

Regular School Board Meeting
Monday, August 8, 2022 5:30 PM

Austin High School Annex Recital Hall
205 4th Street NW, Annex Door #1
Austin, MN 55912

Agenda

1. Call to Order/Roll Call
Speaker(s): Chairperson
2. Pledge of Allegiance
3. Approval of Agenda (Action)
Speaker(s): Chairperson
4. Public hearing and request for approval of tax abatement for Bigelow & Lennon Construction for property located at 803 24th St NW, Austin (Action)
Speaker(s): Exec Dir of Finance and Operations Andrew Adams
5. Delegations
6. Superintendent's Report
Speaker(s): Dr. Page
7. School Board Reports
8. Consent Agenda: Board Action Requested
 - 8.A. Regular meeting minutes of 7/11/22
 - 8.B. Personnel report
 - 8.C. Bills for payment
 - 8.D. Treasurer's report
9. Overview of Multi-tiered System of Supports (MTSS) program
Speaker(s): Dr. Kim Gibbons
10. Request approval of donation (Action)
Speaker(s): Exec Dir of Finance and Operations Andrew Adams
11. Request approval of revised policies (Action)
Speaker(s): Policy Committee Members
 - 11.A. Policy 414 - Mandated Reporting
 - 11.B. Policy 425 - Staff Development and Mentoring
 - 11.C. Policy 427 - Workload Limits for Certain Special Education Teachers
 - 11.D. Policy 501 - School Weapons Policy
12. Overview of proposed updates to policy 524 - Internet and Acceptable Use Policy
Speaker(s): Exec Dir of Organizational Dev & Admin Services John Alberts
13. First reading of revised policies
Speaker(s): Policy Committee Members
 - 13.A. Policy 416 - Drug and Alcohol Testing
Speaker(s): Policy Committee Members
 - 13.B. Policy 418 - Drug Free Workplace and School
 - 13.C. Policy 524 - Internet and Acceptable Use Policy
14. Reminder of School Board Study Session scheduled for Monday, August 22, at 4 pm in the District Office Conference Room.
15. Adjournment

HOUSING TAX ABATEMENT APPLICATION

(Application Period 8-1-16 through 12-31-2019)

Property Owner / Applicant: Bigelow & Lannon Construction
 Current Address: 211 1st St SW Byron, MN 55920
 Telephone: 507-975-7068 E-Mail: jill@bigelowlannon.com

Has applicant ever defaulted on property taxes? Yes No *If Yes, provide details on separate page(s).*

Are property taxes current? Yes No

Proposed Project: New Construction Replacement of housing unit

Project Type: Single Family Duplex Multi-family

Project Address: 803 24th Avenue St NW Austin, MN 55912

Project Legal Description: Lot 8, Block 1 North Pointe Subdivision

Parcel Number: 3A.509.0080 Estimated Project Valuation: \$ 320,000.00

Applicant Statement:

(Please provide a statement as to why you are requesting an abatement of property taxes.)

To continue to provide affordable, quality new homes for residents of Mower Co.

Attach building plans, site map, parcel information and parcel number. (Include letter of consent from property owner if subject to purchase agreement.)

I / We as applicant(s) for the Housing Tax Abatement certify that no construction has begun or will begin prior to the taxing authority's decision on my/our application. For the purposes of this provision, construction shall include the installation of footings, slab, foundation, posts, walls or other portions of a building. Site preparation, land clearing or the installation of utilities shall not constitute construction.

I / We as applicant(s) for the Housing Tax Abatement submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes and the abatement is awarded following full payment of real estate taxes due annually.

<p>Construction Certification</p> <p><i>[Signature]</i></p> <p>Signature</p>	<p><i>7/6/22</i></p> <p>Date</p>	<p><i>[Signature]</i></p> <p>Signature of Applicant(s)</p>	<p><i>7/6/22</i></p> <p>Date</p>
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FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Mower County _____ Date: _____

City or Township of _____ Date: _____

School District of _____ Date: _____

Disclaimer: Each taxing entity makes its own decision on approval or denial of application for tax abatement. Applications must comply with all requirements of the policy/program as outlined in the policy/program guidelines and build within allotted timeframe or tax abatement offer will be automatically terminated. Building cannot start until such time as all taxing entities have approved and written authorization is provided.

Please submit completed applications to: Mower County Administration
 201 1st Street NE, Suite 9, Austin MN 55912
 507-437-9549
 Office Hours: M-F 8 a.m. – 4:30 p.m.

OFFICIAL MINUTES: AUSTIN SCHOOL BOARD

REGULAR MEETING

Independent School District No. 492

Monday, July 11, 2022 5:30 p.m.

Annex Recital Hall

205 4th Street NW, Austin, Minnesota

MEMBERS PRESENT: Kathy Green
Cece Kroc
Eva Sorenson
Katie Ulwelling
Peggy Young
Superintendent Joey Page

MEMBERS ABSENT: Angie Goetz and Don Leathers

MEETING CALLED TO ORDER:

Chairperson Green called the meeting to order at 5:30 p.m. in the Annex Recital Hall. The Pledge of Allegiance to the flag was recited.

AGENDA APPROVED: A motion was made by Ulwelling, seconded by Sorenson and carried unanimously to approve the agenda as printed.

ULWELLING APPOINTED CLERK:

Katie Ulwelling was appointed clerk for this meeting in Angie Goetz' absence.

SUPERINTENDENT'S REPORT:

Superintendent Page provided a referendum update, congratulated Communications Coordinator Ryan Mayers on the national recognition he received for his video production highlighting the Pi Academy program, noted the Packer Golf Classic on July 18, and reminded board and community members of the upcoming school board filing window of August 2–16 for the November 8 election.

SCHOOL BOARD REPORTS:

Chairperson Green shared she met with Supt Page for an initial discussion on school board goals which include meeting structure as well as committee structure. Additional information will be forthcoming.

SCHOOL BOARD MINUTES APPROVED:

Young made a motion, seconded by Ulwelling and carried unanimously to approve the regular meeting minutes of 6/13/22 and special meeting minutes of 6/27/22.

(A COMPLETE COPY OF THE MINUTES ARE ATTACHED IN THE OFFICIAL MINUTE BOOK.)

PERSONNEL REPORT APPROVED:

Young made a motion, seconded by Ulwelling and carried unanimously to approve the following personnel items:

Administrative Staff:

Changes in Assignment – Karen Erickson, SPED supervisor, effective 7/1/22 and Joni Irvin, SPED supervisor, effective 7/1/22

Certified Staff:

Contracts for Approval - Emily Eich, math teacher, effective 8/22/22; Hannah Eikren, social studies teacher, effective 8/22/22; Julia Gray, FACS

OFFICIAL MINUTES: AUSTIN SCHOOL BOARD**REGULAR MEETING**

teacher, effective 8/22/22; Alexander Hagen, social studies teacher, effective 8/22/22; Laura Haines, SPED teacher, effective 8/22/22; Janelle Keenan, elementary teacher, effective 8/22/22; Hope Kordahl, SPED teacher, effective 8/22/22; Aliyah Lockie, kindergarten teacher, effective 8/22/22; Nathan Meyer, math teacher, effective 8/22/22; and Alex Weis, phy ed teacher, effective 8/22/22

Resignations – Gretchen Clevenger, SPED teacher, rescinded acceptance; Samantha Dalluge, social studies teacher, rescinded acceptance; Emily Holst, ECSE teacher, effective 6/1/22; Maegan Siebe, grade 1 teacher, effective 6/1/22; Gerilyn Vesel, grade 1 teacher, effective 6/1/22; and Eric Zoske, social studies teacher, effective 6/1/22

Non-certified Staff:

2022-23 Non-unit hourly salaries – Non-unit hourly employees approved for a 2% pay enhancement for the 2022-23 school year. Total package equals 2.52%.

Contracts for Approval – Samuel Failor, custodian, effective 7/28/22; Patsy Fontes, SPED para, 6.5 hrs/day, effective 7/22/22; Blake Henderickson, IT technician, effective 7/18/22; Collin Peterson, IT technician, effective 7/11/22; Amy Schaefer, ECFE assistant, 27 hrs/week, effective 8/25/22; Abigail Smith, SPED para, 27 hrs/week, effective 8/25/22; and Xiaging (Jean) Zhou, IT technician, effective 6/20/22

Changes in Assignment – Joann Bergemann, 1.0 FTE speech clinician to .8 FTE speech clinician, effective 8/22/22; Alex Cauble, apprentice systems & network administrator to systems administrator, effective 6/8/22; Mike Jones, network coordinator to network coordinator/supervisor, effective 7/1/22; and Amy Thuesen, tech integrationist to IT coordinator, effective 7/1/22

Resignations – Michael Dunn, SPED para, effective 6/1/22 and Brittney Erickson, gen ed para, effective 6/1/22

(A COMPLETE COPY OF THE PERSONNEL REPORT IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

BILLS APPROVED:

A motion was made by Young, seconded by Ulwelling and carried unanimously to approve the bills as of 7/11/22.

(A COPY OF THE BILLS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

2022 TRUTH IN TAXATION HEARING DATE SET:

A motion was made by Ulwelling, seconded by Young and carried unanimously to set the 2022 Truth in Taxation hearing date for December 12, 2022 as part of the regularly scheduled school board meeting. The levy will also be presented for approval at that meeting.

DONATIONS:

Sorenson made a motion, seconded by Young and carried unanimously to approve the donations as presented.

(A COMPLETE COPY OF THE DONATIONS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

JOHN ALBERTS APPOINTED

LEA FOR 2022-23: Sorenson made a motion, seconded by Ulwelling and carried unanimously to appoint John Alberts as Local Educational Agency – title grants (LEA) representative for 2022-23.

POLICIES APPROVED:

A motion was made by Young, seconded by Ulwelling and carried unanimously to approve the following new and revised policies as presented: 613 – Graduation Requirements; 704 – Development and Maintenance of Fixed Assets and a Fixed Asset Accounting System; 909 – Political Activity; and 106 – Anonymous Letters, Phone Calls and Other Communications

(A COPY OF EACH POLICY IS ATTACHED IN THE OFFICIAL MINUTE BOOK, THE OFFICIAL POLICY BOOK AND POSTED ON THE DISTRICT WEBSITE.)

FIRST READINGS:

Revised policies 414 – Mandated Reporting; 425 – Staff Development and Mentoring; 427 – Workload Limits for Certain Special Education Teachers; and 501 – School Weapons Policy were presented for first reading.

(COPIES OF PROPOSED REVISIONS/POLICIES ARE ATTACHED IN THE OFFICIAL MINUTE BOOK.)

MEETING ADJOURNED:

Young made a motion, seconded by Sorenson and carried unanimously to adjourn the meeting at 5:40 pm.

Katie Ulwelling, Acting Clerk

AUSTIN PUBLIC SCHOOLS
School Board
Personnel Agenda
Monday, August 8, 2022

ADMINISTRATION

I. CONTRACT FOR APPROVAL

<u>Last,First Name</u>	<u>Position</u>	<u>Rate</u>	<u>Location</u>	<u>Effective Date</u>
Kenis, Kristina	SPED Supervisor	\$92,450	District	215 Days

II. CHANGE IN ASSIGNMENTS

<u>Last,First Name</u>	<u>Position</u>	<u>Rate</u>	<u>Location</u>	<u>Effective Date</u>
Willrodt, Sheryl	Ex. Dir. Special Sr.	\$123,342.59	District	From 215 Days
		\$142,530		To 52 Weeks

CERTIFIED STAFF

I. CONTRACT FOR APPROVAL

<u>Last,First Name</u>	<u>Position</u>	<u>Rate/Lane Step</u>	<u>Location</u>	<u>Effective Date</u>
Anderson, Laura	Grade 1 Teacher	\$42,931/BA, 1	Banfield	08/22/2022
Erickson, Gretchen	Preschool on Wheels	\$29.26/hr	CLC	08/22/2022
Farlinger, Audrey	Grade 1 Teacher	\$42,931/BA, 1	Banfield	08/22/2022
George, Elisabeth	Music Teacher	\$46,310/BA, 3	Banfield/Sthgt	08/22/2022
Hazzard, Boyd	SPED Teacher	\$49,694/BA, 6	AHS	08/22/2022
Hermanson, Julie	SPED Teacher	\$49,694/BA, 6	AHS	08/22/2022
Mitchell, Sheri	ECSE Teacher	\$75,000/MA, 10	CLC	08/22/2022
Moon, Eliza	Grade 4 Teacher	\$42,931/BA, 1	Neveln	08/22/2022
Norwig, Katie	Math Teacher	\$42,931/BA, 1	Holton	08/22/2022
Olsen, Jaret	SPED Teacher	\$49,694/BA, 6	AHS	08/22/2022
Smith, Zachary	CTE Teacher	\$49,694/BA, 6	AHS	08/22/2022
Tompos, Nicole	English Teacher	\$44,617/BA, 2	AHS	08/22/2022
Wagner, Joan	SPED Teacher	\$49,694/BA, 6	AHS	08/22/2022

II. REQUEST FOR LEAVE

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Haines, Laura	SPED Teacher	Ellis	08/15/2022-9/23/2022
Webinger, Krystal	Reach Counselor	Ellis	11/7/2022-02/03/2023

III. RESIGNATIONS

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Becker, Bryce	Phy Ed Teacher	Southgate	06/01/2022
Zierden, Karie	Grade 1 Teacher	Banfield	06/01/2022

IV. RETIREMENTS

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Smither, Sharon	Cert. Occ. Therapy Assistant	District/Southgate	06/27/2022

NON-CERTIFIED STAFF

I. CONTRACT FOR APPROVAL

<u>Last,First Name</u>	<u>Position</u>	<u>Rate/Hours</u>	<u>Location</u>	<u>Effective Date</u>
Adams, Jennifer	Nurse	\$25.11/7	Southgate	08/22/2022
Corporon, Tina	KK Assistant Lead	\$11.50/7	CLC	08/10/2022
Gustafson, Sarah	SPED Para	\$14.40/27.5 hrs per week	CLC	08/25/2022
Halsey, Zack	SPED Para	\$14.40/7	Ellis	08/25/2022
Igou, Rochelle	SPED Para	\$15.10/7	Holton	08/25/2022
Lillibrige, Colette	Nurse	\$22.58/7	COOP/CLC	08/22/2022
Lugo, Teresa	Success Coach	\$18.73	Ellis	08/22/2022
Mitchell, Ashley	Secretary	\$19.50/8	Holton	08/08/2022
Reh, Sow	Success Coach	\$21.00/8	CLC	08/22/2022
Severtson, Alyssa	Gen Ed Para	\$14.40/7	Ellis	08/25/2022
Shaw, Melissa	SPED Para	\$14.40/7	Ellis	08/25/2022
Wangen, Paige	Gen Ed Para	\$14.70/6.25	Neveln	08/25/2022
Wiersma, Morgan	Sign Language Interp.	\$42,932	AHS	08/22/2022
Youngblood, Josefina	SPED Para	\$14.40/6.75	AHS	08/25/2022

II. CHANGE IN ASSIGNMENTS

<u>Last,First Name</u>	<u>Position</u>	<u>Rate</u>	<u>Location</u>	<u>Effective Date</u>
Davis, Tessa	Admin. Assistant Level 2		Holton	
To:	Admin Assistant Level 4		AHS	07/01/2022
Detwiler, Sandy	Admin Assistant Level 4		AHS	
To:	Admin Assistant Level 4		District Offices	07/01/2022
Mensink, Amanda	Nurse		Southgate	
To:	Nurse		District	08/22/2022

III. RESIGNATIONS

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Gonzalez, Carla	SPED Para	Banfield	06/01/2022
Hernandez, Mayra	ECFE Assistant	CLC	06/01/2022
Holland, Stephanie	Administrative Support Coordinator	District	08/12/2022
Olson, Julie	ECFE Assistant	CLC	06/01/2022
Rider, Tanya	Mental Health Supervisor	COOP	08/19/2022
Roeker, Grace	ECFE Assistant	CLC	06/01/2022
Urlick, Daniel	MHP	Ellis	06/01/2022

IV. RETIREMENTS

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Pfeifer, Lori	Food Service Helper	Holton	06/01/2022

CHECKS ISSUED: 7/25/2022-8/8/2022
FOR APPROVAL BY THE SCHOOL BOARD ON MONDAY, AUGUST 8, 2022.

CONTACT ANDREW ADAMS WITH QUESTIONS:

TELEPHONE: (507) 460-1913

E-MAIL: ANDREW.ADAMS@AUSTIN.K12.MN.US

Overview

<i>Date</i>	<i>Batch</i>	<i>Check</i>	<i>Commerce Bank</i>	<i>Wire</i>	<i>P Card</i>	<i>Total</i>
5/31/2022	W221109			\$ 35.30		\$ 35.30
6/7/2022	PC221101			\$ 38,530.52		\$ 38,530.52
7/22/2022	7/22/2022 PAYROLL AP, 7/22/2022 PERA TRA	\$ 32,234.84		\$ 634,002.21		\$ 666,237.05
7/26/2022	CB221306, T221304, T230104, CB230104	\$ 12,156.60	\$ 4,475.38			\$ 16,631.98
8/2/2022	CB230201, T221305, T230201	\$ 306,866.57	\$ 832.00			\$ 307,698.57
8/8/2022	CB221307, B221303, CB230202, B230201	\$ 261,156.31	\$ 43,638.78			\$ 304,795.09
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
					TOTAL	\$ 1,333,928.51

Board Packet

AP Run: PC221101 — Post Date: 2022-06-07 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
06/07/2022	6000000731	Wire Transfer	1000 PETALS LLC	230.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
26527	WEBINAR BRACKEY REGISTRATION	05/16/2022	230.00		
	TRAVEL CONV & CONF-STAFF DEV--STAFF DEV			01 E 155 640 000 316 366	230.00
06/07/2022	6000000732	Wire Transfer	AMAZON BUSINESS	650.71	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
112-7417575-3706654	OWL BLUE	05/05/2022	35.00		
	INDIV INST SUPPLIES-ACAD ACHV-PR YR-TITLE I-D			01 E 005 216 011 406 433	35.00
114-4380441-9121040	DOS CARD GAME	05/25/2022	13.80		
	GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A			01 E 155 216 638 401 401	13.80
114-6174856-2315421	DOS CARD GAMES	05/25/2022	20.70		
	GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A			01 E 155 216 638 401 401	20.70
114-6174856-2315421-2	DOS GAMES	05/26/2022	6.90		
	GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A			01 E 155 216 638 401 401	6.90
114-7740686-1504216	DOS CARDS GAME	05/19/2022	77.51		
	GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A			01 E 155 216 638 401 401	77.51
114-9613169-2232231	DOS CARD GAME SUMNER PARENT INV	05/19/2022	496.80		
	GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A			01 E 155 216 638 401 401	496.80
06/07/2022	6000000733	Wire Transfer	AMERICINN BY WYNDHAM ROGERS	2,739.30	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
R3414211671	TRACK HOTEL STATE	05/18/2022	456.55		
	STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-			01 E 310 292 100 000 369	456.55
R3414211671-2	TRACK HOTEL STATE	05/18/2022	456.55		
	STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-			01 E 310 292 100 000 369	456.55
R3414213836	TRACK HOTEL STATE	05/18/2022	456.55		
	STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-			01 E 310 292 100 000 369	456.55

Board Packet

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
06/07/2022	6000000733	Wire Transfer	AMERICINN BY WYNDHAM ROGERS	2,739.30
Invoice Number	Description	Invoice Date	Invoice Amount	Account
R3414213836-2	TRACK HOTEL STATE	05/18/2022	456.55	
				STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS- 01 E 310 292 100 000 369 456.55
R3414215928	TRACK STATE HOTEL	05/06/2022	456.55	
				STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS- 01 E 310 292 100 000 369 456.55
R3414215928-2	TRACK HOTEL STATE	05/18/2022	456.55	
				STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS- 01 E 310 292 100 000 369 456.55
06/07/2022	6000000734	Wire Transfer	ARAMARK UNIVERSITY DINING	408.38
Invoice Number	Description	Invoice Date	Invoice Amount	Account
104194	AVID LUNCH	05/04/2022	408.38	
				STU TRV ALLOW/ENT FEE-PUPIL SUP-AVID-ACHIEVE/INT 01 E 310 790 826 313 369 408.38
06/07/2022	6000000735	Wire Transfer	AUTO VALUE AUSTIN	38.20
Invoice Number	Description	Invoice Date	Invoice Amount	Account
46410335	MAINT. SUPPLIES	05/26/2022	38.20	
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420 38.20
06/07/2022	6000000736	Wire Transfer	AVID CENTER*	8,175.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
051822	2022 AVID SUMMER INSTITUTE REGISTRATION	05/18/2022	6,075.00	
				TRAVEL CONV & CONF-STAFF DEV--ACHIEVE/INT 01 E 005 640 000 313 366 6,075.00
052622	AVID REGISTRATION FOR NEEDHAM & WAGNER	05/26/2022	2,100.00	
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366 2,100.00
06/07/2022	6000000737	Wire Transfer	AVOCADISH @ GRAZE NORTH LOOP	53.20
Invoice Number	Description	Invoice Date	Invoice Amount	Account
21	CEO TRIP	05/01/2022	15.55	
				FOOD-SEC-CEO PROGRAM- 01 E 310 211 206 000 490 15.55
23	AHS CEO TRIP	05/01/2022	37.65	
				FOOD-SEC-CEO PROGRAM- 01 E 310 211 206 000 490 37.65

Board Packet

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
06/07/2022	6000000738	Wire Transfer	BAD WINGZ	125.93
Invoice Number	Description	Invoice Date	Invoice Amount	Account
12	CEO TRIP	05/02/2022	125.93	
		FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	125.93
06/07/2022	6000000739	Wire Transfer	BENIHANA	689.76
Invoice Number	Description	Invoice Date	Invoice Amount	Account
40003	AHS CEO	05/03/2022	689.76	
		FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	689.76
06/07/2022	6000000740	Wire Transfer	BUILD A BEAR WORKSHOP	758.70
Invoice Number	Description	Invoice Date	Invoice Amount	Account
013417	AHS CEO TRIP	05/02/2022	298.06	
		GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	298.06
1030760	AHS CEO	05/02/2022	460.64	
		GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	460.64
06/07/2022	6000000741	Wire Transfer	CONQUER NINJA WARRIOR BURNSVILLE, LLC	100.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
359352	CLC TRIP	04/28/2022	100.00	
		PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394	100.00
06/07/2022	6000000742	Wire Transfer	D & G ACE HARDWARE	107.81
Invoice Number	Description	Invoice Date	Invoice Amount	Account
472655	AHS CEO	05/23/2022	107.81	
		GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	107.81
06/07/2022	6000000743	Wire Transfer	DOMINOS PIZZA	316.77
Invoice Number	Description	Invoice Date	Invoice Amount	Account
051922-7	STUDENT COUNCIL LUNCH WITH ADVISOR	05/19/2022	49.95	
		SUPPLIES & MATERIALS-EXT CUR-STD CNCL-SUM-SA	88 E 155 298 085 301 401	49.95
052322-12	PIZZA FOR ELLIS REACH	05/23/2022	41.93	
		FOOD-PUPIL SUP-REACH-HORMEL-	01 E 005 790 489 000 490	41.93

