



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

Mission Statement

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

**Thursday, September 26, 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 August 22, 2024 Regular Board Meeting	
B. Claims and Accounts	6
Claims and Accounts for the month of September	
C. Credit Card Report	24
D. Personnel	29
E. Fundraisers	30
F. MOU's	31
Read Act, Fitness Center Discount, Preschool Teachers, EPIC Advisor	
G. Approval of One Read Policy 522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process	42
VII. Donations	62
Chair, Tonya Reasoner	
VIII. MSHSL Update	
Activities Director, Mark Kuisle	
https://youtu.be/vmZVS_VX2-o	
IX. Discussion of Commissioner's Review and Comment on Proposed Projects	63
Superintendent, Tim Truebenbach	
X. Financial Report	67
Director of Business Services, Angie Manuel	
August report will be presented.	
XI. Approve Preliminary Pay 2025 Levy Certification	76
Director of Business Services, Angie Manuel	
XII. District and Building Goals	77
Assistant Superintendent of Teaching and Learning, Minda Anderson	
XIII. Proposed Legislative Resolutions	
Superintendent, Tim Truebenbach	1
A. Increase in LTFM	108
Superintendent, Tim Truebenbach	

B. Sales Tax Exemption 111
Superintendent, Tim Truebenbach

XIV. First Reading of Policies 114

Superintendent, Tim Truebenbach
503 Student Attendance; 509 Enrollment of Nonresident Students; 510.5 Adding/Eliminating a School Sponsored Activity; 512 School Sponsored Student Publications and Activities; 516 Student Medication; 613 Graduation Requirements

XV. 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

XVI. Student Representative Report

Student Representative, Alexis Gosewisch

XVII. School Board Recognition

Superintendent, Tim Truebenbach

XVIII. Superintendent Report

Superintendent, Tim Truebenbach

A. Cabinet Department Update

XIX. Announce Closed Session for Superintendent Evaluation

Chair, Tonya Reasoner

XX. Adjournment

Chair, Tonya Reasoner

Strategic Plan Focus Areas

Student Support

Staff Support

Family & Community Engagement



OPEN FORUM

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

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

The guidelines for open forum are as follows:

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

INDEPENDENT SCHOOL DISTRICT 727
BIG LAKE, MINNESOTA
SHERBURNE COUNTY

Minutes of the Regular Meeting
August 22, 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 August 22, 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, and Ms. Ashley Schabilion. Absent: Mr. Derek Nelson.

III. APPROVE AGENDA

Chair Reasoner moved agenda item XI. FAMILY RESOURCE CENTER DISCUSSION before X. READ ACT UPDATE.

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

The motion carried 5-0.

IV. PLEDGE OF ALLEGIANCE

Chair Reasoner and the Board led the Pledge of Allegiance.

V. OPEN FORUM

No participants

VI. CONSENT AGENDA

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

A. PREVIOUS MINUTES from the July 25, 2024 regular meeting and the August 7, 2024 work session

B. CLAIMS AND ACCOUNTS for the month of August in the amount of \$3,344,531.61 checks 105740-105864

C. CREDIT CARD REPORT

D. PERSONNEL

August 2024 Personnel				
Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Cary, Ellie	Building Substitute	Independence	08/25/2024	New Hire
Peterson, Taylor A	School Readiness Instructor	Community Ed	08/12/2024	Resignation
Arko, Jamie	Paraeducator	Independence	09/03/2024	New Hire
Villa, Weston	Custodian	Liberty	08/05/2024	New Hire
Stoll, Cynthia	Paraeducator	Independence	08/26/2024	Retirement
Boeckman, Will	Seasonal Grounds Assistant	District Wide	08/18/2023	Resignation
Knudson, Julie	School Social Worker	Middle School	08/26/2024	New Hire
Huettl, Jessica	School Readiness Instructor	Community Ed	08/19/2024	New Hire
Geis, Kelsey	Paraeducator	Middle School	05/30/2024	Resignation
Dusterhoft, Kathleen	Paraeducator	Middle School	05/30/2024	Resignation
Halverson, Ken	Coach	Athletics/Activities	08/19/2024	New Hire
Kolles, Carson	Coach	Athletics/Activities	11/01/2024	New Hire
Nielsen, Belinda	Social Worker	Middle School	05/31/2024	Resignation
Mckinney, Matthew	Paraeducator	Middle School	09/03/2024	New Hire
Euerle, Veronica	Building Substitute	Independence	08/26/2024	Rehire

E. FINAL READING AND APPROVAL OF POLICY 504 STUDENT DRESS AND APPEARANCE

F. ONE READ POLICIES APPROVAL:

413 Harassment and Violence; 416 Drug and Alcohol Testing; 418 Drug-free Workplace Drug-free School; 506 Student Discipline; 515 Protection and Privacy of Pupil Records; 524 Internet Acceptable Use and Safety Policy; 532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds; 535 Service Animals; 620 Credit for Learning; 709 Student Transportation Safety Policy

The motion carried 5-0.

VII. DONATIONS

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

Donor	Item	Designated Purpose (if any)
Big Lake Elementary PTO	\$393.19	Field Trip Transportation 2 nd grade
Big Lake Girls Basketball Booster Club	\$1,180.00	Charter bus to Fergus Falls

The motion carried 5-0.

VIII. FINANCIAL REPORT

Director of Business Services, Angie Manuel, presented the financial report for July. A motion was made by Scales seconded by Sixberry to approve the financial report as presented.

The motion carried 5-0.

IX. FAMILY RESOURCE CENTER DISCUSSION

Julie Schultz and Jodi Heurung presented to the board.

X. READ ACT UPDATE

Assistant Superintendent of Teaching and Learning, Minda Anderson, gave an update to the board.

XI. SCHOOL BOARD COMMITTEE/REPRESENTATIVE UPDATES

A. Finance—none

B. Policy—continued to review policies

C. Buildings and Grounds—none

D. School Board Representatives—Schabilion gave an update on SAFF

XII. SUPERINTENDENT REPORT

Superintendent Truebenbach gave his monthly update to the board.

A. District Construction Tour—toured the construction projects around the district—
Sixberry left at 7:39 PM

XIII. ADJOURNMENT

A motion was made by Scales seconded by Brown to adjourn the meeting. The meeting was adjourned at 8:28 PM.

The motion carried 4-0.

Clerk, Lenette Brown
Approved September 26, 2024

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 06/30/2024 - 9/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	105865	CH	1 05358	ALBANY SCHOOLS ISD #745	08/30/2024	\$200.00	160105	E 11 300 296 124 000 369	08/23/24 VOLLEYBALL TOURNAMENT
						Check Total:	\$200.00		
001	105868	CH	1 13984	BIELEJESKI, ELIZABETH	08/30/2024	\$615.00	160134	E 01 300 294 000 000 357	SIGN LANGUAGE INTERPRETER AUGUS
						Check Total:	\$615.00		
001	105869	CH	1 13105	BLOOMINGTON JEFFERSON	08/30/2024	\$230.00	160110	E 11 300 296 124 000 369	10/12/2024 GIRLS VB TOURNAMENT
						Check Total:	\$230.00		
001	105870	CH	1 12109	COR ROBOTICS LLC	08/30/2024	\$320.00	160135	E 04 500 585 000 332 305	AEROCODE ACADEMY
						Check Total:	\$320.00		
001	105871	CH	1 04837	DASSEL COKATO ISD #466	08/30/2024	\$250.00	160111	E 11 300 296 124 000 369	09/28/2024 GIRLS VB INVITATIONAL
						Check Total:	\$250.00		
001	105872	CH	1 13112	ELITE GYMNASTICS ACADEMY	08/30/2024	\$2,025.00	160147	E 04 500 560 122 321 369	ICE VALLEY INVITE/ELITE GYMNASTICS
001	105872	CH	1 13112	ELITE GYMNASTICS ACADEMY	08/30/2024	\$110.00	160147	E 04 500 560 122 321 369	TEAM FEES
						Check Total:	\$2,135.00		
001	105873	CH	1 12783	EVERYDAY SPEECH LLC	08/30/2024	\$1,267.97	160112	E 12 201 401 000 740 406	FY25 Renewal
001	105873	CH	1 12783	EVERYDAY SPEECH LLC	08/30/2024	\$1,267.97	160112	E 12 100 401 000 740 406	FY25 Renewal
001	105873	CH	1 12783	EVERYDAY SPEECH LLC	08/30/2024	\$1,267.96	160112	E 12 300 401 000 740 406	FY25 Renewal
001	105873	CH	1 12783	EVERYDAY SPEECH LLC	08/30/2024	\$1,267.96	160112	E 12 110 401 000 740 406	FY25 Renewal
						Check Total:	\$5,071.86		
001	105874	CH	1 12913	FLIPS GYMNASTICS LLC	08/30/2024	\$3,960.00	160142	E 04 500 560 122 321 369	FALL HOE DOWN/FLIPS GYMNASTICS M
001	105874	CH	1 12913	FLIPS GYMNASTICS LLC	08/30/2024	\$110.00	160142	E 04 500 560 122 321 369	TEAM FEES
						Check Total:	\$4,070.00		
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$2,881.25	160113	E 05 100 203 601 302 460	9780544193840 Math in Focus Student W
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$2,742.95	160113	E 05 100 203 601 302 460	9780544193857. Math in Focus Student W
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$2,581.60	160113	E 05 100 203 601 302 460	9780544193864 HMH Math in Focus Wor
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$2,166.70	160113	E 05 100 203 601 302 460	9780544193871 HMH Math in Focus Wor
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$5,693.35	160113	E 05 100 203 601 302 460	9780544193888 HMH Math in Focus Wor
001	105875	CH	1 08952	HOUGHTON MIFFLIN HARCOART PUBL	08/30/2024	\$1,606.59	160113	E 05 100 203 601 302 460	shipping estimate
						Check Total:	\$17,672.44		
001	105876	CH	1 02927	IDEAL ADVERTISING SCREEN PRINTIN	08/30/2024	\$126.00	160114	E 11 300 294 116 000 897	PC55 Port Authority 50/50 T-ShirtNavy= 10
001	105876	CH	1 02927	IDEAL ADVERTISING SCREEN PRINTIN	08/30/2024	\$126.00	160114	E 11 300 296 186 000 897	PC55 Port Authority 50/50 T-ShirtNavy= 10
						Check Total:	\$252.00		
001	105877	CH	1 12541	IGM GYMNASTICS	08/30/2024	\$2,100.00	160146	E 04 500 560 122 321 369	BLIZZARD INTL/IGM GYMNASTICS MEE1

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	105877	CH	1	12541	IGM GYMNASTICS	08/30/2024	\$110.00	160146	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$2,210.00				
001	105878	CH	1	14013	INTERNATIONAL INSTITUTE FOR REST	08/30/2024	\$10.00	160149	E 01 100 203 290 000 401	Restorative Question Cards (English)	
001	105878	CH	1	14013	INTERNATIONAL INSTITUTE FOR REST	08/30/2024	\$4.43	160149	E 01 100 203 290 000 401	shipping	
Check Total:							\$14.43				
001	105879	CH	1	08228	KIDCREATE STUDIO EDEN PRAIRIE	08/30/2024	\$494.00	160136	E 04 500 585 000 332 305	GLITTER & SLIME	
Check Total:							\$494.00				
001	105880	CH	1	13490	KOESEL, TRACY	08/30/2024	\$96.00	160115	E 01 300 294 000 000 357	SIGN LANGUAGE INTERPRETING 08/20/	
Check Total:							\$96.00				
001	105881	CH	1	05341	MEDCO	08/30/2024	\$2,968.18	160120	E 11 300 292 000 000 401	24-25 TRAINING SUPPLIES * SEE ATTAC	
001	105881	CH	1	05341	MEDCO	08/30/2024	\$199.00	160120	E 11 300 292 000 000 401	SHIPPING & HANDLING	
Check Total:							\$3,167.18				
001	105882	CH	1	01134	MESPA	08/30/2024	\$703.00	160116	E 01 100 050 000 000 820	MESPA Membership 1 year for Jona Deave	
Check Total:							\$703.00				
001	105883	CH	1	01146	MONTICELLO PRINTING	08/30/2024	\$30.00	160117	E 01 005 610 000 000 401	Business cards Ben Bonnett	
Check Total:							\$30.00				
001	105884	CH	1	01095	MONTICELLO PUBLIC SCHOOLS	08/30/2024	\$100.00	160122	E 11 300 294 116 000 369	09/07/2024 BOYS CROSS COUNTRY RUI	
001	105884	CH	1	01095	MONTICELLO PUBLIC SCHOOLS	08/30/2024	\$100.00	160121	E 11 300 296 186 000 369	09/07/2024 GIRLS CROSS COUNTRY RU	
Check Total:							\$200.00				
001	105885	CH	1	12605	MRI SOFTWARE LLC	08/30/2024	\$52.50	160119	E 01 005 105 170 000 305	BACKGROUND SCREENING JULY 2024	
Check Total:							\$52.50				
001	105886	CH	1	14016	NORTH CREST ACADEMY/ACTIVITY CE	08/30/2024	\$4,125.00	160140	E 04 500 560 122 321 369	SPIRIT OF THE NORTH SCEL BRONZE &	
001	105886	CH	1	14016	NORTH CREST ACADEMY/ACTIVITY CE	08/30/2024	\$110.00	160140	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$4,235.00				
001	105887	CH	1	10410	NORTH CREST KIDS ACTIVITY CENTEF	08/30/2024	\$1,875.00	160145	E 04 500 560 122 321 369	WOLFPACK INVITE/NORTH CREST GYM	
001	105887	CH	1	10410	NORTH CREST KIDS ACTIVITY CENTEF	08/30/2024	\$110.00	160145	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$1,985.00				
001	105888	CH	1	10768	NORTHEAST SERVICE COOPERATIVE	08/30/2024	\$1,250.00	160118	E 01 300 211 228 000 305	24/25 MSC ONLINE TUITION AGREEMEN	
Check Total:							\$1,250.00				
001	105889	CH	1	12892	REVOLUTION GYMNASTICS CLUB, LLC	08/30/2024	\$4,125.00	160143	E 04 500 560 122 321 369	THROWBACK CLASSIC/REVOLUTION G'	
001	105889	CH	1	12892	REVOLUTION GYMNASTICS CLUB, LLC	08/30/2024	\$110.00	160143	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$4,235.00				
001	105890	CH	1	12587	RISING STARS GYMNASTICS	08/30/2024	\$3,465.00	160141	E 04 500 560 122 321 369	HARVEST INVITE/RAMSEY STARS ACAD	

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001	105890	CH	1	12587	RISING STARS GYMNASTICS	08/30/2024	\$100.00	160141	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$3,565.00				
001	105891	CH	1	05565	ROCORI HIGH SCHOOL	08/30/2024	\$125.00	160124	E 11 300 294 116 000 369	09/19/2024 BOYS CROSS COUNTRY RUI	
Check Total:							\$125.00				
001	105892	CH	1	05565	ROCORI/COLDSRING ISD #750	08/30/2024	\$125.00	160123	E 11 300 296 186 000 369	09/19/2024 GIRLS CROSS COUNTRY RU	
Check Total:							\$125.00				
001	105893	CH	1	01188	SCHOLASTIC INC	08/30/2024	\$249.75	160125	E 05 201 208 000 302 460	SCOPE	
001	105893	CH	1	01188	SCHOLASTIC INC	08/30/2024	\$254.70	160125	E 05 201 208 000 302 406	SCHOLASTIC MATH	
001	105893	CH	1	01188	SCHOLASTIC INC	08/30/2024	\$399.60	160125	E 05 201 208 000 302 406	SCHOLASTIC ACTION	
Check Total:							\$904.05				
001	105894	CH	1	13432	ST CLOUD OFFICIAL'S ASSOCIATION	08/30/2024	\$100.00	160126	E 11 300 292 000 000 305	24/25 ANNUAL ASSIGNING FEE	
Check Total:							\$100.00				
001	105896	CH	1	09941	STERLING TROPHY	08/30/2024	\$750.00	160137	E 04 500 560 122 321 436	STANLEY LIKE MUGS ENGRAVING CHAF	
Check Total:							\$750.00				
001	105897	CH	1	12068	THE WATSON COMPANY, INC.	08/30/2024	\$939.59	160139	E 11 300 298 000 000 490	CONCESSIONS	
001	105897	CH	1	12068	THE WATSON COMPANY, INC.	08/30/2024	\$1,251.95	160130	E 11 300 298 000 000 490	CONCESSIONS	
Check Total:							\$2,191.54				
001	105898	CH	1	14017	TWIN CITY TWISTERS GYMNASTICS, I	08/30/2024	\$6,768.00	160144	E 04 500 560 122 321 369	PEPPERMING TWIST/TWIN CITY TWISTE	
001	105898	CH	1	14017	TWIN CITY TWISTERS GYMNASTICS, I	08/30/2024	\$220.00	160144	E 04 500 560 122 321 369	TREAM FEES	
Check Total:							\$6,988.00				
001	105899	CH	1	14017	TWIN CITY TWISTERS GYMNASTICS, I	08/30/2024	\$2,115.00	160148	E 04 500 560 122 321 369	NORTHERN LIGHTS INVITE/TWIN CITY T	
001	105899	CH	1	14017	TWIN CITY TWISTERS GYMNASTICS, I	08/30/2024	\$110.00	160148	E 04 500 560 122 321 369	TEAM FEES	
Check Total:							\$2,225.00				
001	105900	CH	1	04148	VIKING COCA-COLA BOTTLING CO	08/30/2024	\$1,238.25	160138	E 11 300 298 000 000 490	CONCESSIONS	
001	105900	CH	1	04148	VIKING COCA-COLA BOTTLING CO	08/30/2024	\$1,579.75	160131	E 11 300 298 000 000 490	CONCESSIONS	
Check Total:							\$2,818.00				
001	105901	CH	1	04794	ANNANDALE SCHOOLS	08/30/2024	\$150.00	160107	E 11 300 294 116 000 369	10/24/2024 CROSS COUNTRY RUNNING	
Check Total:							\$150.00				
001	105902	CH	1	04794	ANNANDALE SCHOOLS	08/30/2024	\$150.00	160106	E 11 300 296 186 000 369	09/10/2024 CROSS COUNTRY RUNNING	
Check Total:							\$150.00				
001	105903	CH	1	01503	BECKER HIGH SCHOOL	08/30/2024	\$62.50	160108	E 11 300 296 186 000 369	09/26/2024 GIRLS CROSS COUNTRY RU	
001	105903	CH	1	01503	BECKER HIGH SCHOOL	08/30/2024	\$62.50	160109	E 11 300 294 116 000 369	09/26/2024 BOYS CROSS COUNTRY RUI	
Check Total:							\$125.00				

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

Payment Date Range: 06/30/2024 - 9/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105904	CH	1 04835	ST MICHAEL-ALBERTVILLE	08/30/2024	\$150.00	160127	E 11 300 296 186 000 369	10/02/2024 CROSS COUNTRY RUNNING	
001	105904	CH	1 04835	ST MICHAEL-ALBERTVILLE	08/30/2024	\$150.00	160129	E 11 300 294 116 000 369	10/02/2024 BOYS CROSS COUNTRY RU	
Check Total:						\$300.00				
001	105905	CH	1 04835	ST MICHAEL-ALBERTVILLE	08/30/2024	\$175.00	160128	E 11 300 296 124 000 369	09/21/2024 GIRLS VB INVITATIONAL	
Check Total:						\$175.00				
001	105906	CH	1 13979	AHNER, JODY	09/06/2024	\$629.85	160170	E 01 300 294 000 000 357	ASL AUGUST 2024	
Check Total:						\$629.85				
001	105907	CH	1 12505	APRIL GRAPHICS	09/06/2024	\$441.00	160173	E 01 300 810 000 000 350	SIGN CHANGES AS QUOTED (FITNESS C	
Check Total:						\$441.00				
001	105908	CH	1 13241	BENEFIT RESOURCE LLC	09/06/2024	\$195.00	160174	E 01 005 105 000 000 305	COBRA QUALIFYING EVENT	
Check Total:						\$195.00				
001	105909	CH	1 01035	cmERDC	09/06/2024	\$202.56	160178	E 04 500 505 000 321 401	Laminating Film, 25"x 500' 1.5 mil. 1" inch c	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$74.60	160177	E 04 500 596 000 344 401	White Paper Napkins, Quarter Fold, 6 1/2 x	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$209.40	160177	E 04 500 596 000 344 430	Paper Plates, Non-Shiny, 6 in., White, Uncc	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$115.08	160177	E 04 500 596 000 344 401	Paper Plates, Non-Shiny, 9 in. White, Unco	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$374.28	160177	E 04 500 590 000 321 401	Soufflé Cups, Plastic, 5 1/2 oz., 2500/CS, F	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$89.80	160177	E 04 500 590 000 321 401	Plastic Sporks, 6 in. Medium Weight, 1000/	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$43.86	160179	E 04 500 570 000 321 401	Kraft Rolls, 36 in., Dark Blue, 40# ROLLS, (
001	105909	CH	1 01035	cmERDC	09/06/2024	\$53.94	160179	E 04 500 505 000 321 401	Kraft Rolls, 36 in., Bright Blue, 40# ROLLS,	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$51.86	160179	E 04 500 505 000 321 401	Kraft Rolls, 36 in., Lt. Green, 40# ROLLS, (
001	105909	CH	1 01035	cmERDC	09/06/2024	\$42.06	160179	E 04 500 596 000 344 401	Kraft Rolls, 36 in., White, 40# ROLLS, (100	
001	105909	CH	1 01035	cmERDC	09/06/2024	\$42.69	160179	E 04 500 580 000 325 401	Kraft Rolls, 36 in., Brown, 40# ROLLS, (100	
Check Total:						\$1,300.13				
001	105910	CH	1 01026	DICK BLICK	09/06/2024	\$44.55	160176	E 01 300 212 000 000 430	HS ART SUPPLIES	
001	105910	CH	1 01026	DICK BLICK	09/06/2024	\$3,182.95	160175	E 01 300 212 000 000 430	HS ART SUPPLIES	
Check Total:						\$3,227.50				
001	105911	CH	1 08417	EDUCATORS BENEFIT CONSULTANTS	09/06/2024	\$415.17	160183	E 01 005 105 000 000 305	403B ADMIN & COMPLIANCE	
Check Total:						\$415.17				
001	105912	CH	1 13994	EGAN COMPANY	09/06/2024	\$1,034.56	160180	E 05 100 865 000 363 350	CJN24-067 INDEPENDENCE FIRE ALARM	
001	105912	CH	1 13994	EGAN COMPANY	09/06/2024	\$1,319.43	160181	E 05 110 865 000 363 350	CJN24-067 LIBERTY SCHOOL FIRE ALAF	
001	105912	CH	1 13994	EGAN COMPANY	09/06/2024	\$1,788.20	160182	E 05 300 865 000 363 350	CJN24-067 HIGH SCHOOL FIRE ALARM I	
Check Total:						\$4,142.19				

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	105913	CH	1	13130	LINDSEY OSTERMAN	09/06/2024	\$1,416.00	160186	E 01 300 790 000 699 303	PCN MEDIA CONSULTANT AUGUST 2024	
							Check Total:	\$1,416.00			
001	105914	CH	1	05341	MEDCO	09/06/2024	\$30.73	160190	E 11 300 292 000 000 401	24-25 TRAINING SUPPLIES * SEE ATTAC	
							Check Total:	\$30.73			
001	105915	CH	1	01146	MONTICELLO PRINTING	09/06/2024	\$445.89	160188	E 01 005 107 000 000 305	POSTCARD MAILER, NCOA, PRESORT, I	
001	105915	CH	1	01146	MONTICELLO PRINTING	09/06/2024	\$202.98	160189	E 01 110 203 000 000 401	Liberty Envelopes	
001	105915	CH	1	01146	MONTICELLO PRINTING	09/06/2024	\$174.79	160189	E 01 201 208 000 000 401	MS Envelopes	
001	105915	CH	1	01146	MONTICELLO PRINTING	09/06/2024	\$202.98	160189	E 01 300 211 000 000 401	HS Envelopes	
001	105915	CH	1	01146	MONTICELLO PRINTING	09/06/2024	\$30.00	160185	E 04 500 580 000 325 401	BUSINESS CARDS (SG)	
							Check Total:	\$1,056.64			
001	105916	CH	1	05794	NARDINI FIRE EQUIPMENT	09/06/2024	\$326.00	160187	E 05 100 865 000 363 350	DISPATCH & COMPLIANCE, HAZMAT, INS	
							Check Total:	\$326.00			
001	105917	CH	1	01175	POSTMASTER	09/06/2024	\$2,500.00	160192	B 01 131 002	REPLENISH PERMIT #9	
							Check Total:	\$2,500.00			
001	105918	CH	1	09760	PREMIER LOCATING, INC.	09/06/2024	\$623.75	160191	E 01 005 810 000 000 305	TICKETS AUGUST 2024	
							Check Total:	\$623.75			
001	105919	CH	1	01073	RAS GLASS LLC	09/06/2024	\$520.62	160196	E 01 100 810 000 000 350	INDY B&G REPAIRS	
001	105919	CH	1	01073	RAS GLASS LLC	09/06/2024	\$462.76	160195	E 01 201 810 000 000 350	MS B&G REPAIRS	
001	105919	CH	1	01073	RAS GLASS LLC	09/06/2024	\$445.86	160194	E 01 300 810 000 000 350	HS B&G REPAIRS	
							Check Total:	\$1,429.24			
001	105920	CH	1	01840	RATWIK, ROSZAK & MALONEY, P.A.	09/06/2024	\$1,104.22	160193	E 01 005 110 305 000 305	JULY 2024 LEGAL	
							Check Total:	\$1,104.22			
001	105921	CH	1	12721	SUCCESS BY DESIGN	09/06/2024	\$3,032.40	160198	E 01 100 203 902 000 401	Daily Planners, Undated, page per day, yea	
001	105921	CH	1	12721	SUCCESS BY DESIGN	09/06/2024	(\$228.00)	160198	E 01 100 203 902 000 401	Early Order Discount	
001	105921	CH	1	12721	SUCCESS BY DESIGN	09/06/2024	\$304.00	160198	E 01 100 203 902 000 401	Custom Cover / 4 pages of handbook on wl	
001	105921	CH	1	12721	SUCCESS BY DESIGN	09/06/2024	\$268.11	160198	E 01 100 203 902 000 401	shipping	
							Check Total:	\$3,376.51			
001	105922	CH	1	01215	SUPREME SCHOOL SUPPLY	09/06/2024	\$32.00	160197	E 01 100 203 000 000 401	36 Teacher's Daily Reference Book	
001	105922	CH	1	01215	SUPREME SCHOOL SUPPLY	09/06/2024	\$17.00	160197	E 01 100 203 000 000 401	910-8LGNC D Class Record & Duplicate Pl	
001	105922	CH	1	01215	SUPREME SCHOOL SUPPLY	09/06/2024	\$10.50	160197	E 01 100 203 000 000 401	37-8. Class Record Book	
001	105922	CH	1	01215	SUPREME SCHOOL SUPPLY	09/06/2024	\$27.00	160197	E 01 100 203 000 000 401	40D Duplicate Plan Book	
001	105922	CH	1	01215	SUPREME SCHOOL SUPPLY	09/06/2024	\$15.44	160197	E 01 100 203 000 000 401	shipping	
							Check Total:	\$101.94			

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105923	CH	1	12865	TWIN CITIES BOILER REPAIR, INC.	09/06/2024	\$3,950.00	160199	E 01 100 810 000 000 350	INDY B&G REPAIRS	
Check Total:							\$3,950.00				
001	105924	CH	1	06532	VISION STAFFING	09/06/2024	\$1,560.85	160201	E 01 005 810 356 000 305	GROUNDS WEEK OF 08/25/2024	
001	105924	CH	1	06532	VISION STAFFING	09/06/2024	\$1,560.59	160200	E 01 005 810 356 000 305	GROUNDS WEEK OF 08/18/2024	
Check Total:							\$3,121.44				
001	105925	CH	1	06130	CARD SERVICES	09/06/2024	\$77.42	160203	E 01 100 203 902 000 490	INDY	
001	105925	CH	1	06130	CARD SERVICES	09/06/2024	\$14.97	160203	E 01 100 203 902 000 490	INDY	
001	105925	CH	1	06130	CARD SERVICES	09/06/2024	\$40.92	160203	E 04 500 505 000 321 490	CE	
001	105925	CH	1	06130	CARD SERVICES	09/06/2024	\$64.42	160203	E 04 500 570 000 321 490	CE	
001	105925	CH	1	06130	CARD SERVICES	09/06/2024	\$258.76	160203	E 04 500 570 000 321 490	CE	
Check Total:							\$456.49				
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$327.79	160204	E 01 201 810 000 000 330	MS SCHOOL FIRM GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$684.81	160204	E 01 201 810 000 000 330	MS SCHOOL INT GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$117.20	160204	E 01 100 810 000 000 330	INDY INT GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$443.69	160204	E 01 300 810 000 000 330	HS FIRM GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$168.50	160204	E 01 300 810 000 000 330	HS SCHOOL INT GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$21.10	160204	E 01 100 810 000 000 330	INDY FIRM #2 GAS JULY 2024	
001	105926	CH	1	03184	CENTERPOINT ENERGY	09/06/2024	\$242.19	160204	E 01 100 810 000 000 330	INDY FFIRM #1 GAS MAY 2024	
Check Total:							\$2,005.28				
001	105927	CH	1	01475	CONNEXUS ENERGY	09/06/2024	\$1,105.24	160206	E 01 005 810 860 000 331	ELECTRICAL (GLENWOOD)	
001	105927	CH	1	01475	CONNEXUS ENERGY	09/06/2024	\$1,379.73	160205	E 01 005 810 860 000 331	ELECTRICAL (IRRIG SVC) SEPTEMBER :	
Check Total:							\$2,484.97				
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$3,035.00	160211	E 05 100 865 000 363 350	INDEPENDENCE FIRE SYSTEM INSPEC	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$680.00	160207	E 05 005 865 000 363 305	CJN24-067 HIGH SCHOOL MONITORING	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$3,465.00	160212	E 05 201 865 000 363 350	MIDDLE SCHOOL FIRE SYSTEM INSPEC	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$3,035.00	160213	E 05 110 865 000 363 350	LIBERTY SCHOOL FIRE SYSTEM INSPEC	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$680.00	160208	E 05 005 865 000 363 305	CJN24-067 MIDDLE SCHOOL MONITORII	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$3,465.00	160214	E 05 300 865 000 363 350	HIGH SCHOOL FIRE SYSTEM INSPECTIK	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$680.00	160210	E 05 005 865 000 363 305	CJIN24-067 LIBERTY SCHOOL MONITOR	
001	105928	CH	1	13994	EGAN COMPANY	09/06/2024	\$680.00	160209	E 05 005 865 000 363 305	CJN24-067 INDEPENDENCE MONITORIN	
Check Total:							\$15,720.00				
001	105929	CH	1	01136	MN STATE HIGH SCHOOL LEAGUE	09/06/2024	\$1,500.00	160217	E 11 300 292 000 000 820	ANNUAL MEMBERSHIP	
Check Total:							\$1,500.00				

