



AGENDA  
REGULAR MEETING  
ROYALTON BOARD OF EDUCATION  
EARLY CHILDHOOD ENTRANCE FOYER, ENTER DOOR #1  
120 SOUTH HAWTHORN STREET  
ROYALTON, MN 56373  
APRIL 24, 2023  
6:00 PM

1. **Call to Order**
2. **Pledge to Flag**
3. **Roll Call**
4. **Board Chair Comments**
5. **Approval of Agenda**
6. **Appreciation, Recognition and Presentations**
7. **Recognition of Citizens for Input Purposes**
8. **Reports/News**
  - a. Board Committee Report
  - b. Superintendent Report
  - c. Business Manager Report 3
  - d. Principal Report
  - e. Athletic Director
9. **Consent Agenda Approval**

**\*The Board is consenting to approve items listed below as presented, at one time. At any point a Director can pull an item off the consent agenda for further discussion.**

  - a. Approval of Regular Board Meeting Minutes 03.27.23 10
  - b. Approval of Work Session Meeting Minutes 04.17.23 15
  - c. Claims, Accounts and Financial 16  
Approve accounts payable and receivables, and employee reimbursements as attached and approve all other financial reports as presented.
  - d. Approval of Resignations 55
  - e. Approval of New Hires 56  
The Royalton School Board will approve the following hires based upon the findings of each individual's background check, licensure status, and discipline report from the MN Department of Education.
  - f. Approval of Retirement 57
  - g. Approval of Finance Specialist Contract 58
  - h. Approval of Human Resource/Community Ed Director Contract 66
10. **Discussion/Information/Action Items**
  - a. Approval of Revised Budget 74
  - b. Approval of Request for Quote (RFQ) for Auditor Services

c. Approval of Cuts Resolution	76
d. Approval of Donations by Resolution	78
e. Approval of Surveying Families and Staff Regarding E Learning Days	
f. Policy Reading	
First Reading	
Second Reading	
Third Reading	
1. First Policy Reading	80
505 - Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees	
2. Second Policy Reading	91
506 - Student Discipline	
3. Approval of Second Policy Reading (final reading due to minor changes)	110
612.1 - Development of Parent and Family Engagement Policies for Title I Programs	
4. Approval of Third Policy Reading	114
414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse	
415 - Mandated Reporting of Maltreatment of Vulnerable Adults	

**11. Upcoming Meeting Schedule**

1. Wednesday, May 10th, 2:00 PM Policy Meeting
2. Wednesday, May 10th, 6:30 PM Work Session Meeting
3. Tuesday, May 16th, Noon Finance Meeting
4. Monday, May 22nd, 6:00 PM Regular Board Meeting

**12. Adjournment**



# ROYALTON PUBLIC SCHOOLS

*Home of the Royals*

RESPECT · HONESTY · INTEGRITY · LEADERSHIP · ACCOUNTABILITY · SERVICE

120 Hawthorn Street, Royalton, MN 56373  
Phone (320) 584-4000  
royaltonpublicschools.org

## FY23 APRIL – BUDGET UPDATES



**A LOOK**  
*at the*  
**BUDGET**

# ENROLLMENT

**FY23 Adopted Budget: 920 ADM**

**Revised FY23 Budget: 938 ADM**

**As of April 16, 2023:**

**Enrollment: 947 ADM**

# REVENUES

## REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

ROYALTON | March 31, 2023

REVENUE CATEGORIES										March 31,	March 31,	March 31,
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received	Current YTD vs. PYTD	March 31, 2022	March 31, 2021
STATE	8,485,614	8,706,214	9,070,610	9,588,679	6,393,828	2,676,782	70.49%	72.35%	64.70%	94,941	6,298,887	5,490,330
FEDERAL	562,863	740,079	498,000	746,958	520,636	(22,636)	104.55%	44.83%	69.55%	188,840	331,795	391,462
PROPERTY TAXES	707,849	921,774	710,609	184,802	0	710,609	0.00%	0.18%	91.58%	(1,643)	1,643	648,255
LOCAL SALES, INS RECOVERY & JUDGEMENTS	16,885	41,182	38,400	85,682	88,491	(50,091)	230.45%	105.50%	79.85%	45,045	43,447	13,482
SALE OF BONDS & LOANS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INCOMING TRANSFERS FROM OTH FUNDS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
LOCAL (FEES, INTEREST, ETC.)	193,806	331,672	258,010	767,324	726,837	(468,827)	281.71%	83.89%	80.48%	448,612	278,225	155,969
<b>TOTALS</b>	<b>9,967,018</b>	<b>10,740,921</b>	<b>10,575,629</b>	<b>11,373,444</b>	<b>7,729,791</b>	<b>2,845,838</b>	<b>73.09%</b>	<b>64.74%</b>	<b>67.22%</b>	<b>775,795</b>	<b>6,953,997</b>	<b>6,699,497</b>

# EXPENDITURES

EXPENDITURES (PROGRAM SERIES)										March 31, 2023	March 31, 2022	March 31, 2021
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	Current YTD vs. PYTD	March 31, 2022	March 31, 2021
SITE ADMINISTRATION	361,675	397,922	417,692	442,933	319,787	97,905	76.56%	72.66%	67.54%	30,651	289,136	244,270
DISTRICT ADMINISTRATION	232,642	263,764	207,062	274,181	216,639	(9,576)	104.62%	67.94%	64.41%	37,437	179,202	149,837
SUPPORT SERVICES	347,394	395,362	488,157	480,437	333,734	154,423	68.37%	77.11%	75.07%	28,876	304,858	260,791
REGULAR INSTRUCTION	4,252,393	4,435,760	4,527,835	4,540,740	2,782,086	1,745,749	61.44%	63.02%	59.65%	(13,533)	2,795,620	2,536,367
EXTRA-CURRICULAR ACTIVITES	422,966	537,657	387,345	604,068	479,562	(92,217)	123.81%	58.26%	47.87%	166,327	313,235	202,471
VOCATIONAL INSTRUCTION	86,044	204,454	149,583	210,051	153,686	(4,103)	102.74%	59.46%	65.14%	32,110	121,575	56,048
SPECIAL EDUCATION	1,284,881	1,367,343	1,300,451	1,424,900	871,390	429,061	67.01%	59.77%	52.79%	54,075	817,316	678,346
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INSTRUCTIONAL SUPPORT	434,199	559,543	454,327	578,114	463,838	(9,512)	102.09%	49.57%	80.12%	186,473	277,365	347,893
PUPIL SUPPORT SERVICES	669,017	994,887	650,270	1,015,919	805,022	(154,752)	123.80%	70.27%	67.61%	105,925	699,098	452,345
FACILITIES	1,330,337	1,576,339	1,722,947	1,967,159	1,526,126	196,821	88.58%	66.97%	73.94%	470,499	1,055,628	983,623
OTHER FINANCING USES	81,389	90,882	95,000	149,518	141,471	(46,471)	148.92%	158.85%	224.93%	(2,899)	144,370	183,065
<b>TOTALS</b>	<b>9,502,937</b>	<b>10,823,914</b>	<b>10,400,670</b>	<b>11,688,020</b>	<b>8,093,341</b>	<b>2,307,328</b>	<b>77.82%</b>	<b>64.65%</b>	<b>64.14%</b>	<b>1,095,940</b>	<b>6,997,401</b>	<b>6,095,057</b>

# REVENUES & EXPENDITURES

Revenues are 775K ahead of where we were in FY22

- Primarily from biennium increase
- Additional ADM's
- This is less the 10% holdback

Expenditures are 1.1M ahead of FY22 Pace

- Primarily due to early purchases of Capital Equipment & Salary and Benefit increases.
- Purchased services are up due to staff coverage

# APRIL FINANCIAL HIGHLIGHT

EXPENDITURES (PROGRAM SERIES)	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. PYTD	March 31, 2022	March 31, 2021
							% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
VOCATIONAL INSTRUCTION	86,044	204,454	149,583	210,051	153,686	(4,103)	102.74%	59.46%	65.14%	32,110	121,575	56,048

VOCATIONAL INSTRUCTION, OTHERWISE KNOWN AS CAREER & TECHNICAL EDUCATION or CTE

- WE RECEIVE 35% OF OUR ELIGIBLE EXPENDITURES
- YOU CAN SEE IN FY21 WE HAD \$86K IN EXPENDITURES
- OUR STAFF WERE NOT BEING CODED ACCORDING TO THEIR CTE LICENSE EXPENDITURE
- THIS WAS FIXED IN FY22

WHY IS THIS SIGNIFICANT? OUR COSTS APPEAR TO BE GOING UP, WHY IS THIS A GOOD THING?

- THE COSTS ARE NOT GOING UP. THEY ARE BEING SHIFTED FROM THE GENERAL FUND TO THE CORRECT CTE STAFF CODE
- THIS IS GOOD BECAUSE BY MOVING THE EXPENSES TO THE CORRECT CTE CODE WE NOW RECEIVE 35% OF THESE EXPENDITURES BACK
- WHEREAS BEFORE THE COST WAS COMING DIRECTLY OUT OF OUR GENERAL FUND AND WE WERE NOT REIMBURSED FOR THE COST
- RESULTING IN AN INCREASE OF REVENUE BY \$43,403.  $(210,051 \times .35) - (86,044 \times .35) = \$43.4k$



**Thank you!**

## Regular Meeting

Monday, March 27, 2023 6:00 PM

Early Childhood Entrance Foyer, Enter Door #1, 120 South Hawthorn Street,  
Royalton, MN 56373

Tyra Baumann: Absent  
Lucas Boyd: Present  
Randy Hackett: Present  
Rian Hofstad: Present  
Angela Roering: Present  
Maria Traut: Present

### 1. Call to Order

### 2. Pledge to Flag

### 3. Roll Call

### 4. Board Chair Comments

### 5. Approval of Agenda

Approval of Agenda. This motion, made by  
Angela Roering and seconded by Randy Hackett,  
Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

### 6. Appreciation, Recognition and Presentations

The School Board Recognized our Wrestling Team  
and Individuals that went to State. Band for  
receiving an Excellent Rating and Choir for  
receiving an Superior Rating at their large  
group contest. Kari Meek for her leadership  
involved with 7th Grade Deep Portage.

### 7. Recognition of Citizens for Input Purposes

### 8. Reports/News

8.a. Board Committee Report

8.b. Superintendent Report

8.c. Business Manager Report

8.d. Principal Report

8.e. Athletic Director

9. **Consent Agenda Approval**

**\*The Board is consenting to approve items listed below as presented, at one time. At any point a Director can pull an item off the consent agenda for further discussion.**

Approval of All Items on Consent Agenda. This motion, made by Randy Hackett and seconded by Angela Roering, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

9.a. Approval of Regular Board Meeting Minutes  
02.27.23

9.b. Claims, Accounts and Financial  
Approve accounts payable and receivables,  
and employee reimbursements as attached and  
approve all other financial reports as  
presented.

9.c. Approval of Resignations

9.d. Approval of New Hires

9.e. Approval of General Leave

9.f. Approval of Transportation Director  
Contract

10. **Discussion/Information/Action Items**

10.a. Approval of Senior Class Trip  
Motion to Approve the Senior Class trip to  
Cragun's Resort. This motion, made by  
Angela Roering and seconded by Maria Traut,  
Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

10.b. Approval of Sale of Aging Technology  
Equipment  
Motion to Approve the Sale of Aging  
Technology Equipment. This motion, made by  
Angela Roering and seconded by Randy  
Hackett, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea

Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea  
Yea: 5, Nay: 0, Absent: 1

10.c. Approval of Donations by Resolution  
Motion to Approve Donations by Resolution.  
This motion, made by Maria Traut and  
seconded by Randy Hackett, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea  
Yea: 5, Nay: 0, Absent: 1

10.d. Policy Reading

10.d.1. First Policy Readings

10.d.2. Second Policy Readings

10.d.3. Approval of Third Policy Readings  
Motion to Approve the Third Policy  
Readings, 516 - Student Medication and  
722 - Public Data Request. This motion,  
made by Maria Traut and seconded by  
Randy Hackett, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea  
Yea: 5, Nay: 0, Absent: 1

**11. Upcoming Meeting Schedule**

Add a Work Session meeting on Monday, April  
17, 2023.

12. Closed Meeting for Negotiation Strategies as  
permitted by MN Statute Section 13D.03  
Motion to close the regular meeting at 6:54pm.  
This motion, made by Angela Roering and  
seconded by Maria Traut, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea  
Yea: 5, Nay: 0, Absent: 1

Motion to open the closed meeting at 7:05pm.  
This motion, made by Maria Traut and seconded  
by Angela Roering, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

Motion to close the closed meeting at 8:12pm.  
This motion, made by Maria Traut and seconded  
by Angela Roering, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

Motion to open the regular meeting at 8:13pm.  
This motion, made by Randy Hackett and  
seconded by Angela Roering, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

**13. Adjournment**

The meeting was adjourned at 8:13pm. This  
motion, made by Angela Roering and seconded by  
Rian Hofstad, Passed.

Tyra Baumann: Absent  
Lucas Boyd: Yea  
Randy Hackett: Yea  
Rian Hofstad: Yea  
Angela Roering: Yea  
Maria Traut: Yea

Yea: 5, Nay: 0, Absent: 1

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Board Secretary



## Work Session Meeting

Monday, April 17, 2023 6:00 PM

Early Childhood Entrance Foyer, Enter Door #1, 120 South Hawthorn Street,  
Royalton, MN 56373

Tyra Baumann: Present  
Lucas Boyd: Present  
Randy Hackett: Present  
Rian Hofstad: Present  
Angela Roering: Present  
Maria Traut: Present

1. **Call to Order**

2. **Pledge to Flag**

3. **Roll Call**

4. **Discussion/Information**

4.a. Finance 101

**Discussion:** Updated slide #15 the Title amounts were off. The current attachment is correct.

4.b. Revised Budget

4.c. Update on District Office Reorganization

4.d. Cuts Resolution Review

4.e. Request for Quote (RFQ) for Auditor Services

4.f. E Learning Survey Discussion

5. **Work Session meeting ended at 8:12pm.**

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Board Secretary

Royalton Public Schools  
Timecard Archive Detail

	Calendar	Type/ Option	Pay/Ded Code	Units	ACA Unit Override	Conversion Unit	Rate	Amount	Account Code	Earn Sch	ACA Month	Pay Type	Check Description	Created By
<b>Id: 418 Blomme , Victoria</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		9.63	\$9.63		1	02/28/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$9.63</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$9.63</b>						
<b>Id: 564 Coppicus , Christopher</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		5.96	\$5.96	01-010-203-000-000-366	1	02/28/2023		Mileage	413
	03/15/2023	S202317-0	P	EBENONW2	0.00		63.24	\$63.24	01-020-640-000-316-185	1	02/28/2023		Meals/parkin	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$69.20</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$69.20</b>						
<b>Id: 554 Duevel , Anthony</b>														
	03/31/2023	S202318-0	P	EBENONW2	0.00		85.92	\$85.92	01-005-810-000-000-412	1	03/15/2023		Uniform Allo	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$85.92</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$85.92</b>						
<b>Id: 964 Kloek , Dean</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		2.00	\$2.00		1	02/28/2023		2 driver mea	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$2.00</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$2.00</b>						
<b>Id: 486 Lippert , Thomas</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		2.00	\$2.00	01-005-110-000-000-366	1	02/28/2023		2 Driver me	413
	03/31/2023	S202318-0	P	EBENONW2	0.00		10.00	\$10.00	01-005-110-000-000-366	1	03/15/2023		Driver Meal	413
	03/31/2023	S202318-0	P	EBENONW2	0.00		10.00	\$10.00	01-005-110-000-000-366	1	03/15/2023		Driver Meal	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$22.00</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$22.00</b>						
<b>Id: 240 Meier , Aaron</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		6.88	\$6.88		1	02/28/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$6.88</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$6.88</b>						
<b>Id: 870 Neumann , Anthony</b>														
	03/15/2023	S202317-0	P	EBENONW2	0.00		30.92	\$30.92	01-010-640-000-316-366	1	02/28/2023			413
	03/31/2023	S202318-0	P	EBENONW2	0.00		74.02	\$74.02	01-020-294-055-000-185	1	03/15/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>		<b>EBENONW2 Total:</b>		<b>\$104.94</b>						
	<b>Units:</b>			<b>0.00</b>		<b>Emp Pay:</b>		<b>\$104.94</b>						

Royalton Public Schools  
Timecard Archive Detail

	Calendar	Type/ Option	Pay/Ded Code	Units	ACA Unit Override	Conversion Unit	Rate	Amount	Account Code	Earn Sch	ACA Month	Pay Type	Check Description	Created By
<b>Id: 252</b>	<b>Nichols , Joan</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		5.96	\$5.96	01-010-203-000-000-366	1	02/28/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$5.96</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$5.96</b>						
<b>Id: 925</b>	<b>Nyreen , Robyn</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		150.00	\$150.00	01-005-110-000-000-401	1	02/28/2023		Uniform Reir	413
	03/15/2023	S202317-0	P	EBENONW2	0.00		2.29	\$2.29	01-020-640-000-316-185	1	02/28/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$152.29</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$152.29</b>						
<b>Id: 263</b>	<b>Petron , Cynthia</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		5.50	\$5.50	01-010-203-000-000-366	1	02/28/2023		Mileage	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$5.50</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$5.50</b>						
<b>Id: 945</b>	<b>Pogreba , Miranda</b>													
	03/31/2023	S202318-0	P	EBENONW2	0.00		11.56	\$11.56		1	03/15/2023			413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$11.56</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$11.56</b>						
<b>Id: 1001</b>	<b>Popp , Doug</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		10.00	\$10.00	01-005-110-000-000-366	1	02/28/2023		Driver Meal	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$10.00</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$10.00</b>						
<b>Id: 657</b>	<b>Popp , Thomas</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		10.00	\$10.00	01-005-110-000-000-366	1	02/28/2023		Driver meal	413
	03/31/2023	S202318-0	P	EBENONW2	0.00		0.00	\$0.00		1	03/15/2023		Driver Lunch	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$10.00</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$10.00</b>						
<b>Id: 990</b>	<b>Simon , Paul</b>													
	03/15/2023	S202317-0	P	EBENONW2	0.00		10.00	\$10.00	01-005-110-000-000-366	1	02/28/2023		Driver meal	413
	<b>Units Subtotal:</b>			<b>0.00</b>	<b>EBENONW2 Total:</b>			<b>\$10.00</b>						
	<b>Units:</b>			<b>0.00</b>	<b>Emp Pay:</b>			<b>\$10.00</b>						

Royalton Public Schools  
Timecard Archive Detail

	Calendar	Type/ Option	Pay/Ded Code	Units	ACA Unit Override	Conversion Unit	Rate	Amount	Account Code	Earn Sch	ACA Month	Pay Type	Check Description	Created By
<b>Id: 951</b>	<b>Wehrkamp Herman , Kristine</b>													
	03/31/2023	S202318-0	P	EBENONW2	0.00		478.15	\$478.15		1	03/15/2023		Meals/Mileage	413
				<b>Units Subtotal:</b>	<b>0.00</b>			<b>EBENONW2 Total:</b>					<b>\$478.15</b>	
				<b>Units:</b>	<b>0.00</b>			<b>Emp Pay:</b>					<b>\$478.15</b>	
<b>Id: 881</b>	<b>Wieczorek , Shelley</b>													
	03/31/2023	S202318-0	P	EBENONW2	0.00		41.97	\$41.97		1	03/15/2023		Uniform Allowance	413
				<b>Units Subtotal:</b>	<b>0.00</b>			<b>EBENONW2 Total:</b>					<b>\$41.97</b>	
				<b>Units:</b>	<b>0.00</b>			<b>Emp Pay:</b>					<b>\$41.97</b>	
<b>Employee Count</b>	<b>16</b>			<b>Totals:</b>	<b>0.00</b>			<b>\$1,026.00</b>						

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	ACT	19417	2150		<b>Donna Bratsch</b>		Check		
				E 12	020 298 018 301 401	REIMB FOR SUPPLIES		\$835.88	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37713</b>	Invoice	<b>Invoice No:</b> 2.21.23	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$835.88</b>
				E 12	020 298 018 301 401	REIMB FOR SUPPLIES		\$2,576.88	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37714</b>	Invoice	<b>Invoice No:</b> 2.21.23	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$2,576.88</b>
								<b>Check Amount:</b>	<b>\$3,412.76</b>
0485	ACT	19418	2257		<b>ROBERT SKWIRA</b>		Check		
				E 12	020 298 035 301 401	YES Tech Club Supplies		\$117.72	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37718</b>	Invoice	<b>Invoice No:</b> 2.23.23	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$117.72</b>
								<b>Check Amount:</b>	<b>\$117.72</b>
0485	ACT	19419	4516		<b>ROBYN BARTKOWICZ</b>		Check		
				E 12	020 298 029 301 401	Parent Letters		\$40.65	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37719</b>	Invoice	<b>Invoice No:</b> 3.1.23	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$40.65</b>
								<b>Check Amount:</b>	<b>\$40.65</b>
0485	ACT	19420	4663		<b>ASHLEY BETKER</b>		Check		
				E 12	020 298 030 301 401	Reimb FFA Pre Appreciation		\$29.49	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37832</b>	Invoice	<b>Invoice No:</b> 2.24.23	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$29.49</b>
								<b>Check Amount:</b>	<b>\$29.49</b>
0485	ACT	19421	1061		<b>BUDS TO BLOSSOMS</b>		Check		
				E 12	020 298 036 301 401	Honors Breakfast Flowers		\$40.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37833</b>	Invoice	<b>Invoice No:</b> 517629	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$40.00</b>
								<b>Check Amount:</b>	<b>\$40.00</b>
0485	ACT	19422	2131		<b>Jeremy Schaa</b>		Check		
				E 12	020 298 032 301 401	Reimb Canva - Prom Invites		\$120.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37831</b>	Invoice	<b>Invoice No:</b> 3.1.23	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$120.00</b>
								<b>Check Amount:</b>	<b>\$120.00</b>
0485	ACT	19423	4611		<b>MINNESOTA FFA ASSOCIATION</b>		Check		
				E 12	020 298 030 301 401	Member Dues		\$170.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37829</b>	Invoice	<b>Invoice No:</b> 4306	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$170.00</b>
								<b>Check Amount:</b>	<b>\$170.00</b>
0485	ACT	19424	4355		<b>NATHAN GOLDADE</b>		Check		
				E 12	020 298 030 301 401	Pre Appreciation FFA Reimb		\$142.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37830</b>	Invoice	<b>Invoice No:</b> 2.24.23	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$142.00</b>
								<b>Check Amount:</b>	<b>\$142.00</b>
0485	ACT	19425	3367		<b>SHARON MENDEN</b>		Check		
				E 12	020 298 043 301 401	Speech Meet Food Reimb		\$74.22	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37828</b>	Invoice	<b>Invoice No:</b> 2.27.23	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$74.22</b>
								<b>Check Amount:</b>	<b>\$74.22</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	ACT	19426	2154		<b>Sunshine Travel</b>		Check
				E 12 020 298 017 301 369	Choir Trip to NYC AB 12782	\$23,800.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37834</b>	Invoice	<b>Invoice No:</b> 3.1.23	<b>3/10/2023</b>	<b>Paid Amt: \$23,800.00</b>
							<b>Check Amount: \$23,800.00</b>
0485	ACT	19427	4295		<b>AMAZON CAPITAL SERVICES</b>		Check
				E 12 020 298 023 301 401	IRIS USA 5.9 QT Storage Container	\$59.48	
				E 12 020 298 023 301 401	Rubbermaid Cleverstore Clear 30Qt 6 pack	\$255.00	
				E 12 020 298 023 301 401	Rubbermaid Cleverstore Clear 71 Qt 4 Pack	\$245.12	
				E 12 020 298 023 301 401	Adj	(\$182.92)	
	<b>PO#:</b> 5235	<b>Voucher #:</b>	<b>37914</b>	Invoice	<b>Invoice No:</b> 1DT9-6MKL-94LV	<b>3/21/2023</b>	<b>Paid Amt: \$376.68</b>
							<b>Check Amount: \$376.68</b>
0485	ACT	19428	1903		<b>BECKER SCREENPRINTING</b>		Check
				E 12 020 294 040 301 401	BASEBALL APPAREL	\$608.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37885</b>	Invoice	<b>Invoice No:</b> 5718	<b>3/21/2023</b>	<b>Paid Amt: \$608.00</b>
							<b>Check Amount: \$608.00</b>
0485	ACT	19429	2133		<b>BERNICK'S</b>		Check
				E 12 020 298 018 301 401	Concessions Bal Due	\$3,719.04	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37886</b>	Invoice	<b>Invoice No:</b> 3.1.23	<b>3/21/2023</b>	<b>Paid Amt: \$3,719.04</b>
							<b>Check Amount: \$3,719.04</b>
0485	ACT	19430	2185		<b>SHERI MENDEN</b>		Check
				E 12 020 298 043 301 401	Reimb Speech Meet Food	\$76.29	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37907</b>	Invoice	<b>Invoice No:</b> 3.6.23	<b>3/21/2023</b>	<b>Paid Amt: \$76.29</b>
							<b>Check Amount: \$76.29</b>
0485	ACT	19431	1010		<b>ALL STAR TROPHY &amp; AWARDS</b>		Check
				E 12 020 296 034 301 401	GBB Awards	\$40.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37930</b>	Invoice	<b>Invoice No:</b> 5454	<b>3/27/2023</b>	<b>Paid Amt: \$40.00</b>
							<b>Check Amount: \$40.00</b>
0485	ACT	19432	1061		<b>BUDS TO BLOSSOMS</b>		Check
				E 12 020 294 079 301 401	BBB Parents Night	\$126.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37945</b>	Invoice	<b>Invoice No:</b> 517625	<b>3/27/2023</b>	<b>Paid Amt: \$126.00</b>
							<b>Check Amount: \$126.00</b>
0485	ACT	19433	2137		<b>Deep Portage</b>		Check
				E 12 020 298 022 301 369	FIELD TRIP	\$10,472.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37947</b>	Invoice	<b>Invoice No:</b> 3402	<b>3/27/2023</b>	<b>Paid Amt: \$10,472.00</b>
							<b>Check Amount: \$10,472.00</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	ACT	19434	4212		<b>HERITAGE EMBROIDERY &amp; DESIGN</b>		Check
				E 12	020 294 079 301 401 Hooded Tees		\$976.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37952</b>	Invoice	<b>Invoice No:</b> 50430	<b>3/27/2023</b>	<b>Paid Amt: \$976.00</b>
							<b>Check Amount: \$976.00</b>
0485	ACT	19435	4357		<b>JON KOENIG</b>		Check
				E 12	020 298 041 301 401 Survivor Week Mat'ls Reimb		\$21.14
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37953</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/27/2023</b>	<b>Paid Amt: \$21.14</b>
							<b>Check Amount: \$21.14</b>
0485	ACT	19436	4611		<b>MINNESOTA FFA ASSOCIATION</b>		Check
				E 12	020 298 030 301 401 AET Subscription		\$235.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37929</b>	Invoice	<b>Invoice No:</b> 4513	<b>3/27/2023</b>	<b>Paid Amt: \$235.00</b>
							<b>Check Amount: \$235.00</b>
0485	ACT	19437	1349		<b>MINNESOTA WEARABLES</b>		Check
				E 12	020 294 079 301 401 BBB CLOTHING		\$180.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37956</b>	Invoice	<b>Invoice No:</b> 11.7.22	<b>3/27/2023</b>	<b>Paid Amt: \$180.00</b>
							<b>Check Amount: \$180.00</b>
0485	ACT	19438	4668		<b>NATASHA LUDWIG</b>		Check
				E 12	020 298 041 301 401 Reimb Survivor Week Mat's		\$4.95
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37957</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/27/2023</b>	<b>Paid Amt: \$4.95</b>
							<b>Check Amount: \$4.95</b>
0485	ACT	19439	4355		<b>NATHAN GOLDADE</b>		Check
				E 12	020 298 030 301 401 Chapter Meeting		\$24.64
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37937</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/27/2023</b>	<b>Paid Amt: \$24.64</b>
				E 12	020 298 030 301 401 CDE Lunch		\$122.80
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37938</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/27/2023</b>	<b>Paid Amt: \$122.80</b>
							<b>Check Amount: \$147.44</b>
0485	ACT	19440	4667		<b>POWDER RIDGE SKI AREA</b>		Check
				E 12	020 298 030 301 401 Snowtubing		\$750.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37940</b>	Invoice	<b>Invoice No:</b> 116	<b>3/27/2023</b>	<b>Paid Amt: \$750.00</b>
							<b>Check Amount: \$750.00</b>
0485	ACT	19441	2185		<b>SHERI MENDEN</b>		Check
				E 12	020 298 043 301 401 Reimb Speech Meet Food		\$82.41
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37941</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/27/2023</b>	<b>Paid Amt: \$82.41</b>
							<b>Check Amount: \$82.41</b>
0485	PCB	1096			<b>COMMISSIONER OF REVENUE</b>		Wire
				B 01	215 013 State Tax	21	\$7,181.49
				B 02	215 013 State Tax		\$71.73

