE, INC.	06/21/2024	\$6,708.27	159253	E 01 300 211 312 000 466	Glowforge Classroom Essentials Bundle	
							Check Total:	\$7,510.71			
001	105552	CH	1	06230	GOPHER STATE ONE-CALL	06/21/2024	\$18.90	159203	E 01 005 810 000 000 350	TICKETS	
							Check Total:	\$18.90			
001	105553	CH	1	05657	GUSTAVUS ADOLPHUS COLLEGE	06/21/2024	\$1,000.00	159202	E 01 300 960 000 340 898	FY 23/24 SCHOLARSHIP SN	
							Check Total:	\$1,000.00			
001	105554	CH	1	08465	INNOVATIVE OFFICE SOLUTIONS	06/21/2024	\$9,492.16	159214	E 01 110 203 000 000 530		
001	105554	CH	1	08465	INNOVATIVE OFFICE SOLUTIONS	06/21/2024	\$19,271.96	159214	E 05 110 203 000 302 530		
001	105554	CH	1	08465	INNOVATIVE OFFICE SOLUTIONS	06/21/2024	\$2,199.24	159215	E 06 300 870 000 000 530	PO 32857 BOND PROJECT ID #22E300.0	
							Check Total:	\$30,963.36			
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$510.00	159211	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$310.00	159212	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$340.00	159213	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$340.00	159210	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$300.00	159204	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$300.00	159205	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$160.00	159206	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$340.00	159207	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$170.00	159208	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
001	105555	CH	1	10542	JUBILEE CHRISTIAN SCHOOL	06/21/2024	\$300.00	159209	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO	
							Check Total:	\$3,070.00			
001	105556	CH	1	13130	LINDSEY OSTERMAN	06/21/2024	\$2,016.39	159254	E 01 300 790 000 699 368	REGISTRATION/FLIGHTS/HOTEL	
001	105556	CH	1	13130	LINDSEY OSTERMAN	06/21/2024	\$1,416.00	159255	E 01 300 790 000 699 303	PCN MEDIA CONSTULTANT JUNE 2024	
							Check Total:	\$3,432.39			
001	105557	CH	1	13166	LRS OF MINNESOTA	06/21/2024	\$976.79	159216	E 01 300 810 000 000 333	HS WASTE SERVICES JUNE 2024	
001	105557	CH	1	13166	LRS OF MINNESOTA	06/21/2024	\$824.69	159216	E 01 201 810 000 000 333	MS WASTE SERVICES JUNE 2024	
001	105557	CH	1	13166	LRS OF MINNESOTA	06/21/2024	\$1,063.79	159216	E 01 100 810 000 000 333	INDY WASTE SERVICES JUNE 2024	
001	105557	CH	1	13166	LRS OF MINNESOTA	06/21/2024	\$1,353.82	159216	E 01 110 810 000 000 333	LIBERTY WASTE SERVICES JUNE 2024	
001	105557	CH	1	13166	LRS OF MINNESOTA	06/21/2024	\$143.93	159216	E 01 110 810 000 000 333	GROUNDS WASTE SERVICES JUNE 202	
							Check Total:	\$4,363.02			
001	105559	CH	1	13739	O'DAY MANAGMENT INC	06/21/2024	\$12,025.00	159220	E 15 005 867 000 380 520	FINAL INVOICE LABOR & MATERIALS	
							Check Total:	\$12,025.00			
001	105560	CH	1	07890	PMA ASSET MANAGEMENT, LLC	06/21/2024	\$513.84	159247	E 45 005 935 000 000 305	ASSETS MAY 2024	
							Check Total:	\$513.84			

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001	105561	CH	1 09760	PREMIER LOCATING, INC.	06/21/2024	\$553.75	159217	E 01 005 810 000 000 305	TICKETS MAY 2024
						Check Total:	\$553.75		
001	105562	CH	1 12674	QUADIENT, INC.	06/21/2024	\$521.31	159219	E 01 005 110 000 000 335	N22102524 04/04/24-07/03/24
						Check Total:	\$521.31		
001	105563	CH	1 01034	RESOURCE TRAINING & SOLUTIONS	06/21/2024	\$363.81	159246	E 01 005 720 000 000 366	CONTRACT NURSING SERVICES MAY 21
001	105563	CH	1 01034	RESOURCE TRAINING & SOLUTIONS	06/21/2024	\$840.00	159246	E 01 005 720 000 000 375	CONTRACT NURSING SERVICES MAY 21
001	105563	CH	1 01034	RESOURCE TRAINING & SOLUTIONS	06/21/2024	\$22,575.00	159246	E 01 005 720 000 000 375	CONTRACT NURSING SERVICES MAY 21
						Check Total:	\$23,778.81		
001	105564	CH	1 13981	SCHMIDT, SHAMBA	06/21/2024	\$170.00	159221	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$170.00		
001	105566	CH	1 10333	SHERBURNE NORTHERN WRIGHT SPE	06/21/2024	\$57,518.00	159241	R 12 000 000 000 740 360	FINAL 22-23 BILLING
001	105566	CH	1 10333	SHERBURNE NORTHERN WRIGHT SPE	06/21/2024	\$2,495.87	159248	E 12 005 405 000 740 397	23/24 PHLT, OT SERVICES
001	105566	CH	1 10333	SHERBURNE NORTHERN WRIGHT SPE	06/21/2024	\$996.67	159248	E 12 005 405 000 740 396	23/24 PHLT, OT SERVICES
001	105566	CH	1 10333	SHERBURNE NORTHERN WRIGHT SPE	06/21/2024	\$2,483.72	159248	E 12 005 404 000 740 397	23/24 PHLT, OT SERVICES
001	105566	CH	1 10333	SHERBURNE NORTHERN WRIGHT SPE	06/21/2024	\$3,463.34	159248	E 12 005 404 000 740 396	23/24 PHLT, OT SERVICES
						Check Total:	\$66,957.60		
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$750.00	159226	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$275.00	159225	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$215.00	159222	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$550.00	159227	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$550.00	159223	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105567	CH	1 08682	ST. ANDREW SCHOOL	06/21/2024	\$235.00	159224	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$2,575.00		
001	105568	CH	1 10163	ST. FRANCIS XAVIER SCHOOL	06/21/2024	\$275.00	159228	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105568	CH	1 10163	ST. FRANCIS XAVIER SCHOOL	06/21/2024	\$550.00	159229	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105568	CH	1 10163	ST. FRANCIS XAVIER SCHOOL	06/21/2024	\$275.00	159230	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$1,100.00		
001	105569	CH	1 13983	ST. TIMOTHY'S SCHOOL	06/21/2024	\$825.00	159256	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
001	105569	CH	1 13983	ST. TIMOTHY'S SCHOOL	06/21/2024	\$550.00	159231	E 01 005 760 000 720 361	FY 23/24 NON-PUBLIC TRANSPORTATIO
						Check Total:	\$1,375.00		
001	105570	CH	1 06532	VISION STAFFING	06/21/2024	\$1,658.71	159233	E 01 005 810 356 000 305	GROUPS WEEK WORKED 06/09/2024
						Check Total:	\$1,658.71		
001	105571	CH	1 13311	WAYZATA RESULTS	06/21/2024	\$450.00	159235	E 11 300 296 184 000 897	TRACK & FIELD TIMING & RESULTS

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	105571	CH	1 13311	WAYZATA RESULTS	06/21/2024	\$450.00	159235	E 11 300 294 114 000 897	TRACK & FIELD TIMING & RESULTS
Check Total:						\$900.00			
001	105572	CH	1 13048	WELLNESS FOR LIVING LLC	06/21/2024	\$475.00	159234	E 01 100 203 013 150 303	SUMMER/FLOWERS/BUGS CAKE POPS
Check Total:						\$475.00			
001	105573	CH	1 10633	WOLD ARCHITECTS, INC	06/21/2024	\$2,640.65	159237	E 06 300 870 000 000 305	HS RENOVATION BOND ID #22E300.01B
001	105573	CH	1 10633	WOLD ARCHITECTS, INC	06/21/2024	\$3,489.90	159238	E 06 110 870 000 000 305	LIBERTY ES RENOVATION BOND #22E11
001	105573	CH	1 10633	WOLD ARCHITECTS, INC	06/21/2024	\$1,018.38	159239	E 06 100 870 000 000 305	INDEPENDENCE ES RENOVATION BOND
001	105573	CH	1 10633	WOLD ARCHITECTS, INC	06/21/2024	\$7,204.18	159240	E 06 005 870 000 000 305	LES & BLHS PARKING LOT IMPROVE BC
Check Total:						\$14,353.11			
001	105574	CH	1 01644	ISD #877 - COMMUNITY EDUCATION	06/21/2024	\$9,120.00	159259	E 01 300 211 000 000 390	JANUARY-JUNE 2024
Check Total:						\$9,120.00			
001	105575	CH	1 04849	ST. CLOUD STATE UNIVERSITY	06/21/2024	\$1,000.00	159242	E 01 300 960 000 340 898	FY 23/24 SCHOLARSHIP (EH)
Check Total:						\$1,000.00			
001	105576	CH	1 01240	WRIGHT TECHNICAL CENTER	06/21/2024	\$23,552.34	159260	E 01 998 211 000 303 390	WRIGHT ACADEMY HS & MS (MAY/JUNE
Check Total:						\$23,552.34			
Bank 001 Total:						\$277,975.77			
Report Total:						\$277,975.77			

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$40.00	159008	E 01 005 020 000 000 366	2024 Legislative Forum (TT & MA)
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$430.00	159015	E 01 005 720 000 000 375	April 24 Contract Nursing
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$4,803.75	159015	E 01 005 720 000 000 375	April 24 Contract Nursing
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$98.49	159015	E 01 005 720 000 000 366	April 24 Contract Nursing
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$120.00	159026	E 01 005 720 000 000 305	Regional Crisis Team
001		CC	1 01034	RESOURCE TRAINING & SOLUTIONS	06/07/2024	\$944.00	159027	E 01 005 105 000 000 366	Students of Excellence
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$1,082.79	159033	E 01 100 810 000 000 332	Indy Water Sewer 03/02-04/03
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$33.24	159034	E 01 005 810 000 000 332	Admissions Water/Sewer 03/21-04/20
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$928.81	159042	E 01 201 810 000 000 332	MS Water/Sewer 03/02/2024-04/03
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$1,956.62	159043	E 01 300 810 000 000 332	HS Water/Sewer 03/02-04/03
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$33.24	159044	E 01 300 810 000 000 332	Bathrooms 03/02-04/03
001		CC	1 01038	CITY OF BIG LAKE	06/07/2024	\$1,146.39	159045	E 01 110 810 000 000 332	Liberty Water/Sewer 03/02-04/03
001		CC	1 01065	HILLYARD FLOOR CARE	06/07/2024	\$187.30	158967	E 01 110 810 000 000 401	PO 33138 Liberty B&G Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	06/07/2024	\$2,939.17	158968	E 01 300 810 000 000 401	PO 33166 HS B&G Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	06/07/2024	\$262.99	159021	E 01 110 810 000 000 401	PO 33138 Liberty Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	06/07/2024	\$52.00	159035	E 01 201 810 000 000 401	PO 33110 MS B&G Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	06/07/2024	\$4,584.62	159036	E 01 110 810 000 000 401	PO 33138 Liberty Supplies
001		CC	1 01095	MONTICELLO ISD #882	06/07/2024	\$99.00	159058	E 01 300 790 000 699 366	Purchase Sq Monticello Public - 2024 Resil
001		CC	1 02097	BIG LAKE CHAMBER OF COMMERCE	06/07/2024	\$20.00	158959	E 01 005 020 000 000 366	Big Lake Chamber Meeting 05/28 at Lupuli
001		CC	1 02231	NASSP	06/07/2024	\$480.49	159032	E 01 300 211 131 000 401	Academic Awards Items
001		CC	1 02274	VALLEYFAIR	06/07/2024	\$2,619.00	158978	E 01 300 258 214 000 369	HS Music Valleyfair School Days
001		CC	1 02427	FOLLETT SCHOOL SOLUTIONS, INC.	06/07/2024	\$46.82	158984	E 01 100 620 000 000 470	PO 32764 Indy Books
001		CC	1 02499	J.W. PEPPER OF MINNEAPOLIS	06/07/2024	\$16.95	158963	E 01 300 258 000 000 430	PO 32643 HS Music Supplies
001		CC	1 02499	J.W. PEPPER OF MINNEAPOLIS	06/07/2024	\$16.95	158964	E 01 300 258 000 000 430	PO 32643 HS Music Supplies
001		CC	1 03455	GRAINGER	06/07/2024	\$599.00	159024	E 01 110 810 000 000 401	Liberty B&G Supplies
001		CC	1 04279	MCPETE'S SPORTS BAR & LANES	06/07/2024	\$15.56	158986	E 01 005 020 000 000 366	Chamber Lunch
001		CC	1 04641	IEA	06/07/2024	\$51.50	158958	E 05 005 865 000 352 305	22D100E Bond INDEP Renovation & EHS
001		CC	1 04641	IEA	06/07/2024	\$484.00	158958	E 06 100 870 000 000 305	22D100E Bond INDEP Renovation & EHS
001		CC	1 04762	CHRIS LOMMEL PHOTOGRAPHY	06/07/2024	\$195.00	159025	E 04 500 585 157 332 305	8' Musical Banner
001		CC	1 04944	DOMINO'S PIZZA	06/07/2024	\$94.76	158985	E 04 500 580 341 325 490	EC PAC Teacher Appreciation Lunch
001		CC	1 05248	PIZZA FACTORY	06/07/2024	\$300.00	158993	E 01 300 790 000 699 490	EPIC Kickball
001		CC	1 05264	BSN SPORTS	06/07/2024	\$1,155.00	158988	E 11 300 294 112 000 434	PO 32415 baseball uniforms
001		CC	1 05264	BSN SPORTS	06/07/2024	\$588.00	158995	E 11 300 295 189 000 401	PO 33113 Men & Women- Custom Golf Pc
001		CC	1 05264	BSN SPORTS	06/07/2024	\$275.00	158996	E 11 300 293 114 000 401	Roy/Whit - Womens Hooded Windrunner ja

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001		CC	1 05264	BSN SPORTS	06/07/2024	\$275.00	158996	E 11 300 295 184 000 401	Roy/Whit - Womens Hooded Windrunner ja
001		CC	1 05264	BSN SPORTS	06/07/2024	\$907.00	159009	E 11 300 296 125 000 434	PO 32893 Softball ROY/WHIT-CHARGER .
001		CC	1 05264	BSN SPORTS	06/07/2024	\$1,457.00	159009	E 11 300 295 125 000 401	PO 32893 Softball ROY/WHIT-CHARGER .
001		CC	1 05264	BSN SPORTS	06/07/2024	\$38.00	159009	E 11 300 295 125 000 401	PO 32893 Softball ROY/WHIT-CHARGER .
001		CC	1 05264	BSN SPORTS	06/07/2024	\$1,467.00	159013	E 11 300 296 185 000 434	PO 33086 GLAX Apparel
001		CC	1 05264	BSN SPORTS	06/07/2024	\$129.00	159041	E 11 300 293 111 000 401	HS Baseball Supplies
001		CC	1 05264	BSN SPORTS	06/07/2024	(\$129.00)	159041	E 11 300 293 111 000 401	HS Baseball Supplies
001		CC	1 05264	BSN SPORTS	06/07/2024	\$129.00	159041	E 11 300 294 111 000 434	HS Baseball Supplies
001		CC	1 05351	HOME DEPOT	06/07/2024	\$4,196.00	158950	E 01 005 810 000 000 530	Washer & Dryer
001		CC	1 05351	HOME DEPOT	06/07/2024	\$70.20	158951	E 01 201 810 000 000 401	B&G Supplies
001		CC	1 05351	HOME DEPOT	06/07/2024	\$236.80	158956	E 01 300 331 000 830 433	HS FACS
001		CC	1 06051	FINKEN WATER CENTERS	06/07/2024	\$54.20	158983	E 01 201 810 000 000 401	MS Softener Salt
001		CC	1 06051	FINKEN WATER CENTERS	06/07/2024	\$74.70	158994	E 01 300 810 000 000 401	Solar Salt & Drinking Water
001		CC	1 06051	FINKEN WATER CENTERS	06/07/2024	\$84.95	158994	E 01 100 810 000 000 401	Solar Salt & Drinking Water
001		CC	1 06051	FINKEN WATER CENTERS	06/07/2024	\$80.45	158994	E 01 005 810 000 000 401	Solar Salt & Drinking Water
001		CC	1 06130	COBORN'S INC.	06/07/2024	\$102.36	159051	E 01 300 790 000 699 490	EPIC Treats
001		CC	1 06130	COBORN'S INC.	06/07/2024	\$30.45	159056	E 01 300 790 000 699 490	Big Lake - Mcpetes Thank you
001		CC	1 06402	BIG LAKE SPUD FEST	06/07/2024	\$35.00	159020	E 04 500 580 341 325 305	EC PAC Spudfest Parade Fee
001		CC	1 06700	B & H FOTO & ELECTRONICS CORP	06/07/2024	\$708.39	159000	E 01 005 630 000 000 455	Network Dome camera
001		CC	1 06700	B & H FOTO & ELECTRONICS CORP	06/07/2024	\$79.99	159019	E 04 500 585 157 332 401	Dust Cover for Digital mixing Co
001		CC	1 07785	CARIBOU COFFEE CO	06/07/2024	\$31.25	159007	E 01 300 790 000 699 490	Leadership Mtg
001		CC	1 07785	CARIBOU COFFEE CO	06/07/2024	\$14.15	159057	E 01 300 790 000 699 490	Purchase Caribou Coffee Co #117 - 1:1 Int
001		CC	1 08066	TARGET	06/07/2024	\$88.94	158961	E 04 500 596 000 344 401	SR Supplies
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$32.80	159060	E 01 005 810 000 000 320	DO Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$24.25	159061	E 01 300 810 000 000 320	HS Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$23.41	159062	E 01 100 810 000 000 320	Indy Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$27.47	159063	E 01 110 810 000 000 320	Liberty Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$6.10	159064	E 04 500 505 000 321 305	CE Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	06/07/2024	\$18.97	159065	E 01 201 810 000 000 320	MS Long Distance
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$2,199.24	158953	E 06 300 870 000 000 530	BOND PROJECT ID #22E300.07F/CMERL
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$21.49	158954	E 01 100 203 000 000 430	PO 33175 Indy Science Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$52.40	158970	E 01 100 203 000 000 430	PO 33175 Indy Science Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$49.27	158971	E 01 100 203 000 000 430	PO 33169 Indy Science Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$137.04	158972	E 01 100 203 000 000 430	PO 33175 Indy Science Supplies