Big Lake Public Schools, ISD #727

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001	105930	CH	1	05794	NARDINI FIRE EQUIPMENT	09/06/2024	\$959.40	160216	E 05 100 865 000 363 350	INDY INSPECTIONS	
Check Total:							\$959.40				
001	105931	CH	1	12762	T-MOBILE	09/06/2024	\$140.00	160215	E 01 005 630 000 000 320	HOT SPOTS 07/21/24-08/20/24	
Check Total:							\$140.00				
001	105932	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	09/05/2024	\$281.00	160355	B 01 215 081	Child Support	
Check Total:							\$281.00				
001	105933	CH	1	04223	MN NCPERS LIFE INSURANCE	09/05/2024	\$96.00	160358	B 01 215 033	NCPR Life	
Check Total:							\$96.00				
001	105934	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/05/2024	\$489.15	160360	B 01 215 040	U Due Nc	
001	105934	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/05/2024	\$33.38	160360	B 04 215 040	U Dues Nc	
Check Total:							\$522.53				
001	105935	CH	1	04472	SHERBURNE AREA UNITED WAY	09/05/2024	\$41.00	160364	B 01 215 045	United Way	
001	105935	CH	1	04472	SHERBURNE AREA UNITED WAY	09/05/2024	\$16.00	160364	B 12 215 045	United Way	
Check Total:							\$57.00				
001	105936	CH	1	13979	AHNER, JODY	09/13/2024	\$650.25	160377	E 01 300 294 000 000 357	08/26, 08/27, 08/30 SERVICES	
Check Total:							\$650.25				
001	105937	CH	1	05813	APPLE	09/13/2024	\$1,780.00	160385	E 01 005 630 000 000 455	Apple Pencil (20)	
Check Total:							\$1,780.00				
001	105938	CH	1	04001	AQUA LOGIC INC	09/13/2024	\$20,792.00	160383	E 06 110 870 000 000 510	INSTALLATION AND RELOCATION OF NE	
001	105938	CH	1	04001	AQUA LOGIC INC	09/13/2024	\$0.00	160383	E 06 110 870 000 000 510	REPAIRS TO EXISTING TO BE BILLED OI	
001	105938	CH	1	04001	AQUA LOGIC INC	09/13/2024	\$0.00	160383	E 06 110 870 000 000 510	BOND PROJECT #22J005.05E	
Check Total:							\$20,792.00				
001	105939	CH	1	13984	BIELEJESKI, ELIZABETH	09/13/2024	\$537.50	160387	E 01 300 294 000 000 357	09/02, 09/03, 09/05 SERVICES	
001	105939	CH	1	13984	BIELEJESKI, ELIZABETH	09/13/2024	\$363.75	160378	E 01 300 294 000 000 357	08/29, 08/31 SERVICES	
Check Total:							\$901.25				
001	105941	CH	1	01026	BLICK ART MATERIALS LLC	09/13/2024	\$47.52	160382	E 01 300 361 000 830 433	05160-1001 BLICK ECONOMY WHITE BR	
001	105941	CH	1	01026	BLICK ART MATERIALS LLC	09/13/2024	\$435.60	160382	E 01 300 361 000 830 433	43404-1012 MULTIFILLAMENT POLYESTI	
001	105941	CH	1	01026	BLICK ART MATERIALS LLC	09/13/2024	\$232.56	160382	E 01 300 361 000 830 433	06026-1002 VARNISH AND CHIP BRUSH	
001	105941	CH	1	01026	BLICK ART MATERIALS LLC	09/13/2024	\$59.90	160382	E 01 300 361 000 830 433	47193-1027 FN INK PLASTISOL SCREEN	
Check Total:							\$775.58				
001	105942	CH	1	13348	BUSINESS ESSENTIALS	09/13/2024	\$4,438.80	160376	E 01 300 211 000 000 401	WHITE COPY PAPER	
001	105942	CH	1	13348	BUSINESS ESSENTIALS	09/13/2024	\$4,438.80	160376	E 01 201 208 000 000 401	WHITE COPY PAPER	
001	105942	CH	1	13348	BUSINESS ESSENTIALS	09/13/2024	\$2,959.20	160376	E 01 100 203 000 000 401	WHITE COPY PAPER	

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105942	CH	1	13348	BUSINESS ESSENTIALS	09/13/2024	\$2,959.20	160376	E 01 110 203 000 000 401	WHITE COPY PAPER	
Check Total:							\$14,796.00				
001	105943	CH	1	14019	COMPLETE AUTO SERVICE BIG LAKE	09/13/2024	\$176.57	160389	E 01 005 810 000 000 350	B&G SUPPLIES	
Check Total:							\$176.57				
001	105944	CH	1	01475	CONNEXUS ENERGY	09/13/2024	\$130.74	160388	E 01 005 810 860 000 331	SOFTBALL CONCESSIONS ELECTRICAL	
001	105944	CH	1	01475	CONNEXUS ENERGY	09/13/2024	\$8,942.84	160388	E 01 100 810 000 000 331	INDEPENDENCE ELECTRICAL ELECTRIK	
001	105944	CH	1	01475	CONNEXUS ENERGY	09/13/2024	\$12,614.97	160388	E 01 110 810 000 000 331	LIBERTY ELECTRICAL 07/11/24-08/12/24	
001	105944	CH	1	01475	CONNEXUS ENERGY	09/13/2024	\$119.88	160388	E 01 110 810 000 000 331	BASEBALL FIELD LIGHTS ELECTRICAL C	
001	105944	CH	1	01475	CONNEXUS ENERGY	09/13/2024	\$504.28	160388	E 01 005 810 860 000 331	SOFTBALL FIELD LIGHTS ELECTRICAL C	
Check Total:							\$22,312.71				
001	105945	CH	1	12226	DARRYL WALETZKO	09/13/2024	\$900.00	160412	E 01 005 810 000 000 350	REPAIR & MOVE IRRIGATION UNDER SII	
Check Total:							\$900.00				
001	105946	CH	1	13282	DIRECT COMMUNICATION SOLUTIONS	09/13/2024	\$2,150.00	160390	E 01 005 760 000 720 405	AUGUST LICENSING	
Check Total:							\$2,150.00				
001	105947	CH	1	12110	FITZHARRIS SPORTS	09/13/2024	\$665.00	160392	E 11 300 294 120 000 401	WILSON US OPEN XTRA DUTY TENNIS E	
Check Total:							\$665.00				
001	105948	CH	1	12411	GBR	09/13/2024	\$153.50	160393	E 01 100 219 000 339 358	09/03 INTERPRETING SERVICES	
Check Total:							\$153.50				
001	105949	CH	1	12516	GILBERT MECHANICAL CONTRACTOR:	09/13/2024	\$1,480.00	160394	E 05 005 865 000 363 305	ANNUAL FIRE SPRINKLER SYSTEM INSI	
Check Total:							\$1,480.00				
001	105950	CH	1	10349	GKL ELITE SPORTSWEAR, L.P.	09/13/2024	\$299.75	160391	E 11 300 295 123 000 401	Solid Metallic POM - Metallic Royal	
001	105950	CH	1	10349	GKL ELITE SPORTSWEAR, L.P.	09/13/2024	\$299.75	160391	E 11 300 295 123 000 401	Solid Metallic POM - Metallic Gold	
Check Total:							\$599.50				
001	105951	CH	1	06230	GOPHER STATE ONE-CALL	09/13/2024	\$49.95	160395	E 01 005 810 000 000 350	TICKETS	
Check Total:							\$49.95				
001	105952	CH	1	04641	IEA	09/13/2024	\$2,025.00	160396	E 05 005 865 000 347 305	2023-2025 IMPACT ATTENUATION GMAX	
Check Total:							\$2,025.00				
001	105953	CH	1	12635	JAKE W LARSON	09/13/2024	\$310.00	160397	E 01 100 259 000 000 350	INDY TUNING AND REPAIRS	
Check Total:							\$310.00				
001	105955	CH	1	01487	MCDOWALL COMFORT MANAGMENT	09/13/2024	\$1,167.00	160399	E 01 300 810 000 000 350	B&G REPAIRS	
Check Total:							\$1,167.00				
001	105956	CH	1	05341	MEDCO	09/13/2024	\$8.91	160398	E 11 300 292 000 000 401	PO 33372 24-25 TRAINING SUPPLIES	
Check Total:							\$8.91				

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001	105957	CH	1	10547	MTI DISTRIBUTING, INC.	09/13/2024	\$258.45	160400	E 01 005 810 000 000 350	B&G SUPPLIES
Check Total:							\$258.45			
001	105958	CH	1	01298	NASCO	09/13/2024	\$169.15	160401	E 12 300 407 000 740 406	REAL WORLD MATH PRODUCT NUMBEF
Check Total:							\$169.15			
001	105959	CH	1	13954	RAPP STRATEGIES INC.	09/13/2024	\$4,000.00	160402	E 01 005 107 097 000 305	AUGUST 2024 SERVICES
Check Total:							\$4,000.00			
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$2,380.00	160404	E 05 005 865 000 347 350	REMOVE WEEDS, LEVEL, RAKE, RESET
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$2,550.00	160404	E 05 005 865 000 347 350	REMOVE, LOWER, REINSTALL OVERHE
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$425.00	160404	E 05 005 865 000 347 350	ORANGE CLIMBER-TIGHTEN HARDWAR
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$425.00	160404	E 05 005 865 000 347 350	YELLOW SWIRL CLIMBER-TIGHTEN HAF
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$0.00	160404	E 05 005 865 000 347 350	ADD STICKERS INDICATING AGE RANGI
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$1,100.00	160404	E 05 005 865 000 347 350	LABOR-REPLACE CHAIN CLIMBER
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$1,075.00	160404	E 05 005 865 000 347 350	REPLACE BALANCE BEAM (SF PART ON
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$1,095.00	160404	E 05 005 865 000 347 350	TIGHTEN & REPLACE HEARDWARE THF
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$325.00	160404	E 05 005 865 000 347 350	PLASTIC WELD HOLE IN TUBE SECTION
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$675.00	160404	E 05 005 865 000 347 350	LOWER EXIT CHUTE OF GREEN SLIDE
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$108.29	160404	E 05 005 865 000 347 350	REPLACE SWING SEAT IN ADA
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$20.00	160404	E 05 005 865 000 347 350	DETANGLE/UNWRAP CHAINS
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$2,514.88	160404	E 05 005 865 000 347 350	PARTS DIRECT FROM LITTLE TYKES
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$0.00	160404	E 05 005 865 000 347 350	NOTE: TROLLEY SECTION NOT TO BE F
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$2,695.00	160403	E 05 005 865 000 347 350	REMOVE WEEDS, LEVEL, RAKE, RESET
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$3,745.00	160403	E 05 005 865 000 347 350	NATURE'S PLUS ASTM COMPLIANT PLA
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$0.00	160403	E 05 005 865 000 347 350	INSTALL STICKERS
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$550.00	160403	E 05 005 865 000 347 350	WELD GREEN OVERHEAD LOOP WITH (
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$20.00	160403	E 05 005 865 000 347 350	UNWRAP/DETANGLE CHAINS
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$108.29	160403	E 05 005 865 000 347 350	SWAP OUT REGULAR SEAT TO TOT SEA
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$1,125.00	160403	E 05 005 865 000 347 350	REFURBISH STEPPING POD TOP LINKS
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$525.00	160403	E 05 005 865 000 347 350	LABOR-REPLACE CHAIN CLIMBER (FRC
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$75.00	160403	E 05 005 865 000 347 350	REPLACE BOLT CAPS ON CLIMBING WA
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$425.00	160403	E 05 005 865 000 347 350	TIGHTEN HARDWARE, REINFORCE FOC
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$325.00	160403	E 05 005 865 000 347 350	PAIR CRACKING TAN TUBE-PLASTIC WE
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$125.00	160403	E 05 005 865 000 347 350	CLEAN/REMOVE ANIMAL WASTE
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$225.00	160403	E 05 005 865 000 347 350	REMOVE/DISPOSE OF SANDBOX PIECE
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$1,325.00	160403	E 05 005 865 000 347 350	LABOR-REPLACE GREEN SPIRAL SLIDE

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	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$3,786.88	160403	E 05 005 865 000 347 350	PARTS DIRECT FROM LITTLE TYKES	
001	105960	CH	1	10026	SAFETYFIRST SPECIALTY CONTRACTI	09/13/2024	\$0.00	160403	E 05 005 865 000 347 350	PAY AS YOU GO	
Check Total:							\$27,748.34				
001	105961	CH	1	12845	SYSCO-MINNESOTA INC	09/13/2024	\$117.66	160405	E 11 300 298 000 000 490	ACTIVITIES	
Check Total:							\$117.66				
001	105962	CH	1	06532	VISION STAFFING	09/13/2024	\$1,511.80	160406	E 01 005 810 356 000 305	GROUPS WEEK OF 09/01/2024	
Check Total:							\$1,511.80				
001	105963	CH	1	13979	AHNER, JODY	09/13/2024	\$532.95	160418	E 01 300 294 000 000 357	09/06 & 09/07 SERVICES	
Check Total:							\$532.95				
001	105964	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/13/2024	\$691.50	160417	E 05 100 203 601 302 460	9780544193840 Math in Focus Student W	
001	105964	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/13/2024	\$110.64	160417	E 05 100 203 601 302 460	estimated shipping	
Check Total:							\$802.14				
001	105965	CH	1	13490	KOESEL, TRACY	09/13/2024	\$240.00	160419	E 01 300 294 000 000 357	09/04 & 09/05 SERVICES	
Check Total:							\$240.00				
001	105966	CH	1	10333	SHERBURNE NORTHERN WRIGHT SPE	09/13/2024	\$22,644.00	160420	E 01 005 850 000 389 570	1ST QUARTER WORKFORCE CENTER	
Check Total:							\$22,644.00				
001	105967	CH	1	13964	SCOPE TEKK	09/13/2024	\$750.00	160423	E 05 201 256 602 302 460	35 scopes for cleaning and adjustment	
001	105967	CH	1	13964	SCOPE TEKK	09/13/2024	\$130.00	160423	E 05 201 256 602 302 460	Travel Fee	
Check Total:							\$880.00				
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,100.00	160424	E 11 300 295 124 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,100.00	160424	E 11 300 295 124 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,100.00	160424	E 11 300 295 124 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,100.00	160424	E 11 300 295 188 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,100.00	160424	E 11 300 293 118 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,700.00	160424	E 11 300 293 162 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$1,700.00	160424	E 11 300 295 185 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$2,000.00	160424	E 11 300 293 115 000 401	Hudl Ad Package Annual Renewal	
001	105968	CH	1	12237	HUDL	09/13/2024	\$5,100.00	160424	E 11 300 292 000 000 405	Hudl Ad Package Annual Renewal	
Check Total:							\$16,000.00				
001	105969	CH	1	13873	NASHKE NATIVE GAMES	09/13/2024	\$2,595.50	160425	E 01 005 790 000 320 401	PO 33213 GAMES	
Check Total:							\$2,595.50				
001	105970	CH	1	04267	BIG LAKE YOUTH ATHLETICS ASSOC	09/13/2024	15 \$225.00	160386	E 11 300 298 142 000 305	CONCESSION WORKER PROCEEDS	
Check Total:							\$225.00				

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description	
001	105971	CH	1	01121	MASSP	09/13/2024	\$175.00	160411	E 01 201 050 000 000 366	24/25 SCHOOL LAW SEMINAR (MARK EF	
001	105971	CH	1	01121	MASSP	09/13/2024	\$989.00	160408	E 01 201 605 000 000 820	24/25 MEMBERSHIP (CINDI PATTEN)	
001	105971	CH	1	01121	MASSP	09/13/2024	\$175.00	160409	E 01 201 605 000 000 366	24/25 SCHOOL LAW SEMINAR (CINDI PA	
Check Total:							\$1,339.00				
001	105972	CH	1	13465	ANDERSON, JULIE	09/20/2024	\$750.00	160445	E 04 500 565 090 321 305	PERSONAL TRAINING (TOPPE, MCCLEA	
Check Total:							\$750.00				
001	105973	CH	1	09213	AQUA ENGINEERING, INC.	09/20/2024	\$804.00	160446	E 01 005 810 000 000 350	IRRIGATION REPAIRS	
Check Total:							\$804.00				
001	105974	CH	1	13984	BIELEJESKI, ELIZABETH	09/20/2024	\$257.50	160449	E 01 300 294 000 000 357	INTERPRETER 09/10 & 09/11 (DS)	
Check Total:							\$257.50				
001	105975	CH	1	10414	BIG BEAR APPAREL	09/20/2024	\$320.00	160448	E 04 500 560 122 321 436	GYMNASTICS EMPLOYEES WORK SHIR	
Check Total:							\$320.00				
001	105976	CH	1	01026	BLICK ART MATERIALS LLC	09/20/2024	\$130.80	160450	E 01 300 212 000 000 430	PO 33297 ART SUPPLIES	
Check Total:							\$130.80				
001	105977	CH	1	08396	CENGAGE LEARNING	09/20/2024	\$362.25	160451	E 01 300 260 000 000 430	HS CHEMISTRY	
Check Total:							\$362.25				
001	105978	CH	1	02735	EHLERS & ASSOCIATES, INC	09/20/2024	\$5,600.00	160452	E 01 005 107 097 000 305	BOND REFERENDUM WEBSITE	
Check Total:							\$5,600.00				
001	105979	CH	1	07197	J.D. DEGOLIER	09/20/2024	\$5,800.00	160453	E 01 201 810 000 000 350	MS BAND CABINETS	
Check Total:							\$5,800.00				
001	105980	CH	1	09136	KEEHR, SHEILA	09/20/2024	\$590.00	160478	E 01 300 294 000 000 357	INTERPRETING 08/06, 08/08 & 08/19	
Check Total:							\$590.00				
001	105981	CH	1	04473	LEE'S PRO SHOP	09/20/2024	\$2,039.32	160447	E 11 300 295 183 000 401	GIRLS TENNIS PARKAS	
001	105981	CH	1	04473	LEE'S PRO SHOP	09/20/2024	\$35.00	160447	E 11 300 295 183 000 401	DIGITIZED LOGO W/ROYAL SHIRT	
Check Total:							\$2,074.32				
001	105982	CH	1	01121	MASSP	09/20/2024	\$175.00	160457	E 01 300 605 000 000 366	2024-25 MASSP SCHOOL LAW SEMINAR	
Check Total:							\$175.00				
001	105983	CH	1	05341	MEDCO	09/20/2024	\$49.07	160454	E 11 300 292 000 000 401	PO 33372 24-25 TRAINING SUPPLIES	
Check Total:							\$49.07				
001	105984	CH	1	10646	MN STATE HIGH SCHOOL MATH LEAGL	09/20/2024	\$600.00	160456	E 11 300 288 161 000 401	24/25 REGISTRATION FEES	
Check Total:							\$600.00				
001	105985	CH	1	10547	MTI DISTRIBUTING, INC.	09/20/2024	\$63.25	160455	E 01 005 810 000 000 401	CAP-FUEL	
Check Total:							\$63.25				

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	105986	CH	1	10455	NORTH SHORE GYM SALES LLC	09/20/2024	\$524.16	160458	E 04 500 560 122 321 401	FPC6LG - 6" Foam Pit Cube Gray
001	105986	CH	1	10455	NORTH SHORE GYM SALES LLC	09/20/2024	\$639.60	160458	E 04 500 560 122 321 401	FPC8LB - 8" Foam Pit Cube Gray
001	105986	CH	1	10455	NORTH SHORE GYM SALES LLC	09/20/2024	\$457.92	160458	E 04 500 560 122 321 401	Shipping and Handling
Check Total:							\$1,621.68			
001	105987	CH	1	13739	O'DAY MANAGMENT INC	09/20/2024	\$184.40	160459	E 01 201 810 000 000 350	SUMM PUMP REPAIRS
Check Total:							\$184.40			
001	105988	CH	1	08589	PIONEER CRITICAL POWER	09/20/2024	\$637.58	160461	E 05 300 865 000 363 350	HS GENERATOR PM SERVICE ANNUAL
001	105988	CH	1	08589	PIONEER CRITICAL POWER	09/20/2024	\$637.58	160462	E 05 110 865 000 363 350	LIBERTY GENERATOR PM SERVICE ANN
001	105988	CH	1	08589	PIONEER CRITICAL POWER	09/20/2024	\$198.16	160460	E 01 300 810 000 000 350	HS B&G GENERATOR SERVICE
Check Total:							\$1,473.32			
001	105989	CH	1	07890	PMA ASSET MANAGEMENT, LLC	09/20/2024	\$539.73	160463	E 45 005 935 000 000 305	ASSETS AUGUST 2024
Check Total:							\$539.73			
001	105990	CH	1	12674	QUADIENT, INC.	09/20/2024	\$521.31	160465	E 01 005 110 000 000 335	LEASE #N22102524 07/04/24-10/03/24
Check Total:							\$521.31			
001	105991	CH	1	12564	RUSSELL SECURITY RESOURCE, INC.	09/20/2024	\$858.00	160464	E 01 110 810 000 000 350	LIBERTY INSTALL NEW THRESHOLDS &
Check Total:							\$858.00			
001	105992	CH	1	01187	SCHMITT DIRECTOR CENTER	09/20/2024	\$36.00	160467	E 01 201 258 000 000 430	MS BAND SUPPLIES
001	105992	CH	1	01187	SCHMITT DIRECTOR CENTER	09/20/2024	\$266.53	160466	E 01 201 258 000 000 430	MS BAND SUPPLIES
Check Total:							\$302.53			
001	105993	CH	1	05903	TEACHING STRATAGIES, INC.	09/20/2024	\$1,957.95	160470	E 04 500 596 000 344 430	GOLD ONLINE ASSESSMENT PORTFOLI
Check Total:							\$1,957.95			
001	105994	CH	1	12068	THE WATSON COMPANY, INC.	09/20/2024	\$189.20	160473	E 11 300 298 000 000 490	HS CONCESSIONS
Check Total:							\$189.20			
001	105995	CH	1	13212	THREE SONS HARDWARE LLC	09/20/2024	\$24.57	160469	E 01 300 810 000 000 401	B&G SUPPLIES
001	105995	CH	1	13212	THREE SONS HARDWARE LLC	09/20/2024	\$70.21	160469	E 01 100 810 000 000 401	B&G SUPPLIES
Check Total:							\$94.78			
001	105996	CH	1	12865	TWIN CITIES BOILER REPAIR, INC.	09/20/2024	\$24,232.00	160468	E 01 300 810 359 000 350	HS BOILER 1 & 2 REPAIRS
Check Total:							\$24,232.00			
001	105997	CH	1	04148	VIKING COCA-COLA BOTTLING CO	09/20/2024	\$616.50	160472	E 11 300 298 000 000 490	HS CONCESSIONS
Check Total:							\$616.50			
001	105998	CH	1	06532	VISION STAFFING	09/20/2024	\$1,192.42	160471	E 01 005 810 356 000 305	GROUNDS WEEK OF 09/08/2024
Check Total:							\$1,192.42			

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001	105999	CH	1	13979	AHNER, JODY	09/20/2024	\$280.50	160493	E 01 300 294 000 000 357	INTERPRETER 09/16/2024	
Check Total:							\$280.50				
001	106000	CH	1	12159	ARVIG	09/20/2024	\$133.22	160494	E 01 005 630 000 000 305	INTERNET 09/06/24-10/05/24	
Check Total:							\$133.22				
001	106001	CH	1	01035	cmERDC	09/20/2024	\$237.60	160497	E 01 110 203 000 000 401	Green Paper, 20#, 8 1/2 x 11, 10 RMS/CS	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$118.80	160497	E 01 110 203 000 000 401	Goldenrod Paper, 20#, 8 1/2 x 11, 10 RMS/	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$23.42	160497	E 01 110 203 000 000 401	Astrobright, 60# Text, 8 1/2 x 11, Lunar Blue	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$71.88	160497	E 01 110 203 000 000 401	Index Card Stock 8 1/2 x 11, white, 110 lb, 8	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$27.00	160497	E 01 110 203 000 000 401	Stenographer Notebooks TOPS 8001	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$120.78	160497	E 01 110 203 000 000 401	Easel Pads, 27 in. x 34 in., UNLINED, 100	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$23.85	160496	E 01 110 201 000 000 401	3-RING BINDERS, 1 in. VINYL COVER, BL	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$29.98	160496	E 01 110 201 000 000 401	BOXED ENVELOPES, #10, WHITE, 24#, 5	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$31.55	160496	E 01 110 201 000 000 401	PAPER CLIPS, JUMBO SIZE, 1000/CTN, N	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$19.00	160496	E 01 110 201 000 000 401	BINDER CLIPS, 3/4" WIDE, 3/8 CAPACITY	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$29.20	160496	E 01 110 201 000 000 401	BINDER CLIPS, 1" WIDE, 5/8 CAPACITY,	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$57.15	160496	E 01 110 201 000 000 401	STAPLER, SWINGLINE #747	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$63.00	160496	E 01 110 201 000 000 401	MASKING TAPE, 3/4 in. HIGHLAND 3M #2	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$65.28	160496	E 01 110 201 000 000 401	SCOTCH MAGIC TAPE 3M #105, 3/4 in. X	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$70.08	160496	E 01 110 201 000 000 401	BOOK TAPE, 3M #845, 2 in. X 15 YDS, 3M	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$13.70	160496	E 01 110 201 000 000 401	FISKARS SCISSORS, ADULT SIZE, 8 inch	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$0.00	160496	E 01 110 201 000 000 401		
001	106001	CH	1	01035	cmERDC	09/20/2024	\$6.63	160498	E 01 110 203 000 000 401	Red Liquid Tempera, CRAYOLA, 32 oz. Pre	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$6.63	160498	E 01 110 203 000 000 401	Yellow Liquid Tempera, CRAYOLA, 32 oz. F	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$6.63	160498	E 01 110 203 000 000 401	Green Liquid Tempera, CRAYOLA, 32 oz. F	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$6.63	160498	E 01 110 203 000 000 401	White Liquid Tempera, CRAYOLA, 32 oz. P	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$21.81	160498	E 01 110 203 000 000 401	Pink Fluorescent Liquid Tempera, 16 oz. Cf	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$177.50	160498	E 01 110 203 000 000 401	SLATE Construction Paper, 12 x 18, 50 SH	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$4.24	160498	E 01 110 203 000 000 401	White Graph Paper, 1/4 in. Square, 8 1/2 x	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$5.49	160498	E 01 110 203 000 000 401	White Graph Paper, 1/2 in. Square, 8 1/2 x	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$68.32	160499	E 01 110 203 000 000 401	White Paper Bags 12#, 500/case, BAGGW	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$20.94	160499	E 01 110 203 000 000 401	Paper Plates, Non-Shiny, 6 in., White, Uncc	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$86.31	160499	E 01 110 203 000 000 401	Paper Plates, Non-Shiny, 9 in. White, Unco	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$209.02	160499	E 01 110 203 000 000 401	Impact Hard Plastic Plates, 10 in. 500/CS, I	
001	106001	CH	1	01035	cmERDC	09/20/2024	\$41.52	160499	E 01 110 203 000 000 401	Styrofoam Cups, 6 oz.1000/CS, DRT001 6.	