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	1096			COMMISSIONER OF REVENUE		Wire		
				B 04	215 013	State Tax		\$166.60	
	PO#:	Voucher #:	37860	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$7,419.82	
							Check Amount:	\$7,419.82	
0485	PCB	1137			EDUCATORS BENEFIT CONS, LLC		Wire		
				B 01	215 005	Tax Ann		\$200.00	
	PO#:	Voucher #:	37863	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$200.00	
				B 01	215 005	Tax Ann		\$63.64	
	PO#:	Voucher #:	37864	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$63.64	
				B 01	215 005	Tax Ann		\$880.02	
				B 04	215 005	Payroll Deductions		\$2.50	
	PO#:	Voucher #:	37865	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$882.52	
				B 01	215 005	Tax Ann		\$5,086.82	
				B 04	215 005	Payroll Deductions		\$33.59	
	PO#:	Voucher #:	37866	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$5,120.41	
				B 01	215 005	Tax Ann		\$104.17	
	PO#:	Voucher #:	37867	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$104.17	
				B 01	215 005	Tax Ann		\$25.00	
	PO#:	Voucher #:	37868	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$25.00	
							Check Amount:	\$6,395.74	
0485	PCB	1415			PERA		Wire		
				B 01	215 017	PERA		\$8,144.28	
				B 02	215 017	PERA		\$756.53	
				B 04	215 017	PERA		\$754.09	
	PO#:	Voucher #:	37859	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$9,654.90	
							Check Amount:	\$9,654.90	
0485	PCB	1558			TEACHERS RETIREMENT ASSN		Wire		
				B 01	215 018	TRA		\$26,385.91	
				B 04	215 018	TRA		\$387.83	
	PO#:	Voucher #:	37862	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$26,773.74	
							Check Amount:	\$26,773.74	
0485	PCB	1852			MINNESOTA DEPT OF REV		Wire		
				B 01	215 079	Garnish		\$50.00	
	PO#:	Voucher #:	37858	Invoice	Invoice No: S2023170	3/15/2023	Paid Amt:	\$50.00	
							Check Amount:	\$50.00	
0485	PCB	4400			FEDERAL TAX PAYMENT		Wire		
				B 01	215 010	FICA	22	\$32,898.90	
				B 02	215 010	FICA		\$780.60	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	PCB	4400			<b>FEDERAL TAX PAYMENT</b>		<b>Wire</b>
				B 04	215 010	FICA	\$1,173.02
				B 01	215 011	Federal Tax	\$13,369.22
				B 02	215 011	Federal Tax	\$174.49
				B 04	215 011	Federal Tax	\$295.75
<b>PO#:</b>	<b>Voucher #:</b>	<b>37869</b>	Invoice	<b>Invoice No:</b>	S2023170	<b>3/15/2023</b>	<b>Paid Amt: \$48,691.98</b>
							<b>Check Amount: \$48,691.98</b>
0485	PCB	4614			<b>WEX</b>		<b>Wire</b>
				B 01	215 084	HSA	\$6,746.28
				B 02	215 084	HSA	\$60.00
				B 04	215 084	Payroll Deductions	\$64.23
<b>PO#:</b>	<b>Voucher #:</b>	<b>37855</b>	Invoice	<b>Invoice No:</b>	S2023170	<b>3/15/2023</b>	<b>Paid Amt: \$6,870.51</b>
							<b>Check Amount: \$6,870.51</b>
0485	PCB	1096			<b>COMMISSIONER OF REVENUE</b>		<b>Wire</b>
				B 01	215 013	State Tax	\$9,621.15
				B 02	215 013	State Tax	\$309.77
				B 04	215 013	State Tax	\$365.08
<b>PO#:</b>	<b>Voucher #:</b>	<b>37992</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$10,296.00</b>
							<b>Check Amount: \$10,296.00</b>
0485	PCB	1137			<b>EDUCATORS BENEFIT CONS, LLC</b>		<b>Wire</b>
				B 01	215 005	Tax Ann	\$93.50
<b>PO#:</b>	<b>Voucher #:</b>	<b>37991</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$93.50</b>
				B 01	215 005	Tax Ann	\$550.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>37995</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$550.00</b>
				B 01	215 005	Tax Ann	\$200.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>37996</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$200.00</b>
				B 01	215 005	Tax Ann	\$2,353.15
				B 04	215 005	Payroll Deductions	\$2.50
<b>PO#:</b>	<b>Voucher #:</b>	<b>37997</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$2,355.65</b>
				B 01	215 005	Tax Ann	\$11,961.60
				B 04	215 005	Payroll Deductions	\$113.84
<b>PO#:</b>	<b>Voucher #:</b>	<b>37998</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$12,075.44</b>
				B 01	215 005	Tax Ann	\$229.17
<b>PO#:</b>	<b>Voucher #:</b>	<b>37999</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$229.17</b>
				B 01	215 005	Tax Ann	\$25.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>38000</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$25.00</b>
							<b>Check Amount: \$15,528.76</b>
0485	PCB	1415			<b>PERA</b>		<b>Wire</b>
				B 01	215 017	PERA	\$13,649.51

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	1415			PERA		Wire		
				B 02	215 017	PERA		\$1,666.89	
				B 04	215 017	PERA		\$1,401.78	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37990</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>S2023180</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$16,718.18</b>	
							<b>Check Amount:</b>	<b>\$16,718.18</b>	
0485	PCB	1558			TEACHERS RETIREMENT ASSN		Wire		
				B 01	215 018	TRA		\$29,205.36	
				B 04	215 018	TRA		\$387.82	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37994</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>S2023180</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$29,593.18</b>	
							<b>Check Amount:</b>	<b>\$29,593.18</b>	
0485	PCB	1852			MINNESOTA DEPT OF REV		Wire		
				B 01	215 079	Garnish		\$50.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37989</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>S2023180</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$50.00</b>	
							<b>Check Amount:</b>	<b>\$50.00</b>	
0485	PCB	4400			FEDERAL TAX PAYMENT		Wire		
				B 01	215 010	FICA		\$43,448.54	
				B 02	215 010	FICA		\$1,775.46	
				B 04	215 010	FICA		\$1,936.66	
				B 01	215 011	Federal Tax		\$17,776.08	
				B 02	215 011	Federal Tax		\$528.99	
				B 04	215 011	Federal Tax		\$591.86	
<b>PO#:</b>	<b>Voucher #:</b>	<b>38001</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>S2023180</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$66,057.59</b>	
							<b>Check Amount:</b>	<b>\$66,057.59</b>	
0485	PCB	4614			WEX		Wire		
				B 01	215 084	HSA		\$7,640.73	
				B 02	215 084	HSA		\$60.00	
				B 04	215 084	Payroll Deductions		\$64.23	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37986</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>S2023180</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$7,764.96</b>	
							<b>Check Amount:</b>	<b>\$7,764.96</b>	
0485	PCB	4518			POSTALIA		Wire		
				E 01	005 105 000 000 329	Jan 2023 Postage		\$1,000.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>38034</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>Mar 2023</b>	<b>3/31/2023</b>	<b>Paid Amt:</b>	<b>\$1,000.00</b>	
							<b>Check Amount:</b>	<b>\$1,000.00</b>	
0485	PCB	4614			WEX		Wire		
				B 01	215 082	FSA Feb 2023		\$1,541.26	
<b>PO#:</b>	<b>Voucher #:</b>	<b>38033</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>Mar 2023</b>	<b>24 3/31/2023</b>	<b>Paid Amt:</b>	<b>\$1,541.26</b>	
							<b>Check Amount:</b>	<b>\$1,541.26</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74712	2724		AFSCME COUNCIL 65		Check		
				B 01	215 040	MFT		\$269.73	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37688</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$269.73</b>	
							<b>Check Amount:</b>	<b>\$269.73</b>	
0485	PCB	74713	4620		HealthPartners Inc		Check		
				B 01	215 035	Dental		\$1,832.68	
				B 02	215 035	Payroll Deductions		\$22.70	
				B 04	215 035	Payroll Deductions		\$74.11	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37572</b>	Invoice	<b>Invoice No:</b> S2023150	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$1,929.49</b>	
				B 01	215 030	Hospital		\$35,588.27	
				B 02	215 030	Hospital		\$1,284.44	
				B 04	215 030	Hospital		\$1,136.95	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37573</b>	Invoice	<b>Invoice No:</b> S2023150	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$38,009.66</b>	
				B 01	215 035	Dental		\$1,855.38	
				B 02	215 035	Payroll Deductions		\$22.70	
				B 04	215 035	Payroll Deductions		\$74.11	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37685</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$1,952.19</b>	
				B 01	215 030	Hospital		\$36,045.31	
				B 01	215 030	ADJ		\$568.53	
				B 02	215 030	Hospital		\$1,284.44	
				B 04	215 030	Hospital		\$1,136.95	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37689</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$39,035.23</b>	
							<b>Check Amount:</b>	<b>\$80,926.57</b>	
0485	PCB	74714	3756		MetLife		Check		
				B 01	215 032	Life		\$748.06	
				B 02	215 032	Life		\$46.53	
				B 04	215 032	Life		\$37.46	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37575</b>	Invoice	<b>Invoice No:</b> S2023150	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$832.05</b>	
				B 01	215 031	LTD		\$997.34	
				B 02	215 031	LTD		\$55.67	
				B 04	215 031	LTD		\$33.96	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37576</b>	Invoice	<b>Invoice No:</b> S2023150	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$1,086.97</b>	
				B 01	215 051	United Way		\$181.25	
				B 02	215 051	Payroll Deductions		\$23.76	
				B 04	215 051	Payroll Deductions		\$9.14	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37580</b>	Invoice	<b>Invoice No:</b> S2023150	<b>3/2/2023</b>	<b>Paid Amt:</b>	<b>\$214.15</b>	
				B 01	215 032	Life	25	\$762.18	
				B 02	215 032	Life		\$46.53	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74714	3756		<b>MetLife</b>		Check		
				B 04	215 032	Life		\$37.46	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37691</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>		<b>Paid Amt:</b>	<b>\$846.17</b>
				B 01	215 031	LTD		\$1,006.66	
				B 01	215 031	ADJ		(\$304.42)	
				B 02	215 031	LTD		\$65.97	
				B 04	215 031	LTD		\$33.96	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37692</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>		<b>Paid Amt:</b>	<b>\$802.17</b>
				B 01	215 051	United Way		\$185.59	
				B 02	215 051	Payroll Deductions		\$23.76	
				B 04	215 051	Payroll Deductions		\$9.14	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37696</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>		<b>Paid Amt:</b>	<b>\$218.49</b>
								<b>Check Amount:</b>	<b>\$4,000.00</b>
0485	PCB	74715	1473		<b>ROYALTON EA/SRP</b>		Check		
				B 01	215 040	MFT		\$799.28	
				B 02	215 040	MFT		\$52.72	
				B 04	215 040	MFT		\$52.72	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37687</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>		<b>Paid Amt:</b>	<b>\$904.72</b>
								<b>Check Amount:</b>	<b>\$904.72</b>
0485	PCB	74716	1474		<b>ROYALTON FED TEACHERS</b>		Check		
				B 01	215 040	MFT		\$4,713.56	
				B 04	215 040	MFT		\$12.75	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37686</b>	Invoice	<b>Invoice No:</b> S2023160	<b>3/2/2023</b>		<b>Paid Amt:</b>	<b>\$4,726.31</b>
								<b>Check Amount:</b>	<b>\$4,726.31</b>
0485	PCB	74717	4295		<b>AMAZON CAPITAL SERVICES</b>		Check		
				E 01	005 105 000 000 401	DGQ 100 Pack Hanging File Folder Tabs		\$7.89	
				E 01	005 105 000 000 401	Pendaflex Hanging Holders Assorted Colors		\$30.10	
				E 01	005 105 000 000 401	Amazon Basic Hanging File Folders Gray		\$11.14	
<b>PO#:</b> 5224		<b>Voucher #:</b>	<b>37732</b>	Invoice	<b>Invoice No:</b> 1YCP-9G6R-7N33	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$49.13</b>
								<b>Check Amount:</b>	<b>\$49.13</b>
0485	PCB	74718	4229		<b>APEX CONTROLS 1, LLC</b>		Check		
				E 01	005 810 000 000 401	Supplies Tony		\$843.86	
<b>PO#:</b>		<b>Voucher #:</b>	<b>37734</b>	Invoice	<b>Invoice No:</b> INV0140689	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$843.86</b>
								<b>Check Amount:</b>	<b>\$843.86</b>
0485	PCB	74719	1025		<b>APPLE INC.</b>		Check		
				E 01	005 690 690 302 555	MNER3LL/A 13-inch MacBook Pro: Apple M2 c		\$47,160.00	
<b>PO#:</b> 5239		<b>Voucher #:</b>	<b>37737</b>	Invoice	<b>Invoice No:</b> AL09851025	<b>3/6/2023</b>		<b>Paid Amt:</b>	<b>\$47,160.00</b>
								<b>Check Amount:</b>	<b>\$47,160.00</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74720	1903		<b>BECKER SCREENPRINTING</b>		Check		
				E 01	005 810 000 000 412	Custodian Jackets		\$50.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37711</b>	Invoice	<b>Invoice No:</b> 5700	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$50.00</b>	
							<b>Check Amount:</b>	<b>\$50.00</b>	
0485	PCB	74721	2667		<b>BRAD AMUNDSON</b>		Check		
				E 01	020 296 055 000 420	GBB Official Cathedral		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37721</b>	Invoice	<b>Invoice No:</b> 2.25.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	
0485	PCB	74722	3950		<b>BRAD EISENBEIS</b>		Check		
				E 01	020 296 055 000 420	GBB Official EVW		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37722</b>	Invoice	<b>Invoice No:</b> 2.21.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	
0485	PCB	74723	2558		<b>CARL SIMMONS</b>		Check		
				E 01	020 296 058 000 420	BBB C Squad Official EVW		\$65.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37723</b>	Invoice	<b>Invoice No:</b> 2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$65.00</b>	
							<b>Check Amount:</b>	<b>\$65.00</b>	
0485	PCB	74724	1090		<b>CMERDC</b>		Check		
				E 01	005 110 000 000 305	1099 Uploading to IRS		\$50.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37733</b>	Invoice	<b>Invoice No:</b> 191140	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$50.00</b>	
							<b>Check Amount:</b>	<b>\$50.00</b>	
0485	PCB	74725	4237		<b>GRANITE ELECTRONICS, INC.</b>		Check		
				E 01	005 760 000 720 401	Ignition Jumper, Antenna, Fuse		\$1,208.22	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37746</b>	Invoice	<b>Invoice No:</b> 150012810-1	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$1,208.22</b>	
							<b>Check Amount:</b>	<b>\$1,208.22</b>	
0485	PCB	74726	1196		<b>HANDYMANS HARDWARE</b>		Check		
				E 01	005 810 000 000 401	Wire Duct		\$180.40	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37710</b>	Invoice	<b>Invoice No:</b> 380672	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$180.40</b>	
				E 01	005 810 000 000 401	Gaskets, Adapters		\$59.96	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37712</b>	Invoice	<b>Invoice No:</b> 379415	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$59.96</b>	
							<b>Check Amount:</b>	<b>\$240.36</b>	
0485	PCB	74727	3287		<b>JIM SCHNEIDER</b>		Check		
				E 01	020 296 055 000 420	GBB Official Cathedral		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37724</b>	Invoice	<b>Invoice No:</b> 2.25.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	
0485	PCB	74728	1790		<b>JOEL LOFSTROM</b>		Check		
				E 01	020 296 055 000 420	GBB Official Cathedral		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37725</b>	Invoice	<b>Invoice No:</b> 2.25.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74729	4661		<b>JOSEPH FUCHS</b>		Check		
				E 01	020 296 055 000 420	GBB Officia EVW		\$85.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37726</b>	Invoice	<b>Invoice No:</b> 2.21.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$85.00</b>	
							<b>Check Amount:</b>	<b>\$85.00</b>	
0485	PCB	74730	2976		<b>JOSHUA BERNS</b>		Check		
				E 01	020 296 055 000 420	GBB Official EVW		\$105.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37727</b>	Invoice	<b>Invoice No:</b> 2.21.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$105.00</b>	
							<b>Check Amount:</b>	<b>\$105.00</b>	
0485	PCB	74731	3480		<b>LANCE NELSON</b>		Check		
				E 01	020 294 055 000 420	BBB Official EVW		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37728</b>	Invoice	<b>Invoice No:</b> 2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	
0485	PCB	74732	4448		<b>LITTLE FALLS HIGH SCHOOL</b>		Check		
				E 01	020 298 069 000 401	SPEECH REGISTRATION		\$30.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37716</b>	Invoice	<b>Invoice No:</b> 2.27.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$30.00</b>	
							<b>Check Amount:</b>	<b>\$30.00</b>	
0485	PCB	74733	1306		<b>MAPLE LAKE PUBLIC SCHOOLS</b>		Check		
				E 01	020 298 069 000 401	SPEECH REGISTRATION		\$39.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37715</b>	Invoice	<b>Invoice No:</b> 2.27.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$39.00</b>	
							<b>Check Amount:</b>	<b>\$39.00</b>	
0485	PCB	74734	4214		<b>MARK RANDALL</b>		Check		
				E 01	020 294 055 000 420	BBB Official EVW		\$65.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37729</b>	Invoice	<b>Invoice No:</b> 2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$65.00</b>	
							<b>Check Amount:</b>	<b>\$65.00</b>	
0485	PCB	74735	3915		<b>MICHAEL PAULUS</b>		Check		
				E 01	020 294 055 000 420	BBB Official EVW		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37730</b>	Invoice	<b>Invoice No:</b> 2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	
0485	PCB	74736	3258		<b>MINNESOTA CLAY USA</b>		Check		
				E 01	020 212 000 000 430	CL3STW -Number 3 Stoneware Cone 6 Clay		\$155.00	
				E 01	020 212 000 000 430	CLMMB6W- MB 6 Stoneware Cone 6 Clay		\$147.75	
				E 01	020 212 000 000 430	MSC14P- SC-14 JAVA BEAN PINT MAYCO		\$17.43	
				E 01	020 212 000 000 430	MSC5P- SC-5 TIGER TAIL PINT MAYCO		\$34.85	
				E 01	020 212 000 000 430	MSC16P- SC-16 COTTON TAIL PINT MAYCO		\$52.28	
				E 01	020 212 000 000 430	MSC76P- SC-76 CARA-BEIN BLUE PINT MA		\$34.85	
				E 01	020 212 000 000 430	MSW155- SW-155 WINTER WOOD MAYCO C		\$16.45	
				E 01	020 212 000 000 430	MSW112P- SW-112 TIGER'S EYE PINT MAYC		\$21.68	
				E 01	020 212 000 000 430	MSW104P-SW-104 BLACK WALNUT PINT M/		\$10.84	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74736	3258		<b>MINNESOTA CLAY USA</b>		Check		
				E 01	020 212 000 000 430	MSC73P- SC-73 CANDY APPLE RED PINT M		\$17.43	
				E 01	020 212 000 000 430	Misc.		(\$2.44)	
				E 01	020 212 000 000 430	Freight		\$10.23	
	<b>PO#:</b> 5201	<b>Voucher #:</b>	<b>37741</b>	Invoice	<b>Invoice No:</b> 134202	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$516.35</b>	
							<b>Check Amount:</b>	<b>\$516.35</b>	
0485	PCB	74737	1376		<b>NASCO EDUCATION</b>		Check		
				E 12	020 298 047 301 401	9740505- Nasco Student Watercolor Paper - 2		\$73.52	
	<b>PO#:</b> 5135	<b>Voucher #:</b>	<b>37735</b>	Invoice	<b>Invoice No:</b> 410549	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$73.52</b>	
							<b>Check Amount:</b>	<b>\$73.52</b>	
0485	PCB	74738	4608		<b>NORTH CENTRAL INT'L, LLC</b>		Check		
				E 01	005 760 000 720 401	Burg. Back, IC Cushi		\$95.64	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37742</b>	Invoice	<b>Invoice No:</b> X226004576:01	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$95.64</b>	
							<b>Check Amount:</b>	<b>\$95.64</b>	
0485	PCB	74739	4515		<b>Northern Pines Mental Health Center</b>		Check		
				E 01	005 730 012 161 362	Interventionist Contract Feb 2023		\$2,281.25	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37745</b>	Invoice	<b>Invoice No:</b> Feb 23 Royalton	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$2,281.25</b>	
							<b>Check Amount:</b>	<b>\$2,281.25</b>	
0485	PCB	74740	1453		<b>REGION 5A - PETE CHEELEY</b>		Check		
				R 01	000 294 056 000 062	WR Admissions		\$3,865.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37717</b>	Invoice	<b>Invoice No:</b> 2.27.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$3,865.00</b>	
							<b>Check Amount:</b>	<b>\$3,865.00</b>	
0485	PCB	74741	4591		<b>ROBERT PLOMBON</b>		Check		
				E 01	005 010 000 000 305	Robert Plombon AP		\$618.75	
				E 04	005 570 000 000 305	Robert Plombon AP		\$128.12	
				E 04	005 582 000 344 305	Robert Plombon AP		\$128.13	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37707</b>	Invoice	<b>Invoice No:</b> 2.16.23-2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$875.00</b>	
							<b>Check Amount:</b>	<b>\$875.00</b>	
0485	PCB	74742	4340		<b>SCHOLASTIC, INC.</b>		Check		
				E 01	010 203 000 000 460	RIF Books		\$2,500.00	
	<b>PO#:</b> 5233	<b>Voucher #:</b>	<b>37744</b>	Invoice	<b>Invoice No:</b> 7617773	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$2,500.00</b>	
							<b>Check Amount:</b>	<b>\$2,500.00</b>	
0485	PCB	74743	1764		<b>SCOTT KIMMAN</b>		Check		
				E 01	020 294 055 000 420	BBB Official EVW		\$130.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37731</b>	Invoice	<b>Invoice No:</b> 2.28.23	<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$130.00</b>	
							<b>Check Amount:</b>	<b>\$130.00</b>	