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
06/07/2022	6000000743	Wire Transfer	DOMINOS PIZZA	316.77
Invoice Number	Description	Invoice Date	Invoice Amount	Account
052422-38	STAFF DEVELOPMENT	05/24/2022	78.95	
				78.95
			GEN SUPPLIES-ELEM ED--HOLTON GENERAL	11 E 185 203 000 164 401
052522-18	STAFF DEVELOPMENT	05/24/2022	72.97	
				72.97
			GEN SUPPLIES-ELEM ED--HOLTON GENERAL	11 E 185 203 000 164 401
052622-53	STAFF DEVELOPMENT	05/26/2022	72.97	
				72.97
			GEN SUPPLIES-ELEM ED--HOLTON GENERAL	11 E 185 203 000 164 401
06/07/2022	6000000744	Wire Transfer	EAI EDUCATION	139.95
Invoice Number	Description	Invoice Date	Invoice Amount	Account
ORDWEB000189107	HOLTON PI	04/28/2022	139.95	
				139.95
			INSTRUCTL SUPPLIES-GIFTED--GIFT/TA	01 E 005 218 000 388 430
06/07/2022	6000000745	Wire Transfer	FACEBOOK	1.32
Invoice Number	Description	Invoice Date	Invoice Amount	Account
4826241850820319-9853559	OVER THE MOON AD	05/07/2022	1.32	
				1.32
			FEES FOR SERVICES-GEN COM ED--COM ED	04 E 500 505 000 321 305
06/07/2022	6000000746	Wire Transfer	GODFATHER'S PIZZA*	346.67
Invoice Number	Description	Invoice Date	Invoice Amount	Account
1605015324	INTERVIEW PIZZA AT AHS	05/16/2022	43.25	
				43.25
			FOOD-PERSONNEL--	01 E 005 160 000 000 490
2505017004	CLC PIZZA	05/25/2022	63.42	
				63.42
			FOOD-ABE--STATE ABE	04 E 500 520 000 322 490
571432699	LUNCH FOR DOME CREW	05/19/2022	240.00	
				240.00
			GEN SUPPLIES-OPERATIONS--	01 E 311 810 000 000 401
06/07/2022	6000000747	Wire Transfer	HILTON GARDEN INN MANKATO	638.64
Invoice Number	Description	Invoice Date	Invoice Amount	Account
361804A	MAAP STARS CONFERENCE HOTEL	05/06/2022	159.66	
				159.66
			STU TRV ALLOW/ENT FEE-SEC--ALC	01 E 610 211 000 303 369

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06/07/2022	6000000747	Wire Transfer	HILTON GARDEN INN MANKATO	638.64
Invoice Number	Description		Invoice Date Invoice Amount Account	Amount
361805A	MAAP STARS CONFERENCE HOTEL		05/06/2022 159.66	
			STU TRV ALLOW/ENT FEE-SEC--ALC 01 E 610 211 000 303 369	159.66
361806A	MAAP STARS CONFERENCE HOTEL		05/06/2022 159.66	
			STU TRV ALLOW/ENT FEE-SEC--ALC 01 E 610 211 000 303 369	159.66
361807A	MAAP STARS CONFERENCE HOTEL		05/06/2022 159.66	
			STU TRV ALLOW/ENT FEE-SEC--ALC 01 E 610 211 000 303 369	159.66
06/07/2022	6000000748	Wire Transfer	HOLIDAY INN & CONFERENCE CENTER	808.29
Invoice Number	Description		Invoice Date Invoice Amount Account	Amount
279992	BIG 9 MUSIC HOTEL		04/30/2022 269.43	
			TRAVEL CONV&CONF-EXT CURR-BIG 9 MUSIC EVENT- 01 E 310 298 812 000 366	269.43
279996	BIG 9 MUSIC HOTELS		04/30/2022 269.43	
			TRAVEL CONV&CONF-EXT CURR-BIG 9 MUSIC EVENT- 01 E 310 298 812 000 366	269.43
280011	BIG 9 MUSIC HOTEL		04/30/2022 269.43	
			TRAVEL CONV&CONF-EXT CURR-BIG 9 MUSIC EVENT- 01 E 310 298 812 000 366	269.43
06/07/2022	6000000749	Wire Transfer	HOLIDAY INN EXPRESS ROSEVILLE	1,841.16
Invoice Number	Description		Invoice Date Invoice Amount Account	Amount
67809	AUSTIN FFA HOTEL ROOMS APR 24-26, 2022		04/26/2022 1,841.16	
			TRANSPORTATION CONTRACT-EXT CUR-FFA-SA 88 E 310 298 026 301 360	1,841.16
06/07/2022	6000000750	Wire Transfer	HOME2 SUITES BY HILTON MINNEAPOLIS/BLOOMINGTON	1,113.43
Invoice Number	Description		Invoice Date Invoice Amount Account	Amount
118363A	CEO ROOM RESERVATIONS		05/02/2022 147.77	
			TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77
118363A-C	CEO ROOM RESERVATIONS		05/03/2022 -22.91	
			TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	-22.91
118364A	CEO ROOM RESERVATIONS		05/01/2022 147.77	
			TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77
118365A	CEO ROOM RESERVATIONS		05/01/2022 147.77	
			TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77

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06/07/2022	6000000750	Wire Transfer	HOME2 SUITES BY HILTON MINNEAPOLIS/BLOOMINGTON	1,113.43	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
118366A	CEO ROOM RESERVATIONS	05/02/2022	147.77		
				TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77
118367A	CEO ROOM RESERVATIONS	05/01/2022	147.77		
				TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77
118368A	CEO ROOM RESERVATIONS	05/01/2022	147.77		
				TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	147.77
118370A	CEO ROOM RESERVATIONS	05/02/2022	124.86		
				TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	124.86
118639A	CEO ROOM RESERVATIONS	05/01/2022	124.86		
				TRAVEL CONV & CONF-SEC-CEO PROGRAM- 01 E 310 211 206 000 366	124.86
06/07/2022	6000000751	Wire Transfer	HY-VEE ACCOUNTS RECEIVABLE	61.98	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4843793853	DIRECTOR INTERVIEWS WATER	05/16/2022	7.98		
				FOOD-SUPERINTENDENT-- 01 E 005 020 000 000 490	7.98
4844129791	RETIREMENT NIGHT	05/24/2022	54.00		
				GEN SUPPLIES-SCHOOL BOARD-- 01 E 005 010 000 000 401	54.00
06/07/2022	6000000752	Wire Transfer	INSECT LORE	218.92	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
SO1875417	NEW DOM INSECTS	05/24/2022	218.92		
				INDIV INST SUPPLIES-ACAD ACHV-PR YR-TITLE I-D 01 E 005 216 011 406 433	218.92
06/07/2022	6000000753	Wire Transfer	JIMMY JOHNS	261.36	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
10081568615989251	LUNCH ON THE RUN	05/25/2022	37.30		
				FOOD-STAFF DEV--STAFF DEV 01 E 005 640 000 316 490	37.30
269	MULTI CULTURAL MEETING AT LIBRARY	05/19/2022	39.50		
				FOOD-STAFF DEV--ACHIEVE/INT 01 E 005 640 000 313 490	39.50
269-2	MULTI CULTURAL MEETING AT LIBRARY	05/19/2022	184.56		
				FOOD-STAFF DEV--ACHIEVE/INT 01 E 005 640 000 313 490	184.56

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Check Date	Check Number	Payment Type	Name	Check Amount	
06/07/2022	6000000754	Wire Transfer	KWIK TRIP	57.96	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2783356	DONUTS FOR MORNING CREW	05/18/2022	15.00		
		GEN SUPPLIES-OPERATIONS--		01 E 311 810 000 000 401	15.00
2784765	FRUIT FOR DOME WORKERS	05/19/2022	13.92		
		GEN SUPPLIES-OPERATIONS--		01 E 311 810 000 000 401	13.92
8776537	DOME WORKER FOOD	05/18/2022	29.04		
		GEN SUPPLIES-OPERATIONS--		01 E 311 810 000 000 401	29.04
06/07/2022	6000000755	Wire Transfer	KWIK TRIP	20.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8665363	DONUTS FOR MORNING CREW	05/18/2022	20.00		
		GEN SUPPLIES-OPERATIONS--		01 E 311 810 000 000 401	20.00
06/07/2022	6000000756	Wire Transfer	LEADERSHIP VISION CONSULTING	5,500.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
LVC F11724	STRENGTHS COMMUNICATOR TRAINING SUMMER 2022	04/27/2022	2,750.00		
		TRAVEL CONV & CONF-PERSONNEL--		01 E 005 160 000 000 366	2,750.00
LVC F11725	STRENGTH TRAINING REG BASKIN	05/19/2022	2,750.00		
		TRAVEL CONV & CONF-STAFF DEV--STAFF DEV		01 E 005 640 000 316 366	2,750.00
06/07/2022	6000000757	Wire Transfer	LU'S RESTAURANT	21.24	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
15	AHS CEO TRIP	05/01/2022	16.52		
		FOOD-SEC-CEO PROGRAM-		01 E 310 211 206 000 490	16.52
17	CEO TRIP	05/01/2022	4.72		
		FOOD-SEC-CEO PROGRAM-		01 E 310 211 206 000 490	4.72
06/07/2022	6000000758	Wire Transfer	MICROSOFT CORPORATION	60.53	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
G10760648	MONTHLY AZURE USAGE	05/09/2022	60.53		
		NON-INST SOFTWARE LIC-INST TECH-ASSIGNED TECH-		01 E 005 630 093 000 405	60.53

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06/07/2022	6000000759	Wire Transfer	MILLS FLEET FARM	1,003.36	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MW6030608	DOS CARD GAME	05/20/2022	6.28		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	6.28
MW6030608-2	DOS GAME	05/20/2022	213.86		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	213.86
MW6030608-3	DOS CARD GAME	05/21/2022	20.11		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	20.11
MW6030608-4	DOS CARD GAME	05/21/2022	100.63		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	100.63
MW6030608-5	DOS CARD GAME	05/21/2022	308.21		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	308.21
MW6030608-6	DOS CARD GAME	05/22/2022	145.38		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	145.38
MW6030608-7	DOS CARD GAME	05/22/2022	164.58		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	164.58
MW6030608-8	DOS CARD GAME	05/27/2022	44.31		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	44.31
06/07/2022	6000000760	Wire Transfer	MINNEAPOLIS MARRIOTT NW	254.20	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
37248-828	HOTEL BOYS & GIRLS SWIM CLINIC	05/01/2022	127.10		
				TRAVEL CONV & CONF-BOY/GIRL--ACTIVITIES REV. 11 E 310 292 000 147 366	127.10
37249-830	HOTEL BOYS & GIRLS SWIM CLINIC	05/01/2022	127.10		
				TRAVEL CONV & CONF-BOY/GIRL--ACTIVITIES REV. 11 E 310 292 000 147 366	127.10
06/07/2022	6000000761	Wire Transfer	MINNESOTA DEPARTMENT OF HEALTH	200.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0531222	OFFICE OF VITAL RECORDS	05/12/2022	200.00		
				FEES FOR SERVICES-EC SCREENING--PRESCH SCREENING 04 E 500 583 000 354 305	200.00

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Check Date	Check Number	Payment Type	Name	Check Amount
06/07/2022	6000000762	Wire Transfer	MINNESOTA DEPT OF LABOR & INDUSTRY	100.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
MN1DLI000716309	ALEX PITZEN BOILERS TEST	05/25/2022	50.00	
			DUES & MEMBERSHIPS-OPERATIONS--	01 E 005 810 000 000 820
				50.00
MN1DLI000716316	BILL NAGLE BOILERS TEST	05/25/2022	50.00	
			DUES & MEMBERSHIPS-OPERATIONS--	01 E 005 810 000 000 820
				50.00
06/07/2022	6000000763	Wire Transfer	MINNESOTA ZOO	578.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
4066576	BANFIELD 3RD GRADE TRIP TO THE ZOO	04/28/2022	578.00	
			PMT FOR ED PURP-ELEM ED-BANFIELD-BANFIELD	11 E 105 203 013 131 394
				578.00
06/07/2022	6000000764	Wire Transfer	MYSTERY SCIENCE	349.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
181198	MYSTERY SCIENCE GT PI CODE	05/04/2022	349.00	
			INST SOFTWARE LIC-GIFTED--GIFT/TA	01 E 005 218 000 388 406
				349.00
06/07/2022	6000000765	Wire Transfer	MYSTIC LAKE CASINO HOTEL	156.73
Invoice Number	Description	Invoice Date	Invoice Amount	Account
2912274	LODGING ALBERTS PENWORKS 2022	05/13/2022	156.73	
			TRAVEL CONV & CONF-PERSONNEL--	01 E 005 160 000 000 366
				156.73
06/07/2022	6000000766	Wire Transfer	OTC BRANDS, INC	3,134.44
Invoice Number	Description	Invoice Date	Invoice Amount	Account
716824293	SG PARENT INVOLVEMENT	05/17/2022	1,556.28	
			GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A	01 E 145 216 638 401 401
				1,556.28
716895748	WOODSON PARENT INV.	05/23/2022	1,578.16	
			GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A	01 E 165 216 638 401 401
				1,578.16
06/07/2022	6000000767	Wire Transfer	OWATONNA PARKS & RECREATION	50.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
38450111	CLC TRIP	05/09/2022	50.00	
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394
				50.00

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06/07/2022	6000000768	Wire Transfer	PACEPDH.COM			44.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
43416186775	ANALYSIS OF CHANGES 2020 NEC BRANDON BARTNESS		05/25/2022	44.00		
			DUES & MEMBERSHIPS-OPERATIONS--	01 E 005 810 000 000 820		44.00
06/07/2022	6000000769	Wire Transfer	PARTS TOWN, LLC			136.61
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
29836652	GASKET		05/26/2022	136.61		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420		136.61
06/07/2022	6000000770	Wire Transfer	PIGGY BLUES			194.75
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
0246762	MAINT. STAFF LUNCH		05/18/2022	164.75		
			GEN SUPPLIES-OPERATIONS--	01 E 311 810 000 000 401		164.75
9220276	ECFE FOOD		05/26/2022	30.00		
			FOOD-ECFE--ECFE	04 E 500 580 000 325 490		30.00
06/07/2022	6000000771	Wire Transfer	PROCARE THERAPY			158.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
PYMT322705-2	SOFTWARE CLC		04/28/2022	79.00		
			NON-INST SOFTWARE LIC-KIDS KORNER--COM ED	04 E 500 570 000 321 405		79.00
PYMT332661	CLC SOFTWARE		05/12/2022	79.00		
			NON-INST SOFTWARE LIC-KIDS KORNER--COM ED	04 E 500 570 000 321 405		79.00
06/07/2022	6000000772	Wire Transfer	ROYAL FIREWORKS PRESS*			1,708.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
111237	IJ HOLTON PI		04/27/2022	1,248.50		
			TEXTBOOK/WORKBOOK-GIFTED--GIFT/TA	01 E 005 218 000 388 460		1,248.50
111325	DIST GT SOUTHGATE PI		05/02/2022	459.50		
			TEXTBOOK/WORKBOOK-GIFTED--GIFT/TA	01 E 005 218 000 388 460		459.50

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06/07/2022	6000000773	Wire Transfer	RUNNINGS	999.31		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
3011385	MAINT. SUPPLIES		05/17/2022	195.94		
			BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS		05 E 005 865 000 347 520	195.94
3013276	GLOVES FOR DOME WORKERS		05/19/2022	47.92		
			GEN SUPPLIES-OPERATIONS--		01 E 311 810 000 000 401	47.92
3013524	MAINT. SUPPLIES		05/19/2022	755.45		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	739.97
			GAS/OIL & GREASE-OPERATIONS--		01 E 005 810 000 000 442	15.48
06/07/2022	6000000774	Wire Transfer	SCHOLASTIC INC*	380.09		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
30607199	THE TEACHER STORE SG EQUITY		05/18/2022	139.52		
			GEN SUPPLIES-STAFF DEV--ACHIEVE/INT		01 E 005 640 000 313 401	139.52
4678900	SG PARENT INVOLVEMENT		05/17/2022	194.18		
			GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A		01 E 145 216 638 401 401	194.18
69405942	MULTI CULTURAL TITLE 3		05/03/2022	17.80		
			GEN SUPPLIES-ELL--TITLE III, PT A		01 E 005 205 000 417 401	17.80
69408161	MULTI CULTURAL WISH BOOK		05/03/2022	28.59		
			GEN SUPPLIES-STAFF DEV--ACHIEVE/INT		01 E 005 640 000 313 401	28.59
06/07/2022	6000000775	Wire Transfer	SEAQUEST ROSEVILLE	200.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
208644	CLC TRIP		04/28/2022	100.00		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED		04 E 500 570 404 321 394	100.00
217253	ROSEVILLE SEAQUEST		04/28/2022	100.00		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED		04 E 500 570 404 321 394	100.00
06/07/2022	6000000776	Wire Transfer	SELLERS LOCK & KEY INC	82.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
061191	RETURN OF 6 KEYS DUE TO TAX		05/24/2022	-19.42		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	-19.42

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06/07/2022	6000000776	Wire Transfer	SELLERS LOCK & KEY INC			82.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
061191-2	6 KEYS		05/24/2022	19.42		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	19.42
073716	6 KEYS		05/24/2022	18.00		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	18.00
093927	8 KEYS 16 STAMPS		05/03/2022	64.00		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	64.00
06/07/2022	6000000777	Wire Transfer	SOUL BOWL			191.12
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
24	AHS CEO TRIP		05/02/2022	191.12		
			FOOD-SEC-CEO PROGRAM-		01 E 310 211 206 000 490	191.12
06/07/2022	6000000778	Wire Transfer	SUPPLYHOUSE.COM			12.75
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
12323880	SOCKET		05/25/2022	12.75		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	12.75
06/07/2022	6000000779	Wire Transfer	SURVEY MONKEY			384.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
42616623	ADVANTAGE ANNUAL PLAN TECH		05/02/2022	384.00		
			FEES FOR SERVICES-INST TECH--		01 E 005 630 000 000 305	384.00
06/07/2022	6000000780	Wire Transfer	TARGET FIELD TOURS			42.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
0000290883	AHS CEO TRIP		05/01/2022	20.00		
			TRAVEL CONV & CONF-SEC-CEO PROGRAM-		01 E 310 211 206 000 366	20.00
0000290893	AHS CEO TRIP		05/01/2022	20.00		
			TRAVEL CONV & CONF-SEC-CEO PROGRAM-		01 E 310 211 206 000 366	20.00
TVM10002	CEO TRIP		05/01/2022	2.00		
			TRAVEL CONV & CONF-SEC-CEO PROGRAM-		01 E 310 211 206 000 366	2.00

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06/07/2022	6000000781	Wire Transfer	THE FABLED ROOSTER	25.01
Invoice Number	Description	Invoice Date	Invoice Amount	Account
9	AHS CEO TRIP	05/02/2022	25.01	
		FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	25.01
06/07/2022	6000000782	Wire Transfer	THINK SOCIAL PUBLISHING	858.78
Invoice Number	Description	Invoice Date	Invoice Amount	Account
998669	ZONES OF REGULATION	04/28/2022	858.78	
		INSTRUCTIONAL SUP-ABE--STATE ABE	04 E 500 520 000 322 430	858.78
06/07/2022	6000000783	Wire Transfer	TRIMBLE'S CYCLE CENTER	67.92
Invoice Number	Description	Invoice Date	Invoice Amount	Account
56859	ELEMENT AIR CLEANER	05/09/2022	67.92	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	67.92
06/07/2022	6000000784	Wire Transfer	UNITED AIRLINES	42.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
01623393905884	FLIGHT CHANGE MAYERS	04/27/2022	21.00	
		PREPAID EXPENDITURE & DEPOSITS-	01 A 131 00	21.00
0169987505363	FLIGHT CHANGE	04/27/2022	21.00	
		PREPAID EXPENDITURE & DEPOSITS-	01 A 131 00	21.00
06/07/2022	6000000785	Wire Transfer	VISTAPRINT	396.34
Invoice Number	Description	Invoice Date	Invoice Amount	Account
VP_W451GNTP	BUSINESS CARDS	05/12/2022	396.34	
		GEN SUPPLIES-ABE--STATE ABE	04 E 500 520 000 322 401	396.34
06/07/2022	6000000786	Wire Transfer	WAL-MART CAPITAL ONE	296.90
Invoice Number	Description	Invoice Date	Invoice Amount	Account
052622	STORAGE BOXES RETURN FOR TAX	05/26/2022	62.93	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	62.93
052622-C	RETURN DUE TO TAX	05/26/2022	-62.93	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	-62.93

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06/07/2022	6000000786	Wire Transfer	WAL-MART CAPITAL ONE	296.90	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
214600897970	STORAGE BOXES	05/26/2022	58.34		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	58.34
4102213-165156	DOS CARD GAME	05/20/2022	59.64		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	59.64
4102213-274646	DOS CARD GAME	05/20/2022	59.64		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	59.64
4102213-571229	DOS CARD GAME	05/20/2022	59.64		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	59.64
4102213-967344	DOS CARD GAME	05/20/2022	59.64		
				GEN SUPPLIES-ACAD ACHV-PARENT INV-TITLE I-A 01 E 155 216 638 401 401	59.64
06/07/2022	6000000787	Wire Transfer	WCEPS	1,000.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
PLS_ATHO	WIDA TRAINING THOEN	04/29/2022	200.00		
				TRAVEL CONV & CONF-ELL-PRO DEV-TITLE III, PT A 01 E 005 205 640 417 366	200.00
PLS_JMAY	WIDA TRAINING JOELLE MAYERS & NICOLE SCHOEN	04/29/2022	400.00		
				TRAVEL CONV & CONF-ELL-PRO DEV-TITLE III, PT A 01 E 005 205 640 417 366	400.00
PLS_KARM	WIDA REGISTRATION ARMSTONG	05/24/2022	200.00		
				TRAVEL CONV & CONF-ELL-PRO DEV-TITLE III, PT A 01 E 005 205 640 417 366	200.00
PLS_NZOS	WIDA WEBINAR ZOSKE	05/18/2022	200.00		
				TRAVEL CONV & CONF-ELL-PRO DEV-TITLE III, PT A 01 E 005 205 640 417 366	200.00
Total:					\$38,530.52

Board Packet

AP Run: PC221101 --- Post Date: 2022-06-07 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
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PC221101 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	57	38,530.52
Epayables:	0	0.00
Total:	57	\$38,530.52

Board Packet

AP Run: CB221306 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/26/2022	5000000886		ARROW PRINTING*	2,500.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
70307	COMMUNITY EDUCATION BROCHURE SUMMER 2022	05/20/2022	2,500.00		
	PAPER TRANSF/PRINTING-GEN COM ED--COM ED			04 E 500 505 000 321 498	2,500.00
Total:					\$2,500.00