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001	106001	CH	1 01035	cmERDC	09/20/2024	\$52.53	160499	E 01 110 203 000 000 401	Cold Drink Cups, Plastic, 5 oz. 2500/CS, B'
001	106001	CH	1 01035	cmERDC	09/20/2024	\$43.38	160499	E 01 110 203 000 000 401	Hot Drink Cups With-Out Handle, Paper, 8
001	106001	CH	1 01035	cmERDC	09/20/2024	\$49.80	160499	E 01 110 203 000 000 401	Plastic Spoons, 6 in. Heavy Weight, 1000/C
001	106001	CH	1 01035	cmERDC	09/20/2024	\$1,688.00	160495	E 01 110 203 000 000 401	Laminating Film, 25"x 500' 1.5 mil. 1" inch c
Check Total:						\$3,497.65			
001	106002	CH	1 12635	JAKE W LARSON	09/20/2024	\$285.00	160502	E 01 110 259 000 000 350	LIBERTY TUNING AND REPAIRS
Check Total:						\$285.00			
001	106003	CH	1 08228	KIDCREATE STUDIO	09/20/2024	\$1,653.00	160500	E 04 500 585 000 332 305	7/8 LED'S CIRCUITS CONDUCTIVITY ANI
Check Total:						\$1,653.00			
001	106004	CH	1 07186	LAKE CAFE	09/20/2024	\$2,681.25	160501	E 01 300 361 212 000 490	SANDWICH LUNCH
Check Total:						\$2,681.25			
001	106005	CH	1 08441	SCHOLASTIC	09/20/2024	\$1,581.36	160503	E 05 110 203 601 302 460	008- Let's find out
001	106005	CH	1 08441	SCHOLASTIC	09/20/2024	\$1,515.47	160503	E 05 110 203 601 302 460	010- Scholastic News 1
001	106005	CH	1 08441	SCHOLASTIC	09/20/2024	\$1,437.60	160503	E 05 110 203 601 302 460	012-Scholastic News 2
001	106005	CH	1 08441	SCHOLASTIC	09/20/2024	\$460.11	160503	E 05 110 203 601 302 460	shipping
Check Total:						\$4,994.54			
001	106006	CH	1 12651	WESTERN PSYCHOLOGICAL SERVICE	09/20/2024	\$47.00	160504	E 12 110 401 000 740 433	EM-197A - CAAP-2 Articulation Response
001	106006	CH	1 12651	WESTERN PSYCHOLOGICAL SERVICE	09/20/2024	\$45.00	160504	E 12 110 401 000 740 433	AP-47A -EOWPVT-4 Record Form Qty 25
001	106006	CH	1 12651	WESTERN PSYCHOLOGICAL SERVICE	09/20/2024	\$45.00	160504	E 12 110 401 000 740 433	AP-48A. -ROWPVT-4 Record Form Qty 25
001	106006	CH	1 12651	WESTERN PSYCHOLOGICAL SERVICE	09/20/2024	\$18.10	160504	E 12 110 401 000 740 433	Shipping
001	106006	CH	1 12651	WESTERN PSYCHOLOGICAL SERVICE	09/20/2024	\$44.00	160505	E 12 110 401 000 740 433	J-4A Spelt 3 Response Forms Qty 25
Check Total:						\$199.10			
Bank 001 Total:						\$339,631.46			
Report Total:						\$339,631.46			

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001	106007	CH	1	04234	MN CHILD SUPPORT PYMT CENTER	09/20/2024	\$281.00	160519	B 01 215 081	Child Support	
Check Total:							\$281.00				
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$289,247.87	160531	B 01 215 030	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$10,803.06	160531	B 04 215 030	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$6,250.00	160531	B 05 215 030	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$611.20	160531	B 11 215 030	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$58,859.88	160531	B 12 215 030	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$75,610.41	160531	B 01 215 051	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$1,949.92	160531	B 04 215 051	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$683.64	160531	B 05 215 051	SEPTEMBER 2024 HEALTH	
001	106008	CH	1	12504	MN PEIP	09/20/2024	\$5,976.04	160531	B 12 215 051	SEPTEMBER 2024 HEALTH	
Check Total:							\$449,992.02				
001	106009	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/20/2024	\$489.15	160523	B 01 215 040	U Due Nc	
001	106009	CH	1	01973	SCHOOL SERVICE EMP LOCAL 284	09/20/2024	\$33.38	160523	B 04 215 040	U Dues Nc	
Check Total:							\$522.53				
001	106010	CH	1	04472	SHERBURNE AREA UNITED WAY	09/20/2024	\$41.00	160527	B 01 215 045	United Way	
001	106010	CH	1	04472	SHERBURNE AREA UNITED WAY	09/20/2024	\$16.00	160527	B 12 215 045	United Way	
Check Total:							\$57.00				
001	106011	CH	1	12165	AMPLIFY EDUCATION INC.	09/27/2024	\$2,340.00	160536	E 05 100 203 602 302 460	mClass Dibels with TRC 24-25	
Check Total:							\$2,340.00				
001	106012	CH	1	13984	BIELEJESKI, ELIZABETH	09/27/2024	\$202.50	160534	E 01 300 294 000 000 357	HS INTERPRETER 9/09/2024	
Check Total:							\$202.50				
001	106013	CH	1	12469	BIG INK	09/27/2024	\$75.00	160580	E 01 100 203 312 000 401	Signs 1 Explore sign (36x12) 75.00 (per M	
001	106013	CH	1	12469	BIG INK	09/27/2024	\$48.94	160580	E 01 100 203 312 000 401	Freight	
Check Total:							\$123.94				
001	106014	CH	1	10336	BOULDER POINTE EQUESTRIAN AND F	09/27/2024	\$2,620.00	160579	E 04 500 585 000 332 305	HORSE CAMPS	
Check Total:							\$2,620.00				
001	106015	CH	1	05307	BRAUN INTERTEC CORP.	09/27/2024	\$3,240.50	160537	E 06 005 870 000 000 305	BOND #22J005.03E LIBERTY ES CONSTI	
001	106015	CH	1	05307	BRAUN INTERTEC CORP.	09/27/2024	\$3,854.50	160535	E 06 005 870 000 000 305	BOND ID #22J005.03E LIBERTY ES CONS	
Check Total:							\$7,095.00				
001	106016	CH	1	12226	DARRYL WALETZKO	09/27/2024	\$3,300.00	160587	E 01 005 810 000 000 350	2-16X100 PADS REMOVE 4 INCHES OF A	
001	106016	CH	1	12226	DARRYL WALETZKO	09/27/2024	20 \$0.00	160587	E 01 005 810 000 000 350	ESTIMAGE #544	
Check Total:							\$3,300.00				

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Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	106017	CH	1	10780	EBERT, INC.	09/27/2024	\$397,827.80	160541	E 06 110 870 000 000 520	BOND 22A 22G110.01A LIBERTY ES REN
001	106017	CH	1	10780	EBERT, INC.	09/27/2024	\$993,289.25	160538	E 06 100 870 000 000 520	BOND 22A 22D100.02A INDY ES RENO
Check Total:							\$1,391,117.05			
001	106018	CH	1	13994	EGAN COMPANY	09/27/2024	\$947.04	160539	E 05 201 865 000 363 350	MS SILENT KNIGHT DIALER
001	106018	CH	1	13994	EGAN COMPANY	09/27/2024	\$3,057.81	160540	E 05 300 865 000 363 350	HS B&G REPAIRS
Check Total:							\$4,004.85			
001	106019	CH	1	03351	GOPHER SPORT	09/27/2024	\$104.75	160545	E 01 110 203 902 000 401	85-817 Red Vinyl Cone 18"H
001	106019	CH	1	03351	GOPHER SPORT	09/27/2024	\$14.67	160545	E 01 110 203 902 000 401	Freight
Check Total:							\$119.42			
001	106020	CH	1	06539	H & B SPECIALIZED PROD., INC.	09/27/2024	\$1,996.00	160547	E 01 100 810 000 000 350	REPLACEMENT OF BASKETBALL HOOP
Check Total:							\$1,996.00			
001	106021	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/27/2024	\$5,762.50	160546	E 05 110 203 601 302 460	9780544193802 Math in Focus student wor
001	106021	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/27/2024	\$5,762.50	160546	E 05 110 203 601 302 460	9780544193819 Math in Focus student wor
001	106021	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/27/2024	\$1,844.00	160546	E 05 110 203 601 302 460	Shipping
001	106021	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/27/2024	\$6,562.50	160544	E 05 110 203 601 302 460	1750389- Math in Focus Student set workb
001	106021	CH	1	08952	HOUGHTON MIFFLIN HARCOART PUBL	09/27/2024	\$951.56	160544	E 05 110 203 601 302 460	Shipping
Check Total:							\$20,883.06			
001	106022	CH	1	12484	HUBBARD ELECTRIC INC	09/27/2024	\$743.50	160542	E 01 100 810 000 000 350	INDY B&G SUPPLIES
001	106022	CH	1	12484	HUBBARD ELECTRIC INC	09/27/2024	\$544.52	160543	E 01 201 810 000 000 350	MS B&G SUPPLIES
Check Total:							\$1,288.02			
001	106023	CH	1	13975	INDUSTRIAL ELECTRONICS, INC.	09/27/2024	\$426.22	160548	E 05 201 256 602 302 460	MS SUPPLIES
Check Total:							\$426.22			
001	106024	CH	1	12635	JAKE W LARSON	09/27/2024	\$200.00	160550	E 01 201 259 000 000 430	MS TUNING AND REPAIRS
001	106024	CH	1	12635	JAKE W LARSON	09/27/2024	(\$200.00)	160550	E 01 201 259 000 000 430	MS TUNING AND REPAIRS
001	106024	CH	1	12635	JAKE W LARSON	09/27/2024	\$200.00	160550	E 01 201 259 000 000 350	MS TUNING AND REPAIRS
Check Total:							\$200.00			
001	106025	CH	1	13565	KUE CONTRACTORS INC	09/27/2024	\$19,493.18	160552	E 06 300 870 000 000 520	BOND 22A 22E300.01A HS RENOVATION
Check Total:							\$19,493.18			
001	106026	CH	1	13130	LINDSEY OSTERMAN	09/27/2024	\$504.68	160551	E 01 300 790 000 699 366	MN DEPT OF HUMAN SERVICES PCN TF
Check Total:							\$504.68			
001	106027	CH	1	13166	LRS OF MINNESOTA	09/27/2024	\$968.94	160549	E 01 300 810 000 000 333	HS WASTE SERVICES SEPTEMBER 202
001	106027	CH	1	13166	LRS OF MINNESOTA	09/27/2024	\$817.92	160549	E 01 201 810 000 000 333	MS WASTE SERVICES SEPTEMBER 202
001	106027	CH	1	13166	LRS OF MINNESOTA	09/27/2024	\$817.92	160549	E 01 100 810 000 000 333	INDY WASTE SERVICES SEPTEMBER 202

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001	106027	CH	1	13166	LRS OF MINNESOTA	09/27/2024	\$3,647.65	160549	E 01 110 810 000 000 333	LIBERTY WASTE SERVICES SEPTEMBE	
001	106027	CH	1	13166	LRS OF MINNESOTA	09/27/2024	\$142.75	160549	E 01 005 810 000 000 333	GROUNDS WASTE SERVICES	
Check Total:							\$6,395.18				
001	106028	CH	1	05341	MEDCO	09/27/2024	\$16.16	160581	E 11 300 292 000 000 401	PO 33372 24-25 TRAINING SUPPLIES	
Check Total:							\$16.16				
001	106029	CH	1	10547	MTI DISTRIBUTING, INC.	09/27/2024	\$111.75	160582	E 01 005 810 000 000 401	B&G SUPPLIES	
Check Total:							\$111.75				
001	106030	CH	1	10327	NAC MECHANICAL AND ELECTRICAL	09/27/2024	\$30,082.70	160589	E 06 300 870 000 000 520	BOND 22C CONTROLS 22C005.01A	
001	106030	CH	1	10327	NAC MECHANICAL AND ELECTRICAL	09/27/2024	\$93,073.30	160588	E 06 300 870 000 000 520	BOND CC CONTROLS 22C005.01A HS &	
Check Total:							\$123,156.00				
001	106031	CH	1	14025	NORTHERN LIGHTS SOUND, LIGHT & \	09/27/2024	\$2,125.00	160554	E 11 300 292 141 000 305	HOME COING DJ 09/27/204	
Check Total:							\$2,125.00				
001	106032	CH	1	13016	NORTHLAND REFRIGERATION INCORF	09/27/2024	\$1,452.15	160555	E 01 300 810 000 000 350	HS B&G REPAIRS	
001	106032	CH	1	13016	NORTHLAND REFRIGERATION INCORF	09/27/2024	\$442.50	160556	E 01 300 810 000 000 350	HS B&G REPAIRS	
Check Total:							\$1,894.65				
001	106033	CH	1	13998	NORTHWEST ASPHALT INC	09/27/2024	\$383,802.38	160553	E 06 110 870 000 000 520	BOND 22A PARKING LOT 22J110.0	
Check Total:							\$383,802.38				
001	106034	CH	1	09760	PREMIER LOCATING, INC.	09/27/2024	\$1,391.25	160557	E 01 005 810 000 000 305	TICKETS	
Check Total:							\$1,391.25				
001	106035	CH	1	13778	RELEVE'CLUB, INC.	09/27/2024	\$980.00	160558	E 04 500 560 000 321 305	MINI DANCE CAMP YOUTH SEPT 13	
Check Total:							\$980.00				
001	106036	CH	1	13995	SECURITY & SOUND CO	09/27/2024	\$10,400.00	160559	E 06 110 870 000 000 530	MEDIA CENTER PROJECTION SYSTEM	
001	106036	CH	1	13995	SECURITY & SOUND CO	09/27/2024	\$0.00	160559	E 06 110 870 000 000 530	BOND PROJECT ID #22G110.05E	
001	106036	CH	1	13995	SECURITY & SOUND CO	09/27/2024	\$31,489.00	160561	E 06 110 870 000 000 520	PROJECT #22G110.04E LIBERTY SOUNC	
Check Total:							\$41,889.00				
001	106037	CH	1	03642	SHERBURNE COUNTY SHERRIFF'S OF	09/27/2024	\$50,000.00	160560	E 01 005 715 000 342 310	2924-2025 RESOURCE OFFICER	
Check Total:							\$50,000.00				
001	106038	CH	1	12068	THE WATSON COMPANY, INC.	09/27/2024	\$943.55	160584	E 11 300 298 000 000 490	HS CONCESSIONS	
001	106038	CH	1	12068	THE WATSON COMPANY, INC.	09/27/2024	(\$69.90)	160585	E 11 300 298 000 000 490	HS CONCESSIONS CREDIT	
Check Total:							\$873.65				
001	106039	CH	1	12865	TWIN CITIES BOILER REPAIR, INC.	09/27/2024	\$12,750.00	160563	E 15 110 867 000 380 520	PO 32454 REMOVE EXISTING BOILER R	
001	106039	CH	1	12865	TWIN CITIES BOILER REPAIR, INC.	09/27/2024	\$3,500.00	160562	E 01 110 810 000 000 350	LIBERTY REPAIRS	
Check Total:							\$16,250.00				

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001	106040	CH	1 04148	VIKING COCA-COLA BOTTLING CO	09/27/2024	\$442.50	160583	E 11 300 298 000 000 490	HS CONCESSIONS
Check Total:						\$442.50			
001	106041	CH	1 06532	VISION STAFFING	09/27/2024	\$1,684.00	160586	E 01 005 810 356 000 305	GROUNDS WEEK OF 09/15/2024
Check Total:						\$1,684.00			
001	106042	CH	1 09498	WARD'S NATURAL SCIENCE	09/27/2024	\$50.90	160564	E 01 300 260 000 000 430	470177718 COCCUS GRAM - SLIDE
Check Total:						\$50.90			
001	106043	CH	1 10633	WOLD ARCHITECTS, INC	09/27/2024	\$4,322.51	160565	E 06 005 870 000 000 305	LES & BLHS PARKING LOT IMPROVEME
001	106043	CH	1 10633	WOLD ARCHITECTS, INC	09/27/2024	\$3,794.07	160567	E 06 110 870 000 000 305	BOND ID #22E110.01B LIBERTY ES RENK
001	106043	CH	1 10633	WOLD ARCHITECTS, INC	09/27/2024	\$13,438.32	160568	E 06 100 870 000 000 305	BOND ID #22D100.01B INDY ES RENOVA
001	106043	CH	1 10633	WOLD ARCHITECTS, INC	09/27/2024	\$5,358.69	160566	E 06 300 870 000 000 305	BOND ID #22E300.01B HS RENOVATION
Check Total:						\$26,913.59			
001	106044	CH	1 12532	MN DEPART OF HUMAN SERVICES	09/27/2024	\$463.00	160533	E 12 005 400 000 372 305	SFY 2024 IEP ADMIN FEE
Check Total:						\$463.00			
Bank 001 Total:						\$2,565,005.48			
Report Total:						\$2,565,005.48			

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Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$367.61	160230	E 01 100 810 000 000 332	FY 24 Indy Water/Sewer 06/08/24-07/10/24
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$312.75	160233	E 01 110 810 000 000 332	FY 24 Liberty Water/Sewer 06.08.24-07.17.
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$45.06	160231	E 01 005 810 000 000 332	FY 24 Admissions Water/Sewer 06/08/24-0
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$85.82	160234	E 01 005 810 000 000 332	FY 24 Bathrooms Water/Sewer 06/08/24-0
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$1,602.02	160232	E 01 300 810 000 000 332	FY 24 HS Water/Sewer 06/08/2024-07/10/2
001		CC	1 01038	CITY OF BIG LAKE	09/06/2024	\$916.73	160235	E 01 201 810 000 000 332	FY 24 MS Water/Sewer 06/08/24-07/10/24
001		CC	1 05264	BSN SPORTS	09/06/2024	\$4,075.00	160227	E 11 300 294 162 000 434	FY 24 PO 32769 Boys LaCrosse
001		CC	1 09044	MENARDS - ELK RIVER	09/06/2024	\$74.65	160226	E 01 110 810 000 000 401	FY 24 Liberty Repair Supplies
001		CC	1 13369	WRUCK SEWER PORTABLE RENTAL, L	09/06/2024	\$701.00	160229	E 04 500 505 000 321 335	FY 24 June porta-potty Rental
001		CC	1 13369	WRUCK SEWER PORTABLE RENTAL, L	09/06/2024	\$82.00	160229	E 11 300 292 000 000 335	FY 24 June porta-potty Rental
001		CC	1 13982	ASL INTERPRETING SERVICES INC	09/06/2024	\$202.00	160228	E 01 300 294 000 000 357	FY 24 HS Athletics Interpreting
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$3,592.06	160236	E 01 110 810 000 000 401	Liberty B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$47.37	160278	E 01 100 810 000 000 401	FY 25 Indy Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$4,817.96	160332	E 01 110 810 000 000 401	FY 25Liberty Cleaning Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$3,060.60	160334	E 01 300 810 000 000 401	FY 25 HS B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$5,075.86	160331	E 01 300 810 000 000 401	FY 25 PO 33283 HS B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$73.83	160301	E 01 201 810 000 000 401	FY 25 MS B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$2,622.04	160338	E 01 201 810 000 000 401	FY 25 MS B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$5,484.11	160336	E 01 100 810 000 000 401	FY 25 Indy B&G Supplies
001		CC	1 01065	HILLYARD FLOOR CARE	09/06/2024	\$786.98	160337	E 01 005 810 000 000 401	FY 25 PO 33284 B&G Supplies
001		CC	1 01137	MSBA	09/06/2024	\$590.00	160254	E 01 005 010 000 000 366	Summer Seminar (Trueebenbach & Schabili
001		CC	1 01146	MONTICELLO PRINTING	09/06/2024	\$481.81	160312	E 01 100 203 290 000 401	Indy Stem Note Pads
001		CC	1 01833	SCHOOL SPECIALTY INC	09/06/2024	\$155.29	160268	E 05 300 211 602 302 460	FY 25 HS Supplies
001		CC	1 01840	RATWIK, ROSZAK & MALONEY, P.A.	09/06/2024	\$150.00	160326	E 01 005 640 000 316 366	FY 25 Title IX Compliance Training (Sue)
001		CC	1 01908	MINNESOTA HISTORICAL SOCIETY	09/06/2024	\$100.00	160311	E 01 201 270 000 000 366	Workshop Ann Segner Workshop April Bis
001		CC	1 01908	MINNESOTA HISTORICAL SOCIETY	09/06/2024	(\$10.00)	160290	E 01 201 270 000 000 366	Member discount
001		CC	1 02161	LAKESHORE LEARNING MATERIALS	09/06/2024	\$203.76	160253	E 01 110 203 100 000 430	1st grade supplies
001		CC	1 02231	NASSP	09/06/2024	\$95.00	160307	E 11 300 298 901 301 820	Student Council Membership
001		CC	1 02231	NASSP	09/06/2024	\$385.00	160306	E 01 300 298 130 301 820	NHS Membership 24-25
001		CC	1 02824	FLINN SCIENTIFIC INC	09/06/2024	\$1,558.26	160269	E 05 300 211 602 302 460	FY 25 HS Supplies
001		CC	1 03003	WEST MUSIC COMPANY	09/06/2024	\$1,691.01	160249	E 01 100 203 910 000 401	PO 33271 Music Supplies
001		CC	1 03183	KROMER COMPANY	09/06/2024	\$648.35	160316	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 03455	GRAINGER	09/06/2024	\$66.38	160263	E 01 201 810 000 000 350	FY 25 MS B&G Supplies
001		CC	1 03455	GRAINGER	09/06/2024	\$1,042.86	160333	E 05 005 865 000 347 401	FY 25 PO 33321 B&G Supplies

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001		CC	1 04111	MADDEN'S ON GULL LAKE	09/06/2024	\$639.14	160313	E 01 005 640 000 316 366	MASA Conference 09/29-10/01 (Minda And
001		CC	1 04279	MCPETE'S SPORTS BAR & LANES	09/06/2024	\$15.56	160272	E 01 005 020 000 000 366	FY 25 Chamber Lunch (Tim)
001		CC	1 04336	MASBO	09/06/2024	\$25.00	160319	E 01 005 640 000 316 366	2024 Tax Levy Workshop 09/09/2024 (Angi
001		CC	1 04643	SCIENCE MUSEUM OF MINNESOTA	09/06/2024	\$1,430.00	160321	E 04 500 570 000 321 369	KC Field Trip
001		CC	1 04874	AMAZON.COM	09/06/2024	\$294.99	160245	E 01 005 630 000 000 401	Ubiquitl unifi 6 pro access point, batteries, c
001		CC	1 04874	AMAZON.COM	09/06/2024	\$2,737.66	160245	E 05 005 630 000 795 555	Ubiquitl unifi 6 pro access point, batteries, c
001		CC	1 04874	AMAZON.COM	09/06/2024	\$1,497.00	160259	E 01 005 630 000 000 555	ipad pro 11, ipad magic keyboard, dewalt cr
001		CC	1 04874	AMAZON.COM	09/06/2024	\$29.66	160241	E 06 100 870 000 000 530	Wall mounts
001		CC	1 04874	AMAZON.COM	09/06/2024	\$29.66	160241	E 06 110 870 000 000 530	Wall mounts
001		CC	1 05351	HOME DEPOT	09/06/2024	\$139.30	160265	E 01 100 203 000 000 401	plywood, foam, scuff defense
001		CC	1 05351	HOME DEPOT	09/06/2024	\$109.78	160256	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 05473	MASA	09/06/2024	\$329.00	160310	E 01 005 640 000 316 366	MASA Conference 09/29/24-10/01/24 (Minc
001		CC	1 05951	RUTTGER'S BAY LAKE LODGE	09/06/2024	\$504.68	160305	E 01 300 790 000 699 366	Sara Rutgers Reservation
001		CC	1 06051	FINKEN WATER CENTERS	09/06/2024	\$72.70	160314	E 01 005 810 000 000 332	Water Drinking
001		CC	1 06051	FINKEN WATER CENTERS	09/06/2024	\$48.95	160294	E 01 300 810 000 000 401	FY 25 Softener Salt
001		CC	1 06051	FINKEN WATER CENTERS	09/06/2024	\$115.70	160294	E 01 100 810 000 000 401	FY 25 Softener Salt
001		CC	1 06130	COBORN'S INC.	09/06/2024	\$55.90	160262	E 01 300 790 000 699 490	New Teacher Training - lunch
001		CC	1 07984	HIRSHFIELD'S INC & SUBSIDIARIES	09/06/2024	\$120.52	160261	E 01 201 810 000 000 401	FY 25 MS B&G Supplies
001		CC	1 08066	TARGET	09/06/2024	\$24.95	160270	E 01 300 298 918 000 490	Target JAVA Hive Food/Supplies
001		CC	1 08066	TARGET	09/06/2024	\$35.45	160270	E 01 300 298 918 000 401	Target JAVA Hive Food/Supplies
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$3.54	160324	E 01 110 810 000 000 320	FY 25 Liberty Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$8.20	160327	E 04 500 505 000 321 305	FY 25 CE July Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$5.59	160322	E 01 300 810 000 000 320	FY 25 HS July Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$7.87	160322	E 01 005 810 000 000 320	FY 25 DO July Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$4.22	160325	E 01 201 810 000 000 320	FY 25 MS July Long Distance
001		CC	1 08198	ROCHESTER TELECOM SYSTEMS INC	09/06/2024	\$7.22	160323	E 01 100 810 000 000 320	FY 25 Indy July Long Distance
001		CC	1 08422	AICPA RENEWAL PROCESSING	09/06/2024	\$350.00	160308	E 01 005 110 000 000 820	FY 25 AICPA Membership (Angie Manuel)
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/06/2024	\$163.94	160243	E 01 300 211 000 000 401	PO 33289 HS Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/06/2024	(\$1.15)	160243	E 01 300 211 000 000 401	PO 33289 HS Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/06/2024	\$71.46	160252	E 01 300 211 000 000 401	PO 33289 HS Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/06/2024	\$26.58	160274	E 01 300 211 000 000 401	FY 25 HS Supplies
001		CC	1 08465	INNOVATIVE OFFICE SOLUTIONS	09/06/2024	\$102.85	160275	E 01 300 211 000 000 401	FY 25 HS Supplies
001		CC	1 08884	OWL BRAND DISCOVERY KITS	09/06/2024	\$372.63	160251	E 05 100 203 601 302 460	PO 33267 Extra large NW Barn Owl Pellets
001		CC	1 09044	MENARDS - ELK RIVER	09/06/2024	\$162.46	160320	E 01 110 810 000 000 401	B&G Supplies

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Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 09/01/2024 - 9/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 09044	MENARDS - ELK RIVER	09/06/2024	\$160.74	160320	E 01 005 810 000 000 401	B&G Supplies
001		CC	1 09217	HORIZON COMMERCIAL POOL SUPPLY	09/06/2024	\$1,955.98	160287	E 01 300 810 000 000 404	FY 25 HS B&G
001		CC	1 09728	FEDERATED CO-OPS	09/06/2024	\$583.72	160282	E 01 005 810 000 000 440	FY 5 #2 Dyed No Bio
001		CC	1 09756	IMPACT APPLICATIONS INC	09/06/2024	\$1,025.00	160296	E 11 300 292 000 000 405	FY 25 Subscription
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	09/06/2024	\$50.00	160335	E 01 300 810 000 000 305	HS Pest Control
001		CC	1 10338	ADAM'S PEST CONTROL, INC.	09/06/2024	\$50.00	160330	E 01 300 810 000 000 305	FY 25 HS Pest Control
001		CC	1 10349	GK ELITE SPORTSWEAR, L.P.	09/06/2024	\$704.00	160328	E 04 500 560 122 321 436	CE Gymnastics
001		CC	1 10367	DOLLAR GENERAL CORP	09/06/2024	\$5.50	160248	E 04 500 580 341 325 401	ECFE in the Park Supplies
001		CC	1 10367	DOLLAR GENERAL CORP	09/06/2024	\$0.41	160248	E 01 005 110 999 000 401	ECFE in the Park Supplies
001		CC	1 10454	USA GYMNASTICS UNIVERSITY	09/06/2024	\$99.00	160284	E 04 500 560 122 321 820	CE Gymnastics mebership- LG
001		CC	1 10539	THE TEE HIVE LLC	09/06/2024	\$1,064.00	160304	E 01 005 107 000 000 401	District - shirts
001		CC	1 10575	CONSTANT CONTACT	09/06/2024	\$227.00	160309	E 04 500 505 000 321 305	CE Mktg
001		CC	1 10619	4IMPRINT	09/06/2024	\$1,454.23	160257	E 01 300 790 000 699 401	PCN Water
001		CC	1 10619	4IMPRINT	09/06/2024	\$812.95	160289	E 01 005 107 000 000 401	cape town tote bags
001		CC	1 12129	SIPTRUNK, INC	09/06/2024	\$72.22	160344	E 01 005 630 000 000 320	Back up Phones
001		CC	1 12304	SAM'S CLUB	09/06/2024	\$83.92	160279	E 01 300 298 918 000 490	Java Hive
001		CC	1 12304	SAM'S CLUB	09/06/2024	\$177.80	160279	E 01 300 298 918 000 401	Java Hive
001		CC	1 12304	SAM'S CLUB	09/06/2024	\$368.07	160285	E 01 300 298 918 000 490	Java Hive
001		CC	1 12304	SAM'S CLUB	09/06/2024	\$7.97	160288	E 01 300 298 918 000 490	Java Hive
001		CC	1 12418	USPS	09/06/2024	\$12.05	160237	E 01 400 203 000 000 329	Postage
001		CC	1 12489	NUTRIEN AG SOLUTION 65	09/06/2024	\$1,352.98	160280	E 01 005 810 000 000 401	FY 25 B&G
001		CC	1 12489	NUTRIEN AG SOLUTION 65	09/06/2024	\$1,199.70	160264	E 01 005 810 000 000 401	FY 25 B&G Surge Broadleaf
001		CC	1 12511	PANERA BREAD	09/06/2024	\$263.98	160244	E 01 100 203 902 000 490	staff breakfast-per J Newmiller
001		CC	1 12574	SMART CARE EQUIPMENT SOLUTIONS	09/06/2024	\$500.69	160297	E 02 201 770 000 701 350	FY 25 MS Kitchen Repairs
001		CC	1 12781	SAVVAS	09/06/2024	\$23,075.80	160303	E 05 300 230 602 302 460	FY 25 Autentico
001		CC	1 12781	SAVVAS	09/06/2024	\$89,936.50	160293	E 05 300 260 602 302 460	FY 25 HS Science, Chemistry, Physics & B
001		CC	1 12781	SAVVAS	09/06/2024	\$766.26	160293	E 05 300 260 602 302 460	FY 25 HS Science, Chemistry, Physics & B
001		CC	1 12831	NEWSELA	09/06/2024	\$3,043.20	160240	E 05 201 270 602 302 406	FY 25 PO 33217 Newsela Social Studies
001		CC	1 12831	NEWSELA	09/06/2024	\$3,043.20	160240	E 05 300 270 602 302 406	FY 25 PO 33217 Newsela Social Studies
001		CC	1 12871	ZOOM US	09/06/2024	\$25.99	160339	E 01 005 630 000 000 305	Monthly Board Meeting
001		CC	1 12944	MINNESOTA COMMUNITY ED	09/06/2024	\$429.00	160281	E 04 500 580 000 325 366	CE Conference- SH
001		CC	1 13057	EDWEEK DIGITAL OPED	09/06/2024	\$35.00	160342	E 01 005 020 000 000 366	Education Week July 29, 2024-Jan 29, 202
001		CC	1 13064	CREATURE FEATURES LLC	09/06/2024	26 \$1,043.00	160302	E 04 500 570 000 321 369	KC Field Trip
001		CC	1 13072	CINTAS CORPORATION NO 2	09/06/2024	\$122.17	160283	E 01 300 810 350 000 305	FY 25 Uniform Services