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/01/2024 - 6/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$70.52	158973	E 01 100 203 000 000 430	PO 33174 Indy Science Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$147.73	158974	E 01 100 203 000 000 430	PO 33169 Indy Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	06/07/2024	\$754.60	158998	E 01 410 211 000 000 401	PO 33068 RECT WORKSURFACE/3 STAC
001		CC	1 08881	GREAT RIVER SPINE AND SPORT	06/07/2024	\$85.00	158989	E 11 005 292 000 733 305	DOT PHYSICAL
001		CC	1 08881	GREAT RIVER SPINE AND SPORT	06/07/2024	\$85.00	158990	E 11 005 292 000 733 305	DOT Physical Code
001		CC	1 09044	MENARDS - ELK RIVER	06/07/2024	\$274.66	158957	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 09044	MENARDS - ELK RIVER	06/07/2024	\$204.70	159014	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 09450	MIDWEST SPECIAL INSTRUMENTS	06/07/2024	\$400.00	159046	E 01 005 720 000 000 350	Audiometers recalibrated for Hearing scree
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	06/07/2024	\$156.00	159037	E 01 110 810 000 000 305	Liberty Prevention Ants
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	06/07/2024	\$156.00	159038	E 01 100 810 000 000 305	Indy Prevention Fall Invaders
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	06/07/2024	\$156.00	159039	E 01 300 810 000 000 305	HS Prevention Fall Invaders
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	06/07/2024	\$156.00	159040	E 01 201 810 000 000 305	MS Prevention Fall Invaders
001		CC	1 10434	MAJESTIC CREATIONS	06/07/2024	\$103.00	158980	E 01 005 010 000 000 401	Travel Blanket (Mel Borchert) Retirement
001		CC	1 10434	MAJESTIC CREATIONS	06/07/2024	\$1,397.08	158981	E 01 005 105 000 000 401	Years of Service Awards
001		CC	1 10512	CASEY'S	06/07/2024	\$22.54	158979	E 01 005 105 000 000 490	District Health Coordinator Interviews
001		CC	1 10512	CASEY'S	06/07/2024	\$67.61	159048	E 01 005 790 000 320 490	American Indian Student Meeting Food
001		CC	1 10575	CONSTANT CONTACT	06/07/2024	\$227.00	159030	E 04 500 505 000 321 305	CE Mktg
001		CC	1 10586	AUSCO DESIGN &MARKETING	06/07/2024	\$468.75	158977	E 04 500 560 000 321 401	CE BBall Tshirts
001		CC	1 10658	OZONE, LLC	06/07/2024	\$2,223.40	159018	E 04 500 560 122 321 436	CE Gymnastics- Leotards
001		CC	1 10673	GOPHER STATE EVENTS, LLC	06/07/2024	\$382.70	159052	E 11 201 294 114 000 305	MS Track Track & Field Base Fee/Hip Num
001		CC	1 10673	GOPHER STATE EVENTS, LLC	06/07/2024	\$382.70	159052	E 11 201 296 184 000 305	MS Track Track & Field Base Fee/Hip Num
001		CC	1 12031	LANGUAGELINE Solutions	06/07/2024	\$3.95	159005	E 01 100 219 000 339 358	Indy Interpreter 05/08/2024
001		CC	1 12031	LANGUAGELINE Solutions	06/07/2024	\$47.40	159006	E 01 100 219 000 339 358	Indy Interpreter 05.08.2024
001		CC	1 12031	LANGUAGELINE Solutions	06/07/2024	\$19.75	159047	E 01 200 219 000 339 358	Interpreter 04/30/2024
001		CC	1 12129	SIPTRUNK, INC	06/07/2024	\$71.50	159049	E 01 005 630 000 000 320	Back up phones
001		CC	1 12304	SAM'S CLUB	06/07/2024	\$251.48	158949	E 11 300 298 901 301 401	Student Council Supplies
001		CC	1 12403	BUFFALO WILD WINGS	06/07/2024	\$88.44	159066	E 11 300 294 114 000 366	Track Food
001		CC	1 12403	BUFFALO WILD WINGS	06/07/2024	\$88.45	159066	E 11 300 296 184 000 366	Track Food
001		CC	1 12409	FACEBOOK	06/07/2024	\$2.12	158975	E 04 500 505 000 321 305	CE Summer Kickoff
001		CC	1 12409	FACEBOOK	06/07/2024	\$7.65	158976	E 01 005 107 000 000 305	District Communications Ad
001		CC	1 12418	USPS	06/07/2024	\$81.15	158999	E 04 500 585 157 332 329	CE Musical
001		CC	1 12418	USPS	06/07/2024	\$30.65	159028	E 01 201 208 000 000 329	Return of a map for social studies
001		CC	1 12418	USPS	06/07/2024	\$24.50	159055	E 01 400 203 000 000 329	Postage
001		CC	1 12442	SCHEELS	06/07/2024	\$12,739.99	159010	E 11 300 293 111 000 530	HS Baseball Mastodon System & Rolled Tu

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/01/2024 - 6/30/2024

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	12464	FLIGHT DECK ATHLETICS	06/07/2024	\$165.00	158987	E 11 300 296 184 000 401	Girls Track Rental Fee
001		CC	1	12472	MARSHALL MEMO	06/07/2024	\$180.00	159004	E 01 005 640 000 316 820	Weekly Newsletter
001		CC	1	12484	HUBBARD ELECTRIC INC	06/07/2024	\$747.73	158969	E 01 300 810 000 000 350	HS B&G Repairs
001		CC	1	12484	HUBBARD ELECTRIC INC	06/07/2024	\$417.14	159003	E 01 100 810 000 000 350	Indy B&G Repairs
001		CC	1	12851	NEW YORK TIMES	06/07/2024	\$20.00	159050	E 01 300 220 000 000 430	Spaulding English
001		CC	1	12871	ZOOM US	06/07/2024	\$25.99	158955	E 01 005 630 000 000 305	Zoom board meeting
001		CC	1	12871	ZOOM US	06/07/2024	\$25.99	159059	E 01 005 630 000 000 305	Monthly School Board Meeting
001		CC	1	13072	CINTAS CORPORATION NO 2	06/07/2024	\$141.80	159023	E 01 300 810 350 000 305	Uniform Services April 2024 (\$2.84 discoun
001		CC	1	13072	CINTAS CORPORATION NO 2	06/07/2024	\$141.80	159023	E 01 100 810 350 000 305	Uniform Services April 2024 (\$2.84 discoun
001		CC	1	13072	CINTAS CORPORATION NO 2	06/07/2024	\$141.80	159023	E 01 201 810 350 000 305	Uniform Services April 2024 (\$2.84 discoun
001		CC	1	13072	CINTAS CORPORATION NO 2	06/07/2024	\$141.80	159023	E 01 110 810 350 000 305	Uniform Services April 2024 (\$2.84 discoun
001		CC	1	13072	CINTAS CORPORATION NO 2	06/07/2024	(\$2.84)	159023	E 01 201 810 350 000 305	Uniform Services April 2024 (\$2.84 discoun
001		CC	1	13166	LRS OF MINNESOTA, LLC	06/07/2024	\$994.98	158997	E 01 300 810 000 000 333	Waste Services (\$104.01 service fee for CC
001		CC	1	13166	LRS OF MINNESOTA, LLC	06/07/2024	\$809.10	158997	E 01 201 810 000 000 333	Waste Services (\$104.01 service fee for CC
001		CC	1	13166	LRS OF MINNESOTA, LLC	06/07/2024	\$809.10	158997	E 01 100 810 000 000 333	Waste Services (\$104.01 service fee for CC
001		CC	1	13166	LRS OF MINNESOTA, LLC	06/07/2024	\$933.97	158997	E 01 110 810 000 000 333	Waste Services (\$104.01 service fee for CC
001		CC	1	13166	LRS OF MINNESOTA, LLC	06/07/2024	\$206.43	158997	E 01 005 810 000 000 333	Waste Services (\$104.01 service fee for CC
001		CC	1	13185	PATRIOT NEWS MN	06/07/2024	\$71.50	158962	E 01 005 010 000 000 305	May 18, Legal Week 1
001		CC	1	13226	NINJA ANYWHERE LLC	06/07/2024	\$2,293.00	159054	E 04 500 505 000 321 305	CE Summer Kick Off
001		CC	1	13277	JELLYFISH GRAPHICS	06/07/2024	\$144.00	159011	E 11 300 295 184 000 401	PO 33116 Girls Track Supplies
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	06/07/2024	\$170.00	158965	E 11 300 292 000 000 335	JV Conference Rental May 15-17
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	06/07/2024	\$125.28	158966	E 04 500 505 000 321 335	CE April 12-30 Rental Cleaning
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	06/07/2024	\$95.00	158982	E 04 500 505 000 321 335	Youth Lacrosse Rental 05/15-05/20
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	06/07/2024	\$743.50	159012	E 11 300 292 000 000 335	HS/CE Portable Rental April 2024
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	06/07/2024	\$138.50	159012	E 04 500 505 000 321 335	HS/CE Portable Rental April 2024
001		CC	1	13598	WILLYS ON THE WATER	06/07/2024	\$60.98	159031	E 01 300 790 000 699 490	Purchase Willy McCoys - 1:1 Conversation
001		CC	1	13655	GOPHER FAMILY BRANDS	06/07/2024	\$108.18	159002	E 04 500 505 000 321 401	CE Athletics
001		CC	1	13815	DOJO KARATE - MONTICELLO	06/07/2024	\$174.00	159016	E 04 500 585 000 332 305	CE Enrichment
001		CC	1	13881	STICKY BRAND	06/07/2024	\$57.49	159022	E 01 300 790 000 699 401	Stickers
001		CC	1	13881	STICKY BRAND	06/07/2024	\$4.25	159022	E 01 005 110 999 000 401	Stickers
001		CC	1	13966	CharacterStrong LLC	06/07/2024	\$2,995.00	158952	E 01 005 730 013 160 366	PO 33194 HS Tier 1 SEL Builder Package
001		CC	1	13966	CharacterStrong LLC	06/07/2024	\$14,689.80	158952	E 01 300 730 013 160 406	PO 33194 HS Tier 1 SEL Builder Package
001		CC	1	13968	FLAGS USA	06/07/2024	25 \$141.62	158960	E 01 300 810 000 000 401	Flags
001		CC	1	13969	RAFFERTYS PIZZA	06/07/2024	\$74.89	158991	E 01 300 790 000 699 490	Purchase Raffertys Pizza Origin

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/01/2024 - 6/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 13970	THE DEERSTAND	06/07/2024	\$49.99	158992	E 01 300 790 000 699 490	The Deerstand PCN Training Dinner - Melis
001		CC	1 13971	PIZZA RANCH	06/07/2024	\$15.98	159017	E 01 005 810 000 000 366	MAPT Meeting Expense
001		CC	1 13972	SQUARE SPACE	06/07/2024	\$276.00	159029	E 01 005 107 097 000 305	Dist. Communications website account for i
001		CC	1 13973	COCOA MAAS	06/07/2024	\$1,036.80	159053	E 04 500 585 157 332 436	CE Musical- Matilda Chocolates
001		CC	1 7786	VON HANSON'S SNACKS, INC.	06/07/2024	\$2,416.00	159001	E 04 500 580 341 325 401	EC PAC Pretzel Fundraiser

Check Total: \$92,613.28

Bank 001 Total:

Report Total:

June 2024 Personnel				
Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Johnson, Rachel	Teacher	Independence	08/26/2024	New Hire
Brown, Julie	Head Coach - Boys Tennis	Athletics/Activities	03/24/2025	New Hire
Brown, Julie	Head Coach - Girls Tennis	Athletics/Activities	08/12/2024	New Hire
Vogel, Matt	Assistant Coach - 8th Grade Football	Athletics/Activities	08/26/2024	New Hire
Streit, Lowell	Assistant Coach - 8th Grade Football	Athletics/Activities	08/26/2024	New Hire
Amos, John	ESY Teacher	District Wide	06/05/2024	New Hire
Hamrin, Cassandra	ESY Teacher	District Wide	06/05/2024	New Hire
Blood, Gina	ESY Teacher	District Wide	06/05/2024	New Hire
Krutzig, Tanner	ESY Teacher	District Wide	06/05/2024	New Hire
Graham, Alissa	ESY Teacher	District Wide	06/05/2024	New Hire
Schaller, Becky	ESY Teacher	District Wide	06/05/2024	New Hire
Fomer, Lisa	ESY Teacher	District Wide	06/05/2024	New Hire
Brown, Julie	Targeted Services Teacher	Middle School	06/10/2024	New Hire
Boleen-Pierson, Kiana	Targeted Services Teacher	Middle School	06/10/2024	New Hire
Graham, Suzi	Targeted Services Teacher	Middle School	06/10/2024	New Hire
Schoon, Gina	Teacher	Liberty	08/26/2024	Rehire
Nielsen, Emma	LTS Teacher	High School	08/26/2024	New Hire
Picka, Deanna	Teacher	High School	08/26/2024	Transfer
Randall, Jamie	American Indian Education Coord	District Wide	08/09/2024	Resignation
Baker, Jessica	Paraeducator	Independence	06/21/2024	Resignation
Terlinden, Isaiah	Seasonal Grounds Assistant	District Wide	06/03/2024	New Hire
Nielsen, Jessica	ECSE Teacher	Liberty	08/26/2024	New Hire
Fisher, Sarah	Teacher	Liberty	07/01/2024	Transfer
Roberts, Lyalee	Social Worker	Middle School/ High School	08/26/2024	New Hire
Toppe, Gwen	ESY Teacher	District Wide	06/10/2024	New Hire
Nelson, Megan	ESY Teacher	District Wide	06/10/2024	New Hire
Warzecha, Jessica	ESY Teacher	District Wide	06/10/2024	New Hire
Walsh, Mary	ESY Teacher	District Wide	06/07/2024	New Hire
Hamrin, Nathan	Summer School Teacher	High School	06/10/2024	New Hire
Mayer, Laura	Summer School Teacher	High School	06/10/2024	New Hire
Adams, Lynn	Summer School Teacher	High School	06/10/2024	New Hire
Hansen, Darin	Summer School Teacher	High School	06/10/2024	New Hire
Koehler, Brittany	Summer School Teacher	High School	06/10/2024	New Hire
Lee, McKenna	Paraeducator	Independence	08/26/2024	New Hire
Vedder, Kara	Paraeducator	Independence	08/26/2024	Transfer
Berber, Prascovia	Teacher	Liberty	05/31/2024	Resignation
Dischinger, Austin	Assistant C - Football	Athletics/Activities	08/12/2024	New Hire
Bleymeyer, Brayden	Assistant C - Football	Athletics/Activities	08/12/2024	New Hire
Welle, Katelyn	Assistant C - Girls Swim and Dive	Athletics/Activities	08/12/2024	New Hire
McNallan, Jacob	Teacher	High School	05/31/2024	Resignation
Matson, Jared	Activities Director	District Wide	06/30/2024	Resignation
Peterson, Taylor	Teacher	High School	05/31/2024	Resignation
Stark, Ryan	Teacher	Independence	05/31/2024	Resignation
Trudeau, Anthony	Teacher - Counselor	Middle School	05/31/2024	Resignation
Graham, Suzanne	Assistant C - Girls Soccer	High School	08/12/2024	New Hire
Strube, Ella	Assistant C - 9th Grade - Girls Basketball	High School	11/11/2024	New Hire
Nielsen, Emma	Assistant C - Girls Basketball	High School	11/11/2024	New Hire
Frederickson, Brett	Assistant C - 9th Grade - Football	High School	08/12/2024	New Hire
Taubert, Kaycee	Assistant C - Girls Swim and Dive	High School	08/12/2024	New Hire
Deeth, Hannah	Teacher	Liberty	08/26/2024	Rehire
Givens, William	Custodian	Liberty	06/04/2024	Termination
Anderson, Randi	Assistant Principal	Middle School	06/28/2024	Resignation
Zoccoli, Trinity	Assistant C - Girls Soccer	High School	08/12/2024	New Hire
Kuisle, Mark	Activities Director	District Wide	07/01/2024	New Hire
Rupar, Kendal	Fitness Center Assistant	Community Ed	06/25/2024	New Hire
Spaeth, Angela	Fitness Center Assistant	Community Ed	06/25/2024	New Hire
Hertel, Weston	Fitness Center Assistant	Community Ed	06/25/2024	New Hire
Buzzelli, Randi	Fitness Center Assistant	Community Ed	06/25/2024	New Hire
Troha, Shanna	Fitness Center Assistant	Community Ed	06/27/2024	New Hire



Education Identity and Access Management Board Resolution

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

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

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

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

Organization Name: Big Lake Schools

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): 0107-27

Superintendent or Exec. Director Name: Tim Truebenbach

Will act as the IOwA? Yes No

If no, identify below the individual who will act as the IOwA for your organization.

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

Print Name: _____

Title: _____

Board Member Signature:

Name: _____

Date: _____

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



CODE OF ETHICS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

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

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

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

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

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

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

Cross References: None

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)
CentraCare	\$500.00	Support staff resiliency and wellness
Big Lake Elementary PTO	\$362.94	Math Masters busing
Minnco Credit Union	\$1,000.00	Senior Scholarships
Big Lake Elementary PTO	\$1,008.00	4 th grade field trip
Big Lake Elementary PTO	\$2,048.00	3 rd grade field trip
Big Lake Elementary PTO	\$2,166.00	5 th grade field trip
Big Lake Boys Fast Break Club	\$1,770.25	Charter bus and coaches additional benefits

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted on June 20, 2024.

School Board Financial Report

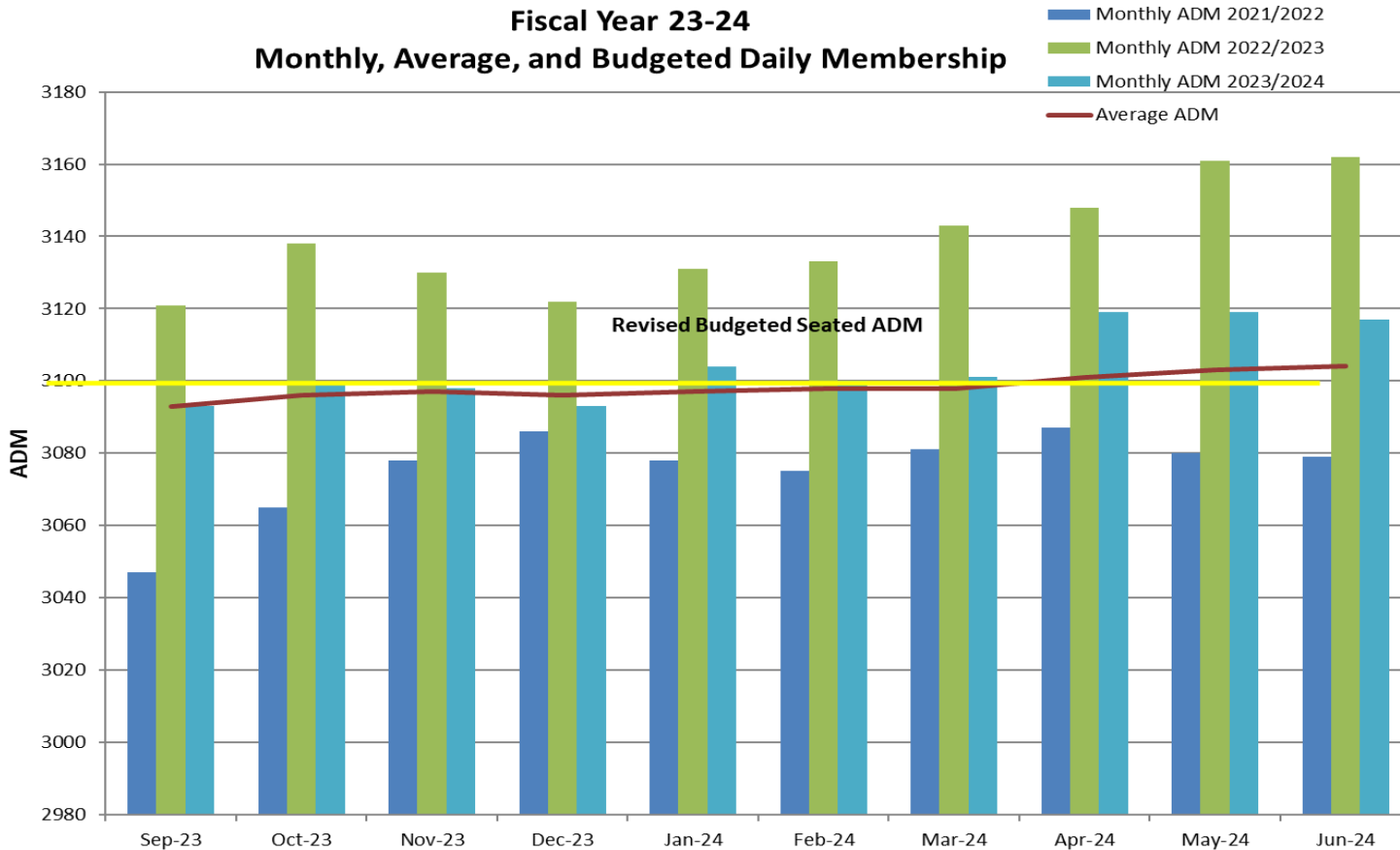
June 20, 2024

Presented by Angie Manuel, Director of Business Services

Enrollment Update

- **May 30th Seated ADM: 3,117**
 - ❖ 2 less students from May 1st revised counts
 - ❖ Student moved and care and treatment placements
- **Average Seated ADM: 3,104.36**
 - ❖ 5.36 ADM's over revised seated budget of 3,099