CB221306 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	2,500.00
Total:	1	\$2,500.00

Board Packet

AP Run: T221304 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
07/26/2022	47481	Check	EO JOHNSON BUSINESS TECH	544.04
Invoice Number	Description		Invoice Date	Invoice Amount
INV1172823	EO Johnson Bills Quarterly for Copier Maintenance Based on Usage		07/18/2022	544.04
			PAPER TRANSF/PRINTING-GEN COM ED--COM ED 04 E 500 505 000 321 498	544.04
07/26/2022	47482	Check	LISA SANDERS	327.60
Invoice Number	Description		Invoice Date	Invoice Amount
062422	MILEAGE REIM.		06/24/2022	327.60
			TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	327.60
07/26/2022	47483	Check	SACREDWRITES LLC	540.00
Invoice Number	Description		Invoice Date	Invoice Amount
1054	COMMUNITY ED CLASS JUNIOR CODING		06/30/2022	540.00
			FEES FOR SERVICES-GEN COM ED--COM ED 04 E 500 505 000 321 305	540.00
07/26/2022	47484	Check	THE MUSIC MART	116.78
Invoice Number	Description		Invoice Date	Invoice Amount
1401632	BASS REPAIR		05/19/2022	116.78
			REPAIR & MAINT SVCS-MUSIC-- 01 E 185 258 000 000 350	116.78
07/26/2022	47485	Check	TRACY GARRY	30.37
Invoice Number	Description		Invoice Date	Invoice Amount
001533897014485	BOMBPOPS REIM.		06/30/2022	30.37
			FOOD-ELEM ED-PR YR-EXP SUMMER PRO E2 01 E 220 203 011 163 490	30.37
07/26/2022	47486	Check	VIDEYO ARTS	237.50
Invoice Number	Description		Invoice Date	Invoice Amount
8662	AHS 2022 GRADUATION LIVESTREAM		06/22/2022	237.50
			FEES FOR SERVICES-COUNSELING--COMPENS 01 E 310 710 000 317 305	237.50
Total:				\$1,796.29

Board Packet

AP Run: T221304 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
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T221304 Summary

Type	Count	Amount
Regular	6	1,796.29
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	6	\$1,796.29

Board Packet

AP Run: T230104 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
07/26/2022	47487	Check	ALEX CAUBLE	9.31		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
071822	IN DISTRICT MILEAGE REIM.		07/18/2022	9.31		
			TRAVEL CONV & CONF-ADM TECH SRV--		01 E 005 108 000 000 366	9.31
07/26/2022	47488	Check	AMAZON BUSINESS	1,302.51		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
1MMT-WH9H-DDDX	ELEMENTARY AATD BOOK ORDER		07/18/2022	1,024.48		
			INSTRUCTL SUPPLIES-GIFTED--GIFT/TA		01 E 005 218 000 388 430	1,024.48
1WCQ-XPLG-RGRH	KIDS KORNER PROGRAM SUPPLIES		07/17/2022	278.03		
			GEN SUPPLIES-KIDS KORNER--MISC FED REV INDIRECT		04 E 500 570 000 699 401	278.03
07/26/2022	47489	Check	CENGAGE LEARNING	6,130.30		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
78153266	GREAT WRITINGS 5TH EDITION BY FOLSE.MUCHMORE-VOKOUN/SOLOMON SEE ATTACHED QUOTE FOR DETAILS WILL BE SUBMITTING THE ORDER AFTER RECEIVING THE PURCHASE ORDER-SEND PO TO BRONWYN VIA EMAIL		07/13/2022	6,130.30		
			INSTRUCTIONAL SUP-ABE--STATE ABE		04 E 500 520 000 322 430	6,130.30
07/26/2022	47490	Check	DEWITT T SCHARA	46.39		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
582193445000288	OFFICE SUPPLIES REIM.		07/12/2022	46.39		
			GEN SUPPLIES-SEC--		01 E 210 211 000 000 401	46.39
07/26/2022	47491	Check	ENCOMPASS SUPPLY CHAIN SOLUTIONS	31.80		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
1-865762-0722	LAPTOP PARTS		07/14/2022	31.80		
			INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH		11 E 310 211 361 170 456	31.80

Board Packet

AP Run: T230104 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/26/2022	47492	Check	M J O'CONNOR INC	1,845.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
44756	WESTCOTT-DEMO & REPLACE VALVE	07/15/2022	1,845.00		
	BLDG ACQ/CONSTRUCTION-LTFM--PLUMBING			05 E 005 865 000 381 520	1,845.00
07/26/2022	47493	Check	MASA	995.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
21-22761	CONFERENCE REGISTRATION SHERI WILLRODT	07/14/2022	199.00		
	TRAVEL CONV & CONF-SPED AGG-PRO DEV-IDEA-611			01 E 005 420 640 419 366	199.00
21-22765	CONFERENCE REGISTRATION JOEY PAGE	07/14/2022	199.00		
	TRAVEL CONV & CONF-SUPERINTENDENT--			01 E 005 020 000 000 366	199.00
21-22774	CONFERENCE REGISTRATION KATIE BASKIN	07/14/2022	199.00		
	TRAVEL CONV & CONF-ED SERVICES--			01 E 005 030 000 000 366	199.00
21-22777	CONFERENCE REGISTRATION JOHN ALBERTS	07/14/2022	199.00		
	TRAVEL CONV & CONF-PERSONNEL--			01 E 005 160 000 000 366	199.00
21-22778	CONFERENCE REGISTRATION ANDREW ADAMS	07/14/2022	199.00		
	TRAVEL CONV & CONF-BUSINESS OFFICE--			01 E 005 110 000 000 366	199.00
Total:					\$10,360.31

T230104 Summary

Type	Count	Amount
Regular	7	10,360.31
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	7	\$10,360.31

Board Packet

AP Run: CB230104 — Post Date: 2022-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/26/2022	5000000887		AUSTIN ELECTRIC*	775.38	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3162	WESCOTT FIELD RISER	07/15/2022	312.38		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	312.38
3176	AHS GYM EXHAUST FAN	07/15/2022	463.00		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	463.00
07/26/2022	5000000888		PROJECT LEAD THE WAY, INC*	1,200.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
348708	ONLINE TRAINING FOR PLTW - SELF PACED	06/10/2022	1,200.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 185 640 000 316 366	1,200.00
Total:					\$1,975.38

CB230104 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	2	1,975.38
Total:	2	\$1,975.38

Board Packet

AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	47494	Check	A.F.S.C.M.E. COUNCIL 65	1,588.70	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFL.07072022.D	AFL - AFSCM EMP AFL-C for 7/7/2022 P1	07/07/2022	580.03		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	534.79
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	21.90
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	23.34
AFL.07072022.D.a	AFL - AFSCM EMP AFL-C for 7/7/2022 P1 Void	07/07/2022	-580.03		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	-534.79
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	-21.90
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	-23.34
AFL.07072022.D.b	AFL - AFSCM EMP AFL-C for 7/7/2022 P1 updated	07/07/2022	580.03		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	534.79
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	21.90
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	23.34
AFL.07072022.D.c	AFL - AFSCM EMP AFL-C for 7/7/2022 Reg payroll	07/07/2022	262.57		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	230.09
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	27.07
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 05 L 215 06	5.41
AFL.07212022.D	AFL - AFSCM EMP AFL-C for 7/21/2022 P1	07/21/2022	552.96		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	507.72
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	21.90
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	23.34
AFL.07212022.D.a	AFL - AFSCM EMP AFL-C for 7/21/2022 REG PAYROLL	07/21/2022	193.14		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	160.66
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	27.07
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 05 L 215 06	5.41
07/22/2022	47495	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	406.74	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEF.07072022.D	AEF - AUSTIN EDUC FOU for 7/7/2022 P1	07/07/2022	154.36		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	154.36

Board Packet

AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
07/22/2022	47495	Check	AUSTIN PUBLIC EDUCATION FOUNDATION			406.74
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
AEF.07072022.D.a	AEF - AUSTIN EDUC FOU for 7/7/2022 P1 Void	07/07/2022	-154.36			
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	-154.36	
AEF.07072022.D.b	AEF - AUSTIN EDUC FOU for 7/7/2022 P1 updated	07/07/2022	154.36			
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	154.36	
AEF.07072022.D.c	AEF - AUSTIN EDUC FOU for 7/7/2022 Reg payroll	07/07/2022	49.01			
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	38.01	
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	11.00	
AEF.07212022.D	AEF - AUSTIN EDUC FOU for 7/21/2022 P1	07/21/2022	154.36			
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	154.36	
AEF.07212022.D.a	AEF - AUSTIN EDUC FOU for 7/21/2022 REG PAYROLL	07/21/2022	49.01			
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	38.01	
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	11.00	
07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492			27,386.32
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
DENFM.07072022.D	DENFM - FAMILY DENTAL1 for 7/7/2022 P1	07/07/2022	3,619.41			
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	3,619.41	
DENFM.07072022.D.a	DENFM - FAMILY DENTAL1 for 7/7/2022 P1 Void	07/07/2022	-3,619.41			
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	-3,619.41	
DENFM.07072022.D.b	DENFM - FAMILY DENTAL1 for 7/7/2022 P1 updated	07/07/2022	3,619.41			
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	3,619.41	
DENFM.07072022.D.c	DENFM - FAMILY DENTAL1 for 7/7/2022 Reg payroll	07/07/2022	882.04			
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	842.55	
	PAYROLL W/HOLDING-DENTAL INS PAYABLE			04 L 215 08	31.46	
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			05 L 215 08	8.03	
DENFM.07212022.D	DENFM - FAMILY DENTAL1 for 7/21/2022 P1	07/21/2022	3,619.41			
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	3,619.41	

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AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492	27,386.32	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
DENFM.07212022.D. a	DENFM - FAMILY DENTAL1 for 7/21/2022 REG PAYROLL	07/21/2022	833.96		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		794.51
		PAYROLL W/HOLDING-DENTAL INS PAYABLE	04 L 215 08		31.42
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	05 L 215 08		8.03
FDN.07072022.D	FDN - FLEX DEN PREM for 7/7/2022 P1	07/07/2022	1,662.19		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		1,655.53
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		6.66
FDN.07072022.D.a	FDN - FLEX DEN PREM for 7/7/2022 P1 Void	07/07/2022	-1,662.19		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		-1,655.53
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		-6.66
FDN.07072022.D.b	FDN - FLEX DEN PREM for 7/7/2022 P1 updated	07/07/2022	1,662.19		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		1,655.53
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		6.66
FDN.07072022.D.c	FDN - FLEX DEN PREM for 7/7/2022 Reg payroll	07/07/2022	466.27		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		392.12
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		7.35
		PAYROLL W/HOLDING-DENTAL INS PAYABLE	04 L 215 08		65.33
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	05 L 215 08		1.47
FDN.07212022.D	FDN - FLEX DEN PREM for 7/21/2022 P1	07/21/2022	1,662.19		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		1,655.53
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		6.66
FDN.07212022.D.a	FDN - FLEX DEN PREM for 7/21/2022 REG PAYROLL	07/21/2022	440.91		
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	01 L 215 08		366.86
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	02 L 215 08		7.29
		PAYROLL W/HOLDING-DENTAL INS PAYABLE	04 L 215 08		65.30
		PAYROLL W/HOLDINGS-DENTAL INS PAYABLE	05 L 215 08		1.46

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AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492	27,386.32	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHS.07072022.D	HDHS - HEALTH HIGH DED SINGLE for 7/7/2022 Reg payroll	07/07/2022	159.00		
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	159.00
HDHS.07212022.D	HDHS - HEALTH HIGH DED SINGLE for 7/21/2022 REG PAYROLL	07/21/2022	158.76		
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	158.76
HDLF.07072022.D	HDLF - HEALTH LOW DED FAMILY for 7/7/2022 P1	07/07/2022	3,529.65		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	3,529.65
HDLF.07072022.D.a	HDLF - HEALTH LOW DED FAMILY for 7/7/2022 P1 Void	07/07/2022	-3,529.65		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	-3,529.65
HDLF.07072022.D.b	HDLF - HEALTH LOW DED FAMILY for 7/7/2022 P1 updated	07/07/2022	3,529.65		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	3,529.65
HDLF.07072022.D.c	HDLF - HEALTH LOW DED FAMILY for 7/7/2022 Reg payroll	07/07/2022	1,288.13		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	1,236.75
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	51.38
HDLF.07212022.D	HDLF - HEALTH LOW DED FAMILY for 7/21/2022 P1	07/21/2022	3,529.65		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	3,529.65
HDLF.07212022.D.a	HDLF - HEALTH LOW DED FAMILY for 7/21/2022 REG PAYROLL	07/21/2022	1,288.51		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	1,237.10
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	51.41
HDLS.07072022.D	HDLS - HEALTH LOW DED SINGLE for 7/7/2022 P1	07/07/2022	713.08		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	713.08
HDLS.07072022.D.a	HDLS - HEALTH LOW DED SINGLE for 7/7/2022 P1 Void	07/07/2022	-713.08		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	-713.08
HDLS.07072022.D.b	HDLS - HEALTH LOW DED SINGLE for 7/7/2022 P1 updated	07/07/2022	713.08		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	713.08

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AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492	27,386.32	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDLS.07072022.D.c	HDLS - HEALTH LOW DED SINGLE for 7/7/2022 Reg payroll	07/07/2022	46.41		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	46.41
HDLS.07212022.D	HDLS - HEALTH LOW DED SINGLE for 7/21/2022 P1	07/21/2022	713.08		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	713.08
HDLS.07212022.D.a	HDLS - HEALTH LOW DED SINGLE for 7/21/2022 REG PAYROLL	07/21/2022	46.47		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	46.47
LIFC.07072022.D	LIFC - LIFE INSURANCE - CHILD for 7/7/2022 P1	07/07/2022	15.17		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	14.85
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	0.32
LIFC.07072022.D.a	LIFC - LIFE INSURANCE - CHILD for 7/7/2022 P1 Void	07/07/2022	-15.17		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	-14.85
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	-0.32
LIFC.07072022.D.b	LIFC - LIFE INSURANCE - CHILD for 7/7/2022 P1 updated	07/07/2022	15.17		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	14.85
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	0.32
LIFC.07072022.D.c	LIFC - LIFE INSURANCE - CHILD for 7/7/2022 Reg payroll	07/07/2022	5.60		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	4.76
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 02 L 215 00	0.28
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	0.56
LIFC.07212022.D	LIFC - LIFE INSURANCE - CHILD for 7/21/2022 P1	07/21/2022	15.17		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	14.85
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	0.32
LIFC.07212022.D.a	LIFC - LIFE INSURANCE - CHILD for 7/21/2022 REG PAYROLL	07/21/2022	6.40		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	5.44
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 02 L 215 00	0.32
				PAYROLL W/HOLDING-DEP LIFE PAYABLE 04 L 215 00	0.64

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07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492	27,386.32	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
LIFO.07072022.D	LIFO - LIFE-OPTIONAL for 7/7/2022 P1	07/07/2022	610.13		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	609.81
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	0.32
LIFO.07072022.D.a	LIFO - LIFE-OPTIONAL for 7/7/2022 P1 Void	07/07/2022	-610.13		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	-609.81
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	-0.32
LIFO.07072022.D.b	LIFO - LIFE-OPTIONAL for 7/7/2022 P1 updated	07/07/2022	610.13		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	609.81
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	0.32
LIFO.07072022.D.c	LIFO - LIFE-OPTIONAL for 7/7/2022 Reg payroll	07/07/2022	302.45		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	289.05
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	13.40
LIFO.07212022.D	LIFO - LIFE-OPTIONAL for 7/21/2022 P1	07/21/2022	610.13		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	609.81
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	0.32
LIFO.07212022.D.a	LIFO - LIFE-OPTIONAL for 7/21/2022 REG PAYROLL	07/21/2022	306.43		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	292.95
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	13.48
LIFOA.07072022.D	LIFOA - OPTIONAL LIFE AD&D for 7/7/2022 P1	07/07/2022	42.68		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	42.68
LIFOA.07072022.D.a	LIFOA - OPTIONAL LIFE AD&D for 7/7/2022 P1 Void	07/07/2022	-42.68		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	-42.68
LIFOA.07072022.D.b	LIFOA - OPTIONAL LIFE AD&D for 7/7/2022 P1 updated	07/07/2022	42.68		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	42.68
LIFOA.07072022.D.c	LIFOA - OPTIONAL LIFE AD&D for 7/7/2022 Reg payroll	07/07/2022	22.75		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	21.05
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	1.70
LIFOA.07212022.D	LIFOA - OPTIONAL LIFE AD&D for 7/21/2022 P1	07/21/2022	42.68		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	42.68

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07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492	27,386.32	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
LIFOA.07212022.D.a	LIFOA - OPTIONAL LIFE AD&D for 7/21/2022 REG PAYROLL	07/21/2022	22.13		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	20.47
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	1.66
LIFS.07072022.D	LIFS - LIFE INSURANCE- SPOUSE for 7/7/2022 P1	07/07/2022	144.66		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	144.66
LIFS.07072022.D.a	LIFS - LIFE INSURANCE- SPOUSE for 7/7/2022 P1 Void	07/07/2022	-144.66		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	-144.66
LIFS.07072022.D.b	LIFS - LIFE INSURANCE- SPOUSE for 7/7/2022 P1 updated	07/07/2022	144.66		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	144.66
LIFS.07072022.D.c	LIFS - LIFE INSURANCE- SPOUSE for 7/7/2022 Reg payroll	07/07/2022	85.50		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	83.40
				PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE 04 L 215 25	2.10
LIFS.07212022.D	LIFS - LIFE INSURANCE- SPOUSE for 7/21/2022 P1	07/21/2022	144.66		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	144.66
LIFS.07212022.D.a	LIFS - LIFE INSURANCE- SPOUSE for 7/21/2022 REG PAYROLL	07/21/2022	88.38		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	86.16
				PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE 04 L 215 25	2.22
PRL.07072022.D	PRL - PERA LIFE INSUR for 7/7/2022 P1	07/07/2022	49.30		
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	49.30
PRL.07072022.D.a	PRL - PERA LIFE INSUR for 7/7/2022 P1 Void	07/07/2022	-49.30		
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	-49.30
PRL.07072022.D.b	PRL - PERA LIFE INSUR for 7/7/2022 P1 updated	07/07/2022	49.30		
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	49.30
PRL.07072022.D.c	PRL - PERA LIFE INSUR for 7/7/2022 Reg payroll	07/07/2022	89.88		
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	89.88

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07/22/2022	47496	Check	AUSTIN PUBLIC SCHOOLS ISD 492			27,386.32
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
PRL.07212022.D	PRL - PERA LIFE INSUR for 7/21/2022 P1	07/21/2022	49.30			
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	49.30	
PRL.07212022.D.a	PRL - PERA LIFE INSUR for 7/21/2022 REG PAYROLL	07/21/2022	73.80			
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE 01 L 215 20	73.80	
07/22/2022	47497	Check	LOCAL 867			2,084.38
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
UAW.07072022.D	UAW - UAW L. 867 for 7/7/2022 Reg payroll	07/07/2022	1,042.19			
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	1,010.15	
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	18.21	
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	13.83	
UAW.07212022.D	UAW - UAW L. 867 for 7/21/2022 REG PAYROLL	07/21/2022	1,042.19			
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	1,010.15	
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	18.21	
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	13.83	
07/22/2022	47498	Check	UNITED WAY OF MOWER COUNTY			768.70
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
UNF.07072022.D	UNF - UNITED FUND for 7/7/2022 P1	07/07/2022	142.50			
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	142.50	
UNF.07072022.D.a	UNF - UNITED FUND for 7/7/2022 P1 Void	07/07/2022	-142.50			
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	-142.50	
UNF.07072022.D.b	UNF - UNITED FUND for 7/7/2022 P1 updated	07/07/2022	142.50			
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	142.50	
UNF.07072022.D.c	UNF - UNITED FUND for 7/7/2022 Reg payroll	07/07/2022	241.85			
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	121.85	
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 02 L 215 11	40.00	
				PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS 04 L 215 11	80.00	
UNF.07212022.D	UNF - UNITED FUND for 7/21/2022 P1	07/21/2022	142.50			
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	142.50	

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Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	47498	Check	UNITED WAY OF MOWER COUNTY	768.70	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UNF.07212022.D.a	UNF - UNITED FUND for 7/21/2022 REG PAYROLL	07/21/2022	241.85		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	121.85
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			02 L 215 11	40.00
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	80.00
07/22/2022	202002550	Wire Transfer	ALLIANCE BENEFIT GROUP	30,318.64	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHSA.07212022.D	HDHSA - HIGH DEDUCTIBLE HSA for 7/21/2022 P1	07/21/2022	23,747.71		
	PAYROLL W/HOLDINGS-HSA PAYABLE			01 L 215 40	23,747.71
HDHSA.07212022.D.a	HDHSA - HIGH DEDUCTIBLE HSA for 7/21/2022 REG PAYROLL	07/21/2022	6,570.93		
	PAYROLL W/HOLDINGS-HSA PAYABLE			01 L 215 40	5,639.93
	PAYROLL W/HOLDINGS-HSA PAYABLE			02 L 215 40	371.00
	PAYROLL W/HOLDING-HSA PAYABLE			04 L 215 40	540.00
	PAYROLL W/HOLDINGS-HSA PAYABLE			05 L 215 40	20.00
07/22/2022	202002551	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	49,236.19	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AIG.07212022.B	AIG - AIG RETIREMENT for 7/21/2022 P1	07/21/2022	2,287.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	2,287.00
AIG.07212022.B.a	AIG - AIG RETIREMENT for 7/21/2022 REG PAYROLL	07/21/2022	413.47		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	213.47
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	200.00
AIG.07212022.D	AIG - AIG RETIREMENT for 7/21/2022 P1	07/21/2022	4,166.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	4,166.00
AIG.07212022.D.a	AIG - AIG RETIREMENT for 7/21/2022 REG PAYROLL	07/21/2022	481.39		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	281.39
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	200.00
HRMA.07212022.B	HRMA - HORACE MANN COMPANY for 7/21/2022 P1	07/21/2022	4,475.17		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	4,475.17