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 09/01/2024 - 9/30/2024

Bank	Check No	Ty	Grp	Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1	13072	CINTAS CORPORATION NO 2	09/06/2024	\$122.17	160283	E 01 100 810 350 000 305	FY 25 Uniform Services
001		CC	1	13072	CINTAS CORPORATION NO 2	09/06/2024	\$122.17	160283	E 01 201 810 350 000 305	FY 25 Uniform Services
001		CC	1	13072	CINTAS CORPORATION NO 2	09/06/2024	\$122.16	160283	E 01 110 810 350 000 305	FY 25 Uniform Services
001		CC	1	13141	CANVA	09/06/2024	(\$6.52)	160341	E 01 005 110 999 000 401	Tax refund
001		CC	1	13141	CANVA	09/06/2024	\$120.00	160250	E 01 300 790 000 699 401	Canva Account Fee
001		CC	1	13162	JOANN.COM	09/06/2024	\$210.10	160266	E 04 500 570 000 321 401	KC-HT Supplies
001		CC	1	13162	JOANN.COM	09/06/2024	\$210.10	160266	E 04 500 505 000 321 401	KC-HT Supplies
001		CC	1	13185	PATRIOT NEWS MN	09/06/2024	\$266.50	160273	E 01 005 010 000 000 305	FY 25 Aug 10, Legal
001		CC	1	13185	PATRIOT NEWS MN	09/06/2024	\$71.50	160255	E 01 005 010 000 000 305	Aug 17, Legal
001		CC	1	13226	NINJA ANYWHERE LLC	09/06/2024	\$1,038.00	160260	E 04 500 570 000 321 369	KC Field Trip
001		CC	1	13333	BRAIN FREEZZE ICE	09/06/2024	\$190.50	160246	E 04 500 570 000 321 490	KC Food
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	09/06/2024	\$143.92	160239	E 04 500 505 000 321 335	FY 25 CE Portable Rental
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	09/06/2024	\$150.00	160315	E 04 500 505 000 321 335	July Cleaning Services
001		CC	1	13369	WRUCK SEWER PORTABLE RENTAL, L	09/06/2024	\$560.21	160238	E 04 500 505 000 321 335	FY 25 CE Portable Rental
001		CC	1	13379	SIDEKICK THEATRE	09/06/2024	\$2,250.00	160329	E 04 500 570 000 321 369	KC Field Trip
001		CC	1	13385	MNASPA	09/06/2024	\$595.00	160277	E 01 005 105 000 000 820	FY 25 MASPA & State Negotiators (Sue Sc
001		CC	1	13598	WILLYS ON THE WATER	09/06/2024	\$60.74	160318	E 01 005 790 000 320 490	FY 25 American Indian Education
001		CC	1	13613	VENTRIS LEARNING LLC	09/06/2024	\$451.50	160300	E 12 110 407 000 372 433	FY 25 UFLI Foundations
001		CC	1	13613	VENTRIS LEARNING LLC	09/06/2024	\$602.00	160300	E 12 100 407 000 372 433	FY 25 UFLI Foundations
001		CC	1	13613	VENTRIS LEARNING LLC	09/06/2024	\$75.25	160300	E 12 400 407 000 372 433	FY 25 UFLI Foundations
001		CC	1	13687	E&G 1123 ECOMM	09/06/2024	\$671.84	160271	E 01 300 790 000 699 490	New Teacher Training Lunch - Erbs & Gerb
001		CC	1	13819	MOVE AND LEARN	09/06/2024	\$987.00	160242	E 04 500 585 000 332 305	FY 25 Summer Dance Classes 2024
001		CC	1	13881	STICKY BRAND	09/06/2024	\$147.00	160258	E 01 300 790 000 699 401	Stickers
001		CC	1	13881	STICKY BRAND	09/06/2024	\$11.35	160258	E 01 005 110 999 000 401	Stickers
001		CC	1	13909	WALL ST JOURNAL	09/06/2024	\$2.00	160267	E 01 300 341 000 830 433	Palmer/Business PO33404
001		CC	1	13917	MN CHILDRENS MUSEUM	09/06/2024	\$920.00	160291	E 04 500 570 000 321 369	KC Field Trip
001		CC	1	13965	GLOWFORGE, INC.	09/06/2024	\$239.00	160340	E 01 300 211 312 000 466	PO 33195 GLOWFORGE ANNUAL SUBSC
001		CC	1	13982	ASL INTERPRETING SERVICES INC	09/06/2024	\$372.00	160286	E 01 300 294 000 000 357	FY 25 Interpreting
001		CC	1	13982	ASL INTERPRETING SERVICES INC	09/06/2024	\$195.50	160298	E 01 300 294 000 000 357	FY 25 DS-DHH Services
001		CC	1	14007	CENTER FOR RESPONSIVE	09/06/2024	\$9,735.00	160295	E 01 200 204 000 414 366	FY 25 Responsive Classroom Training
001		CC	1	14012	RMCC PROMO	09/06/2024	\$1,037.50	160299	E 01 100 203 290 000 401	FY 25 Indy The Hornet Way T Shirts
001		CC	1	14020	GOFAN MARKET	09/06/2024	\$200.00	160247	E 11 300 292 000 000 401	Athletics GoFan Card Reader
001		CC	1	14021	CLEANENTRIES LLC	09/06/2024	27 \$124.00	160276	E 11 300 296 126 000 405	FY 25 New License (Cleanentries LLC)

Big Lake Public Schools, ISD #727

Payment Reg by Check-No Voids

Payment Date Range: 09/01/2024 - 9/30/2024

Bank	Check No	Ty	Grp Code	Vendor	Pay/Void Date	Amount	Voucher #	Account Code	Description
001		CC	1 14023	TIGER SUPPLIES	09/06/2024	\$334.02	160317	E 01 005 810 000 000 401	FY 25 Battery Pack for Smart Locator and I

Check Total: \$206,807.72

Bank 001 Total:

Report Total:

September 2024 Personnel				
Employee (Last, First Name)	Position	Building	Effective Date	Action Type
Hicks, Stephanie	Dean of Students	Middle School	08/23/2024	Resignation
Boss, Nicole	Paraeducator	Liberty	05/30/2024	Resignation
Viscuso, Kourtney	School Monitor	Liberty	09/05/2024	New Hire
Murray, Hyacinth	Paraeducator	Independence	05/30/2024	Resignation
Hauser, Nikki	Paraeducator	Liberty	08/26/2024	Transfer
Drews, Joann	School Monitor	Liberty	08/12/2024	Termination
Klug, Susan	School Monitor	Independence	09/03/2024	New Hire
Daleiden, Shaina	School Monitor	High School	09/03/2024	New Hire
Schommer, Carlee	Teacher	High School	05/31/2024	Resignation
Boss, Nicole	Kids Club Group Leader	Community Ed	05/31/2024	Transfer
Miller, Gavin	Sped Paraeducator	Liberty	09/05/2024	Transfer
Dietsch, Jessica	Sped Paraeducator	Independence	09/05/2024	New Hire
Sayler, Tiana	School Monitor	Independence	09/16/2024	New Hire
Welsh, Kimberly	Custodian	District Wide	07/17/2024	Termination
Obregon, Rachael	Sped Paraeducator	Independence	09/16/2024	New Hire
Fleck, Jamie	Paraeducator	High School	09/24/2024	Resignation
Jean, Idamen	School Monitor	Independence	09/16/2024	New Hire
Schueller, Heather	Paraeducator	Middle School	09/19/2024	Transfer
Olson, Christina	Paraeducator	Independence	09/23/2024	New Hire
Ollila, Tiffany	School Monitor	Independence	09/30/2024	New Hire

**ISD 727 SCHOOL BOARD
FUNDRAISERS ACTION
09/26/24**

Activities Department, teams will sell old varsity game jerseys/uniforms that can no longer be used to the community. September 27, 2024-June 15, 2025. Proceeds will be used to help purchase new jerseys/uniforms.

MEMORANDUM OF UNDERSTANDING

BETWEEN

Big Lake Independent School District # 727 (hereinafter referred to as "District")

AND

Big Lake Education Minnesota (BLEM) (hereinafter referred to as "Union")

WHEREAS the District and Union are parties to a collective bargaining agreement (CBA) for the period from July 1, 2023, through June 30, 2025; and,

WHEREAS the District and Union desire to address the time commitment, compensation, schedule, location of training, and deadlines for teachers required to complete the state of Minnesota mandated READ Act training; and,

WHEREAS the District and Union have agreed that teachers will participate in LETRS by Lexia or OL&LA by Consortium on Reaching Excellence in Education; and,

WHEREAS the total anticipated number of hours of training required for LETRS and OL&LA will be completed during contracted time except for approximately 3 days for LETRS and 1 day for OL&LA

NOW THEREFORE, be it resolved that the parties agree to the following:

1. Eligibility

The Union and District will establish a list of eligible teachers, who must:

- a. Hold a license issued by the Professional Educator Licensing and Standards Board; and,
- b. Be employed by the District between July 1, 2024 and July 1, 2025 and,
- c. Be required by the District to complete approved training described under Minn. Stat. § 120B.123, subdivision 5.

2. Compensation earned for READ Act training

District will schedule the majority of training requirements, according to vendor recommendations, during contract time.

Teachers will earn additional compensation as follows, for training requirements, outside of contracted time, according to vendor recommendations:

- Three (3) days for LETRS OR 1 day for OL&LA

3. Credit Recognition

Language found in Article VII, Section 7.5 does not apply to this training.

Teachers are not eligible to apply graduate credits from the state sponsored LETRS or OL&LA training toward a lane change, due to the training taking place during contract time and/or additional compensation provided as per this MOU.

4. Proof of completion and payment timeline

In all cases, participating teachers shall submit proof of successful training completion in the form of a transcript to Minda Anderson, Assistant Superintendent of Teaching and Learning by May 1, 2025. If proof of successful training completion is provided by May 1, payments will be processed in June.

7. Failure to comply with the READ Act

Compliance with the Minnesota READ Act (Minn. Stat. § 120B.123) is mandatory for both the District and eligible teachers. Failure by the District to comply with these requirements may result in action taken by the Minnesota Department of Education. Failure by an eligible teacher to comply with the training requirements may result in a teacher being out of compliance with READ Act requirements related to reading instruction in accordance with state statute.

8. Effective Date and Duration

This MOU shall continue in effect until June 30, 2025. The requirements for 25-26 LETRS training will be discussed in the negotiations for the 25-27 contract.

NOW THEREFORE, be it further resolved that the parties agree to the following:

Impact on Precedent. Nothing in this MOU may be deemed to establish a precedent or practice or to alter any established precedent or practice arising out of or relating to the CBA between the District and the Union. Neither the District nor the Union may refer to this MOU or submit it in any proceeding or case as evidence of a precedent or practice.

Entire Agreement. This MOU constitutes the entire agreement between the parties related to compensation for teachers for completing READ Act training. Neither party has relied on any statements, promises, or representations that are not stated in this MOU. The terms of this MOU constitute the entire agreement between the parties and supersede any prior written or oral, or other agreement, statement, or practice between the parties relating to the subject matter of this MOU. No changes to this MOU will be valid unless they are in writing and signed by both parties. A copy of this MOU will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have voluntarily entered into this MOU on the dates shown by their signatures. This MOU will not become effective unless and until it is approved by the District's School Board and is signed by both parties.

For the District:

For the Union:

Dated:

Dated:

MEMORANDUM OF UNDERSTANDING
Fitness Center Discount

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

WHEREAS, the Fitness Center offers a discounted rate to residents of Big Lake starting in the Fall of 2024. BLEM members are eligible for the discounted rate to residents of Big Lake.

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

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

Kelly Jurek, President

Board Chair

Board Clerk

Dated: _____

Dated: _____

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MEMORANDUM OF UNDERSTANDING
Preschool Teachers 2024-2025

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

WHEREAS, the 2023 legislation allowed for Preschool Teachers to be a part of the Teacher contract.

ARTICLE XX

**PRESCHOOL, SCHOOL READINESS, SCHOOL READINESS PLUS, AND
PREKINDERGARTEN INSTRUCTORS**

Section 1. Statutory Considerations: Pursuant to Minnesota Statutes, section 179A.03, subdivision 18, preschool, school readiness, school readiness plus, and prekindergarten instructors fall within the definition of “teacher” for purposes of PERLA and are included within the teachers’ appropriate unit. However, because these instructors are not required to hold a license issued by the state department, they do not fall within the definition of a “teacher” for purposes of Minnesota Statutes, section 122A.40, subdivision 1 and, therefore, do not attain the rights to continuing contract/tenure status nor rights to bump pursuant to unrequested leave of absence (ULA).

Section 2. Probationary Period: Time spent as a preschool, school readiness, school readiness plus, or prekindergarten instructor does not count toward the individual’s probationary period or potential future probationary period pursuant to Minnesota Statutes, sections 122A.40 and 122A.261. A preschool, school readiness, school readiness plus, or prekindergarten instructor shall serve a probationary period of 180 working days of consecutive service in the School District, during that time the School District shall have the unqualified right to suspend without pay, discharge, or otherwise discipline the instructor. Instructors who met this probationary period prior to July 1, 2023, shall not be required to serve a new probationary period. During this probationary period, the instructor shall have no recourse to the grievance procedure as far as suspension, discharge for cause, or other discipline is concerned. However, a probationary instructor shall have the right to bring a grievance regarding any other provisions of the Master Agreement alleged to have been violated.

Section 3. Lay Off: Preschool, school readiness, school readiness plus, and prekindergarten instructors may be laid off at the School District’s discretion at any time based on the needs of the School District’s programs.

Section 4. Discipline: The School District shall have the right to impose discipline on preschool, school readiness, school readiness plus, and prekindergarten instructors for just cause. Discipline shall consist of an oral reprimand, written reprimand, suspension with pay, suspension without pay, and discharge. The School District reserves the right to impose discipline at any level as it determines based upon the circumstances surrounding the action. A conference between the instructor and instructor's supervisor shall be held prior to the imposition of a written reprimand, suspension without pay, or discharge. An oral or written reprimand may be grieved up to Level III of the grievance procedure but may not be carried to arbitration.

Section 5. Hours of Service, Duty Day, Duty Week, and Duty Year: The hours of service, duty day, duty week, and duty year for preschool, school readiness, school readiness plus, and prekindergarten instructors shall be as assigned by the School District and may be modified from time to time based upon the needs of the School District's programs.

Section 6. Compensation: Preschool, school readiness, school readiness plus, and prekindergarten instructors shall be compensated pursuant to the specific preschool, school readiness, school readiness plus, and prekindergarten salary schedule, Attachment (Schedule C), or such other method as the parties may agree to in writing and shall not be entitled to compensation on the regular teacher salary schedule.

Section 7. Applicable Sections of the Master Agreement: Preschool, school readiness, school readiness plus, and prekindergarten instructors shall be covered by the following articles of the Master Agreement:

ARTICLE I, PURPOSE,

ARTICLE II, RECOGNITION OF EXCLUSIVE REPRESENTATIVE,

ARTICLE III, DEFINITIONS,

ARTICLE IV, SCHOOL DISTRICT RIGHTS,

ARTICLE V, TEACHER RIGHTS/RESPONSIBILITIES,

ARTICLE IX, GROUP INSURANCE,

ARTICLE X, LEAVES OF ABSENCE,

ARTICLE Xi, WORKER'S COMPENSATION,

ARTICLE XVI, GRIEVANCE PROCEDURE,

ARTICLE XIX, DURATION,

ARTICLE XVIII, MATCHING TAX DEFERRED SAVINGS PLAN.

Section 8. Sections of the Master Agreement Not Applicable: Preschool, school readiness, school readiness plus, and prekindergarten instructors shall not be eligible for the following articles of the Master Agreement:

ARTICLE VI, BASIC SCHEDULES AND RATES OF PAY,

ARTICLE VII, EXTRA COMPENSATION,

ARTICLE XI, HOURS OF SERVICE,

ARTICLE XII, LENGTH OF THE SCHOOL YEAR,

ARTICLE XIII, PART-TIME POSITIONS,

ARTICLE XV, UNREQUESTED LEAVE OF ABSENCE (ULA) AND SENIORITY LIST,

ARTICLE XVII, SEVERANCE PAY,

ARTICLE VI, EARLY CHILDHOOD AND FAMILY EDUCATION (ECFE) TEACHERS.

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

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

Kelly Jurek, President

Board Chair

Board Clerk

Dated: _____

Dated: _____

Schedule C

Step 1	\$ 32.00
Step 2	\$ 32.80
Step 3	\$ 33.62
Step 4	\$ 34.46
Step 5	\$ 35.32
Step 6	\$ 36.21
Step 7	\$ 37.11
Step 8	\$ 38.04
Step 9	\$ 38.99
Step 10	\$ 39.96
Step 11	\$ 40.96
Step 12	\$ 41.99
Step 13	\$ 43.04
Step 14	\$ 44.11
Step 15	\$ 45.22

MEMORANDUM OF UNDERSTANDING
Preschool Teachers - Grandfathered In Benefits 2024-2025

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

WHEREAS, the 2023 legislation allowed for Preschool Teachers to be a part of the Teacher contract.

WHEREAS, Casey Mork and Sara Golder were eligible for a match of \$2,500 in the tax deferred savings plan as a non-affiliated employee. The district has agreed to match this amount for the 2024-2025 school year.

WHEREAS, Casey Mork was eligible for a \$1,000 deposit into the employee's account with the Minnesota Health Care Saving Plan each year after 5 years of service with the District as a non-affiliated employee. The district has agreed to match this amount for the 2024-2025 school year.

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

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

Kelly Jurek, President

Board Chair

Board Clerk

Dated: _____

Dated: _____

MEMORANDUM OF UNDERSTANDING
EPIC Advisor

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

WHEREAS, the EPIC Advisor has not been on the Activities schedule of the contract previously. It has been funded through a combination of grant (\$2,000) and county funds (\$1,800). The funding from the grant will continue through the school year 2025-2026, the funding from the county will cease after the 2023-2024 school year. The School District has agreed to provide the \$1,800 each year of the 2024-2025 and 2025-2026 school years for the EPIC Advisor to maintain the full \$3,800 annual stipend.

THEREFORE, BE IT RESOLVED and agreed that the Memorandum of Understanding shall become effective upon ratification, by both parties, of the 2023-2025 Master Agreement and shall remain in effect through July 31, 2026.

Big Lake Education Minnesota

BIG LAKE SCHOOL DISTRICT ISD 727

Kelly Jurek, President

Board Chair

Board Clerk

Dated: _____

Dated: _____

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TITLE IX SEX NONDISCRIMINATION POLICY, GRIEVANCE PROCEDURE AND PROCESS

I. GENERAL STATEMENT OF POLICY

- A. The school district does not discriminate on the basis of sex, including discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, in any education program or activity that it operates, including in admission and employment. The school district does not discriminate in such a manner in its implementing regulations. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.
- B. Except as provided elsewhere under Title IX or its regulations, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the school district.
- C. The school district prohibits sex-based discrimination or sexual harassment that occurs within its education programs and activities. The school district shall promptly respond in a manner that is prompt and effective.
- D. Except as provided therein, Title IX and its regulations apply to all sex discrimination occurring under a school district's education program or activity in the United States. For the purpose of this paragraph, conduct that occurs under the school district's education program or activity includes but is not limited to conduct that is subject to the school district's disciplinary authority. The school district has an obligation to address a sex-based hostile environment under its education program or activity, even when some conduct alleged to be contributing to the hostile environment occurred outside the school district's education program or activity or outside the United States.
- E. The school district has adopted, published, and implemented grievance procedures consistent with the requirements of 34 Code of Federal Regulations, section 106.45, and if applicable section 106.46, that provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in the school district's education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX or its regulations.
- F. The school district's obligation to comply with Title IX and its regulations is not obviated or alleviated by the Federal Educational Rights and Privacy Act (FERPA), 20 United States Code, section 1232g, or its implementing regulations, 34 Code of Federal Regulations, part 99, or any state law or local law. The obligation to comply is not obviated or alleviated by any rule or regulation of any organization, club, athletic or other league, or association which would render any applicant or student ineligible to participate or limit the eligibility or participation of any applicant or student, on the basis of sex, in any education program or activity operated by the school district and which receives Federal financial assistance.
- G. The school district has an obligation to address a sex-based hostile environment under its education program or activity, even when some conduct alleged to be contributing to the hostile environment occurred outside the school district's education program or activity or outside the United States.
- H. Nothing in Title IX or its regulations may be read in derogation of any legal right of a parent, guardian, or other authorized legal representative to act on behalf of a complainant, respondent, or other person, subject to Paragraph F of this section, including but not limited to making a complaint through the school district's grievance procedures for complaints of sex discrimination.

- I. In the limited circumstances in which Title IX or its regulations permits different treatment or separation on the basis of sex, the school district must not carry out such different treatment or separation in a manner that discriminates on the basis of sex by subjecting a person to more than de minimis harm, except as permitted by 20 United States Code, section 1681(a)(1) through (9) and the corresponding regulations sections 106.12 through 106.15, 20 United States Code, section 1686 and its corresponding regulation section 106.32(b)(1), or section 106.41(b). Adopting a policy or engaging in a practice that prevents a person from participating in an education program or activity consistent with the person’s gender identity subjects a person to more than de minimis harm on the basis of sex.
- J. Any student, parent, or guardian having questions regarding the application of Title IX and its regulations and/or this policy and grievance process should discuss them with the Title IX Coordinator. The school district’s Title IX Coordinator(s) is/are:

Sue Schmidt, Human Resources Manager, 763-262-5194, 701 Minnesota Ave, Big Lake MN 55309, s.schmidt@biglakeschools.org

Inquiries about Title IX and its regulations may be referred to the Title IX Coordinator(s), the United States Department of Education’s Office for Civil Rights, or both.

- K. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to [Formal Complaint](#)
- L. The effective date of this policy is August 1, 2024, and applies to alleged violations of this policy occurring on or after August 1, 2024.

II. DEFINITIONS

- A. “Admission” means selection for part-time, full-time, special, associate, transfer, exchange or any other enrollment, membership, or matriculation in or at an education program or activity operated by the school district.
- B. “Complainant” means
 - 1) a student or employee of the school district who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations; or
 - 2) a person other than a student or employee of the school district who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX and who was participating or attempting to participate in a school district education program or activity at the time of the alleged sex discrimination.
- C. “Complaint” means an oral or written request to the school district that objectively can be understood as a request for the school district to investigate and make a determination about alleged discrimination under Title IX or its regulations.
 - 1) A person is entitled to make a complaint of sex-based harassment only if they themselves are alleged to have been subjected to the sex-based harassment, if they have a legal right to act on behalf of such person, or if the Title IX Coordinator initiates a complaint consistent with the requirements of 34 Code of Federal Regulations, section 106.44(f)(1)(v).
 - 2) The following individuals have a right to make a complaint of sex discrimination, including complaints of sex-based harassment, requesting that the school district investigate and make a determination about alleged discrimination under Title IX:
 - a. a complainant;
 - b. a parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
 - c. the school district’s Title IX Coordinator.

- 3) With respect to complaints of sex discrimination other than sex-based harassment, in addition to the persons listed above, the following persons have a right to make a complaint:
 - a. any school district student or employee; or
 - b. any person other than a school district student or employee who was participating or attempting to participate in a school district education program or activity at the time of the alleged sex discrimination.
- D. “Confidential employee” means
 - 1) A school district employee whose communications are privileged or confidential under Federal or Minnesota law. The employee’s confidential status, for purposes of this part, is only with respect to information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies; or
 - 2) A school district employee whom the school district has designated as confidential under this part for the purpose of providing services to persons related to sex discrimination. If the employee also has a duty not associated with providing those services, the employee’s confidential status is only with respect to information received about sex discrimination in connection with providing those services.
- E. “Day” or “days” means, unless expressly stated otherwise, business days (i.e. day(s) that the school district office is open for normal operating hours, Monday - Friday, excluding State-recognized holidays).
- F. “Disciplinary sanctions” means consequences imposed on a respondent following a determination under Title IX that the respondent violated the school district’s prohibition on sex discrimination.
- G. “Parental status” as used in Title IX and its regulations means the status of a person who, with respect to another person who is under the age of 18 or who is 18 or older but is incapable of self-care because of a physical or mental disability, is:
 - 1) A biological parent;
 - 2) An adoptive parent;
 - 3) A foster parent;
 - 4) A stepparent;
 - 5) A legal custodian or guardian;
 - 6) In loco parentis with respect to such a person; or
 - 7) Actively seeking legal custody, guardianship, visitation, or adoption of such a person.
- H. “Party” means a complainant or respondent.
- I. “Peer retaliation” means retaliation by a student against another student.
- J. “Pregnancy or related conditions” means:
 - 1) Pregnancy, childbirth, termination of pregnancy, or lactation;
 - 2) Medical conditions related to pregnancy, childbirth, termination of pregnancy, or lactation; or
 - 3) Recovery from pregnancy, childbirth, termination of pregnancy, lactation, or related medical conditions.
- K. “Program or activity” and “program” means all of the operations of a local education agency as defined in 20 United States Code, section 8801, a special purpose district, a system of vocational education, or other school system.
- L. “Relevant” means related to the allegations of sex discrimination under investigation as part of the grievance procedures under Title IX and 34 Code of Federal Regulations, section 106.44. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decisionmaker in determining whether the alleged sex discrimination occurred.
- M. “Remedies” means measures provided, as appropriate, to a complainant or any other person the school district identifies as having had their equal access to the school district’s education program or activity limited or denied by sex discrimination. These measures are provided to restore or

preserve that person's access to the school district's education program or activity after a school district determines that sex discrimination occurred.

- N. "Respondent" means a person who is alleged to have violated the school district's prohibition on sex discrimination.
- O. "Retaliation" means intimidation, threats, coercion, or discrimination against any person by the school district, a student, or an employee or other person authorized by the school district to provide aid, benefit, or service under the school district's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.
- P. "Sex-based harassment" prohibited by Title IX and its regulations is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:
 - 1) Quid pro quo harassment
An employee, agent, or other person authorized by the school district to provide an aid, benefit, or service under the school district's education program or activity explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct;
 - 2) Hostile environment harassment
Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the school district's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
 - a. The degree to which the conduct affected the complainant's ability to access the school district's education program or activity;
 - b. The type, frequency, and duration of the conduct;
 - c. The parties' ages, roles within the school district's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
 - d. The location of the conduct and the context in which the conduct occurred; and
 - e. Other sex-based harassment in the school district's education program or activity; or
 - 3) Specific offenses.
 - a. Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
 - b. Dating violence meaning violence committed by a person:
 - i. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a) The length of the relationship;
 - b) The type of relationship; and
 - c) The frequency of interaction between the persons involved in the relationship;
 - c. Domestic violence meaning felony or misdemeanor crimes committed by a person who:
 - i. is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the state of Minnesota, or a person similarly situated to a spouse of the victim;
 - ii. is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
 - iii. shares a child in common with the victim; or

- iv. commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or
- d. Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - i. Fear for the person’s safety or the safety of others; or
 - ii. Suffer substantial emotional distress.
- Q. “Student” means a person who has gained admission.
- R. “Student with a disability” means a student who is an individual with a disability as defined in the Rehabilitation Act of 1973, as amended, or a child with a disability as defined in the Individuals with Disabilities Education Act.
- S. “Supportive measures” means individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:
 - 1) Restore or preserve that party’s access to the school district’s education program or activity, including measures that are designed to protect the safety of the parties or the school district’s educational environment; or
 - 2) Provide support during the school district’s grievance procedures or during the informal resolution process.

The school district will offer and coordinate supportive measures as appropriate for the complainant and/or respondent to restore or preserve that person’s access to the school district’s education program or activity or provide support during the school district’s Title IX grievance procedures or during the informal resolution process.