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



Budget Revisions

No further budget revisions for 2023-2024

ISD #727 2023-2024 Revised Budget

May 2024

	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	\$ 387,531	\$ 370,271	\$ 17,260	\$ -	\$ 152,744
Operating Capital	\$ 577,380	\$ 773,801	\$ 795,765	\$ (21,964)	\$ -	\$ 555,416
Capital Projects Levy	\$ 509,069	\$ 669,369	\$ 646,398	\$ 22,971	\$ -	\$ 532,040
Staff Development	\$ 162,615	\$ 496,271	\$ 502,278	\$ (6,007)	\$ -	\$ 156,608
Basic Skills	\$ 3,236	\$ 1,781,381	\$ 1,120,538	\$ 660,843	\$ -	\$ 664,079
School Library Aid	\$ -	\$ 55,808	\$ 37,819	\$ 17,989	\$ -	\$ 17,989
Literacy Incentive Aid	\$ -	\$ 140,673	\$ 119,961	\$ 20,712	\$ -	\$ 20,712
Third Party/Medical Assistance	\$ 329,506	\$ 75,000	\$ 137,871	\$ (62,871)	\$ -	\$ 266,635
Area Learning Center (ALC)	\$ 82,017	\$ 309,591	\$ 336,672	\$ (27,081)	\$ -	\$ 54,936
Scholarships	\$ 24,150	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ 24,150
Student Activities	\$ 27,067	\$ 2,300	\$ 6,990	\$ (4,690)	\$ -	\$ 22,377
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	\$ 1,155,651	\$ 1,282,447	\$ (126,796)	\$ -	\$ 12,322
Assigned for Building Level Activities	\$ 142,910	\$ 42,506	\$ 66,826	\$ (24,320)	\$ -	\$ 118,590
Other Assigned Fund Balances	\$ 641,628	\$ 3,114,470	\$ 604,754	\$ 2,509,716	\$ -	\$ 3,151,344
Nonspendable for Prepaid Items	\$ 95,239	\$ -	\$ -	\$ -	\$ -	\$ 95,239
Unassigned Fund Balance	\$ 7,061,769	\$ 39,812,353	\$ 38,849,649	\$ 962,704	\$ -	\$ 8,024,473
Subtotal	\$ 11,150,336	\$ 49,677,853	\$ 45,750,153	\$ 3,927,700	\$ -	\$ 15,078,036
Food Service:						
Restricted	\$ 767,795	\$ 2,647,857	\$ 2,565,156	\$ 82,701	\$ -	\$ 850,496
Nonspendable for Inventory	\$ 38,540	\$ -	\$ -	\$ -	\$ -	\$ 38,540
Subtotal	\$ 806,335	\$ 2,647,857	\$ 2,565,156	\$ 82,701	\$ -	\$ 889,036
Community Service:						
Restricted -						
Community Education	\$ 1,096,721	\$ 2,365,598	\$ 2,455,194	\$ (89,596)	\$ (9,327)	\$ 997,798
ECFE	\$ 127,743	\$ 303,755	\$ 305,428	\$ (1,673)	\$ -	\$ 126,070
School Readiness	\$ (33,411)	\$ 477,630	\$ 517,994	\$ (40,364)	\$ -	\$ (73,775)
Preschool Screening	\$ -	\$ 19,150	\$ 28,477	\$ (9,327)	\$ 9,327	\$ -
Subtotal	\$ 1,191,053	\$ 3,166,133	\$ 3,307,093	\$ (140,960)	\$ -	\$ 1,050,093
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	\$ 6,521,670	\$ 6,464,376	\$ 57,294	\$ -	\$ 1,518,853
OPEB Irrevocable Trust Fund	\$ 1,280,635	\$ 50,000	\$ 81,506	\$ (31,506)	\$ -	\$ 1,249,129
Total	\$ 34,373,391	\$ 62,488,513	\$ 67,896,342	\$ (5,407,829)	\$ -	\$ 28,965,562

Other Financial Updates

Property and Liability Insurance Update

School Board Action

Approve financial report

CASH REPORT FOR SCHOOL BOARD

BIG LAKE PUBLIC SCHOOLS

Independent School District # 727

for month: May 2024

101 - CASH ACCOUNTS					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$ 126,464	\$ 5,425,421	\$ (4,578,172)		\$ 973,713
Food Service	\$100,000	28,761	(230,428)		(\$101,667)
Community Service	\$100,000	270,590	(304,091)		\$66,499
Building Fund	(\$4,000)	140,888	(165,579)		(\$28,691)
Debt Service	\$561,175	-	-		\$561,175
Project fund- HVAC (Fund 15)	\$0	27,221	(27,221)		\$0
Custodial Fund (Fund 18)	\$858	-	(55)		\$803
OPEB Trust Fund	(\$2,263)	-	(503)		(\$2,766)
TOTAL PER BOOKS	882,234	5,892,881.00	(\$5,306,049)	\$0	1,469,066
				General Checking Account	\$1,469,066
				TOTAL PER BANK	\$1,469,066

102 - PETTY CASH ACCOUNT					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$2,256	-	(\$372)	-	\$1,884
				Petty Cash Checking Account	\$1,884
				TOTAL PER BANK	\$1,884

104 - INVESTMENT ACCOUNTS					
	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	\$2,241,492	\$ 7,065,941	\$ (6,912,375)		\$2,395,058
General Fund - Operating invest. Insurance	\$1,622,307	\$ 689,547	\$ -		\$2,311,854
General Fd Operating Investments	\$14,365,737	2,534,982	(987,891)		\$15,912,828
Food Service	\$643,081	254,353	-		\$897,434
Community Service	\$1,477,303	74,470	-		\$1,551,773
Debt Service	\$729,352	1,485,078	-		\$2,214,430
Facility Maintenance Invest. 2021A (Fd 07)	\$0	-	-		\$0
Facility Maintenance Invest. 2021A (Fd 15)	\$327,254	925	(27,221)		\$300,958
Facilities Investments 2022A (Fd 06)	\$10,382,916	39,863	(140,888)		\$10,281,891
OPEB Trust Fund	\$139,736	-	-		\$139,736
OPEB Trust Equities	\$1,206,338	26,888	-		\$1,233,226
TOTAL PER BOOKS	\$33,135,516	\$12,172,047	(\$8,068,375)	\$0	\$37,239,188
				MN Trust	\$7,058,695
				Operating Invest- Insurance proceeds	\$2,311,854
				Operating Investments	\$15,912,828
				Refunding Bond Investments	\$0
				Building Fund Investments	\$10,582,849
				OPEB Trust	\$1,372,962
				TOTAL PER BANK	\$37,239,188

CASH AND INVESTMENT BALANCE SUMMARY BY FUND					
	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	\$ 18,358,256	\$ 15,715,891	\$ (12,478,810)	\$ -	\$ 21,595,337
Food Service	\$743,081	283,114	(230,428)	-	\$795,767
Community Service	\$1,577,303	345,060	(304,091)	-	\$1,618,272
Debt Service	1,290,527	1,485,078	-	-	2,775,605
Project Fund HVAC- Fund 15	\$327,254	\$28,146	(\$54,442)	\$0	\$300,958
Custodial Fund (Fund 18)	\$858	-	(55)	-	\$803
Bond Account Investments (fund 06)	\$10,378,916	\$180,751	(\$306,467)	\$0	\$10,253,200
OPEB Trust Fund	\$137,473	-	(503)	-	\$136,970
OPEB Trust Equities	\$1,206,338	26,888	-	-	\$1,233,226
TOTAL PER BOOKS	34,020,006	\$18,064,928	(\$13,374,796)	\$0	38,710,138
				Cash	\$1,469,066
				Petty Cash	\$1,884
		39		Investments	\$37,239,188
				TOTAL PER BANK	\$38,710,138

WIRE TRANSFER SUMMARY
Big Lake Public Schools
Independent School District #727
May 31, 2024

DATE	FROM	TO	AMOUNT	PURPOSE
5/1/2024	Old National-Checking	Old National Bank	\$ 75.00	NSF Check
5/1/2024	Old National-Checking	Heartland Pmt System	\$ 617.23	MOSAIC Credit Card Fees
5/1/2024	Old National-Checking	Windstream	\$ 1,462.35	Windstream billing
5/3/2024	Old National-Checking	Amazon	\$ 3,478.73	Invoice Payments
5/3/2024	MN Trust-PMA	Old National-Checking	\$ 1,500,000.00	Payroll and Payroll AP
5/6/2024	Old National-Checking	Neopost	\$ 200.00	DO Postage
5/6/2024	Old National-Checking	Windstream	\$ 1,480.90	Windstream billing
5/6/2024	Old National-Checking	SSI MN TRANCHE 2 LLC	\$ 5,451.21	Solar Contract
5/6/2024	Old National-Checking	USS MINNESOTA ONE MT	\$ 28,593.44	Solar Contract
5/7/2024	Old National-Checking	Further	\$ 2,055.59	Flex Claim Pymts
5/7/2024	Old National-Checking	BLEM	\$ 8,918.63	Teacher Unions Dues
5/7/2024	Old National-Checking	Further	\$ 27,234.31	H.S.A Contributions
5/7/2024	Old National-Checking	Delta Dental	\$ 30,265.36	Dental Insurance
5/7/2024	Old National-Checking	EBC	\$ 59,032.94	403b & 457 contributions
5/8/2024	Old National-Checking	Amazon	\$ 1,138.94	Invoice Payments
5/8/2024	Old National-Checking	Bankcard Service	\$ 7,408.33	ELEYO Credit Card Fees
5/9/2024	Old National-Checking	ELEYOmonthlysoft	\$ 1,575.00	ELEYO User Fees
5/9/2024	Old National-Checking	Amazon	\$ 3,244.64	Invoice Payments
5/10/2024	Old National-Checking	Transfirst/TSYS	\$ 549.50	Affinity Credit Card fees
5/13/2024	Old National-Checking	FleetCor	\$ 1,193.58	Kwik Trip Billing
5/14/2024	Old National-Checking	Further	\$ 1,541.44	Flex Claim Pymts
5/15/2024	Old National-Checking	Amazon	\$ 1,902.57	Invoice Payments
5/17/2024	Old National-Checking	Old National Bank	\$ 157.22	Old National Service Charge
5/17/2024	Old National-Checking	Vision Transportation	\$ 339,571.50	Transportation billing
5/17/2024	MN Trust-PMA	Old National-Checking	\$ 2,200,000.00	Payroll and Payroll AP
5/20/2024	Old National-Checking	Neopost	\$ 200.00	DO Postage
5/21/2024	Old National-Checking	Further	\$ 455.20	Further Fee
5/21/2024	Old National-Checking	Further	\$ 3,310.02	Flex Claim Pymts
5/22/2024	Old National-Checking	Amazon	\$ 4,506.51	Invoice Payments
5/22/2024	Old National-Checking	BLEM	\$ 8,918.63	Teacher Unions Dues
5/22/2024	Old National-Checking	EBC	\$ 57,931.80	403b & 457 contributions
5/23/2024	Old National-Checking	NewYork Life	\$ 11,204.01	Life & LTD Insurance
5/24/2024	CC Choices ACH	Old National-Checking	\$ 8,813.00	Pathway I
5/24/2024	MN Trust-PMA BONDS	Old National-Checking	\$ 27,221.00	Bond Draw 2021A
5/24/2024	Old National-Checking	Further	\$ 27,616.64	H.S.A Contributions
5/24/2024	MN Trust-PMA BONDS	Old National-Checking	\$ 140,888.47	Bond Draw 2022A
5/24/2024	Old National-Checking	Compass Group	\$ 226,758.45	Chartwells
5/28/2024	Old National-Checking	Verizon	\$ 1,184.67	Verizon billing
5/28/2024	Old National-Checking	Windstream	\$ 1,459.27	Windstream billing
5/29/2024	Old National-Checking	Amazon	\$ 1,251.66	Invoice Payments
5/29/2024	Old National-Checking	Further	\$ 5,060.27	Flex Claim Pymts
5/31/2024	Old National-Checking	Bremer Bank	\$ 178.60	ACH Charge
5/31/2024	Benefit Resource BRI	Old National-Checking	\$ 10,744.26	Cobra Payment

Treasurer's Report
 Month of May, 2023/24 School Year
 Amber Sixberry, Treasurer

Big Lake School District #727
 Respectfully Submitted at the 06/20/2024 Board Meeting
(Italicized, underlined phrase in parenthesis denotes the source of the data and notes)

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			<i>(Calculated)</i>
	Budget	Actual \$ YTD	Actual % YTD		Budget	Actual \$ YTD	Actual % YTD	
General Fund (01,05,11 &12)	\$ 49,677,853	\$ 37,689,664	76%	\$ 45,750,153	\$ 35,315,632	77%		
Food Service (02)	\$ 2,647,857	\$ 2,150,048	81%	\$ 2,565,156	\$ 2,135,305	83%		
Community Service (04)	\$ 3,166,133	\$ 2,826,870	89%	\$ 3,307,093	\$ 2,780,480	84%		
Building Construction (06)	\$ 425,000	\$ 591,792	139%	\$ 9,728,058	\$ 8,461,044	87%		
Debt Service (07)	\$ 6,521,670	\$ 505,065	8%	\$ 6,464,376	\$ 6,464,050	100%		
OPEB Irrevocable Trust Fund (45)	\$ 50,000	\$ 95,711	191%	\$ 81,506	\$ 2,974	4%		

2) ADM Monitor - *Principals' monthly reporting*

	Original	Revised	2nd Revision
Budgeted Seated ADM	3169	3089	3099
Tuition ADM	76	76	76
Budgeted ADM	3245	3165	3175

NOTES

No budget revisions



ISD #727 – Big Lake 2024-2025 Original Budget

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June 20th, 2024

Angie Manuel, Director of Business Services



www.biglakeschools.org

ISD 727 Big Lake 2024-2025 Budget

Minnesota statutes require
School Board approval of
revenue and expenditure
budget by June 30th

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24-25 GENERAL FUND

**Beginning Unassigned Fund Balance:
\$8,024,473**

Fund Balance Available for General Operations

Ending Unassigned Fund Balance \$7,942,258

- 19.3% of 24-25 unassigned expenditures
- In compliance with 9-12% minimum operating fund balance policy ⁴⁵
- Unassigned Fund Balance Deficit of \$82,215
 - General education aid increase of 2% as compared to 4% increase in 2023-2024.
 - Federal COVID grants spent with most costs shifted to compensatory revenue and literacy aid.
 - Increase in special education cross-subsidy aid due to increased costs.

ISD #727 2024-2025 Original Budget

June 2024

	Budgeted	Revenue	Expenditure	Projected		
	Fund Balance	Budget	Budget	Net Change		Budgeted
	June 30,2024	24-25	24-25	Incr(Decr)	Transfers	Fund Balance
				in Fund Balance		June 30,2025
General:						
Restricted -						
Long Term Facilities Maintenance	\$ 152,744	\$ 271,349	\$ 321,590	\$ (50,241)	\$ -	\$ 102,503
Operating Capital	\$ 555,416	\$ 775,978	\$ 1,155,149	\$ (379,171)	\$ -	\$ 176,245
Capital Projects Levy	\$ 532,040	\$ 851,190	\$ 1,302,100	\$ (450,910)	\$ -	\$ 81,130
Staff Development	\$ 156,608	\$ 496,271	\$ 502,124	\$ (5,853)	\$ -	\$ 150,755
Basic Skills	\$ 664,079	\$ 1,928,890	\$ 2,034,645	\$ (105,755)	\$ -	\$ 558,324
School Library Aid	\$ 17,989	\$ 55,805	\$ 39,343	\$ 16,462	\$ -	\$ 34,451
Literacy Incentive Aid	\$ 20,712	\$ 145,000	\$ 154,160	\$ (9,160)	\$ -	\$ 11,552
Third Party/Medical Assistance	\$ 266,635	\$ 80,000	\$ 162,364	\$ (82,364)	\$ -	\$ 184,271
Area Learning Center (ALC)	\$ 54,936	\$ 320,028	\$ 374,964	\$ (54,936)	\$ -	\$ -
Scholarships	\$ 24,150	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 24,150
Student Activities	\$ 22,377	\$ 5,500	\$ 3,750	\$ 1,750	\$ -	\$ 24,127
Committed for Severance	\$ 1,122,560	\$ -	\$ 19,023	\$ (19,023)	\$ -	\$ 1,103,537
Assigned for Q Comp	\$ 85,822	\$ 816,592	\$ 830,600	\$ (14,008)	\$ -	\$ 71,814
Assigned for Athletics and Activities	\$ 12,322	\$ 1,293,078	\$ 1,273,933	\$ 19,145	\$ -	\$ 31,467
Assigned for Building Level Activities	\$ 118,590	\$ 29,766	\$ 36,275	\$ (6,509)	\$ -	\$ 112,081
Other Assigned Fund Balances	\$ 3,151,344	\$ 14,805	\$ 2,415,467	\$ (2,400,662)	\$ -	\$ 750,682
Nonspendable for Prepaid Items	\$ 95,239	\$ -	\$ -	\$ -	\$ -	\$ 95,239
Unassigned Fund Balance	\$ 8,024,473	\$ 41,032,029	\$ 41,114,244	\$ (82,215)	\$ -	\$ 7,942,258
Subtotal	\$ 15,078,036	\$ 48,136,281	\$ 51,759,731	\$ (3,623,450)	\$ -	\$ 11,454,586
						46
Food Service:						
Restricted	\$ 850,496	\$ 2,539,321	\$ 2,704,248	\$ (164,927)	\$ -	\$ 685,569
Nonspendable for Inventory	\$ 38,540	\$ -	\$ -	\$ -	\$ -	\$ 38,540
Subtotal	\$ 889,036	\$ 2,539,321	\$ 2,704,248	\$ (164,927)	\$ -	\$ 724,109
Community Service:						
Restricted -						
Community Education	\$ 997,798	\$ 2,350,876	\$ 2,419,432	\$ (68,556)	\$ (10,003)	\$ 919,239
ECFE	\$ 126,070	\$ 281,725	\$ 341,163	\$ (59,438)	\$ -	\$ 66,632
School Readiness	\$ (73,775)	\$ 447,649	\$ 529,588	\$ (81,939)	\$ -	\$ (155,714)
Preschool Screening	\$ -	\$ 20,150	\$ 30,153	\$ (10,003)	\$ 10,003	\$ -
Subtotal	\$ 1,050,093	\$ 3,100,400	\$ 3,320,336	\$ (219,936)	\$ -	\$ 830,157
Building Construction Fund						
Restricted -						
Long-Term Facilities Maintenance	\$ -			\$ -	\$ -	\$ -
Referendum Projects	\$ 9,180,415	\$ 125,000	\$ 5,675,500	\$ (5,550,500)	\$ -	\$ 3,629,915
	\$ 9,180,415	\$ 125,000	\$ 5,675,500	\$ (5,550,500)	\$ -	\$ 3,629,915
Debt Service - Restricted	\$ 1,518,853	\$ 6,573,324	\$ 6,157,924	\$ 415,400	\$ -	\$ 1,934,253
OPEB Irrevocable Trust Fund	\$ 1,249,129	\$ 60,000	\$ 42,286	\$ 17,714	\$ -	\$ 1,266,843
Total	\$ 28,965,562	\$ 60,534,326	\$ 69,660,025	\$ (9,125,699)	\$ -	\$ 19,839,863

General Fund Revenues

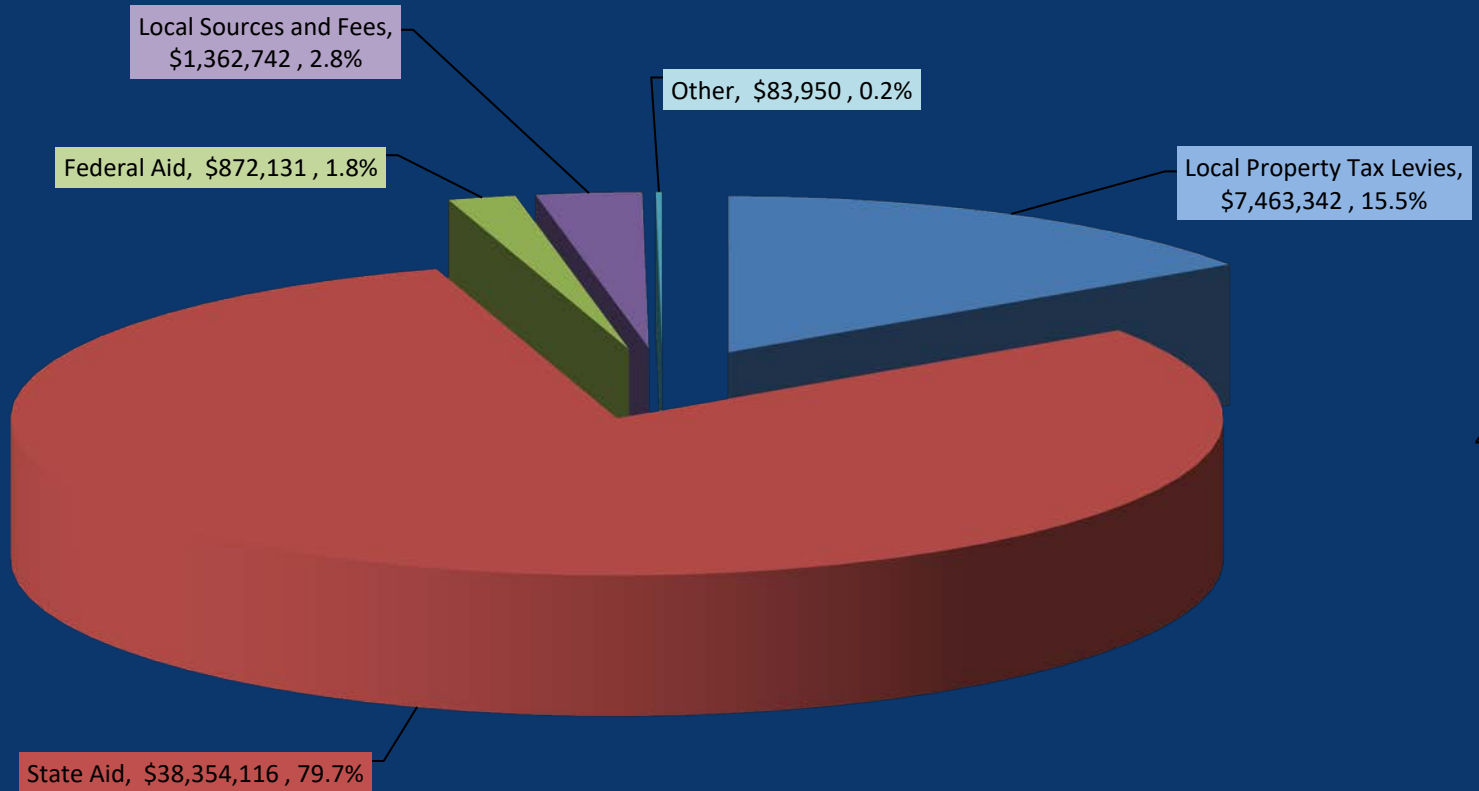
Total Revenues: \$48,136,281

- **General Education Aid \$ 29,229,874**
 - 2% formula allowance increase to \$7,281/student; \$420,689 increase
 - Compensatory aid \$1,927,582; \$146,201 increase over 23-24
 - Total budgeted ADM: 3,171; Kindergarten assumption: 225
 - 4 adm decrease using 3 year weighted average cohort analysis
- **Special Education Aid \$7,800,000; \$600,000 increase**⁴⁷
 - Special education cross-subsidy remains at 44%; aid based on 2024 costs
- **Property Tax Levy \$ 7,463,342**
- **Federal Aid: \$ 872,131**
 - Decrease of \$733,488 from 23-24; ESSER grants are completed
 - Title grants, PCN grant, E-rate funding