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07/22/2022	202002551	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	49,236.19	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HRMA.07212022.B.a	HRMA - HORACE MANN COMPANY for 7/21/2022 REG PAYROLL	07/21/2022	2,027.93		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	1,840.43
				PAYROLL W/HOLDING-TAX SHELTER ANNUITIES 04 L 215 05	187.50
HRMA.07212022.D	HRMA - HORACE MANN CO for 7/21/2022 P1	07/21/2022	5,755.17		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	5,755.17
HRMA.07212022.D.a	HRMA - HORACE MANN CO for 7/21/2022 REG PAYROLL	07/21/2022	3,332.30		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	3,119.80
				PAYROLL W/HOLDING-TAX SHELTER ANNUITIES 04 L 215 05	212.50
ORC.07212022.D	ORC - ORCHARD TRUST for 7/21/2022 P1	07/21/2022	50.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	50.00
SBG.07212022.B	SBG - SECURITY BENEFIT GROUP for 7/21/2022 P1	07/21/2022	9,135.50		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	9,135.50
SBG.07212022.B.a	SBG - SECURITY BENEFIT GROUP for 7/21/2022 REG PAYROLL	07/21/2022	2,687.38		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	2,442.38
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	21.00
				PAYROLL W/HOLDING-TAX SHELTER ANNUITIES 04 L 215 05	56.00
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 05 L 215 05	168.00
SBG.07212022.D	SBG - SECURITY BENEFIT GROUP for 7/21/2022 P1	07/21/2022	11,271.50		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	11,251.50
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	20.00
SBG.07212022.D.a	SBG - SECURITY BENEFIT GROUP for 7/21/2022 REG PAYROLL	07/21/2022	2,727.38		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	2,482.38
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	21.00
				PAYROLL W/HOLDING-TAX SHELTER ANNUITIES 04 L 215 05	56.00
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 05 L 215 05	168.00

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07/22/2022	202002551	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	49,236.19	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
SBGR.07212022.D	SBGR - SECURITY BENEFIT GROUP ROTH for 7/21/2022 P1	07/21/2022	346.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	346.00
SBGR.07212022.D.a	SBGR - SECURITY BENEFIT GROUP ROTH for 7/21/2022 REG PAYROLL	07/21/2022	80.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	80.00
07/22/2022	202002552	Wire Transfer	MINNESOTA DEPT OF REVENUE	49,488.92	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MN\$.07212022.D	MN\$ - MN ADD ON for 7/21/2022 P1	07/21/2022	535.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	535.00
MN\$.07212022.D.a	MN\$ - MN ADD ON for 7/21/2022 REG PAYROLL	07/21/2022	220.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	210.00
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	10.00
MN%.07212022.D	MN% - MN STATE TAX% for 7/21/2022 P1	07/21/2022	221.28		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	221.28
MN.07122022.D	MN - MN STATE TAX for 7/12/2022 Additional payroll	07/12/2022	11.78		
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	11.78
MN.07212022.D	MN - MN STATE TAX for 7/21/2022 P1	07/21/2022	35,010.67		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	34,896.66
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	58.88
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	55.13
MN.07212022.D.a	MN - MN STATE TAX for 7/21/2022 REG PAYROLL	07/21/2022	13,490.19		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	11,538.46
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	374.94
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	1,425.08
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	05 L 215 02	151.71

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07/22/2022	202002553	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT	336.40		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
MCS.07212022.D	MCS - MN CHILD SUPP1 for 7/21/2022 P1		07/21/2022	145.82		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	145.82
MCS.07212022.D.a	MCS - MN CHILD SUPP1 for 7/21/2022 REG PAYROLL		07/21/2022	190.58		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	190.58
07/22/2022	202002554	Wire Transfer	UNITED STATES TREASURY	299,021.61		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
FE\$.07212022.D	FE\$ - FED ADD-ON AMT for 7/21/2022 P1		07/21/2022	2,005.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	2,002.75
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	2.25
FE\$.07212022.D.a	FE\$ - FED ADD-ON AMT for 7/21/2022 REG PAYROLL		07/21/2022	1,037.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	920.00
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	77.00
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	40.00
FE%.07212022.D	FE% - FEDERAL TAX% for 7/21/2022 P1		07/21/2022	647.70		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	647.70
FED.07212022.D	FED - FED TAX for 7/21/2022 P1		07/21/2022	71,939.01		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	71,734.82
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	89.36
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	114.83
FED.07212022.D.a	FED - FED TAX for 7/21/2022 REG PAYROLL		07/21/2022	26,918.58		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	23,496.32
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	788.98
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	2,335.95
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	297.33
FIC.07122022.B	FIC - FICA for 7/12/2022 Additional payroll		07/12/2022	24.80		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	24.80
FIC.07122022.D	FIC - FICA for 7/12/2022 Additional payroll		07/12/2022	24.80		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	24.80

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07/22/2022	202002554	Wire Transfer	UNITED STATES TREASURY	299,021.61	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.07212022.B	FIC - FICA for 7/21/2022 P1	07/21/2022	55,169.35		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	54,996.50
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	82.97
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	89.88
FIC.07212022.B.a	FIC - FICA for 7/21/2022 REG PAYROLL	07/21/2022	24,422.83		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	20,682.14
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	842.83
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	2,671.68
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 05 L 215 01	226.18
FIC.07212022.D	FIC - FICA for 7/21/2022 P1	07/21/2022	55,169.35		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	54,996.50
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	82.97
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	89.88
FIC.07212022.D.a	FIC - FICA for 7/21/2022 REG PAYROLL	07/21/2022	24,422.83		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	20,682.14
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	842.83
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	2,671.68
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 05 L 215 01	226.18
MED.07122022.B	MED - MEDICARE-1 for 7/12/2022 Additional payroll	07/12/2022	5.80		
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	5.80
MED.07122022.D	MED - MEDICARE1 for 7/12/2022 Additional payroll	07/12/2022	5.80		
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	5.80
MED.07212022.B	MED - MEDICARE-1 for 7/21/2022 P1	07/21/2022	12,902.58		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	12,862.16
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	19.40
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	21.02
MED.07212022.B.a	MED - MEDICARE-1 for 7/21/2022 REG PAYROLL	07/21/2022	5,711.80		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	4,836.96

Board Packet

AP Run: 7/22/2022 Payroll AP — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	202002554	Wire Transfer	UNITED STATES TREASURY	299,021.61	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	197.11
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	624.84
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	52.89
MED.07212022.D	MED - MEDICARE1 for 7/21/2022 P1	07/21/2022	12,902.58		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	12,862.16
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	19.40
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	21.02
MED.07212022.D.a	MED - MEDICARE1 for 7/21/2022 REG	07/21/2022	5,711.80		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	4,836.96
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	197.11
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	624.84
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	52.89
Total:					\$460,636.60

7/22/2022 Payroll AP Summary

Type	Count	Amount
Regular	5	32,234.84
ACH Checks:	0	0.00
Wire Transfers:	5	428,401.76
Epayables:	0	0.00
Total:	10	\$460,636.60

Board Packet

AP Run: 7/22/2022 PERA TRA — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	202002555	Wire Transfer	MN TEACHERS RETIREMENT ASSN	166,067.15	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
TR\$.07212022.B	TR\$ - TRA AMOUNT for 7/21/2022 REG PAYROLL	07/21/2022	634.67		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	634.67
TR\$.07212022.D	TR\$ - TRA AMOUNT for 7/21/2022 REG PAYROLL	07/21/2022	556.73		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	556.73
TRC.07212022.B	TRC - TRA COORD for 7/21/2022 P1	07/21/2022	71,805.25		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	71,805.25
TRC.07212022.B.a	TRC - TRA COORD for 7/21/2022 REG PAYROLL	07/21/2022	16,025.74		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	15,186.45
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	839.29
TRC.07212022.D	TRC - TRA CORD for 7/21/2022 P1	07/21/2022	62,987.12		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	62,987.12
TRC.07212022.D.a	TRC - TRA CORD for 7/21/2022 REG PAYROLL	07/21/2022	14,057.64		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	13,321.42
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	736.22
07/22/2022	202002556	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	39,533.30	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
PE\$.07212022.B	PE\$ - PERA DOLLAR AMT for 7/21/2022 REG PAYROLL	07/21/2022	-556.73		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	-556.73
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	0.00
PE\$.07212022.D	PE\$ - PERA AMOUNT for 7/21/2022 REG PAYROLL	07/21/2022	-482.50		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	-482.50
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	0.00
PRC.07212022.B	PRC - PERA CORD for 7/21/2022 P1	07/21/2022	6,215.16		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	6,005.56
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	100.87
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	108.73
PRC.07212022.B.a	PRC - PERA CORD for 7/21/2022 REG PAYROLL	07/21/2022	15,531.78		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	11,728.01

Board Packet

AP Run: 7/22/2022 PERA TRA — Post Date: 2022-07-22 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/22/2022	202002556	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	39,533.30	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	1,015.76
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	2,512.78
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	275.23
PRC.07212022.D	PRC - PERA CORD for 7/21/2022 P1	07/21/2022	5,386.48		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	5,204.83
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	87.42
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	94.23
PRC.07212022.D.a	PRC - PERA CORD for 7/21/2022 REG PAYROLL	07/21/2022	13,439.11		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	10,164.21
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	880.35
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	2,156.02
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	238.53
Total:					\$205,600.45

7/22/2022 PERA TRA Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	205,600.45
Epayables:	0	0.00
Total:	2	\$205,600.45

Board Packet

AP Run: W221109 — Post Date: 2022-05-31 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
05/31/2022	202002557	Wire Transfer	MYPAYMENTS PLUS	35.30	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
053122	TO RECORD MEAL PAY FEES PER DEPOSIT REPORT MAY 2022	05/31/2022	35.30		
		BANKING FEES-FOOD SVC--NSLP	02 E 005 770 000 701 314	35.30	
				Total:	\$35.30

W221109 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	35.30
Epayables:	0	0.00
Total:	1	\$35.30

Board Packet

AP Run: CB230201 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	5000000889		HORMEL HISTORIC HOME INC*	500.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8996	MINNESOTA ORCHESTRA COMMON CHORDS BANQUET DEPOSIT	07/27/2022	500.00		
			FEES FOR SERVICES-MUSIC-MISC GRANTS-	01 E 005 258 804 000 305	500.00
08/02/2022	5000000890		METRO SALES INC*	332.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV2078635	PAES LAB COPIER	07/05/2022	332.00		
			REPAIR & MAINT SVCS-SPED AGG--STATE SPED	01 E 005 420 000 740 350	332.00
Total:					\$832.00

CB230201 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	2	832.00
Total:	2	\$832.00

Board Packet

AP Run: T221305 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/02/2022	47499	Check	CENTRAL ROOFING COMPANY	241,462.29		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
30368	APPLICATION NO 1 PROJECT 222016		03/31/2022	70,185.08		
			BLDG CONST-LTFM--ROOFING SYSTEMS	06 E 155 865 000 383 520		14,870.37
			BLDG CONST-LTFM--ROOFING SYSTEMS	06 E 310 865 000 383 520		55,314.71
30707	APPLICATION NO 2 PROJECT 222016		05/31/2022	113,608.80		
			BLDG CONST-LTFM--ROOFING SYSTEMS	06 E 155 865 000 383 520		8,376.63
			BLDG CONST-LTFM--ROOFING SYSTEMS	06 E 310 865 000 383 520		105,232.17
30940	APPLICATION NO 3 PROJECT 222016		06/30/2022	57,668.41		
			BLDG CONST-LTFM--ROOFING SYSTEMS	06 E 155 865 000 383 520		57,668.41
08/02/2022	47500	Check	COREY HAUGEN	25.27		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
063022	MILEAGE REIM.		06/30/2022	25.27		
			IN-DISTRICT TRAVEL-INST TECH--	01 E 005 630 000 000 367		25.27
08/02/2022	47501	Check	KEMPS	1,015.20		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
4022294	MILK		06/17/2022	197.40		
			MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495		197.40
4022932	MILK		06/17/2022	169.20		
			MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495		169.20
4027332	MILK		06/21/2022	282.00		
			MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495		282.00
4027361	MILK		06/21/2022	197.40		
			MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495		197.40
4027403	MILK		06/21/2022	169.20		
			MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495		169.20
08/02/2022	47502	Check	MARTIN BROS DISTRIBUTING CO	10,512.85		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
9520443	FOOD		06/07/2022	2,073.18		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401		490.62

Board Packet

AP Run: T221305 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	47502	Check	MARTIN BROS DISTRIBUTING CO	10,512.85	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,582.56
9520444	FOOD	06/07/2022	1,982.98		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,982.98
9529695	FOOD	06/14/2022	805.96		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	541.89
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	264.07
9538327-C	FOOD CREDIT	06/21/2022	-28.31		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	-28.31
9541359	FOOD	06/23/2022	3,588.31		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	61.91
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	3,526.40
9544388	FOOD	06/27/2022	331.04		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	331.04
9550720	FOOD	06/30/2022	1,759.69		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	177.36
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,582.33
08/02/2022	47503	Check	NICOLE BARTNESS	10.18	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
063022	MILEAGE REIM.	06/30/2022	10.18		
			TRAVEL CONV & CONF-FOOD SVC--NSLP	02 E 005 770 000 701 366	10.18
08/02/2022	47504	Check	QUEEN OF ANGELS CHURCH	1,428.63	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061522	JUNE UTILITIES	06/15/2022	1,428.63		
			UTILITIES-OPERATIONS--	01 E 120 810 000 000 330	714.31
			UTILITIES-OTH COM PRG--COM ED	04 E 500 590 000 321 330	714.32

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AP Run: T221305 — Post Date: 2022-08-02 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name			Check Amount
08/02/2022	47505	Check	RATWIK ROSZAK & MALONEY PA			5,912.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
71513	LEGAL SERVICES JUNE 2022	06/30/2022	5,912.00			
		LEGAL SERVICES-PERSONNEL--		01 E 005 160 000 000 313	5,912.00	
08/02/2022	47506	Check	RENT 'N' SAVE			398.90
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
215363	KIDS KORNER CARNIVAL 3/14/22	03/14/2022	398.90			
		GEN SUPPLIES-KIDS KORNER--MISC FED REV INDIRECT		04 E 500 570 000 699 401	398.90	
08/02/2022	47507	Check	SHI			6,038.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
B15422043	VOIP PHONES	06/21/2022	1,343.00			
		NON-INST TECH DEVICE-INST TECH-ASSIGNED TECH-		01 E 005 630 093 000 465	1,343.00	
B15450134	TECH EQUIPMENT PER QUOTE GIVEN TO JEN BY ERIC SEE ATTACHED QUOTE	06/27/2022	3,420.00			
		INST TECH DEVICE-ABE--STATE ABE		04 E 500 520 000 322 466	3,420.00	
B15457180	TECH EQUIPMENT PER QUOTE GIVEN TO JEN BY ERIC SEE ATTACHED QUOTE	06/28/2022	475.00			
		INST TECH DEVICE-ABE--STATE ABE		04 E 500 520 000 322 466	475.00	
B15468042	TECH EQUIPMENT PER QUOTE GIVEN TO JEN BY ERIC SEE ATTACHED QUOTE	06/29/2022	800.00			
		INST TECH DEVICE-ABE--STATE ABE		04 E 500 520 000 322 466	800.00	
08/02/2022	47508	Check	SOLIANT HEALTH, LLC			5,047.50
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
20409902	SLI/DHH CONTRACTED SVC	06/01/2022	2,437.50			
		PMTS FOR ED PURP-DEAF--ARP IDEA PART B 611		01 E 005 405 000 140 394	2,437.50	
20409906	SLP CONTRACTED SVC	06/01/2022	2,610.00			
		PMT FOR ED PURP-SPEECH--STATE SPED		01 E 005 401 000 740 394	2,610.00	

Board Packet

AP Run: T221305 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/02/2022	47509	Check	TOSHIBA FINANCIAL SERVICES	524.51		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
5021085594	AHS MAIN OFFICE COPIER		06/30/2022	524.51		
			PRINCIPAL ON CAP LEASE-SEC--		01 E 310 211 000 000 580	524.51
08/02/2022	47510	Check	UPS	1,300.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
0000562636292	OUTBOUND SHIPPING		06/30/2022	1,300.00		
			POSTAGE & EXPRESS-BUSINESS OFFICE--		01 E 005 110 000 000 329	1,300.00
Total:						\$273,675.33

T221305 Summary

Type	Count	Amount
Regular	12	273,675.33
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	12	\$273,675.33

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AP Run: T230201 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
08/02/2022	47511	Check	AMAZON BUSINESS			531.75
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
16JP-JKM3-PTCY	DOOR SIGNS		07/15/2022	40.64		
					01 E 210 211 000 000 401	40.64
1CGG-RDJR-4NC3	MORE THAN PINK		07/19/2022	159.18		
					04 E 500 540 540 321 401	159.18
1GLK-Q7YP-WYW9	LAPTOP REPAIR & OFFICE SUPPLIES		07/24/2022	134.61		
					01 E 005 108 000 000 401	134.61
1JYT-4JG7-46W7	NEVELN AATD BOOK ORDER		07/18/2022	197.32		
					01 E 005 218 000 388 430	197.32
08/02/2022	47512	Check	ASCD			89.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
053122	ASCD MEMBER ID #000002119525 ANDREA MALO SELECT MEMBERSHIP		07/01/2022	89.00		
					01 E 005 030 000 000 820	89.00
08/02/2022	47513	Check	AUSTIN AREA CHAMBER OF COMMERCE			1,200.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
116002	22-23 LA COHORT MEMBER LIA GUTTORMSON		07/26/2022	1,200.00		
					04 E 500 520 000 322 366	1,200.00
08/02/2022	47514	Check	BMC SOFTWARE, INC			1,750.45
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
1349381	TRACK-IT - RENEWAL 2022-23		07/29/2022	1,750.45		
					01 E 005 630 093 000 405	1,750.45
08/02/2022	47515	Check	CENTER FOR THE COLLABORATIVE CLASSROOM			3,321.00
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
INV236521	CLASSROOM MATERIALS		07/06/2022	3,321.00		
					01 E 005 420 011 419 433	3,321.00

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AP Run: T230201 — Post Date: 2022-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	47516	Check	CMERDC	12,190.69	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
186900	CMERDC - VIEWPOINT YEARLY RENEWAL	07/01/2022	12,190.69		
	NON-INST SOFTWARE LIC-INST TECH-ASSIGNED TECH-			01 E 005 630 093 000 405	12,190.69
08/02/2022	47517	Check	DEWITT T SCHARA	21.38	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
462203499965692	WALMART REIM.	07/22/2022	21.38		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	21.38
08/02/2022	47518	Check	JESSICA CABEEN	199.05	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
071722	LYFT FROM AIRPORT	07/17/2022	68.04		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	68.04
072022	LYFT TO AIRPORT	07/20/2022	31.97		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	31.97
130049	THE SPORTS & SOCIAL CLUB	07/17/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	15.00
19	SMASHBURGER	07/18/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	15.00
28	ALL THAI'D UP	07/15/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	15.00
5851	SKYBRIDGE	07/20/2022	9.04		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	9.04
811054	HERO COFFEE BAR	07/19/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	15.00
G2W23D	CHECKED BAG FEE RETURN FLIGHT	07/20/2022	30.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 005 640 000 316 366	30.00
08/02/2022	47519	Check	JOSEPHINE WINTER	1,520.47	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
071722	MILEAGE REIM.	07/17/2022	505.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	505.00

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AP Run: T230201 — Post Date: 2022-08-02 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	47519	Check	JOSEPHINE WINTER	1,520.47	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
10059	NOODLES	07/13/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	15.00
1050748	HYATT MCCORMICK PLACE	07/13/2022	24.12		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	24.12
14238	THIRD STAR	07/14/2022	13.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	13.00
16591	MARKET	07/16/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	15.00
16939	MARKET	07/14/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	15.00
20056	ARC	07/15/2022	15.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	15.00
2024480	HYATT REGENCY	07/17/2022	852.80		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	852.80
40057	FATPOUR TAP WORKS	07/15/2022	17.76		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	17.76
53639.42233	SAVOR MCCORMICK PLACE	07/15/2022	5.50		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	5.50
53639.42732	SAVOR MCCORMICK PLACE	07/17/2022	10.00		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	10.00
636	MCDONALDS	07/17/2022	8.22		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	8.22
83	IAO SZE CHUAN	07/14/2022	24.07		
				TRAVEL CONV & CONF-STAFF DEV--STAFF DEV 01 E 310 640 000 316 366	24.07
08/02/2022	47520	Check	JUDI NEEDHAM	226.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
071222	MILEAGE REIM.	07/12/2022	125.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	125.00

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	47520	Check	JUDI NEEDHAM	226.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
15	CRAVE	07/13/2022	26.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	26.00
178	BRITS PUB	07/12/2022	26.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	26.00
20	HENHOUSE	07/14/2022	13.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	13.00
237928	CITY MARKET	07/14/2022	2.50		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	2.50
3840	KELBER	07/13/2022	8.50		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	8.50
6993	KELBER	07/15/2022	10.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	10.00
7082	BARRIO	07/14/2022	15.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	15.00
08/02/2022	47521	Check	KIRBY BUSSMAN	112.31	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072822	MILEAGE REIM.	07/28/2022	112.31		
				IN-DISTRICT TRAVEL-ECSE--STATE SPED 01 E 120 412 000 740 367	112.31
08/02/2022	47522	Check	LISA DENZER	21.75	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072822	MILEAGE REIM.	07/28/2022	21.75		
				IN-DISTRICT TRAVEL-SPED AGG--IDEA-611 01 E 005 420 000 419 367	21.75
08/02/2022	47523	Check	MASA	520.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072522	2022 MDE BACK TO SCHOOL CONFERENCE REGISTRATION CANCELLATION JEN LAWHEAD	07/25/2022	50.00		
				TRAVEL CONV & CONF-ABE--STATE ABE 04 E 500 520 000 322 366	50.00

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2022	47523	Check	MASA	520.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
21-23143	MASE MEMBERSHIP KRISTINA KENIS	07/25/2022	470.00		
	DUES & MEMBERSHIPS-SPED AGG-PRO DEV-IDEA-611	01 E 005 420 640 419 820		470.00	
08/02/2022	47524	Check	MESPA	955.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
14030	MEMBERSHIP FOR JILL ROLLIE MESPA/NAESP	07/20/2022	955.00		
	DUES & MEMBERSHIPS-PRINCIPAL--	01 E 165 050 000 000 820		955.00	
08/02/2022	47525	Check	METRO FIBERNET, LLC	2,122.98	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
JULY 2022	JULY 2022 SERVICE	07/16/2022	2,122.98		
	TELEPHONE-GEN ADM--	01 E 005 105 000 000 320		89.90	
	TELEPHONE-OPERATIONS--	01 E 005 810 000 000 320		1,472.12	
	TELEPHONE-OPERATIONS--	01 E 105 810 000 000 320		37.44	
	TELEPHONE-OPERATIONS--	01 E 125 810 000 000 320		37.44	
	TELEPHONE-OPERATIONS--	01 E 145 810 000 000 320		37.44	
	TELEPHONE-OPERATIONS--	01 E 155 810 000 000 320		37.44	
	TELEPHONE-OPERATIONS--	01 E 165 810 000 000 320		29.95	
	TELEPHONE-OPERATIONS--	01 E 185 810 000 000 320		59.94	
	TELEPHONE-OPERATIONS--	01 E 210 810 000 000 320		29.95	
	TELEPHONE-OPERATIONS--	01 E 310 810 000 000 320		291.36	
08/02/2022	47526	Check	MNSTA TREASURER	25.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
62811	BASIC MEMBERSHIP ANDREA MALO	07/15/2022	25.00		
	DUES & MEMBERSHIPS-ED SERVICES--	01 E 005 030 000 000 820		25.00	
08/02/2022	47527	Check	NICOLE KRUGER	657.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
IN#0701	CELLO REPAIRS	07/01/2022	657.00		
	REPAIR & MAINT SVCS-MUSIC--	01 E 210 258 000 000 350		657.00	