T. “Title IX” means Title IX of the Education Amendments of 1972, as amended.

III. DESIGNATION OF TITLE IX COORDINATOR AND DESIGNEES

- A. The school district must designate and authorize at least one employee, referred to as a Title IX Coordinator, to coordinate its efforts to comply with its obligations under Title IX and its regulations. If a school district has more than one Title IX Coordinator, it must designate one of its Title IX Coordinators to retain ultimate oversight over the responsibilities and ensure the school district’s consistent compliance with its responsibilities under Title IX and its regulations.
- B. As appropriate, the school district may delegate, or permit a Title IX Coordinator to delegate, specific duties to one or more designees.

IV. PARENTAL, FAMILY, OR MARITAL STATUS; PREGNANCY OR RELATED CONDITIONS

- A. Status Generally

The school district must not adopt or implement any policy, practice, or procedure concerning a student’s current, potential, or past parental, family, or marital status that treats students differently on the basis of sex.
- B. Pregnancy or Related Conditions
 - 1) Nondiscrimination

The school district must not discriminate in its education program or activity against any student based on the student’s current, potential, or past pregnancy or related conditions. The school district does not engage in prohibited discrimination when it allows a student, based on pregnancy or related conditions, to voluntarily participate in a separate portion of its education program or activity provided the school district ensures that the separate portion is comparable to that offered to students who are not pregnant and do not have related conditions.

- 2) Responsibility to Provide Title IX Coordinator Contact and Other Information

The school district must ensure that when a student, or a person who has a legal right to act on behalf of the student, informs any employee of the student's pregnancy or related conditions, unless the employee reasonably believes that the Title IX Coordinator has been notified, the employee promptly provides that person with the Title IX Coordinator's contact information and informs that person that the Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to the school district's education program or activity.
- 3) Specific Actions to Prevent Discrimination and Ensure Equal Access

The school district must take specific actions below to promptly and effectively prevent sex discrimination and ensure equal access to the school district's education program or activity once the student, or a person who has a legal right to act on behalf of the student, notifies the Title IX Coordinator of the student's pregnancy or related conditions. The Title IX Coordinator must coordinate these actions.

 - a. Responsibility to provide information about school district obligations.

The school district must inform the student, and if applicable, the person who notified the Title IX Coordinator of the student's pregnancy or related conditions and has a legal right to act on behalf of the student, of the school district's obligations under 34 Code of Federal Regulations, section 106.31, paragraphs (b)(1) through (5) and section 106.44(j) and provide the school district's notice of nondiscrimination under section 106.8(c)(1)
 - b. Reasonable modifications
 - i. The school district must make reasonable modifications to the school district's policies, practices, or procedures as necessary to prevent sex discrimination and ensure equal access to the school district's education program or activity. Each reasonable modification must be based on the student's individualized needs. In determining what modifications are required under this paragraph, the school district must consult with the student. A modification that a school district can demonstrate would fundamentally alter the nature of its education program or activity is not a reasonable modification.
 - ii. The student has discretion to accept or decline each reasonable modification offered by the school district. If a student accepts the school district's offered reasonable modification, the school district must implement it.
 - iii. Reasonable modifications may include, but are not limited to, breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom; intermittent absences to attend medical appointments; access to online or homebound education; changes in schedule or course sequence; extensions of time for coursework and rescheduling of tests and examinations; allowing a student to sit or stand, or carry or keep water nearby; counseling; changes in physical space or supplies (for example, access to a larger desk or a footrest); elevator access; or other changes to policies, practices, or procedures.
 - c. Voluntary access to separate and comparable portion of program or activity

The school district must allow the student to voluntarily access any separate and comparable portion of the school district's education program or activity under Paragraph A. above.
 - d. Voluntary leaves of absence

The school district must allow the student to voluntarily take a leave of absence from the school district's education program or activity to cover, at minimum, the period of time deemed medically necessary by the student's licensed healthcare provider. To the extent that a student qualifies for leave under a leave policy maintained by the school district that allows a greater period of time than the medically necessary period, the school district must permit the student to take voluntary leave under that policy instead if the student so chooses. When

the student returns to the school district's education program or activity, the student must be reinstated to the academic status and, as practicable, to the extracurricular status that the student held when the voluntary leave began.

e. Lactation space

The school district must ensure that the student can access a lactation space, which must be a space other than a bathroom, that is clean, shielded from view, free from intrusion from others, and may be used by a student for expressing breast milk or breastfeeding as needed.

f. Limitation on supporting documentation

The school district must not require supporting documentation under Paragraph B.3, subparagraphs b. through e. unless the documentation is necessary and reasonable for the school district to determine the reasonable modifications to make or whether to take additional specific actions. Examples of situations when requiring supporting documentation is not necessary and reasonable include, but are not limited to, when the student's need for a specific action under Paragraph C. subparagraphs 3 through 5 is obvious, such as when a student who is pregnant needs a bigger uniform; when the student has previously provided the school district with sufficient supporting documentation; when the reasonable modification because of pregnancy or related conditions at issue is allowing a student to carry or keep water nearby and drink, use a bigger desk, sit or stand, or take breaks to eat, drink, or use the restroom; when the student has lactation needs; or when the specific action under Paragraph C. subparagraphs 3 through 5 is available to students for reasons other than pregnancy or related conditions without submitting supporting documentation.

4) Comparable Treatment to Other Temporary Medical Conditions

To the extent consistent with Paragraph B.3 above, the school district must treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions with respect to any medical or hospital benefit, service, plan, or policy the school district administers, operates, offers, or participates in with respect to students admitted to the school district's education program or activity.

5) Certification to Participate

The school district must not require a student who is pregnant or has related conditions to provide certification from a healthcare provider or any other person that the student is physically able to participate in the school district's class, program, or extracurricular activity unless:

- a. The certified level of physical ability or health is necessary for participation in the class, program, or extracurricular activity;
- b. The school district requires such certification of all students participating in the class, program, or extracurricular activity; and
- c. The information obtained is not used as a basis for discrimination prohibited by this part.

V. REPORTING PROHIBITED CONDUCT

- A. Any student who believes they have been the victim of unlawful sex discrimination or sexual harassment, or any person (including the parent of a student) with actual knowledge of conduct which may constitute unlawful sex discrimination or sexual harassment toward a student should report the alleged acts as soon as possible to the Title IX Coordinator.
- B. The school district requires all employees who are not confidential employees to notify the Title IX Coordinator when the employee has information about conduct that reasonably may constitute sex discrimination under Title IX or its regulations. This requirement does not apply to an employee who has personally been subject to conduct that reasonably may constitute sex discrimination under Title IX or its regulations.
- C. Confidential Employee Requirements
 - 1) The school district must notify all participants in the school district's education program or activity of how to contact its confidential employees, if any.

- 2) The school district must require a confidential employee to explain to any person who informs the confidential employee of conduct that reasonably may constitute sex discrimination under Title IX or its regulations:
 - a. The employee's status as confidential for purposes of this part, including the circumstances in which the employee is not required to notify the Title IX Coordinator about conduct that reasonably may constitute sex discrimination;
 - b. How to contact the school district's Title IX Coordinator and how to make a complaint of sex discrimination; and
 - c. That the Title IX Coordinator may be able to offer and coordinate supportive measures, as well as initiate an informal resolution process or an investigation under the grievance procedures.
- D. Any employee of the school district who has experienced, has knowledge of, or has witnessed unlawful sex discrimination, including sexual harassment, or who otherwise becomes aware of unlawful sex discrimination, including sexual harassment, must promptly report the allegations to the Title IX Coordinator without screening or investigating the report or allegations.
- E. A report of unlawful sex discrimination or sexual harassment may be made at any time, including during nonbusiness hours, and may be made in person, by mail, by telephone, or by email using the Title IX Coordinator's contact information. A report may also be made by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
- F. Sexual harassment may constitute both a violation of this policy and criminal law. To the extent the alleged conduct may constitute a crime, the school district may report the alleged conduct to law enforcement authorities. The school district encourages complainants to report criminal behavior to the police immediately.

VI. SCHOOL DISTRICT'S RESPONSE TO SEXUAL HARASSMENT

A. General

Upon knowledge of conduct that reasonably may constitute sex discrimination in its education program or activity, the school district must respond promptly and effectively. The school district must also comply with 34 Code of Federal Regulations, section 106.44 to address sex discrimination in its education program or activity.

B. Barriers to Reporting

The school district must require its Title IX Coordinator to:

- 1) Monitor the school district's education program or activity for barriers to reporting information about conduct that reasonably may constitute sex discrimination under Title IX or its regulations; and
- 2) Take steps reasonably calculated to address such barriers.

C. Title IX Coordinator Requirements

- 1) The Title IX Coordinator is responsible for coordinating the school district's compliance with its obligations under Title IX and its regulations. The school district must require its Title IX Coordinator, when notified of conduct that reasonably may constitute sex discrimination under Title IX or its regulations, to take the following actions to promptly and effectively end any sex discrimination in its education program or activity, prevent its recurrence, and remedy its effects:
 - a. Treat the complainant and respondent equitably;
 - b. Offer and coordinate supportive measures, as appropriate, for the complainant. In addition, if the school district has initiated grievance procedures or offered an informal resolution process to the respondent, offer and coordinate supportive measures, as appropriate, for the respondent;
 - c. Notify the complainant or, if the complainant is unknown, the individual who reported the conduct, of the grievance procedures and if applicable and the informal resolution process, if

- available and appropriate. If a complaint is made, notify the respondent of the grievance procedures and the informal resolution process, if available and appropriate;
- d. In response to a complaint, initiate the grievance procedures or the informal resolution process, if available and appropriate and requested by all parties;
 - e. In the absence of a complaint or the withdrawal of any or all of the allegations in a complaint, and in the absence or termination of an informal resolution process, determine whether to initiate a complaint of sex discrimination that complies with the grievance procedures.
 - i. To make this fact-specific determination, the Title IX Coordinator must consider, at a minimum, the following factors:
 - a) The complainant's request not to proceed with initiation of a complaint;
 - b) The complainant's reasonable safety concerns regarding initiation of a complaint;
 - c) The risk that additional acts of sex discrimination would occur if a complaint is not initiated;
 - d) The severity of the alleged sex discrimination, including whether the discrimination, if established, would require the removal of a respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;
 - e) The age and relationship of the parties, including whether the respondent is an employee of the school district;
 - f) The scope of the alleged sex discrimination, including information suggesting a pattern, ongoing sex discrimination, or sex discrimination alleged to have impacted multiple individuals;
 - g) The availability of evidence to assist a decisionmaker in determining whether sex discrimination occurred; and
 - h) Whether the school district could end the alleged sex discrimination and prevent its recurrence without initiating its grievance procedures.
 - ii. If, after considering these and other relevant factors, the Title IX Coordinator determines that the conduct as alleged presents an imminent and serious threat to the health or safety of the complainant or other person, or that the conduct as alleged prevents the school district from ensuring equal access on the basis of sex to its education program or activity, the Title IX Coordinator may initiate a complaint
 - f. If initiating a complaint under Subparagraph e. above, notify the complainant prior to doing so and appropriately address reasonable concerns about the complainant's safety or the safety of others, including by providing supportive measures; and
 - g. Regardless of whether a complaint is initiated, take other appropriate prompt and effective steps, in addition to steps necessary to effectuate the remedies provided to an individual complainant, if any, to ensure that sex discrimination does not continue or recur within the school district's education program or activity.
- 2) The Title IX Coordinator is not required to comply with Paragraph C.1, subparagraphs a. through g. above upon being notified of conduct that may constitute sex discrimination if the Title IX Coordinator reasonably determines that the conduct as alleged could not constitute sex discrimination under Title IX or its regulations.

D. Supportive Measures

Under the Title IX Coordinator Requirements above, the school district must offer and coordinate supportive measures, as appropriate, as described below. For allegations of sex discrimination other than sex-based harassment or retaliation, the school district's provision of supportive measures does not require the school district, its employee, or any other person authorized to provide aid, benefit, or service on the school district's behalf to alter the alleged discriminatory conduct for the purpose of providing a supportive measure.

- 1) Supportive measures may vary depending on what the school district deems to be reasonably available. These measures may include but are not limited to: counseling; extensions of deadlines and other course-related adjustments; campus escort services; increased security and monitoring of certain areas of the campus; restrictions on contact applied to one or more parties; leaves of absence; changes in class, work, or extracurricular or any other activity, regardless of whether there is or is not a comparable alternative; and training and education programs related to sex-based harassment.
- 2) Supportive measures must not unreasonably burden either party and must be designed to protect the safety of the parties or the school district's educational environment, or to provide support during the school district's grievance procedures, or during the informal resolution process. The school district must not impose such measures for punitive or disciplinary reasons.
- 3) The school district may, as appropriate, modify or terminate supportive measures at the conclusion of the grievance procedures or at the conclusion of the informal resolution process, or the school district may continue them beyond that point.
- 4) The school district must provide a complainant or respondent with a timely opportunity to seek, from an appropriate and impartial employee, modification or reversal of the school district's decision to provide, deny, modify, or terminate supportive measures applicable to them. The impartial employee must be someone other than the employee who made the challenged decision and must have authority to modify or reverse the decision, if the impartial employee determines that the decision to provide, deny, modify, or terminate the supportive measure was inconsistent with the definition of supportive measures. The school district must also provide a party with the opportunity to seek additional modification or termination of a supportive measure applicable to them if circumstances change materially.
- 5) The school district must not disclose information about any supportive measures to persons other than the person to whom they apply, including informing one party of supportive measures provided to another party, unless necessary to provide the supportive measure or restore or preserve a party's access to the education program or activity, or when an exception in 34 Code of Federal Regulations section 106.44(j)(1) through (5) applies.
- 6) The school district must require the Title IX Coordinator to consult with one or more members, as appropriate, of the student's Individualized Education Program (IEP) team, if any, or one or more members, as appropriate, of the group of persons responsible for the student's placement decision under 34 Code of Federal Regulations, section 104.35(c), if any, to determine how to comply with the requirements of the Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973 in the implementation of supportive measures.

E. Students with Disabilities

If a complainant or respondent is an elementary or secondary student with a disability, the school district must require the Title IX Coordinator to consult with one or more members, as appropriate, of the student's Individualized Education Program (IEP) team, if any, or one or more members, as appropriate, of the group of persons responsible for the student's placement decision under 34 Code of Federal Regulations, section 104.35(c), if any, to determine how to comply with the requirements of the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973 throughout the school district's implementation of grievance procedures under 34 Code of Federal Regulations, section 106.45.

F. Emergency Removal

Nothing in Title IX or its regulations precludes the school district from removing a respondent from the school district's education program or activity on an emergency basis, provided that the school district undertakes an individualized safety and risk analysis, determines that an imminent and serious threat to the health or safety of a complainant or any students, employees, or other persons arising from the allegations of sex discrimination justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal. This

provision must not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990.

G. Administrative Leave

Nothing in Title IX or its regulations precludes the school district from placing an employee respondent on administrative leave from employment responsibilities during the pendency of the school district's grievance procedures. This provision must not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act of 1990.

H. Prohibited Disclosures of Personally Identifiable Information

The school district must not disclose personally identifiable information obtained in the course of complying with this part, except in the following circumstances:

- 1) When the school district has obtained prior written consent from a person with the legal right to consent to the disclosure;
- 2) When the information is disclosed to a parent, guardian, or other authorized legal representative with the legal right to receive disclosures on behalf of the person whose personally identifiable information is at issue;
- 3) To carry out the purposes of 34 Code of Federal Regulations, section 106, including action taken to address conduct that reasonably may constitute sex discrimination under Title IX in the school district's education program or activity;
- 4) As required by federal law, federal regulations, or the terms and conditions of a Federal award, including a grant award or
- 5) To the extent such disclosures are not otherwise in conflict with Title IX or its regulations, when required by Minnesota or local law or when permitted under FERPA or its implementing regulations.

VII. GRIEVANCE PROCEDURES FOR THE PROMPT AND EQUITABLE RESOLUTION OF COMPLAINTS OF SEX DISCRIMINATION

A. General

The school district's grievance procedures for the prompt and equitable resolution of complaints of sex discrimination must be in writing and include provisions that incorporate the requirements of this section. The requirements related to a respondent apply only to sex discrimination complaints alleging that a person violated the school district's prohibition on sex discrimination. When a sex discrimination complaint alleges that a school district's policy or practice discriminates on the basis of sex, the school district is not considered a respondent.

B. Basic Requirements for Grievance Procedures

The school district's grievance procedures must:

- 1) Treat complainants and respondents equitably;
- 2) Require that any person designated as a Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. The decisionmaker may be the same person as the Title IX Coordinator or investigator;
- 3) Include a presumption that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of the school district's grievance procedures for complaints of sex discrimination;
- 4) Establish reasonably prompt timeframes for the major stages of the grievance procedures, including a process that allows for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay. Major stages include, for example, evaluation (i.e., the school district's decision whether to dismiss or investigate a complaint of sex discrimination); investigation; determination; and appeal, if any;

- a. Any informal resolution process must be completed within thirty (30) calendar days following the parties' agreement to participate in such informal process.
- b. An appeal of a determination of responsibility or of a decision dismissing a formal complaint must be received by the school district within five (5) days of the date the determination of responsibility or dismissal was provided to the parties.
- c. Any appeal of a determination of responsibility or of a dismissal will be decided within thirty (30) calendar days of the day the appeal was received by the school district.
- d. The school district will seek to conclude the grievance process, including any appeal, within 120 calendar days of the date the formal complaint was received by the school district.
- e. Although the school district strives to adhere to the timelines described above, in each case, the school district may extend the time frames for good cause. Good cause may include, without limitation: the complexity of the allegations; the severity and extent of the alleged misconduct; the number of parties, witnesses, and the types of other evidence (e.g., forensic evidence) involved; the availability of the parties, advisors, witnesses, and evidence (e.g., forensic evidence); concurrent law enforcement activity; intervening school district holidays, breaks, or other closures; the need for language assistance or accommodation of disabilities; and/or other unforeseen circumstances.
- f. The school district has established the following process for reasonable extension of timeframes on a case-by-case basis for good cause as set forth above. The process includes notice to the parties and the reason for the delay:
 - 5) Require the school district to take reasonable steps to protect the privacy of the parties and witnesses during the pendency of the school district's grievance procedures, provided that the steps do not restrict the ability of the parties to: obtain and present evidence, including by speaking to witnesses, subject to the prohibition against retaliation; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures;
 - 6) Require an objective evaluation of all evidence that is relevant, as defined in Article II, and not otherwise impermissible—including both inculpatory and exculpatory evidence—and provide that credibility determinations must not be based on a person's status as a complainant, respondent, or witness;
 - 7) Exclude the following types of evidence, and questions seeking that evidence, as impermissible (i.e., must not be accessed or considered, except by the school district to determine whether an exception in subparagraphs (a) through (c) applies; must not be disclosed; and must not otherwise be used), regardless of whether they are relevant:
 - a. Evidence that is protected under a privilege as recognized by federal or Minnesota law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
 - b. A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the school district obtains that party's or witness's voluntary, written consent for use in the school district's grievance procedures; and
 - c. Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred; and

- 8) If the school district adopts grievance procedures that apply to the resolution of some, but not all, complaints articulate consistent principles for how the school district will determine which procedures apply.

C. Notice of Allegations

Upon initiation of the school district's grievance procedures, the school district must provide notice of the allegations to the parties whose identities are known.

1) The notice must include:

- a. The school district's grievance procedures, and if applicable, any informal resolution process;
- b. Sufficient information available at the time to allow the parties to respond to the allegations. Sufficient information includes the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination under Title IX or this part, and the date(s) and location(s) of the alleged incident(s), to the extent that information is available to the school district;
- c. A statement that retaliation is prohibited; and
- d. A statement that the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence; and if the school district provides a description of the evidence, the parties are entitled to an equal opportunity to access to the relevant and not otherwise impermissible evidence upon the request of any party.

- 2) If, in the course of an investigation, the school district decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that are not included in the notice or that are included in a complaint that is consolidated, the school district must provide notice of the additional allegations to the parties whose identities are known.

If, in the course of an investigation, the school district decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that are not included in the notice provided or that are included in a complaint that is consolidated, the school district will notify the parties of the additional allegations.

D. Consolidation

The school district may consolidate complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex discrimination arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

E. Complaint Investigation

- 1) The school district must provide for adequate, reliable, and impartial investigation of complaints. To do so, the school district must:
 - a. Ensure that the burden is on the school district – not on the parties – to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred;
 - b. Provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible;
 - c. Review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance, consistent with § 106.2 and with paragraph (b)(7) of this section; and
 - d. Provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible in the following manner:
 - i. The school district must provide an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence. If the

school district provides a description of the evidence, it must further provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party;

- ii. The school district must provide a reasonable opportunity to respond to the evidence or to the accurate description of the evidence; and
- iii. The school district must take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. For purposes of this paragraph, disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized.

F. Questioning Parties and Witnesses to Aid in Evaluating Allegations and Assessing Credibility

The school district must provide a process that enables the decisionmaker to question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination.

G. Determination Whether Sex Discrimination Occurred

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the school district must:

- 1) Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred, unless the school district uses the clear and convincing evidence standard of proof in all other comparable proceedings, including proceedings relating to other discrimination complaints, in which case the school district may elect to use that standard of proof in determining whether sex discrimination occurred. Both standards of proof require the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness; if the decisionmaker is not persuaded under the applicable standard by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker must not determine that sex discrimination occurred.
- 2) Notify the parties in writing of the determination whether sex discrimination occurred under Title IX or its regulations including the rationale for such determination, and the procedures and permissible bases for the complainant and respondent to appeal, if applicable;
- 3) If there is a determination that sex discrimination occurred, as appropriate, require the Title IX Coordinator to coordinate the provision and implementation of remedies to a complainant and other persons the school district identifies as having had equal access to the school district's education program or activity limited or denied by sex discrimination, coordinate the imposition of any disciplinary sanctions on a respondent, including notification to the complainant of any such disciplinary sanctions, and require the Title IX Coordinator to take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the school district's education program or activity. The school district may not impose discipline on a respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the school district's grievance procedures that the respondent engaged in prohibited sex discrimination;
- 4) Comply with 34 Code of Federal Regulations, section 106.45, before the imposition of any disciplinary sanctions against a respondent; and
- 5) Not discipline a party, witness, or others participating in school district's grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the school district's determination whether sex discrimination occurred.

H. Additional Provisions

If the school district adopts additional provisions as part of its grievance procedures for handling complaints of sex discrimination, including sex-based harassment, such additional provisions must apply equally to the parties.

I. Informal Resolution

In lieu of resolving a complaint through the school district's grievance procedures, the parties may instead elect to participate in an informal resolution process under 34 Code of Federal Regulations, section 106.44(k) if provided by the school district consistent with that paragraph.

J. Provisions Limited to Sex-Based Harassment Complaints

For complaints alleging sex-based harassment, the grievance procedures must:

- 1) Describe the range of supportive measures available to complainants and respondents; and
- 2) List, or describe the range of, the possible disciplinary sanctions that the school district may impose and remedies that the school district may provide following a determination that sex-based harassment occurred.

VIII. INFORMAL RESOLUTION OF A COMPLAINT

- A. At any time prior to determining whether sex discrimination occurred, the school district may offer to a complainant and respondent an informal resolution process, unless the complaint includes allegations that an employee engaged in sex-based harassment of an elementary school or secondary school student or such a process would conflict with federal, Minnesota, or local law. A school district that provides the parties an informal resolution process must, to the extent necessary, also require its Title IX Coordinator to take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the school district's education program or activity.
- 1) Subject to the limitations in Paragraph A. above, the school district has discretion to determine whether it is appropriate to offer an informal resolution process when it receives information about conduct that reasonably may constitute sex discrimination under Title IX or its regulations or when a complaint of sex discrimination is made, and may decline to offer informal resolution despite one or more of the parties' wishes.
 - 2) In addition to the limitations in Paragraph A. above, circumstances when the school district may decline to allow informal resolution include but are not limited to when the school district determines that the alleged conduct would present a future risk of harm to others.
- B. The school district must not require or pressure the parties to participate in an informal resolution process. The school district must obtain the parties' voluntary consent to the informal resolution process and must not require waiver of the right to an investigation and determination of a complaint as a condition of enrollment or continuing enrollment, or employment or continuing employment, or exercise of any other right.
- C. Before initiation of an informal resolution process, the school district must provide to the parties notice that explains:
- 1) The allegations;
 - 2) The requirements of the informal resolution process;
 - 3) That, prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and to initiate or resume the school district's grievance procedures;
 - 4) That the parties' agreement to a resolution at the conclusion of the informal resolution process would preclude the parties from initiating or resuming grievance procedures arising from the same allegations;
 - 5) The potential terms that may be requested or offered in an informal resolution agreement, including notice that an informal resolution agreement is binding only on the parties; and
 - 6) What information the school district will maintain and whether and how the school district could disclose such information for use in grievance procedures, if grievance procedures are initiated or resumed.
- D. The facilitator for the informal resolution process must not be the same person as the investigator or the decisionmaker in the school district's grievance procedures. Any person designated by the school district to facilitate an informal resolution process must not have a conflict of interest or bias for or

against complainants or respondents generally or an individual complainant or respondent. Any person facilitating informal resolution must receive training as provided under this policy.

- E. Potential terms that may be included in an informal resolution agreement include but are not limited to:
- 1) Restrictions on contact; and
 - 2) Restrictions on the respondent's participation in one or more of the school district's programs or activities or attendance at specific events, including restrictions the school district could have imposed as remedies or disciplinary sanctions had the school district determined at the conclusion of the school district's grievance procedures that sex discrimination occurred.

IX. DISMISSAL OF A COMPLAINT

- A. The school district may dismiss a complaint of sex discrimination made through its grievance procedures under this policy for any of the following reasons:
- 1) The school district is unable to identify the respondent after taking reasonable steps to do so;
 - 2) The respondent is not participating in a school district education program or activity and is not employed by the school district;
 - 3) The complainant voluntarily withdraws any or all of the allegations in the complaint, the Title IX Coordinator declines to initiate a complaint, and the school district determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint, if any, would not constitute sex discrimination under Title IX even if proven; or,
 - 4) The school district determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the complaint, the school district will make reasonable efforts to clarify the allegations with the complainant.
- B. Upon dismissal, the school district will promptly notify the complainant of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the school district will also notify the respondent of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing.
- C. The school district must notify the complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of a complaint on the bases set out in 34 Code of Federal Regulations, section 106.46(i)(1). If the dismissal occurs after the respondent has been notified of the allegations, then the school district will also notify the respondent that the dismissal may be appealed on the bases set out in 34 Code of Federal Regulations, section 106.46(i)(1). If the dismissal is appealed, the school district must:
- 1) Notify the parties of any appeal, including notice of the allegations consistent with paragraph (c) of this section if notice was not previously provided to the respondent;
 - 2) Implement appeal procedures equally for the parties;
 - 3) Ensure that the decisionmaker for the appeal did not take part in an investigation of the allegations or dismissal of the complaint;
 - 4) Ensure that the decisionmaker for the appeal has been trained as set out in this policy;
 - 5) Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
 - 6) Notify the parties of the result of the appeal and the rationale for the result.
- D. When the school district dismisses a complaint, it must, at a minimum:
- 1) Offer supportive measures to the complainant as appropriate;
 - 2) For dismissals under Paragraph A. 3 and 4 above in which the respondent has been notified of the allegations, offer supportive measures to the respondent as appropriate under 34 Code of Federal Regulations, section 106.44(g); and
 - 3) Require its Title IX Coordinator to take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the school district's education program or activity.

- E. Dismissal of a formal complaint or a portion thereof does not preclude the school district from addressing the underlying conduct in any manner that the school district deems appropriate.

X. APPEAL OF DETERMINATION

- A. The school district offers the following process for appeals from a determination whether sex discrimination occurred. This appeal process will be, at a minimum, the same as the school district offers in all other comparable proceedings, including proceedings relating to other discrimination complaints.
- B. If notice of an appeal is timely received by the school district, the school district will notify the parties in writing of the receipt of the appeal, assign or designate the appellate decisionmaker, and give the parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.
- C. After reviewing the parties' written statements, the appellate decisionmaker must issue a written decision describing the result of the appeal and the rationale for the result.
- D. The written decision describing the result of the appeal must be provided simultaneously to the parties.
- E. The decision of the appellate decisionmaker is final. No further review beyond the appeal is permitted.

XI. SANCTIONS AND REMEDIES

Following a determination that sex-based harassment occurred, the school district may impose disciplinary sanctions. The school district may also provide remedies.

- A. The following is the range of possible remedies that the school district may provide a complainant and disciplinary sanctions that the school district might impose upon a respondent, following determination of responsibility: counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, mutual or unilateral restrictions on contact between the parties, changes in work locations, leaves of absence, monitoring of certain areas of the school district buildings or property, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.
- B. If the decisionmaker determines a respondent is responsible for violating this policy, the decisionmaker will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the superintendent of the recommended remedies, such that an authorized administrator can consider the recommendation(s) and implement appropriate remedies in compliance with MSBA Model Policy 506 – Student Discipline. The discipline of a student-respondent must comply with the applicable provisions of Minnesota Pupil Fair Dismissal Act, the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.]

XII. RETALIATION

The school district must prohibit retaliation, including peer retaliation, in its education program or activity. When the school district has information about conduct that reasonably may constitute retaliation under Title IX or its regulations, the school district is obliged to comply with 34 Code of Federal Regulations, section 106.44. Upon receiving a complaint alleging retaliation, the school district must initiate its grievance procedures or, as appropriate, an informal resolution process.