0485	PCB	74744	1515		<b>SKYWARD ACCOUNTING DEPARTMENT</b>		Check		
				E 01	010 203 000 000 305	Fee Management Module		\$1,601.40	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74744	1515		<b>SKYWARD ACCOUNTING DEPARTMENT</b>		Check		
				E 04	005 570 000 000 305	Fee Management Module		\$1,554.30	
				E 01	010 203 000 000 305	Fee Management Module		\$1,554.30	
	<b>PO#:</b> 5234	<b>Voucher #:</b>	<b>37736</b>	Invoice	<b>Invoice No:</b> 0000222250		<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$4,710.00</b>
								<b>Check Amount:</b>	<b>\$4,710.00</b>
0485	PCB	74745	3710		<b>SPEECH PARTNERS, LLC</b>		Check		
				E 01	010 401 000 740 394	SPEECH SERVICE		\$3,045.70	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37743</b>	Invoice	<b>Invoice No:</b> 2.19.23		<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$3,045.70</b>
								<b>Check Amount:</b>	<b>\$3,045.70</b>
0485	PCB	74746	1524		<b>SRRHS SPEECH TEAM</b>		Check		
				E 01	020 298 069 000 305	SPEECH REGISTRATION		\$49.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37720</b>	Invoice	<b>Invoice No:</b> 2.27.23		<b>3/6/2023</b>	<b>Paid Amt:</b>	<b>\$49.00</b>
								<b>Check Amount:</b>	<b>\$49.00</b>
0485	PCB	74747	4295		<b>AMAZON CAPITAL SERVICES</b>		Check		
				E 01	020 258 000 000 430	Wilson Basswood Rounds Medium		\$110.97	
				E 01	020 258 000 000 430	Tax 10%		\$0.00	
	<b>PO#:</b> 5242	<b>Voucher #:</b>	<b>37836</b>	Invoice	<b>Invoice No:</b> 1C94-K677-4QNH		<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$110.97</b>
				E 01	020 296 103 000 401	Rukket Haack Golf Net 7' x 7'		\$259.98	
	<b>PO#:</b> 5245	<b>Voucher #:</b>	<b>37837</b>	Invoice	<b>Invoice No:</b> 16W3-P14G-C3TY		<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$259.98</b>
				E 01	005 105 000 000 401	100 Pack Tough Plastic Key Tags with Split Riv		\$11.98	
				E 01	005 105 000 000 401	200 Pc. Key Rings, Split Bulk Keyrings for Key		\$8.99	
	<b>PO#:</b> 5244	<b>Voucher #:</b>	<b>37838</b>	Invoice	<b>Invoice No:</b> 1WQF-7PNT-GKNQ		<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$20.97</b>
				E 01	020 296 103 000 401	'Go Sports' Chipster Golf Chipping Practice Ne		\$17.99	
				E 01	020 296 103 000 401	Golf Training Mat, Thickening Golf Hitting Mat,		\$519.96	
				E 01	020 296 103 000 401	Millard 3-in-1 Turf Grass Mat, Foldable		\$37.23	
				E 01	020 296 103 000 401	Sure-Set Golf Swing Trainer Aid Adjustable (Ri		\$99.99	
				E 01	020 296 103 000 401	Perfect Practice Putting Mat-Indoor Golf Puttin		\$136.00	
				E 01	020 296 103 000 401	SKLZ Golf Grip Trainer Attachment (1-Right &		\$14.99	
				E 01	020 296 103 000 401	Scott Edward Foam Practice Sponge Golf Ball:		\$70.00	
	<b>PO#:</b> 5245	<b>Voucher #:</b>	<b>37839</b>	Invoice	<b>Invoice No:</b> 174M-3YHT-J6RV		<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$896.16</b>
								<b>Check Amount:</b>	<b>\$1,288.08</b>
0485	PCB	74748	2543		<b>BERGANKDV, LTD</b>		Check		
				E 01	005 110 000 000 312	Bal Due Audit for FY22		\$8,600.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37748</b>	Invoice	<b>Invoice No:</b> 1184570		<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$8,600.00</b>
								<b>Check Amount:</b>	<b>\$8,600.00</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74749	4370		<b>CAPITAL ONE</b>		Check		
				E 01	020 260 000 000 430	CLASSROOM SUPPLIES		\$12.78	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37801</b>	Invoice		<b>Invoice No: 2.19.23</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$12.78</b>	
							<b>Check Amount:</b>	<b>\$12.78</b>	
0485	PCB	74750	1074		<b>CENTRA SOTA COOPERATIVE</b>		Check		
				E 01	005 760 000 720 442	DIESEL		\$1,730.13	
				E 01	005 760 000 720 442	UNLEADED		\$961.83	
				E 01	005 760 000 720 442	Discount		(\$77.39)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37751</b>	Invoice		<b>Invoice No: 5441867</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$2,614.57</b>	
							<b>Check Amount:</b>	<b>\$2,614.57</b>	
0485	PCB	74751	1086		<b>CITY OF ROYALTON</b>		Check		
				E 01	005 810 000 000 332	Acct 01-00002863-00-6 Water/Sewer		\$648.48	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37749</b>	Invoice		<b>Invoice No: 2.28.23</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$648.48</b>	
				E 01	005 810 000 000 332	Acct 01-00003550-00-8 Water/Sewer		\$1,228.04	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37750</b>	Invoice		<b>Invoice No: 2.28.23</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,228.04</b>	
							<b>Check Amount:</b>	<b>\$1,876.52</b>	
0485	PCB	74752	2602		<b>CLIMATE AIR INC</b>		Check		
				E 01	005 810 000 000 350	Elem Repair/Labor/Materials		\$4,755.93	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37747</b>	Invoice		<b>Invoice No: 54658</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$4,755.93</b>	
				E 01	005 810 000 000 350	Elem Repair/Labor/Materials		\$1,906.08	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37840</b>	Invoice		<b>Invoice No: 54621</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,906.08</b>	
							<b>Check Amount:</b>	<b>\$6,662.01</b>	
0485	PCB	74753	1132		<b>ECKROTH MUSIC CO</b>		Check		
				E 01	020 258 000 000 430	Essential Elements French Horn Bk 1/Supplies		\$25.98	
				E 01	020 258 000 000 430	Essential Elements French Horn Bk 2/Supplies		\$25.98	
<b>PO#:</b> 5213	<b>Voucher #:</b>	<b>37802</b>	Invoice		<b>Invoice No: 4761427</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$51.96</b>	
				E 01	020 258 000 000 430	Juno Tenor Sax Reed 2.5/Resale		\$22.05	
				E 01	020 258 000 000 430	Juno Alto Sax Reeds 2.5/Resale		\$97.65	
				E 01	020 258 000 000 430	Juno Clarinet Reeds 2.5/Resale		\$92.40	
				E 01	020 258 000 000 430	Juno Bari Sax Reeds/Resale		\$25.38	
				E 01	020 258 000 000 430	Misc.		\$0.00	
<b>PO#:</b> 5229	<b>Voucher #:</b>	<b>37803</b>	Invoice		<b>Invoice No: 4767734</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$237.48</b>	
							<b>Check Amount:</b>	<b>\$289.44</b>	
0485	PCB	74754	1133		<b>ECM PUBLISHERS INC</b>		Check		
				E 01	005 110 000 000 380	Regular Minutes		\$54.72	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37752</b>	Invoice		<b>Invoice No: 935097</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$54.72</b>	
							<b>Check Amount:</b>	<b>\$54.72</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74755	1157		<b>FARGO PUBLIC SCHOOLS</b>		Check		
				E 01	998 211 000 000 392	OUT OF STATE TUITION		\$567.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37753</b>	Invoice		<b>Invoice No:</b> 167391	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$567.00</b>	
							<b>Check Amount:</b>	<b>\$567.00</b>	
0485	PCB	74756	4662		<b>FRANCOTYP-POSTALIA, INC</b>		Check		
				E 01	005 105 000 000 329	Mailing Machine/Supplies		\$342.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37804</b>	Invoice		<b>Invoice No:</b> RMI00061786	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$342.00</b>	
							<b>Check Amount:</b>	<b>\$342.00</b>	
0485	PCB	74757	4399		<b>FRIEDRICH'S AUTO &amp; TRUCK SALES &amp; REPAIR</b>		Check		
				E 01	005 760 000 720 350	Shop Supplies, Repairs, Filters		\$495.71	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37754</b>	Invoice		<b>Invoice No:</b> 42172	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$495.71</b>	
				E 01	005 760 000 720 350	Pump, Injector, Sensor, Filters		\$5,003.70	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37755</b>	Invoice		<b>Invoice No:</b> 42194	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$5,003.70</b>	
				E 01	005 760 000 720 350	Sensor, Coolant, Fuel Bowl		\$1,510.16	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37756</b>	Invoice		<b>Invoice No:</b> 41777	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,510.16</b>	
				E 01	005 760 000 720 350	Alternator		\$803.04	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37757</b>	Invoice		<b>Invoice No:</b> 41799	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$803.04</b>	
				E 01	005 760 000 720 350	Electrical Issue		\$902.70	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37758</b>	Invoice		<b>Invoice No:</b> 42238	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$902.70</b>	
				E 01	005 760 000 720 350	Sensor, Engine Light		\$2,679.28	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37759</b>	Invoice		<b>Invoice No:</b> 42233	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$2,679.28</b>	
				E 01	005 760 000 720 350	Parking Break Issue		\$163.20	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37760</b>	Invoice		<b>Invoice No:</b> 41817	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$163.20</b>	
				E 01	005 760 000 720 350	Chassis Lube, Filters Fan Clutch		\$2,007.29	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37761</b>	Invoice		<b>Invoice No:</b> 42232	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$2,007.29</b>	
				E 01	005 760 000 720 350	Chassis Lube, Filters, Oil		\$215.21	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37762</b>	Invoice		<b>Invoice No:</b> 42189	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$215.21</b>	
				E 01	005 760 000 720 350	Filters, Oil		\$526.84	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37763</b>	Invoice		<b>Invoice No:</b> 42081	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$526.84</b>	
				E 01	005 760 000 720 350	Brake Pads/Assembly		\$2,168.33	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37764</b>	Invoice		<b>Invoice No:</b> 42266	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$2,168.33</b>	
				E 01	005 760 000 720 350	Filters, Fluids		\$312.86	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37765</b>	Invoice		<b>Invoice No:</b> 42192	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$312.86</b>	
				E 01	005 760 000 720 350	Coolant, Connectors		\$702.35	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37766</b>	Invoice		<b>Invoice No:</b> 41791	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$702.35</b>	
				E 01	005 760 000 720 350	Filters, Thermostat, Coolant		\$1,958.87	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37767</b>	Invoice		<b>Invoice No:</b> 41755	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,958.87</b>	
				E 01	005 760 000 720 350	Transmission, Tow		\$7,102.85	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37768</b>	Invoice		<b>Invoice No:</b> 42193	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$7,102.85</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74757	4399		<b>FRIEDRICH'S AUTO &amp; TRUCK SALES &amp; REPAIR</b>		Check		
				E 01	005 760 000 720 350 Sensor, Lights			\$1,153.34	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37769</b>	Invoice	<b>Invoice No:</b> 42235	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$1,153.34</b>
								<b>Check Amount:</b>	<b>\$27,705.73</b>
0485	PCB	74758	1215		<b>HILLYARD INC</b>		Check		
				E 01	005 810 000 000 401 Towels , Liners			\$4,446.55	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37770</b>	Invoice	<b>Invoice No:</b> 605040130	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$4,446.55</b>
				E 01	005 810 000 000 401 Brush Assembly/Vacuum Kit			\$97.20	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37771</b>	Invoice	<b>Invoice No:</b> 700536130	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$97.20</b>
								<b>Check Amount:</b>	<b>\$4,543.75</b>
0485	PCB	74759	1241		<b>ISCORP</b>		Check		
				E 01	005 110 000 000 305 Subscrip Fee Apr 2023			\$157.50	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37844</b>	Invoice	<b>Invoice No:</b> 0730342	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$157.50</b>
								<b>Check Amount:</b>	<b>\$157.50</b>
0485	PCB	74760	1262		<b>JOSTENS INC.</b>		Check		
				E 01	020 211 000 000 898 Valedictorian and Salutatorian Medals			\$58.65	
	<b>PO#:</b> 5230	<b>Voucher #:</b>	<b>37805</b>	Invoice	<b>Invoice No:</b> 767339	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$58.65</b>
								<b>Check Amount:</b>	<b>\$58.65</b>
0485	PCB	74761	1267		<b>KEMPS, LLC</b>		Check		
				E 02	005 770 000 701 495 MILK			\$411.15	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37773</b>	Invoice	<b>Invoice No:</b> 4449639	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$411.15</b>
				E 02	005 770 000 701 495 MILK			\$243.20	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37774</b>	Invoice	<b>Invoice No:</b> 4450211	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$243.20</b>
				E 02	005 770 000 701 495 MILK			\$243.60	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37806</b>	Invoice	<b>Invoice No:</b> 4462973	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$243.60</b>
				E 02	005 770 000 701 495 MILK			\$265.90	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37807</b>	Invoice	<b>Invoice No:</b> 4476703	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$265.90</b>
				E 02	005 770 000 701 495 MILK			\$399.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37808</b>	Invoice	<b>Invoice No:</b> 4482899	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$399.00</b>
				E 02	005 770 000 701 495 MILK			\$259.05	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37809</b>	Invoice	<b>Invoice No:</b> 4464517	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$259.05</b>
								<b>Check Amount:</b>	<b>\$1,821.90</b>
0485	PCB	74762	3236		<b>LITTLE FALLS RADIO</b>		Check		
				E 01	020 211 000 000 305 Royalton vs Pierz Wrestling			\$50.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37775</b>	Invoice	<b>Invoice No:</b> 23020405	<b>3/10/2023</b>		<b>Paid Amt:</b>	<b>\$50.00</b>
								<b>Check Amount:</b>	<b>\$50.00</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74763	1700		<b>MACKIN EDUCATIONAL RESOURCES</b>		Check		
				E 01	010 620 000 000 470	59 books, including March Book Madness and		\$521.70	
	PO#: 5169	Voucher #:	37810	Invoice	Invoice No: 790864	3/10/2023	Paid Amt:	\$521.70	
							Check Amount:	\$521.70	
0485	PCB	74764	1300		<b>MACNEIL ENVIRONMENTAL, INC</b>		Check		
				E 01	005 865 000 352 305	HEALTH & SAFETY		\$1,500.00	
	PO#:	Voucher #:	37776	Invoice	Invoice No: 9148	3/10/2023	Paid Amt:	\$1,500.00	
							Check Amount:	\$1,500.00	
0485	PCB	74765	1326		<b>MENARDS</b>		Check		
				E 01	020 301 096 830 430	Misc. GrenHouse Supplies		\$358.36	
	PO#: 5231	Voucher #:	37777	Invoice	Invoice No: 3479	3/10/2023	Paid Amt:	\$358.36	
							Check Amount:	\$358.36	
0485	PCB	74766	1346		<b>MINNESOTA POWER</b>		Check		
				E 01	020 810 000 000 331	Acct 811180000 Elect		\$51.65	
	PO#:	Voucher #:	37779	Invoice	Invoice No: 2.20.23	3/10/2023	Paid Amt:	\$51.65	
				E 01	020 810 000 000 331	ATHLETICS		\$29.01	
	PO#:	Voucher #:	37780	Invoice	Invoice No: 2.20.23	3/10/2023	Paid Amt:	\$29.01	
							Check Amount:	\$80.66	
0485	PCB	74767	3965		<b>MRI SOFTWARE LLC</b>		Check		
				E 01	005 110 000 000 305	Background Check		\$25.00	
	PO#:	Voucher #:	37835	Invoice	Invoice No: MRIUS1358604	3/10/2023	Paid Amt:	\$25.00	
							Check Amount:	\$25.00	
0485	PCB	74768	1754		<b>MSBA</b>		Check		
				E 01	005 010 000 000 366	Training Traut/Boyd		\$420.00	
	PO#:	Voucher #:	37781	Invoice	Invoice No: INV-03262-L2N8V4	3/10/2023	Paid Amt:	\$420.00	
				E 01	005 010 000 000 366	Training Traut/Boyd		\$250.00	
	PO#:	Voucher #:	37782	Invoice	Invoice No: INV-02724-T9W7Z9	3/10/2023	Paid Amt:	\$250.00	
							Check Amount:	\$670.00	
0485	PCB	74769	1375		<b>NAPA AUTO PARTS</b>		Check		
				E 01	005 760 000 720 401	Blister Pack Capsules		\$15.12	
	PO#:	Voucher #:	37783	Invoice	Invoice No: 465557	3/10/2023	Paid Amt:	\$15.12	
				E 01	005 760 000 720 401	Battery		\$180.49	
	PO#:	Voucher #:	37811	Invoice	Invoice No: 542053	3/10/2023	Paid Amt:	\$180.49	
							Check Amount:	\$195.61	
0485	PCB	74770	1406		<b>PAN-O-GOLD BAKING CO</b>		Check		
				E 02	005 770 000 701 490	BREAD	34	\$63.60	
	PO#:	Voucher #:	37772	Invoice	Invoice No: 10000623058002	3/10/2023	Paid Amt:	\$63.60	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74770	1406		<b>PAN-O-GOLD BAKING CO</b>		Check		
				E 02	005 770 000 701 490 BREAD			\$69.35	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37785</b>	Invoice	<b>Invoice No:</b> 10000623051003	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$69.35</b>
				E 02	005 770 000 701 490 BREAD			\$79.15	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37812</b>	Invoice	<b>Invoice No:</b> 10000623058003	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$79.15</b>
				E 02	005 770 000 701 490 BREAD			\$142.85	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37813</b>	Invoice	<b>Invoice No:</b> 10000623065003	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$142.85</b>
				E 02	005 770 000 701 490 BREAD			\$80.55	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37814</b>	Invoice	<b>Invoice No:</b> 10000623065002	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$80.55</b>
							<b>Check Amount:</b>		<b>\$435.50</b>
0485	PCB	74771	1453		<b>REGION 5A - PETE CHEELEY</b>		Check		
				R 01	000 296 055 000 061 GBB Section Admissions			\$740.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37827</b>	Invoice	<b>Invoice No:</b> 3.6.23	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$740.00</b>
							<b>Check Amount:</b>		<b>\$740.00</b>
0485	PCB	74772	3113		<b>REPUBLIC SERVICES #891</b>		Check		
				E 01	005 810 000 000 330 WASTE MANAGEMENT SERVICE			\$855.71	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37788</b>	Invoice	<b>Invoice No:</b> 0891-001243158	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$855.71</b>
				E 01	005 810 000 000 330 WASTE MANAGEMENT SERVICE			\$2,108.48	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37789</b>	Invoice	<b>Invoice No:</b> 0891-001243157	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$2,108.48</b>
							<b>Check Amount:</b>		<b>\$2,964.19</b>
0485	PCB	74773	1463		<b>RICE HARDWARE HANK</b>		Check		
				E 01	005 810 000 000 401 Closet Setting Ring			\$10.47	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37792</b>	Invoice	<b>Invoice No:</b> 25133/3	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$10.47</b>
							<b>Check Amount:</b>		<b>\$10.47</b>
0485	PCB	74774	1477		<b>ROYALTON LUMBER COMPANY</b>		Check		
				E 01	005 810 000 000 401 Ice Melt			\$723.95	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37790</b>	Invoice	<b>Invoice No:</b> 856729	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$723.95</b>
							<b>Check Amount:</b>		<b>\$723.95</b>
0485	PCB	74775	2087		<b>RUPP, ANDERSON, SQUIRES &amp; WALDSPURGER, PA</b>		Check		
				E 01	005 110 000 000 313 Legal Fees			\$344.50	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37787</b>	Invoice	<b>Invoice No:</b> 17030	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$344.50</b>
				E 01	005 110 000 000 313 Legal Fees			\$408.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37791</b>	Invoice	<b>Invoice No:</b> 16923	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$408.00</b>
							<b>Check Amount:</b>		<b>\$752.50</b>
0485	PCB	74776	2513		<b>RYAN MARWITZ</b>		Check		
				E 01	020 296 103 000 401 Reimb for PE/Golf Equipment			\$55.96	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37826</b>	Invoice	<b>Invoice No:</b> 3.1.23	<b>3/10/2023</b>	<b>Paid Amt:</b>		<b>\$55.96</b>
							<b>Check Amount:</b>		<b>\$55.96</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74777	2464		<b>SPEER CHIROPRACTIC, PA</b>		Check		
				E 01	005 760 000 720 305 DOT PHYSICAL Porzinski			\$100.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37825</b>	Invoice	<b>Invoice No: 2.28.23</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$100.00</b>	
								<b>Check Amount:</b>	<b>\$100.00</b>
0485	PCB	74778	2577		<b>SYSCO WESTERN MN, INC.</b>		Check		
				E 02	005 770 000 705 490 Breakfast			\$305.54	
				E 02	005 770 000 701 490 Lunch			\$1,319.86	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37784</b>	Invoice	<b>Invoice No: 253336477</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,625.40</b>	
				E 02	005 770 000 705 490 Breakfast			\$319.41	
				E 02	005 770 000 701 490 Lunch			\$1,451.24	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37793</b>	Invoice	<b>Invoice No: 253340471</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,770.65</b>	
				E 02	005 770 000 701 491 Commodity			\$18.31	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37794</b>	Invoice	<b>Invoice No: 253340470</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$18.31</b>	
				E 02	005 770 000 701 491 Commodity			\$38.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37795</b>	Invoice	<b>Invoice No: 253336481</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$38.00</b>	
				E 02	005 770 000 701 491 Commodity			\$112.01	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37796</b>	Invoice	<b>Invoice No: 253336482</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$112.01</b>	
				E 02	005 770 000 701 490 Lunch			\$469.75	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37797</b>	Invoice	<b>Invoice No: 253336478</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$469.75</b>	
				E 02	005 770 000 701 490 Lunch			\$883.90	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37798</b>	Invoice	<b>Invoice No: 253336479</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$883.90</b>	
				E 02	005 770 000 701 490 Lunch			\$222.98	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37799</b>	Invoice	<b>Invoice No: 253336480</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$222.98</b>	
				E 02	005 770 000 705 490 Breakfast			\$180.05	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37815</b>	Invoice	<b>Invoice No: 253341964</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$180.05</b>	
				E 02	005 770 000 705 490 Breakfast			\$672.79	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37816</b>	Invoice	<b>Invoice No: 253346043</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$672.79</b>	
				E 02	005 770 000 701 490 Lunch			\$3,695.32	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37817</b>	Invoice	<b>Invoice No: 253346044</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$3,695.32</b>	
				E 02	005 770 000 701 490 Lunch			\$353.25	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37818</b>	Invoice	<b>Invoice No: 253346045</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$353.25</b>	
				E 02	005 770 000 701 491 Commodity			\$48.02	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37819</b>	Invoice	<b>Invoice No: 253346046</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$48.02</b>	
				E 02	005 770 000 701 491 Commodity			\$48.51	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37820</b>	Invoice	<b>Invoice No: 253346041</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$48.51</b>	
				E 02	005 770 000 705 490 Breakfast			\$506.63	
				E 02	005 770 000 701 490 Lunch	36		\$1,610.62	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37821</b>	Invoice	<b>Invoice No: 253346042</b>	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$2,117.25</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74778	2577		<b>SYSCO WESTERN MN, INC.</b>		Check		
				E 02	005 770 000 705 490	Breakfast		\$194.26	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37822</b>	Invoice		<b>Invoice No:</b> 253340472	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$194.26</b>	
				E 02	005 770 000 701 491	Commodity		\$109.73	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37823</b>	Invoice		<b>Invoice No:</b> 253340473	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$109.73</b>	
				E 02	005 770 000 701 490	Lunch		\$1,927.35	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37824</b>	Invoice		<b>Invoice No:</b> 253340474	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$1,927.35</b>	
				E 02	005 770 000 705 490	Breakfast Credit		(\$154.74)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37841</b>	Invoice		<b>Invoice No:</b> 15321089P	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>(\$154.74)</b>	
				E 02	005 770 000 701 401	Supply Credit		(\$84.19)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37842</b>	Invoice		<b>Invoice No:</b> 15321091P	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>(\$84.19)</b>	
				E 02	005 770 000 701 490	Supply Credit		(\$51.59)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37843</b>	Invoice		<b>Invoice No:</b> 15321090P	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>(\$51.59)</b>	
								<b>Check Amount:</b>	<b>\$14,197.01</b>
0485	PCB	74779	2452		<b>TROPHIES PLUS, INC</b>		Check		
				E 01	020 298 070 000 401	Music Contest Trophies		\$35.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37800</b>	Invoice		<b>Invoice No:</b> 3.1.23	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$35.00</b>	
								<b>Check Amount:</b>	<b>\$35.00</b>
0485	PCB	74780	1346		<b>MINNESOTA POWER</b>		Check		
				E 01	020 810 000 000 331	Acct 5091115490 MS/HS		\$11,943.77	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37778</b>	Invoice		<b>Invoice No:</b> 2.20.23	<b>3/10/2023</b>	<b>Paid Amt:</b>	<b>\$11,943.77</b>	
								<b>Check Amount:</b>	<b>\$11,943.77</b>
0485	PCB	74781	1010		<b>ALL STAR TROPHY &amp; AWARDS</b>		Check		
				E 01	020 296 055 000 430	GBB Trophies		\$30.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37884</b>	Invoice		<b>Invoice No:</b> 5376	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$30.00</b>	
								<b>Check Amount:</b>	<b>\$30.00</b>
0485	PCB	74782	4295		<b>AMAZON CAPITAL SERVICES</b>		Check		
				E 01	020 294 103 000 401	Golf Hitting Mat		\$239.98	
				E 01	020 294 103 000 401	Golf Hitting Net		\$179.98	
				E 01	020 294 103 000 401	Golf Chipping Net		\$21.99	
				E 01	020 294 103 000 401	Golf Putting Mat		\$35.19	
				E 01	020 294 103 000 401	Golf Swing Trainer		\$17.99	
				E 01	020 294 103 000 401	Mixed color foam practice balls		\$74.00	
				E 01	020 294 103 000 401	Freight		\$9.99	
<b>PO#:</b> 5254	<b>Voucher #:</b>	<b>37881</b>	Invoice		<b>Invoice No:</b> 1HMY-QJFC-FLQX	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$579.12</b>	
				E 01	020 294 103 000 401	Golf Hitting Mat		\$119.99	
<b>PO#:</b> 5254	<b>Voucher #:</b>	<b>37882</b>	Invoice		<b>Invoice No:</b> 1XMQ-NRLK-FGKH	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$119.99</b>	
				E 01	020 211 690 000 401	MD826AM/A Apple Lightning to Digital AV Adap		\$44.96	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74782	4295		<b>AMAZON CAPITAL SERVICES</b>		Check		
				E 01	010 203 690 000 401	MJ1L2AM/A USB-C VGA Multiport Adapter		\$74.97	
	<b>PO#:</b> 5260	<b>Voucher #:</b>	<b>37883</b>	Invoice	<b>Invoice No:</b> 16Y1-4M77-1MWD	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$119.93</b>	
							<b>Check Amount:</b>	<b>\$819.04</b>	
0485	PCB	74783	4360		<b>BENEFIT EXTRAS, INC.</b>		Check		
				E 01	005 110 000 000 305	COBRA LETTERS		\$66.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37850</b>	Invoice	<b>Invoice No:</b> 114470	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$66.00</b>	
							<b>Check Amount:</b>	<b>\$66.00</b>	
0485	PCB	74784	4466		<b>BG INNOVATIONS</b>		Check		
				E 01	005 630 012 160 555	RP7503 BenQ Interactive Panel 75"		\$26,100.00	
				E 01	005 630 012 160 555	BalanceBox: Limited Time Promo: 400-70, Mix		\$5,335.00	
				E 01	005 630 012 160 555	BalanceBox: Laptop Tray		\$199.75	
				E 01	005 630 012 160 555	Balance Box Shipping		\$389.00	
				E 01	005 690 690 302 555	RP7503 BenQ Interactive Panel 75"		\$2,900.00	
	<b>PO#:</b> 5211	<b>Voucher #:</b>	<b>37887</b>	Invoice	<b>Invoice No:</b> INV-3727	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$34,923.75</b>	
							<b>Check Amount:</b>	<b>\$34,923.75</b>	
0485	PCB	74785	3344		<b>CDW-GOVERNMENT</b>		Check		
				E 01	005 690 690 000 555	63Q04UT#ABA HP ZBook Firefly 14 G8 Mobile		\$2,653.26	
				E 01	005 690 690 000 555	54535 C2G USB C Triple Dislay Dociing Stator		\$905.76	
				E 01	005 690 690 000 555	1P3K6UT#ABA HP USB-C LC - power adapter		\$183.84	
	<b>PO#:</b> 5248	<b>Voucher #:</b>	<b>37889</b>	Invoice	<b>Invoice No:</b> HF90007	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$3,742.86</b>	
							<b>Check Amount:</b>	<b>\$3,742.86</b>	
0485	PCB	74786	1074		<b>CENTRA SOTA COOPERATIVE</b>		Check		
				E 01	005 760 000 720 442	DIESEL		\$0.00	
				E 01	005 760 000 720 442	UNLEADED		\$1,179.64	
				E 01	005 760 000 720 442	Discount		(\$38.50)	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37888</b>	Invoice	<b>Invoice No:</b> 5441940	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$1,141.14</b>	
							<b>Check Amount:</b>	<b>\$1,141.14</b>	
0485	PCB	74787	2602		<b>CLIMATE AIR INC</b>		Check		
				E 01	005 810 000 000 350	Elem Repair/Labor/Materials		\$3,307.47	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37879</b>	Invoice	<b>Invoice No:</b> 54769	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$3,307.47</b>	
							<b>Check Amount:</b>	<b>\$3,307.47</b>	
0485	PCB	74788	1104		<b>CUSTOM PRINTING</b>		Check		
				E 01	020 211 000 000 430	#10 Non-Window return address envelopes		\$500.00	
	<b>PO#:</b> 5250	<b>Voucher #:</b>	<b>37890</b>	Invoice	<b>Invoice No:</b> 25478	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$500.00</b>	
							<b>Check Amount:</b>	<b>\$500.00</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	PCB	74789	3471		<b>DAWN TOWLE</b>		Check
				E 01	020 211 000 000 898	Graduation Programs	\$49.46
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37891</b>	Invoice	<b>Invoice No:</b> 3.8.23	<b>3/21/2023</b>	<b>Paid Amt: \$49.46</b>
							<b>Check Amount: \$49.46</b>
0485	PCB	74790	1133		<b>ECM PUBLISHERS INC</b>		Check
				E 01	005 110 000 000 380	Jan 23 Reg Minutes	\$103.68
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37892</b>	Invoice	<b>Invoice No:</b> 937321	<b>3/21/2023</b>	<b>Paid Amt: \$103.68</b>
							<b>Check Amount: \$103.68</b>
0485	PCB	74791	2851		<b>FARM-RITE EQUIPMENT INC.</b>		Check
				E 01	005 810 000 000 401	Edge Cutting	\$119.60
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37893</b>	Invoice	<b>Invoice No:</b> P71045	<b>3/21/2023</b>	<b>Paid Amt: \$119.60</b>
							<b>Check Amount: \$119.60</b>
0485	PCB	74792	4659		<b>GENERAL PARTS, LLC</b>		Check
				E 02	005 770 000 701 305	Oven Repair	\$6,023.13
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37918</b>	Invoice	<b>Invoice No:</b> 6409404	<b>3/21/2023</b>	<b>Paid Amt: \$6,023.13</b>
							<b>Check Amount: \$6,023.13</b>
0485	PCB	74793	1182		<b>GOPHER</b>		Check
				E 01	020 240 000 000 430	Tube of Birdies	\$35.90
				E 01	020 240 000 000 430	Badminton Net	\$39.95
				E 01	020 240 000 000 430	Bag of Pickleballs	\$44.95
				E 01	020 240 000 000 430	Pinnies	\$55.50
				E 01	020 240 000 000 430	Set of indoor bases	\$23.95
				E 01	020 240 000 000 430	Set of kickballs	\$57.95
				E 01	020 240 000 000 430	Freight	\$30.98
	<b>PO#:</b> 5246	<b>Voucher #:</b>	<b>37913</b>	Invoice	<b>Invoice No:</b> IN267582	<b>3/21/2023</b>	<b>Paid Amt: \$289.18</b>
							<b>Check Amount: \$289.18</b>
0485	PCB	74794	1215		<b>HILLYARD INC</b>		Check
				E 01	005 810 000 000 401	Swivel Neck	\$30.50
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37894</b>	Invoice	<b>Invoice No:</b> 605047455	<b>3/21/2023</b>	<b>Paid Amt: \$30.50</b>
							<b>Check Amount: \$30.50</b>
0485	PCB	74795	1238		<b>INNOVATIVE OFFICE SOLUTION, LLC</b>		Check
				E 04	005 582 000 344 430	AVE5160 Avery 5160 printer labels	\$35.23
	<b>PO#:</b> 5262	<b>Voucher #:</b>	<b>37917</b>	Invoice	<b>Invoice No:</b> IN4125758	<b>3/21/2023</b>	<b>Paid Amt: \$35.23</b>
							<b>Check Amount: \$35.23</b>
0485	PCB	74796	4000		<b>ISD-466, SPEECH</b>		Check
				E 01	020 298 069 000 401	Speech Meet Registration	\$49.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37896</b>	Invoice	<b>Invoice No:</b> 3.9.23	<b>3/21/2023</b>	<b>Paid Amt: \$49.00</b>
							<b>Check Amount: \$49.00</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74797	1247		<b>J W PEPPER &amp; SON INC</b>		Check		
				E 01	020 258 000 000 430	Strive to Be Happy/Supplies		\$25.00	
				E 01	020 258 000 000 430	Shipping/Supplies		\$0.00	
				E 01	020 258 000 000 430	Misc.		\$0.00	
	<b>PO#:</b> 5214	<b>Voucher #:</b>	<b>37873</b>	Invoice	<b>Invoice No:</b> 365088412	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$25.00</b>	
							<b>Check Amount:</b>	<b>\$25.00</b>	
0485	PCB	74798	1267		<b>KEMPS, LLC</b>		Check		
				E 02	005 770 000 701 495	MILK		\$413.80	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37897</b>	Invoice	<b>Invoice No:</b> 4488096	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$413.80</b>	
				E 02	005 770 000 701 495	MILK		\$177.40	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37898</b>	Invoice	<b>Invoice No:</b> 4488150	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$177.40</b>	
				E 02	005 770 000 701 495	MILK		\$354.60	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37899</b>	Invoice	<b>Invoice No:</b> 4482525	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$354.60</b>	
				E 02	005 770 000 701 495	MILK		\$251.40	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37900</b>	Invoice	<b>Invoice No:</b> 4477311	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$251.40</b>	
							<b>Check Amount:</b>	<b>\$1,197.20</b>	
0485	PCB	74799	3982		<b>LAKES GAS CO.</b>		Check		
				E 01	020 301 096 830 330	Propane		\$608.27	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37845</b>	Invoice	<b>Invoice No:</b> 1885085	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$608.27</b>	
							<b>Check Amount:</b>	<b>\$608.27</b>	
0485	PCB	74800	4540		<b>MARCO</b>		Check		
				E 01	005 690 690 302 555	COPIERS CONTRACT		\$1,784.39	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37846</b>	Invoice	<b>Invoice No:</b> 33593470	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$1,784.39</b>	
							<b>Check Amount:</b>	<b>\$1,784.39</b>	
0485	PCB	74801	1314		<b>MASSP</b>		Check		
				E 01	020 050 000 000 366	Conference Joel Swenson		\$405.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37878</b>	Invoice	<b>Invoice No:</b> WC2113	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$405.00</b>	
							<b>Check Amount:</b>	<b>\$405.00</b>	
0485	PCB	74802	2524		<b>MIDCONTINENT COMMUNICATIONS</b>		Check		
				E 01	005 810 000 000 320	PHONE SERVICE		\$1,021.40	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37901</b>	Invoice	<b>Invoice No:</b> 14529320113207	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$1,021.40</b>	
							<b>Check Amount:</b>	<b>\$1,021.40</b>	
0485	PCB	74803	4458		<b>MOSYLE CORPORATION</b>		Check		
				E 01	005 690 690 000 405	Add'l Licenses Jan 1 - Jul 31 2023		\$6.42	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37916</b>	Invoice	<b>Invoice No:</b> 2354456	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$6.42</b>	
							<b>Check Amount:</b>	<b>\$6.42</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74804	1375		<b>NAPA AUTO PARTS</b>		Check		
				E 01	005 760 000 720 401	Screws, Capsules		\$45.46	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37872</b>	Invoice	<b>Invoice No:</b> 542820	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$45.46</b>	
				E 01	005 760 000 720 401	Boxed Capsules		\$39.80	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37915</b>	Invoice	<b>Invoice No:</b> 544092	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$39.80</b>	
								<b>Check Amount:</b>	<b>\$85.26</b>
0485	PCB	74805	1915		<b>NORTH CENTRAL BUS &amp; EQUIPMENT, INC.</b>		Check		
				E 01	005 760 000 720 401	Blades,Rocker, Switch		\$111.01	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37902</b>	Invoice	<b>Invoice No:</b> 299815	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$111.01</b>	
								<b>Check Amount:</b>	<b>\$111.01</b>
0485	PCB	74806	4608		<b>NORTH CENTRAL INT'L, LLC</b>		Check		
				E 01	005 760 000 720 401	Credit for Core		(\$67.50)	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37847</b>	Invoice	<b>Invoice No:</b> X226005456:01	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>(\$67.50)</b>	
				E 01	005 760 000 720 401	IC Cush, Frt		\$143.65	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37874</b>	Invoice	<b>Invoice No:</b> X226000863	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$143.65</b>	
				E 01	005 760 000 720 401	Batteries/Core Credit already Taken		\$266.50	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37895</b>	Invoice	<b>Invoice No:</b> X226005398:01	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$266.50</b>	
								<b>Check Amount:</b>	<b>\$342.65</b>
0485	PCB	74807	1406		<b>PAN-O-GOLD BAKING CO</b>		Check		
				E 02	005 770 000 701 490	BREAD		\$44.75	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37871</b>	Invoice	<b>Invoice No:</b> 10000623051002	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$44.75</b>	
				E 02	005 770 000 701 490	BREAD		\$80.55	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37903</b>	Invoice	<b>Invoice No:</b> 10000623072003	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$80.55</b>	
								<b>Check Amount:</b>	<b>\$125.30</b>
0485	PCB	74808	2499		<b>REGENTS OF UNIVERSITY OF MINNESOTA</b>		Check		
				E 01	010 203 000 000 820	Website Subscrip		\$75.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37880</b>	Invoice	<b>Invoice No:</b> 0290067230	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$75.00</b>	
								<b>Check Amount:</b>	<b>\$75.00</b>
0485	PCB	74809	1463		<b>RICE HARDWARE HANK</b>		Check		
				E 01	005 810 000 000 401	Tape Repr, Engraver		\$42.97	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37905</b>	Invoice	<b>Invoice No:</b> 963660	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$42.97</b>	
								<b>Check Amount:</b>	<b>\$42.97</b>
0485	PCB	74810	4001		<b>ROYAL TIRE, INC.</b>		Check		
				E 01	005 760 000 720 423	Wheel Repair		\$723.47	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37906</b>	Invoice	<b>Invoice No:</b> 305-168931	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$723.47</b>	
								<b>Check Amount:</b>	<b>\$723.47</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74811	1476		<b>ROYALTON AMERICAN LEGION</b>		Check		
				E 01	005 010 000 000 315	Honors Breakfast		\$2,170.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37904</b>	Invoice	<b>Invoice No:</b> 3.20.23	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$2,170.00</b>	
							<b>Check Amount:</b>	<b>\$2,170.00</b>	
0485	PCB	74812	1515		<b>SKYWARD ACCOUNTING DEPARTMENT</b>		Check		
				B 01	131 000	Annual License FY24 Various codes		\$14,310.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37875</b>	Invoice	<b>Invoice No:</b> 0000222974	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$14,310.00</b>	
							<b>Check Amount:</b>	<b>\$14,310.00</b>	
0485	PCB	74813	1382		<b>SOURCEWELL</b>		Check		
				E 01	020 640 000 316 305	Educ Solutions Nov-Jan 2023		\$191.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37876</b>	Invoice	<b>Invoice No:</b> INV00001622	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$191.00</b>	
							<b>Check Amount:</b>	<b>\$191.00</b>	
0485	PCB	74814	3710		<b>SPEECH PARTNERS, LLC</b>		Check		
				E 01	010 401 000 740 394	SPEECH SERVICE		\$5,180.35	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37877</b>	Invoice	<b>Invoice No:</b> 3.5.23	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$5,180.35</b>	
							<b>Check Amount:</b>	<b>\$5,180.35</b>	
0485	PCB	74815	2464		<b>SPEER CHIROPRACTIC, PA</b>		Check		
				E 01	005 760 000 720 305	DOT PHYSICAL Zilkoski		\$100.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37910</b>	Invoice	<b>Invoice No:</b> 3.13.23	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$100.00</b>	
							<b>Check Amount:</b>	<b>\$100.00</b>	
0485	PCB	74816	2577		<b>SYSCO WESTERN MN, INC.</b>		Check		
				E 02	005 770 000 705 490	Breakfast Credit		(\$105.24)	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37848</b>	Invoice	<b>Invoice No:</b> 253346594	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>(\$105.24)</b>	
				E 02	005 770 000 705 490	Breakfast		\$105.24	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37849</b>	Invoice	<b>Invoice No:</b> 253341963	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$105.24</b>	
				E 01	005 720 000 000 401	Nurse Commodity		\$141.68	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37908</b>	Invoice	<b>Invoice No:</b> 253350287	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$141.68</b>	
				E 02	005 770 000 705 490	Breakfast		\$733.44	
				E 02	005 770 000 701 490	Lunch		\$1,830.19	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37909</b>	Invoice	<b>Invoice No:</b> 253350288	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$2,563.63</b>	
							<b>Check Amount:</b>	<b>\$2,705.31</b>	
0485	PCB	74817	1592		<b>VERIZON WIRELESS</b>		Check		
				E 01	005 810 000 000 320	PHONE SERVICE		\$357.05	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37911</b>	Invoice	<b>Invoice No:</b> 9929896336	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$357.05</b>	
							<b>Check Amount:</b>	<b>\$357.05</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74818	1611		<b>XCEL ENERGY</b>		Check		
				E 01	005 810 000 000 440	Acct 51-4433400-5		\$15,710.72	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37912</b>	Invoice	<b>Invoice No:</b>	819373717	<b>3/21/2023</b>	<b>Paid Amt:</b>	<b>\$15,710.72</b>	
							<b>Check Amount:</b>	<b>\$15,710.72</b>	
0485	PCB	74819	4438		<b>ALLSTATE BENEFITS</b>		Check		
				B 01	215 070	Allstate		\$621.44	
				B 04	215 070	Payroll Deductions		\$26.64	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37570</b>	Invoice	<b>Invoice No:</b>	S2023150	<b>3/23/2023</b>	<b>Paid Amt:</b>	<b>\$648.08</b>	
				B 01	215 070	Allstate		\$627.34	
				B 04	215 070	Payroll Deductions		\$26.64	
				B 01	215 070	adj		(\$100.96)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37683</b>	Invoice	<b>Invoice No:</b>	S2023160	<b>3/23/2023</b>	<b>Paid Amt:</b>	<b>\$553.02</b>	
							<b>Check Amount:</b>	<b>\$1,201.10</b>	
0485	PCB	74820	4497		<b>ALLSTATE BENEFITS - HOSP</b>		Check		
				B 01	215 070	Allstate		\$181.60	
				B 04	215 070	Payroll Deductions		\$29.45	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37571</b>	Invoice	<b>Invoice No:</b>	S2023150	<b>3/23/2023</b>	<b>Paid Amt:</b>	<b>\$211.05</b>	
				B 01	215 070	Allstate		\$181.60	
				B 01	215 070	adj		(\$4.36)	
				B 04	215 070	Payroll Deductions		\$29.45	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37684</b>	Invoice	<b>Invoice No:</b>	S2023160	<b>3/23/2023</b>	<b>Paid Amt:</b>	<b>\$206.69</b>	
							<b>Check Amount:</b>	<b>\$417.74</b>	
0485	PCB	74821	4295		<b>AMAZON CAPITAL SERVICES</b>		Check		
				E 01	020 260 255 000 430	Unsolved Case Files - Veronica Falcone		\$26.70	
				E 01	020 260 255 000 430	Unsolved Case Files- Harmony Ashcroft		\$26.97	
<b>PO#:</b> 5255	<b>Voucher #:</b>	<b>37926</b>	Invoice	<b>Invoice No:</b>	1NLQ-W7GT-4JLD	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$53.67</b>	
							<b>Check Amount:</b>	<b>\$53.67</b>	
0485	PCB	74822	3534		<b>BILLS SUPERETTE</b>		Check		
				E 01	005 760 000 720 401	Tran Dept - Tissues		\$239.91	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37944</b>	Invoice	<b>Invoice No:</b>	001-00619039	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$239.91</b>	
							<b>Check Amount:</b>	<b>\$239.91</b>	
0485	PCB	74823	1074		<b>CENTRA SOTA COOPERATIVE</b>		Check		
				E 01	005 760 000 720 442	DIESEL		\$3,810.40	
				E 01	005 760 000 720 442	UNLEADED		\$1,302.35	
				E 01	005 760 000 720 442	Discount		(\$153.21)	
<b>PO#:</b>	<b>Voucher #:</b>	<b>37946</b>	Invoice	<b>Invoice No:</b>	5441997	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$4,959.54</b>	
							<b>Check Amount:</b>	<b>\$4,959.54</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74824	1076		<b>CENTRAL LAKES COLLEGE</b>		Check		
				E 01	020 211 390 000 391	Spring Semester 2023		\$9,000.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37931</b>	Invoice	<b>Invoice No:</b> 00241318	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$9,000.00</b>	
							<b>Check Amount:</b>	<b>\$9,000.00</b>	
0485	PCB	74825	3959		<b>CHROMEBOOK PARTS.COM</b>		Check		
				E 01	020 211 690 000 401	LCD-SNG-486-28 HP 11 G6 EE Chromebook I		\$459.80	
	<b>PO#:</b> 5249	<b>Voucher #:</b>	<b>37932</b>	Invoice	<b>Invoice No:</b> 159604	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$459.80</b>	
							<b>Check Amount:</b>	<b>\$459.80</b>	
0485	PCB	74826	4238		<b>CPLI</b>		Check		
				E 01	020 230 000 000 430	Misc Spanish books		\$293.32	
	<b>PO#:</b> 5267	<b>Voucher #:</b>	<b>37924</b>	Invoice	<b>Invoice No:</b> 07026773	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$293.32</b>	
							<b>Check Amount:</b>	<b>\$293.32</b>	
0485	PCB	74827	1133		<b>ECM PUBLISHERS INC</b>		Check		
				E 01	005 110 000 000 380	Educational Openings		\$130.05	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37948</b>	Invoice	<b>Invoice No:</b> 938491	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$130.05</b>	
				E 01	005 110 000 000 380	Little Royals PS		\$151.56	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37949</b>	Invoice	<b>Invoice No:</b> 938492	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$151.56</b>	
				E 01	005 110 000 000 380	Educational Openings		\$150.05	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37933</b>	Invoice	<b>Invoice No:</b> 937617	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$150.05</b>	
				E 01	005 110 000 000 380	Little Royal PS		\$151.56	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37934</b>	Invoice	<b>Invoice No:</b> 937618	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$151.56</b>	
							<b>Check Amount:</b>	<b>\$583.22</b>	
0485	PCB	74828	3687		<b>HOLDINGFORD HARDWARE</b>		Check		
				E 01	020 255 000 000 430	Safety Hasp		\$10.48	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37950</b>	Invoice	<b>Invoice No:</b> 17540	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$10.48</b>	
				E 01	020 255 000 000 430	Spray Paint		\$104.69	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37951</b>	Invoice	<b>Invoice No:</b> 3.216.23	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$104.69</b>	
							<b>Check Amount:</b>	<b>\$115.17</b>	
0485	PCB	74829	1238		<b>INNOVATIVE OFFICE SOLUTION, LLC</b>		Check		
				E 01	010 203 000 000 430	UNV16413 Heavyweight file folders, 1/3 cut, le		\$52.04	
	<b>PO#:</b> 5261	<b>Voucher #:</b>	<b>37927</b>	Invoice	<b>Invoice No:</b> IN4128803	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$52.04</b>	
				E 04	005 582 000 344 430	UNV16413 Heavyweight file folders, 1/3 cut, le		\$52.04	
	<b>PO#:</b> 5262	<b>Voucher #:</b>	<b>37928</b>	Invoice	<b>Invoice No:</b> IN4128805	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$52.04</b>	
							<b>Check Amount:</b>	<b>\$104.08</b>	
0485	PCB	74830	1267		<b>KEMPS, LLC</b>		Check		
				E 02	005 770 000 701 495	MILK		\$265.90	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37954</b>	Invoice	<b>Invoice No:</b> 4505657	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$265.90</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74830	1267		<b>KEMPS, LLC</b>		Check		
				E 02	005 770 000 701 495 MILK			\$399.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37955</b>	Invoice	<b>Invoice No:</b> 4502713	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$399.00</b>	
							<b>Check Amount:</b>	<b>\$664.90</b>	
0485	PCB	74831	3982		<b>LAKES GAS CO.</b>		Check		
				E 01	020 301 096 830 330 Propane			\$604.36	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37975</b>	Invoice	<b>Invoice No:</b> 1934515	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$604.36</b>	
							<b>Check Amount:</b>	<b>\$604.36</b>	
0485	PCB	74832	1326		<b>MENARDS</b>		Check		
				E 01	020 301 096 830 430 Misc. GreenHouse Supplies			\$54.19	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37935</b>	Invoice	<b>Invoice No:</b> 05430	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$54.19</b>	
							<b>Check Amount:</b>	<b>\$54.19</b>	
0485	PCB	74833	1346		<b>MINNESOTA POWER</b>		Check		
				E 01	020 810 000 000 331 Acct 0191115490			\$466.80	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37936</b>	Invoice	<b>Invoice No:</b> 3.14.23	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$466.80</b>	
							<b>Check Amount:</b>	<b>\$466.80</b>	
0485	PCB	74834	1406		<b>PAN-O-GOLD BAKING CO</b>		Check		
				E 02	005 770 000 701 490 BREAD			\$39.20	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37939</b>	Invoice	<b>Invoice No:</b> 10000623079002	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$39.20</b>	
				E 02	005 770 000 701 490 BREAD			\$135.70	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37958</b>	Invoice	<b>Invoice No:</b> 10000623072004	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$135.70</b>	
				E 02	005 770 000 701 490 BREAD			\$22.20	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37959</b>	Invoice	<b>Invoice No:</b> 10000623079003	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$22.20</b>	
							<b>Check Amount:</b>	<b>\$197.10</b>	
0485	PCB	74835	4591		<b>ROBERT PLOMBON</b>		Check		
				E 01	005 010 000 000 305 Robert Plombon AP			\$806.25	
				E 04	005 570 000 000 305 Robert Plombon AP			\$134.37	
				E 04	005 582 000 344 305 Robert Plombon AP			\$134.38	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37919</b>	Invoice	<b>Invoice No:</b> March 1-15 2023	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$1,075.00</b>	
							<b>Check Amount:</b>	<b>\$1,075.00</b>	
0485	PCB	74836	3710		<b>SPEECH PARTNERS, LLC</b>		Check		
				E 01	010 401 000 740 394 SPEECH SERVICE			\$7,075.60	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37925</b>	Invoice	<b>Invoice No:</b> 3.19.23	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$7,075.60</b>	
							<b>Check Amount:</b>	<b>\$7,075.60</b>	
0485	PCB	74837	2577		<b>SYSCO WESTERN MN, INC.</b>		Check		
				E 02	005 770 000 705 490 Breakfast	45		\$331.59	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>37960</b>	Invoice	<b>Invoice No:</b> 253350289	<b>3/27/2023</b>	<b>Paid Amt:</b>	<b>\$331.59</b>	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	PCB	74837	2577		<b>SYSKO WESTERN MN, INC.</b>		<b>Check</b>
				E 02 005 770 000 701 490	Lunch		\$2,177.36
<b>PO#:</b>	<b>Voucher #:</b>	<b>37961</b>	Invoice	<b>Invoice No:</b> 253350290		<b>3/27/2023</b>	<b>Paid Amt: \$2,177.36</b>
				E 02 005 770 000 701 491	Commodity		\$85.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>37962</b>	Invoice	<b>Invoice No:</b> 253350291		<b>3/27/2023</b>	<b>Paid Amt: \$85.00</b>
				E 02 005 770 000 701 490	Lunch		\$270.58
<b>PO#:</b>	<b>Voucher #:</b>	<b>37963</b>	Invoice	<b>Invoice No:</b> 253350292		<b>3/27/2023</b>	<b>Paid Amt: \$270.58</b>
				E 02 005 770 000 701 490	Lunch		\$2,667.53
<b>PO#:</b>	<b>Voucher #:</b>	<b>37964</b>	Invoice	<b>Invoice No:</b> 253354877		<b>3/27/2023</b>	<b>Paid Amt: \$2,667.53</b>
				E 02 005 770 000 701 490	Lunch		\$366.73
<b>PO#:</b>	<b>Voucher #:</b>	<b>37965</b>	Invoice	<b>Invoice No:</b> 253354878		<b>3/27/2023</b>	<b>Paid Amt: \$366.73</b>
				E 02 005 770 000 701 401	Paper		\$235.93
<b>PO#:</b>	<b>Voucher #:</b>	<b>37966</b>	Invoice	<b>Invoice No:</b> 253354874		<b>3/27/2023</b>	<b>Paid Amt: \$235.93</b>
				E 02 005 770 000 705 490	Breakfast		\$664.57
<b>PO#:</b>	<b>Voucher #:</b>	<b>37967</b>	Invoice	<b>Invoice No:</b> 253354875		<b>3/27/2023</b>	<b>Paid Amt: \$664.57</b>
				E 02 005 770 000 701 491	Commodity		\$77.05
<b>PO#:</b>	<b>Voucher #:</b>	<b>37968</b>	Invoice	<b>Invoice No:</b> 253354876		<b>3/27/2023</b>	<b>Paid Amt: \$77.05</b>
				E 02 005 770 000 701 491	Commodity		\$96.74
<b>PO#:</b>	<b>Voucher #:</b>	<b>37942</b>	Invoice	<b>Invoice No:</b> 253354872		<b>3/27/2023</b>	<b>Paid Amt: \$96.74</b>
				E 02 005 770 000 705 490	Breakfast		\$644.33
				E 02 005 770 000 701 490	Lunch		\$1,737.53
<b>PO#:</b>	<b>Voucher #:</b>	<b>37943</b>	Invoice	<b>Invoice No:</b> 253354873		<b>3/27/2023</b>	<b>Paid Amt: \$2,381.86</b>
				E 02 005 770 000 701 491	Commodity		\$105.39
<b>PO#:</b>	<b>Voucher #:</b>	<b>37970</b>	Invoice	<b>Invoice No:</b> 253359214		<b>3/27/2023</b>	<b>Paid Amt: \$105.39</b>
				E 02 005 770 000 701 490	Lunch		\$100.92
<b>PO#:</b>	<b>Voucher #:</b>	<b>37971</b>	Invoice	<b>Invoice No:</b> 253359586		<b>3/27/2023</b>	<b>Paid Amt: \$100.92</b>
				E 02 005 770 000 701 490	Lunch		\$33.14
<b>PO#:</b>	<b>Voucher #:</b>	<b>37972</b>	Invoice	<b>Invoice No:</b> 253359570		<b>3/27/2023</b>	<b>Paid Amt: \$33.14</b>
				E 02 005 770 000 701 491	Commodity		\$179.48
<b>PO#:</b>	<b>Voucher #:</b>	<b>37973</b>	Invoice	<b>Invoice No:</b> 253359220		<b>3/27/2023</b>	<b>Paid Amt: \$179.48</b>
				E 02 005 770 000 701 490	Lunch		\$172.69
<b>PO#:</b>	<b>Voucher #:</b>	<b>37974</b>	Invoice	<b>Invoice No:</b> 253359219		<b>3/27/2023</b>	<b>Paid Amt: \$172.69</b>
<b>Check Amount:</b>							<b>\$9,946.56</b>
0485	PCB	74838	4133		<b>THE HANOVER INSURANCE GROUP</b>		<b>Check</b>
				E 01 005 760 000 720 340	AUTO		\$5,155.75
				E 01 005 940 000 000 340	UMBRELL/PACKAGE		\$20,177.81
<b>PO#:</b>	<b>Voucher #:</b>	<b>37969</b>	Invoice	<b>Invoice No:</b> 3.7.23		<b>46 3/27/2023</b>	<b>Paid Amt: \$25,333.56</b>
<b>Check Amount:</b>							<b>\$25,333.56</b>