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Check Date	Check Number	Payment Type	Name	Check Amount
08/02/2022	47528	Check	NICOLE TOLDE	47.99
Invoice Number	Description		Invoice Date	Invoice Amount
198015745	MUSIC VISUALS/DECOR		07/23/2022	47.99
			INSTRUCTL SUPPLIES-MUSIC--	47.99
			01 E 155 258 000 000 430	
08/02/2022	47529	Check	QUEEN OF ANGELS CHURCH	120.00
Invoice Number	Description		Invoice Date	Invoice Amount
072622	JULY WASTE REMOVAL		07/26/2022	120.00
			REFUSE REMOVAL-OPERATIONS--	120.00
			01 E 120 810 000 000 332	
08/02/2022	47530	Check	RACHEL KAPLAN	23.99
Invoice Number	Description		Invoice Date	Invoice Amount
11-1216626-3649065	AMAZON REIM.		07/12/2022	23.99
			INDIV INST SUPPLIES-ECSE--STATE SPED	23.99
			01 E 165 412 000 740 433	
08/02/2022	47531	Check	RAUSCH STURM LLP	2,157.65
Invoice Number	Description		Invoice Date	Invoice Amount
3974013	GARNISHMENT CASE #24-CV-20-1565		07/01/2022	2,157.65
			PAYROLL W/HOLDING-GARNISHMENTS PAYABLE	2,157.65
			04 L 215 12	
08/02/2022	47532	Check	UPLIFT DESK	2,031.00
Invoice Number	Description		Invoice Date	Invoice Amount
INV1181211	AHS PRINCIPAL STANDING DESK		07/06/2022	2,031.00
			EQUIPMENT-SEC--OPER CAP	2,031.00
			05 E 310 211 000 302 530	
08/02/2022	47533	Check	US BANK	1,980.00
Invoice Number	Description		Invoice Date	Invoice Amount
6567433	MN CERTIFICATE OF PARTICIPATION SERIES 2019A		07/01/2022	1,980.00
	TRUSTEE FEE 6/1/22 - 5/31/23			
			FEES FOR SVCS-BLDG CONST-AHS PROJECTS-COP	1,980.00
			06 E 310 870 040 791 305	
08/02/2022	47534	Check	WEISER EDUCATIONAL	1,126.68
Invoice Number	Description		Invoice Date	Invoice Amount
97430	CLASSROOM MATERIALS		07/06/2022	1,126.68
			INDIV INST SUPPLIES-SPED AGG-PR YR-IDEA-611	1,126.68
			01 E 005 420 011 419 433	

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Check Date	Check Number	Payment Type	Name	Check Amount		
08/02/2022	47535	Check	WITT, AMBER M	89.10		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
15158070	FOOD MANAGER LICENSE REIM.		07/22/2022	89.10		
			DUES & MEMBERSHIPS-FOOD SVC--NSLP		02 E 005 770 000 701 820	89.10
08/02/2022	47536	Check	ZONTA CLUB OF AUSTIN	151.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
2022-2023KD	DUES FOR KAREN DUNBAR		07/01/2022	151.00		
			DUES & MEMBERSHIPS-PRINCIPAL--		01 E 210 050 000 000 820	151.00
Total:						\$33,191.24

T230201 Summary

Type	Count	Amount
Regular	26	33,191.24
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	26	\$33,191.24

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AP Run: CB221307 — Post Date: 2022-08-08 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	5000000891		INSTITUTE FOR ENVIRONMENTAL ASSESSMENT*	13,500.47	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
00044587	JUNE PROFESSIONAL SERVICES	06/30/2022	6,300.47		
			FEES FOR SERVICES-LTFM--ENVIRON SAFETY	05 E 005 865 000 352 305	6,300.47
00044648	SUMNER RECOMMISSIONING	06/30/2022	7,200.00		
			BLDG ACQ/CONSTRUCTION-LTFM--INDOOR AIR QUALITY	05 E 005 865 000 366 520	7,200.00
08/08/2022	5000000892		PAAPE ENERGY SERVICES*	1,106.50	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
106841	LABOR & REPAIRS	06/29/2022	1,106.50		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	1,106.50
08/08/2022	5000000893		STATE SUPPLY CO*	92.50	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
448301	CREDIT MEMO MAINT. SUPPLIES	02/28/2022	-496.19		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	-496.19
615680	MAINT. SUPPLIES	01/11/2022	445.34		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	445.34
617286	MAINT. SUPPLIES	01/24/2022	143.35		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	143.35
				Total:	\$14,699.47

CB221307 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	3	14,699.47
Total:	3	\$14,699.47

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AP Run: B221303 — Post Date: 2022-08-08 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount		
08/08/2022	47537	Check	D & G ACE HARDWARE	37.94		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
123780/1	MAINT. SUPPLIES		06/29/2022	9.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	9.99
123797/1	MAINT. SUPPLIES		06/29/2022	22.96		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	22.96
123825/1	MAINT. SUPPLIES		06/30/2022	4.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	4.99
08/08/2022	47538	Check	IMAGERY SOUND & LIGHT SHOWS	15,165.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
072522 EVENTS	21-22 LIST OF EVENTS		06/30/2022	12,400.00		
			FEEES FOR SERVICES-OPERATIONS-IDEA SEC 611EVENTS-		01 E 005 810 948 000 305	12,400.00
072522-INFILL	PIT INFILL WORK		06/30/2022	2,765.00		
			FEEES FOR SERVICES-OPERATIONS-IDEA SEC 611EVENTS-		01 E 005 810 948 000 305	2,765.00
08/08/2022	47539	Check	PALMER BUS SERVICE	2,680.03		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
0003822-IN	AHS PANAMA TRIP		06/30/2022	1,037.06		
			TRANS CONTRACT-SEC-AHS-WORLD LANGUAGE		11 E 310 211 040 140 360	1,037.06
0003825-IN	IJ HOLTON JUNE		06/30/2022	79.59		
			TRANS<\$25K-ELEM ED-PR YR-EXP SUMMER PRO E2		01 E 220 203 011 163 360	79.59
0003826-IN	IJ HOLTON NATURE CENTER		06/30/2022	159.18		
			TRANS<\$25K-ELEM ED-PR YR-EXP SUMMER PRO E2		01 E 220 203 011 163 360	159.18
0003827-IN	WOODSON JUNE		06/30/2022	79.59		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED		04 E 500 570 404 321 394	79.59
0003831-IN	CLC KK - JUNE		06/30/2022	1,324.61		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED		04 E 500 570 404 321 394	1,324.61
08/08/2022	47540	Check	SUPER FRESH PRODUCE & BAKERY	962.08		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
JEDW	AHS FLOWERS		06/27/2022	962.08		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	962.08

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AP Run: B221303 — Post Date: 2022-08-08 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount
Total:				\$18,845.05

B221303 Summary		
Type	Count	Amount
Regular	4	18,845.05
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	4	\$18,845.05

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AP Run: CB230202 — Post Date: 2022-08-08 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount
08/08/2022	5000000894		AUSTIN NEWSPAPERS, INC*	53.36
Invoice Number	Description	Invoice Date	Invoice Amount	Account
1477667	PUBLIC HEARING	07/13/2022	53.36	
			FEES FOR SERVICES-SCHOOL BOARD--	01 E 005 010 000 000 305
				53.36
08/08/2022	5000000895		CUSTOM COMMUNICATIONS INC*	12,187.23
Invoice Number	Description	Invoice Date	Invoice Amount	Account
523651	FIRE INSPECTION	07/11/2022	4,168.29	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				4,168.29
523652	FIRE INSPECTION	07/11/2022	948.00	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				948.00
523684	FIRE INSPECTION	07/11/2022	948.00	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				948.00
523685	FIRE INSPECTION	07/11/2022	1,406.00	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				1,406.00
523699	FIRE INSPECTION	07/11/2022	443.16	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				443.16
523711	FIRE INSPECTION	07/11/2022	607.08	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				607.08
523884	FIRE INSPECTION	07/11/2022	744.00	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				744.00
524010	FIRE INSPECTION	07/11/2022	315.60	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				315.60
524366	FIRE INSPECTIONS	07/11/2022	2,049.60	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				2,049.60
525493	ALARM SYSTEM BANFIELD	07/20/2022	155.00	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				155.00
525668	ALARM SYSTEM NEVELN	07/27/2022	402.50	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				402.50

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	5000000896		GODFATHER'S PIZZA*	219.82	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
03893	NEW STAFF TRAINING AT SUMNER	07/18/2022	44.00		
		FOOD-STAFF DEV--STAFF DEV		01 E 005 640 000 316 490	44.00
03894	STAFF LUNCH FOR SUMNER SCHOOL OPEN HOUSE	07/25/2022	175.82		
		FOOD-STAFF DEV-BUSH FOUNDATION-		01 E 155 640 235 000 490	175.82
08/08/2022	5000000897		HILLYARD/HUTCHINSON*	5,447.31	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
604797527	CUST. SUPPLIES	07/08/2022	1,253.94		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,253.94
604797528	CUST. SUPPLIES	07/08/2022	64.02		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	64.02
604797529	CUST. SUPPLIES	07/08/2022	614.43		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	614.43
604804964	CUST. SUPPLIES	07/15/2022	32.96		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	32.96
604804965	CUST. SUPPLIES	07/15/2022	419.94		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	419.94
604804966	CUST. SUPPLIES	07/15/2022	1,521.56		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,521.56
604804967	CUST. SUPPLIES	07/15/2022	1,190.50		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,190.50
700511741	CUST. SUPPLIES	07/15/2022	197.25		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	197.25
700511742	CUST. SUPPLIES	07/15/2022	152.71		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	152.71
08/08/2022	5000000898		HORIZON COMMERCIAL POOL SUPPLY*	820.83	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV21288	ELLIS POOL CHEMICALS	07/11/2022	820.83		
		BLDG ACQ/CONSTRUCTION-LTFM--PLUMBING		05 E 005 865 000 381 520	820.83

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	5000000899		INNOVATIVE OFFICE SOLUTIONS, LLC*	1,674.72	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
IN3848884	DRY ERASE MARKERS, LADDIE PENCILS, PAINTS	07/05/2022	879.12		
	GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON			11 E 165 201 020 102 401	879.12
IN3851692	DRY ERASE MARKERS, LADDIE PENCILS, PAINTS	07/07/2022	795.60		
	GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON			11 E 165 201 020 102 401	795.60
08/08/2022	5000000900		MIDTOWN AUTO CLINIC*	913.49	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
86682	2003 FORD F250 SILVER	07/26/2022	868.25		
	REPAIR & MAINT SVCS-OPERATIONS--			01 E 005 810 000 000 350	868.25
86823	2019 FORD TRANSIT 250 WHITE	07/18/2022	45.24		
	REPAIR & MAINT SVCS-OPERATIONS--			01 E 005 810 000 000 350	45.24
08/08/2022	5000000901		OFFICE DEPOT*	4,621.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
253566290001	2022-23 STUDENT SCHOOL SUPPLIES	07/05/2022	3,323.77		
	GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN			11 E 155 203 015 119 401	3,323.77
253566290002	2022-23 STUDENT SCHOOL SUPPLIES	07/20/2022	492.27		
	GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN			11 E 155 203 015 119 401	492.27
253566293001	2022-23 STUDENT SCHOOL SUPPLIES	07/14/2022	245.00		
	GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN			11 E 155 203 015 119 401	245.00
253566296001	2022-23 STUDENT SCHOOL SUPPLIES	07/05/2022	29.04		
	GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN			11 E 155 203 015 119 401	29.04
253910128001	GENERAL SUPPLIES	07/13/2022	396.98		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	396.98
253910129001	GENERAL SUPPLIES	07/13/2022	106.50		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	106.50
256013483001	GENERAL SUPPLIES	07/20/2022	27.44		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	27.44

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AP Run: CB230202 — Post Date: 2022-08-08 — AP Run Type: R

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	5000000902		PROJECT LEAD THE WAY, INC*	950.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
344679	PROJECT LEAD THE WAY-ELLIS MIDDLE SCHOOL	07/01/2022	950.00		
	INST SOFTWARE LIC-SEC--OPER CAP			05 E 210 211 000 302 406	950.00
08/08/2022	5000000903		SCHOOL SPECIALTY, LLC*	1,342.05	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
208130322722	CRAYONS	07/16/2022	779.85		
	GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON			11 E 165 201 020 102 401	779.85
208130327499	INSTRUCTIONAL SUPPLIES	07/18/2022	251.00		
	INSTRUCTL SUPPLIES-ELEM ED--			01 E 185 203 000 000 430	251.00
208130327505	GENERAL SUPPLIES	07/18/2022	311.20		
	GEN SUPPLIES-STAFF DEV--STAFF DEV			01 E 185 640 000 316 401	311.20
08/08/2022	5000000904		STATE SUPPLY CO*	709.50	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
448349	CREDIT MEMO MAINT. SUPPLIES	07/01/2022	-208.80		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	-208.80
627407	MAINT. SUPPLIES	07/08/2022	763.21		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	763.21
628335	MAINT. SUPPLIES	07/26/2022	155.09		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	155.09
				Total:	\$28,939.31

CB230202 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	11	28,939.31
Total:	11	\$28,939.31

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47541	Check	ADAM'S PEST CONTROL	426.20	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3509530	MONTHLY PEST CONTROL	07/14/2022	91.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	91.80
3509531	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509532	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509533	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509534	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509535	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509536	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509537	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
3509538	MONTHLY PEST CONTROL	07/14/2022	41.80		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	41.80
08/08/2022	47542	Check	AUSTIN AREA CHAMBER OF COMMERCE	1,200.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
115944	22-23 COHORT MEMBER	07/18/2022	1,200.00		
				TRAVEL CONV & CONF-BUSINESS OFFICE-- 01 E 005 110 000 000 366	1,200.00
08/08/2022	47543	Check	AUSTIN ROTARY CLUB	600.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3733	22-23 ANNUAL DUES JOEY PAGE	07/01/2022	600.00		
				DUES & MEMBERSHIPS-SUPERINTENDENT-- 01 E 005 020 000 000 820	600.00

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Check Date	Check Number	Payment Type	Name	Check Amount
08/08/2022	47544	Check	AUSTIN UTILITIES	91,303.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
JULY 2022	JUNE - JULY 2022 BILLS PD JULY 2022	07/25/2022	91,303.60		
		UTILITIES-OPERATIONS--	01 E 005 810 000 000 330		758.38
		WATER-OPERATIONS--	01 E 005 810 000 000 333		298.31
		FUELS-OPERATIONS--	01 E 005 810 000 000 440		80.67
		UTILITIES-OPERATIONS--	01 E 105 810 000 000 330		6,373.31
		WATER-OPERATIONS--	01 E 105 810 000 000 333		360.34
		FUELS-OPERATIONS--	01 E 105 810 000 000 440		391.40
		FUELS-OPERATIONS--	01 E 120 810 000 000 440		15.00
		UTILITIES-OPERATIONS--	01 E 125 810 000 000 330		3,386.78
		WATER-OPERATIONS--	01 E 125 810 000 000 333		332.36
		FUELS-OPERATIONS--	01 E 125 810 000 000 440		183.36
		UTILITIES-OPERATIONS--	01 E 145 810 000 000 330		4,687.93
		WATER-OPERATIONS--	01 E 145 810 000 000 333		282.32
		FUELS-OPERATIONS--	01 E 145 810 000 000 440		60.00
		UTILITIES-OPERATIONS--	01 E 155 810 000 000 330		3,620.38
		WATER-OPERATIONS--	01 E 155 810 000 000 333		130.42
		FUELS-OPERATIONS--	01 E 155 810 000 000 440		156.02
		UTILITIES-OPERATIONS--	01 E 165 810 000 000 330		3,890.74
		WATER-OPERATIONS--	01 E 165 810 000 000 333		304.71
		FUELS-OPERATIONS--	01 E 165 810 000 000 440		322.05
		UTILITIES-OPERATIONS--	01 E 185 810 000 000 330		12,803.88
		WATER-OPERATIONS--	01 E 185 810 000 000 333		500.61
		FUELS-OPERATIONS--	01 E 185 810 000 000 440		462.08
		UTILITIES-OPERATIONS--	01 E 210 810 000 000 330		13,734.38
		WATER-OPERATIONS--	01 E 210 810 000 000 333		554.40
		FUELS-OPERATIONS--	01 E 210 810 000 000 440		1,191.56
		UTILITIES-OPERATIONS--	01 E 310 810 000 000 330		34,354.88
		WATER-OPERATIONS--	01 E 310 810 000 000 333		1,009.09

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Check Date	Check Number	Payment Type	Name	Check Amount		
08/08/2022	47544	Check	AUSTIN UTILITIES	91,303.60		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
			FUELS-OPERATIONS--	01 E 310 810 000 000 440		862.16
			UTILITIES-OPERATIONS--	01 E 311 810 000 000 330		61.08
			FUELS-OPERATIONS--	01 E 311 810 000 000 440		120.00
			FUEL FOR BLDGS-OTH COM PRG--COM ED	04 E 500 590 000 321 440		15.00
08/08/2022	47545	Check	AUTO VALUE AUSTIN	361.85		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
46414937	MAINT. SUPPLIES		07/14/2022	217.98		
			BATTERY REPLACEMENT-OPERATIONS--	01 E 005 810 000 000 411		217.98
46415155	MAINT. SUPPLIES		07/18/2022	28.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420		28.99
46415446	MAINT. SUPPLIES		07/20/2022	33.98		
			GAS/OIL & GREASE-OPERATIONS--	01 E 005 810 000 000 442		33.98
46416424	MAINT. SUPPLIES		07/30/2022	80.90		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420		80.90
08/08/2022	47546	Check	BLICK ART MATERIALS	84.48		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
8855208	GENERAL SUPPLIES		07/13/2022	84.48		
			GEN SUPPLIES-ELEM ED--	01 E 185 203 000 000 401		84.48
08/08/2022	47547	Check	COMMITTEE FOR CHILDREN	3,199.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
2035646	DIGITAL CURRICULUM		07/14/2022	3,199.00		
			INST SOFTWARE LIC-ELEM ED--	01 E 185 203 000 000 406		3,199.00
08/08/2022	47548	Check	D & G ACE HARDWARE	671.65		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
123918/1	MAINT. SUPPLIES		07/06/2022	32.12		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420		32.12

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47548	Check	D & G ACE HARDWARE	671.65	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
123929/1	MAINT. SUPPLIES	07/06/2022	43.97		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	43.97
123949/1	MAINT. SUPPLIES	07/07/2022	18.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	18.98
123972/1	MAINT. SUPPLIES	07/08/2022	64.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	64.99
124036/1	MAINT. SUPPLIES	07/12/2022	19.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	19.98
124042/1	MAINT. SUPPLIES	07/12/2022	28.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	28.98
124066/1	MAINT. SUPPLIES	07/13/2022	32.34		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	32.34
124071/1	MAINT. SUPPLIES	07/13/2022	27.86		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	27.86
124072/1	MAINT. SUPPLIES	07/13/2022	22.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	22.98
124160/1	MAINT. SUPPLIES	07/18/2022	19.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	19.99
124196/1	MAINT. SUPPLIES	07/19/2022	34.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	34.96
124202/1	MAINT. SUPPLIES	07/19/2022	29.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	29.99
124222/1	MAINT. SUPPLIES	07/20/2022	72.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	72.96
124270/1	MAINT. SUPPLIES	07/22/2022	8.97		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	8.97
124275/1	MAINT. SUPPLIES	07/22/2022	11.70		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	11.70

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47548	Check	D & G ACE HARDWARE	671.65	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
124281/1	MAINT. SUPPLIES	07/22/2022	19.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	19.99
124310/1	MAINT. SUPPLIES	07/25/2022	40.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	40.96
124319/1	MAINT. SUPPLIES	07/26/2022	8.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	8.98
124327/1	MAINT. SUPPLIES	07/26/2022	41.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	41.98
124329/1	MAINT. SUPPLIES	07/26/2022	39.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	39.99
124330/1	MAINT. SUPPLIES	07/26/2022	11.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	11.99
124368/1	MAINT. SUPPLIES	07/28/2022	36.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	36.99
08/08/2022	47549	Check	DAKOTA SUPPLY GROUP	401.96	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
S101917759.002	BLANKET PO FOR 2022-2023 FY	07/05/2022	296.38		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	296.38
S101931472.001	BLANKET PO FOR 2022-2023 FY	07/05/2022	105.58		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	105.58
08/08/2022	47550	Check	DALLAS BOYSEN OR STEPHANIE GEORGE	18.20	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072122	LUNCH MONEY REFUND J.B.	07/21/2022	18.20		
		SP FUNCT FOOD SALES-FOOD SVC--ALA-CARTE		02 R 005 770 000 707 608	18.20
08/08/2022	47551	Check	ENCOMPASS SUPPLY CHAIN SOLUTIONS	4,402.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1-840773-0722	PARTS FOR STUDENT LAPTOPS	07/08/2022	1,848.57		
		INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH		11 E 210 211 361 171 456	1,848.57

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47551	Check	ENCOMPASS SUPPLY CHAIN SOLUTIONS	4,402.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1-863769-0722	PARTS FOR STUDENT LAPTOPS	07/14/2022	436.85		
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	436.85
1-866212-0722	PARTS FOR STUDENT LAPTOPS	07/20/2022	1,981.00		
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	1,981.00
1-888502-0722	PARTS FOR STUDENT LAPTOPS	07/20/2022	135.59		
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	135.59
08/08/2022	47552	Check	FREEBORN COUNTY AUDITOR/TREASURER	50.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072522	TAXPAYER & REGISTERED VOTER REPORT 2022 ELECTION	07/25/2022	50.00		
	FEEES FOR SERVICES-ELECTIONS--			01 E 005 199 000 000 305	50.00
08/08/2022	47553	Check	GRAINGER	205.41	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9375649432	MAINT. SUPPLIES	07/14/2022	49.14		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	49.14
9378516828	MAINT. SUPPLIES	07/15/2022	52.97		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	52.97
9389986515	MAINT. SUPPLIES	07/26/2022	75.08		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	75.08
9395815112	MAINT. SUPPLIES	08/01/2022	28.22		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	28.22
08/08/2022	47554	Check	KEMPS	3,884.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
102480955	SUMMER MILK	07/15/2022	83.40		
	MILK-FOOD SVC--SUM FD PGR			02 E 005 770 000 709 495	83.40
102480956	SUMMER MILK	07/15/2022	27.80		
	MILK-FOOD SVC--SUM FD PGR			02 E 005 770 000 709 495	27.80