XIII. TRAINING

- A. The school district must ensure that the following persons receive training related to their duties under Title IX promptly upon hiring or change of positions that alters their duties under Title IX or its regulations, and annually thereafter. This training must not rely upon sex stereotypes.
 - 1) All employees must be trained on:

- a. The school district’s obligation to address sex discrimination in its education program or activity;
 - b. The scope of conduct that constitutes sex discrimination under Title IX and its regulations, including the definition of sex-based harassment; and
 - c. All applicable notification and information requirements under 34 Code of Federal Regulations, sections 106.40(b)(2) and 106.44.
- 2) Investigators, decisionmakers, and other persons who are responsible for implementing the school district’s grievance procedures or have the authority to modify or terminate supportive measures.
- In addition to the training requirements for all employees described in Paragraphs 1 and 2 above, all investigators, decisionmakers, and other persons who are responsible for implementing the school district’s grievance procedures or have the authority to modify or terminate supportive measures under 34 Code of Federal Regulations, section 106.44(g)(4) must be trained on the following topics to the extent related to their responsibilities:
- a. The school district’s obligations under 34 Code of Federal Regulations, section 106.44;
 - b. The school district’s grievance procedures under 34 Code of Federal Regulations, section 106.45, and if applicable section 106.46;
 - c. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias; and
 - d. The meaning and application of the term “relevant” in relation to questions and evidence, and the types of evidence that are impermissible regardless of relevance under 34 Code of Federal Regulations, section 106.45, and if applicable section 106.46.
- 3) Facilitators of informal resolution process
- In addition to the training requirements for all employees described in Paragraph 1 above, all facilitators of an informal resolution process under 34 Code of Federal Regulations, section 106.44(k) must be trained on the rules and practices associated with the school district’s informal resolution process and on how to serve impartially, including by avoiding conflicts of interest and bias.
- 4) Title IX Coordinator and Title IX Personnel
- In addition to the training requirements in Paragraphs 1 through 3 above, the Title IX Coordinator and Title IX Personnel must be trained on their specific responsibilities under 34 Code of Federal Regulations, section 106.8(a), section 106.40(b)(3), section 106.44(f) and (g), the school district’s recordkeeping system and the requirements of 34 Code of Federal Regulations, section 106.8 (f), and any other training necessary to coordinate the school district’s compliance with Title IX. “Title IX Personnel” means any person who addresses, works on, or assists with the school district’s response to a report of sexual harassment or formal complaint, and includes persons who facilitate informal resolutions.

XIV. DISSEMINATION OF POLICY

- A. This policy shall be made available to all students, parents/guardians of students, school district employees, and employee unions.
- B. The school district shall conspicuously post the name of the Title IX Coordinator, including office address, telephone number, and work e-mail address on its website and in each handbook that it makes available to parents, employees, students, unions, or applicants.
- C. Notice of Nondiscrimination
 - 1) The school district must provide notice of nondiscrimination to applicants for admission and employment, students, parents, guardians, or other authorized legal representatives of elementary and secondary school students, employees, and all unions holding collective bargaining agreements with the school district.
 - 2) Contents of Notice of Nondiscrimination

The notice of nondiscrimination must include the following elements:

- a. A statement that the school district does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment;
 - b. A statement that inquiries about the application of Title IX and its regulations to the school district may be referred to the school district's Title IX Coordinator, the federal Office for Civil Rights, or both;
 - c. The name or title, office address, email address, and telephone number of the Title IX Coordinator;
 - d. How to locate the school district's nondiscrimination policy and the school district's grievance procedures; and
 - e. How to report information about conduct that may constitute sex discrimination under Title IX; and how to make a complaint of sex discrimination under the regulations.
- 3) The school district must prominently include all elements of its notice of nondiscrimination on its website and in each handbook, catalog, announcement, bulletin, and application form that it makes available to people entitled to notice, or which are otherwise used in connection with the recruitment of students or employees.
 - 4) If necessary, due to the format or size of any publication, the school district may instead include in those publications the information covered in the following statement: Big Lake Schools prohibits sex discrimination in any education program or activity that it operates. Individuals may report concerns or questions to the Title IX Coordinator. The notice of nondiscrimination is located at 701 Minnesota Ave.
 - 5) The school district must not use or distribute a publication stating that the school district treats applicants, students, or employees differently on the basis of sex, except as such treatment is permitted by Title IX or its regulations.

XV. RECORDKEEPING

The school district must create, and maintain for a period of seven years:

- A. For each complaint of sex discrimination, records documenting the informal resolution process under 34 Code of Federal Regulations, section 106.44(k) or the grievance procedures under section 106.45, and if applicable section 106.46, and the resulting outcome.
- B. For each notification the Title IX Coordinator receives of information about conduct that reasonably may constitute sex discrimination under Title IX or its regulations, including notifications under 34 Code of Federal Regulations, section 106.44(c)(1) or (2), records documenting the actions the school district took to meet its obligations under section 106.44
- C. All materials used to provide training under this policy. The school district must make these training materials available upon request for inspection by members of the public.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
Minn. Stat. §§ 121A.40 – 121A.575 (Minnesota Pupil Fair Dismissal Act)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments)
34 C.F.R. Part 106 (Implementing Regulations of Title IX)
20 U.S.C § 1400, *et seq.* (Individuals with Disabilities Education Act)
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act)
42 U.S.C. § 12101, *et seq.* (Americans with Disabilities Act)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act of 1974)
20 U.S.C. § 1092 *et seq.* (Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (“Clery Act”))

Cross References: MSBA/MASA Model Policy 102 (Equal Educational Opportunity)

MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 528 (Student Parental, Family, and Marital Status
Nondiscrimination)

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

RESOLUTION ACCEPTING DONATIONS

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

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

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

THEREFORE, BE IT RESOLVED, that the School Board of Big Lake Schools, ISD 727, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Minnco Credit Union	School supplies valued at \$400.00	Students in need at the High School
Big Lake Baseball Boosters	\$4,800.00	Varsity Baseball Pitching Mound
Steven Kies	Hornet Way Fund	\$20.00
Boys Soccer Booster Club	\$468.00	Practice jerseys for boys soccer
Big Lake Boys Fast Break Club	\$1,247.00	9 th grade game jerseys
American Red Cross	\$250.00	Senior scholarships
Carlie and Steven Kohn	\$1,500.00	High School Career Fair
Mason’s LLC	\$100.00	Student Council
Mac’s Mini’s	\$115.00	Student Council
Mac’s Mini’s	\$140.00	Trap Team
Big Lake Baseball Boosters	\$3,715.00	Storage Container
Big Lake Spud Fest	\$5,000.00	Purchase STEAM classroom items
Big Lake Spud Fest	\$3,000.00	HS career program

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted on September 26, 2024.



September 4, 2024

Tim Truebenbach, Superintendent
Big Lake Public School District, ISD #0727-01
701 Minnesota Avenue
Big Lake, 55309

Dear Superintendent Truebenbach:

Minnesota Statutes, section 123B.71, requires a review and comment statement on the educational and economic advisability of your proposed school construction project. Information supplied by your school district and from Minnesota Department of Education sources is the basis of this review and comment. With this positive review and comment, voter and school board approval is required for Big Lake Public School District, Independent School District #0727-01, to proceed with the proposed projects.

The district shall publish a summary of the review and comment statement (the final two pages) in the legal newspaper of the district at least 48 days, but not more than 60 days, prior to holding a referendum for bonds or soliciting any bids for the construction, expansion, or remodeling of an educational facility. The department may request a statement certifying the publication, and require the submission, review, and approval of preliminary and final construction plans.

Minnesota Statutes, section 123B.71, requires the commissioner to include comments from residents of the school district in the review and comment. As of the date of this letter, no public comments have been received. In addition, Minnesota Statutes, section 123B.71, ***requires the school board hold a public meeting to discuss the review and comment prior to the date of the bond referendum election.***

Minnesota Statutes, section 123B.71, ***requires that a school district, prior to occupying a new or renovated facility after July 1, 2002, must submit a certification prepared by a system inspector to the commissioner and the building code official that will provide an occupancy permit.*** The certification must verify that the facility's installed or modified heating, ventilation, and air conditioning system operates according to design specifications and code, a system for monitoring outdoor airflow and total airflow of ventilation systems has been installed, and any installed or modified heating, ventilation, or air conditioning system provides an indoor air quality filtration system that meets ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) Standard 52.1.

If you have any questions, please contact Chris Kubesh, Education Finance specialist, at 651-582-8319 or chris.kubesh@state.mn.us. Thank you for working with us to improve school facilities for Minnesota students.

Sincerely,

A handwritten signature in black ink, appearing to read 'Willie L. Jett II'.

Willie L. Jett II
Commissioner

cc: Tonya Reasoner

Enclosure

**The Commissioner of the Department of Education
Review and Comment on the School Construction
Proposal of Big Lake Public School District, ISD #0727-01**

A review and comment must be provided on a school district construction project proposal before the district conducts a referendum, solicits bids, or issues bonds for the project. A project proposal has been submitted for review and comment according to requirements set forth in Minnesota Statutes, section 123B.71, subdivisions 9 and 10, and Minnesota Statutes, section 123B.72. The district provides the following information:

1. The geographic area and population to be served:
 - a. preschool through grade 12 student enrollment for the past five years, and
 - b. student enrollment projections for the next five years.
2. A list of existing school facilities:
 - a. by year constructed,
 - b. their uses, and
 - c. an assessment of the extent to which alternate facilities are available within school district boundaries and in adjacent school districts.
3. A list of specific deficiencies of the facility:
 - a. demonstrating the need for a new or renovated facility to be provided,
 - b. the process used to determine the deficiencies,
 - c. a list of those deficiencies that will and will not be addressed by the proposed projects,
 - d. a list of specific benefits that the new or renovated facility will provide to students, teachers, and community users served by the facility.
4. A description of the project, including:
 - a. specifications of site and outdoor space acreage,
 - b. square footage allocations for classrooms, laboratories and support spaces,
 - c. estimated expenditures for major portions of the project,
 - d. estimated changes in facility operating costs, and
 - e. dates the project will begin and be completed.
5. A specification of the source of project financing, including:
 - a. applicable statutory citations,
 - b. the scheduled date for a bond issue or school board action,
 - c. a schedule of payments, including debt service equalization aid, and
 - d. the effect of a bond issue on local property taxes by property class and valuation.
6. Documentation obligating the school district and contractors to comply with the following items:
 - a. Minnesota Statutes, section 471.345 governing municipal contracts,
 - b. sustainable design,
 - c. school facility commissioning under Minnesota Statutes, section 123B.72, certifying the plans and designs for heating, ventilating, air conditioning and air filtration for an extensively renovated or new facility meet or exceed current code standards, including ASHRAE air filtration Standard 52.1,
 - d. American National Standards Institute (ANSI) acoustical performance criteria, design requirements and guidelines for schools on maximum background noise levels and reverberation times,
 - e. state fire code,
 - f. chapter 326B governing building codes, and
 - g. 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.

Description of Proposed School Construction Project

Big Lake Public School District, ISD #0727-01 is proposing a three question referendum on November 5, 2024. The first ballot question would authorize an annual capital projects levy of approximately \$930,816 for a ten year period. The second ballot question will seek an increase of \$400 per pupil in the District’s operating referendum levy. The third ballot question would authorize \$29 million in bonding authority to finance a field house and Setting IV special education center. The passage of the third ballot question is contingent upon passage of the increased operating referendum in second ballot question.

This review and comment only addresses the \$29 million in bonding authority for ballot question #3. The projects proposed would be scheduled for completion in calendar years 2025 thru 2027. Cost estimates by project type are as follows:

Project Cost Estimates	
<u>Fieldhouse Addition:</u>	
Construction	\$19,515,000
Fees, Permits & Testing	\$1,780,419
FF&E	\$100,000
Contingencies	\$950,000
	\$22,345,419
<u>Setting IV Building Addition:</u>	
Construction	\$5,300,000
Fees, Permits & Testing	\$413,612
FF&E	\$100,000
Contingencies	\$525,000
	\$6,338,612
<u>Other Project Costs:</u>	
Bond Issuance	\$387,500
TOTAL	\$29,071,531

The district has supplied operational cost estimates for the proposed fieldhouse/special education additions and is projecting an operational cost increase of around \$334,000 annually for both. However, with the additional revenue from the proposed operating levy increase in the second ballot question, the district can cover the increased operating costs associated with the fieldhouse and special education facility. The proposed projects appear to be in the long-term interest of the school district.

If the bond referendum is successful and bonds are sold, the debt service on the bonds will be eligible for debt service equalization under Minnesota Statutes, section 123B.53, subdivision 3, if the bond schedule is approved. The amount of debt service equalization aid, if any, the district receives is determined annually and is dependent upon property wealth, student population, and other statutory requirements

Review and Comment Statement

Based on the department's analysis of the school district's required documentation and other pertinent information from sources of the Minnesota Department of Education, the Commissioner of Education provides a positive review and comment.

Additional Information is Available

Persons desiring additional information regarding this proposal should contact the school district superintendent's office.



Willie L. Jett II
Commissioner

September 4, 2024

CASH REPORT FOR SCHOOL BOARD

BIG LAKE PUBLIC SCHOOLS

Independent School District # 727

for month: August 2024

101 - CASH ACCOUNTS					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$ 478,089	\$ 4,976,328	\$ (4,457,568)		\$ 996,849
Food Service	(\$311,183)	25,615	(42,570)		(\$328,138)
Community Service	(\$125,611)	289,975	(457,815)		(\$293,451)
Building Fund	(\$11,538)	1,683,618	(1,685,817)		(\$13,737)
Debt Service	\$722,880	-	-		\$722,880
Project fund- HVAC (Fund 15)	\$0	160,544	(160,544)		\$0
Custodial Fund (Fund 18)	\$803	-	-		\$803
OPEB Trust Fund	(\$29,748)	-	(532)		(\$30,280)
TOTAL PER BOOKS	723,692	7,136,080.00	(\$6,804,846)	\$0	1,054,926
				General Checking Account	\$1,054,926
				TOTAL PER BANK	\$1,054,926

102 - PETTY CASH ACCOUNT					
	Beg Balance	Receipts	Checks	Adjustments	End Balance
General Fund	\$1,893	-	(\$11)	-	\$1,882
				Petty Cash Checking Account	\$1,882
				TOTAL PER BANK	\$1,882

104 - INVESTMENT ACCOUNTS					
	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	(\$1,800,651)	\$ 5,140,824	\$ (6,100,000)		(\$2,759,827)
General Fund - Operating invest. Insuranc	\$2,331,400	\$ 11,295	\$ -		\$2,342,695
General Fd Operating Investments	\$16,453,622	2,047,363	-		\$18,500,985
Food Service	\$1,177,055	30,418	-		\$1,207,473
Community Service	\$1,657,558	214,431	-		\$1,871,989
Debt Service	\$3,054,468	126,301	-		\$3,180,769
Facility Maintenance Invest. 2021A (Fd 15)	\$227,422	540	(160,544)		\$67,418
Facilities Investments 2022A (Fd 06)	\$8,493,478	98,757	(1,683,618)		\$6,908,617
OPEB Trust Fund	\$139,679	-	(18)		\$139,661
OPEB Trust Equities	\$1,275,734	19,626	-		\$1,295,360
TOTAL PER BOOKS	\$33,009,765	\$7,689,555	(\$7,944,180)	\$0	\$32,755,140
				MN Trust	\$3,500,404
				Operating Invest- Insurance proceeds	\$2,342,695
				Operating Investments	\$18,500,985
				Refunding Bond Investments	\$0
				Building Fund Investments	\$6,976,035
				OPEB Trust	\$1,435,021
				TOTAL PER BANK	\$32,755,140

CASH AND INVESTMENT BALANCE SUMMARY BY FUND					
	Beg Balance	Deposits	Withdrawals	Adjustments	End Balance
General Fund	\$ 17,464,353	\$ 12,175,810	\$ (10,557,579)	\$ -	\$ 19,082,584
Food Service	\$865,872	56,033	(42,570)	-	\$879,335
Community Service	\$1,531,947	504,406	(457,815)	-	\$1,578,538
Debt Service	3,777,348	126,301	-	-	3,903,649
Project Fund HVAC- Fund 15	\$227,422	\$161,084	(\$321,088)	\$0	\$67,418
Custodial Fund (Fund 18)	\$803	-	-	-	\$803
Bond Account Investments (fund 06)	\$8,481,940	\$1,782,375	(\$3,369,435)	\$0	\$6,894,880
OPEB Trust Fund	\$109,931	-	(550)	-	\$109,381
OPEB Trust Equities	\$1,275,734	19,626	-	-	\$1,295,360
TOTAL PER BOOKS	33,735,350	\$14,825,635	(\$14,749,037)	\$0	33,811,948
				Cash	\$1,054,926
				Petty Cash	\$1,882
				Investments	\$32,755,140
				TOTAL PER BANK	\$33,811,948

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

DATE	FROM	TO	AMOUNT	PURPOSE
8/1/2024	CC Choices ACH	Old National-Checking	\$ 4,008.00	Pathway I
8/2/2024	Old National-Checking	SSI MN TRANCHE 2 LLC	\$ 6,674.02	Solar Contract
8/2/2024	Old National-Checking	USS MINNESOTA ONE MT	\$ 34,598.25	Solar Contract
8/5/2024	Old National-Checking	Trustmark	\$ 964.92	Insurance Coverage
8/5/2024	MN Trust-PMA	Old National-Checking	\$ 1,600,000.00	Payroll and Payroll AP
8/6/2024	Old National-Checking	Further	\$ 1,226.13	Flex Claim Pymts
8/6/2024	Old National-Checking	EYEMED	\$ 1,614.02	Insurance Coverage
8/6/2024	Old National-Checking	Delta Dental	\$ 29,445.92	Dental Insurance
8/7/2024	Old National-Checking	Amazon	\$ 1,701.67	Invoice Payments
8/7/2024	Old National-Checking	EBC	\$ 48,401.49	403b & 457 contributions
8/7/2024	MN Trust-PMA	Old National-Checking	\$ 500,000.00	Regular AP
8/8/2024	Old National-Checking	Bankcard Service	\$ 6,162.94	ELEYO Credit Card Fees
8/9/2024	Old National-Checking	ELEYOmonthlysoft	\$ 1,275.00	ELEYO User Fees
8/9/2024	Old National-Checking	BLEM	\$ 8,812.95	Teacher Unions Dues
8/9/2024	Old National-Checking	Further	\$ 22,548.25	H.S.A Contributions
8/12/2024	Old National-Checking	FleetCor	\$ 254.16	Kwik Trip Billing
8/12/2024	Old National-Checking	Transfirst/TSYS	\$ 462.54	Affinity Credit Card fees
8/13/2024	Old National-Checking	Further	\$ 517.84	Flex Claim Pymts
8/14/2024	Old National-Checking	Amazon	\$ 3,083.59	Invoice Payments
8/16/2024	Old National-Checking	Old National Bank	\$ 102.56	Old National Service Charge
8/16/2024	Old National-Checking	Vision Transportation	\$ 24,838.07	Transportation billing
8/19/2024	MN Trust-PMA	Old National-Checking	\$ 2,000,000.00	Payroll and Payroll AP
8/20/2024	Old National-Checking	Further	\$ 502.51	Flex Claim Pymts
8/20/2024	Old National-Checking	Amazon	\$ 1,929.74	Invoice Payments
8/20/2024	Old National-Checking	Metropolitan Life	\$ 2,911.58	Insurance Coverage
8/21/2024	Old National-Checking	Further	\$ 455.20	Further Fee
8/22/2024	Old National-Checking	State of MN	\$ 8,214.94	MN State retirement Plan
8/22/2024	Old National-Checking	BLEM	\$ 8,812.95	Teacher Unions Dues
8/22/2024	Old National-Checking	AbriterSportd	\$ 13,000.00	Official Prepayment
8/22/2024	Old National-Checking	EBC	\$ 47,439.54	403b & 457 contributions
8/23/2024	Old National-Checking	NewYork Life	\$ 11,277.14	Life & LTD Insurance
8/23/2024	Old National-Checking	Further	\$ 22,548.25	H.S.A Contributions
8/23/2024	Old National-Checking	Compass Group	\$ 36,294.14	Chartwells
8/23/2024	MN Trust-PMA BONDS	Old National-Checking	\$ 160,543.50	Bond Draw 2021A
8/23/2024	MN Trust-PMA BONDS	Old National-Checking	\$ 1,683,617.88	Bond Draw 2022A
8/26/2024	Old National-Checking	Verizon	\$ 1,359.67	Verizon billing
8/26/2024	Old National-Checking	Windstream	\$ 1,461.88	Windstream billing
8/27/2024	Old National-Checking	Further	\$ 1,136.14	Flex Claim Pymts
8/27/2024	Old National-Checking	Amazon	\$ 3,319.87	Invoice Payments
8/29/2024	Old National-Checking	Neopost	\$ 200.00	DO Postage
8/29/2024	Benefit Resource BRI	Old National-Checking	\$ 9,057.16	Cobra Payment
8/30/2024	Old National-Checking	Bremer Bank	\$ 307.70	ACH Charge

School Board Financial Report

September 26th, 2024

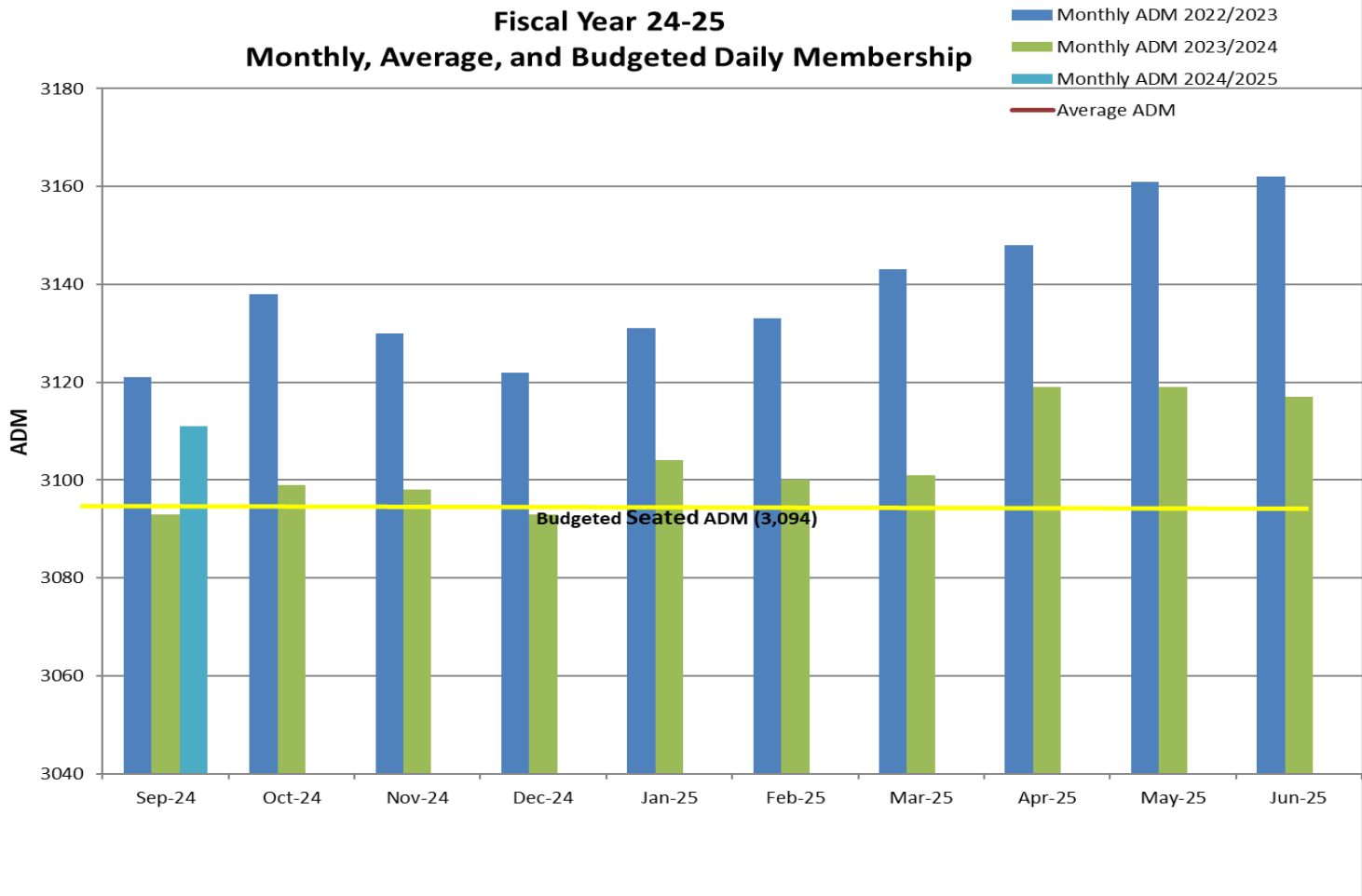
Presented by Angie Manuel, Director of Business Services

24-25 Enrollment Update

- ❖ September 4th Seated ADM: 3,111
 - ✓ Budgeted Seated ADM: 3,094
 - ✓ 17 adm's above budget
 - ✓ Kindergarten = 233
 - ❑ 232 in person, 1 online
 - ✓ Increase in students later in month

ADM=Average Daily Membership

Fiscal Year 24-25 Monthly, Average, and Budgeted Daily Membership



Audit fieldwork

- Final audit fieldwork: Oct 7th – Oct 11th
- Presentation to the School Board: Nov. 21st

School Board Action

Approve financial report

Treasurer's Report
 Month of August, 2024/25 School Year
 Amber Sixberry, Treasurer

Big Lake School District #727
 Respectfully Submitted at the 09/26/24 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, 2024 | In compliance |
| 2) | Revenue and Expenditure Budget published by earlier of one week after school board accepts final audit or November 30, 2024 | Not in compliance |
| 3) | Final UFARS data to MDE by November 30, 2024 | Not in compliance |
| 4) | The 2023/2024 audit (electronic copy) received at MDE by December 31st, 2024 | Not in compliance |
| 5) | Board members having received training in financial matters per statute | In compliance |

FISCAL HEALTH - INCOME STATEMENT PARAMETERS

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

	REVENUE			<i>(Calculated)</i>	EXPENDITURES			<i>(Calculated)</i>
	Budget	Actual \$ YTD	Actual % YTD		Budget	Actual \$ YTD	Actual % YTD	
General Fund (01,05,11 &12)	\$ 48,136,281	\$ 3,802,107	8%	\$ 51,759,731	\$ 3,036,695	6%		
Food Service (02)	\$ 2,539,321	\$ 70,072	3%	\$ 2,704,248	\$ 43,010	2%		
Community Service (04)	\$ 3,100,400	\$ 647,103	21%	\$ 3,320,336	\$ 446,283	13%		
Building Construction (06)	\$ 125,000	\$ 137,471	110%	\$ 5,675,500	\$ 1,850,068	33%		
Debt Service (07)	\$ 6,573,324	\$ 211,369	3%	\$ 6,157,924	\$ 775,525	13%		
OPEB Irrevocable Trust Fund (45)	\$ 60,000	\$ 45,711	76%	\$ 42,286	\$ 573	1%		

2) ADM Monitor - Principals' monthly reporting

Original

Budgeted Seated ADM	3094
Tuition ADM	77
Budgeted ADM	3171

NOTES

No budget revisions

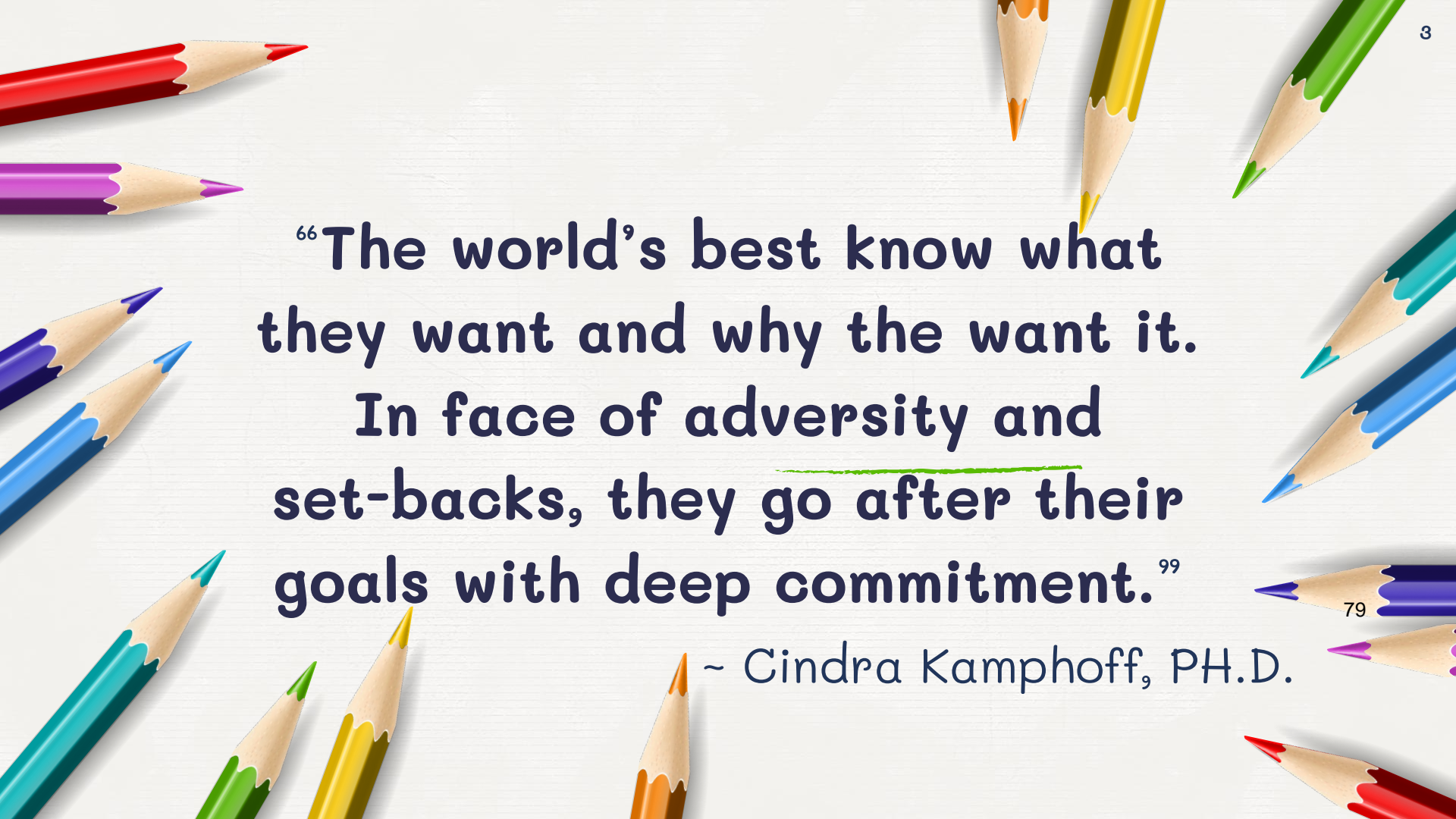
ISD #727 - Big Lake
Pay 2025 Preliminary Levy
Fiscal Year 2025-2026 Revenue
September 26th, 2024 Regular School Board Meeting