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0485	PCB	74839	4520		TriMark Marlinn LLC		Check		
				E 01	005 810 000 000 401	ES cafeteria serving line redo		\$2,960.00	
	PO#: 5000	Voucher #: 37920		Invoice	Invoice No: 2987554	3/27/2023	Paid Amt:	\$2,960.00	
				E 01	005 810 000 000 401	ES cafeteria serving line redo Frt		\$1,200.00	
	PO#:	Voucher #: 37921		Invoice	Invoice No: 2987557	3/27/2023	Paid Amt:	\$1,200.00	
				E 01	005 810 000 000 401	ES cafeteria serving line redo		\$3,482.30	
	PO#:	Voucher #: 37922		Invoice	Invoice No: 2898673	3/27/2023	Paid Amt:	\$3,482.30	
				E 01	005 810 000 000 401	ES cafeteria serving line redo		\$10,789.30	
	PO#:	Voucher #: 37923		Invoice	Invoice No: 2974455	3/27/2023	Paid Amt:	\$10,789.30	
								<b>Check Amount:</b>	<b>\$18,431.60</b>
0485	PCB	74840	2724		AFSCME COUNCIL 65		Check		
				B 01	215 040	MFT		\$269.73	
	PO#:	Voucher #: 37984		Invoice	Invoice No: S2023180	3/31/2023	Paid Amt:	\$269.73	
								<b>Check Amount:</b>	<b>\$269.73</b>
0485	PCB	74841	4620		HealthPartners Inc		Check		
				B 01	215 035	Dental		\$1,855.38	
				B 02	215 035	Payroll Deductions		\$22.70	
				B 04	215 035	Payroll Deductions		\$74.11	
	PO#:	Voucher #: 37853		Invoice	Invoice No: S2023170	3/31/2023	Paid Amt:	\$1,952.19	
				B 01	215 030	Hospital		\$35,970.31	
				B 02	215 030	Hospital		\$1,284.44	
				B 04	215 030	Hospital		\$1,136.95	
	PO#:	Voucher #: 37854		Invoice	Invoice No: S2023170	3/31/2023	Paid Amt:	\$38,391.70	
				B 01	215 035	Dental		\$1,855.38	
				B 02	215 035	Payroll Deductions		\$22.70	
				B 04	215 035	Payroll Deductions		\$74.11	
	PO#:	Voucher #: 37981		Invoice	Invoice No: S2023180	3/31/2023	Paid Amt:	\$1,952.19	
				B 01	215 030	Hospital		\$36,196.48	
				B 01	215 030	ADJ		(\$2,084.71)	
				B 02	215 030	Hospital		\$1,284.44	
				B 04	215 030	Hospital		\$1,136.95	
	PO#:	Voucher #: 37985		Invoice	Invoice No: S2023180	3/31/2023	Paid Amt:	\$36,533.16	
								<b>Check Amount:</b>	<b>\$78,829.24</b>
0485	PCB	74842	1473		ROYALTON EA/SRP		Check		
				B 01	215 040	MFT		\$772.92	
				B 02	215 040	MFT		\$52.72	