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47554	Check	KEMPS	3,884.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
102480957	SUMMER MILK	07/15/2022	41.70	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	41.70
102480958	SUMMER MILK	07/15/2022	55.60	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	55.60
4043556	SUMMER MILK	07/01/2022	55.45	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	55.45
4043855	SUMMER MILK	07/01/2022	235.65	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	235.65
4045963	SUMMER MILK	07/05/2022	152.55	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	152.55
4045978	SUMMER MILK	07/05/2022	55.40	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	55.40
4046206	SUMMER MILK	07/05/2022	97.05	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	97.05
4052501	SUMMER MILK	07/08/2022	55.40	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	55.40
4053278	SUMMER MILK	07/08/2022	41.55	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	41.55
4056831	SUMMER MILK	07/12/2022	180.05	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	180.05
4056836	SUMMER MILK	07/12/2022	110.80	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	110.80
4056838	SUMMER MILK	07/12/2022	96.95	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	96.95
4056844	SUMMER MILK	07/12/2022	55.40	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	55.40
4061937	SUMMER MILK	07/14/2022	97.30	MILK-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 495	97.30

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47554	Check	KEMPS	3,884.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4063946	SUMMER MILK	07/15/2022	166.35		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	166.35
4063951	SUMMER MILK	07/15/2022	55.40		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	55.40
4063957	SUMMER MILK	07/15/2022	124.80		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	124.80
4063962	SUMMER MILK	07/15/2022	277.20		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	277.20
4063968	SUMMER MILK	07/15/2022	83.25		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	83.25
4067263	SUMMER MILK	07/19/2022	166.20		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	166.20
4067267	SUMMER MILK	07/19/2022	138.65		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	138.65
4067756	SUMMER MILK	07/19/2022	55.50		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	55.50
4068185	SUMMER MILK	07/19/2022	83.25		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	83.25
4073368	SUMMER MILK	07/22/2022	110.90		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	110.90
4074329	SUMMER MILK	07/22/2022	97.05		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	97.05
4074346	SUMMER MILK	07/22/2022	221.80		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	221.80
4074736	SUMMER MILK	07/22/2022	83.25		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	83.25
4077091	SUMMER MILK	07/26/2022	138.70		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	138.70

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Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47554	Check	KEMPS	3,884.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4077095	SUMMER MILK	07/26/2022	321.09		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	321.09
4078084	SUMMER MILK	07/26/2022	166.40		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	166.40
4078506	SUMMER MILK	07/26/2022	55.50		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	55.50
4078852	SUMMER MILK	07/26/2022	97.10		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	97.10
08/08/2022	47555	Check	LAWSON PRODUCTS, INC	1,854.92	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9309721230	BLANKET PO FOR 2022-2023 FY	07/06/2022	589.11		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	589.11
9309744191	BLANKET PO FOR 2022-2023 FY	07/13/2022	216.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	216.96
9309765451	BLANKET PO FOR 2022-2023 FY	07/20/2022	806.41		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	806.41
9309765452	BLANKET PO FOR 2022-2023 FY	07/20/2022	242.44		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	242.44
08/08/2022	47556	Check	LENOVO UNITED STATES INC	140.02	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6461492629	LAPTOP REPAIR	07/22/2022	140.02		
		INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH		11 E 185 203 361 169 456	140.02
08/08/2022	47557	Check	M J O'CONNOR INC	1,062.49	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
45168	SOUTHGATE LEAK REPAIRS	07/29/2022	1,062.49		
		REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	1,062.49

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AP Run: B230201 — Post Date: 2022-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2022	47558	Check	MARTIN BROS DISTRIBUTING CO	6,712.59	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9555718	SUMMER FOOD & SUPPLIES	07/05/2022	668.72		
				GEN SUPPLIES-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 401	255.96
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	412.76
9555719	SUMMER FOOD & SUPPLIES	07/05/2022	549.69		
				GEN SUPPLIES-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 401	25.54
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	524.15
9558474	SUMMER FOOD & SUPPLIES	07/07/2022	1,693.21		
				GEN SUPPLIES-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 401	27.15
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	1,666.06
9561864	SUMMER FOOD & SUPPLIES	07/11/2022	317.53		
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	317.53
9561867	SUMMER FOOD & SUPPLIES	07/11/2022	1,240.75		
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	1,240.75
9567748	SUMMER FOOD & SUPPLIES	07/14/2022	937.43		
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	937.43
9570642	SUMMER FOOD & SUPPLIES	07/18/2022	1,305.26		
				FOOD-FOOD SVC--SUM FD PGR 02 E 005 770 000 709 490	1,305.26
08/08/2022	47559	Check	MEI TOTAL ELVATOR SOLUTIONS	1,358.06	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
976022	MONTHLY SERVICE ELEVATORS	08/01/2022	1,150.00		
				BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS 05 E 005 865 000 347 520	1,150.00
976023	AHS NEW ELEVATOR MONTHLY SERVICE	08/01/2022	208.06		
				BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS 05 E 005 865 000 347 520	208.06
08/08/2022	47560	Check	MIDWEST MACHINERY CO	369.95	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9251515	FENDER/HEDGETRIMMER	07/21/2022	369.95		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	369.95

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Check Date	Check Number	Payment Type	Name	Check Amount
08/08/2022	47561	Check	NICOLE KRUGER	388.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
IN#A7922	ORCHESTRA REPAIRS	07/09/2022	388.00	
		REPAIR & MAINT SVCS-MUSIC--	01 E 310 258 000 000 350	388.00
08/08/2022	47562	Check	PETE'S PAINTING	7,940.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
072522	NEVELN GYM	07/25/2022	7,940.00	
		BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES	05 E 005 865 000 379 520	7,940.00
08/08/2022	47563	Check	QUILL CORPORATION	2,114.04
Invoice Number	Description	Invoice Date	Invoice Amount	Account
26147471	PENCIL BOXES, PENCILS, KLEENEX	07/05/2022	566.93	
		GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON	11 E 165 201 020 102 401	566.93
26147471-C	PENCIL BOXES, PENCILS, KLEENEX	07/15/2022	-80.99	
		GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON	11 E 165 201 020 102 401	-80.99
26149166	PENCIL BOXES, PENCILS, KLEENEX	07/05/2022	1,547.11	
		GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON	11 E 165 201 020 102 401	1,547.11
26391517	PENCIL BOXES, PENCILS, KLEENEX	07/15/2022	80.99	
		GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON	11 E 165 201 020 102 401	80.99
08/08/2022	47564	Check	REGENTS OF UNIV OF MN	100,000.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account
0290063292	CONTRACT WORK MARCH - DECEMBER 2022	07/15/2022	100,000.00	
		FEEES FOR SERVICES-STAFF DEV--STAFF DEV	01 E 005 640 000 316 305	12,500.00
		FEEES FOR SERVICES-STAFF DEV-HORMEL PROF PRAC-	01 E 005 640 077 000 305	87,500.00
08/08/2022	47565	Check	SAFETYFIRST PLAYGROUND MAINTENANCE	3,322.09
Invoice Number	Description	Invoice Date	Invoice Amount	Account
8188	SOUTHGATE & WOODSON MULCH	07/19/2022	3,322.09	
		BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS	05 E 005 865 000 347 520	3,322.09

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Check Date	Check Number	Payment Type	Name	Check Amount		
08/08/2022	47566	Check	SARA LEE BAKERY GROUP/EARTHGRAINS	269.10		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
52319790000369	SUMMER BREAD		07/25/2022	57.60		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	57.60
52337190000715	SUMMER BREAD		07/25/2022	57.90		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	57.90
52337190000716	SUMMER BREAD		07/25/2022	67.20		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	67.20
52337190000717	SUMMER BREAD		07/25/2022	86.40		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	86.40
08/08/2022	47567	Check	SAVVAS LEARNING COMPANY	2,800.00		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
7028030945	PROFESSIONAL DEVELOPMENT		07/20/2022	2,800.00		
			FEES FOR SERVICES-STAFF DEV--STAFF DEV		01 E 185 640 000 316 305	2,800.00
08/08/2022	47568	Check	SHERWIN WILLIAMS CO	2,562.52		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
9352-0	PAINT		07/14/2022	127.02		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	127.02
9388-4	PAINT		07/15/2022	28.62		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	28.62
9394-2	PAINT		07/15/2022	33.28		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	33.28
9634-1	PAINT		07/22/2022	117.46		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	117.46
9807-3	PAINT		07/27/2022	2,256.14		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	2,256.14
08/08/2022	47569	Check	SHRED-N-GO, INC	509.08		
Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
138123	SERVICES THROUGH 7/29/22		07/29/2022	509.08		
			REFUSE REMOVAL-OPERATIONS--		01 E 005 810 000 000 332	509.08

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/08/2022	47570	Check	SMYTH COMPANIES LLC	116.42
Invoice Number	Description		Invoice Date	Invoice Amount
252589PB	BOOKMARKS CLC		07/11/2022	116.42
			GEN SUPPLIES-EC SCREENING--PRESCH SCREENING	116.42
			04 E 500 583 000 354 401	
08/08/2022	47571	Check	THOMPSON SANITATION INC	675.67
Invoice Number	Description		Invoice Date	Invoice Amount
41222	ELLIS ROLL OFF		07/08/2022	675.67
			REFUSE REMOVAL-OPERATIONS--	675.67
			01 E 210 810 000 000 332	
08/08/2022	47572	Check	TOSHIBA FINANCIAL SERVICES	701.56
Invoice Number	Description		Invoice Date	Invoice Amount
5021020875	AHS MAIN2/ISS/WRITE PLACE COPIER		07/16/2022	701.56
			PRINCIPAL ON CAP LEASE-SEC--	701.56
			01 E 310 211 000 000 580	
08/08/2022	47573	Check	ULINE	115.29
Invoice Number	Description		Invoice Date	Invoice Amount
151242608	PARKING LOT STENCIL		07/12/2022	115.29
			REPAIR SUPPLIES-OPERATIONS--	115.29
			01 E 005 810 000 000 420	
08/08/2022	47574	Check	USBANK- A TFS PROGRAM	66.00
Invoice Number	Description		Invoice Date	Invoice Amount
478276926	22-23 COPIER LEASE ELLIS		07/22/2022	66.00
			PRINCIPAL ON CAP LEASE-SEC--	66.00
			01 E 210 211 000 000 580	
08/08/2022	47575	Check	WEX BANK	2,424.66
Invoice Number	Description		Invoice Date	Invoice Amount
82735710	FUEL PURCHASES JULY 2022		07/31/2022	2,424.66
			GAS/OIL & GREASE-OPERATIONS--	2,424.66
			01 E 005 810 000 000 442	

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
Total:				\$242,311.26

B230201 Summary		
Type	Count	Amount
Regular	35	242,311.26
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	35	\$242,311.26

Board Packet

Summary by Fund

Austin Public Schools ISD 492

Fund	Total
01 - GENERAL FUND	950,702.82
02 - FOOD SERVICE FUND	29,354.96
04 - COMMUNITY SERVICE	44,550.77
05 - CAPITAL EXPENDITURES	48,659.89
06 - BUILDING CONST	243,442.29
11 - SITE & CO-CURRICULAR	15,326.67
88 - STUDENT ACTIVITY	1,891.11
	\$1,333,928.51

INDEPENDENT SCHOOL DISTRICT 492			
LISTING OF PAYMENTS MADE BY ELECTRONIC FUNDS TRANSFER			
FOR THE MONTH OF		JULY 2022	
DATE	PAID TO	PAYMENT FOR	AMOUNT
7/6/2022	VENDORS	P-CARD	\$ 28,912.74
7/7/2022	FEDERAL RESERVE	NET CHECK	\$ 925,609.55
7/8/2022	EFTPS	FED, FICA & MEDICARE	\$ 307,529.81
7/8/2022	MN COMM OF REVENUE	STATE WITHHOLDING	\$ 49,928.61
7/11/2022	BANK OF AMERICA	HSA EE CONTRIBUTION	\$ 30,533.64
7/11/2022	MN COMM OF REVENUE	CHILD SUPPORT	\$ 336.40
7/13/2022	FEDERAL RESERVE	NET CHECK	\$ 61.20
7/13/2022	MN COMM OF REVENUE	STATE WITHHOLDING	\$ 11.78
7/14/2022	MSRS SEVERANCE	SEVERANCE	\$ 4,000.00
7/15/2022	EDUCATORS BENEFITS	403 (b) CONTRIBUTIONS	\$ 55,163.82
7/15/2022	PERA	PERA EE & ER	\$ 43,047.20
7/15/2022	TRA	TRA EE & ER	\$ 167,382.91
7/21/2022	FEDERAL RESERVE	NET CHECK	\$ 896,442.28
7/22/2022	BANK OF AMERICA	HSA EE CONTRIBUTION	\$ 30,418.64
7/22/2022	EFTPS	FED, FICA & MEDICARE	\$ 298,960.41
7/22/2022	MN COMM OF REVENUE	STATE WITHHOLDING	\$ 49,477.14
7/25/2022	BANK OF AMERICA	HSA EE CONTRIBUTION	\$ 100.00
7/25/2022	MN COMM OF REVENUE	CHILD SUPPORT	\$ 336.40
7/25/2022	US BANK	DEBT PAYMENT	\$ 90,050.00
7/27/2022	US BANK	DEBT PAYMENT	\$ 387,889.03
7/27/2022	WELLS FARGO BANK	DEBT PAYMENT	\$ 167,065.00
7/28/2022	EDUCATORS BENEFITS	403 (b) CONTRIBUTIONS	\$ 49,236.19
7/28/2022	PERA	PERA EE & ER	\$ 39,533.30
7/28/2022	TRA	TRA EE & ER	\$ 166,067.15
	TOTAL		\$ 3,788,093.20

**INDEPENDENT SCHOOL DISTRICT NO. 492 - AUSTIN
MAY 2022 TREASURER'S REPORT**

	BALANCE BEGINNING OF MONTH	DEBITS	CREDITS	BALANCE END OF MONTH
TREASURER'S BOOKS				
CASH				
01 GENERAL FUND	(72,814.56)	9,788,823.14	7,336,041.85	2,379,966.73
05 CAPITAL OUTLAY	(1,152,091.89)	2,532.12	168,511.34	(1,318,071.11)
11 SITE AND COCURRICULAR	663,602.93	33,910.82	29,782.32	667,731.43
12 AUSTIN AREA CONSORTIUM	(12,932.83)	0.00	1,609.96	(14,542.79)
66 ATHLETICS	104,607.37	4,663.91	2,286.15	106,985.13
88 ACTIVITY FUND	191,864.20	18,320.47	16,606.33	193,578.34
02 FOOD SERVICE	1,132,248.04	488,719.16	311,648.72	1,309,318.48
04 COMMUNITY SERVICE	537,867.72	340,033.59	282,746.91	595,154.40
06 CONSTRUCTION FUNDS	(168,968.08)	129,890.93	129,811.67	(168,888.82)
07 DEBT SERVICE	645,310.77	1.10	0.00	645,311.87
08 TRUST FUND	47,376.44	0.00	469.00	46,907.44
18 CUSTODIAL FUNDS	0.00	559.43	0.00	559.43
20 INTERNAL SERVICE FUND	5,725,196.45	870,473.24	694,046.33	5,901,623.36
TOTAL CASH	7,641,266.56	11,677,927.91	8,973,560.58	10,345,633.89
01 CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	3,000.00
05 CERTIFICATES OF PURCHASE - US BANK	0.00	25,993.53	0.00	25,993.53
06 LEASE PURCHASE - OLD NATIONAL BANK	0.00	0.00	0.00	0.00
06 CERTIFICATES OF PURCHASE - US BANK	359,120.51	45.63	129,811.67	229,354.47
06 CERT OF PURCHASE - IMC PROJECT	10,800.00	989,200.04	0.00	1,000,000.04
INVESTMENTS				
01 OPERATING INVESTMENTS - MN TRUST	7,039,683.43	249,023.80	0.00	7,288,707.23
01 SCHOLARSHIP INVESTMENTS	15,118.57	0.14	0.00	15,118.71
06 FACILITIES MAINTENANCE INVESTMENTS	3,249,700.00	0.00	0.00	3,249,700.00
08 SCHOLARSHIP TRUST INVESTMENTS	62,505.14	0.27	0.00	62,505.41
88 ACTIVITY FUND	20,000.00	0.00	0.00	20,000.00
TOTAL INVESTMENTS	10,387,007.14	249,024.21	0.00	10,636,031.35
GRAND TOTAL PER TREASURER'S BOOKS	18,401,194.21	12,942,191.32	9,103,372.25	22,240,013.28

BANK ACCOUNTS	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	DEPOSITS NOT SHOWN ON BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
BREMER - SAVINGS	8,471,219.48	0.00	0.00	0.00	8,471,219.48
BREMER - MAIN	742,619.08	(310,490.68)	15,069.19	1,964.33	449,161.92
BREMER - FINANCE & PAYROLL	0.00	(359,861.66)	0.00	0.00	(359,861.66)
BREMER - HEALTH INSURANCE TRUST	0.00	0.00	0.00	0.00	0.00
MSDLAF+ Liquid Class	141.87	0.00	0.00	0.00	141.87
MSDLAF+ MAX Class	555,051.24	0.00	0.00	0.00	555,051.24
MN TRUST OPERATING ACCOUNT	1,051,156.11	0.00	0.00	0.00	1,051,156.11
MN TRUST CAPITAL FACILITY BONDS 2018A	124,688.08	0.00	0.00	0.00	124,688.08
MN TRUST FACILITY MAINT BONDS 2021A	54,076.85	0.00	0.00	0.00	54,076.85
CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	0.00	3,000.00
CERTIFICATES OF PURCHASE - US BANK	25,993.53	0.00	0.00	0.00	25,993.53
CERTIFICATES OF PURCHASE - US BANK	229,354.47	0.00	0.00	0.00	229,354.47
CERTIFICATES OF PURCHASE - US BANK	1,000,000.04	0.00	0.00	0.00	1,000,000.04
OPERATING INVESTMENTS - MN TRUST	7,288,707.23	0.00	0.00	0.00	7,288,707.23
SCHOLARSHIP INVESTMENTS	15,118.71	0.00	0.00	0.00	15,118.71
FACILITIES MAINTENANCE INVESTMENTS	3,249,700.00	0.00	0.00	0.00	3,249,700.00
SCHOLARSHIP TRUST INVESTMENTS	62,505.41	0.00	0.00	0.00	62,505.41
ACTIVITY FUND	20,000.00	0.00	0.00	0.00	20,000.00
BALANCE	22,893,332.10	(359,861.66)	15,069.19	1,964.33	22,240,013.28

RECONCILIATION OF TREASURER'S BALANCE WITH BANK

0.00



Center for
Applied Research and
Educational Improvement

UNIVERSITY OF MINNESOTA
Driven to Discover®

Review of Austin Public Schools Multi-Tiered System of Supports Framework

Presentation to the Austin School Board
August 9, 2022

Kim Gibbons, Ph.D.

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Courtney E. Wheeler, Ph.D.

wheelerc@umn.edu



Meet the CAREI Team



Kim Gibbons, Ph.D.
Director



Courtney E. Wheeler, Ph.D.
Research Associate

Agenda

1. Setting the Stage: Key Terms & Frameworks
2. Findings and Recommendations
 - MTSS
3. Next Steps
4. Questions

[Link to Handout](#)



Setting the Stage: Key Terms & Frameworks

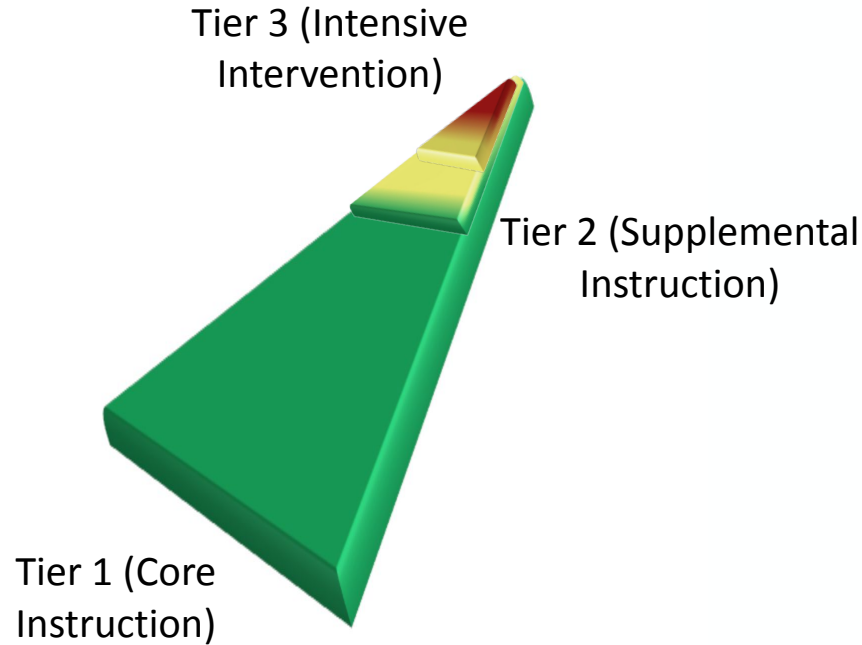


Key Terms for Today

Multi-Tiered System of Supports (MTSS):

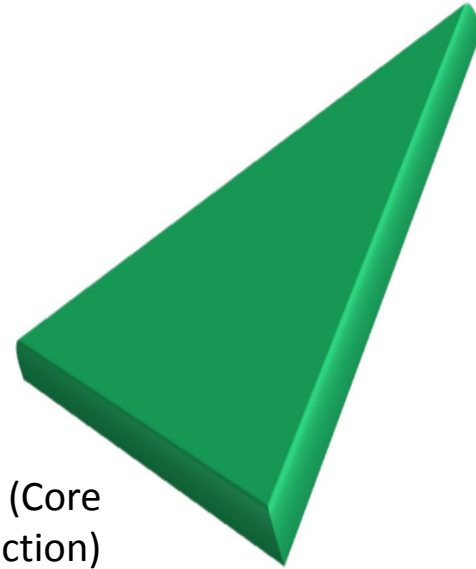
An integrated, comprehensive framework that focuses on the alignment of systems necessary for all students' academic, behavioral, and social success.

- Uses evidence-based practices to support the whole child along a tiered continuum.
- Uses a data-based decision making model to solve system, group, and individual problems.
- Focuses on removing barriers to learning at all levels.
- Addresses support for all students, including gifted and high achieving students.



Tier 1

Tier 1 (core) includes culturally and linguistically sustaining standard-based and differentiated **academic, social and emotional** instruction and **behavioral supports** for every student as a necessary foundation for tiered support.