	<u>Pay 2024</u>	<u>Preliminary Pay 2025</u>	<u>Increase (Decrease)</u>
General Fund:			
Voter Approved Referendum	2,540,127	2,441,229	(98,898)
Local Optional Revenue	2,212,235	2,215,281	3,046
Equity	477,339	499,564	22,225
Transition (Hold Harmless)	29,995	31,159	1,164
Capital Project Referendum (Technology Levy)	851,190	930,816	79,626
Operating Capital	259,695	290,033	30,338
Alternative Teacher Compensation (Q Comp)	283,059	267,157	(15,902)
Reemployment	(5,450)	24,511	29,961
Safe Schools	128,971	128,497	(474)
Career Technical	145,126	171,392	26,266
Annual OPEB Levy	86,289	50,638	(35,651)
Long-term Facilities Maintenance Revenue (LTFM)	271,349	1,568,038	1,296,689
Building/Land Lease	137,294	193,052	55,758
Advance Abatement Adjustments	2,106	11,447	9,341
Subtotal General Fund	<u>7,419,325</u>	<u>8,822,814</u>	<u>1,403,489</u>
Community Service:			
Community Education	100,661	99,256	(1,405)
Early Childhood Family Education	51,038	60,066	9,028
Home Visiting	1,943	2,231	288
Adults with Disabilities	1,611	1,595	(16)
School Age Care Program	123,771	212,771	89,000
Advance Abatement Adjustments	53	964	911
Subtotal Community Service	<u>279,077</u>	<u>376,883</u>	<u>97,806</u>
Debt Service:			
Debt Service Payments	4,722,258	2,644,675	(2,077,583)
Debt Service LTFM	1,092,988	1,418,075	325,087
Advance Abatement Adjustments	1,079	20,061	18,982
Subtotal Debt Service	<u>5,816,325</u>	<u>4,082,811</u>	<u>(1,733,514)</u>
Grand Total	13,514,727	13,282,508	(232,219) -1.72%

Recommend to approve preliminary levy at "Maximum"
Truth in Taxation Hearing Date: Thursday, December 19th, 6:00 pm

Big Lake Schools Goals 2024-2025

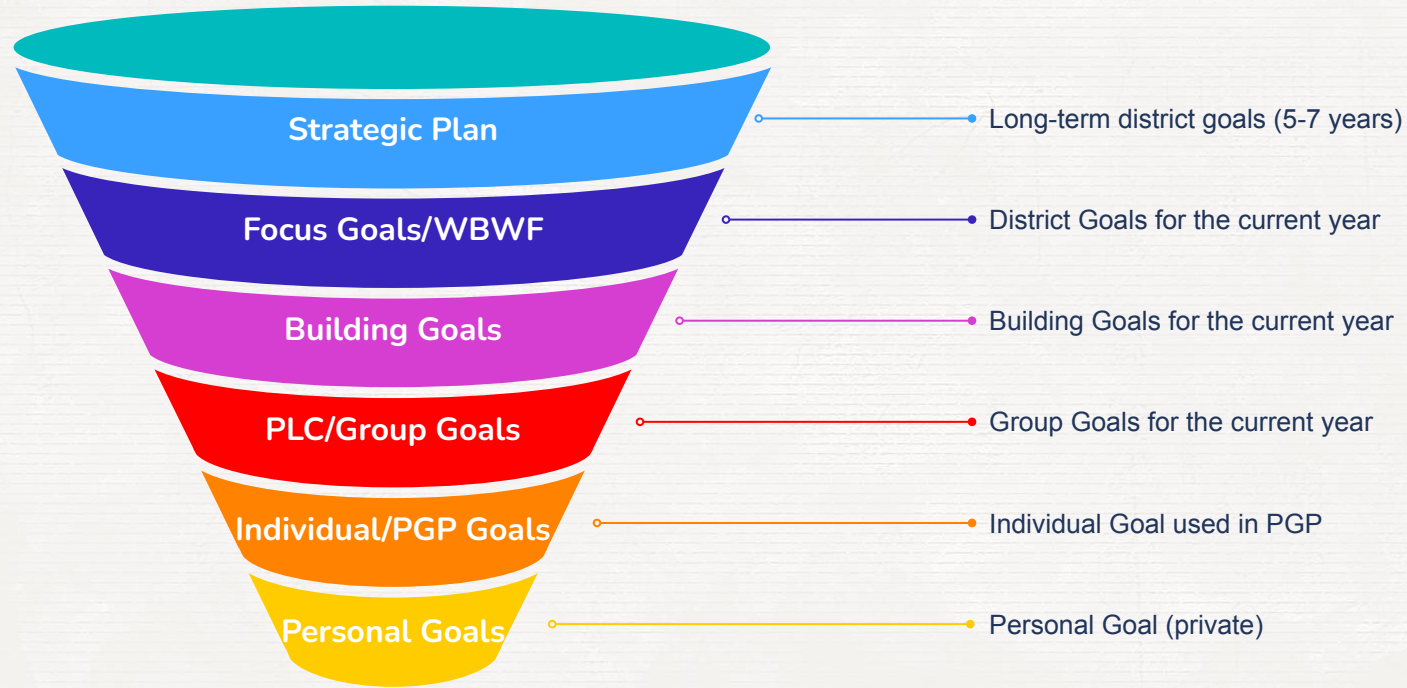


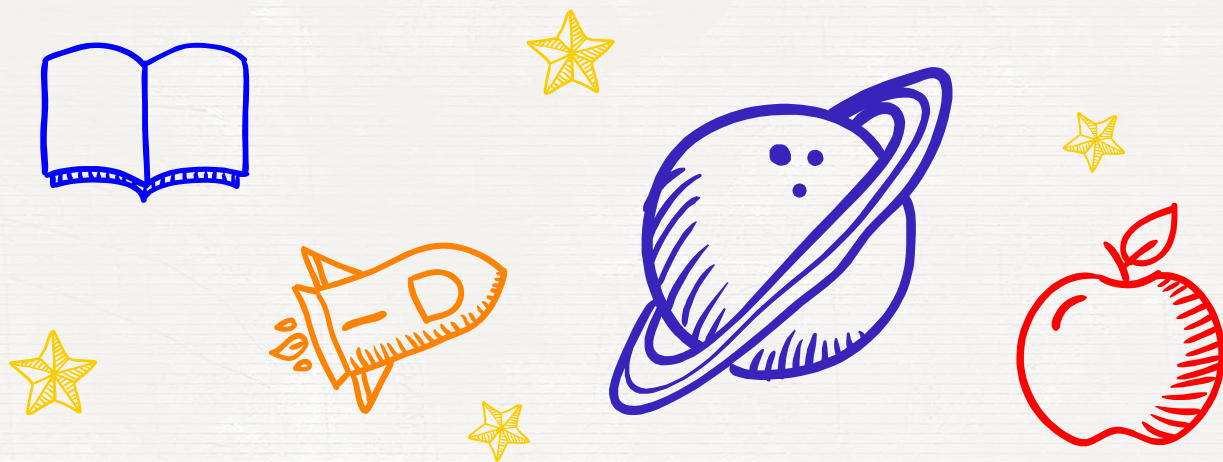


“The world’s best know what they want and why they want it. In face of adversity and set-backs, they go after their goals with deep commitment.”⁹⁹

~ Cindra Kamphoff, PH.D.

Goals Structure





District Goals

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



Strategic Plan

Long term goals (5-7 years)



BIG LAKE SCHOOLS
STRATEGIC PLAN
2022-2027



BELIEF STATEMENTS

We believe:

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

MISSION STATEMENT

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

VISION STATEMENT

High expectations - Exceptional results

STRATEGIC PLAN FOCUS AREAS

Student Support

Staff Support

Family & Community Engagement

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

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



Comprehensive Achievement and Civic Readiness

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



The Comprehensive Achievement and Civic Readiness Plan (CACR) was passed in 2024 to replace the World's Best Workforce (2013) ([Minnesota Statutes, section 120B.11](#)). Both plans were created to ensure that school districts in Minnesota enhance student achievement through teaching and learning supports. School boards that govern districts are required to develop comprehensive, long-term strategic plans that address the following goals:

- All children are ready for school.
- All racial and economic achievement gaps between students are closed.
- All students are ready for career and college.
- All students graduate from high school.
- All students are prepared for life-long learning. (More information from MDE coming in November 2024.)



The Read Act

[Minnesota Statutes, section 120B.12](#)



The Read Act was passed in 2023 ([Minnesota Statutes, section 120B.12](#)) and updated in 2024 to ensure that every child is reading at or above grade level every year, beginning in Kindergarten, and to support multilingual learners and students receiving special education services in achieving their individual reading goals.

- Provide evidence-based reading instruction by 2026-2027.
- Provide teachers and instructional support staff responsible for teaching reading with evidence-based reading instruction approved by MDE
- Strongly encouraged to adopt an MTSS framework
- Screen students for mastery of foundational reading skills and oral language as well as characteristics of dyslexia



The Read Act also includes requirements for:

- Parent notifications if student is not reading at or above grade level
- Reading Intervention to accelerate student growth
- Staff development
- Local literacy plan criteria
- Screening and assessment
- Literacy Lead/Specialist to oversee implementation of the Read Act



District Focus Goals

Goals for 2024-2025



District Student Support Goal



Big Lake Schools will achieve the goals of the Comprehensive Achievement and Civic Readiness plan (CACR) and The Read Act for all students in the school district.

Measured by:

- ✘ TSGold
- ✘ Fastbridge
- ✘ State Assessments
- ✘ Student Learning Plans
- ✘ Graduation Rates

SP Goal 1: WBWF (CACR) Goals



District Staff Support Goal

Big Lake faculty and staff will show statistically significant improvement between pre- (October 2024) and post- (March 2025) survey metrics in the Team Clock online assessment of workplace culture.

Measured by:

- ✘ Team Clock assessment
- ✘ Coaching Observations

SP Goal 6: environment and culture



District Family & Community Engagement Goal

Big Lake Schools will provide strategic, methodical, and transparent communication throughout the school year by use of aligned universal strategies to communicate with families.

Measured by:

- ✘ Newsletters
- ✘ Call Logs
- ✘ Seesaw & Otus Metrics/Parent Communication

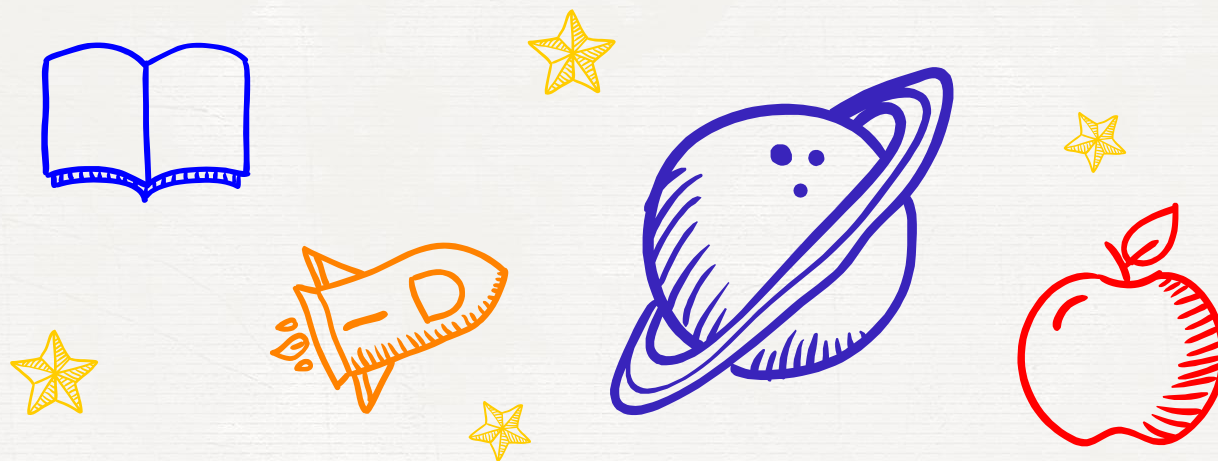
SP Goal 8: Communication



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Building Goals

Building Goals to support the District Goals.



Liberty Elementary Building Goals



Liberty Elementary Building Goals



Student Support:

By Spring 2025, all Liberty Elementary students will improve on their district literacy assessment.

- K: FastBridge Letter Sounds - Last year: ended 60.7% to 63.7%;
- 1st: FastBridge Sentence Reading (Fluency) - Last year: ended 44% to 50%;
- 2nd: FastBridge CBMR - Last year: ended 48% to 50%

Staff Support:

Liberty scores will increase on the TeamClock survey in the MANAGING CHANGE category from pre-survey in October to post-survey in March.

Family & Community Engagement:

Classroom teachers, specialists and SPED teachers will communicate with families via Seesaw at least once a week.



Independence Elementary STEM Building Goals



Independence Elementary STEM Building Goals

Student Support:

1. 80% of students at every grade will be in the low risk category on Fastbridge Universal reading screeners. 95% of students who were at low risk in the fall of 2024 on reading screeners will remain at low risk in the spring of 2025.

Staff Support:

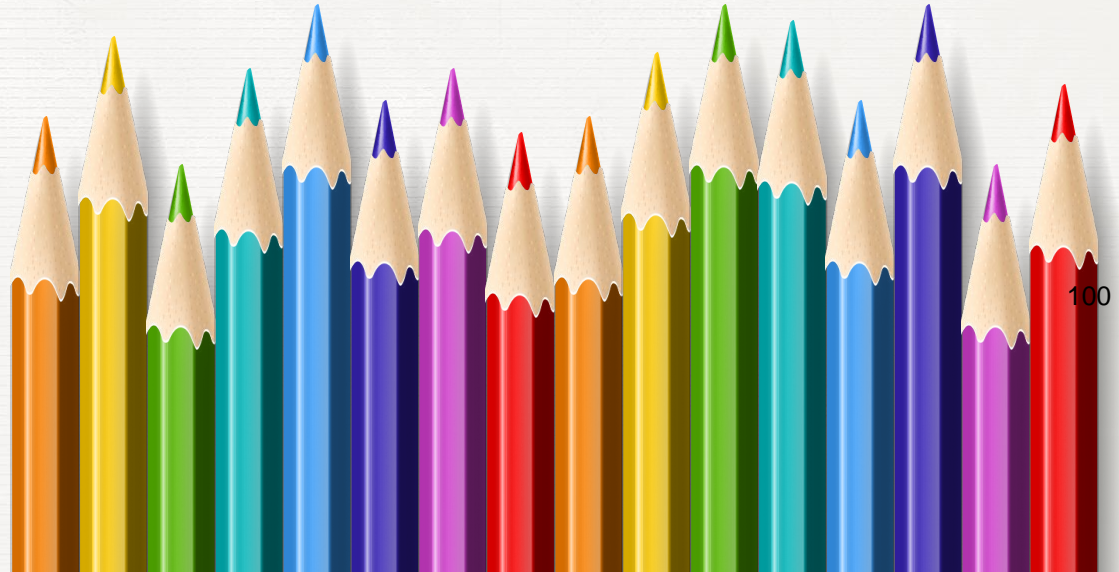
We will increase the mean and lower the standard deviation on pre/post-survey results based on our pre-survey results.

Family & Community Engagement:

Every teacher and teacher pair will prepare a communication plan for how frequently they plan to communicate to families via Seesaw and Newsletters, and will ensure families are notified ahead of time of special events or changes to schedule.



Middle School Building Goals



Middle School Building Goals



Student Support:

MCA reading scores will increase at every grade level from Spring 2024 to Spring 2025 with all scores at or above the state average and a minimum of 50% of students scoring proficient.

80% of students at every grade will be in the low risk category on Fastbridge Universal reading screeners.

95% of students who were at low risk in the fall of 2024 on reading screeners will remain at low risk in the spring of 2025.

Staff Support:

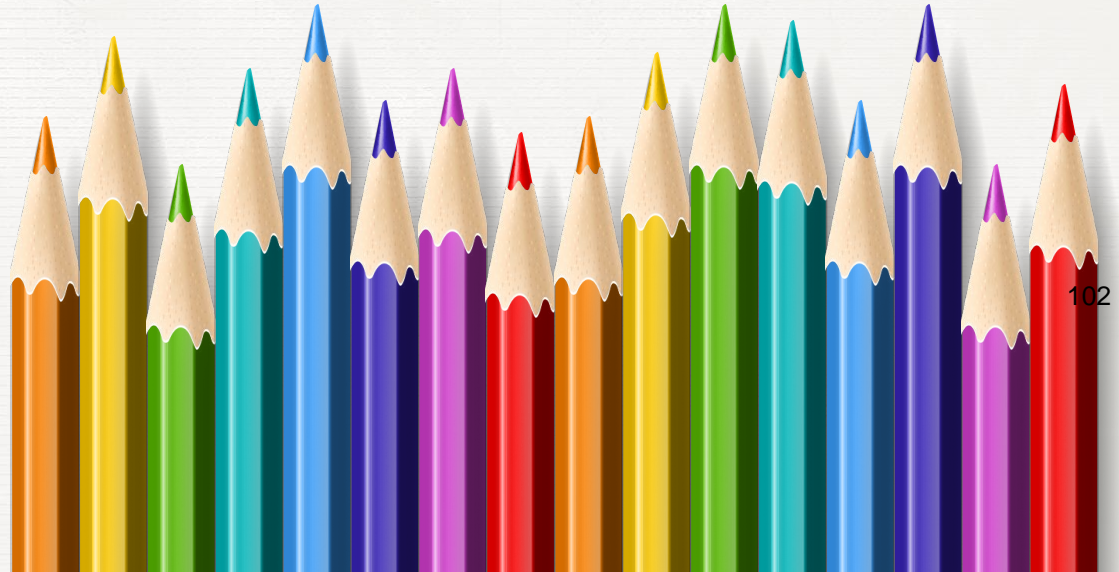
Big Lake faculty and staff will show statistically significant improvement between pre- (October 2024) and post- (March 2025) survey metrics in the Team Clock online assessment of workplace culture.

Family & Community Engagement:

Big Lake Schools will provide strategic, methodical, and transparent communication throughout the school year by use of aligned universal strategies to communicate with families.



High School Building Goals



High School Building Goals

Student Support:

BLHS graduation rate will increase from 92.7% in June of 2024 to 94% or higher by June 2025.

Student Support:

By May 2025 94% of 9th, 10th, and 11th graders at BLHS will complete a Personalized Learning Plan.

Student Support:

MCA reading scores will increase from Spring 2024 to Spring 2025 with scores at or above the state average and a minimum of 50% of students scoring proficient

80% of students will be in the low risk category on Fastbridge Universal reading screeners.

95% of students who were at low risk in the fall of 2024 on reading screeners will remain at low risk in the spring of 2025.



High School Building Goals



Staff Support:

BLHS will increase the mean and lower the standard deviation on pre/post-survey results in the areas of distancing, innovation, investment, and trust from Team Clock material.

Family & Community Engagement:

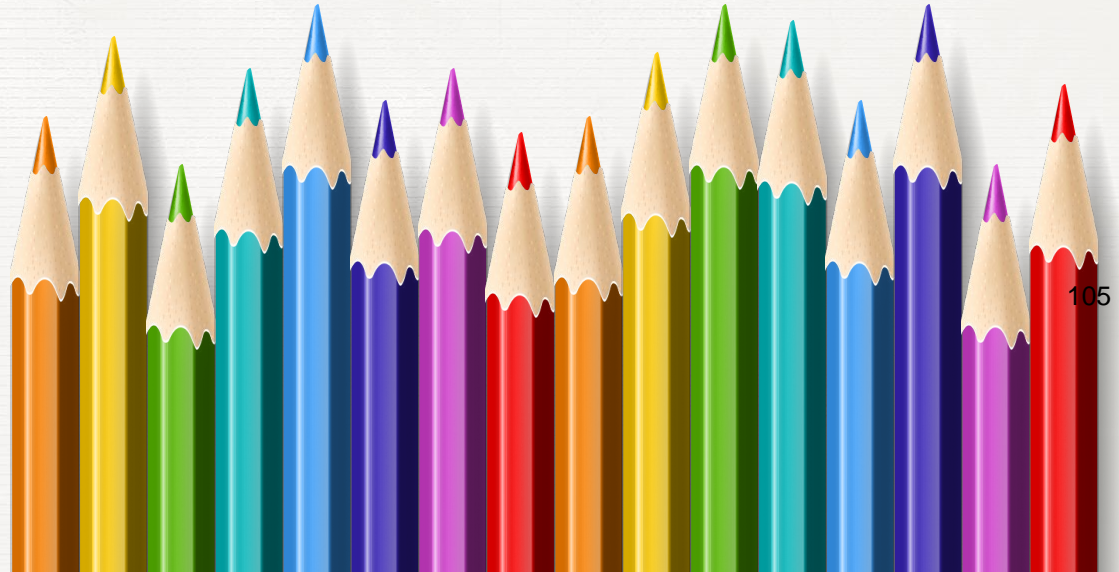
All certified staff will make meaningful connections (such as email, phone calls, upcoming curriculum notices, etc.) with 100% of the families on their class roster during each trimester of the school year and document on their communication logs.

Family & Community Engagement:

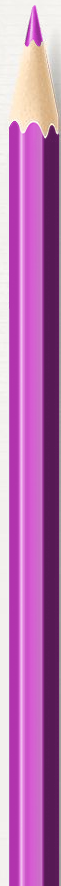
BLHS teachers will increase communication to families from 5,198 contacts in May 2024 to at least 6,237 (20%) contacts by May 2025.



Field Trips Update



- 
- Kindergarten: Eastman Nature Center and Elm Creek Playground - April
 - 1st Grade: Como Zoo - May
 - 2nd Grade: Pioneer Park - Spring
 - 3rd Grade: Oliver Kelley Farm - May
 - 4th Grade: Coon Rapids Dam Regional Park
 - 5th Grade: Possibly Sea Life
 - 6th Grade: Capitol & Fort Snelling - March
 - 7th Grade: Camp Friendship Challenge Course - May
 - 8th Grade: Art Institute/US Bank/Mill City Museum - December



Thanks!

Any questions?

Minda Anderson

Assistant Superintendent of Teaching & Learning

m.anderson@biglakeschools.org

763-262-5105



Proposed Resolution Submission Form

Full name of School District [Big Lake School District 727](#)

Full name of individual submitting for the school board [Ashley Schabilion](#)

Title/Position of individual submitting for the school board [Board Member](#)

Phone number [763-634-1199](#)

Email address a.schabilion@biglakeschools.org

This resolution is submitted with approval by the school board.

Please provide the date on which the authoring school board approved submission of this resolution. [Submitted pending approval, official action to be taken at our 9/26/24 regular board meeting](#)

BE IT RESOLVED, MSBA URGES THE LEGISLATURE TO:

[Eliminate the long term facilities maintenance \(LTFM\) cap for all districts, and equalize funding by the state, to create a statewide equitable path for every district to repair and maintain buildings and facilities.](#)

DESCRIBE THE PROBLEM:

[Properly maintaining and repairing public school buildings and facilities are an expense of all districts, however the state caps smaller schools at a per pupil amount of \\$380, while larger schools have no cap on the amount they may levy for these projects.](#)

[Consequently, at districts such as Big Lake Schools, projects are deferred for years due to lack of funding. Big Lake has begun to address the needs of our aging facilities by bonding with our LTFM funding for replacement of our oldest sections of roofing as well as replacement of our HVAC system at our oldest facility, however there are many more projects needed. Projects currently identified as a need, but on hold due to funding are: replacement of approximately another 65,000 sq ft of roofing, tuckpointing and flashing replacements, window](#)

replacements, exterior entrance/exit door replacements, plumbing replacements, restroom renovations, replacement of aging floor and wall covering.

EXPLAIN WHY THIS IS A PROBLEM:

Smaller schools, such as Big Lake, are able to only fix a portion of our facility maintenance requirements using LTFM funding. The needs extend beyond the current \$380 per pupil cap, which leads to maintenance being deferred.

A 2014 MDE School Facilities Financing Working Group Report provided robust assessment and recommendations to update LTFM to enable all districts to access long-term facilities maintenance revenue that “would provide adequate, equitable and sustainable funding for all districts, comparable funding would be provided for comparable needs based on uniform procedures and eligibility criteria, and local school districts would take the lead in determining facilities project needs, scope, and design through the development of long-term facilities plans. In addition, consolidation of the three programs into one would reduce administrative burdens / paperwork and maximize local control, while providing accountability. And, property tax levies for facilities would be equalized in a manner that minimizes variations in revenue per student for comparable tax effort regardless of variations in local tax base, and provides stability over time.”

The implementation of this report’s recommendations are long overdue. This report also outlines the current funding disparity, with the largest 25 school districts spending an average of \$2.79 per square foot on deferred maintenance while the other 300+ districts spent an average of \$0.58 per square foot on deferred maintenance. This is largely influenced by Alternative Facilities districts that have the ability to raise levies in response to expenses while smaller districts are capped at \$380 per pupil.

PROVIDE SUPPORTING DOCUMENTATION:

<https://www.mreavoice.org/ltfmr-is-becoming-lopsided-again/> (Retrieved 17 July 2024)

<https://www.revisor.mn.gov/statutes/cite/123B.595>

https://education.mn.gov/mdeprod/idcplg?IdcService=GET_FILE&dDocName=022061&RevisionSelectionMethod=latest&Rendition=primary

[MDE’s School Facility Financing Working Group](#)

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

The foregoing resolution was declared duly adopted on this 26th day of September, 2024.

By: _____
Chair

By: _____
Clerk

For MSBA Staff Use Only:

Date Received: Click or tap to enter a date.

File Name: Click or tap here to enter text.

Category: Choose an item.

Recommendation: Choose an item.

Present Position(s): Click or tap here to enter text.



Proposed Resolution Submission Form

Full name of School District [Big Lake School District 727](#)

Full name of individual submitting for the school board [Ashley Schabilion](#)

Title/Position of individual submitting for the school board [Board Member](#)

Phone number [763-634-1199](#)

Email address a.schabilion@biglakeschools.org

This resolution is submitted with approval by the school board.

Please provide the date on which the authoring school board approved submission of this resolution. [Submitted pending approval, official action to be taken at our 9/26/24 regular board meeting](#)

BE IT RESOLVED, MSBA URGES THE LEGISLATURE TO:

[Exempt school districts from sales and use tax for construction materials, supplies and equipment purchased by contractors, subcontractors, or builders for contracted services.](#)

DESCRIBE THE PROBLEM:

[School districts are considered tax-exempt entities, however construction materials, supplies, and equipment purchased by a contractor, subcontractor, or builder contracted by a school district are taxed.](#)

[In the 23/24 MN Legislative Session HF1603 was submitted to amend 297A.71 to provide such an exemption, however it failed adoption. As explained in the 2/16/23 Minnesota House Session Daily, “technically, such purchases are tax-exempt, but in practicality, they’re not. To utilize this exemption, they must undertake a complex process, separately bidding labor and materials, designating the contractor as a purchasing agent, and assuming liability for damages caused by defective materials or delivery delays,” said \[Rep. Matt Norris \\(DFL-Blaine\\)\]\(#\). “Or they can purchase all the materials directly themselves, which is impractical for most projects. As a](#)

result, most local governments kind of throw their hands up and pay the state sales tax. Or they come to the Legislature seeking an individual exemption.””

EXPLAIN WHY THIS IS A PROBLEM:

The Department of Revenue estimates the bill’s changes would reduce the General Fund by \$36.5 million in fiscal year 2024 and \$77 million in fiscal year 2025. This means that local governments are paying \$77 million in sales tax on projects that are technically but not practically exempt.

School districts are paying taxes with tax dollars. For example, in Big Lake School District, a \$30 million bond was passed in 2021, from 2022-2025 an estimated \$910,750 has or will be paid in sales tax, instead of being put toward the projects our local taxpayers voted to fund. Big Lake Schools unsuccessfully petitioned for a tax exemption (HF4897/SF4840) this past legislative session for this particular project, however the process was cumbersome, ultimately failed, and doesn’t address future projects.