2024-2025 General Fund Budget

Revenues by Major Source

Budget \$ 48,136,281



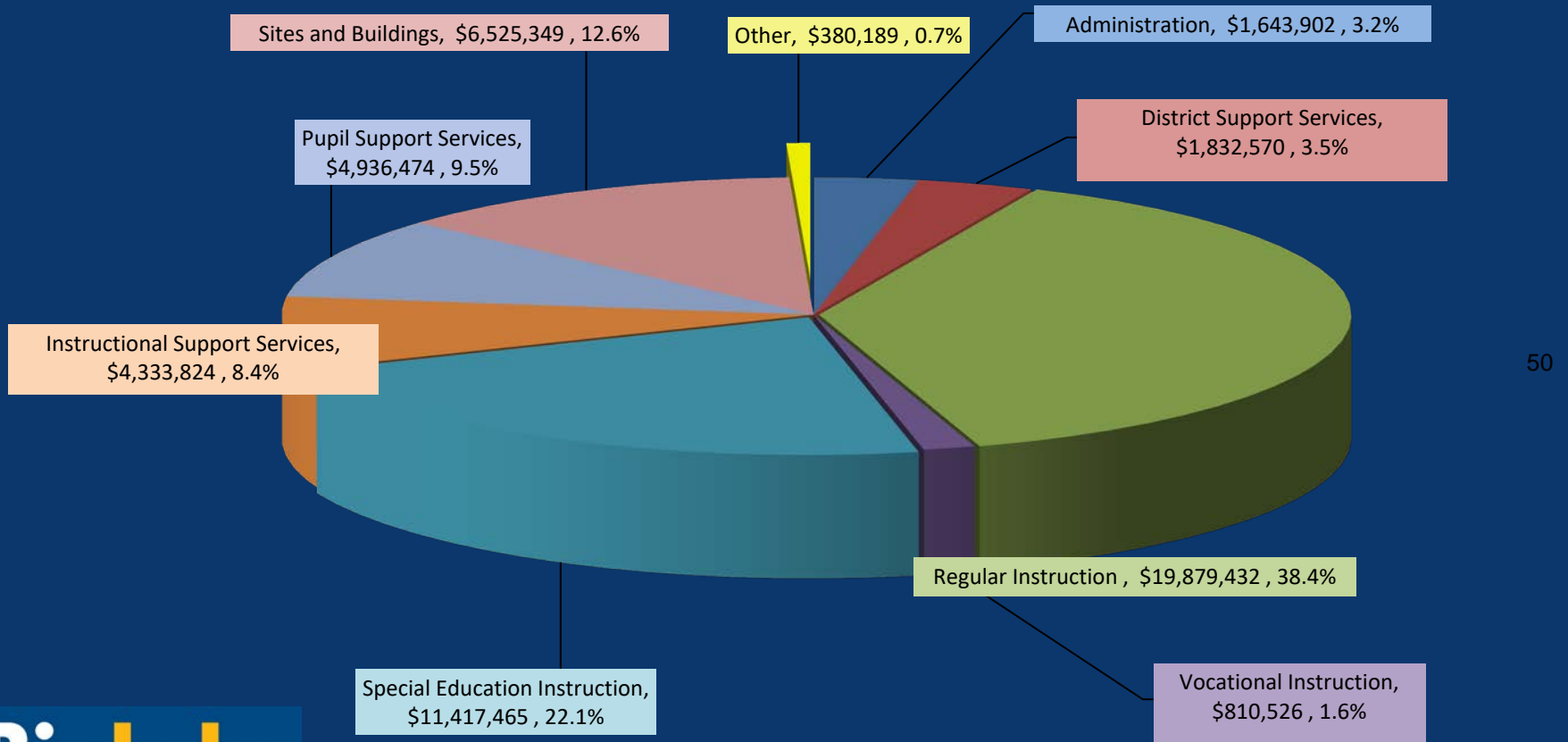
General Fund Expenditures

Total Expenditures: \$51,759,731

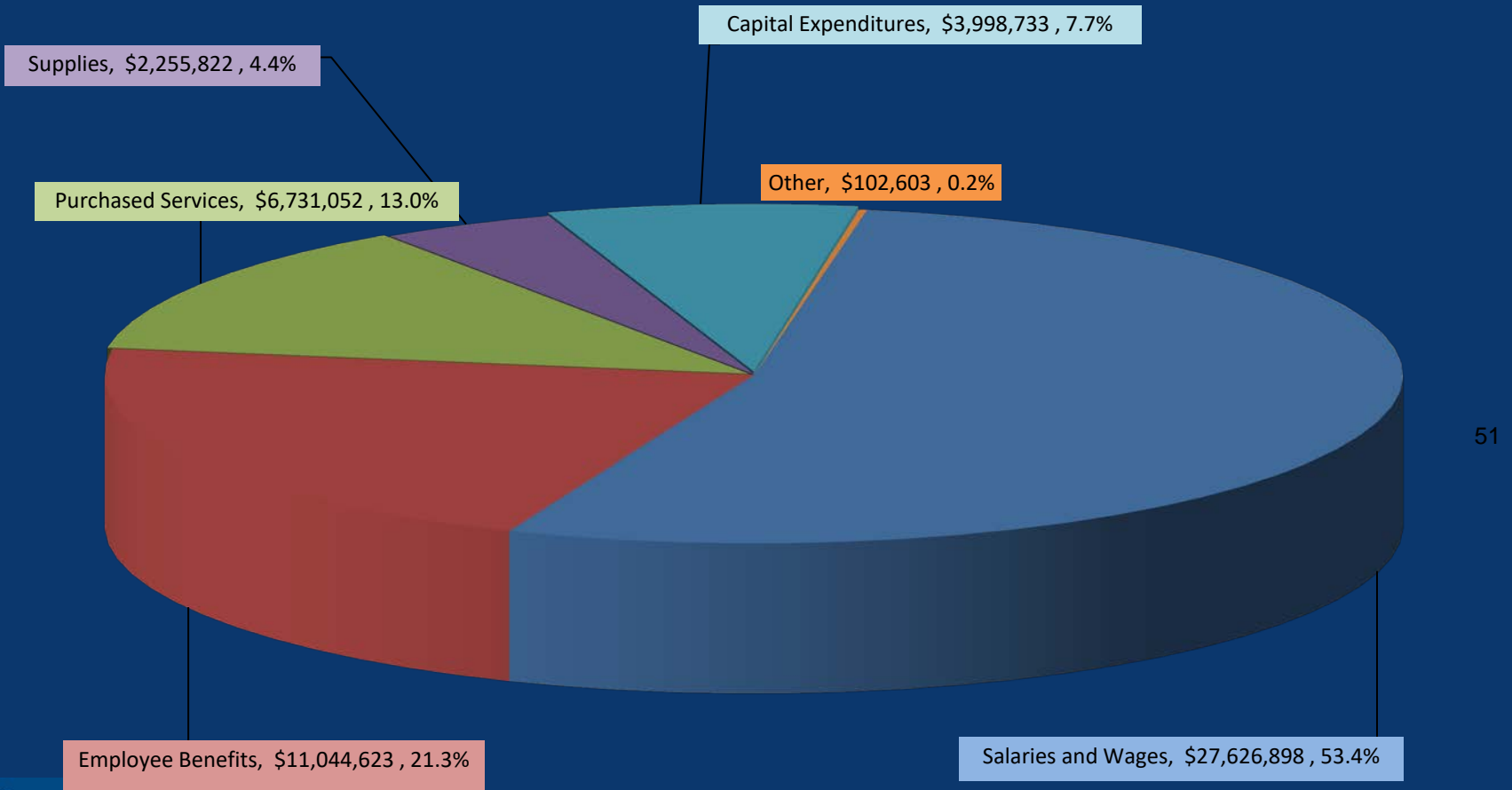
- **Salaries/Benefits: \$38.7 million**
 - New positions approved by the School Board:
 - Deans to Assistant Principals at Liberty and Independence
 - 4 STEAM specialists at Liberty; reduce 3 FTE's due to class sizes
 - 1 Elementary FTE at Independence due to class size
 - .5 Music FTE at Middle School
 - .5 FTE ADSIS Interventionist
 - 1 Transitional Kindergarten Paraeducator
 - 1 FTE Speech Teacher at Liberty and Independence
 - 1 FTE Social Worker at Liberty
 - 1FTE Learning Disability (LD) teacher at Independence
 - 3 Special Education Paraeducators
 - 1 Custodial FTE at Liberty
 - Summer Term Unemployment Costs: \$300,000
 - Anticipate state aid will offset costs in 2024-2025
- **Purchased Services: \$6.7 million**
 - Transportation, utilities, repairs, property & liability insurance
- **Supplies, Capital, Other: \$6.35 million**
 - Curriculum, technology, and capital projects
 - Capital projects increasing \$3 million due to repair of hail damaged roofs

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2024-2025 General Fund Budget Expenditures by Program Area Budget \$ 51,759,731



2024-2025 General Fund Budget Expenditures by Object Category Budget \$ 51,759,731



General Fund Results

- **\$3,623,450 planned general fund deficit**
 - Unassigned deficit \$82,215
 - \$ 830,081 decrease in operating capital & capital project levy reserves
 - Inclusionary playground upgrades at Liberty and Independence and a significant network project across the district
 - \$2,400,662 Other Assigned Fund Balance decrease
 - Roofs will be repaired from hail damage insurance claim in July 2023
 - \$105,755 decrease in Basic Skills reserves
 - Compensatory revenue and basic skills fund balance are funding former ESSER grant positions, such as social workers and counselors
- **Unassigned Fund Balance: \$7,942,258**
 - 19.3% of Unassigned expenditures
 - In compliance with fund balance policy

52

Food Service Fund

- Revenue: \$ 2,539,321
- Expenditures: \$ 2,704,248
- Deficit \$ 164,927

- Total Restricted Fund Balance: \$ 685,569

- 2nd year of universal free meals
- \$400,000 equipment investment
 - Freezers and coolers, convection ovens, combi ovens, kettle, lunchroom tables

53

Community Service Fund

- Revenue: \$ 3,100,400
- Expenditures: \$ 3,320,336
- Planned Deficit \$ 219,936

- Projected ending fund balance: \$ 830,157
- No ESSER funding in 2024-2025
- Review and possible restructuring of ECFE, School Readiness and Childcare programs
- Budget was reviewed by Community Education Advisory Council in May

54

Building Construction Fund

- Revenue: \$ 125,000
- Expenditures: \$ 5,675,000
- Construction Projects:
 - Continuation of November 2021 bond referendum projects
 - Liberty parking lot and media center renovations
 - Independence HVAC renovation and media center update

55

Other Funds

- Debt Service

- District mortgage payments

- Revenues = \$6,573,324

- Expenditures = \$6,157,924

- Fund Balance regulated by MDE - excess levy dollars returned to District taxpayers

56

Other Funds

- OPEB Irrevocable Trust Fund
 - Other Post Employment Benefits
 - Proceeds from 2009 OPEB bonds
 - 2009 bonds are paid
 - Revenues = \$ 60,000
 - Expenditures = \$ 42,286
 - Projected Ending Fund Balance: \$1,266,843
 - Available for future other post employment benefit liabilities

57

Factors bearing on the District's Future

Projected Ending Unassigned Fund Balance \$7,942,258

- Compensatory funding in fiscal year 2026 and beyond is expected to decline
 - Formula is changing to the number of free and reduced direct certifications only and paper applications will not be considered
- General education aid increases tied to inflation after fiscal year 2024-2025.
 - Minimum 2% Maximum 3%
- Special education cross subsidy aid will increase to 50% in fiscal year 2027
- Labor negotiations: Local 284 in fiscal year 2025; Big Lake Education Association in fiscal year 2026
- Existing school district operating levy has been renewed by the School Board
- Outcome of November 2024 election: biglakethrivingtogether.org

58

The General Fund Unassigned Fund Balance is in compliance with the District's fund balance policy and is adequate to satisfy bond rating agencies.



School Board Action

Approval of 2024-2025 District revenue and expenditure budgets

Total Revenue:	\$ 60,534,326
Total Expenditures:	<u>\$ 69,660,025</u>
Deficit	\$ (9,125,699)
Construction & Capital Project Deficits	<u>\$ 8,996,411</u>
Net District Deficit	\$ 129,288

59

EXTRACT OF SCHOOL BOARD MEETING MINUTES
INDEPENDENT SCHOOL DISTRICT NO. 727
BIG LAKE PUBLIC SCHOOLS
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of Independent School District No. 727, Big Lake, Minnesota, was held on June 20th, 2024, at 6:30 pm, for the purpose, in part, of approving the Districts FY 26 Long-Term Facility Maintenance Ten-Year Plan as established in Minnesota Statutes 2022, section 123B.595

School Board Member _____ introduced the following resolution and moved its adoption.

RESOLUTION ADOPTING INDEPENDENT SCHOOL DISTRICT NO. 727
FY 26 LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN


BE IT RESOLVED that School Board of Independent School District No. 727, State of Minnesota, approves the attached FY 26 Long-Term Facilities Maintenance Plan.

The motion for the adoption of the foregoing resolution was duly seconded by School Board Member _____ and upon vote being taken thereon, the following voted in favor of the motion:

And the following voted against:

WHEREUPON the resolution was declared duly passed and adopted on the 20th day of June 2024.

SCHOOL BOARD CLERK SIGNATURE

 Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413		Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only										ED - 02478-10
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2023, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.												
District Info. (REQUIRED) Enter Information		District Info. (REQUIRED) Enter Information		Fiscal Year (FY) Ending June 30								
District Name:	Big Lake	Date:	6/20/2024									
District Number:	0727	Email:	a.manuel@biglakeschools.org									
District Contact Name:	Angie Manuel											
Contact Phone #	763-262-5185											
Expenditure Categories		2024 (base year)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.												
Finance Code	Category (1)											
347	Physical Hazards	\$38,517	\$48,870	\$37,815	\$35,935	\$36,080	\$37,400	\$32,545	\$30,165	\$32,960	\$31,700	\$32,500
349	Other Hazardous Materials	\$57,106	\$10,900	\$15,200	\$14,250	\$15,250	\$6,000	\$9,100	\$16,200	\$15,300	\$16,000	\$16,000
352	Environmental Health and Safety Management	\$67,678	\$78,000	\$82,850	\$82,550	\$82,400	\$87,550	\$87,300	\$90,000	\$95,600	\$95,000	\$96,000
358	Asbestos Removal and Encapsulation	\$1,270	\$2,350	\$1,175	\$2,350	\$2,350	\$1,200	\$2,400	\$2,400	\$1,200	\$2,400	\$3,000
363	Fire Safety	\$70,795	\$48,900	\$38,150	\$37,550	\$48,500	\$36,050	\$39,050	\$48,600	\$36,950	\$38,250	\$39,000
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects		\$235,366	\$189,020	\$175,190	\$172,635	\$184,580	\$168,200	\$170,395	\$187,365	\$182,010	\$183,350	\$186,500
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year - Additional Revenue												
Finance Code	Category (2)											
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$1,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$2,050,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151												
Finance Code	Category 3 (a)											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Gender-Neutral Single-User Restrooms												
Finance/Course Codes	Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025											
Finance Code 384 and Course Code 684 MUST USE BOTH	Remodeling for gender-neutral single user restroom per site.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Gender-Neutral Single User Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility												
Finance Code	Category (4)											
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects												
Finance Code	Category (5)											
368	Building Envelope	\$28,958	\$53,965	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$64,609	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
370	Electrical	\$3,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$72,330	\$23,203	\$0	\$0	\$0	\$40,000	\$0	\$58,500	\$72,000	\$25,000	\$20,000
380	Mechanical Systems	\$299,411	\$36,645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$31,091	\$21,218	\$21,855	\$22,510	\$23,185	\$23,881	\$24,597	\$25,335	\$26,095	\$26,878	\$27,685
383	Roof Systems	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
384	Site Projects	\$130,274	\$15,068	\$15,000	\$0	\$25,000	\$39,500	\$25,000	\$0	\$0	\$0	\$0
Total Deferred Capital Expense and Maintenance		\$629,834	\$150,099	\$66,855	\$22,510	\$48,185	\$103,381	\$49,597	\$83,835	\$98,095	\$51,878	\$47,685
Total Annual 10-Year Plan Expenditures		\$865,200	\$339,119	\$2,292,045	\$195,145	\$232,765	\$271,581	\$219,992	\$271,200	\$280,105	\$235,228	\$234,185
Fund Balance Section												
Fund 01												
	Beginning Fund Balance 01-467-XX	\$135,484	\$180,929	\$140,790	\$271,542	\$312,199	\$313,870	\$361,943	\$460,214	\$507,566	\$546,827	\$629,337
	LTFM Fiscal Year Revenue - Levy	\$254,531	\$262,335	\$2,422,797	\$235,802	\$234,436	\$319,654	\$318,263	\$318,552	\$319,366	\$317,738	\$316,905
	LTFM Fiscal Year Revenue - AID if Applicable	\$133,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$16,496	\$39,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable - Special Legislation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$342,086	\$285,978	\$2,252,741	\$195,145	\$232,765	\$271,581	\$219,992	\$271,200	\$280,105	\$235,228	\$234,185
	Ending Fiscal Year Fund Balance 01-467-XX	\$180,929	\$140,790	\$271,542	\$312,199	\$313,870	\$361,943	\$460,214	\$507,566	\$546,827	\$629,337	\$712,057
Fund 06												
	Beginning Fund Balance 06-467-XX	\$533,759	\$35,645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$25,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Other Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$523,114	\$36,645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Ending Fiscal Year Fund Balance 06-467-XX	\$35,645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



ISD #727
BIG LAKE SCHOOLS

2024 Referendum Projects

WORKING DRAFT:
June 7, 2024

Schedule

- 6.07: R&C Draft to Board
- 6.10: Community Meeting
- 6.10 - 6.14: R&C Revisions
- 6.14: R&C Draft to Board
- 6.20: R&C Submittal Approval
- 6.28: Submit to MDE

**REVIEW
AND
COMMENT
SUBMITTAL**

Presented to:

**Minnesota Department of
Education**

June 28, 2024



Draft: June 28, 2024

Commissioner Willie Jett
Minnesota Department of Education
1500 Highway 36 West
Roseville, Minnesota 55113-4266

DRAFT
(Put on District
Letterhead & Sign)

Re: Independent School District #727
Big Lake Schools
2024 Referendum

Dear Commissioner Jett:

In accordance with M.S. 123B.71, Independent School District #727 is submitting this Review and Comment document for review for proposed referendum projects. The proposed work includes additions and renovations at the Middle and High School. Items were identified and developed through a Long Range Planning effort that started in early 2021, as well as ongoing Board discussions, meetings, and other considerations since that time. The School Board provided approval to proceed with the referendum at the April 25, 2024, Board meeting. The proposed referendum is November 5, 2024.

The cost of the proposed work is \$29,000,000 and it will be funded through voter approved bonding authority. Additional specific details involving the need for these projects is furnished in this report. We appreciate your review and subsequent comments on this important proposal and look forward to your response.