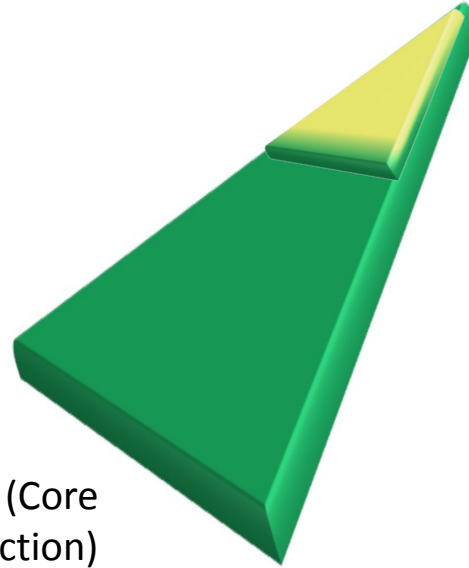


Tier 1 (Core Instruction)

Tier 2

Tier 2 (supplemental) includes culturally and linguistically sustaining interventions provided to *some* students in addition (layered) to Tier 1 (core).

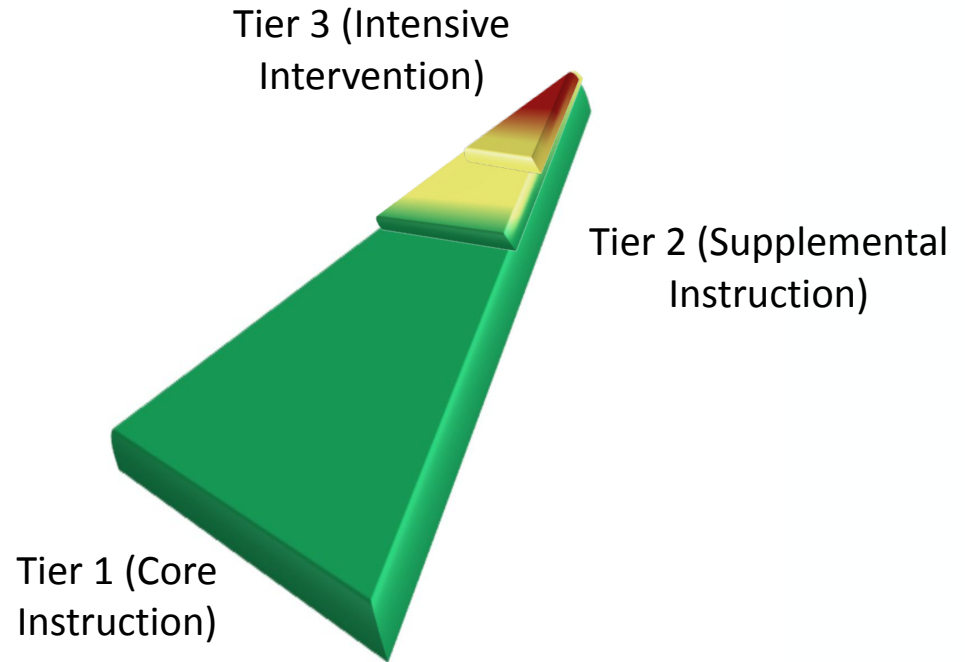
Tier 1 (Core Instruction)



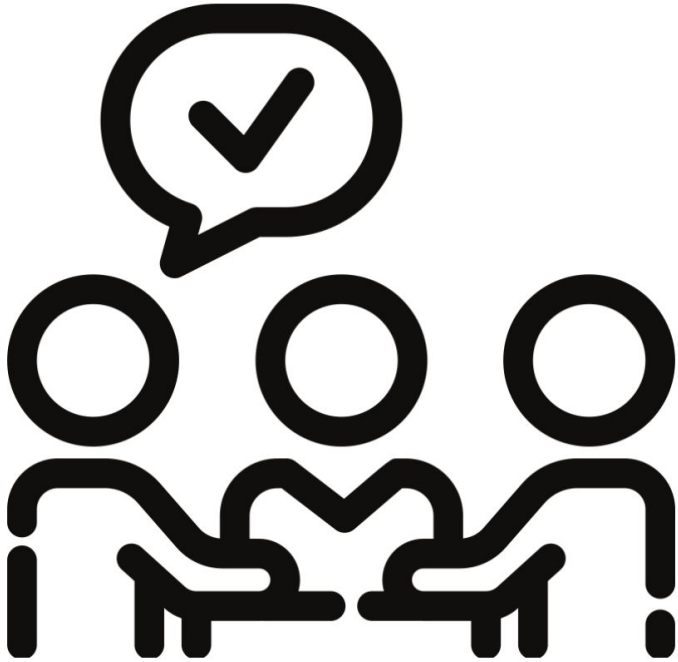
Tier 2 (Supplemental Instruction)

Tier 3

Tier 3 (intensive) includes culturally and linguistically sustaining individualized interventions provided to a *few* students and includes students with and without an Individualized Education Plan (IEP).



What is MTSS?



It is **NOT** just a process of **providing interventions** to a small group of students.

MTSS Implementation: The Big Five!

Assessments

Data-Based
Decision Making

Multi-level
Instruction

Infrastructure &
Support

Fidelity &
Evaluation

Sustaining MTSS: Big Ideas



- Assess MTSS System Implementation
- Provide job-embedded professional learning to unpack the findings
- Prioritize findings
- Create district and building implementation plans
- Monitor the fidelity of implementation
- Revise and re-adjust as needed

More Key Terms

SEB: Social, Emotional, and Behavioral needs or supports. Is often used interchangeably with **SEL**, or Social and Emotional Learning.

Fidelity of Implementation: The extent to which an intervention/instruction/activity is implemented as intended or as it was designed (Century, Rudnick, & Freeman, 2010; O'Donnell, 2008).



- This implementation review isn't "good" or "bad"!
- It's about getting better at getting better.
- Not all recommendations at once. Think 3-5 years.
- Make a plan, implement, evaluate, and revise each year.



An aerial photograph of a city, likely Denver, Colorado, showing a river (the Platte River) winding through the urban landscape. In the background, a range of mountains is visible under a clear blue sky. The city features a mix of modern high-rise buildings and older, lower-rise structures. The overall scene is bright and clear, with a slight haze or soft focus effect.

Findings & Recommendations

Multi-Tiered System of Supports (MTSS)

What does your staff want?

- Consistency across all of the schools around policies, procedures, teams, shared resources, and expectations for students and staff.
- A clear roadmap for MTSS implementation including how current initiatives fit into the framework
- Equity in staffing, resources, and access to professional learning across buildings
- Professional learning in culture, culturally responsive practices, and equity considerations
- Consistent process for data-based decision-making
- SEL/Mental Health universal screener utilized across the district



What does your staff want?

- Bolster Tier 1 instruction in order to increase student success
- Focus on Tier 1 with training, coaching support, and opportunities to observe peers
- Vertical and horizontal alignment of Tier 1
- Consistent use of interventions across buildings in the district, individuals providing the interventions are fully trained, and that the interventions align with and occur at different times than Tier 1 instruction
- Additional help with behavior interventions as well as more mental health support for students.
- SEL curriculum implemented in all schools across the district.



Review Process

Group Interviews

- With building leadership (DEI) teams and District Cabinet

Staff Surveys

- MTSS Beliefs Survey
- Perceptions of MTSS Skills Survey
- Beliefs about Behavior
- MTSS Self-Evaluation Survey

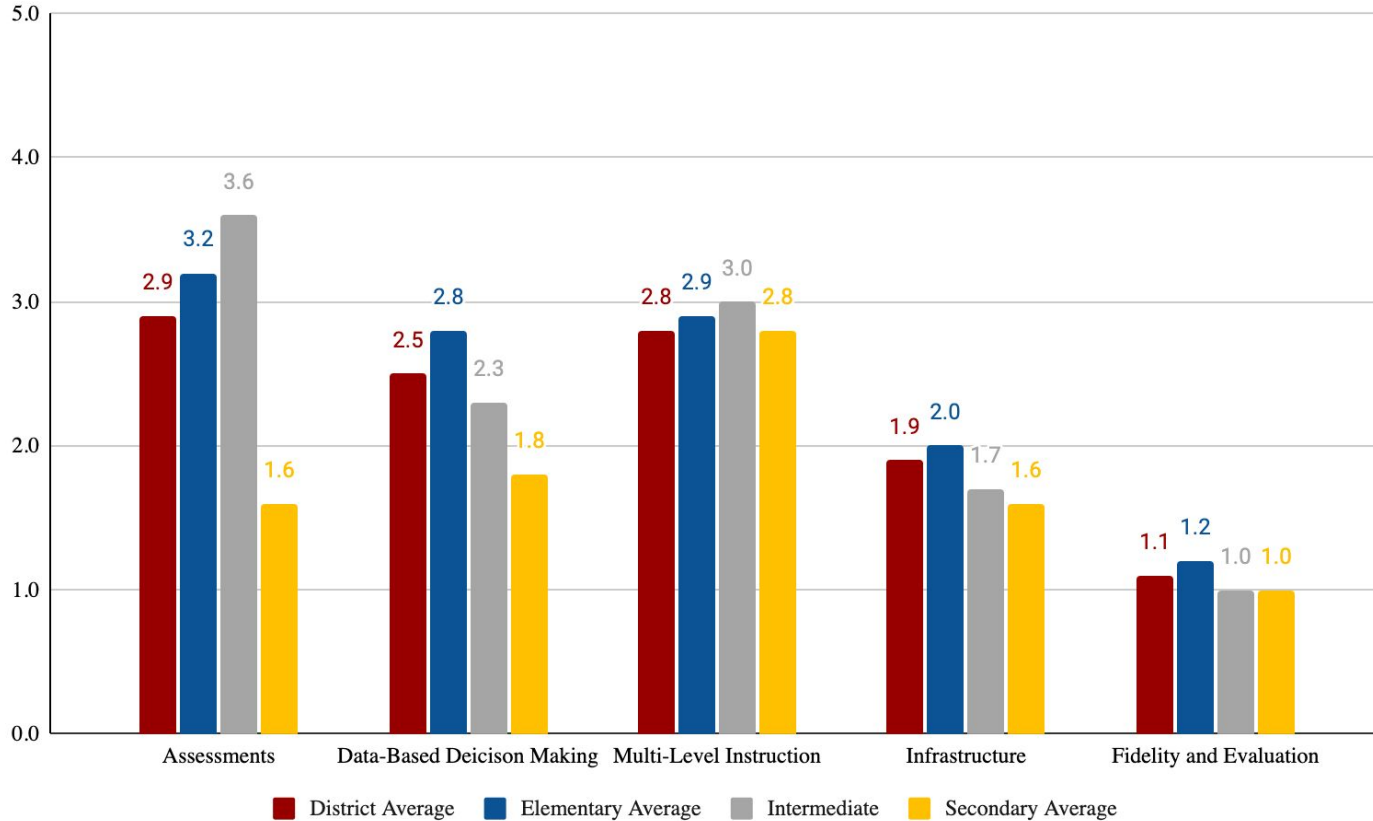
Extant Data

- Student Achievement, Behavior/Engagement, Special Education
- Documentation of district initiatives and practices

Evaluation Questions

1. To what extent is Austin Public Schools implementing an aligned (PK-12) MTSS framework across all buildings?
2. To what extent do teachers and staff support implementation of an MTSS framework?
3. What are the student achievement, social-emotional, and behavior outcomes that result from APS's MTSS implementation?
4. To what extent does the climate of each building in the district foster positive student development and learning and family engagement?
5. What is the impact of the MTSS framework on special education child count?

District MTSS Implementation Levels



MTSS Strengths

Assessment:

- APS uses universal screening in order to determine student needs in the areas of reading and math.
- The system that is currently in use is both reliable and valid and the screening system that the district anticipates switching to, Star 360 by Renaissance Learning, also has adequate technical properties. It will be important to utilize all the measures within the suite of assessments, including the curriculum based measurement portions to have a clear assessment of student learning.
- Some staff training has been provided on how to gather, interpret, and use the results.
- Secondary schools use some data (e.g., discipline referrals, attendance) to monitor student outcomes over the course of a school year.



MTSS Strengths

Data-Based Decision Making:

- A variety of data systems are used in APS (e.g., PBIS/SWIS in certain schools, Viewpoint, Infinite Campus).
- Teacher input is highly valued in the identification and referral process for Tier 2 and 3 supports.
- Teams exist at each school that meet in order to review student data and plan support for students.



MTSS Strengths

Multi-Level Instruction:

Tier 1

- Curricula in place across age levels mostly has moderately strong evidence, some processes for differentiated levels, and district benchmarks available to determine student movement within and across materials.
- Teams exist for teachers to collaborate, although schedules make this difficult and the collaboration opportunities vary greatly between schools.
- Data systems are in place, but are underutilized as resources.
- The reading data indicates that in the majority of grades the percentage of students scoring in the low risk or meets/exceeds expectations range has returned to or exceeded pre-pandemic levels.



MTSS Strengths

Multi-Level Instruction:

Tier 2

- Opportunities to use data exist to monitor students, but staff express feeling overwhelmed by student needs so these are not reviewed regularly.
- Resources exist and can be mobilized for academic and behavioral Tier 2 support (e.g., interventionists, ALC support at the high school, social worker/counselors running CICO).

Tier 3

- Collaborations with community mental health services are available to provide students with counseling services (although needs exceed resources).
- Staff are interested in greater collaboration between special education teachers and general education teachers.



MTSS Strengths

Infrastructure and Supports:

- Staff are generally positively disposed toward improving MTSS implementation as a way to better serve students via strong instruction and processes for providing additional support. There were clear themes related to a desire to strengthen a structured and cohesive system that meets the needs of all students. This focus on students provides an important foundation on which to build.
- Staff desire systematic and clear protocols, training, and resources to increase personal and team efficacy. Teams are viewed as an important vehicle for making improvements in MTSS and data-related practices and there is a desire to have teams across the district prioritize MTSS work.
- There is strong agreement across the district on the importance of being positive, proactive, and developing relationships with students.



MTSS Strengths

Infrastructure and Supports, continued:

- APS has been gathering school climate data for decision-making and problem-solving.
- Some schools within APS have taken an active role in engaging and communicating with families and the community. Teachers and staff are aware of the importance of family communication.
- Resource allocation for special education staff across the district appears fair and equitable across the entire district.

Fidelity and Evaluation:

- The leadership team understands the importance of fidelity and evaluating MTSS implementation.



MTSS Recommendations

Assessment

Universal Screening

- Continue to administer universal screening measures. Ensure all staff are trained administering the assessments within the new assessment system.
- Review and update screening practices and expectations in place for secondary school.
- Identify and adopt an SEB screener that can be used consistently across all grade levels. Assess staff's perceptions of potential screeners to support adoption and sustained use.

Progress Monitoring

- Clarify and align progress monitoring tools and practices across buildings.

Diagnostic Assessment

- Clarify and align diagnostic assessment tools and practices across buildings.



MTSS Recommendations

Data-Based Decision Making

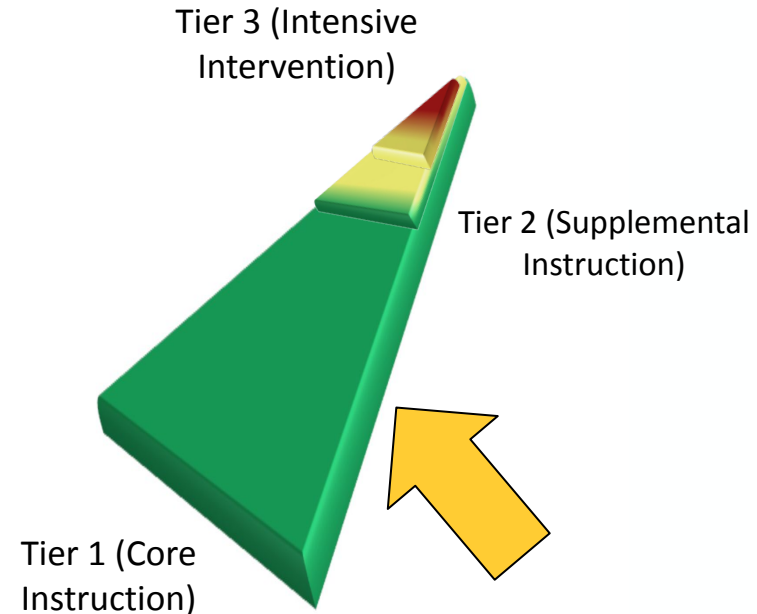
- Establish data review cycles for buildings that outline the frequency of data reviews and consist of standard meeting agendas and decision rules across all schools.
- Build staff data and assessment literacy, which should include navigating the various data systems, the difference between screening and progress monitoring, including how/when to use tools, processes, how to access the data, and how to use the data to inform instruction.
- Support teams in how to select evidence-based Tier 2 and 3 interventions, how to document what students are receiving, and how to use data to determine how to refer and transition students between tiers based on needs.



MTSS Recommendations

Instruction: Tier 1

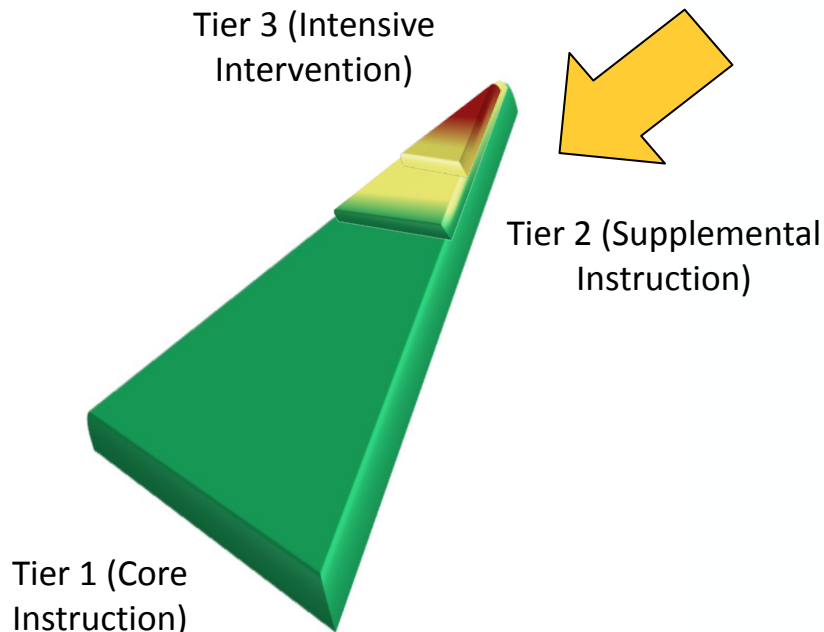
- Provide routine training to articulate teaching and learning and monitor alignment with state standards across and within grade levels.
- PBIS should be re-established across the district; district should adopt additional evidence-based Tier 1 SEB supports to cultivate a strong Tier 1 that facilitates engagement in learning and healthy development.
- Focus resources on strengthening Tier 1 instruction to more efficiently address the needs of large groups of students. This includes training in differentiated instruction, including its central tenets, best practices, and efficiencies.



MTSS Recommendations

Instruction: Tiers 2 & 3

- Consider implementing a school-wide or grade-level-common intervention time at the primary schools.
- Build capacity to support students who would benefit from Tier 2 and Tier 3 SEB options (e.g., small group, 1:1 counseling provided internally or via relationships with external mental health agencies).
- Tier 3 interventions need to be defined outside of special education services - intensify and individualize intervention supports for students within general education.



MTSS Recommendations: Infrastructure

Coordination of MTSS

Within schools

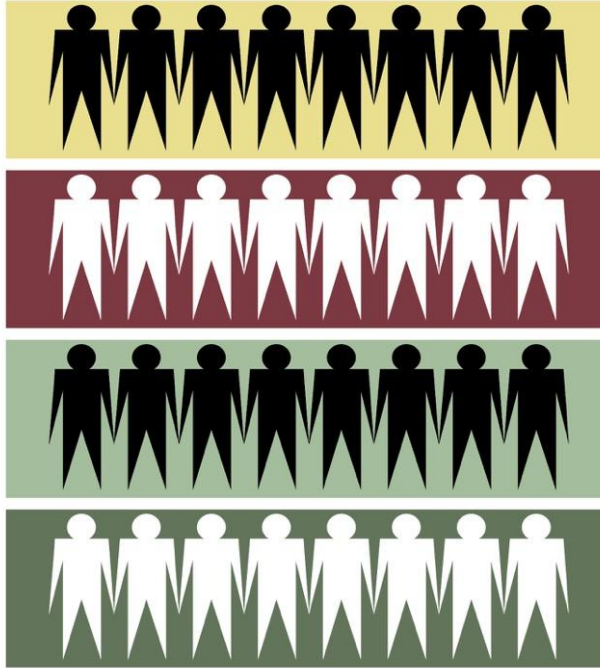
- Further develop **MTSS Resource Maps** for each building
- Establish **schedules and meeting agendas** to ensure systematic examination of data throughout each school year

Across schools

- Develop **District MTSS Process Guide**
- Establish **linked MTSS teams** across the district



Nested Teams to Support MTSS Implementation



1. **A district-level MTSS team** to make things happen for the district
2. **A school leadership team** to make things happen for the school
3. **Grade-level or core team** with support to make things happen for groups of students
4. **A problem-solving team** to make things happen for individual students

For more details, [click here](#).

MTSS Recommendations

Professional Development

- **Districtwide “MTSS 101” training** to get all buildings on the same page about key definitions and processes
- **Targeted professional development or coaching** depending on building needs
- When tracking information about professional development offered by the district, apply a more **detailed coding scheme** to identify the content being addressed in each session so that professional development trends can be more closely examined over time.



MTSS Recommendations

Infrastructure and Support Mechanisms

- **Cultural and Linguistic Responsiveness:** Continue to engage in intentional cultural competency work as a district. Evaluate recent efforts to engage staff in cultural competency professional development sessions.
- **Attendance Policies:** Review current attendance policies and procedures, as well as current student and family engagement practices to promote higher levels of school attendance.
- **Communication with Families:** Share information about the district's MTSS framework with families.



MTSS Recommendations

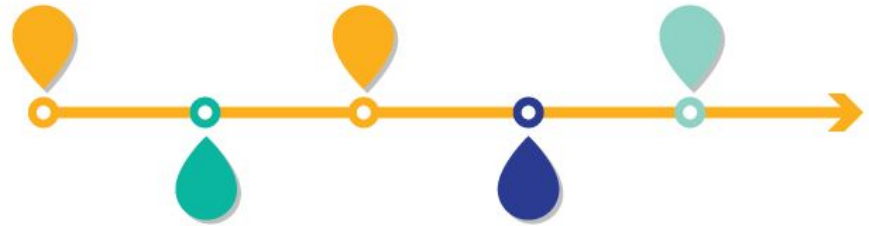
Fidelity of Implementation and Evaluation

- Develop district and building implementation plans to **monitor short- and long-term district and building goals that are explicitly tied to or positioned within an MTSS framework.**
- Evaluate system outcomes to discover who is and who is not adequately benefiting from the current system of support. **Data should be regularly collected and disaggregated by student group** in the areas of academic achievement, attendance, disciplinary incidents, and SEL.
- **Develop a system and measures to monitor the fidelity of implementation** of Tier 1, Tier 2, and Tier 3 support, as well as screening and progress monitoring processes.