PROVIDE SUPPORTING DOCUMENTATION:

<https://www.revisor.mn.gov/rules/8130.1200/>

<https://www.house.mn.gov/SessionDaily/Story/17684>

https://www.revenue.state.mn.us/sites/default/files/2021-02/sf0216%28hf0768%29_2%20Construction%20Contractors.pdf#:~:text=EXPLANATION%20OF%20THE%20BILL.%20Current%20Law:%20Construction,public%20libraries%2C%20most%20hospitals%20and%20nursing%20homes

https://www.house.mn.gov/comm/docs/aiN_zwuALk2eOJJpp7058w.pdf

https://www.revisor.mn.gov/bills/text.php?number=SF4840&version=latest&session=ls93&session_year=2024&session_number=0

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

The foregoing resolution was declared duly adopted on this 26th day of September, 2024.

By: _____
Chair

By: _____
Clerk

For MSBA Staff Use Only:

Date Received: Click or tap to enter a date.

File Name: Click or tap here to enter text.

Category: Choose an item.

Recommendation: Choose an item.

Present Position(s): Click or tap here to enter text.

STUDENT ATTENDANCE

i. PURPOSE

- A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.
- B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

ii. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

a. It is the administrator's responsibility to require students to attend all assigned classes. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and monitor previous days absences. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are REQUIRED to attend all assigned classes every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

- a. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating dates that the student cannot attend school is a valid excuse.
 - i. May include preapproved family trips of short duration at principal discretion.
- b. The following reasons shall be sufficient to constitute excused absences:
 - i. Illness
 - ii. Serious illness in the student's immediate family
 - iii. A death or funeral in the student's immediate family or of a close friend or relative
 - iv. Medical, dental, or orthodontic treatment or a counseling appointment
 - v. Court appearances occasioned by family or personal action
 - vi. Religious instruction not to exceed three hours in any week
 - vii. Physical emergency conditions such as fire, flood, storm, etc.
 - viii. Official school field trip or other school-sponsored outing
 - ix. Removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work.
 - x. Family emergencies
 - xi. Active duty in any military branch of the United States
 - xii. A student's condition that requires ongoing treatment for a mental health diagnosis
 - xiii. that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.
- c. Consequences of Excused Absences
 - i. Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher
 - ii. Student make up work will be determined by teacher. See Student Handbook for further clarification.

2. Unexcused Absences

- a. The following are examples of absences which will not be excused:
 - i. Truancy. An absence by a student which was not approved by the parent and/or the school district
 - ii. Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures
 - iii. Work at home
 - iv. Work at a business, except under the school-sponsored work release program
 - v. Any other absence not included under the attendance procedures set out in this policy
- b. Consequences of Unexcused Absences
 - i. Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56
 - ii. Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences
 - iii. In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes

- C. Tardiness
 - 1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness
 - 2. Procedures for Reporting Tardiness
 - a. Students tardy at the start of school must report to the school office for an admission slip
 - b. Tardiness between periods will be handled by the teacher
 - 3. Excused Tardiness

Valid excuses for tardiness are:

 - a. Illness
 - b. Serious illness in the student's immediate family
 - c. A death or funeral in the student's immediate family or of a close friend or relative
 - d. Medical, dental, orthodontic, or mental health treatment
 - e. Court appearances occasioned by family or personal action
 - f. Physical emergency conditions such as fire, flood, storm, etc.
 - g. Any tardiness for which the student has been excused in writing by an administrator or faculty member
 - 4. Unexcused Tardiness
 - a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.
 - b. Tardiness may result in school consequences.
- D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs
 - 1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs
 - 2. School-initiated absences will be accepted and participation permitted
 - 3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day. Reference Activities Handbook for further guidance.
 - 4. If a student is suspended from any class, he or she may not participate in any activity or program that day

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance. Requests for accommodations should be directed to the building principal.

IV. DISSEMINATION OF POLICY

- A. This policy shall be made available to parents and students at the commencement of each school year. This policy shall also be available by contacting the school main office.
- B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for religious observance

V. REQUIRED REPORTING

- A. Continuing Truant

Minnesota Statutes section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes section 120A.05, without valid excuse within a single school year for:

 - 1. Three days if the child is in elementary school; or
 - 2. Three or more class periods on five days if the child is in middle school or high school
- B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That child is truant
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes section 120A.34
4. That this notification serves as the notification required by Minnesota Statutes section 120A.34
5. That alternative educational programs and services may be available in the child's enrolling or resident district
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes Chapter 260C
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes section 260C.201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day

C. Habitual Truant

1. A habitual truant is a child under the age of 18 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, or high school, or a child who is 18 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school
2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minnesota Statutes Chapter 260A

Legal References: Minn. Stat. § 120A.05 (Definitions)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. § 120A.35 (Absence from School for Religious Observance)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)
Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
Goss v. Lopez, 419 U.S. 565 (1975)
Slocum v. Holton Bd. of Educ., 429 N.W.2d 607 (Mich. App. Ct. 1988)
Campbell v. Bd. of Educ. of New Milford, 475 A.2d 289 (Conn. 1984)
Hamer v. Bd. of Educ. of Twp. High Sch. Dist. No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
Gutierrez v. Sch. Dist. R-1, 585 P.2d 935 (Co. Ct. App. 1978)
Knight v. Bd. of Educ., 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)

Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

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

ENROLLMENT OF NONRESIDENT STUDENTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The school board adopts specific standards for acceptance and rejection of Open Enrollment applications.

III. OPEN ENROLLMENT PROCESS

- A. ~~Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment applications) Law~~ will be approved provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school building as established by school board resolution and provided that:
- 1) space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
 - 2) in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minnesota Statutes, section 124D.03.
 - 3) the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.
- B. ~~If the school district limits enrollment of nonresident students pursuant to this section, the district shall report to the Commissioner of the Minnesota Department of Education (MDE) by July 15 on the number of nonresident pupils denied admission due to the limitations on the enrollment of nonresident pupils.~~
- C. ~~The parent of a student with a disability not yet enrolled in kindergarten and not open enrolled in a nonresident district may elect, in the same manner as the parent of a resident student with a disability, a school in the nonresident district where the child is enrolled in a Head Start program or a licensed child care setting in the nonresident district, provided the child can be served in the same setting as other children in the nonresident district with the same level of disability.~~

~~Under this paragraph, parents may be required to demonstrate enrollment in a community preschool or childcare setting.~~

- D. ~~A nonresident preschool aged child with a disability open enrolled in the district may be required to open enroll for kindergarten.~~

IV. BASIS FOR DECISIONS

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

- 1) possessing a dangerous weapon, including a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, ~~with the exception of except that such term does not include~~ a pocket knife with a blade less than two and one-half inches in length, at school or a school function;
- 2) possessing or using an illegal drug at school or a school function;
- 3) selling or soliciting the sale of a controlled substance while at school or a school function; or
- 4) committing a third-degree assault involving assaulting another and inflicting substantial bodily harm.

B. Standards that may not be used for rejection of application.

The school district may not use the following standards in determining whether to accept or reject an application for open enrollment:

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

C. Application.

~~The student and parent or guardian must complete and submit the "General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education (or the Statewide Enrollment Options Application for State-funded Voluntary Prekindergarten (VPK) Application if applicable) developed by MDE and available on its website.~~

~~The school district may require a nonresident student enrolled in a program under Minnesota Statutes, section 125A.13, or in a preschool program, except for a program under Minnesota Statutes, section 124D.151 to follow the application procedures under this subdivision to enroll in kindergarten. A district must allow a nonresident student enrolled in a program under Minnesota Statutes, section 124D.151 or to remain enrolled in the district when the student enters kindergarten without submitting annual or periodic applications, unless the district terminates the student's enrollment under subdivision 12.~~

~~The school district shall notify the parent or guardian in writing by February 15 or within ninety (90) days for applications submitted after January 15 in the case of achievement and integration district transfers whether the application has been accepted or rejected. If an application is rejected, the district must state in the notification the reason for rejection. The parent or guardian must notify the nonresident district by March 1 or within ten (10) business days whether the pupil intends to enroll in the nonresident district.~~

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

D. Lotteries.

If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. The district must give priority to enrolling siblings of currently enrolled students, students whose applications are related to an approved integration and

achievement plan, children of the school district's staff, and students residing in that part of a municipality (a statutory or home rule charter city or town) where:

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

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

E. Exclusion

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

F. Termination of Enrollment

The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minnesota Statutes, section 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minnesota Statutes, chapter 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 17 years of age who is absent from attendance at school without lawful excuse for seven school days in a school year if the child is in elementary school or for one or more class periods on seven school days in a school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days in a school year and who has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8. The school district may also terminate the enrollment of a nonresident student over 17 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8. A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents of their opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.

Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

Legal References: Minn. Stat. § 120A.22, Subd. 3(e) and Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minn. Stat. § 125A.13 (School of Parents' Choice)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. § 260C.007, Subd. 19 (Definitions)
Minn. Op. Atty. Gen. 169-f (Aug. 13, 1986)
Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ., Co. No. A05-361, 2005 WL 3111963 (Minn. Ct. App. 2005) (unpublished)

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

ADDING/ELIMINATING A SCHOOL SPONSORED ACTIVITY

I. PURPOSE

To establish criteria by which the Big Lake School District may decide to add or eliminate Minnesota State High School League (MSHSL) athletic or fine art activities to its offerings

II. GENERAL STATEMENT OF POLICY

The Board recognizes that student interest and participation changes over time, and that offerings available to students must change in response to interest. In addition, the board supports the goal of gender equity in athletic competition.

Therefore proposals to add or eliminate an activity will be presented by administration for Board approval. The proposals will be based on student interest and if appropriate, gender equity considerations. The proposals will include a programmatic and financial analysis.

Big Lake School District may add MSHSL sponsored activities in one of three ways. All decisions must be approved at the board level

III. PROCESS FOR ADDING A SPORT OR ACTIVITY

- A. Offer the activity at Big Lake School District. In order to be considered by the District, all new activity proposals must meet the following minimal criteria:
 - 1) The activity must currently exist at the youth level.
 - 2) The activity has participants to sustain a program now and into the future.
 - 3) The District has necessary facilities needed to offer the activity.
 - 4) The activity will not create an imbalance of participation rates by males and females that would put the district out of Title IX compliance.
 - 5) The District has the financial resources available to implement and sustain the cost as determined by the District.
 - 6) Assess the availability of qualified Coaches/Advisors as determined by the District.
 - 7) Approval of the School Board.
- B. Sponsor the activity as a host school of a cooperative sponsorship. The above minimum criteria, in addition to the following, must be met before pursuing a cooperative sponsorship.
 - 1) The District will be responsible for the financial administration of the activity
 - 2) As the host school, the District will calculate the costs of the program and bill each member school on a per participant ratio.
 - a. Costs that will be included in the expenses of the program will include but are not limited to MSHSL fees, coaching salaries, transportation, officials, contest workers, uniforms, equipment, custodial services and administrative services.
 - 3) Approval of the school board
- C. Participate in the activity as a member of a cooperative sponsorship with another school serving as the host school.
 - 1) This option does not need to meet the minimum criteria mentioned above.
 - 2) The District may or may not participate in the financial administration of the activity.
 - 3) The activity will not create an imbalance of participation rates by males and females that would put the district out of Title IX compliance.
 - 4) The addition of the activity is consistent with the District's goals and objectives.
 - 5) The district determines the host school of the cooperative sponsorship agreement holds similar expectations as the District.

- 6) The host school must be located geographically close to Big Lake High School where the student(s) could get to practice and games and not miss valuable class time.
- 7) Approval of the school board

IV. RESPONSIBILITY

The following process will be utilized for review and potential approval of a new activity:

- A. A person or group will submit a request to the Activities Director. The Activities Director and Principal will determine if the above minimum criteria are met. If the Activities Director and the Principal support the proposal, it will be brought to the Superintendent for discussion.
- B. Upon Superintendent approval, the proposal will be brought to the appropriate board committees for discussion.
- C. Upon board committee approval, the proposal will be brought to the school board for discussion and/or action.

V. PROCESS FOR ELIMINATING A SPORT OR ACTIVITY

A. Conditions

Any of the following conditions may call for a Building or District to consider eliminating or temporarily suspending an interscholastic sport or activity:

- 1) Lack of student interest, diminishing participation, or overall viability of a program.
- 2) Downward trend in the sport or activity in the Conference and/or in the MSHSL.
- 3) Sport or activity is not sponsored by the MSHSL or the Conference (high school).
- 4) Sport or activity is not linked to a high school program (MS level).
- 5) Facility overuse or capacity is challenged.
- 6) Lack of qualified coaching/advising candidates or applicants.
- 7) Cost of the sport or activity exceeds the available resources to support the program.
- 8) The sport or activity is available to students in the community in a non-school sponsored program.

B. Process

- 1) Activities Director conducts an inventory of current programs
- 2) Activity Director conducts a financial audit of the program with the Director of Business Services
- 3) Activity Director determines whether deleting the sport or activity will create an imbalance in offerings for boys/girls as required by Title IX laws.
- 4) Activity Director prepares a recommendation, which may include combining activities with another school or district.

C. Recommendation

- 1) The Activity Director will forward a recommendation to the Superintendent.
- 2) If the recommendation is to eliminate or temporarily suspend a sport/activity the Superintendent will review the request and forward it with a recommendation and supporting data to the school board for action.

SCHOOL SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of ~~official~~ school ~~sponsored~~ publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

Big Lake Schools will sponsor student publications and activities with the purpose of promoting educational and recreational opportunities for its students, consistent with (district policies, norms, and) the special characteristics of a school environment.

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in ~~an~~ ~~school-sponsored media~~ ~~official student publication~~ or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 - 1) Students producing ~~official school publications~~ ~~school-sponsored media~~ and activities shall be under the supervision of a faculty advisor and the school principal. ~~Official publications~~ ~~School-sponsored media~~ and activities shall be subject to the guidelines set forth below.
 - 2) ~~Official school publications~~ ~~School-sponsored media~~ may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.
- B. "Material and substantial disruption" of a normal school activity means:
 - 1) Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
 - 2) Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- ~~C. "Official school publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as a part of the curriculum.~~
- D. "Minor" means any person under the age of eighteen (18).

- E. "Obscene to minors" means:
- 1) The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested
 - 2) The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals
 - 3) The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors
- F. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods
- G. "School-sponsored media" means material that is:
- 1) Prepared, wholly, or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district
 - 2) Distributed or generally made available to students in the school; and
 - 3) Prepared by a student journalist under the supervision of a student media adviser.
- School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook
- H. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.
- I. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media
- ~~J. "Material and substantial disruption" of a normal school activity means:~~
- ~~3) Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.~~
 - ~~4) Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity~~
- ~~In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.~~
- ~~K. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community~~

IV. GUIDELINES

- A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news,

opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.

- B. ~~Student expression in an official school publication~~ school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:
- 1) is obscene to minors
 - 2) **is defamatory**
 - 3) **is profane, harassing, threatening, or intimidating;**
 - 4) **constitutes an unwarranted invasion of privacy;**
 - 5) **violates federal or state law;**
 - 6) **causes a material and substantial disruption of school activities**
 - 7) **is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031**
 - 8) ~~is libelous or slanderous~~
 - 9) advertises or promotes any product or service not permitted for minors by law
 - 10) ~~encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities~~
 - 11) expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
or
 - 12) is distributed or displayed in violation of time, place, and manner regulations
- C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution
- D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.
- E. ~~Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district's actions are reasonably related to legitimate pedagogical concerns.~~ These professional standards may include, but are not limited to, the following:
- 1) assuring that participants learn whatever lessons the activity is designed to teach;
 - 2) assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
 - 3) assuring that the views of the individual speaker are not erroneously attributed to the school;
 - 4) assuring that the school is not associated with any position other than neutrality on matters of political controversy;
 - 5) assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
 - 6) assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences
- F. Time, Place, and Manner of Distribution
Students shall be permitted to distribute written materials at school as follows:
- 1) **Time—distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed**
 - 2) **Place—written** materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way
 - 3) **Matter—no one shall induce or coerce a student or staff member to accept a student publication**

Legal References: U. S. Const., amend. I
Morse v. Frederick, 551 U.S. 393 (2007)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)
[Minn. Stat. § 121A.03 \(Model Policy\)](#)
[Minn. Stat. § 121A.031 \(School Student Bullying Policy\)](#)
[Minn. Stat. § 121A.80 \(Student Journalism; Student Expression\)](#)

Cross References: MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)



Policy 516
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STUDENT MEDICATION **AND TELEHEALTH**

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

II. GENERAL STATEMENT OF POLICY

The school district acknowledges that some students may require prescribed drugs or medication **or telehealth** during the school day. The school district's licensed school nurse, any trained health aid, principal, or teacher will administer prescribed medications, except any form of medical cannabis, in accordance with law and school district procedures.

III. **DRUG AND MEDICATION REQUIREMENTS**

A. Administration of Drugs and Medicine

- 1) The administration of **prescription** medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
- 2) **Drugs and medicine subject to Minnesota Statutes, 121A.22 must be administered, to the extent possible, according to school board procedures that must be developed in consultation with:**
 - a. with a licensed nurse, in a district that employs a licensed nurse under Minnesota Statutes, section 148.171;
 - b. with a licensed school nurse, in a district that employs a licensed school nurse licensed under Minnesota Rules, part 8710.6100;
 - c. with a public or private health-related organization, in a district that contracts with a public or private health or health-related organization, according to Minnesota Statutes, 121A.21; or
 - d. with the appropriate party, in a district that has an arrangement approved by the Commissioner of the Minnesota Department of Education, according to Minnesota Statutes, 121A.21.
- 3) **Exclusions**

The provisions on administration of drugs and medicine above do not apply to drugs or medicine that are:

 - a. purchased without a prescription;
 - b. used by a pupil who is 18 years old or older;
 - c. used in connection with services for which a minor may give effective consent;
 - d. used in situations in which, in the judgment of the school personnel, including a licensed nurse, who are present or available, the risk to the pupil's life or health is of such a nature that drugs or medicine should be given without delay;
 - e. used off the school grounds;
 - f. used in connection with athletics or extracurricular activities;
 - g. used in connection with activities that occur before or after the

- regular school day;
- h. provided or administered by a public health agency to prevent or control an illness or a disease outbreak as provided under Minnesota law;
- i. prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
 - i. the school district has received a written authorization each school year from the pupil's parent permitting the student to self-administer the medication;
 - ii. the inhaler is properly labeled for that student; and
 - iii. the parent has not requested school personnel to administer the medication to the student.

In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

If the school district employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers.

- j. epinephrine auto-injectors, consistent with Minnesota Statutes, section 121A.2205, if the parent and prescribing medical professional annually inform the pupil's school in writing that
 - i. the pupil may possess the epinephrine or
 - ii. the pupil is unable to possess the epinephrine and requires immediate access to epinephrine auto-injectors that the parent provides properly labeled to the school for the pupil as needed.
- k. For the purposes of Minnesota Statutes, 121A.22, special health treatments and health functions, such as catheterization, tracheostomy suctioning, and gastrostomy feedings, do not constitute administration of drugs or medicine.
- l. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy.

B. Prescription Medication

- 1) An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minnesota Statutes section 152.22, subdivision 6.
- 2) Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law and must

- be administered in a manner consistent with the instructions on the label.
- 3) The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
 - 4) Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Paragraph III.A.3(i) above) (See Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
 - 5) The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
 - 6) The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.
 - 7) For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
 - ~~8) Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minnesota Statutes section 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.~~
 - 9) If the administration of a drug or medication described in this section requires the school district to store the drug or medication, the parent or legal guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the school district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent or legal guardian is required to retrieve the drug or controlled substance when requested by the school.

~~C. Specific Exceptions:~~

- ~~A. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;~~
- ~~B. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;~~
- ~~C. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;~~

- ~~D. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;~~
- ~~E. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:~~
- ~~a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;~~
 - ~~b. the inhaler is properly labeled for that student; and~~
 - ~~c. the parent has not requested school personnel to administer the medication to the student.~~

~~The parent must submit written authorization for the student to self-administer the medication each school year. In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.~~

~~If the school district employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;~~

~~F. Medications:~~

- ~~a. that are used off school grounds;~~
- ~~b. that are used in connection with athletics or extracurricular activities;~~
- ~~or~~
- ~~c. that are used in connection with activities that occur before or after the regular school day are not governed by this policy.~~

C. Nonprescription Medication.

A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.

D. Possession and Use of Epinephrine Auto-Injectors

At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed epinephrine auto-injectors that enables the student to:

- 1) possess epinephrine auto-injectors; or
- 2) if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to epinephrine auto-injectors in close proximity to the student at all times during the instructional day.

For the purposes of this policy, “instructional day” is defined as eight hours for each student contact day.

The plan must designate the school staff responsible for implementing the student’s health plan, including recognizing anaphylaxis and administering epinephrine auto-injectors when required, consistent with state law. This health plan may be included in a student’s Section 504 plan.

Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel, including a licensed nurse, to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with Minnesota Statutes, section 121A.2207 is not the practice of medicine.

Effective July 1, 2024, registered nurses may administer epinephrine auto-injectors in a school setting according to a condition-specific protocol as authorized under Minnesota Statutes, section 148.235, subdivision 8. Notwithstanding any limitation in Minnesota Statutes, sections 148.171 to 148.285, licensed practical nurses may administer epinephrine auto-injectors in a school setting according to a condition-specific protocol that does not reference a specific patient and that specifies the circumstances under which the epinephrine auto-injector is to be administered, when caring for a patient whose condition falls within the protocol.

A district or school may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school’s supply of epinephrine auto-injectors

E. Sunscreen

A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event without a prescription, physician’s note, or other documentation from a licensed health care professional. School personnel are not required to provide sunscreen or assist students in applying sunscreen.

~~D. “Parent” for students 18 years old or older is the student.~~

~~E. Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.~~

F. Procedure regarding unclaimed drugs or medications.

1. The school district has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this

policy, the school district shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent or legal guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the school district

2. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statutes section 152.01, subdivision 4, or is an over-the-counter medication, the school district will either designate an individual who shall be responsible for transporting the drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site on behalf of the school district
3. If the unclaimed or abandoned prescription drug is a controlled substance as defined in Minnesota Statutes section 152.01, subdivision 4, the school district or school personnel is prohibited from transporting the prescription drug to a drop-off box or collection site for prescription drugs identified under this paragraph. The school district must request that a law enforcement agency transport the prescription drug or medication to a collection bin that complies with Drug Enforcement Agency regulations, or if a site is not available, under the agency's procedure for transporting drugs

IV. ACCESS TO SPACE FOR MENTAL HEALTH CARE THROUGH TELEHEALTH

- A. Beginning October 1, 2024, to the extent space is available, the school district must provide an enrolled secondary school student with access during regular school hours, and to the extent staff is available, before or after the school day on days when students receive instruction at school, to space at the school site that a student may use to receive mental health care through telehealth from a student's licensed mental health provider. A secondary school must develop a plan with procedures to receive requests for access to the space.
- B. The space must provide a student privacy to receive mental health care.
- C. A student may use a school-issued device to receive mental health care through telehealth if such use is consistent with the district or school policy governing acceptable use of the school-issued device.
- D. A school may require a student requesting access to space under this section to submit to the school a signed and dated consent from the student's parent or guardian, or from the student if the student is age 16 or older, authorizing the student's licensed mental health provider to release information from the student's health record that is requested by the school to confirm the student is currently receiving mental health care from the provider. Such a consent is valid for the school year in which it is submitted.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.21 (School Health Services)

Minn. Stat. § 121A.216 (Access to Space for Mental Health Care through Telehealth)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine Auto-Injectors; Model Policy)
Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Auto-Injectors)
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)
Minn. Stat. § 121A.223 (Possession and Use of Sunscreen)
Minn. Stat. § 148.171 (Definitions; Title)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.22 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Rule 8710.6100 (School Nurse)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

Cross References: MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)



GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

III. DEFINITIONS

- A. "Credit" means a student's successful completion of an academic trimester of study or a student's mastery of the applicable subject matter, as determined by the school district.
- B. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.
- C. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- D. "Required standard" means a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, health, and the arts. ~~and (2) a~~ Locally developed academic standards adopted expectation for student learning in health apply until statewide rules implementing statewide health standards under Minnesota Statutes, section 120B.021, subdivision 3, are required to be implemented in the classroom.
- E. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.

IV. DISTRICT ASSESSMENT COORDINATOR

Assistant Superintendent of Teaching and Learning shall be named the District Assessment Coordinator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

V. ASSESSMENT GRADUATION REQUIREMENTS

A. Graduation Requirements

Students' state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:

- 1) Achievement and career and college readiness in mathematics, reading, and writing, consistent with paragraph (k) and to the extent available, to monitor students' continuous development of and growth in requisite knowledge and

~~skills; as measured against a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation and which facilitates the monitoring of students' continuous development of and growth in requisite knowledge and skills; analysis of analyze students' progress and performance levels, identification of identifying students' academic strengths and diagnosing of areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and, based on analysis of students' progress and performance data, determine determination of students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student based on analysis of students' progress and performance data;~~ and

- 2) Consistent with this paragraph and Minnesota Statutes section 120B.125, (see **Policy 604, Section II.H.**), age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
- 3) Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.

B. Targeted Instruction Plan

- 1) A student ~~meeting the state graduation requirements under this section~~ must receive targeted, relevant, academically rigorous, and resourced instruction, which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.
- 2) ~~Consistent with Minnesota Statutes, sections 120B.13, 124D.09, 124D.091, 124D.49, and related sections, an enrolling school or district must actively encourage a student in grade 11 or 12 who is identified as academically ready for a career or college to participate in courses and programs awarding college credit to high school students. Students meeting the state graduation requirements under this section and who are students in grade 11 or 12 and who are identified as academically ready for a career or college are actively encouraged by the school district to participate in courses and programs awarding college credit to high school students.~~ Students are not required to achieve a specified score or level of proficiency on an assessment **under this subdivision** to graduate from high school.
- 3) ~~As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.~~
- 4) A student's progress toward career and college readiness must be recorded on the student's high school transcript.

VI. GRADUATION CREDIT REQUIREMENTS

Students must successfully complete, as determined by the school district, the following high school level credits for graduation:

To graduate from Big Lake High School, a student must have successfully completed a minimum of 73 credits (required and elective), to fulfill graduation requirements. A “credit” is equivalent to a student's successful completion of one trimester of study or a student's mastery of the applicable subject matter in grades 9-12, as determined by school district administration.

Credit Distribution Requirement:

- 12.0 English Language Arts sufficient to satisfy all academic standards in English Language Arts
- 12.0 Social Studies: Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship in either grade 11 or 12 for students beginning in grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies
 - 3 credits of Civics
 - 3 credits of U.S. History, 2 credits Economics
 - 2 credits of World History
 - 1 credit of Geography
 - 1 elective
- 9.0 Mathematics sufficient to satisfy all of the academic standards in mathematics (must include 3 credits of Algebra II)
- 9.0 Science Three credits of science, including one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry or physics standards for grades 9 through 12;
- 6.0 Physical Education/Health satisfy the state standards in physical education
- 3.0 Arts sufficient to satisfy all of the academic standards in the arts
- 1.0 High School Success Skills or EXCEL Civics (requiring additional elective)
- 1.0 Financial Literacy or Money Management Skills
- 1.0 Career Planning
- 1.0 One Course from the List Below
 - Career Preparation
 - On the Job Training
 - Youth Apprenticeship
 - Creating Entrepreneurial Opportunities (CEO)
 - College Success Skills
- 18.0 Electives
- 73.0 Total credits (minimum)**

Credit equivalencies

- A one-half credit of economics taught in a school's agriculture, food, and natural resources education or business education program or department may fulfill a one-half credit in social studies if the credit is sufficient to satisfy all of the academic standards in economics.
- An agriculture science or career and technical education credit may fulfill the elective science credit required if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or **all of the** physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit.
- A career and technical education credit may fulfill a mathematics or arts credit requirement.
- A computer science credit may fulfill a mathematics credit requirement if the credit meets state academic standards in mathematics.
- A Project Lead the Way credit may fulfill a mathematics or science credit requirement if the credit meets the state academic standards in mathematics or science.
- An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local standards or other requirements.

VII. GRADUATION STANDARDS REQUIREMENTS

- A. All students must have the opportunity to demonstrate their understanding of the following academic standards:
- 1) School District Standards, Health (K-12);
 - 2) School District Standards, Career and Technical Education (K-12); and
 - 3) School District Standards, World Languages (K-12)
- B. Academic standards in health, world languages, and career and technical education will be reviewed on an annual basis.* A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.
- * Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.
- C. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
- 1) Minnesota Academic Standards, English Language Arts K-12;
 - 2) Minnesota Academic Standards, Mathematics K-12;
 - 3) Minnesota Academic Standards, Science K-12;
 - 4) Minnesota Academic Standards, Social Studies K-12; and
 - 5) Minnesota Academic Standards, Physical Education K-12.
- D. State standards in the Arts K-12 are available, or school districts may choose to develop their own standards.

- E. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

VIII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes section 120B.07, upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and contact parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.30 (General Requirements; Statewide Assessments)
Minn. Stat. § 120B.303 (Assessment Graduation Requirements)
Minn. Stat. § 120B.307 (College and Career Readiness)
Minn. Rules Part 3501.0660 (Academic Standards For Kindergarten through Grade 12)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Part 3501.0820 (Academic Arts Standards for Kindergarten through Grade 12)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1200-1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)

MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

MSBA/MASA Model Policy 616 (School District System Accountability)