## Royalton Public Schools Detail Payment Register By Check

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0485	PCB	74842	1473		ROYALTON EA/SRP		Check
				B 04	215 040	MFT	\$52.72
<b>PO#:</b>	<b>Voucher #:</b>	<b>37983</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$878.36</b>
							<b>Check Amount: \$878.36</b>
0485	PCB	74843	1474		ROYALTON FED TEACHERS		Check
				B 01	215 040	MFT	\$4,713.56
				B 04	215 040	MFT	\$12.75
<b>PO#:</b>	<b>Voucher #:</b>	<b>37982</b>	Invoice	<b>Invoice No:</b>	S2023180	<b>3/31/2023</b>	<b>Paid Amt: \$4,726.31</b>
							<b>Check Amount: \$4,726.31</b>
0485	PCB	974601	4438		ALLSTATE BENEFITS		Check
				B 01	215 070	Allstate	\$649.79
				B 01	215 070	ADEJ	\$350.63
				B 04	215 070	Payroll Deductions	\$26.64
<b>PO#:</b>	<b>Voucher #:</b>	<b>37421</b>	Invoice	<b>Invoice No:</b>	S2023140	<b>3/31/2023</b>	<b>Paid Amt: \$1,027.06</b>
							<b>Check Amount: \$1,027.06</b>
0485	PCB	974605	1474		ROYALTON FED TEACHERS		Check
				B 01	215 040	MFT	\$4,713.56
				B 04	215 040	MFT	\$12.75
<b>PO#:</b>	<b>Voucher #:</b>	<b>37424</b>	Invoice	<b>Invoice No:</b>	S2023140	<b>3/31/2023</b>	<b>Paid Amt: \$4,726.31</b>
							<b>Check Amount: \$4,726.31</b>
<b>Report Total:</b>							<b>\$822,104.14</b>

# REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

ROYALTON | March 31, 2023

REVENUE CATEGORIES						March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. PYTD	March 31, 2022	March 31, 2021	
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received				% of Actuals Received
STATE	8,485,614	8,706,214	9,070,610	9,588,679	6,393,828	2,676,782	70.49%	72.35%	64.70%	94,941	6,298,887	5,490,330
FEDERAL	562,863	740,079	498,000	746,958	520,636	(22,636)	104.55%	44.83%	69.55%	188,840	331,795	391,462
PROPERTY TAXES	707,849	921,774	710,609	184,802	0	710,609	0.00%	0.18%	91.58%	(1,643)	1,643	648,255
LOCAL SALES, INS RECOVERY & JUDGEMENTS	16,885	41,182	38,400	85,682	88,491	(50,091)	230.45%	105.50%	79.85%	45,045	43,447	13,482
SALE OF BONDS & LOANS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INCOMING TRANSFERS FROM OTH FUNDS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
LOCAL (FEES, INTEREST, ETC.)	193,806	331,672	258,010	767,324	726,837	(468,827)	281.71%	83.89%	80.48%	448,612	278,225	155,969
<b>TOTALS</b>	<b>9,967,018</b>	<b>10,740,921</b>	<b>10,575,629</b>	<b>11,373,444</b>	<b>7,729,791</b>	<b>2,845,838</b>	<b>73.09%</b>	<b>64.74%</b>	<b>67.22%</b>	<b>775,795</b>	<b>6,953,997</b>	<b>6,699,497</b>

EXPENDITURES (OBJECT SERIES)						March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. PYTD	March 31, 2022	March 31, 2021	
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended				% of Actuals Expended
SALARIES & WAGES	5,756,121	6,082,205	6,159,525	6,320,022	4,043,224	2,116,301	65.64%	62.45%	61.69%	244,841	3,798,383	3,550,729
EMPLOYEE BENEFITS	1,609,710	1,683,469	1,766,055	1,807,057	1,159,011	607,044	65.63%	65.58%	63.16%	55,037	1,103,974	1,016,644
PURCHASED SERVICES	1,135,091	1,620,551	1,277,078	1,864,130	1,409,870	(132,792)	110.40%	66.97%	60.94%	324,525	1,085,345	691,746
SUPPLIES	476,459	867,155	613,108	859,926	715,266	(102,158)	116.66%	62.07%	69.50%	177,015	538,251	331,129
EQUIPMENT	449,049	527,519	512,700	773,303	737,029	(224,329)	143.75%	81.62%	102.54%	306,485	430,543	460,458
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OTHER EXPENDITURES	76,507	43,014	72,203	63,581	28,942	43,261	40.08%	95.10%	57.97%	(11,964)	40,906	44,351
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>TOTALS</b>	<b>9,502,937</b>	<b>10,823,914</b>	<b>10,400,670</b>	<b>11,688,020</b>	<b>8,093,341</b>	<b>2,307,328</b>	<b>77.82%</b>	<b>64.65%</b>	<b>64.14%</b>	<b>1,095,940</b>	<b>6,997,401</b>	<b>6,095,057</b>

EXPENDITURES (PROGRAM SERIES)						March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. PYTD	March 31, 2022	March 31, 2021	
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended				% of Actuals Expended
SITE ADMINISTRATION	361,675	397,922	417,692	442,933	319,787	97,905	76.56%	72.66%	67.54%	30,651	289,136	244,270
DISTRICT ADMINISTRATION	232,642	263,764	207,062	274,181	216,639	(9,576)	104.62%	67.94%	64.41%	37,437	179,202	149,837
SUPPORT SERVICES	347,394	395,362	488,157	480,437	333,734	154,423	68.37%	77.11%	75.07%	28,876	304,858	260,791
REGULAR INSTRUCTION	4,252,393	4,435,760	4,527,835	4,540,740	2,782,086	1,745,749	61.44%	63.02%	59.65%	(13,533)	2,795,620	2,536,367
EXTRA-CURRICULAR ACTIVITES	422,966	537,657	387,345	604,068	479,562	(92,217)	123.81%	58.26%	47.87%	166,327	313,235	202,471
VOCATIONAL INSTRUCTION	86,044	204,454	149,583	210,051	153,686	(4,103)	102.74%	59.46%	65.14%	32,110	121,575	56,048
SPECIAL EDUCATION	1,284,881	1,367,343	1,300,451	1,424,900	871,390	429,061	67.01%	59.77%	52.79%	54,075	817,316	678,346
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INSTRUCTIONAL SUPPORT	434,199	559,543	454,327	578,114	463,838	(9,512)	102.09%	49.57%	80.12%	186,473	277,365	347,893
PUPIL SUPPORT SERVICES	669,017	994,887	650,270	1,015,919	805,022	(154,752)	123.80%	70.27%	67.61%	105,925	699,098	452,345
FACILITIES	1,330,337	1,576,339	1,722,947	1,967,159	1,526,126	196,821	88.58%	66.97%	73.94%	470,499	1,055,628	983,623
OTHER FINANCING USES	81,389	90,882	95,000	149,518	141,471	(46,471)	148.92%	158.85%	224.93%	(2,899)	144,370	183,065
<b>TOTALS</b>	<b>9,502,937</b>	<b>10,823,914</b>	<b>10,400,670</b>	<b>11,688,020</b>	<b>8,093,341</b>	<b>2,307,328</b>	<b>77.82%</b>	<b>64.65%</b>	<b>64.14%</b>	<b>1,095,940</b>	<b>6,997,401</b>	<b>6,095,057</b>

# REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

ROYALTON | March 31, 2023

ACTIVITY - OTHER FUNDS					2023		2022		2021		Current YTD vs. PYTD	March 31, 2022	March 31, 2021
	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received				
<b>REVENUE</b>													
FOOD SERVICE	428,281	740,391	400,800	551,687	456,614	(55,814)	113.93%	61.71%	57.28%	(292)	456,906	245,335	
COMMUNITY EDUCATION	273,184	455,861	398,649	416,497	332,667	65,982	83.45%	68.88%	70.13%	18,654	314,013	191,591	
CONSTRUCTION	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
DEBT SERVICE	2,023,346	1,971,085	2,011,466	1,421,858	1,030,890	980,576	51.25%	34.80%	95.41%	344,985	685,905	1,930,486	
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
CUSTODIAL	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
INTERNAL SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB IRREVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
<b>TOTALS</b>	<b>2,724,812</b>	<b>3,167,337</b>	<b>2,810,915</b>	<b>2,390,042</b>	<b>1,820,171</b>	<b>990,744</b>	<b>64.75%</b>	<b>46.00%</b>	<b>86.88%</b>	<b>363,347</b>	<b>1,456,824</b>	<b>2,367,412</b>	
<b>2023      2022      2021</b>													
EXPENDITURES	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	Current YTD vs. PYTD	March 31, 2022	March 31, 2021	
FOOD SERVICE	416,624	576,854	540,888	600,471	452,114	88,774	83.59%	66.24%	57.82%	70,025	382,089	240,901	
COMMUNITY EDUCATION	229,675	370,907	311,788	398,241	276,337	35,451	88.63%	62.32%	66.61%	45,204	231,133	152,982	
CONSTRUCTION	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
DEBT SERVICE	2,023,983	2,015,883	2,004,883	2,020,583	2,020,583	(15,700)	100.78%	100.00%	100.00%	4,700	2,015,883	2,023,983	
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
CUSTODIAL	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
INTERNAL SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB IRREVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
OPEB DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0	
<b>TOTALS</b>	<b>2,670,281</b>	<b>2,963,643</b>	<b>2,857,559</b>	<b>3,019,295</b>	<b>2,749,033</b>	<b>108,526</b>	<b>96.20%</b>	<b>88.71%</b>	<b>90.55%</b>	<b>119,929</b>	<b>2,629,104</b>	<b>2,417,866</b>	
<b>2023      2022      2021</b>													
SUMMARY - ALL FUNDS	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	Current YTD vs. PYTD	March 31, 2022	March 31, 2021	
<b>SUMMARY</b>													
REVENUE	12,691,829	13,908,258	13,386,544	13,763,486	9,549,962	3,836,582	71.34%	60.47%	71.44%	1,139,142	8,410,820	9,066,908	
EXPENDITURES	12,173,218	13,787,557	13,258,229	14,707,315	10,842,375	2,415,854	81.78%	69.82%	69.93%	1,215,869	9,626,506	8,512,923	
SPENDING VARIANCE	518,611	120,700	128,315	(943,829)	(1,292,412)	N/A	N/A	N/A	N/A	(76,727)	(1,215,685)	553,986	

# GENERAL FUND - REVENUE SUMMARY

ROYALTON | March 31, 2023



DESCRIPTION	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Revenue YTD	Budget Remaining	March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. Prior YTD	March 31, 2022	March 31, 2021
							% of Budget Received	% of Actuals Received	% of Actuals Received			
<b>LOCAL REVENUES</b>												
001 PROPERTY TAX LEVY, GENERAL	683,144	909,943	685,609	172,789	0	685,609	0.00%	0.00%	92.84%	0	0	634,198
004 MUNICIPAL/TAX INCR FINANCE	1,121	0	0	0	0	0	0.00%	0.00%	100.00%	0	0	1,121
010 COUNTY APPORTIONMENT	14,687	13,607	15,000	5,475	0	15,000	0.00%	0.00%	78.12%	0	0	11,474
019 MISC TAX REV PAID BY COUNTY	8,897	(1,777)	10,000	6,539	0	10,000	0.00%	-92.49%	16.43%	(1,643)	1,643	1,461
040 TUITION FROM PATRONS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
050 FEES FROM PATRONS	954	3,183	0	910	910	(910)	0.00%	27.02%	0.00%	50	860	0
060 ADMISSIONS & STUDENT ACTIVITY REV	57,453	102,135	84,650	186,941	181,337	(96,687)	214.22%	91.43%	90.06%	87,954	93,383	51,742
071 MA REV/DEPT OF HUMAN SVCS	25,151	11,103	7,500	8,114	6,308	1,192	84.11%	100.00%	90.47%	(4,794)	11,103	22,754
092 INTEREST EARNINGS	2,663	4,828	1,500	97,899	97,524	(96,024)	6501.57%	37.61%	118.36%	95,708	1,816	3,151
096 GIFTS AND BEQUESTS	12,829	51,565	28,450	23,705	18,269	10,181	64.21%	89.61%	76.88%	(27,939)	46,207	9,863
099 MISC REV FROM LOCAL SOURCES	94,756	158,859	135,910	449,755	422,490	(286,580)	310.86%	78.60%	72.25%	297,633	124,856	68,459
<b>Total LOCAL REVENUES</b>	<b>901,656</b>	<b>1,253,446</b>	<b>968,619</b>	<b>952,125</b>	<b>726,837</b>	<b>241,782</b>	<b>75.04%</b>	<b>22.33%</b>	<b>89.19%</b>	<b>446,969</b>	<b>279,868</b>	<b>804,224</b>
<b>STATE REVENUES</b>												
201 ENDOWMENT FUND APPORTIONMENT	40,032	38,256	38,576	43,863	43,794	(5,218)	113.53%	100.00%	100.00%	5,538	38,256	40,032
211 GENERAL EDUCATION AID	7,628,396	7,614,525	8,028,126	8,257,705	5,292,786	2,735,340	65.93%	72.22%	62.81%	(206,370)	5,499,156	4,791,250
212 LITERACY INCENTIVE AID	49,322	43,678	49,322	65,440	43,034	6,288	87.25%	0.36%	0.00%	42,879	156	0
213 SHARED TIME AID	0	0	0	4,239	4,239	(4,239)	0.00%	0.00%	0.00%	4,239	0	0
227 ABATEMENT AID	164	599	13	224	219	(206)	1685.15%	9.35%	90.00%	163	56	147
229 DISPARITY REDUCTION AID	20	21	21	139	137	(116)	652.90%	90.02%	90.02%	119	19	18
234 AGRICULTURE MARKET VALUE CR	3,425	3,197	3,200	21,598	21,278	(18,078)	664.94%	90.00%	90.00%	18,401	2,877	3,082
258 OTHER STATE CR/EXEMPT PROP REIMB	0	0	0	74,296	74,296	(4,296)	0.00%	0.00%	0.00%	74,296	0	0
300 STATE AID (REQUIRES FIN CODE)	12,641	13,984	13,883	30,910	28,387	(14,504)	204.47%	90.07%	77.23%	15,791	12,596	9,763
301 NONPUBLIC AID	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
309 DEBT SERVICE EQUALIZATION AID	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
317 LONG TERM FACILITY MAINT AID	101,015	132,747	133,673	221,474	209,822	(76,149)	156.97%	73.40%	91.20%	112,388	97,434	92,123
360 STATE AID FOR SPECIAL EDUCATION	613,046	854,209	768,796	829,821	668,685	100,111	86.98%	75.31%	89.09%	25,345	643,340	546,154
370 OTHER, MN DEPT OF EDUCATION	7,759	4,998	5,000	8,970	7,150	(2,150)	143.00%	100.00%	100.00%	2,152	4,998	7,759
397 TRA & PERA SPEC SITUATIONS PENSION	29,793	0	30,000	30,000	0	30,000	0.00%	0.00%	0.00%	0	0	0
<b>Total STATE REVENUES</b>	<b>8,485,614</b>	<b>8,706,214</b>	<b>9,070,610</b>	<b>9,588,679</b>	<b>6,393,828</b>	<b>2,676,782</b>	<b>70.49%</b>	<b>72.35%</b>	<b>64.70%</b>	<b>94,941</b>	<b>6,298,887</b>	<b>5,490,330</b>
<b>FEDERAL REVENUES RECEIVED FROM STATE</b>												
400 FEDERAL AID/MDE (REQUIRES FIN)	522,818	629,401	498,000	730,330	504,008	(6,008)	101.21%	52.72%	70.40%	172,212	331,795	368,044
405 FEDERAL AID THRU OTHER AGENCY	40,045	0	0	628	628	(628)	0.00%	0.00%	58.48%	628	0	23,418
471 SCHOOL LUNCH PROGRAM	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
472 SPECIAL ASSIST, NEEDY CHILD	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
473 COMMODITY CASH REBATE PROGRAM	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
474 COMMODITY DISTRIBUTION PROGRAM	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
476 SCHOOL BREAKFAST PROGRAM	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
479 SUMMER FOOD SERVICE PROGRAM	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>Total REVENUES RECEIVED FROM STATE</b>	<b>562,863</b>	<b>629,401</b>	<b>498,000</b>	<b>730,958</b>	<b>504,636</b>	<b>(6,636)</b>	<b>101.33%</b>	<b>52.72%</b>	<b>69.55%</b>	<b>172,840</b>	<b>331,795</b>	<b>391,462</b>
<b>FEDERAL REVENUES RECEIVED FROM FED SOURCES</b>												
500 DIRECT FEDERAL AID (REQUIRES FIN)	0	110,678	0	16,000	16,000	(16,000)	0.00%	0.00%	0.00%	16,000	0	0
<b>Total FEDERAL REVENUES RECEIVED FROM FED SOURCES</b>	<b>0</b>	<b>110,678</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>(16,000)</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>16,000</b>	<b>0</b>	<b>0</b>
<b>LOCAL SALES, INSURANCE RECOVERY, AND JUDGEMENTS</b>												
601 FOOD SERVICE SALES TO PUPILS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
606 FOOD SERVICE SALES TO ADULTS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
619 COST MATERIALS/REV PROD (CONTRA)	900	(3,579)	0	1,536	1,536	(1,536)	0.00%	107.27%	100.00%	5,375	(3,839)	900
620 SALES/REV PRODUCING ACTIVITIES	15,985	44,761	38,400	83,146	85,955	(47,555)	223.84%	105.64%	78.71%	38,670	47,285	12,582
622 SALES OF MATERIALS (NET OF TX)	0	0	0	1,000	1,000	(1,000)	0.00%	0.00%	0.00%	1,000	0	0
624 SALE OF EQUIPMENT	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
625 INSURANCE RECOVERY	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>Total LOCAL SALES, INSURANCE RECOVERY, AND JUDGEMENTS</b>	<b>16,885</b>	<b>41,182</b>	<b>38,400</b>	<b>85,682</b>	<b>88,491</b>	<b>(50,091)</b>	<b>230.45%</b>	<b>105.50%</b>	<b>79.85%</b>	<b>45,045</b>	<b>43,447</b>	<b>13,482</b>
<b>GENERAL FUND TOTAL</b>	<b>9,967,018</b>	<b>10,740,921</b>	<b>10,575,629</b>	<b>11,373,444</b>	<b>7,729,791</b>	<b>2,845,838</b>	<b>73.09%</b>	<b>64.74%</b>	<b>67.22%</b>	<b>775,795</b>	<b>6,953,997</b>	<b>6,699,497</b>

# GENERAL FUND - EXPENDITURES BY ORG CODE

ROYALTON | March 31, 2023



DESCRIPTION	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expenses YTD	Budget Remaining	March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. Prior YTD	March 31, 2022	March 31, 2021
							% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
005 DISTRICT WIDE	2,322,751	2,883,142	2,587,875	3,504,260	2,818,442	(230,567)	108.91%	65.89%	75.62%	918787.65	1,899,654	1,756,414
010 BUDGETED LEARNING SITE	3,332,799	3,529,049	3,449,479	3,571,354	2,239,754	1,209,726	64.93%	64.73%	60.02%	(44,715)	2,284,469	2,000,396
020 BUDGETED LEARNING SITE	2,830,935	3,381,377	3,294,866	3,502,418	2,343,312	951,554	71.12%	64.73%	60.49%	154,607	2,188,705	1,712,376
050 BUDGETED LEARNING SITE	1,016,300	1,028,461	1,066,449	1,106,009	689,338	377,111	64.64%	60.55%	61.57%	66,649	622,688	625,719
080 BUDGETED LEARNING SITE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
799 HOME SCHOOL SITE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
998 TUITION BILLING SITE	152	1,885	2,000	3,979	2,496	(496)	124.81%	100.00%	100.00%	612	1,885	152
<b>GENERAL FUND TOTAL - ALL SITES</b>	<b>9,502,937</b>	<b>10,823,914</b>	<b>10,400,670</b>	<b>11,688,020</b>	<b>8,093,341</b>	<b>2,307,328</b>	<b>77.82%</b>	<b>64.65%</b>	<b>64.14%</b>	<b>1,095,940</b>	<b>6,997,401</b>	<b>6,095,057</b>