Sincerely,

Tim Truebenbach, Superintendent

cc: ISD #727 Board of Education
Angie Manuel, ISD #727 - Director of Business Services

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UPDATE TOC
(ONCE DOC IS COMPLETE)

In accordance with Minnesota Statute 123B.71, (2000) the School Board of Independent School District #727 Big Lake Schools submits the following educational facility proposal for Review and Comment. The projects presented are the result of District and Community review of facility conditions, capacity of buildings compared to enrollment projections, program initiatives, Community surveys, and equity within the district. The specific information is as follows:

Key Information:

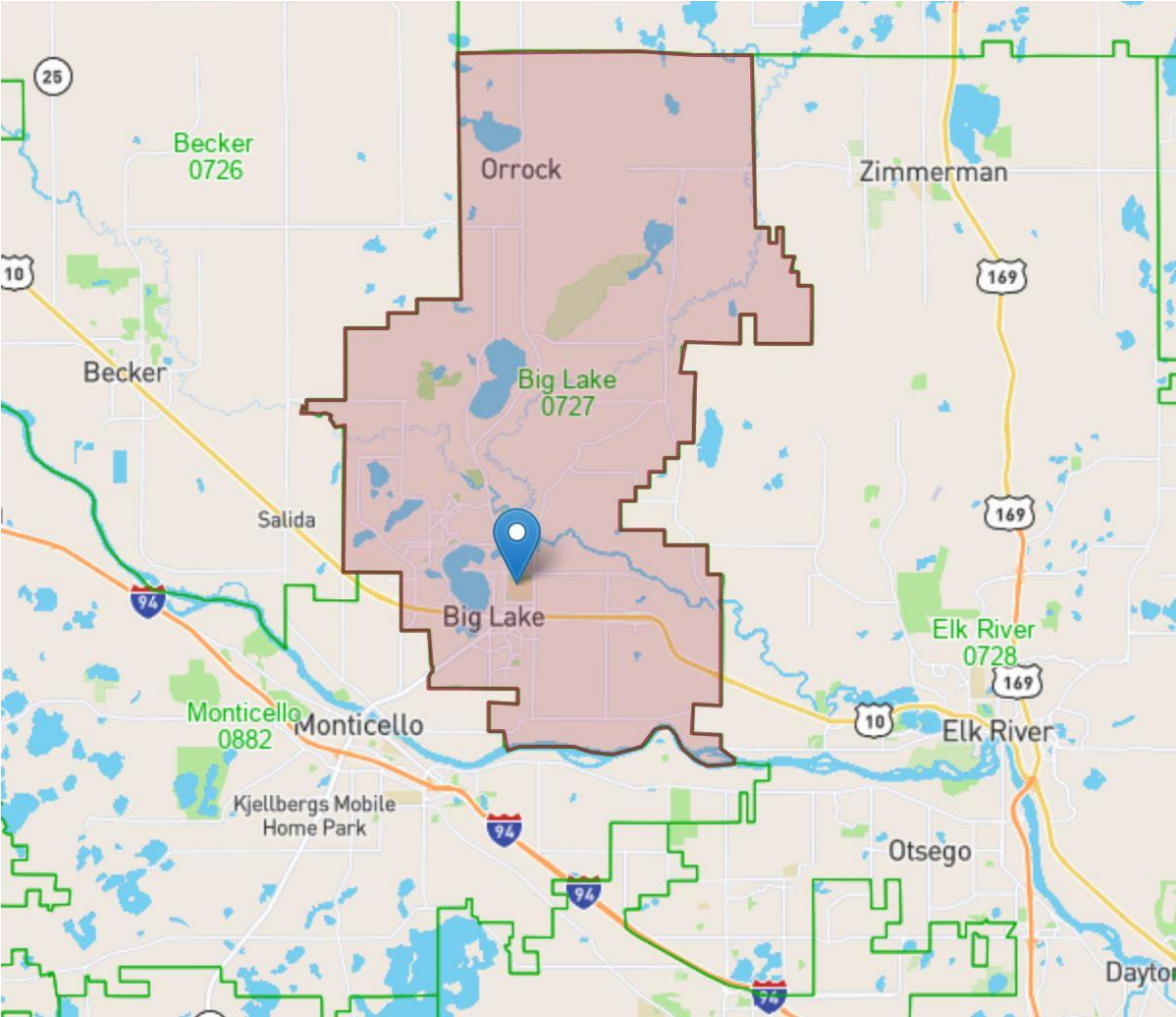
- **Address:** **Independent School District #727**
Big Lake Schools
701 Minnesota Avenue
Big Lake, MN 55309
Contact: Tim Truebenbach, Superintendent of Schools
t.truebenbach@biglakeschools.org
Phone: 763-262-2536
communications@biglakeschools.org
- **School Board**
Tonya Reasoner, Chair
Amber Sixberry, Treasurer
Lenette Brown, Clerk
Ashley Schabilion, Member
Derek Nelson, Member
Tony Scales, Member
- **Financing:** **Q3: \$29,000,000 General Obligation Bonds**
- **Referendum:** **November 5, 2024**
- **Architect/Planner:** **Wold Architects and Engineers**
332 Minnesota Street, Suite W2000
St. Paul, MN 55101
Contact: Vaughn Dierks, AIA
vdierks@woldae.com
Phone: (651) 227-7773
- **Fiscal Consultant:** **Ehlers**
3060 Centre Pointe Drive
Roseville, MN 55113
Contact: Jodie Zesbaugh
JZesbaugh@ehlers-inc.com
Phone: (651) 697-8526

- I. The Geographic Area and Population to be served**
 - a. Preschool through Grade 12 - Student enrollments for the past five years,**
 - b. Current student enrollment and student enrollment projections for the next five years.**

Geographic Area Served

Big Lake Schools, ISD #727 consists of approximately 206 square miles and is home to approximately 3,175 pre-K thru 12 students and families. The district is located approximately 42 miles northwest of the Metro Area. The district serves portions of Sherburne County and has a population of approximately 21,000. The population to be served by these projects are the students, staff, and associated community in the Big Lake Schools attendance area.

Map of ISD #727



Neighboring School Districts
with contiguous borders include:

- ISD #477 Princeton
- ISD #726 Becker
- ISD #728 Elk River
- ISD #882 Monticello

I. The Geographic Area and Population to be served (continued)

Population Served: Enrollment History and Projections

ADM Served per MDE

	2019	2020	2021	2022	2023	2024
K	223	236	219	278	252	231
1	218	231	217	229	278	225
2	212	215	206	226	231	269
3	234	221	197	216	230	239
4	220	239	206	210	224	240
5	240	234	232	216	219	225
6	256	248	228	239	213	211
7	234	262	236	241	236	222
8	256	236	263	248	245	228
9	239	258	235	273	262	242
10	238	224	250	241	272	264
11	193	214	210	236	230	262
12	175	170	206	198	223	222
	2,938	2,988	2,905	3,051	3,115	3,080

	2025	2026	2027	2028	2029
K	225	220	218	217	214
1	221	221	215	213	213
2	223	217	216	211	210
3	275	230	223	221	215
4	255	280	237	228	226
5	248	261	288	243	234
6	217	242	255	290	244
7	213	219	244	258	293
8	214	212	216	242	256
9	236	225	218	227	250
10	244	232	222	216	225
11	253	238	228	218	211
12	247	241	232	215	206
	3,071	3,038	3,012	2,999	2,997

It is anticipated enrollment will decrease slightly in 2024-2025 with a smaller kindergarten class due to lower birth rates. Enrollment then is expected to decline with smaller kindergarten classes compared to graduating seniors. Current birth rates are lower than previous years indicating smaller kindergarten classes in the future. Grade 3 in fiscal year 2025 represents the district’s “bubble class”, which was the first kindergarten class after the pandemic year of 2021.

2. List of Existing School Facilities

a. By Year Constructed

b. Facility Use

c. Assessment of the extent to which alternate facilities are available within the School District boundaries and in adjacent School Districts.

Description of Existing Facilities and Utilization

Big Lake Schools is currently operating two Elementary Schools, one Middle School and one High School. The District Office is located within Independence Elementary School. Community Education and Early Childhood are located within Liberty Elementary School.

Schools	Grade Org.	Original Building	Additions	Site Size in Acres	Adjacent Public Acres	Building Area SF
<i>Liberty School</i>	<i>EC - 2</i>	<i>2002</i>	<i>-</i>	<i>36.08****</i>	<i>-</i>	<i>172,500</i>
<i>Independence School*</i>	<i>3 - 5</i>	<i>1981</i>	<i>1987, 1998</i>	<i>Shared*</i>	<i>-</i>	<i>153,100</i>
<i>Middle School*</i>	<i>6 - 8</i>	<i>1966</i>	<i>1974, 1984, 1987, 1998, 2002</i>	<i>Shared*</i>	<i>-</i>	<i>150,900</i>
<i>High School*</i>	<i>9 - 12</i>	<i>1994</i>	<i>1997, 2002</i>	<i>Shared*</i>	<i>-</i>	<i>261,681</i>
<i>Maintenance Building*</i>	<i>-</i>	<i>1983</i>	<i>-</i>	<i>Shared*</i>	<i>-</i>	<i>5,750</i>
<i>Other District Owned Land**</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>40**</i>	<i>-</i>	<i>-</i>

* Shared: Common Site Total = 129.53 Acres

** Other District Owned Land - Liberty Fields and Open Parcel = 40 Acres

*** Site Size: Liberty School (Building Parcel Only) = 36.08 Acres

Available Alternate Facilities

The district's Setting IV program is at capacity currently and there is a waiting list for special education students due to insufficient space. District facilities also struggle to meet demand for physical education, school activities, competitions, and community education and use spaces. The district has reviewed the availability of other facilities both within and outside of the School District. No other facilities of significant size and adequate function have been identified to meet the needs of the district.

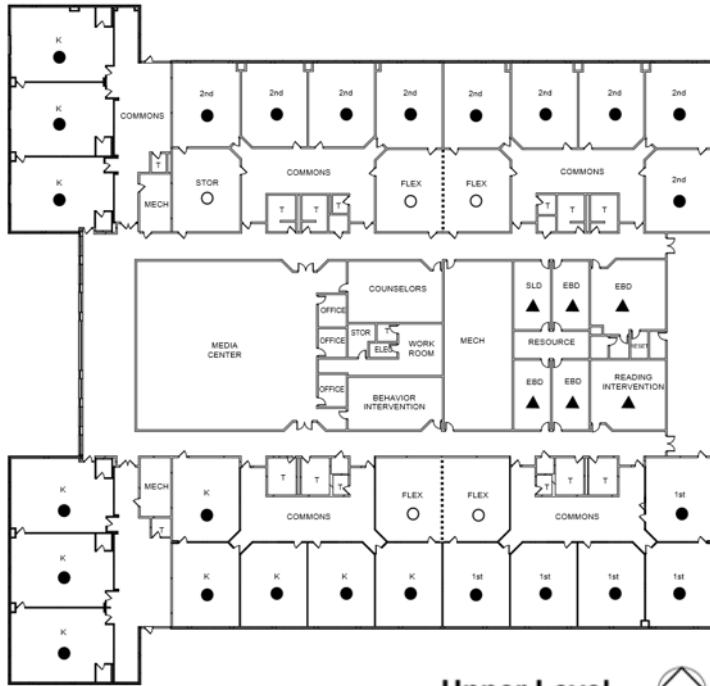
2. List of Existing School Facilities (continued)

Liberty ES Capacity Diagrams

For reference

Key:

- Teaching Station
- Potential Station
- ▲ SPED
- ☒ Cafeteria Seating Area



Upper Level

Student Capacity:

EC:	(13) x 22 =	286
K:	(17) x 22 =	374
1:	(5) x 24 =	120
2:	(9) x 27 =	243
Total EC-2:		1,023

Additional Capacity:

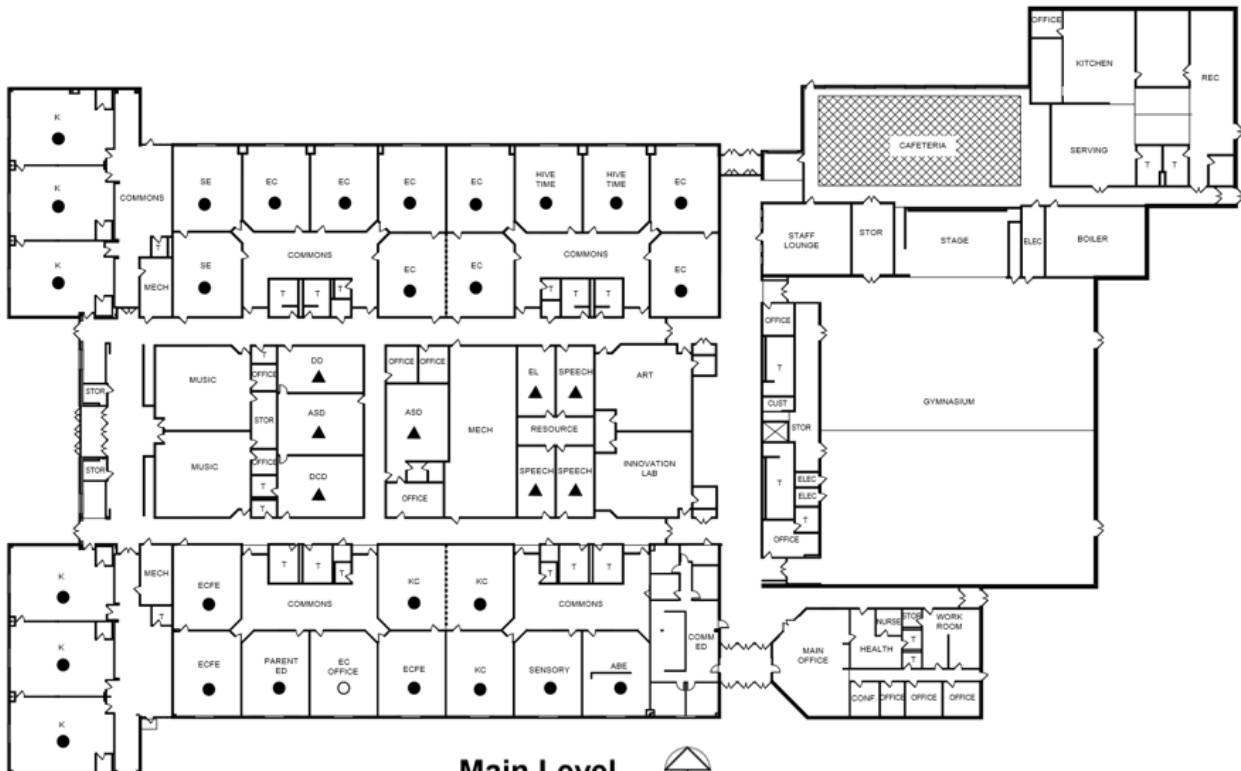
Potential	(6) x 22 =	132
Potential Capacity		1,155

Cafeteria Analysis

2020-21	1225/10 x 12 =	1,470 SF
Potential	1350/10 x 12 =	1,620 SF
Existing SF		3,500 SF

Notes:

- 2023 - 2024 Enrollment: 761
- Capacity Analysis does not include Kid's Club, Community Ed, or Hive Time



Main Level

2. List of Existing School Facilities (continued)

Independence ES Capacity Diagrams

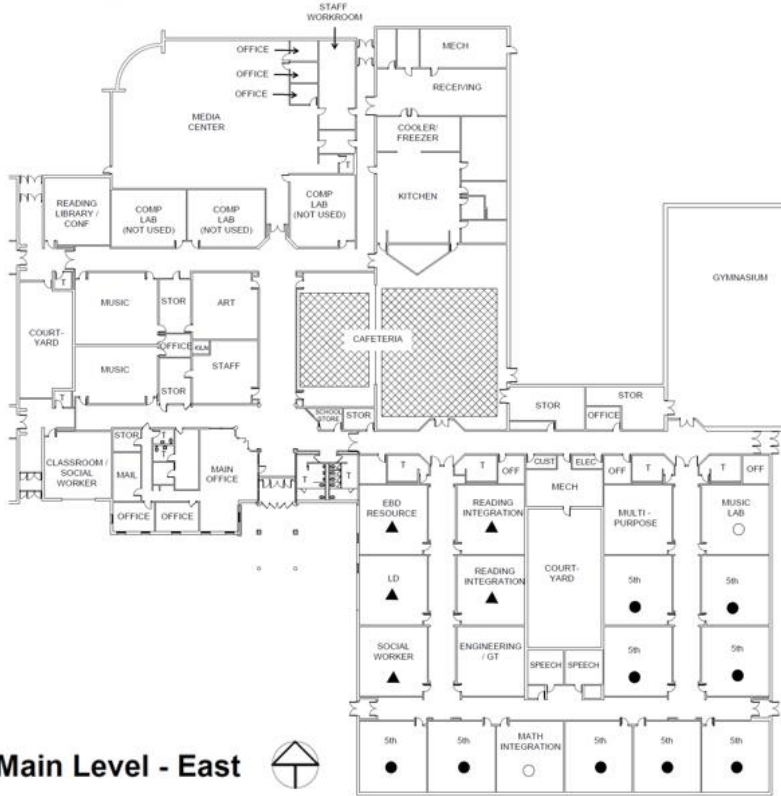
For reference

Key:

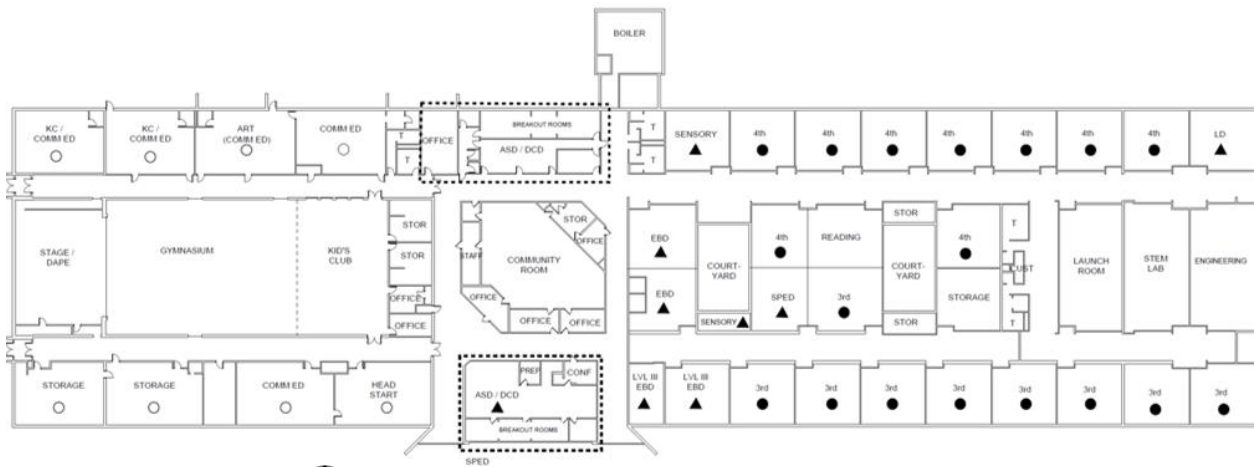
- Teaching Station
- Potential Station
- ▲ SPED
- ▣ Cafeteria Seating Area

Student Capacity:

3:	(9) x 27 =	243
4:	(9) x 27 =	243
5:	(9) x 27 =	243
Total 3-5:		729
Additional Capacity:		
Potential	(11) x 27 =	297
Potential Capacity		1,026
Cafeteria Analysis		
2020-21	675/6 x 12 =	1,344 SF
Potential	950/6 x 12 =	1,900 SF
Existing SF		4,300 SF
Notes:		
- 2023 - 2024 Enrollment: 673		
- Capacity Analysis doesn't incl. Kid's Club, Community Ed, or Head Start		



Main Level - East



Main Level - West

2. List of Existing School Facilities (continued)

Middle School Capacity Diagrams

For reference

Key:

- Teaching Station
- Potential Station
- ▲ SPED
- ▣ Cafeteria Seating Area

Student Capacity:

(29)	Stations
x 85%	Utilization
x 30	Students
<hr/>	
740	Students

Additional Capacity:

(15)	Stations
x 85%	Utilization
x 30	Students
<hr/>	
383	Students

Cafeteria Analysis

UPDATE 2020-21 740/# x 12 =
 Potential 1,123/# x 12 =
 Existing SF = 4,300 SF

Notes:

- 2023 - 2024 Enrollment: 694
- 4 Total PE Classes



2. List of Existing School Facilities (continued)

High School Capacity Diagrams

For reference

Key:

- Teaching Station
- Potential Station
- ▲ SPED
- ☒ Cafeteria Seating Area

Student Capacity:

(41)	Stations
x 85%	Utilization
<u>x 30</u>	<u>Students</u>
Total 9-12:	1,046 Students

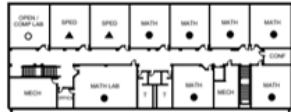
Additional Capacity:

(8)	Stations
x 85%	Utilization
<u>x 30</u>	<u>Students</u>
	240 Students
Total Potential 9-12:	1,286 Students

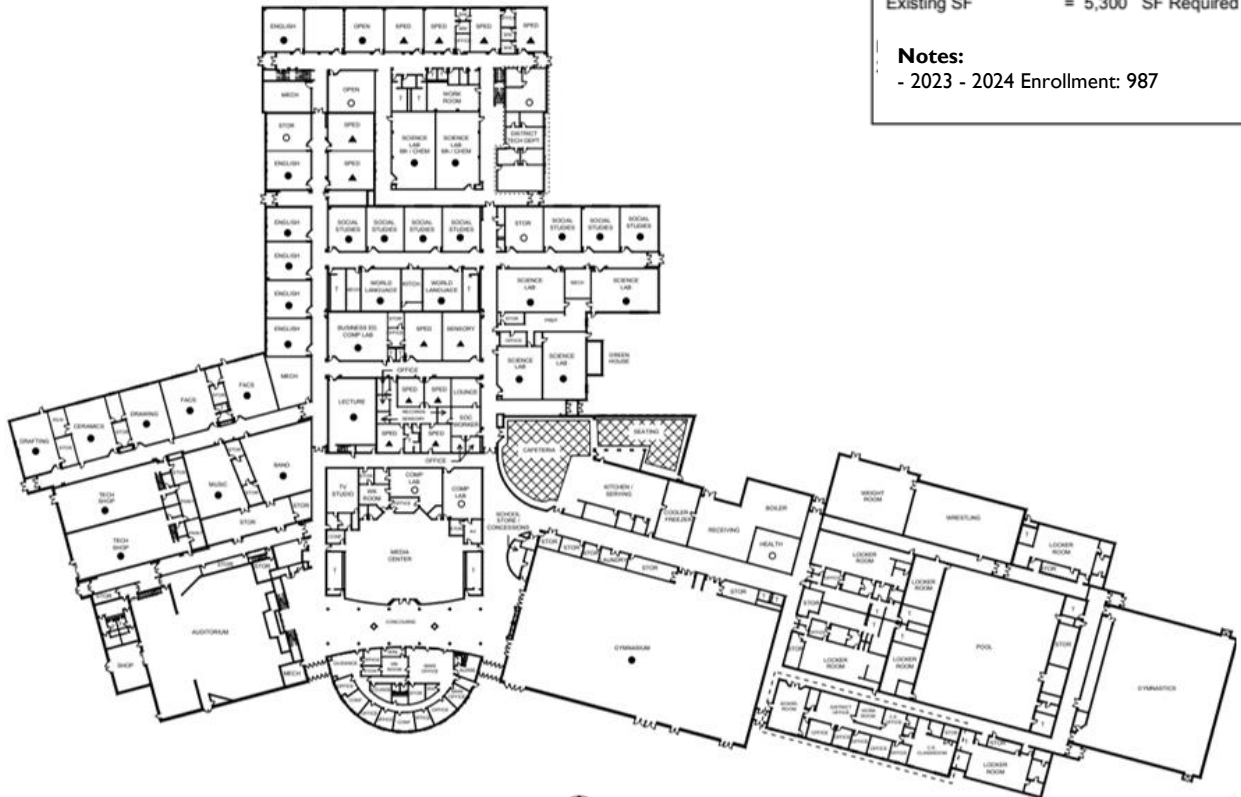
Cafeteria Analysis

2020-21	1,046/3 x 12 = 4,194	SF Required
Potential	1,286/3 x 12 = 5,144	SF Required
Existing SF	= 5,300	SF Required

Notes:
- 2023 - 2024 Enrollment: 987



Upper Level



Main Level

UPDATE

2. List of Existing School Facilities (continued)

District Aerial Map



High School Aerial Map



2. List of Existing School Facilities (continued)

Liberty ES Aerial Map



Independence ES Aerial Map



2. List of Existing School Facilities (continued)

Middle School Aerial Map



3. List of the Specific Deficiencies of the Facilities

- a) Demonstrating Need
- b) Process Used to Determine Deficiencies
- c) List of How Deficiencies will be Addressed.
- d) Specific Benefits to Students, Teachers, and Community

Process Used to Determine Deficiencies

The district has a history of working with the community and facility committees to assist in determining appropriate strategic direction for their facilities, including several initiatives in 2021 to address curriculum and delivery, site safety, and activities. The district also worked collaboratively with Wold Architects and Engineers to study buildings Capacity and Physical Conditions. With data prepared, multiple meetings took place over the last few years.

School leaders and other stakeholders have identified several key areas that challenge the district's ability to meet the needs of all students. This includes a growing demand for special education programming and services and space for physical education, athletics, and community education and events. The district also had meetings with City and County Administrators and neighboring Districts to discuss their strategic plans and how they may relate to Big Lake's needs as well. Some of the items reviewed include:

- Physical Conditions (*LTFM vs. additional investment*)
- Educational Adequacy and Criteria (*including enrollment, capacity, functionality for Students, specialty programming, 21st Century learning environments etc.*)
- Extra-curricular and Activities
- Community education and use (amenities and access)

Meetings

- School Board
- District Administration
- Buildings and Grounds
- Teaching and Learning, and Technology
- Activities, Athletics, and Community Education and Use
- Community
- City and County Administrators
- PTO, Other Associations, and Committee Members

These meetings informed prioritization and focused on developing needs, criteria, and options. Financing was also reviewed, and the potential tax impact to determine fiscal viability for the community. The recommendations aim to address these deficiencies and sustain current investments in education.

The Board had several meetings to discuss the best strategy for implementation as well as to listen to any additional community feedback. The Board voted to move forward with the following option for a November 5, 2024, vote. The criteria outlining the deficiencies, and the subsequent prioritizations of the facilities work is included on the following pages. 76

3. List of the Specific Deficiencies of the Facilities (continued)

PHYSICAL CONDITIONS

General Overview:

- The District and Design Team have reviewed existing physical conditions and a facility analysis.
- Tours of the facilities to review existing physical conditions.
- Understand and develop criteria and approach to prioritizing addressing the most critical needs.

Givens:

- A long term approach for addressing needs must be developed to assist with future decisions.
- Continue to make an investment in LTFM.
- Accessibility, functionality, and other compounded factors should be considered when developing maintenance approaches, prioritizations, and schedules.
- Protect existing assets. All facilities should be reviewed and considered.
- Work at the facilities should coincide with other District initiatives when feasible.
- It is important to provide all students with a suitable learning environment designed for their needs.

Site Overview:

- There is no need to purchase additional land or to acquire / develop a different site.

High Priority (Must Do):

- Safe and efficient pick-up and drop-off with separated bus traffic for special education and activities.
- Improve awareness and safety through signage for notifications, wayfinding, and self-promotion on and off campus (around the community and on major adjacent roads).

Medium Priority (Consider If Possible):

- Parking should be provided in proximity to fields, indoor activity spaces, and Setting IV programs.

Low Priority (Consider with Future / Long Range Planning):

- District maintenance facilities should meet modern operational standards and contain appropriate maintenance amenities and utilities.

Potential Priority (To Consider If and When Possible):

- *The stadium track should provide a quality running surface and be scheduled for replacement when appropriate (higher priority but NOT a short-term option).*

Security Overview:

- Review the District as a whole and consider security impacts at all buildings. There is a balance between the quality of environment and experience vs. total security, approach must consider the subjective requirements as well.

Givens:

- Secure entrance vestibules at all facilities.
- Safe and efficient parent pick-up and drop-off with separated bus traffic at all facilities.

High Priority (Must Do):

- Improve efficiency, safety, traffic flow, and add parking stalls near the stadium and special education.
- Other traffic safety should be reviewed at all sites and addressed as needed. Bussing, pick up and drop off, queuing, pedestrians, traffic control and flow. The general criteria is to improve site safety.

Low Priority (Consider with Future / Long Range Planning):

- Provide card access at additional exterior doors at all schools.

EDUCATIONAL CRITERIA

Enrollment vs. Capacity Information

General Overview:

- Based on the Capacity of the buildings for the K-12 student population, and the Enrollment Projections, there is not a traditional classroom capacity need to resolve. However, there is a waiting list for special education students to access setting IV services due to a shortage of appropriate spaces. It is important to provide all students with a suitable learning environment and many times students in specialized programs are not afforded space that has been specifically designed for their needs.

District Givens:

- Must continue to provide capacity to meet enrollment and maintain current class sizes.
- Core capacity (cafeteria, lockers, etc.) must accommodate students and be age appropriate.
- Be future ready.

Priorities:

- See special education items below, under curriculum initiatives and delivery.

Curriculum Initiatives and Delivery

Overview:

- Educational adequacy and alignment with the District Strategic Plan, Programs, and Initiatives.
- Big Lake Schools is a partner in the Sherburne Northern Wright Special Education Cooperative with the Becker and Monticello school districts. The cooperative provides specialized services to students who cannot learn in a traditional classroom. Currently, there is a waiting list for students to access these services due to a shortage of appropriate space.
- Specialized programs are not afforded space that has been specifically designed for their needs.

District Givens:

- Align with the District Strategic Plan and other District initiatives.
- Look for efficiencies and shared resource opportunities.
- Specialized programs have the appropriate spaces that are specifically designed for their needs.
- FFE [Furniture, Fixtures, & Equipment] needs must be explored at all buildings.

Priorities:

- Special Education
 - Instructional space for special education is insufficient to meet growing demand.
 - Appropriate spaces for Setting IV programming are needed.
 - Materials and finishes in poor physical condition should be replaced.
 - Spaces should be reconfigured to operate more efficiently.
 - Environments (lights & HVAC) should be improved and equitable for special education.
 - Spaces should be right sized per MDE guidelines and designed to meet program needs.
 - Spaces should contain appropriate, dedicated storage areas.

High Priority (Must Do):

- Provide additional instructional space for special education.
- Provide appropriate spaces for Setting IV programming.
- Provide additional interior activity and flex room space at the HS/MS
- Renovated and new areas should include contemporary amenities and equipment [FFE].
- Spaces for independent, flexible, and personalized learning should be part of any option and include space for students in-between classes and when online learners are in-person.

Medium Priority (Consider If Possible):

- Existing storage rooms should be right sized to meet building needs.
- Renovate other special education areas appropriate for needs.

Low Priority (Consider with Future / Long Range Planning):

- Increase capacity in the High School Auditorium.

Activities and Extra Curricular

Overview:

- Facilities struggle to meet demand for physical education, school activities, and competition spaces.

District Givens:

- Leverage existing assets and partnerships.
- Explore partnerships throughout the Community.
- Provide appropriate spaces to meet the high demand for phy-ed, school activities, and competitions.

High Priority (Must Do):

- Renovated areas should include contemporary amenities and equipment [FFE].
- Improve / Increase community / District access and use to activity spaces.
- Parking should be provided in proximity to interior activity spaces.

Medium Priority (Consider If Possible):

- Address scheduling conflicts for activities, community education and use (Gyms etc.)

COMMUNITY USE

Overview:

- Facilities struggle to meet demand for community education and events.

Givens:

- Explore partnerships with local businesses and the Community. Consider overlaps of use and other efficiencies.
- Provide sufficient space for community education and events. The facilities are a central hub for community connection and the appropriate space for activities and events that support the community's lifelong learning, well-being, and engagement.

High Priority (Must Do):

- Improve / Increase community access and use to activity spaces

Utilizing criteria, the district considered how to best resolve the needs identified.

Deficiencies that will be addressed:

- Physical Conditions will be improved by providing renovations at high priority locations and areas that have seen minimal re-investment to this point.
 - This will also allow the district to allocate future LTFM funds across the district to address additional physical needs.
- Educational spaces will be updated to meet current program needs, MDE guidelines, District standards and initiatives, and improve overall functionality of each school.
- Equity in Student Experience - Special Education Spaces
- District offered programs should also have District supported spaces.
 - Special Education Spaces
 - Invest in multi-purpose spaces to address accessibility and flexibility for programming.
 - Activities - More facilities and interior activity spaces to meet needs.
- Strong Community Interests - Additional Gym / Interior Activity and Community Spaces.

Benefits to Students, Teachers, and Community:

- Improved and appropriate special education programming and spaces.
- Special education students on waiting lists will have access to the appropriate specialized spaces.
- Expanded extra-curricular spaces for all to use (including community)
- Improved physical conditions including indoor air quality for building users.
- Improved equity in programming across the district.
- Appropriate spaces for community education and use.
- The district will continue to make its facilities and site amenities as accessible as possible to neighboring residential areas as well as other visitors, students, parents, and staff who may visit.

4. Description of the Projects including:

- a) Sites and Outdoor Acreage
- b) Square Footage Allocations
- c) Estimated Expenditures
- d) Schedule

a) Sites and Outdoor Acreage

- Site acreage for all District properties, as well as Site Plans of buildings that would be impacted by this Referendum are included in Section 2 of this Review and Comment.
- Proposed Site Modifications:
 - Middle / High School - The proposed expansion occurs adjacent to building activity / athletic spaces and special education areas. No additional site acreage is needed.
 - Remainder of Campus - Modifications with very minimal impacts.

b) Square Footage Allocations

Setting IV Program	<u>Pre-Design</u>	
Administration		
General / Reception	200	SF
Admin Office	175	SF
Conference Room	250	SF
Staff Office (2 @ 120)	240	SF
Workroom	150	SF
	1,015	SF
Health / Nurse		
Cot Area	120	SF
Office / Exam Area	115	SF
Toilet Room	100	SF
	335	SF
Staff Space		
Staff Open Office (4 @ 50)	200	SF
(4 @ 25)	100	SF
Staff Break Room	200	SF
Staff Only Toilet Rooms (2 @ 65)	130	SF
	630	SF
K-5 Program		
Classroom (3 @ 450)	81	1,350 SF

Sensory Room	150	SF
Resource Area	300	SF
Quiet Area	100	SF
Individual Instruction	100	SF
Student Toilet Room (2 @ 65)	130	SF
	2,130	SF
6-12 Program		
Classroom (3 @ 450)	1,350	SF
Sensory Room	150	SF
Resource Area	350	SF
Quiet Area	100	SF
Individual Instruction	100	SF
Student Toilet Room (2 @ 65)	130	SF
	2,180	SF
K-12 Neurotypical Program		
Classroom (3 @ 450)	1,350	SF
Resource Area	650	SF
Storage	50	SF
Quiet Area	100	SF
Individual Instruction	100	SF
Sensory Room	150	SF
Swing Room	150	SF
Toilet Room w/ Shower	100	SF
Student Toilet Room (2 @ 65)	130	SF
	2,780	SF
Occupational Therapy		
Sensory Room	625	SF
	625	SF
Adaptive Physical Education		
Motor Room	1,150	SF
	1,150	SF
Cafeteria		
Seating Area / MP Room	725	SF
Food Cart / Support	300	SF
	1,025	SF
General Toilet Rooms		
Toilet Rooms (2 @ 65)	130	SF
	130	SF
TOTAL NET SQUARE FOOTAGE	12,000	SF
NET TO GROSS FACTOR	1.25	
(mech, elec, struct, circ & maintenance/custodial)		
TOTAL APPROX. GROSS SQUARE FOOTAGE	14-15,000	SF
OUTDOOR SPACE SUMMARY		
Playground (5-12 years, accessible, fenced) Playfields - Grass Area		

b) Square Footage Allocations Continued

Multi-Purpose Facility Program

Pre-Design

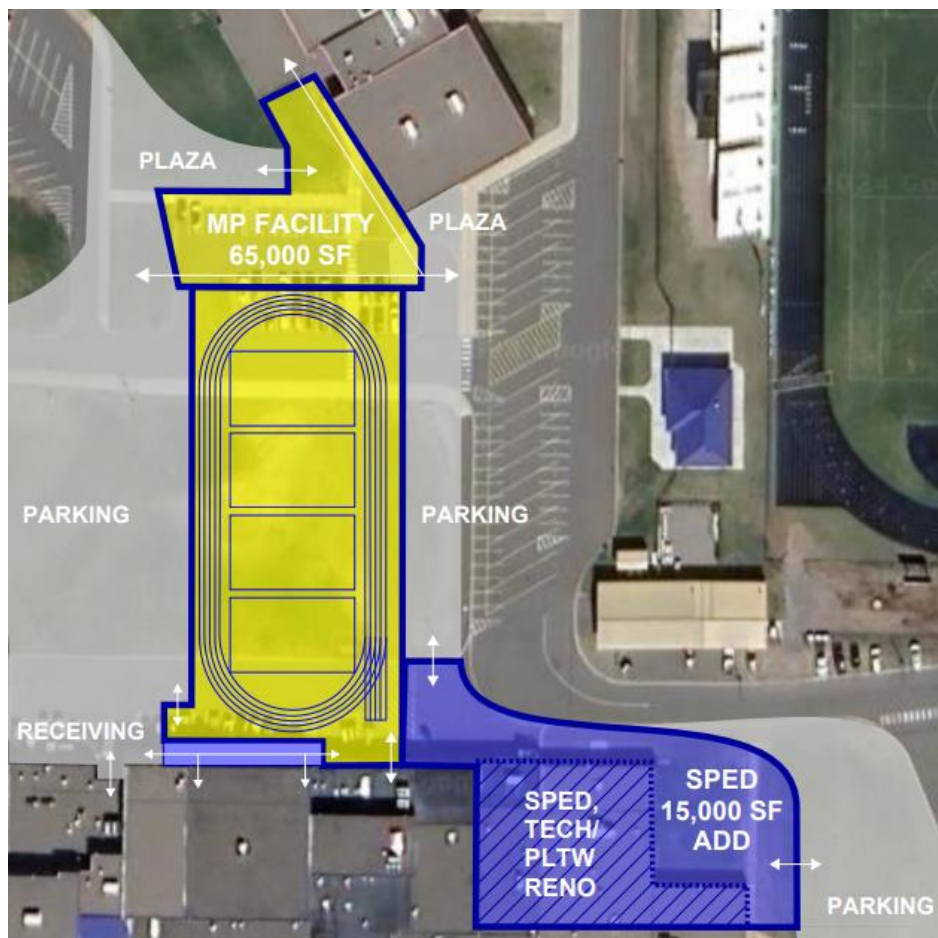
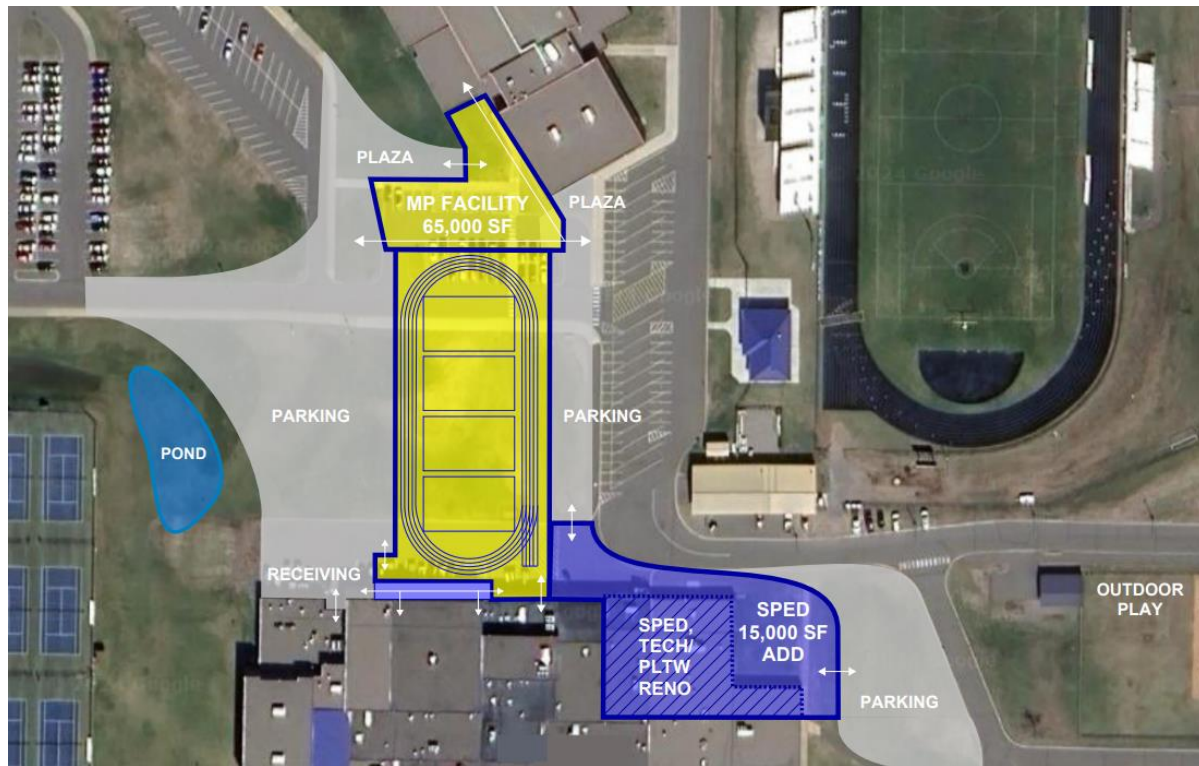
Main Vestibule	200	SF
Field House Gymnasium (4 Station + Track) 8' Between Courts (5) Lanes at 42" each	38,300	SF
Commons	790	SF
Concessions	200	SF
Storage	875	SF
Connection to Exist Bldg	300	SF
	<hr/>	
	40,465	SF

Other (Big Lake and/or Partner)

Offices (2 @ 140)	280	SF
Multi-Purpose Room	1,000	SF
Locker / Changing Rooms (2 @ 215)	430	SF
Misc	225	
Storage	100	SF
	<hr/>	
	2,035	SF

Elevated Walking Track (Approx 9-10' Wide)	7,500	SF
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TOTAL NET SQUARE FOOTAGE	50,000	SF
NET TO GROSS FACTOR	1.30	
(Incl: mech, elec, structural, public toilets, circulation/elevator, maintenance / custodial, storm shelter)		
TOTAL APPROXIMATE GROSS SQUARE FOOTAGE	63-65,000	SF



c) Estimated Expenditures

DRAFT

PROJECT	Multi-Purpose Facility	Setting IV	Totals
Project Budget	\$ 22,535,000	\$ 6,465,000	\$ 29,000,000
Construction	\$ 19,515,000	\$ 5,300,000	\$ 24,815,000
Additions / Renovations	\$ 19,515,000	\$ 5,300,000	\$ 24,815,000
Site	Incl.	Incl.	Incl.
Additional LTFM / Maintenance	\$ -	\$ -	\$ -
Fees / Testing / Services	\$ 1,970,000	\$ 540,000	\$ 2,510,000
Design, Testing, Financing	\$ 1,970,000	\$ 540,000	\$ 2,510,000
FF&E	\$ 100,000	\$ 100,000	\$ 200,000
Contingency	\$ 950,000	\$ 525,000	\$ 1,475,000

Note: *It is anticipated by the district that any surplus from the above noted projects (if any) will be used for yet unidentified expenditures that may include technology, equipment, furniture, and facility maintenance as the needs may arise.*

Operational Expenditures:

The district has reviewed the impact of the proposed additional square feet to buildings in relation to utility and facility expenses, operational staffing expense and any additional equipment required for the projects not allocated within the construction budgets. Anticipated costs are as follows:

Multi-Purpose Addition

Approx. 65,000 SF	1.5 FTE	Custodial	\$ 153,846
		Utilities	\$ 82,500
		Supplies	\$ 21,750
			<hr/>
			\$ 258,096

Setting IV Addition / Renovation

Approx. 15,000 SF	.5 FTE	Custodial	\$ 46,154
		Utilities	\$ 24,750
		Supplies	\$ 5,000
			<hr/>
			\$ 75,904

d) Schedule

Review and Comment Submittal to MDE	June 28, 2024
Review and Comment MDE Review	July - September 2024
Project Design and CD Preparation	Start November 2024
Project Construction Documents Issue	Varies
Project Construction	June 2025 - Varies
Project Completion	Varies - 2027

Sample Ballot Question

School District Questions

**School District Question 2
Approval of New School District Referendum Revenue Authorization**

The board of Independent School District No. 727 (Big Lake), Minnesota has proposed to increase the School District’s general education revenue by \$400 per pupil, subject to an annual increase at the rate of inflation. The proposed new referendum revenue authorization would be first levied in 2024 for taxes payable in 2025 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

- YES** Shall the new referendum authorization proposed by the board of
- NO** Independent School District No. 727 (Big Lake), Minnesota be approved?

BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

**School District Question 3
Approval of School Building Bonds**

- YES** If School District Question 2 above is approved, shall the board of
- NO** Independent School District No. 727 (Big Lake), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$29,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, construction of a multi-purpose facility?

5. Specification of the Source of Project Financing including:

1. Applicable statutory citations,
2. The scheduled date for a bond issue or school board action,
3. A schedule of payments, and
4. The effect of a bond issue on local property taxes by property class and valuation.

Availability and Manner of Financing

Big Lake Schools ISD #727 proposes to obtain financing from the sale of General Obligation bonds. The School District will seek voter approval of three ballot questions including one school building bond question on Tuesday November 5, 2024, pursuant to Minnesota Statutes Chapter 475 which, if approved, would result in a \$29,000,000 bond issue. Cost of issuance is estimated at \$170,000 and underwriter's discount is estimated at \$217,500. The difference between the amount requested to be authorized by the voters (plus estimated interest earnings in the construction fund of \$71,531) and estimated underwriter's discount and costs of issuing this debt (legal and fiscal costs) equals \$28,684,031 the amount the district expects to need for construction projects.

Ehlers has prepared the following schedules which have been included in the Appendix of this document:

1. Estimated sources and uses of funds for the proposed bond issue.
2. Estimated debt payment structure for the anticipated bond issue and estimated annual debt service property tax levies after accounting for the 105% levy requirement.
3. An analysis of the estimated tax impact on various values of residential, commercial, and Apartment & Residential Non-Homesteads for the proposed bond issue

PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT

Big Lake Public Schools, ISD No. 727

June 3, 2024

Estimated Sources and Uses for Proposed Voter-Approved Bond Issue

Bond Amount	\$29,000,000
Election Date	November 5, 2024
Dated Date of Bonds	March 1, 2025
Sources of Funds	
Par Amount	\$29,000,000
Investment Earnings ¹	71,531
Total Sources	\$29,071,531
Uses of Funds	
Underwriter's Discount ²	\$217,500
Legal and Fiscal Costs ³	170,000
Net Available for Project Costs	28,684,031
Total Uses	\$29,071,531
Initial Deposit to Construction Fund	\$28,612,500

- | |
|---|
| <p>1 Estimated investment earnings are based on an average interest rate of 0.50% and an estimated project duration of 12 months.</p> <p>2 The underwriter's discount is an estimate of the compensation taken by the underwriter who provides the lowest true interest cost as part of the competitive bidding process and purchases the bonds. Ehlers provides independent municipal advisory services as part of the bond sale process and is not an underwriting firm.</p> <p>3 Includes fees for municipal advisor, bond counsel, rating agency, paying agent and county certificates.</p> |
|---|

PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT

Big Lake Public School District No. 727
Analysis of Possible Structure for Capital and Debt Levies

\$29,000,000 Bond Issue 20 Tax Levies Wrapped Around Existing Debt

Type of Bond	Principal Amount	Dated Date	Interest Rate
Voter-Approved Building	\$29,000,000	03/01/25	4.75%

June 3, 2024

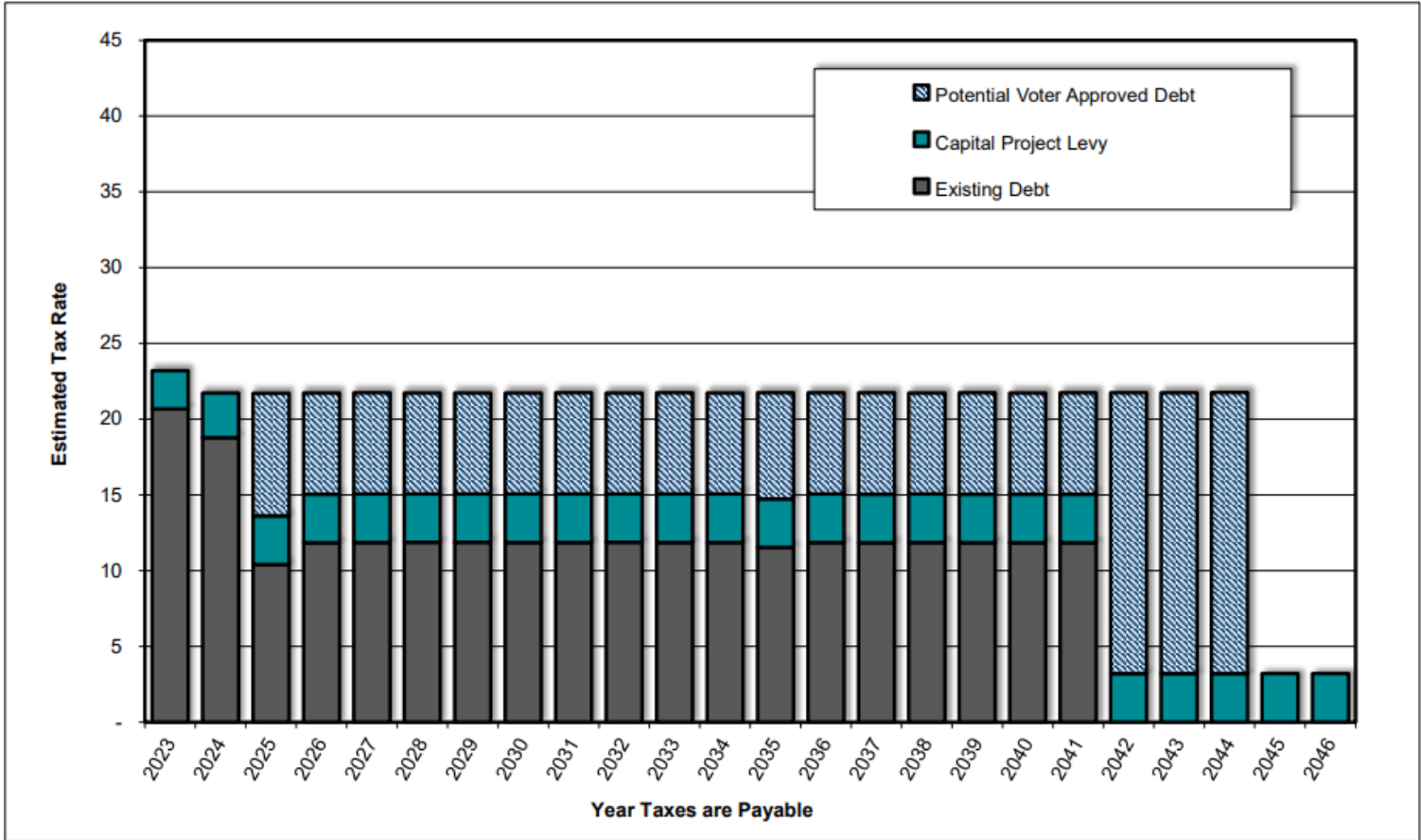
Levy Payable Year	Fiscal Year	Tax Capacity Value ¹		Existing Commitments							Other Levies		Proposed New School Building Bonds				Combined Totals			
		(\$000s)	% Chg	Building Bonds ²	Alt Fac/Fac Maint H&S Bonds ²	Abatement Bonds ²	Est. Debt Excess ³	LTFM Debt Aid	Net Levy	Tax Rate	Capital Project Levy ⁴	Existing Tax Rate	Principal	Interest	Add'l. Debt Excess ³	Net Levy	Initial Debt Levy	State Aid	Net Levy	Tax Rate
2023	2024	26,542	27.2%	5,429,433	237,261	217,770	(318,716)	(78,909)	5,486,839	20.67	669,369	23.19	-	-	-	-	6,235,117	(78,909)	6,156,208	23.19
2024	2025	29,025	9.4%	4,499,868	793,761	222,390	(0)	(63,567)	5,452,452	18.79	851,190	21.72	-	-	-	-	6,367,209	(63,567)	6,303,642	21.72
2025	2026	29,025	0.0%	2,423,334	1,078,521	221,340	(655,987)	(46,365)	3,020,843	10.41	930,816	13.61	870,000	1,262,708	111,956	2,351,300	6,349,324	(46,365)	6,302,958	21.72
2026	2027	29,025	0.0%	2,445,279	967,956	220,080	(167,544)	(27,527)	3,438,244	11.85	930,816	15.05	510,000	1,336,175	-	1,938,484	6,335,071	(27,527)	6,307,543	21.73
2027	2028	29,025	0.0%	2,431,866	970,371	213,360	(163,499)	(8,682)	3,443,415	11.86	930,816	15.07	530,000	1,311,950	-	1,934,048	6,316,960	(8,682)	6,308,278	21.73
2028	2029	29,025	0.0%	2,406,823	987,276	213,570	(162,702)	-	3,444,967	11.87	930,816	15.08	635,000	1,286,775	(87,032)	1,930,832	6,306,614	-	6,306,614	21.73
2029	2030	29,025	0.0%	2,412,467	980,871	213,623	(162,345)	-	3,444,615	11.87	930,816	15.07	665,000	1,256,613	(86,887)	1,930,806	6,306,236	-	6,306,236	21.73
2030	2031	29,025	0.0%	2,406,036	984,756	213,518	(162,313)	-	3,441,996	11.86	930,816	15.07	700,000	1,225,025	(86,886)	1,934,390	6,307,201	-	6,307,201	21.73
2031	2032	29,025	0.0%	2,418,150	967,221	218,505	(162,194)	-	3,441,682	11.86	930,816	15.06	735,000	1,191,775	(87,048)	1,936,066	6,308,564	-	6,308,564	21.74
2032	2033	29,025	0.0%	2,411,588	977,301	217,928	(162,174)	-	3,444,641	11.87	930,816	15.08	765,000	1,156,863	(87,123)	1,930,833	6,306,290	-	6,306,290	21.73
2033	2034	29,025	0.0%	1,163,505	2,225,272	217,193	(162,307)	-	3,443,662	11.86	930,816	15.07	805,000	1,120,525	(86,887)	1,934,914	6,309,392	-	6,309,392	21.74
2034	2035	29,025	0.0%	1,171,065	2,218,427	216,300	(162,269)	-	3,443,523	11.86	930,816	15.07	840,000	1,082,288	(87,071)	1,931,331	6,305,670	-	6,305,670	21.73
2035	2036	29,025	0.0%	3,509,205	-	-	(162,261)	-	3,346,944	11.53	930,816	14.74	975,000	1,042,388	(86,910)	2,031,347	6,309,107	-	6,309,107	21.74
2036	2037	29,025	0.0%	3,600,555	-	-	(157,914)	-	3,442,641	11.86	930,816	15.07	935,000	996,075	(91,411)	1,936,218	6,309,675	-	6,309,675	21.74
2037	2038	29,025	0.0%	3,599,610	-	-	(162,025)	-	3,437,585	11.84	930,816	15.05	980,000	951,663	(87,130)	1,941,116	6,309,517	-	6,309,517	21.74
2038	2039	29,025	0.0%	3,602,655	-	-	(161,982)	-	3,440,673	11.85	930,816	15.06	1,020,000	905,113	(87,350)	1,934,018	6,305,506	-	6,305,506	21.72
2039	2040	29,025	0.0%	3,599,085	-	-	(162,119)	-	3,436,966	11.84	930,816	15.05	1,075,000	856,663	(87,031)	1,941,215	6,308,996	-	6,308,996	21.74
2040	2041	29,025	0.0%	3,599,505	-	-	(161,959)	-	3,437,546	11.84	930,816	15.05	1,125,000	805,600	(87,355)	1,939,775	6,308,137	-	6,308,137	21.73
2041	2042	29,025	0.0%	3,598,560	-	-	(161,978)	-	3,436,582	11.84	930,816	15.05	1,180,000	752,163	(87,290)	1,941,481	6,308,879	-	6,308,879	21.74
2042	2043	29,025	0.0%	-	-	-	-	-	-	-	930,816	3.21	4,660,000	696,113	(242,013)	5,381,905	6,312,721	-	6,312,721	21.75
2043	2044	29,025	0.0%	-	-	-	-	-	-	-	930,816	3.21	4,880,000	474,763	(242,186)	5,380,315	6,311,131	-	6,311,131	21.74
2044	2045	29,025	0.0%	-	-	-	-	-	-	-	930,816	3.21	5,115,000	242,963	(242,114)	5,383,746	6,314,562	-	6,314,562	21.76
2045	2046	29,025	0.0%	-	-	-	-	-	-	-	930,816	3.21	-	-	-	-	930,816	-	930,816	3.21
2046	2047	29,025	0.0%	-	-	-	-	-	-	-	930,816	3.21	-	-	-	-	930,816	-	930,816	3.21
Totals				56,728,589	13,388,990	2,605,575	(3,572,288)	(225,051)	68,925,815		27,583,403		29,000,000	19,954,196	(1,837,768)	49,564,138	146,298,407	(225,051)	146,073,356	

1 Tax capacity value for taxes payable in 2023 and 2024 is the actual value. Estimates for future years are based on the percentage changes as shown above.
2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.
3 Debt excess adjustment for taxes payable in 2023 and 2024 are the actual amounts. The adjustment for 2025 is an estimate using the June 30, 2023 debt service fund balance. Debt excess for future years is estimated at 4.5% of the prior year's initial debt service levy.
4 Assumes that the existing capital project levy is renewed at the same tax rate prior.

PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT

Big Lake Public School District No. 727
Estimated Tax Rates for Capital and Debt Service Levies
Existing Commitments and Proposed New Debt

\$29,000,000 Bond Issue
20 Tax Levies
Wrapped Around Existing Debt



Date Prepared: June 3, 2024

PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT

Big Lake School District No. 727

Analysis of Tax Impact

June 3, 2024

November 2024 Election

	Question 1	Question 2	Question 3		
	Capital Project Levy Renewal	Operating Referendum Add \$400 Per APU	Building Bonds	Reduction Other Levies *	Net Change
Authorized Bond Amount	2026	2025	\$29,000,000	2025	
First Year Taxes Payable	10	10	2025	20	
Tax Levies		\$1,363,600			
Annual Revenue	\$930,816				

Type of Property	Estimated Market Value		Estimated Tax Impact Payable 2025 Compared to 2024**			
Residential Homestead ***	\$100,000	\$0	\$51	\$51	-\$71	\$31
	200,000	0	102	139	-160	81
	300,000	0	152	227	-247	132
	350,000	0	178	271	-292	157
	400,000	0	203	315	-336	182
	450,000	0	229	360	-373	216
	500,000	0	254	404	-407	251
	550,000	0	280	456	-456	280
	600,000	0	305	506	-506	305
750,000	0	381	658	-659	380	
1,000,000	0	508	911	-911	508	
Commercial/ Industrial	\$100,000	\$0	\$51	\$122	-\$122	\$51
	250,000	0	127	344	-344	127
	500,000	0	254	749	-750	253
	1,000,000	0	508	1,559	-1,560	507
	2,000,000	0	1,016	3,180	-3,181	1,015
Apartments & Residential Non-Homestead (2 or more units)	\$100,000	\$0	\$51	\$101	-\$101	\$51
	250,000	0	127	253	-253	127
	500,000	0	254	506	-506	254
	1,000,000	0	508	1,013	-1,013	508
	2,000,000	0	1016	2,025	-2,026	1,015

* Debt from existing bonds will be paid off on February 1, 2025. The payment due on February 1, 2025 is being financed with property tax levies in calendar year 2024, along with payments on other outstanding bonds. The property tax levy for the payment on the new bonds would begin with taxes payable in 2025 and would remain in place for 20 years.

** The amounts in the table are based on school district taxes for the Operating Referendum, Capital Project Levy, principal and interest payments new bonds, and other capital levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Owners of homestead property may qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for qualifying property owners.

*** The Homestead Market Value Exclusion was modified starting with 2024 assessments (taxes payable in 2025) during Minnesota's 2023 legislative session. The change provides additional property tax relief for residential homestead properties with a value greater than \$76,000 and less than \$517,200.

NOTE QUESTION 1: Capital Project Levy tax rate being renewed on ballot is 3.207%.

NOTE QUESTION 2: The new operating referendum revenue, net of estimated equity revenue reduction, would start with fiscal year 2025-26 and is based on estimated adjusted pupil units (APU) of 3,409.

6. **Obligating Documents:**

Attachment 1
Review and Comment
Section #6 Documentation
(as amended by the 2014 Legislature)

Documentation obligating the school district and contractors to comply with items (i) to (vii) in planning and executing the project:

- (i) The school district will be in compliance with Minnesota Statute 471.345 governing municipal contracts issued for this project;
- (ii) The school district and the architects will include elements of sustainable design for this project;
- (iii) If the project installs or modifies facility mechanical systems, the school district, architect/engineers and contractors will be in compliance with school facility commissioning under Minnesota Statute 123B.72 certifying the plans and designs for the heating, ventilating, air conditioning, and air filtration for an extensively renovated or new facility meet or exceed current code standards, including the ASHRAE air filtration standard 52.1;
- (iv) If the project creates or modifies interior spaces, the district, architects/engineers and relevant contractors have considered the American National Standards Institute Acoustical Performance Criteria, Design Requirements and Guidelines for Schools on maximum background noise level and reverberation times;
- (v) The project will be in compliance with Minnesota State Fire Code;
- (vi) The project will be in compliance with Minnesota Statute chapter 326B governing building codes; and
- (vii) The school district and the architects/ engineers have been in consultation with affected government units about the impact of the project on utilities, roads, sewers, sidewalks, retention ponds, school bus and automobile traffic, access to mass transit, and safe access for pedestrians and cyclists.

The school district and architect/engineers will maintain documentation showing compliance with these items upon and subsequent to project completion.

Superintendent Signature: _____ Date 7/23/21
Board Chair Signature: Douglas Reason _____ Date 7/23/21
Architect/Engineer Signature: [Signature] _____ Date 7/23/21

UPDATE

STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations that support educational goals. Students and their families have the primary and joint responsibility for student clothing and appearance. Teachers and other district staff should exemplify and reinforce student clothing and appearance standards and help students develop an understanding of appropriate appearance in the school environment.