# GENERAL FUND - EXPENDITURES BY OBJECT CODE

ROYALTON | March 31, 2023



DESCRIPTION	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expenses YTD	Budget Remaining	March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. Prior YTD	March 31, 2022	March 31, 2021
							% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
110 ADMINISTRATION/SUPERVISION	494,579	453,804	479,767	466,009	337,906	141,861	70.43%	75.85%	73.05%	(6,320)	344,226	361,284
140 LICENSED CLASSROOM TEACHER	3,168,745	3,216,179	3,430,896	3,348,995	1,925,584	1,505,312	56.12%	58.44%	58.64%	46,151	1,879,433	1,858,024
141 NON,LIC CLASSROOM PERSONNEL	167,260	191,628	139,790	191,323	145,593	(5,802)	104.15%	59.71%	69.73%	31,172	114,421	116,623
143 LICENSED INSTRUCTIONAL SUPPORT	0	37,098	0	22,451	22,451	(22,451)	0.00%	57.42%	0.00%	1,150	21,301	0
144 NON,LIC INSTRUCTIONAL SUPPORT	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
145 SUBSTITUTE TEACHER,LICENSED	83,345	137,572	116,390	132,006	94,826	21,564	81.47%	60.15%	51.78%	12,083	82,743	43,160
146 SUBSTITUTE NON,LIC CLASSROOM	4,881	13,983	7,725	22,136	19,579	(11,854)	253.45%	56.80%	88.89%	11,637	7,942	4,338
154 SCHOOL NURSE	6,290	67,272	47,820	60,319	45,547	2,273	95.25%	67.11%	100.00%	401	45,146	6,290
155 LICENSED NURSING SERVICES	48,731	1,490	718	1,257	1,060	(342)	147.65%	82.78%	72.83%	(174)	1,233	35,488
156 SOCIAL WORKER	83,847	87,199	88,097	91,747	56,439	31,658	64.06%	57.99%	58.33%	5,869	50,570	48,911
161 CERTIFIED PARA/PCA	241,451	213,709	211,305	231,270	172,031	39,273	81.41%	70.00%	70.55%	22,444	149,587	170,352
162 CERTIFIED ONE ON ONE PARA	17,773	76,950	42,825	66,729	54,169	(11,344)	126.49%	63.04%	70.41%	5,663	48,506	12,513
165 SCHOOL COUNSELOR	70,270	72,636	71,845	73,203	43,246	28,599	60.19%	58.20%	58.33%	975	42,271	40,991
170 NON,INSTRUCTIONAL SUPPORT	1,015,964	1,111,723	1,130,088	1,182,830	850,414	279,674	75.25%	68.76%	71.09%	85,939	764,475	722,281
185 OTHER LICENSED/CERTIFIED SALARY	151,445	152,888	163,938	195,441	128,413	35,525	78.33%	62.38%	27.21%	33,048	95,365	41,212
186 OTHER NON LICENSED SALARY	104,996	168,469	151,016	164,794	113,424	37,592	75.11%	65.88%	40.95%	2,442	110,983	42,993
191 SEVERANCE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
195 INTERDEPART SALARIES (CHGBK)	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
199 SALARY ADJ CAFETERIA PLAN/IN LIEU	96,544	79,606	77,305	69,513	32,542	44,763	42.10%	50.48%	47.93%	(7,640)	40,182	46,269
<b>TOTAL SALARIES AND WAGES</b>	<b>5,756,121</b>	<b>6,082,205</b>	<b>6,159,525</b>	<b>6,320,022</b>	<b>4,043,224</b>	<b>2,116,301</b>	<b>65.64%</b>	<b>62.45%</b>	<b>61.69%</b>	<b>244,841</b>	<b>3,798,383</b>	<b>3,550,729</b>
<b>EMPLOYEE BENEFITS</b>												
210 FICA/MEDICARE	418,893	438,318	465,299	463,134	293,137	172,163	63.00%	62.73%	60.33%	18,198	274,938	252,714
214 PERA	120,209	131,655	127,093	137,588	101,797	25,296	80.10%	67.79%	70.54%	12,544	89,252	84,802
218 TRA	305,379	329,502	338,156	342,559	206,233	131,923	60.99%	59.54%	58.51%	10,059	196,174	178,681
220 HEALTH INSURANCE	517,198	552,020	558,050	622,428	403,291	154,758	72.27%	64.83%	61.12%	45,436	357,855	316,122
230 LIFE INSURANCE	11,686	24,839	14,505	11,986	7,938	6,567	54.73%	83.94%	60.13%	(12,912)	20,850	7,027
240 LONG TERM DISABILITY INSURANCE	20,364	19,101	19,904	21,417	14,372	5,532	72.21%	63.11%	58.14%	2,318	12,054	11,839
250 TSA/DEFERRED COMP	61,598	77,836	69,667	76,904	58,817	10,850	84.43%	67.74%	74.41%	6,095	52,722	45,835
251 TAX ADVANTAGE EMPLOYER HLTH AF	30,094	35,406	33,916	39,366	25,260	8,656	74.48%	56.45%	56.98%	5,272	19,988	17,148
270 WORKERS COMPENSATION	91,981	49,865	95,790	58,448	48,145	47,645	50.26%	111.41%	111.41%	(7,259)	55,404	102,476
280 UNEMPLOYMENT COMPENSATION	0	3,527	8,240	6,183	21	8,219	0.25%	94.52%	0.00%	(3,313)	3,333	0
295 INTERDEPART BENEFITS (CHGBK)	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
299 OTHER EMPLOYEE BENEFITS	32,306	21,403	35,435	27,044	0	35,435	0.00%	100.00%	0.00%	(21,403)	21,403	0
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,609,710</b>	<b>1,683,469</b>	<b>1,766,055</b>	<b>1,807,057</b>	<b>1,159,011</b>	<b>607,044</b>	<b>65.63%</b>	<b>65.58%</b>	<b>63.16%</b>	<b>55,037</b>	<b>1,103,974</b>	<b>1,016,644</b>
<b>PURCHASED SERVICES</b>												
305 CONSULTING FEES/FEES FOR SERVIC	221,039	370,018	300,351	357,961	286,299	14,052	95.32%	68.92%	78.47%	31,265	255,034	173,449
316 SVC PURCH FROM MN JOINT POWER	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
319 COMPUTER & TECHNOLOGY SVCS	12,884	6,265	10,000	3,385	1,463	8,538	14.63%	92.82%	74.09%	(4,353)	5,815	9,546
320 COMMUNICATION SERVICES	24,633	23,527	21,200	19,422	14,338	6,862	67.63%	78.44%	80.06%	(4,116)	18,454	19,722
329 POSTAGE & PARCEL SERVICES	2,848	3,845	2,800	5,029	3,856	(1,056)	137.70%	65.15%	8.01%	1,351	2,505	228
330 UTILITY SERVICES	150,181	202,030	191,000	258,074	208,344	(17,344)	109.08%	71.78%	69.10%	63,329	145,015	103,777
340 INSURANCE	83,935	94,727	103,000	119,883	110,798	(7,798)	107.57%	100.00%	100.00%	16,071	94,727	83,935
350 REPAIRS & MAINTENANCE	138,068	380,679	336,600	499,673	392,418	(55,818)	116.58%	70.44%	84.50%	124,254	268,164	116,668
360 TRANSPORT CONTR <=\$25,000	3,209	1,700	2,350	7,601	7,226	(4,876)	307.47%	50.00%	73.52%	6,376	850	2,359
362 MENTAL HLTH PRACTITIONER <=\$2500	0	859	0	14,141	14,141	(14,141)	0.00%	0.00%	0.00%	14,141	0	0
365 INTERDEPART TRANSPORT (CHGBK)	(317)	0	(161,428)	(38,962)	1,395	(162,823)	-0.86%	0.00%	0.00%	1,395	0	0
366 TRAVEL CONVENTIONS/CONFERENCE	14,572	20,517	12,300	11,057	7,743	4,557	62.95%	54.56%	78.82%	(3,452)	11,194	11,486
369 ENTRY FEES/STUDENT TRAVEL ALLO	5,824	23,880	4,605	91,820	91,153	(86,548)	1979.43%	85.89%	43.35%	70,642	20,511	2,525
370 OPERATING LEASE/RENTAL	12,841	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
373 SPEECH SERVICES <=\$25000	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
390 PYMT FOR ED PURPOSE TO MN DISTF	48,386	40,737	2,000	(35,440)	(36,923)	38,923	-1846.14%	4.63%	0.31%	(38,808)	1,885	152
391 PYMT TO MN SCHOOL (COST SHARE)	93,915	111,523	140,000	156,786	102,883	37,117	73.49%	51.61%	75.46%	45,328	57,555	70,864
392 PAYMENTS FOR EDUCATIONAL PURP	0	0	0	567	567	(567)	0.00%	0.00%	0.00%	567	0	0
394 PYMT FOR ED TO OTHER AGENCY	120,073	120,346	120,000	150,518	89,446	30,554	74.54%	68.40%	44.75%	7,135	82,312	53,727
396 SPEC ED SALARY/OTHER DISTRICT	165,874	176,222	162,800	206,250	97,146	65,654	59.67%	54.64%	21.04%	857	96,289	34,905
397 SPEC ED BENEFITS/OTHER DISTRICT	37,126	43,677	29,500	36,366	17,579	11,921	59.59%	57.32%	22.63%	(7,457)	25,036	8,403
<b>TOTAL PURCHASED SERVICES</b>	<b>1,135,091</b>	<b>1,620,551</b>	<b>1,277,078</b>	<b>1,864,130</b>	<b>1,409,870</b>	<b>(132,792)</b>	<b>110.40%</b>	<b>66.97%</b>	<b>60.94%</b>	<b>324,525</b>	<b>1,085,345</b>	<b>691,746</b>

DESCRIPTION	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expenses YTD	Budget Remaining	March 31, 2023	March 31, 2022	March 31, 2021	Current YTD vs. Prior YTD	March 31, 2022	March 31, 2021
							% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
<b>SUPPLIES</b>												
401 SUPPLIES, NON INSTRUCTIONAL	220,744	321,904	194,866	416,984	359,835	(164,969)	184.66%	64.38%	57.95%	152,604	207,231	127,925
405 NON, INSTRUCTIONAL SOFTWARE LIC	12,333	6,954	5,100	16,382	12,632	(7,532)	247.69%	81.70%	31.02%	6,951	5,681	3,825
406 INSTRUCTIONAL SOFTWARE LICENSE	46,309	64,440	46,867	56,758	53,294	(6,427)	113.71%	90.73%	98.90%	(5,174)	58,468	45,800
430 SUPPLIES & MATERIALS NON INDIV IN	75,702	96,878	80,350	123,113	102,475	(22,125)	127.54%	64.42%	78.38%	40,063	62,412	59,335
433 SUPPLIES & MATERIALS INDIV INSTRU	27,698	18,235	19,225	16,463	14,838	4,387	77.18%	90.60%	89.64%	(1,683)	16,521	24,828
440 FUELS	88,494	192,325	220,000	212,628	161,430	58,570	73.38%	72.86%	72.50%	21,295	140,135	64,157
460 TEXTBOOKS	1,141	53,663	43,000	10,709	5,000	38,000	11.63%	83.62%	175.95%	(39,872)	44,872	2,007
461 STANDARDIZED TESTS	644	672	150	92	54	96	36.00%	0.00%	0.00%	54	0	0
465 NONINSTRUCTIONAL TECH DEVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
466 INSTRUCTIONAL TECH DEVICES	0	107,502	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
470 MEDIA RESOURCES	3,395	4,581	3,550	4,286	3,195	355	90.00%	63.97%	95.77%	265	2,931	3,252
490 FOOD	0	0	0	2,513	2,513	(2,513)	0.00%	0.00%	0.00%	2,513	0	0
491 COMMODITIES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
495 MILK	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>TOTAL SUPPLIES</b>	<b>476,459</b>	<b>867,155</b>	<b>613,108</b>	<b>859,926</b>	<b>715,266</b>	<b>(102,158)</b>	<b>116.66%</b>	<b>62.07%</b>	<b>69.50%</b>	<b>177,015</b>	<b>538,251</b>	<b>331,129</b>
<b>SUPPLIES &amp; EQUIPMENT</b>												
520 BUILDING ACQ OR CONSTRUCTION	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
530 OTHER EQUIPMENT PURCHASE	303,237	156,358	325,200	361,688	329,150	(3,950)	101.21%	49.76%	100.00%	251,348	77,803	303,237
533 EQUIP SP ED DIRECT INSTRUCTION	0	0	0	86	86	(86)	0.00%	0.00%	0.00%	86	0	0
548 PUPIL TRANSPORT VEHICLES	0	89,346	0	108,690	108,690	(108,690)	0.00%	100.00%	0.00%	19,344	89,346	0
550 OTHER VEHICLES PURCHASED	0	0	0	53,898	53,898	(53,898)	0.00%	0.00%	0.00%	53,898	0	0
555 CAPITAL NONINSTR TECH HARDWARE	145,812	268,974	173,000	246,544	245,205	(72,205)	141.74%	93.95%	100.49%	(7,489)	252,694	146,520
560 PRIN ON LONG TERM TECH	0	12,519	14,000	2,380	0	14,000	0.00%	83.00%	0.00%	(10,391)	10,391	0
561 INT ON LONG TERM TECH	0	322	500	18	0	500	0.00%	96.37%	0.00%	(310)	310	0
580 PRINCIPAL ON CAPITAL LEASE	714	0	0	0	0	0	0.00%	0.00%	1296.52%	0	0	9,254
581 INTEREST ON CAPITAL LEASE	(714)	0	0	0	0	0	0.00%	0.00%	-202.72%	0	0	1,447
<b>TOTAL SUPPLIES &amp; EQUIPMENT</b>	<b>449,049</b>	<b>527,519</b>	<b>512,700</b>	<b>773,303</b>	<b>737,029</b>	<b>(224,329)</b>	<b>143.75%</b>	<b>81.62%</b>	<b>102.54%</b>	<b>306,485</b>	<b>430,543</b>	<b>460,458</b>
<b>DEBT SERVICE</b>												
710 BOND, REDEMPTION OF PRINCIPAL	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
720 BOND, INTEREST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
790 OTHER DEBT SVC EXPENDITURES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>TOTAL DEBT SERVICE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER EXPENDITURES</b>												
820 DUES, MEMBERSHIP, LICENSE, FEES	31,222	28,693	27,903	27,825	25,960	1,943	93.04%	97.25%	97.31%	(1,944)	27,904	30,382
891 TRA & PERA SPEC SITUATION PENSIO	29,793	0	32,000	32,000	0	32,000	0.00%	0.00%	0.00%	0	0	0
895 FED/NONPUBLIC INDIRECT (CHGBK)	(4)	0	500	125	0	500	0.00%	0.00%	0.00%	0	0	0
898 SCHOLARSHIPS	15,497	14,321	11,800	3,631	2,982	8,818	25.27%	90.79%	90.14%	(10,020)	13,002	13,969
<b>TOTAL OTHER EXPENDITURES</b>	<b>76,507</b>	<b>43,014</b>	<b>72,203</b>	<b>63,581</b>	<b>28,942</b>	<b>43,261</b>	<b>40.08%</b>	<b>95.10%</b>	<b>57.97%</b>	<b>(11,964)</b>	<b>40,906</b>	<b>44,351</b>
<b>GENERAL FUND TOTAL</b>	<b>9,502,937</b>	<b>10,823,914</b>	<b>10,400,670</b>	<b>11,688,020</b>	<b>8,093,341</b>	<b>2,307,328</b>	<b>77.82%</b>	<b>64.65%</b>	<b>64.14%</b>	<b>1,095,940</b>	<b>6,997,401</b>	<b>6,095,057</b>

Resignation 04.24.23

Tabitha Stevenson	MS/HS SPED Teacher
James Gottwalt	Van Driver
Becky Bzdok	PreK Para

New Hires 04.24.23

Addison Schoenrock	MAP Assistant
Michelle Stevens	DO/CE Secretary
Anthony Neumann	Elementary Principal
Nolan Frank	JH Girls Golf
Abigail Weidenbach	Elementary Social Worker
Linda Brezinka	DO Finance Specialist
Amy Krueger	HR/CE Director

Retirement 04.24.23

Patrick Sobania	MS/HS Lead Custodian
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# FINANCE SPECIALIST'S CONTRACT

Independent School District No. 485, Royalton, Minnesota (hereafter "School District") enters into this agreement with Linda Brezinka (hereafter "Employee") as Finance Specialist, who agrees to perform the duties assigned by the School District.

The School District and the Employee agree as follows:

## ARTICLE I DURATION

**Section 1. Effective Time Period.** This Agreement shall remain in full force and effect for a period commencing July 1, 2023, through June 30, 2025, unless modified by the mutual written consent of the School Board and the Employee, or unless terminated by law or as provided in Article IX of this Agreement. For purposes of this Agreement, the term "year," "duty year," "school year," or "contract year" shall refer to the period of time from July 1 through June 30.

## ARTICLE II BASIC RIGHTS

**Section 1. Provision of Services.** The Employee shall faithfully perform the services prescribed by the School Board or Superintendent whether or not such services are specifically described in this contract or in a general job description, abide by the rules, regulations, and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

## ARTICLE III DUTY YEAR

**Section 1. Basic Work Day/Week.** This is a salaried position. The Employee's work schedule normally will be eight (8) hours/day; however, duties assigned to the Employee may require additional time and service beyond the typical 40-hour week as required to meet the needs of the job and the School District's requirements. The daily work schedule will be determined by the superintendent and is subject to modification as so determined by the Superintendent.

**Section 1. Basic Work Year.** The Employee's duty year shall consist of 260 work days inclusive of sick days and vacation days. The Employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the School Board or Superintendent so determines.

**Section 1. Determination of Days Worked.** The Superintendent will ultimately establish the yearly schedule and determine the days on which the Employee will work during the year. The Superintendent may change the work schedule at any time to meet the needs of the District, so long as the total number of work days does not exceed 260 for the year.

**ARTICLE IV  
RATES OF PAY**

**Section 1. Rates of Pay.**

**Subd. 1. Pay Schedule.** The Employee shall be paid over 24 pay periods for the year.

**Subd. 1. Salary.**

2023-2024	\$60,000
2024-2025	\$61,800

**Section 2. Attendance at Conferences/Workshops.** The School District shall pay all reasonable and legally valid expenses and fees for the Employee's attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed or preapproved by the Superintendent.

**Section 3. Mileage Reimbursement.** The School District shall reimburse the Employee for business use of their private vehicle. The reimbursement will be on a per mile basis, at the rate established and published by the IRS pursuant to M.S. 471.665, Subd. 1. The Employee must provide written documentation on the mileage reimbursement requested.

**ARTICLE V  
LEAVES OF ABSENCE**

**Section 1. Sick Leave.** Sick leave without loss of pay shall be allowed by the School District whenever the Employee's absence is found to have been due to illness or injury which prevented attendance at work and performance of duties. Application for sick leave shall be made on the form provided by the School District. The School District may require the Employee to furnish a medical certificate from a qualified physician in support of the application. Allowed sick leave shall be deducted from the accrued sick leave days earned by the Employee. The School District retains the right to ultimately decide if the Employee is entitled to use sick leave.

**Subd. 1. Rate Sick Leave is Earned.** The Employee shall earn sick leave at the rate of fifteen (15) days per year (1.25 days per month), which may be accumulated to a maximum of one hundred and twenty (120) days.

**Subd. 2. Flex Day.** Employees may elect to convert three (3) sick leave days per year to one (1) flex day that may be used in the same manner as a personal day. Unused flex days will be paid out at the employee's daily rate of pay. Flex day payments will be deposited into either the employee's 403B account or their Health Savings Account.

**Subd. 3. Payout of Sick Upon Termination/Resignation.** The Employee shall not be entitled to the payout of any unused sick leave days upon resignation or termination of employment with the School District.

**Section 2. Vacation.** The Employee shall be entitled to 15 vacation days per year.

**Subd 1. Requesting Vacation.** Vacation time must be scheduled and approved by the employee's supervisor in advance. The School District reserves the right to limit the number of employees in a category on vacation or leave at any one time, or to deny any vacation request that may disrupt School District operations, in the sole discretion of the School District.

**Section 3. Bereavement Leave and Illness in the Immediate Family.**

**Subd. 1.** A leave of absence without loss of pay, not to exceed five (5) days, for each occurrence, shall be granted for the death or serious illness of the Employee's spouse, child or parent. Up to three (3) days shall be granted in the case of the death or serious illness of the Employee's parent-in-law.

**Subd. 2.** A leave of absence without loss of pay, not to exceed two (2) days for each occurrence, shall be granted for death of the Employee's brother or sister, brother-in-law, sister-in-law, grandparents, son-in-law or daughter-in-law, grandparent-in-law, or member of immediate household.

**Subd. 3.** For the death of other relatives and friends, the Employee shall be granted up to one (1) day of bereavement leave, for each occurrence, with deduction of on-half day's pay from the Employee's accumulated sick leave.

**Subd. 4.** If the leave is for reason of death, the days off shall not be deducted from the Employee's accumulated sick leave; if the leave is for serious illness, the leave days taken shall be deducted from the Employee's accumulated sick leave. Serious illness shall mean illness requiring medical attention at a clinic or hospital. The School District may require a doctor's certification of illness as a condition for granting the leave.

**Section 5. Family and Medical Leave.** Pursuant to the Family and Medical Leave Act, 29 U.S.C. 2601 et. Seq., an eligible staff shall be granted, upon written request, up to a total of 12 weeks of unpaid leave per year in connection with:

- a. The birth of a child;
- b. The adoption or foster placement of a child;
- c. The serious health condition of a teacher's spouse, child, or parent, and
- d. The teacher's own serious health condition.

**Subd. 1. Salary and Fringe Benefits.** Such leave shall be unpaid, except an eligible staff, during such leave, shall be eligible for regular School District group health insurance contributions as provided in the Agreement of the leave, but not to exceed twelve (12) weeks per year, notwithstanding any other provisions of this Agreement.

**Subd. 2. Paid Leave Under Contract.** While FMLA leaves, except for eligible insurance contributions as provided in 9.70., are unpaid, nothing herein shall preclude a teacher from utilizing paid leave otherwise provided in this Agreement, provided the teacher qualifies for the paid leave, i.e. sick leave or personal leave pursuant to the provisions of this Agreement governing such leaves. Moreover, nothing herein, or any other provisions of this Agreement, shall be construed to require the School District to combine leaves for a period of time that exceeds the leave provided by this section or the period of time for leaves provided in other sections of the Agreement.

**Subd. 3. Request.** A staff member requesting child care leave shall inform the Superintendent in writing of the intention to take the leave at least three (3) calendar months prior to the commencement of the intended leave.

**Subd. 4. Date of Leave.** The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave are coincident with some natural break in the school year, e.g. winter vacation, spring vacation, semester or quarter break, end of a grading period, end of the school year, or the like.

**Subd. 5. Duration.** In making a determination concerning the commencement and duration of a child care leave, the school board shall not, in any event, be required to:

1. Grant any leave for more than twelve (12) months in duration.
2. Permit the staff member to return to employment prior to the date designated in the request for the child care leave.

**Section 6. Emergency Medical Leave.** An employee who has completed the initial probationary period, who is unable to perform duties because of illness or injury and who has exhausted all sick leave credit available, or has become eligible for long-term disability compensation, may, upon request, be granted an emergency leave of absence, without pay, up to six (6) months. The employee shall be responsible for payment of any insurance benefits during the period of the emergency leave. This leave may be renewed at the discretion of the School District. A request for leave of absence, or renewal thereof, under this Section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to assume normal responsibilities. The School District will adhere to the Family Medical Leave laws.

**Subd. 1. Elective Surgery.** Elective Surgeries will be allowed during non-student contact days only.

**Section 7. Jury Leave.** An employee called for jury service shall be granted a jury leave without loss of pay, but any sum paid the employee for jury duty (exclusive of mileage and other expenses) shall be assigned by the employee to the School District.

**Section 8. Military Leave.** An employee called for military service shall be granted a leave of absence, with pay if it falls under M.S. 192.26, or without pay if it falls under M.S. 192.261, for such times as may be required to fulfill the obligation.

**Section 9. General Leave.** At its discretion, the School District may grant a leave of absence for one (1) year to employees who have completed five (5) consecutive full years of service in the School District. Employees requesting leave under the provisions of this Section shall submit a written request no later than March 31 of the school year proceeding the year of the requested leave.

**Subd 1. District Notification.** Employees who are granted leave of absence under the provision of this Section shall notify the School District no later than March 31 of the leave year, in writing, of their intention to return to their position.

**Section 10. All Other Leave.** The School District will adhere to all applicable federal and state laws governing the provision of a leave of absence for specific purposes outlined in law or statute other than those specified in this manual.

**Section 11. Workers' Compensation.** Pursuant to M.S. Chapter 176, an employee injured on the job in the service of the School District and collecting worker's compensation insurance, may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

**Subd 1. Insurance Application-Unpaid Leave.** An employee on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The employee shall pay the entire premium for such insurance commencing with the beginning of the leave, and shall pay to the School District the monthly premium in advance.

**Subd 1. Insurance Application-Paid Leave.** In the event the employee is on paid leave from the School District under Section 1, Sick Leave, or supplemented by sick leave pursuant to Section 11, Workers' Compensation, the School District will continue insurance contributions as provided herein until sick leave is exhausted. Thereafter, the employee must pay the entire premium for any insurance retained after the exhaustion of sick leave.

**Subd 2. Credit.** An employee who returns from unpaid leave shall retain experience credit for pay purposes and other benefits that had accrued at the time leave commenced. No credit shall accrue for the period of time that an employee was on unpaid leave.

**Subd 3. Eligibility.** Employees shall be eligible for leave benefits proportional to the extent of their employment.

**Subd 4. Subbing While on Leave.** School District employees on a general leave of absence who return to sub will be paid their regular rate of pay when subbing in their regular job classification and the 0 step of the group in which they are subbing for all other jobs.

## ARTICLE VI GROUP INSURANCE

**Section 1. Selection of Carrier.** The selection of the insurance carrier and policy shall be made by the School District as provided by law.

**Section 2. Health and Hospitalization Insurance.** The School District shall contribute toward employee hospital-medical coverage for all employees employed by the School District who work 40 hours a week for 12 months, qualify for, and are enrolled in the School District's health and hospitalization plan according to the schedule determined by the School District. The School District expressly reserves the right to revise or modify these amounts at any time that it determines such modification is desirable. The current amounts contributed by the School District are as follows:

2023-2025	Single, not to exceed \$6,000
	Family not to exceed \$12,000

**Subd. 1. District Contribution.** The School District contribution is based on a 260 days contract.

**Subd 2. Claims Against the School District.** It is understood that the School District's only obligation is to purchase various insurance policies and pay such premium amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

**Section 2. Life Insurance.** The School District shall provide the Employee with group life insurance coverage in the amount of \$50,000.00, the premiums to be paid by the School District. The Employee may elect to purchase an equal amount of life insurance under the group plan with premiums paid in full by the Employee.

**Section 3. Long-Term Disability Insurance.** The School District shall contribute 100% of the premium for the income protection policy. Such policy shall provide for benefits equal to at least 2/3 of the employee's salary, beginning after sixty (60) days of continuous absence due to disability.

## **ARTICLE VII HOLIDAYS**

**Section 1. Paid Holidays** The Employee shall be entitled to 10 paid holidays each year of the Contract. The Employee shall designate the other two days at his discretion and notify the Superintendent of his selection.

The 10 designated holidays will be:

New Year's Day

- Good Friday
- Memorial Day
- July 4<sup>th</sup>
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve

When a Holiday falls on a weekend the Human Resources Director and /or Supervisor will decide if the vacation day is taken on the Friday before or the Monday following that weekend.

## **ARTICLE VIII 403B MATCHING CONTRIBUTION PLAN**

**Section 1. Eligibility:** The Employee will be eligible to participate in a tax-sheltered annuity plan established by the School District and receive a District matching contribution as follows:

Years of Continuous Service	District Matching Contribution
0-3	\$300
4-8	\$600
9-12	\$1200
13-15	\$1,800
16+	\$2,000

**Section 2. Approved Plans:** The School District will make matching contributions only to deferred compensation plans offered by vendors selected by the School District.

**ARTICLE IX  
DISCHARGE AND RESIGNATION FROM EMPLOYMENT**

**Section 1. Discharge From Employment.** The School District may terminate this Agreement, for no reason or any reason at all, by giving the Employee written notice of its intent to terminate the Employee's services at least thirty (30) days prior to the effective date of the termination.

**Section 2. Resignation From Employment.** The Employee may terminate this Agreement, for no reason or any reason at all, by giving written notice of resignation to the Superintendent thirty (30) calendar days prior to the effective day of resignation.