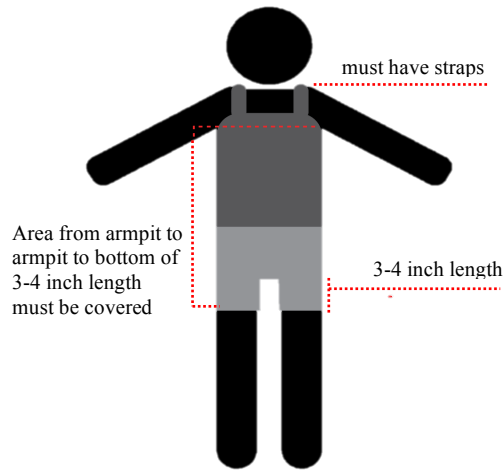
~~The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and school standards.~~

II. GENERAL STATEMENT OF POLICY

- A. The school district expects students to dress appropriately for school activities. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. A student's clothing or appearance may not materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities. A student's dress or appearance may not incite or contribute to substantial disorder or invasion of the rights of others or pose a threat to the health or safety of the student or others.
- C. Students' rights to choose their dress and appearance for school and school-related activities will be protected provided that the clothing:
 - 1) does not injure people or damage property;
 - 2) does not materially and substantially disrupt or interfere with the educational process or classwork;
 - 3) does not interfere with the requirements of discipline in the operation of the school or school activities, materially disrupt classwork;
 - 4) does not involve substantial disorder or invasion of the rights of others.

Such clothing includes, but is not limited to, the following:

- 1) Clothing for the weather.
 - 2) Clothing that does not create a health or safety hazard.
 - 3) Clothing for the activity (i.e., physical education or the classroom).
 - 4) Footwear that does not present a safety hazard.
 - 5) Headwear, including hats or head coverings, are permitted, as indicated in the student handbook, provided that it does not cover the student's face to the extent that the student is not identifiable. Headgear must not interfere with the educational process. Students may wear headgear for a medical or religious reason.
 - 6) Hair, including but not limited to hair texture and hair styles such as braids, locks, and twists.
- D. Students clothing:
- 1) Students may not wear inappropriate clothing. Extremely brief garments and see through garments may not be worn. Clothing with rips, holes, mesh or see through garments must not be worn without appropriate coverage underneath to meet minimum dress code requirements. Tops must have straps. Clothing must cover areas from one armpit across to the other armpit. Bottoms must be at least 3 to 4 inches in length on the upper thighs. (See image)



- 2) Clothing (including emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry) bearing a message that is lewd, vulgar, obscene, libelous, or denigrates, harasses, discriminates against others on the basis of protected class status under the Minnesota Human Rights Act, or violates school district policies prohibiting discrimination, violence, harassment, or other harmful activities.
 - 3) Apparel promoting products or activities that are illegal for use by minors.
 - 4) Communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Policy 413.
- E. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing clothing on which such messages are stated. Such messages are acceptable as long as they are not lewd; vulgar; obscene; libelous; do not denigrate, harass, or discriminate against others on the basis of protected class status under the Minnesota Human Rights Act; or do not violate school district policies prohibiting discrimination, bullying, violence, harassment, or other harmful activities.
- F. ~~Appropriate clothing includes, but is not limited to, the following:~~
- 1) ~~Clothing appropriate for the weather~~
 - 2) ~~Clothing that does not create a health or safety hazard~~
 - 3) ~~Clothing appropriate for the activity (i.e., physical education or the classroom)~~
- G. ~~Inappropriate clothing includes, but is not limited to, the following:~~
- 1) ~~Inappropriate clothing as defined in the student handbook~~
 - 2) ~~Clothing bearing a message that is lewd, vulgar, or obscene~~
 - 3) ~~Apparel promoting products or activities that are illegal for use by minors~~
 - 4) ~~Offensive emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413~~
 - 5) ~~Any apparel or footwear that would damage school property~~
- H. ~~The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such~~

messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, or do not advocate violence or harassment against others.

- ~~I. “Gang,” as defined in this policy, means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. “Pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.~~

III. PROCEDURES

- A. Enforcement of a student dress code will be approached with careful consideration and sensitivity, with the goals of supporting students as they express themselves and pursue their full potential, of not shaming students, and of minimalizing loss of instructional time. When possible, dress code matters should be addressed privately with students, should seek to determine whether factors exist that impact the student’s ability to comply with the dress code, and should seek to address such issues.
- B. When, in the reasonable judgment of the administration, (1) a student’s clothing or appearance may materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities; (2) may incite or contribute to substantial disorder or invasion of the rights of others; or (3) pose a threat to the health or safety of the student or others, the student will be directed to make modifications. Parents or guardians will be notified. Other consequences may be enforced in line with Policy 506 (Student Discipline).
- C. The administration may recommend a form of clothing considered appropriate for a specific event and communicate the recommendation to students and parents or guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.
- D. Likewise, an organized student group may recommend a form of clothing for students considered appropriate for a specific event and bring such recommendation to the administration for approval.
- ~~A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.~~
- ~~B. The administration may allow a form of dress considered appropriate for a specific event and communicate this to students and parents/guardians.~~
- ~~C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.~~

- Legal References:** U. S. Const., amend. I
Minn. Stat. § 124D.792 (Graduation Ceremonies; Tribal Regalia and Objects of Cultural Significance)
Minn. Stat. § 363A.03, Subd. 36a (Definitions)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969)
B.W.A. v. Farmington R-7 Sch. Dist., 554 F.3d 734 (8th Cir. 2009)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
B.H. ex rel. Hawk v. Easton Area School Dist., 725 F.3d 293 (3rd Cir. 2013)
D.B. ex rel. Brogdon v. Lafon, 217 Fed. Appx. 518 (6th Cir. 2007)

Hardwick v. Heyward, 711 F.3d 426 (4th Cir. 2013)
Madrid v. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
McIntire v. Bethel School, Indep. Sch. Dist. No. 3, 804 F.Supp. 1415 (W.D. Okla. 1992)
Hicks v. Halifax County Bd. of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)
Olesen v. Bd. of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820 (N.D. Ill. 1987)

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



BULLYING PROHIBITION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited
 - 1. on school premises, at school functions or activities, or on school transportation.
 - 2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or
 - 3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.
- B. A school-aged child who voluntarily participates in a public school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public school students participating in the activity.
- C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.
- D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.

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

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

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

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

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

III. DEFINITIONS

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

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

The term, "bullying," specifically includes cyberbullying, malicious and sadistic conduct and sexual exploitation.

- B. Cyberbullying means bullying using technology or other electronic communication,

including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment

- C. Immediately means as soon as possible, but in no event longer than twenty-four (24) hours.
- D. Intimidating, threatening, abusive, or harming conduct means, but is not limited to, conduct that does:
 - 1. Causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property;
 - 2. Under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 - 3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.
- E. "Malicious and sadistic conduct" means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.
- F. On school district premises, school district property, at school function or activities, or on school transportation means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
- G. Prohibited Conduct means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.
- H. Remedial Response means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- I. Student means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to the building principal/designee, or where appropriate to the District Human Rights Officer, or Superintendent. A student may report bullying anonymously. However, the school district may not rely solely on an

- anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.
 - C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or 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.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.
 - D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who receives a report of, observes, witnesses, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.
 - E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
 - F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, or work assignments, or educational or work environment.
 - G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three school days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, complainant, reporter, students, or others pending completion of an investigation of bullying, or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

- D. Upon completion of an investigation that determines that bullying or other prohibited behavior occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.F. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy and other applicable school district policies; and applicable regulations.
- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

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

VII. TRAINING AND EDUCATION

- A. Consistent with its applicable policies and practices, the school district must discuss this policy with students, school personnel and volunteers and provide appropriate training for all school district personnel to prevent, identify, and respond to prohibited conduct. The school district must establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

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

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

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

1. Engage all students in creating a safe and supportive school environment;
 2. Partner with parents and other community members to develop and implement prevention and intervention programs;
 3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
 4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
 5. Teach students to advocate for themselves and others;
 6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
 7. Foster student collaborations that, in turn, foster a safe and supportive school climate
- F. The school district may implement violence prevention and character development education programs to prevent 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, and resourcefulness.

- G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. Article II, paragraph D, regarding malicious and sadistic conduct must be conspicuously posted throughout each school building per Minn. Stat. § 121A.0312.
- C. This policy shall be conspicuously posted in the administrative offices of the school and school district in summary form.
- D. This policy must be distributed to each school district or school employee and independent contractor, if the contractor regularly interacts with students, at the time of employment with the district or the school.
- E. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy distributed to parents at the beginning of each school year.
- F. This policy shall be available to all parents and other school community members in an electronic format in the languages appearing on the school district's or a school's website, consistent with the district policies and practices.
- G. The school district shall provide an electronic copy of its most recently amended policy to the Minnesota Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minnesota Statutes, sections 121A.031 and 121A.0312 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definitions)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
[Minn. Stat. § 121A.0312 \(Malicious and Sadistic Conduct\)](#)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 124D.10 (Charter Schools)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g et seq. (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 423 (Employee-Student Relationships)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 507 (Corporal Punishment)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Policy)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

- A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted to the designated school district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated school district administrator one of the following statements:
 - 1) a statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
 - 2) a medical statement affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.
- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the medical statement. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated school district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.
- C. The parent or guardian of persons receiving instruction in a home school shall submit one of the statements set forth in Section III.A. or III.B., above, or statement of immunization set forth in Section IV., below, to the superintendent of the school district by October 1 of the first year of their home schooling in Minnesota and the grade 7 year.
- D. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted the required data.
- E. The school district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in Section III.A. or III.B., above, or Section IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the

specified time frames shall be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a signed medical statement affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The school district will develop and implement a procedure to:
 - 1) notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
 - 2) notify parents and students of the consequence for failure to provide required documentation regarding immunizations;
 - 3) review student health records to determine whether the required information has been provided; and
 - 4) make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

[See Attachments A, B, and C]

- B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

- A. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student attains the age of majority.
- B. Upon request, the school district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data shall be governed by Policy 515 Protection and Privacy of Pupil Records.
- C. The designated school district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.
- D. Upon request of a public or private post-secondary educational institution, the designated school district administrator will assist in the transfer of the student's immunization file to the post-secondary educational institution.

VII. OTHER

Within 60 days of the commencement of each new school term, the school district will forward a report to the Commissioner of the Department of Education stating the number of students attending each school in the school district, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The school district also will forward a copy of all exemption statements received by the school district to the Commissioner of the Department of Health.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 121A.17 (School Board Responsibilities)
Minn. Stat. § 144.29 (Health Records; Children of School Age)
Minn. Stat. § 144.3351 (Immunization Data)
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
Minn. Stat. § 144.442 (Testing in Schools)
Minn. Rules Parts 4604.0100-4604.1020 (Immunization)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Atty. Gen. 169-W (July 23, 1980)
Op. Atty. Gen. 169-W (Jan. 17, 1968)

Cross References: MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)



[date]

[Parent(s)]

[Address]

Re: Immunizations

Dear Parent:

As you know, school begins on [date]. Before your child, [name of child], can be enrolled, however, we must receive proof that he/she has received immunization against a number of diseases as required by state law or is excepted therefrom. To date, we have no immunization records for your child nor a claim of exception.

Please complete the enclosed form verifying that [name of child] has received the required immunizations, consistent with medically acceptable standards and return the form to [name of school official], *before school begins*. By state law, we cannot allow [name of child] to stay in school longer than thirty days unless we have received proof that he/she has had the required immunizations or is excepted therefrom.

If you cannot submit a statement from a physician or public clinic regarding your elementary or secondary school child, you may submit your own statement on the enclosed form detailing the precise dosages given for each required immunization and the month and year each immunization was given. If you elect to submit your own statement in lieu of one from a health care provider, please contact [name of school official] at [telephone number] to determine the precise vaccinations required for your child, as the requirements vary according to the child's age.

If you are claiming an exception for medical reasons that an immunization is contraindicated or because of your conscientiously held beliefs, you must either submit a statement from a physician stating the immunization is contraindicated or you must submit a notarized statement, signed by you as the parent/guardian, or if the student is an emancipated person, by the emancipated person, stating that the student has not been immunized because of conscientiously held beliefs. The enclosed form may be used for this purpose.

If we do not receive proof of immunization or exception by [date], your child will be sent home from school and discharged from enrollment. It will then be necessary for you to re-enroll the child after immunization requirements have been met before the child can return to school. If you have any questions, please contact [name of school official] at [telephone number].

Thank you for your cooperation.

Very truly yours,

[School District Official]



[date]

[Parent(s)]

[Address]

Re: Immunizations

Dear Parent:

As you know, school began today. To date, we have no immunization records for your child nor any record of a request for an exception. In order for your child, [name of child], to remain enrolled, we must receive proof that he/she has received immunization against a number of diseases as required by state law or that he/she qualifies for one of the statutory exceptions. By this letter, we wish to verify that our records concerning your child are accurate and complete.

Please submit a statement on the enclosed form to [name of school official] from a physician or a public clinic verifying that [name of child] has received the required immunizations, consistent with medically acceptable standards. By state law, we cannot allow [name of child] to stay in school unless we have received proof that he/she has had the required immunizations or has satisfied one of the statutorily recognized exceptions.

If you cannot submit a statement from a physician or public clinic regarding your elementary or secondary school child, you may submit your own statement on the enclosed form detailing the precise dosages given for each required immunization and the month and year each immunization was given. If you elect to submit your own statement in lieu of one from a health care provider, please contact [name of school official] at [telephone number] to determine the precise vaccinations required for your child, as the requirements vary according to the child's age.

If you are claiming an exception for medical reasons that an immunization is contraindicated or because of your conscientiously held beliefs, you must either submit a statement from a physician stating the immunization is contraindicated or you must submit a notarized statement, signed by you as the parent/guardian, or if the student is an emancipated person by the emancipated person, stating that the student has not been immunized because of conscientiously held beliefs. The enclosed form may be used for this purpose.

If you have already submitted a statement to us, please indicate how the statement was submitted (i.e. hand-delivered, mailed), when it was delivered and to whom. It may be necessary for you to obtain a duplicate statement if the original cannot be found. If additional time to obtain a duplicate is required, please so indicate in your response.

If we do not receive proof of immunization or exception by [ten school days], your child will be sent home from school and discharged from enrollment. It will then be necessary for you to re-enroll the child after immunization requirements have been met before the child can return to school. If you have any questions, please contact [name of school official] at [telephone number].

Thank you for your cooperation.

Very truly yours,

[School District Official]

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[date]

[Parent(s)]

[Address]

Re: Non-Enrollment for Lack of Immunization Proof

Dear Parent:

We are sending your child, [name of child], home today because we have not yet received proof that he or she has received appropriate immunizations or is excepted therefrom. Minnesota law does not allow us to enroll an elementary or secondary school student without proof that the student has received the required immunizations or is excepted therefrom.

As we advised earlier, State law and School District policy allow for a thirty-day grace period and a ten-day due process period during which your child may attend school. Those grace periods have now expired.

[Name of child] may re-enroll as soon as we have received appropriate proof of immunizations. If you have any questions about the proof or the immunizations required, please contact [name of school official] at [telephone number] as soon as possible.

We look forward to having [name of child] back in school soon.

Very truly yours,

[School District Official]

DISTRICT NOTES:

Previous notices sent on _____ by _____

Phone contacts on _____ by _____

_____ by _____

_____ by _____

SCHOOL HEALTH RELATED PROGRAMS

I. PURPOSE

Big Lake Schools complies with all applicable laws related to school health programs. The Board has directed the superintendent/designee to implement rules and procedures in accordance with:

II. HEALTH SCREENING

- A. An Early Childhood Health and Developmental Screening is required for all children before entering Kindergarten or first grade in a public school in the State of Minnesota. A child must not be enrolled in Kindergarten or first grade unless a record indicating the month and year the child received screening and the results of the screening are submitted to the school principal or other designated school personnel. Big Lake Schools notify all parents/guardians of this requirement and makes this Health and Developmental Screening available to all children and families before Kindergarten entrance.
- B. Students entering school shall be given one month to show proof of screening. Students failing to show proof within this period of time will be excluded from school until proof of screening is submitted. It shall be the responsibility of the Elementary Administrative Assistant to consult with the Early Childhood Screening Program Director or secretary to see that this requirement has been met upon a child's first entrance into a school program (K or 1st grade) and to alert the principal if a student has not met this requirement. It shall be the responsibility of the building principal to set up procedures to enforce this rule.
- C. Vision/Hearing screening is conducted annually or as needed, in compliance with Minnesota Department of Health recommendations. Students may also be screened upon parent or teacher request or by the licensed school nurse when such assessment is appropriate.
- D. Color Vision screening is also conducted for all students as requested by teachers and parents.

III. HEALTH ASSESSMENT

- A. Each student, upon entering Kindergarten and again upon entering 7th grade, shall submit a report of up-to-date immunizations to the school health office. If a parent or legal guardian objects to such childhood immunizations on constitutional grounds, they shall complete the legal exemptions section of the Pupil Health Immunization Record, and sign and notarize this form prior to returning it to the health office of the school their child attends (additional information can be found in Policy 530).
- B. If a student has long term or on-going classroom/activity limitations due to a medical condition, the parent/guardian will request the physician complete a written description of the limitation and submit it to the principal/designee or school nurse/health assistant.
- C. If a student's medical condition requires medical treatments be carried out at school, the determination on if and how treatments can/should be carried out safely and

effectively at school will be made by a school team that will consist of the district's school nurse or designated health service staff, parent/guardian, principal and teacher.

D. Health assessments are provided as appropriate by health office staff.

IV. HEALTH RECORDS

Each school is required by law to maintain a health record for every student. This record shows evidence of immunization and screening dates. It also may contain pertinent health data about a student. All health records are legally considered private data under Minnesota law and District policy.

V. ILLNESS/COMMUNICABLE DISEASE

A. If a student becomes ill at school, the teacher or Health Service staff shall isolate the student and an appropriate assessment will be made to determine if the parent/guardian should be notified and the student be sent home. If upon assessment, a student is suspected of having a communicable disease; Health Service staff shall determine exclusion and return to school protocol. The parent or guardian will be notified of the possibility of a communicable disease and the recommended school protocol.

B. Presence of a Communicable Disease

When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases.

VI. ACCIDENTS

A. When a student is injured while at school, school health staff shall administer first aid according to guidelines set forth by the District and under the direction of the school nurse. If, in the judgment of the Health Service staff, principal, or other school official acting in their stead, the injury requires emergency medical attention, 911 will be called and the parent or guardian notified as soon as possible. If an injury is not identified as emergency but medical care by a physician is indicated, the parent/guardian will be notified as soon as possible.

B. A student injured in school or on the school grounds should report to the health room. A School Accident Report may be completed by a student or staff person witnessing the accident when deemed appropriate. This shall be given to the health service staff of the building and principal/designee for review and filed in the health room.

VII. MEDICATIONS

Diagnosis and treatment of illness and the prescribing of drugs and medications are never the responsibility of a school and should not be practiced by any school personnel. It is the expectation of the District that all students' medications be administered by a parent at home. However, the District acknowledges that some students may require prescribed medication during the school day. If such medication is necessary during school hours, the School District's licensed school nurse or designated person(s) shall administer the medication in compliance with appropriate law and District administrative procedures. (See Policy 516 – Medications and Regulations for 516.)

VIII. MEDICALLY FRAGILE CHILDREN

Big Lake Schools support inclusion of medically fragile students in conventional school settings. Efforts will be made to provide safe and healthy environments where students' health needs are met by licensed health professionals and trained support staff. If health care needs of students exceed that which can reasonably be met in a student's school, an alternative education program will be determined. Students' health needs and appropriate school setting will be determined by the building team, including the District licensed school nurse in consult with health service staff.

- Legal References:*
- Minn. Stat. 245.91
 - Early Childhood Screening Law M.S. 121A.16
 - Minnesota Statute 245.9
 - General powers of independent school districts M.S. 123B.02
 - Health standards; newly enrolled students M.S. 121A.15
 - Minnesota Statute 121A.22 Nurse Practice Act
 - Minnesota School Immunization Law M.S. 121A.15
 - Health records; children of school age. M.S. 144.29
 - Minn. Stat. § 13.32 (Educational Data)
 - Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
 - Minn. Stat. § 121A.17 (School Board Responsibilities)
 - Minn. Stat. § 144.29 (Health Records; Children of School Age)
 - Minn. Stat. § 144.3351 (Immunization Data)
 - Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
 - Minn. Stat. § 144.442 (Testing in Schools)
 - Minn. Rules Parts 4604.0100-4604.1000 (Immunization)
 - McCarthy v. Ozark Sch. Dist.*, 359 F.3d 1029 (8th Cir. 2004)
 - Op. Atty. Gen. 169-W (July 23, 1980)
 - Op. Atty. Gen. 169-W (Jan. 17, 1968)