**By signing below, each party represents that it has read, understands, and agrees to be bound by the terms of this Agreement.**

**FOR: The DISTRICT Signed this \_\_\_\_\_ day of \_\_\_\_\_**

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk

**FOR: The EXCLUSIVE REPRESENTATIVE Signed this 30<sup>th</sup> day of March**

  
\_\_\_\_\_  
Finance Specialist



# 2023-2024 DIRECTOR OF HUMAN RESOURCES/COMMUNITY EDUCATION

## ARTICLE I

### PURPOSE

**Section 1. Parties.** Independent School District No. 485, Royalton, Minnesota (hereafter "School District") enters into this agreement with Amy Krueger (hereafter "Employee") as Director of Human Resources Director/Community Education who agrees to perform the duties assigned by the School District.

## ARTICLE II

### DURATION

**Section 1. Effective Time Period.** This Agreement shall remain in full force and effect for a period commencing June 1, 2023, through June 30, 2024, unless modified by the mutual written consent of the School Board and the Employee, or unless terminated by law or as provided in Sections 13.1 or 13.02 of this Agreement. For purposes of this Agreement, the term "year," "duty year," "school year," or "contract year" shall refer to the period of time from July 1 through June 30.

## ARTICLE III

### BASIC SERVICES

**Section 1. Provision of Services.** The Employee shall faithfully perform the services prescribed by the School Board or Superintendent whether or not such services are specifically described in this contract or in a general job description, abide by the rules, regulations, and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated below.

## ARTICLE IV

### DUTY YEAR

**Section 1. Basic Work Day/Week.** This is a salaried position. The Employee's work schedule normally will be eight (8) hours/day; however, duties assigned to the Employee may require additional time and service beyond the typical 40 hour week as required to meet the needs of the job and the School District's requirements. The daily work schedule will be determined by the Superintendent and is subject to modification as so determined by the Superintendent.

**Section 2. Basic Work Year.** The Employee's duty year shall consist of 260 work days inclusive of sick days and vacation days. The Employee shall perform services on those legal holidays on which the School District is authorized to conduct school if the School Board or Superintendent so determines.

**Section 3. Determination of Days Worked.** The Superintendent will ultimately establish the yearly schedule and determine the days on which the Employee will work during the year. The Superintendent may change the work schedule at any time to meet the needs of the District, so long as the total number of workdays does not exceed 260 for the year.

## ARTICLE V

### RATES OF PAY

#### **Section 1. Rates of Pay.**

**Subd. 1. Pay Schedule.** The Employee shall be paid over 24 pay periods for the year.

#### **Subd. 2. Salary.**

June 1, 2023-June 30, 2023	\$84,927.60 (prorated)
July 1, 2023- June 30, 2024	\$84,927.60

**Section 2. Attendance at Conferences/Workshops.** The School District shall pay all reasonable and legally valid expenses and fees for the Employee’s attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed or preapproved by the Superintendent.

**Section 3. Mileage Reimbursement.** The School District shall reimburse the Employee for business use of their private vehicle. The reimbursement will be on a per mile basis, at the rate established and published by the IRS pursuant to M.S. 471.665, Subd. 1. The Employee must provide written documentation on the mileage reimbursement requested.

## ARTICLE VI

### LEAVES OF ABSENCE

**Section 1. Sick Leave.** Sick leave without loss of pay shall be allowed by the School District whenever the Employee’s absence is found to have been due to illness or injury which prevented attendance at work and performance of duties. Application for sick leave shall be made on the form provided by the School District. The School District may require the Employee to furnish a medical certificate from a qualified physician in support of the application. Allowed sick leave shall be deducted from the accrued sick leave days earned by the Employee. The School District retains the right to ultimately decide if the Employee is entitled to use sick leave.

**Subd. 1. Rate Sick Leave is Earned.** The Employee shall earn sick leave at the rate of fifteen (15) days per year (1.25 days per month), which may be accumulated to a maximum of one hundred and twenty (120) days.

**Subd. 2. Flex Day.** Employees may elect to convert three (3) sick leave days per year to one (1) flex day that may be used in the same manner as a personal day. Unused flex days will be paid out at the employee's daily rate of pay. Flex day payments will be deposited into either the employees' 403B account or their Health Savings Account.

**Subd. 3. Sick Leave Payout.** The Employee shall not be entitled to the payout of any unused sick leave days upon resignation or termination of employment with the School District.

**Section 2. Vacation** The Employee shall be entitled to 20 vacation days per year.

**Subd 1. Requesting Vacation.** Vacation time must be scheduled and approved by the employee's supervisor in advance. The School District reserves the right to limit the number of employees in a category on vacation or leave at any one time, or to deny any vacation request that may disrupt School District operations, in the sole discretion of the School District.

**Section 3. Bereavement Leave and Illness in the Immediate Family.**

**Subd 1.** A leave of absence without loss of pay, not to exceed five (5) days for each occurrence, shall be granted for death or serious illness of the Employee's spouse, child, or parent. Up to three (3) days shall be granted in the case of the death or serious illness of the Employee's parent-in-law.

**Subd 2.** A leave of absence without loss of pay, not to exceed two (2) days for each occurrence, shall be granted for the death of the Employee's brother or sister, brother-in-law, sister-in-law, grandparents, son-in-law or daughter-in-law and grandparent-in-law or member of the immediate household. The leave days shall not be deducted from the Employee's accumulated sick leave.

**Subd 3.** For the death of other relatives and friends, the Employee shall be granted up to one (1) day of bereavement leave, for each occurrence, with deduction of one-half day's pay from the Employee's accumulated sick leave.

**Subd 4.** If the leave is for reason of death, the days off shall not be deducted from the Employee's accumulated sick leave; if the leave is for serious illness, the leave days taken shall be deducted from the Employee's accumulated sick leave. Serious illness shall mean illness requiring medical attention at a clinic or hospitalization. The School District may require a doctor's certification of illness as a condition of granting the leave.

**Section 4. Family and Medical Leave.** Pursuant to the Family and Medical Leave Act, 29 U.S.C. 2601 et. Seq., an eligible staff shall be granted, upon written request, up to a total of 12 weeks of unpaid leave per year in connection with:

- a. The birth of a child;
- b. The adoption or foster placement of a child;
- c. The serious health condition of a teacher's spouse, child, or parent, and
- d. The teacher's own serious health condition.

**Subd. 1. Salary and Fringe Benefits.** Such leave shall be unpaid, except an eligible staff, during such leave, shall be eligible for regular School District group health insurance contributions as provided in the Agreement of the leave, but not to exceed twelve (12) weeks per year, notwithstanding any other provisions of this Agreement.

**Subd. 2. Paid Leave Under Contract.** While FMLA leaves, except for eligible insurance contributions as provided in 9.70., are unpaid, nothing herein shall preclude a teacher from utilizing paid leave otherwise provided in this Agreement, provided the teacher qualifies for the paid leave, i.e. sick leave or personal leave pursuant to the provisions of this Agreement governing such leaves. Moreover, nothing herein, or any other provisions of this Agreement, shall be construed to require the School District to combine leaves for a period of time that exceeds the leave provided by this section or the period of time for leaves provided in other sections of the Agreement.

**Subd. 3. Request.** A staff member requesting child care leave shall inform the Superintendent in writing of the intention to take the leave at least three (3) calendar months prior to the commencement of the intended leave.

**Subd. 4. Date of Leave.** The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave are coincident with some natural break in the school year, e.g. winter vacation, spring vacation, semester or quarter break, end of a grading period, end of the school year, or the like.

**Subd. 5. Duration.** In making a determination concerning the commencement and duration of a child care leave, the school board shall not, in any event, be required to:

1. Grant any leave for more than twelve (12) months in duration.
2. Permit the staff member to return to employment prior to the date designated in the request for the child care leave.

**Section 5. Emergency Medical Leave.** An employee who has completed the initial probationary period, who is unable to perform duties because of illness or injury and who has exhausted all sick leave credit available, or has become eligible for long-term disability compensation, may, upon request, be granted an emergency leave of absence, without pay, up to six (6) months. The employee shall be responsible for payment of any insurance benefits during the period of the emergency leave. This leave may be renewed at the discretion of the School District. A request for leave of absence, or renewal thereof, under this Section shall be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to assume normal responsibilities. The School District will adhere to the Family Medical Leave laws.

**Subd. 1. Elective Surgery.** Elective Surgeries will be allowed during non-student contact days only.

**Section 6. Jury Leave.** An employee called for jury service shall be granted a jury leave without loss of pay, but any sum paid the employee for jury duty (exclusive of mileage and other expenses) shall be assigned by the employee to the School District.

**Section 7. Military Leave.** An employee called for military service shall be granted a leave of absence, with pay if it falls under M.S. 192.26, or without pay if it falls under M.S. 192.261, for such times as may be required to fulfill the obligation.

**Section 8. General Leave.** At its discretion, the School District may grant a leave of absence for one (1) year to employees who have completed five (5) consecutive full years of service in the School District. Employees requesting leave under the provisions of this Section shall submit a written request no later than March 31 of the school year proceeding the year of the requested leave.

**Subd 1. District Notification.** Employees who are granted leave of absence under the provision of this Section shall notify the School District no later than March 31 of the leave year, in writing, of their intention to return to their position.

**Section 9. All Other Leave.** The School District will adhere to all applicable federal and state laws governing the provision of a leave of absence for specific purposes outlined in law or statute other than those specified in this manual.

**Section 10. Workers' Compensation.** Pursuant to M.S. Chapter 176, an employee injured on the job in the service of the School District and collecting worker's compensation insurance, may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

**Subd 1. Insurance Application-Unpaid Leave.** An employee on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The employee shall pay the entire premium for such insurance commencing with the beginning of the leave, and shall pay to the School District the monthly premium in advance.

**Subd 2. Insurance Application-Paid Leave.** In the event the employee is on paid leave from the School District under Section 1, Sick Leave, or supplemented by sick leave pursuant to Section 11, Workers' Compensation, the School District will continue insurance contributions as provided herein until sick leave is exhausted. Thereafter, the employee must pay the entire premium for any insurance retained after the exhaustion of sick leave.

**Subd 3. Credit.** An employee who returns from unpaid leave shall retain experience credit for pay purposes and other benefits that had accrued at the time leave commenced. No credit shall accrue for the period of time that an employee was on unpaid leave.

**Subd 4. Eligibility.** Employees shall be eligible for leave benefits proportional to the extent of their employment.

**Subd 5. Subbing While on Leave.** School District employees on a general leave of absence who return to sub will be paid their regular rate of pay when subbing in their regular job classification and the 0 step of the group in which they are subbing for all other jobs.

## ARTICLE VII

### GROUP INSURANCE

**Section 1. Selection of Carrier.** The selection of the insurance carrier and policy shall be made by the School District as provided by law.

**Section 2. Health and Hospitalization Insurance.** The School District shall provide all full-time Director of Human Resources /Community Education employed by the School District, who qualify for and are enrolled in the School District's health and hospital plan, with employee and dependent(s) health and hospitalization insurance coverage, under the School District's group plan. The School District will pay 90% of the premium cost of the most expensive district offered plan for family or single coverage (currently is the traditional plan). If the Director of Human Resources Director/Community Education doesn't choose the most expensive district offered plan for family or single coverage, the School District shall pay the same amount of dollars toward a district group plan of their choice. Any remaining dollars, after full payment of premiums, shall be paid into the Director of Human Resources Director/Community Education's Health Savings Account.

**Subd. 1. District Contribution.** The School District contribution is based on a 260 days contract.

**Subd 2. Claims Against the School District.** It is understood that the School District's only obligation is to purchase various insurance policies and pay such premium amounts as agreed to herein and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

**Section 3. Health Savings Account/Wellness Account.** The School District shall also contribute annually into an HSA or Wellness account of each full-time Director of Human Resources Director/Community Education employed by the School District until the benefit is re-negotiated.

2022-2023	\$2000
2024-2025	\$2500

**Section 4. Life Insurance.** The School District shall provide the Employee with group life insurance coverage in the amount of \$50,000.00, the premiums to be paid by the School District. The Employee may elect to purchase an equal amount of life insurance under the group plan with premiums paid in full by the Employee.

**Section 5. Long-Term Disability Insurance.** The School District shall contribute 100% of the premium for the income protection policy. Such policy shall provide for benefits equal to at least 2/3 of the employee's salary, beginning after sixty (60) days of continuous absence due to disability.

## ARTICLE VIII

### HOLIDAYS

**Section 1. Paid Holidays.** The Employee shall be entitled to 10 paid holidays each year of the contract.

The 10 designated holidays will be:

- July 4
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve Day
- New Year's Day
- Good Friday
- Memorial Day

When a Holiday falls on a weekend the manager will decide if the vacation day is taken on the Friday before or the Monday following that weekend.

## ARTICLE IX

### 403B MATCHING CONTRIBUTION PLAN

**Section 1. Eligibility:** The Employee will be eligible to participate in a tax-sheltered annuity plan established by the School District and receive a District matching contribution as follows:

Years of Continuous Service	District Matching Contribution
0-6	\$1,000
7-10	\$1,500
11+	\$2,000

**Section 2. Approved Plans:** The School District will make matching contributions only deferred compensation plans offered by vendors selected by the School District.

**ARTICLE X**

**DISCHARGE AND RESIGNATION FROM EMPLOYMENT**

**Section 1. Discharge From Employment.** The School District may terminate this Agreement, for no reason or any reason at all, by giving the Employee written notice of its intent to terminate the Employee's services at least thirty (30) days prior to the effective date of the termination.

**Section 1. Resignation From Employment.** The Employee may terminate this Agreement, for no reason or any reason at all, by giving written notice of resignation to the Superintendent thirty (30) calendar days prior to the effective day of resignation.

**By signing below, each party represents that it has read, understands, and agrees to be bound by the terms of this Agreement.**

**FOR: The DISTRICT Signed this \_\_\_\_\_ day of \_\_\_\_\_**

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk

**FOR: The EXCLUSIVE REPRESENTATIVE Signed this 20 day of April**

Amy Krueger  
\_\_\_\_\_  
Director of Human Resources Director/Community Education

**ROYALTON**  
**Budget / Fund Balance Overview (BUDGET)**  
 Revised Budget

	Beginning Fund Balance	Revenues	Expenditures	Transfers	End of Year Proj. Balance	Net Increase or Decrease
<b>General Fund - 01</b>						
<b>422 Unassigned Fund Balance</b>	1,901,870 17.57%	10,389,714	9,952,942	-	2,338,642 21.82%	436,772
<b>Restricted</b>						
401 Student Activities	194,638	182,418	-	-	377,056	182,418
402 Scholarships	33,053	-	13,100	-	19,953	(13,100)
403 Staff Development	121,768	142,394	47,966	-	216,196	94,428
405 Deferred Maintenance	-	-	-	-	-	-
406 Health & Safety	-	-	-	-	-	-
407 Capital Projects Levy	-	-	-	-	-	-
408 Cooperative Programs	-	-	-	-	-	-
413 Building Projects Funded by COP/LP	-	-	-	-	-	-
414 Operating Debt	-	-	-	-	-	-
416 Levy Reduction	-	-	-	-	-	-
417 Excess Taconite Building Maint Funds	-	-	-	-	-	-
424 Operating Capital	472,767	227,795	412,212	-	288,350	(184,417)
426 \$25 Taconite	-	-	-	-	-	-
427 Disabled Accessibility	-	-	-	-	-	-
428 Learning and Development	-	-	-	-	-	-
434 Area Learning Center	-	-	-	-	-	-
435 Contracted Alternative Programs	-	-	-	-	-	-
436 State-Approved Alt. Programs	-	-	-	-	-	-
438 Gifted and Talented	20,413	13,486	18,073	-	15,826	(4,587)
440 Teacher Development and Evaluation	-	-	-	-	-	-
441 Basic Skills Programs	-	-	-	-	-	-
448 Achievement and Integration Revenue	-	-	-	-	-	-
449 Safe Schools Levy	74,831	37,257	32,677	-	79,411	4,580
451 QZAB and QSCB Payments	-	-	-	-	-	-
452 Funded OPEB Liabilities not Held in Trust	-	-	-	-	-	-
453 Unfunded Severance and Retirement	-	-	-	-	-	-
459 Basic Skills Extended Time	16,134	-	-	-	16,134	-
464 Restricted	-	-	-	-	-	-
467 Long-Term Facilities Maint	67,509	181,594	241,725	-	7,378	(60,131)
472 Medical Assistance	108,568	15,000	50	-	123,518	14,950
475 Title VII - Impact Aid Funds	-	-	-	-	-	-
476 Payments in Lieu of Taxes	-	-	-	-	-	-
<b>Subtotal Restricted</b>	<b>1,109,681</b>	<b>799,944</b>	<b>765,803</b>	<b>-</b>	<b>1,143,822</b>	<b>34,141</b>
<b>460 Nonspendable</b>	<b>83,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>83,000</b>	<b>-</b>
<b>Committed Funds</b>						
418 Separation/Retirement Benefits	-	-	-	-	-	-
461 Committed	-	-	-	-	-	-
Committed - "detail"	-	-	-	-	-	-
<b>Subtotal Committed - 418 &amp; 461 &amp; District Defined</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Assigned Funds</b>						
462 Assigned	270,000	-	-	-	270,000	-
Assigned - "detail"	-	-	-	-	-	-
<b>Subtotal Assigned - 462</b>	<b>270,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>270,000</b>	<b>-</b>
<b>Total General Fund</b>	<b>3,364,551</b>	<b>11,189,658</b>	<b>10,718,745</b>	<b>-</b>	<b>3,835,464</b>	<b>470,913</b>
<b>Food Service Fund - 02</b>						
<b>460 Nonspendable</b>	<b>6,938</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,938</b>	<b>-</b>
<b>464 Restricted</b>	<b>167,544</b>	<b>528,185</b>	<b>558,930</b>	<b>-</b>	<b>136,799</b>	<b>(30,745)</b>
<b>463 Unassigned</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Food Service</b>	<b>174,482</b>	<b>528,185</b>	<b>558,930</b>	<b>-</b>	<b>143,737</b>	<b>(30,745)</b>
<b>Community Services - 04</b>						
<b>460 Nonspendable</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>464 Restricted</b>	<b>31,122</b>	<b>2,295</b>	<b>-</b>	<b>-</b>	<b>33,417</b>	<b>2,295</b>
<b>Restricted / Reserved</b>						
426 \$25 Taconite	-	-	-	-	-	-
431 Community Education	208,435	195,080	122,163	-	281,352	72,917
432 Early Childhood	42,208	17,788	17,600	-	42,396	188
440 Teacher Development	-	-	-	-	-	-
444 School Readiness	59,290	172,827	240,843	-	(8,726)	(68,016)
447 Adult Basic Education	-	-	-	-	-	-
452 Funded OPEB Liabilities	-	-	-	-	-	-
<b>Restricted/Reserved - Subtotal</b>	<b>309,933</b>	<b>385,695</b>	<b>380,606</b>	<b>-</b>	<b>315,022</b>	<b>5,089</b>

**ROYALTON**  
**Budget / Fund Balance Overview (BUDGET)**  
 Revised Budget

463 Unassigned	-	-	-	-	-	-
<b>Total Community Education</b>	<b>341,055</b>	<b>387,990</b>	<b>380,606</b>	<b>-</b>	<b>348,439</b>	<b>7,384</b>
<b>Construction - 06</b>						
460 Nonspendable	-	-	-	-	-	-
<b>Restricted/Reserved</b>						
407 Capital Projects Levy	-	-	-	-	-	-
413 Building Projects	-	-	-	-	-	-
467 Long-Term Facilities Maint	-	-	-	-	-	-
475 Title VII - Impact Aid Funds	-	-	-	-	-	-
<b>Restricted/Reserved - Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
464 Restricted	-	-	-	-	-	-
463 Unassigned	-	-	-	-	-	-
<b>Total Construction Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Debt Service - 07</b>						
460 Nonspendable	-	-	-	-	-	-
<b>Restricted/Reserved</b>						
425 Bond Refunding	-	-	-	-	-	-
433 Maximum Effort Loan Aid	-	-	-	-	-	-
451 QZAB and QSCB Payments	-	-	-	-	-	-
<b>Restricted/Reserved - Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
464 Restricted	439,975	2,010,909	2,020,608	-	430,276	(9,699)
463 Unassigned	-	-	-	-	-	-
<b>Total Debt Service Fund</b>	<b>439,975</b>	<b>2,010,909</b>	<b>2,020,608</b>	<b>-</b>	<b>430,276</b>	<b>(9,699)</b>
<b>Trust - 08</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Custodial - 18</b>						
<b>Restricted/Reserved</b>						
402 Scholarships	-	-	-	-	-	-
448 Achievement & Integration	-	-	-	-	-	-
401 Student Activities	-	-	-	-	-	-
<b>Restricted/Reserved - Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
464 Restricted	-	-	-	-	-	-
<b>Total Custodial Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Internal Service Fund - 20</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPEB Revocable Trust - 25</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPEB Irrevocable Trust - 45</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPEB Debt Service - 47</b>						
460 Non Spendable	-	-	-	-	-	-
<b>Restricted/Reserved</b>						
425 Bond Refundings	-	-	-	-	-	-
<b>Restricted/Reserved - Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
464 Restricted	-	-	-	-	-	-
463 Unassigned	-	-	-	-	-	-
<b>Total OPEB Debt Service Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total All Funds:</b>	<b>4,320,063</b>	<b>14,116,742</b>	<b>13,678,889</b>	<b>-</b>	<b>4,757,916</b>	<b>437,853</b>

## Reduction Resolution

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

Resolution directing the administration to make recommendations for reductions in programs and positions and reasons therefor.

Whereas, if the financial condition of the school district indicates that the school board may need to reduce expenditures, and

Whereas, there may be a reduction in student enrollment, and,

Whereas, this reduction in expenditure and decrease in student enrollment may include discontinuance of positions and discontinuance or curtailment of programs, and,

Whereas, a determination must be made as to which teachers' contracts may be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions, Be it resolved, by the School Board of Independent School District No. 485 as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and as a result of a reduction in enrollment make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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

\_\_\_\_\_ and upon a roll call vote being taken thereon, the

following voted

in favor thereof:

following voted against:

and the following abstained:

The foregoing resolution was approved this \_ day of \_\_\_\_\_ , 2023.

\_\_\_\_\_ Board Chair, Rian Hofstad

\_\_\_\_\_ Board Clerk, Angela Roering

## Resolution for Acceptance of Gifts to the Royalton School District

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

WHEREAS all information is included in your packet;

Royalton Lions Club has generously donated \$1000 to the BPA Club for 2023 Nationals Expenses.

Royalton American Legion has generously donated \$800 to the BPA Club for 2023 Nationals Expenses.

Royalton American Legion has generously donated \$2000 towards four individual amounts of \$500 for college scholarships at Royalton Public Schools.

Crow Wing Power has generously donated to the Royalton Public Schools \$1500 toward a 2023 college scholarship.

WHEREAS the conditions on these gifts are included in the packet.

THEREFORE, BE IT RESOLVED by the Royalton School Board to gratefully accept the gifts.

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

\_\_\_\_\_ and upon a roll call vote being taken thereon, the

following voted

in favor thereof:

following voted against:

and the following abstained:

The foregoing resolution was approved this 24th day of April, 2023.

\_\_\_\_\_ Board Chair, Rian Hofstad

\_\_\_\_\_ Board Clerk, Angela Roering

**505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES**

**I. PURPOSE**

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

**II. GENERAL STATEMENT OF POLICY**

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
- B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

**III. DEFINITIONS**

- A. "Distribute" or "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 material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "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; and
  3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the 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 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, specific facts must exist 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.

- F. “School activities” means any activity 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. “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. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.
- B. Requests for distribution of nonschool-sponsored material will be reviewed by the

administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:

1. is obscene to minors;
2. is libelous or slanderous;
3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
4. advertises or promotes any product or service not permitted to minors by law;
5. advocates violence or other illegal conduct;
6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);
7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related;
2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
4. the quantity or size of materials to be distributed;
5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
6. whether distribution would require that nonschool persons be present on

the school grounds;

7. whether the materials are a solicitation for goods or services not requested by the recipients.

## **V. TIME, PLACE, AND MANNER OF DISTRIBUTION**

- A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.
- B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

## **VI. PROCEDURES**

- A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:
  1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.
  2. Date(s) and time(s) of day intended for distribution.
  3. Location where material will be distributed.
  4. If material is intended for students, the grade(s) of students to whom the distribution is intended.
- B. Within one (1) week, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
- C. If the person submitting the request does not receive a response within one (1) week, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.
- D. If the person is dissatisfied with the decision of the principal, the person may

submit a written request for appeal to the superintendent. If the person does not receive a response within one (1) week (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

- E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

## **VII. DISCIPLINARY ACTION**

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.
- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

## **VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES**

A copy of this policy will be published in student handbooks and posted in school buildings.

## **IX. IMPLEMENTATION**

The school district administration may develop any additional guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

**Legal References:** U. S. Const., amend. I  
*Hazelwood School District v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Bethel Sch. Dist. No. 403 v. Fraser*, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*Bystrom v. Fridley High School*, 822 F.2d 747 (8<sup>th</sup> Cir. 1987)  
*Roark v. South Iron R-1 School Dist.*, 573 F.3d 556 (8<sup>th</sup> Cir. 2009)

*Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist.*, 640 F.3d 329 (8<sup>th</sup> Cir. 2011), cert. denied \_\_\_U.S. \_\_\_, 132 S.Ct. 592 (2011)

***Cross References:*** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)  
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 505

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2002

## **505 DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES**

### **I. PURPOSE**

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

### **II. GENERAL STATEMENT OF POLICY**

- A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.
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  - 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; and
  - 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

- D. "Minor" means any person under the age of eighteen (18).
- E. "Material and substantial disruption" of a normal school activity means:
  1. Where the normal school activity is an educational program of the 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 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.

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  2. is libelous or slanderous;
  3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
  4. advertises or promotes any product or service not permitted to minors by law;
  5. advocates violence or other illegal conduct;
  6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);

7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
  2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
  3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
  4. the quantity or size of materials to be distributed;
  5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;
  6. whether distribution would require that nonschool persons be present on the school grounds;
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- C. No one shall coerce a student or staff member to accept any publication.
- D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

**VI. PROCEDURES**

- A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:
  1. Name and phone number of the person submitting the request and, if a

student, the room number of his or her first-period class.

2. Date(s) and time(s) of day intended for distribution.
  3. Location where material will be distributed.
  4. If material is intended for students, the grade(s) of students to whom the distribution is intended.
- B. Within one school day, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
  - C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.
  - D. If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.
  - E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

#### **VII. DISCIPLINARY ACTION**

- A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.
- B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.
- C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

#### **VIII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES**

A copy of this policy will be published in student handbooks and posted in school buildings.

#### **IX. IMPLEMENTATION**

The school district administration may develop any additional guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.

**[Note: School districts are encouraged to consider additional guidelines which reflect varied local practices relating to this subject matter including addressing the subject of consistency and uniformity for approving or disapproving practices under this policy.]**

- Legal References:** U. S. Const., amend. I  
*Hazelwood School District v. Kuhlmeier*, 484 U.S. 260 (1988)  
*Bethel Sch. Dist. No. 403 v. Fraser*, 478 U.S. 675 (1986)  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503 (1969)  
*Bystrom v. Fridley High School*, 822 F.2d 747 (8<sup>th</sup> Cir. 1987)  
*Roark v. South Iron R-1 School Dist.*, 573 F.3d 556 (8<sup>th</sup> Cir. 2009)  
*Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist.*, 640 F.3d 329 (8<sup>th</sup> Cir. 2011), cert. denied 565 U.S. 1036 (2011)
- Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)  
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Adopted: July 21, 2014

Royalton School District Policy 506

Revised: \_\_\_\_\_

Reviewed: \_\_\_\_\_

- Deleted: :
- Deleted: *MSBA/MASA Model*
- Deleted: *Orig. 1995*
- Deleted: .
- Deleted: *2019*
- Deleted: *2022*
- Deleted: ¶
- [Note: School districts are required by statute to have a policy addressing these issues.]**

## 506 STUDENT DISCIPLINE

### I. PURPOSE

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

### II. GENERAL STATEMENT OF POLICY

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

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

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

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

Deleted: Minn. Stat. §§

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

Deleted: Minn. Stat. §

### III. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within

the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

#### **IV. STUDENT RIGHTS**

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

#### **V. STUDENT RESPONSIBILITIES**

All students have the responsibility:

- A. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;

Deleted: A. → For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures; ¶

- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- G. To be aware of and comply with federal, state, and local laws;
- H. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- I. To respect and maintain the school's property and the property of others;
- J. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- K. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- L. To conduct themselves in an appropriate physical or verbal manner; and
- M. To recognize and respect the rights of others.

Deleted: ¶  
F. → To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them; ¶

Deleted: G

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**VI. CODE OF STUDENT CONDUCT**

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

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2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy [#526](#);
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy [#503](#);
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances, or look-alike substances, [except as prescribed by a physician, including one student sharing prescription medication with another student](#);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy [#501](#);
14. Violation of the school district's Violence Prevention Policy [#525](#);
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

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19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy [#524](#);
22. Possession of ~~devices or objects which cause distractions~~ [or a nuisance in the classroom](#) and may facilitate cheating;
23. Violation of school bus or transportation rules;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy [#502](#);
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy [#527](#);
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy [#514](#);
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy [#525](#);

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**Deleted:** or the school district's Student Transportation Safety Policy

- 37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
- 38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
- 39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
- 40. Verbal assaults or verbally abusive behavior including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating, or that degrades other people;
- 41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
- 42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
- 43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy #505;
- 44. Violation of the school district's one-to-one device rules and regulations;
- 45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
- 46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

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**VII. DISCIPLINARY ACTION OPTIONS**

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

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article,

object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

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

#### **VIII. REMOVAL OF STUDENTS FROM CLASS**

- A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a

period of time not to exceed five (5) days, pursuant to this discipline policy.

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

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

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

- B. If a student is removed from class more than ten (5) times in a school year, the school district shall notify the parent or guardian of the student's fifth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

**C. Procedures for Removal of a Student From a Class.**

If any student is removed from class, that student shall be sent to the principal or designee for determination of appropriate consequences as per policy.

When a teacher decides to remove a student from a class for a class activity or class period, the teacher shall:

1. Direct the student to go directly to the main office.
2. Contact the main office by telephone or intercom system in order to alert office staff and the Principal. The name of the student and a brief description of why the student is being sent to the office will be given to the main office staff.
3. If necessary, the teacher can call the main office and ask for assistance in the removal of a student, or ask that an adult escort the student to the main office.
4. Upon arrival at the main office the student will be seated in the main office.
5. The student will meet with the Principal or designee for determination of appropriate consequences as per school/district policy.
6. At the high school the teacher who removes a student from class will complete a student discipline referral and forward it to the principal for review. The report must be completed within 1 school day of the removal from class. At the elementary school the teacher may be asked by the elementary principal for a written or an oral report. The parent/guardian will be contacted at this time by the principal or referring teacher.
7. The referring teacher may be asked by the principal to contact the parent of the student removed from class.

**Deleted:** A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

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**[Note: The following Sections C. - K. must be developed and inserted by each school district based upon individual district practices, procedures, and preferences.]** ¶

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1. → Specify procedures to be followed by a teacher, administrator or other school district employee to remove a student from a class; ¶

2. → Specify required approvals necessary; ¶

3. → Specify paperwork and reporting procedures. ¶

**D. Responsibility for and Custody of a Student Removed from Class.**

1. Any student removed from class shall report to the office immediately.
2. The teacher removing the student from class will, before sending the student to the office, notify the office by telephone that the student is coming to the office.
3. An adult escort may be required to bring the student to the office.
4. Temporary custody will be determined by the principal or designee.
5. After evaluation of the reasons for being removed from class, the principal may:
  - a. Place the student in an in-school suspension room.
  - b. Designate another adult in the building to supervise the student.
  - c. Contact the student's parent.
6. If possible the student removed from class will bring class work to the office with him/her on which s/he can work

**E. Procedures for Return of a Student to a Class from Which the Student Was Removed.**

1. When a student returns to class after removal for part of one class session:
  - a. The student will have a pass from the principal or his/her designee.
  - b. The teacher will be notified that the student is returning to class.
2. When a student returns to class after being removed from a class for more than one class session:
  - a. The student will meet with the principal or his/her designee prior to returning to class for readmission to that class.
  - b. A parent may be required to attend the readmission meeting.
  - c. The teacher(s) to whom the student will return may be required to participate in the readmission meeting.
  - d. A readmission plan may be developed and required for readmission to the class.

**F. Procedures for Notification.**

1. If determined necessary by the principal or designee the teacher and the parent will receive oral or written notification of the consequence.
2. The student and parent/guardian will be notified of rule violation(s) and consequences orally, by telephone or in writing.
3. The principal or designee may require that a teacher notify the parent either orally or in written communication of the consequence.

**G. Disabled Students; Special Provisions.**

1. If deemed necessary by the principal or his/her designee a manifest determination hearing may be held. At that hearing it may be determined that:
  - a. No further action occur.

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1. → Designation of where student is to go when removed; ¶

¶

2. → Designation of how student is to get to designated destination; ¶

¶

3. → Whether student must be accompanied; ¶

¶

4. → Statement of what student is to do when and while removed; ¶

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5. → Designation of who has control over and responsibility for student after removal from class. ¶

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2. → Actions or approvals required such as notes, conferences, readmission plans. ¶

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Deleted: 1. → Specify procedures for notifying students and parents/guardians of violations of the rules of conduct and resulting disciplinary action; ¶

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2. → Actions or approvals required, such as notes, conferences, readmission plans. ¶

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- b. Consequences or disciplinary action may or may not be taken.
- c. Further assessment may be required.

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- 2. The principal and/or his/her designee will consult with the case manager of a disabled student removed from class to determine if there is a need to review the student's individual education plan (IEP) for adequacy.

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- 3. The IEP team will be the team that determines if any referral for other services is necessary.

- 4. Teachers may refer students for evaluation for special education services by using the Royalton Schools Child Study Referral Form. Parents may request that their child be evaluated for special education services by using the Royalton Schools Child Study Referral Form or in writing.

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**H. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.**

Pre-Assessment Team

- 1. A pre-assessment team consisting of the high school principal, chemical health counselor (if available), guidance counselor, school social worker, school nurse and one teacher has been established. The pre-assessment team shall be responsible for addressing reports of chemical abuse among students. The team will assess, gather information and make recommendations for appropriate response to the individual.

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- 2. In the event that a school district employee knows that a student is abusing, possessing, transferring, distributing or selling chemicals in a school location:

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- a. The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.
- b. The administrator will notify the student's parents. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.
- c. The administrator will notify law enforcement officials, the student's counselor, and the chemical pre-assessment team.
- d. The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control. Searches by school district officials shall be in accordance with school board policies regarding search and seizure.
- e. The school district will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, initiation of expulsion proceedings, and/or referral to a detoxification center or medical center.

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**I. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct.**

- 1. All violations of the student code of conduct as found in the District Student Discipline Policy will be forwarded to the building principal:
  - a. In writing using a discipline referral form.
  - b. Reported in electronic format using email or the student data management program.
  - c. Verbally in person or by telephone.

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 1.-> Establishment of a chemical abuse preassessment team pursuant to Minn. Stat. § Minnesota Statutes section 121A.26;¶  
 ¶  
 2.-> Establishment of teacher reporting procedures to the chemical abuse preassessment team pursuant to Minn. Stat. §Minnesota Statutes section 121A.29.¶

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**J. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior.**

1. Parents/guardians may be contacted to request assistance in the improvement of their child's behavior. That contact may be made:
  - a. By the building principal or his/her designee orally or in writing.
  - b. By the classroom teacher orally or in writing.

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2. The school may request that parents/guardians attend conferences, IEP staffing, or general meetings to discuss the improvement of the student's behavior.

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**K. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems.**

1. Teachers and support staff should report in writing using the Royalton Schools Child Study Referral Form any student who they think may benefit from early intervention for behavior problems.

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2. After receipt of the form, the Child Study Team will make recommendations and/or referrals in reference to the student's behavior.

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3. Parents may submit in writing or verbally to the principal, guidance counselor, social worker or the chemical health counselor (if available) any concerns or questions regarding the investigation and/or possible evaluation of a student in order to detect any possible behavioral problems.

**IX. DISMISSAL**

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

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

The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

- C. Suspension Procedures

1. "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
3. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6<sup>th</sup>) consecutive day of suspension or the tenth (10<sup>th</sup>) cumulative day of suspension has elapsed.
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under [Minnesota Statutes section 123A.05](#)

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selected to allow the student to progress toward meeting graduation standards under [Minnesota Statutes section 120B.02](#), although in a different setting.

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6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

7. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

- a. strongly encourage a parent or guardian of the student to attend school with the student for one day;
- b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and
- c. petition the juvenile court that the student is in need of services under [Minnesota Statutes chapter 260C](#).

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8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, [Minnesota Statutes sections 121A.40-121A.56](#), shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

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9. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

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

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is

expelled. The authority to expel rests with the school board.

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

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under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to [Minnesota Statutes section 121A.49](#). The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the

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termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

**X. ADMISSION OR READMISSION PLAN**

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minnesota Statutes section 120B.232, subdivision 1, and require parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

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**XI. NOTIFICATION OF POLICY VIOLATIONS**

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

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

**XII. STUDENT DISCIPLINE RECORDS**

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

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**XIII. STUDENTS WITH DISABILITIES**

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

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

behavior.

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

**XIV. OPEN ENROLLED STUDENTS**

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

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**XV. DISTRIBUTION OF POLICY**

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

**XVI. REVIEW OF POLICY**

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

**Legal References:**

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
- Minn. Stat. § 120B.232 (Character Development Education)
- Minn. Stat. § 121A.26 (School Preassessment Teams)
- Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
- Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
- Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
- Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
- Minn. Stat. § ~~121A.60~~ (Definitions)
- Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
- Minn. Stat. § 122A.42 (General Control of Schools)
- Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
- Minn. Stat. § 124D.03 (Enrollment Options Program)
- Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
- Minn. Stat. Ch. 125A (Special Education and Special Programs)
- Minn. Stat. § 152.22, Subd. 6 (Definitions)
- Minn. Stat. § 152.23 (Limitations)
- Minn. Stat. Ch. 260A (Truancy)

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Minn. Stat. Ch. 260C (Juvenile [Safety and Placement](#))  
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education ~~Act~~)  
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)  
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

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**Cross References:**

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



Adopted: August 8, 2011

Royalton School District Policy 612.1

Revised: December 23, 2019

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### **612.1 DEVELOPMENT OF PARENT AND FAMILY ENGAGEMENT POLICIES FOR TITLE I PROGRAMS**

**[Note: This policy reflects recent federal statutory changes made by the Every Student Succeeds Act (ESSA) which require school districts and schools to meet with parents and jointly develop parent and family engagement policies at both a district wide and school building level. This policy lists the required components of the parent and family engagement policies described herein and serves as a framework for their development. The policies and these components are mandatory in order for the school district to receive federal funds under this program.]**

#### **I. PURPOSE**

The purpose of this policy is to encourage and facilitate involvement by parents of students participating in Title I in the educational programs and experiences of students. The policy shall provide the framework for organized, systematic, ongoing, informed, and timely parental involvement in relation to decisions about the Title I services within the school district. The involvement of parents by the school district shall be directed toward both public and private school children whose parents are school district residents or whose children attend school within the boundaries of the school district.

#### **II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to plan and implement, with meaningful consultation with parents of participating children, programs, activities, and procedures for the engagement of parents and families in its Title I programs.
- B. The policy of the school district is to fully comply with 20 United States Code section 6318 which requires the school district to develop jointly with, agree upon with, and distribute to parents of children participating in Title I programs written parent and family engagement policies.

#### **III. DEVELOPMENT OF DISTRICT LEVEL POLICY**

The school board will direct the administration to develop jointly with, agree upon with, and distribute to parents and family members of participating children a written parent and family engagement policy that will be incorporated into the school district's Title I plan. The policy will establish the expectations for meaningful parent and family involvement and describe how the school district will:

- A. Involve parents and family members in the joint development of the school district's Title I plan and the development of support and improvement plans;
- B. Provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the school district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;
- C. Coordinate and integrate parent and family engagement strategies with similar

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strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs;

- D. Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents in parental involvement activities (with particular attention to, parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or who are of a racial or ethnic minority background); the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions;
- E. Use the findings of such evaluations to design evidence-based strategies for more effective parental involvement and to revise, if necessary, the district-level and school-level and family engagement policies; and
- F. Involve parents in the activities of the schools, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the school district to adequately represent the needs of the population served by the school district for the purposes of developing, revising, and reviewing the parent and family engagement policy.

#### **IV. DEVELOPMENT OF SCHOOL LEVEL POLICY**

The school board will direct the administration of each school to develop (or amend an existing parental involvement policy) jointly with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents and families, that shall describe the means for carrying out the federal requirements of parent and family engagement. Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

- A. The policy will describe the means by which each school with a Title I program will:
  - 1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation in Title I programs, and to explain to parents of participating children the program, its requirements, and their right to be involved;
  - 2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds transportation, child care, or home visits, as such services relate to parental involvement;
  - 3. Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of the parental involvement programs, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan, except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;
  - 4. Provide parents of participating children with: timely information about Title I programs; a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children,

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- and to respond to any such suggestions as soon as practicably possible; and
5. If the school-wide program plan is not satisfactory to the parents of participating children, submit any parent's comments on the plan when it is submitted to the school district.
- B. As a component of this policy, each school shall jointly develop with parents a school/parent compact which outlines how parents, staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The compact shall:
1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet state student academic achievement standards;
  2. Describe the ways each parent will be responsible for supporting his or her child's learning by volunteering in his or her child's classroom and participating, as appropriate, in decisions relating to his or her child's education and use of extracurricular time.
  3. Address the importance of communication between teachers and parents on an on-going basis through the use of:
    - a. Annual parent-teacher conferences to discuss the compact and the child's achievement;
    - b. Frequent progress reports to the parents; and
    - c. Reasonable access to staff, opportunities to volunteer, participate in the child's class, and observe in the child's classroom.
    - d. Ensuring regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- C. To ensure effective involvement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, the policy will describe how each school and the school district will:
1. Provide assistance to participating parents in understanding such topics as the state's academic content standards and state academic achievement standards, state and local academic assessments, Title I requirements, and how to monitor a child's progress and work with educators to improve the achievement of their children;
  2. Provide materials and training to assist parents in working with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;
  3. Educate school staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and school;
  4. Coordinate and integrate parental involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children to the extent feasible and appropriate;

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5. Ensure, to the extent practicable, that information about school and parent meetings, programs, and activities is sent home to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand; and
  6. Provide such other reasonable support for parental involvement activities as requested by parents.
- D. The policy will also describe the process to be taken if the school district and school choose to:
1. Involve parents in the development of training for school staff to improve the effectiveness of such training;
  2. Provide necessary literacy training with funds received under Title I programs if all other funding has been exhausted;
  3. Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
  4. Train parents to enhance the involvement of other parents;
  5. Arrange meetings at a variety of times or have conduct in-home conferences between teachers or other educators, who work directly with participating children, and parents who are unable to attend such conferences at school in order to maximize parental opportunities for involvement and participation in school-related activities;
  6. Adopt and implement model approaches to improving parental involvement;
  7. Develop appropriate roles for community-based organizations and business in parental involvement activities; and
  8. Establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I programs.
- E. To carry out the requirements of parent and family engagement, the school district and schools, to the extent practicable, will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports in a format and, to the extent practicable, in a language that is understandable by the parents.
- F. The school district and each school shall inform parents and parent organizations of the existence of family engagement in education programs.

The policies will be updated periodically to meet the changing needs of parents and the school.

**Legal References:** 20 U.S.C. § 6318 (Parent and Family Engagement)

**Cross References:** None

Adopted: July 21, 2014  
Revised: December 23, 2019

Royalton School District Policy 414  
Reviewed:

## 414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

### I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

### II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with [Minnesota Statutes chapter 260E](#), requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

### III. DEFINITIONS

- A. "Accidental" means a sudden, not reasonably foreseeable, and unexpected occurrence or event ~~that:~~
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. "Child" means one under age 18 and, for purposes of [Minnesota Statutes chapter 260C \(Juvenile Safety and Placement\)](#) and [Minnesota Statutes chapter 260D \(Child in Voluntary Foster Care for Treatment\)](#), includes an individual under age 21 who is in foster care pursuant to [Minnesota Statutes chapter 260C.451 \(Foster Care Benefits Past Age 18\)](#).
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. ["Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult, Minnesota Statutes chapter 260E.](#)
- E. "Mandated reporter" means any school personnel who knows or has reason to believe a child is being ~~maltreated~~ or has been ~~maltreated~~ within the preceding three years.
- F. ["Mental injury" means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child's ability to function within a normal range of performance and behavior with due regard to the child's culture.](#)
- G. "Neglect" means the commission or omission of any of the acts specified below, other than by accidental means:

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1. failure by a person responsible for a child's care to supply a child with necessary food, clothing, shelter, health care, medical, or other care required for the child's physical or mental health when reasonably able to do so;
2. failure to protect a child from conditions or actions that seriously endanger the child's physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors as the child's age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for the child's own basic needs or safety, or the basic needs or safety of another child in his or her care;
4. failure to ensure that a child is educated in accordance with state law, which does not include a parent's refusal to provide his or her child with sympathomimetic medications;
5. prenatal exposure to a controlled substance as defined in state law used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child's birth, medical effects or developmental delays during the child's first year of life that medically indicate prenatal exposure to a controlled substance, or the presence of a fetal alcohol spectrum disorder;
6. medical neglect as defined by Minnesota Statutes section 260C.007, subdivision 6, clause (5);
7. chronic and severe use of alcohol or a controlled substance by a person responsible for the care of the child that adversely affects the child's basic needs and safety; or
8. emotional harm from a pattern of behavior that contributes to impaired emotional functioning of the child, which may be demonstrated by a substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not occur solely because the child's parent, guardian, or other person responsible for the child's care in good faith selects and depends upon spiritual means or prayer for treatment or care of disease or remedial care of the child in lieu of medical care.

"Nonmaltreatment mistake" occurs when: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minnesota Rules part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minnesota Rules chapter

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**J.** "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employee or agent, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.

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**L.** "Physical abuse" means any physical injury, mental injury (under subdivision 13), or threatened injury (under subdivision 23), inflicted by a person responsible for the child's care on a child other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries, or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minnesota Statutes section 125A.0942 or 245.825.

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Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian that does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minnesota Statutes section 121A.582.

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Actions that are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions that result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances that were not prescribed for the child by a practitioner, in order to control or punish the child, or other substances that substantially affect the child's behavior, motor coordination, or judgment, or that result in sickness or internal injury, or that subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minnesota Statutes section 609.379, including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minnesota Statutes section 121A.58.

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**K.** "Report" means any communication received by the local welfare agency, police department, county sheriff, or agency responsible for child protection pursuant to this section that describes maltreatment of a child and contains sufficient content to identify the child and any person believed to be responsible for the maltreatment, if known.

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**L.** "School personnel" means professional employee or professional's delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.

**M.** "Sexual abuse" means the subjection of a child by a person responsible for the child's care, by a person who has a significant relationship to the child (as defined in Minnesota Statutes section 609.341, Subd. 15), or by a person in a current or recent position of authority (as defined in Minnesota Statutes section 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such

acts include sexual penetration, sexual contact, solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children. Sexual abuse also includes any act involving a minor ~~that~~ constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation ~~that~~ requires registration under [Minnesota Statutes section 243.166](#), Subd. 1b(a) or (b).

N. ~~“Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has (1) subjected the child to, or failed to protect a child from, an overt act or condition that constitutes egregious harm; (2) been found to be palpably unfit; (3) committed an act that resulted in an involuntary termination of parental rights; (4) , or committed an act that resulted in the involuntary transfer of permanent legal and physical custody of a child to a relative.~~

**IV. REPORTING PROCEDURES**

- A. A mandated reporter shall immediately report the ~~information~~ to the local welfare agency, ~~agency responsible for assessing or investigating the report~~, police department, county sheriff, tribal social services ~~agency~~, or tribal police department. The reporter will include his or her name and address in the report.
- B. ~~An oral report shall be made immediately~~ by telephone or otherwise. ~~The oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assessing or investigating the report. Any report shall be of sufficient content to identify the child, any person believed to be responsible for the maltreatment of the child if the person is known, the nature and extent of the maltreatment, and the name and address of the reporter.~~
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of ~~custodial or~~ parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of

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Deleted: “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture. ¶

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Deleted: “Person responsible for the child’s care” means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching. ¶

M. → “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose par... [1]

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employment.

G. An employer of a mandated reporter shall not retaliate against the person for reporting in good faith maltreatment against a child with respect to whom a report is made, because of the report.

H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, plus costs and reasonable attorney fees. Knowingly or recklessly making a false report also may result in discipline.

V. INVESTIGATION

A. The responsibility for assessing or investigating reports of suspected maltreatment rests with the appropriate state, county, or local agency or agencies. The agency responsible for assessing or investigating reports of maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged offender, and any other person with knowledge of the maltreatment for the purpose of gathering facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of the alleged offender or parent, legal guardian, or school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian, or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.

B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.

C. Except where the alleged offender is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable, and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.

D. Where the alleged offender is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.

E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes

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Deleted: G. → Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school. ¶

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Deleted: [Note: The Minnesota Department of Education (MDE) is responsible for assessing or investigating allegations of child maltreatment in schools. Although a report may be made to any of the agencies listed in Section IV. A., above, and there is no requirement to file more than one report, if the initial report is not made to MDE, it would be helpful to MDE if schools also report to MDE.] ¶

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[chapter 13](#), and the Family Educational Rights and Privacy Act, 20 [United States Code section 1232g](#).

#### **VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE**

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

#### **VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE**

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

#### **VIII. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall appear in school personnel handbooks.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory Offenders)  
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)  
Minn. Stat. § 260C.007, Subd. 6, Clause (5) (Child in Need of Protection)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)  
[Minn. Stat. Ch. 260E \(Reporting of Maltreatment of Minors\)](#)  
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)  
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379 (Reasonable Force)  
[20 U.S.C. § 1232g \(Family Educational Rights and Privacy Act\)](#)

**Cross References:** MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Deleted: Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)¶  
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)¶

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Adopted: February 24, 2020  
Revised:

Royalton School District Policy 415  
Reviewed: January 24, 2022

## II. GENERAL STATEMENT OF POLICY

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### 415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

A. The policy of the school district is to comply fully with Minnesota Statutes section 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.

B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

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### III. DEFINITIONS

A. "Abuse" means:

1. An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in Minnesota Statutes sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in Minnesota Statutes section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in Minnesota Statutes section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in Minnesota Statutes sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction.

2. Conduct which is not an accident or therapeutic conduct as defined in Minnesota Statutes section 626.5572 which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under Minnesota Statutes section 245.825.

3. Any sexual contact or penetration as defined in Minn. Stat. § 609.341 between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility.

### I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

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**[Note: This policy reflects the mandatory law regarding reporting maltreatment of vulnerable adults and is not discretionary in nature.]** ¶ ¶

4. The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another.

Abuse does not include actions specifically excluded by Minnesota Statutes section 626.5572, Subd. 2.

B. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.

adult. Neglect does not include actions specifically excluded by Minnesota Statutes section 626.5572, Subd. 17.

J. "School personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.

C. "Common entry point" means the entity responsible for receiving reports of alleged or suspected maltreatment of a vulnerable adult and designated by the Commissioner of the Minnesota Department of Human Services as the MN Adult Abuse Reporting Center (MAARC).

D. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.

E. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

F. "Mandated reporter" means a professional or professional's delegate while engaged in education.

G. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.

H. "Neglect" means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct.

I. Neglect also means the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable

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K. "Vulnerable adult" means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under

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Minnesota Statutes chapter 245A, except as excluded under Minnesota Statutes section 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or whether any type of service is received, possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction that impairs the individual's ability to provide adequately for the individual's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

**IV. REPORTING PROCEDURES**

A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.

B. Whenever a mandated reporter, as defined herein,

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knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.

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C. The report shall, to the extent possible, identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose not public data, as defined under Minnesota Statutes section 13.02, to the extent necessary to comply with the above reporting requirements.

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- D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.
- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.
- F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

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## V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

## VI. DISSEMINATION OF POLICY AND TRAINING

- A. This policy ~~should~~ appear in school personnel handbooks ~~as~~ appropriate.
- B. The school district will develop a method of discussing this policy with employees ~~as~~ appropriate.
- C. This policy ~~should~~ be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. § 13.02 (~~Government Data Practices; Definitions~~)  
Minn. Stat. Ch. 245A (Human Services Licensing)  
 Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)  
 Minn. Stat. §§ 609.221-609.224 (Assault)  
 Minn. Stat. § 609.232 (~~Crimes Against Vulnerable Adults; Definitions~~)  
 Minn. Stat. § 609.235 (~~Use of Drugs to Injure or Facilitate Crime~~)  
 Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)  
 Minn. Stat. § 609.341 (Definitions)  
 Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)  
 Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)  
 Minn. Stat. § 626.5572 (Definitions)  
*In re Kleven*, 736 N.W.2d 707 (Minn. App. 2007)

**Cross References:** MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)  
 MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)  
 MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
 MSBA/MASA Model Policy 406 (Public and Private Personnel Data) MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

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