Next Steps

- ✓ **August 9th:** School Board Presentation
- **August 9th and 10th:** Prioritization and Action Planning with District Leadership
- **August 2022-June 2023:** District and building support from CAREI around implementing prioritized recommendations





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DONATIONS
August 8, 2022

School Board Policy 706 - Acceptance of Gifts establishes guidelines for the acceptance of gifts to the District. Following is the list of gifts received July 7, 2022 through August 3, 2022.

DONOR	AMOUNT	RECIPIENT(S)	PURPOSE
Kenneth Bell	\$500.00	Food and Nutrition Services	Lunch Tray Program

RECOMMENDATION

It is recommended that the School Board of Independent School District #492 approve the gifts as presented.

RESOLUTION

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District #492 approve the gifts received July 7, 2022 through August 3, 2022.

Adopted: _____

MSBA/MASA Model Policy 414

Orig. 1995

Revised: _____

Rev. ~~2019~~2022

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

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

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 Minn. Stat. [Ch. 260E](#)§ ~~626.556~~ 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 ~~which~~[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 Minn. Stat. Ch. 260C ([Juvenile Safety and Placement](#)) ~~Child Protection~~ and Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.

D. “Mandated reporter” means any school personnel who knows or has reason to believe a child is being ~~neglected or physically or sexually abused~~maltreated, or has been ~~neglected or physically or sexually abused~~maltreated within the preceding three years.

E. “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.

EE. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:

1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, ~~medical care~~, or other care required for 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;~~
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 ~~such~~ 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 his or her~~ 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, ~~or~~ 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 Minn. Stat. § 260C.007, Subd. 6, Clause (5);
7. chronic and severe use of alcohol or a controlled substance by a ~~parent or~~ 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 ~~which~~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. does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.~~

GF. "Nonmaltreatment mistake" ~~means~~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 Minn. 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 Minn. Rules Ch. 9503.

H. "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.

IG. "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 Minn. Stat. § 125A.0942 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian ~~which~~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 Minn. Stat. § 121A.582.

Actions ~~which 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 ~~which 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 ~~which that~~ were not prescribed for the child by a practitioner, in order to control or punish the child, or ~~giving the child~~ 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 Minn. Stat. § 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 Minn. Stat. § 121A.58.

JH. "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 ~~neglect or physical or sexual abuse~~ maltreatment of a child and contains sufficient content to identify the child and any person believed to be responsible for the maltreatment, neglect or abuse, if known.

KI. "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.

LJ. "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 Minn. Stat. § 609.341, Subd. 15), or by a person in a current or recent position of authority (as defined in Minn. Stat. § 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 ~~which 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 ~~which that~~ requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).

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 (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..

- ~~K.~~ “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.
- ~~L.~~ “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 parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

- A. A mandated reporter ~~as defined herein~~ shall immediately report the information neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, 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. ~~If the immediate report has been made orally~~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 assisting or investigating maltreatmentthe report. Any The written report shall be of sufficient content to identify the child, any person believed to be responsible for the ~~abuse or neglect~~maltreatment of the child if the person is known, the nature and extent of the ~~abuse or neglect~~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 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.~~
- ~~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.~~
- 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.](#) ~~and the reckless~~ [Knowingly or recklessly](#) making ~~of~~ a false report [also](#) may result in discipline. ~~The court may also award attorney's fees.~~

[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.]

V. INVESTIGATION

- A. The responsibility for [assessing or](#) investigating reports of suspected [maltreatment neglect or physical or sexual abuse](#) ~~rests~~ [rests](#) with the appropriate [state](#), county,

~~state,~~ or local agency or agencies. The agency responsible for assessing or investigating reports of ~~child~~-maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged ~~perpetrator/offender~~, and any other person with knowledge of the ~~abuse or neglect maltreatment~~ for the purpose of gathering ~~the~~ 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 a~~ 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 ~~will~~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 ~~perpetrator-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 ~~perpetrator-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, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 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)
[Minn. Stat. § 626.556 et seq. \(Reporting of Maltreatment of Minors\)](#)
~~[Minn. Stat. § 626.5561 \(Reporting of Prenatal Exposure to Controlled](#)~~

[Substances\)](#)

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)

Adopted: _____

MSBA/MASA Model Policy 425

Orig. 2001

Revised: _____

Rev. 201621

425 STAFF DEVELOPMENT AND MENTORING

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to establish a staff development program and structure to carry out planning and reporting on staff development that supports improved student learning.

II. ADVISORY STAFF DEVELOPMENT COMMITTEE AND SITE PROFESSIONAL DEVELOPMENT TEAMS

- A. The school board will establish an Advisory Staff Development Committee to develop a Staff Development Plan, assist Site Professional Development Teams in developing a site plan consistent with the goals of the Staff Development Plan, and evaluate staff development efforts at the site level.
1. The majority of the membership of the Advisory Staff Development Committee shall consist of teachers representing various grade levels, subject areas, and special education. The Committee also will include nonteaching staff, parents, and administrators.
 2. Members of the Advisory Staff Development Committee shall be appointed by the school board. Committee members shall serve a two-year term* based upon nominations by board members, teachers, and paraprofessionals. The school board shall appoint replacement members of the Advisory Staff Development Committee as soon as possible following the resignation, death, serious illness, or removal of a member from the Committee.
- B. The school board will establish the Site Professional Development Teams.
1. Members of the Site Professional Development Teams will be appointed by the school board. Team members shall serve a two-year term* based upon nominations by board members, teachers, and paraprofessionals. The school board shall appoint replacement members of the Site Professional Development Teams as soon as possible following the resignation, death, serious illness, or removal of a member from the Team.

* This time period may be changed to accommodate individual school district needs.

2. The majority of the Site Professional Development Teams shall be teachers representing various grade levels, subject areas, and special education.

III. DUTIES OF THE ADVISORY STAFF DEVELOPMENT COMMITTEE

- A. The Advisory Staff Development Committee will develop a Staff Development Plan ~~which that~~ will be reviewed and subject to approval by the school board twice a year.*
- B. The Staff Development Plan must contain the following elements:
 1. Staff development outcomes ~~which that~~ are consistent with the education outcomes as may be determined periodically by the school board;

[Note: The board-determined education outcomes for your district could be inserted here.]

2. The means to achieve the Staff Development outcomes;
3. The procedures for evaluating progress at each school site toward meeting educational outcomes consistent with relicensure requirements under ~~Minnesota Statutes, §section~~ 122A.187, ~~Subd. 4~~;
4. Ongoing staff development activities that contribute toward continuous improvement in achievement of the following goals:
 - a. Improve student achievement of state and local education standards in all areas of the curriculum, including areas of regular academic and applied and experiential learning, by using research-based best practices methods;
 - b. Effectively meet the needs of a diverse student population, including at-risk children, children with disabilities, English learners, and gifted children, within the regular classroom, applied and experiential learning settings, and other settings;
 - c. Provide an inclusive curriculum for a racially, ethnically, linguistically, and culturally diverse student population that is consistent with state education diversity rule and the district's education diversity plan;
 - d. Improve staff collaboration and develop mentoring and peer coaching programs for teachers new to the school or district;

* This time period may be changed to accommodate individual school district needs.

- e. Effectively teach and model violence prevention policy and curriculum that address early intervention alternatives, issues of harassment, and teach nonviolent alternatives for conflict resolution;
 - f. Effectively deliver digital and blended learning and curriculum and engage students with technology; and
 - g. Provide teachers and other members of site-based management teams with appropriate management and financial management skills.
5. The Staff Development Plan also must:
- a. Support stable and productive professional communities achieved through ongoing and schoolwide progress and growth in teaching practice;
 - b. Emphasize coaching, professional learning communities, classroom action research, and other job-embedded models;
 - c. Maintain a strong subject matter focus premised on students' learning goals consistent with Minnesota Statutes- §section 120B.125;
 - d. Ensure specialized preparation and learning about issues related to teaching English learners and students with special needs by focusing on long-term systemic efforts to improve educational services and opportunities and raise student achievement; and
 - e. Reinforce national and state standards of effective teaching practice.
6. Staff development activities must:
- a. Focus on the school classroom and research-based strategies that improve student learning;
 - b. Provide opportunities for teachers to practice and improve their instructional skills over time;
 - c. Provide opportunities for teachers to use student data as part of their daily work to increase student achievement;
 - d. Enhance teacher content knowledge and instructional skills, including to accommodate the delivery of digital and blended learning and curriculum and engage students with technology;

- e. Align with state and local academic standards;
 - f. Provide opportunities to build professional relationships, foster collaboration among principals and staff who provide instruction, and provide opportunities for teacher-to-teacher mentoring;
 - g. Align with the plan, if any, of the district or site for an alternative teacher professional pay system;
 - h. Provide teachers of English learners, including English as a second language, and content teachers with differentiated instructional strategies critical for ensuring students long-term academic success, the means to effectively use assessment data on the academic literacy, oral academic language, and English language development of English learners, and skills to support native and English language development across the curriculum; and
 - i. Provide opportunities for staff to learn about current workforce trends, the connections between workforce trends and postsecondary education, and training options, including career and technical education options.
- 7. Staff development activities may include curriculum development and curriculum training programs and activities that provide teachers and other members of site-based teams training to enhance team performance.
 - 8. The school district may implement other staff development activities required by law and activities associated with professional teacher compensation models.

[Note: To the extent the school board offers K-12 teachers the opportunity for more staff development training under Minnesota Statutes, §section 122A.40, Subdivisions. 7 and 7a, or Minnesota Statutes, §section 122A.41, Subdivisions. 4 and 4a, such additional days of staff development should include peer mentoring, peer gathering, continuing education, professional development, or other training which enable teachers to achieve the staff development outcomes enumerated above in Section III.B.4.]

- C. The Advisory Staff Development Committee will assist Site Professional Development Teams in developing a site plan consistent with the goals and outcomes of the Staff Development Plan.
- D. The Advisory Staff Development Committee will evaluate staff development efforts at the site level and will report to the school board on a quarterly basis* the

* This time period may be changed to accommodate individual school district needs.

extent to which staff at the site have met the outcomes of the Staff Development Plan.

E. In addition to developing a Staff Development Plan, the Staff Development Advisory Committee also must develop teacher mentoring programs for teachers new to the profession or school district, including teaching residents, teachers of color, teachers who are American Indian, teachers in license shortage areas, teachers with special needs, or experienced teachers in need of peer coaching. Teacher mentoring programs must be included in or aligned with the school district's teacher evaluation and peer review processes under Minnesota Statutes, sections 122A.40, subdivision 8 or 122A.41, subdivision 5.

EF. The Advisory Staff Development Committee shall assist the school district in preparing any reports required by the Department of Education relating to staff development or teacher mentoring including, but not limited to, the reports referenced in Section VII. below.

IV. DUTIES OF THE SITE PROFESSIONAL DEVELOPMENT TEAM

- A. Each Site Professional Development Team shall develop a site plan, consistent with the goals of the Staff Development Plan. The school board will review the site plans for consistency with the Staff Development Plan twice a year.*
- B. The Site Professional Development Team must demonstrate to the school board the extent to which staff at the site have met the outcomes of the Staff Development Plan. The actual reports to the school board can be made by the Advisory Staff Development Committee to avoid duplication of effort.
- C. If the school board determines that staff development outcomes are not being met, it may withhold a portion of the initial allocation of revenue referenced in Section V. below.

V. STAFF DEVELOPMENT FUNDING

- A. Unless the school district is in statutory operating debt or a majority of the school board and a majority of its licensed teachers annually vote to waive the requirement to reserve basic revenue for staff development, the school district will reserve an amount equal to at least two percent of its basic revenue for: (1) teacher development and evaluation under Minnesota Statutes, section 122A.40, ~~Ssubdivision~~ 8 or 122A.41, ~~Ssubdivision~~ 5; (2) principal development and evaluation under section 123B.147, ~~Ssubdivision~~ 3; (3) professional development under section 122A.60; ~~and~~ (4) in-service education for programs under section 120B.22, ~~Ssubdivision~~ 2; and (5) teacher mentorship under section 122A.70, ~~subdivision 1, violence prevention programs to help students learn how to resolve conflicts within their families and communities in non-violent, effective ways; staff development plans; curriculum development and programs; other in-service~~

~~education; teachers' workshops; teacher conferences; the cost of substitute teachers for staff development purposes; preservice and in-service education for special education professionals and paraprofessionals; and other related costs for staff development efforts. To the extent extra funds remain, staff development revenue may be used for development plans, including plans for challenging instructional activities and experiences under section 122A.60, and for curriculum development and programs, other in-service education, teacher's workshops, teacher conferences, the cost of substitute teachers for staff development purposes, preservice and in-service education for special education professionals and paraprofessionals, and other related costs for staff development efforts.~~ The school district also may use the revenue reserved for staff development for grants to the school district's teachers to pay for coursework and training leading to certification as either a college in the schools teacher or a concurrent enrollment teacher. ~~In order to~~ receive a grant, the teacher must be enrolled in a program that includes coursework and training focused on teaching a core subject.

- B. The school district may, in its discretion, expend an additional amount of unreserved revenue for staff development based on its needs.
- C. Release time provided for teachers to supervise students on field trips and school activities, or independent tasks not associated with enhancing the teacher's knowledge and instructional skills, such as preparing report cards, calculating grades, or organizing classroom materials, may not be counted as staff development time that is financed with staff development reserved revenue under Minnesota Statutes, §section 122A.61.
- D. The school district may use staff development revenue, special grant programs established by the legislature, or another funding source to pay a stipend to a mentor who may be a current or former teacher who has taught at least three (3) years and is not on an improvement plan. Other initiatives using such funds, or funds available under Minnesota Statutes, sections 124D.861 and 124D.862, may include:
 - 1. additional stipends as incentives to mentors of color or who are American Indian;
 - 2. financial supports for professional learning community affinity groups across schools within and between districts for teachers from underrepresented racial and ethnic groups to come together throughout the school year;
 - 3. programs for induction aligned with the school district or school mentorship program during the first three (3) years of teaching, especially for teachers from underrepresented racial and ethnic groups; or
 - 4. grants supporting licensed and nonlicensed educator participation in professional development, such as workshops and graduate courses, related

to increasing student achievement for students of color and American Indian students in order to close opportunity and achievement gaps.

To the extent the school district receives a grant for any of the above purposes, it will negotiate additional retention strategies or protection from unrequested leave of absences in the beginning years of employment for teachers of color and teachers who are American Indian. Retention strategies may include providing financial incentives for teachers of color and teachers who are American Indian to work in the school or district for at least five (5) years and placing American Indian educators at sites with other American Indian educators and educators of color at sites with other educators of color to reduce isolation and increase opportunity for collegial support.

VI. PROCEDURE FOR USE OF STAFF DEVELOPMENT FUNDS

- A. On a yearly* basis, the Advisory Staff Development Committee, with the assistance of the Site Professional Development Teams, shall prepare a projected budget setting forth proposals for allocating staff development and mentoring funds reserved for each school site. Such budgets shall include, but not be limited to, projections as to the cost of building site training programs, costs of individual staff seminars, and cost of substitutes.
- B. Upon approval of the budget by the school board, the Advisory Committee shall be responsible for monitoring the use of such funds in accordance with the Staff Development Plan and budget. The requested use of staff development funds must meet or make progress toward the goals and objectives of the Staff Development Plan. All costs/expenditures will be reviewed by the school board and/or superintendent for consistency with the Staff Development Plan on a quarterly basis.*
- C. Individual requests from staff for leave to attend staff development activities shall be submitted and reviewed according to school district policy, staff procedures, contractual agreement, and the effect on school district operations. Failure to timely submit such requests may be cause for denial of the request.

VII. REPORTING

- A. The school district and site staff development committee shall prepare a report of the previous fiscal year's staff development activities and expenditures as part of the school district's world's best workforce report.
 - 1. The report must include assessment and evaluation data indicating progress

* This time period may be changed to accommodate individual school district needs.

toward district and site staff development goals based on teaching and learning outcomes, including the percentage of teachers and other staff involved in instruction who participate in effective staff development activities.

2. The report will provide a breakdown of expenditures for:
 - a. Curriculum development and curriculum training programs;
 - b. Staff development training models, workshops, and conferences; and
 - c. The cost of releasing teachers or providing substitute teachers for staff development purposes.

The report also must indicate whether the expenditures were incurred at the district level or the school site level and whether the school site expenditures were made possible by the grants to school sites that demonstrate exemplary use of allocated staff development revenue. These expenditures must be reported using the uniform financial and accounting and reporting standards (UFARS).

B.3 The report will be signed by the superintendent and staff development chair.

B. To the extent the school district receives a grant for mentorship activities described in Section V.D., by June 30 of each year after receiving a grant, the site staff development committee must submit a report to the Professional Educator Licensing and Standards Board on program efforts that describes mentoring and induction activities and assesses the impact of these programs on teacher effectiveness and retention.

Legal References: Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120B.125 (Planning for Students’ Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.22, ~~S~~subd. 2 (Violence Prevention Education)
Minn. Stat. § 122A.18~~7~~, ~~S~~ubd. ~~4~~ (~~Board to Issue Licenses~~; Expiration and Renewal)
Minn. Stat. § 122A.40, ~~S~~subds. ~~7~~, ~~and~~ ~~7a~~ ~~and~~ ~~8~~ (Employment; Contracts; Termination - Additional Staff Development and Salary)
Minn. Stat. § 122A.41, ~~S~~subds. ~~4~~, ~~and~~ ~~4a~~ ~~and~~ ~~5~~ (Teacher Tenure Act; Cities of the First Class; Definitions - Additional Staff Development and Salary)
Minn. Stat. § 122A.60 (Staff Development Program)
[Minn. Stat. § 122A.70 \(Teacher Mentorship and Retention of Effective Teachers\)](#)
Minn. Stat. § 122A.61 (Reserved Revenue for Staff Development)
[Minn. Stat. § 123B.147, subd. 3 \(Principals\)](#)

[Minn. Stat. § 124D.861 \(Achievement and Integration for Minnesota\)](#)
[Minn. Stat. § 124D.862 \(Achievement and Integration Revenue\)](#)
Minn. Stat. § 126C.10, ~~S~~subds. 2 and 2b (General Education Revenue)
Minn. Stat. § 126C.13, ~~S~~subd. 5 (General Education Levy and Aid)

Cross References: [None.](#)

Adopted: _____

MSBA/MASA Model Policy 427
Orig. 2022~~15~~

Revised: _____

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

[Note: School districts are required by Minnesota- Rule 3525.2340, Subpart- 4.B., to have a policy for determining the workload limits of special education staff who provide services to students who receive direct special education services 60 percent or less of the instructional day.]

[Note: ~~Minn. Stat. §~~Minnesota Statutes section 179A.07, Subd. 1, of the Public Employment Labor Relations Act (PELRA) provides that a public employer is not required to meet and negotiate on matters of inherent managerial policy. Matters of inherent managerial policy include, but are not limited to, the organizational structure, selection of personnel, and direction and number of personnel. MSBA's position is that this policy is not a mandatory subject of bargaining. School districts, therefore, are cautioned to not relinquish their inherent managerial right to determine workload limits for special education teachers.]

I. PURPOSE

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

II. DEFINITIONS

A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

B. Direct Services

“Direct services” means special education services provided by a special education teacher or a related service professional when the services are related to instruction, including cooperative teaching.

C. Indirect Services

“Indirect services” means special education services provided by a special education teacher or a related service professional which include ongoing progress

reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with ~~children with disabilities~~the pupil to monitor and observe.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

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

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

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

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

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

Adopted: _____

MSBA/MASA Model Policy 501

Orig. 1995

Revised: _____

Rev. 20142021

501 SCHOOL WEAPONS POLICY

[Note: School districts are required by statute to have a policy addressing these issues. ATTENTION: This policy incorporates certain provisions of the Minnesota Citizens' Personal Protection Act (often referred to as the "conceal and carry" law).]

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use, or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITIONS

A. "Weapon"

1. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use, or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

- B. "School Location" includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.
- C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.
- D. "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.

IV. EXCEPTIONS

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
1. active licensed peace officers;
 2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
 3. persons authorized to carry a pistol under ~~Minnesota Statutes, §section~~ 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
 4. persons who keep or store in a motor vehicle pistols in accordance with ~~Minnesota Statutes, §§sections~~ 624.714 or 624.715 or other firearms in accordance with Minnesota Statutes, section 97B.045;

- a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for “antique firearms which are carried or possessed as curiosities or for their historical significance or value.”
 - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§Sections 624.714 and 624.715.
5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
 6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
 7. a gun or knife show held on school property;
 8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
 9. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

[Note: Nothing prevents a school district from being more stringent in its weapons policy with respect to students and school district employees than the criminal law, except that the school district may not prohibit the lawful carry or possession of firearms in a parking facility or parking area. Although some school districts may choose to incorporate all of the exceptions to the criminal law, other school districts may choose either not to incorporate some or all of the exceptions or to further limit them. For example, a school district may choose to require written permission from the superintendent, not just a principal, for someone to possess a dangerous weapon in a school location. This would impose a more stringent requirement than the exceptions to the general prohibition of having a weapon on school grounds set forth in (7) to Minnesota Statutes, Section 609.66, Subdivision 1d (f) listed in Section IV.B. above. However, a school district may not regulate firearms, ammunition, or their respective components, when possessed or carried by nonstudents or nonemployees, in a manner that is inconsistent with Minnesota Statutes, Section 609.66, Subdivision 1d.]

C. Policy Application to Instructional Equipment/Tools

While the school district does not allow the possession, use, or distribution of weapons by students or nonstudents, such a position is not meant to interfere with

instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used, and stored, shall not be considered in violation of the rule against the possession, use, or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minnesota Statutes, §section 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

V. **CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION**

A. The school district does not allow the possession, use, or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using, or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.

B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.

C. ~~The appropriate school official/building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a pupil/student who brings a firearm to school unlawfully.~~

CD. Administrative Discretion

While the school district does not allow the possession, use, or distribution of

weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

[Note: An employer may establish policies that restrict the carry or possession of firearms by its employees while acting in the course and scope of employment. Employment-related sanctions may be invoked for a violation. Thus, for example, reasonable limitations may be imposed on the method of storing firearms by permit-holding employees while at work or performing employment-related duties. Reasonable limitations may include requiring firearms to have trigger locks and to be stored in a locked container or locked compartment of the vehicle.]

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

VII. REPORTS OF DANGEROUS WEAPON INCIDENTS IN SCHOOL ZONES

- A. The school district must electronically report to the Commissioner of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes, section 121A.06.

Legal References: Minn. Stat. § 97B.045 (Transportation of Firearms)

Minn. Stat. § 121A.05 (Referral to Police)
[Minn. Stat. § 121A.06 \(Reports of Dangerous Weapon Incidents in School Zones\)](#)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
[Minn. Stat. § 152.01, subd. 14\(a\) \(Definition of a School Zone\)](#)
Minn. Stat. § 609.02, ~~S~~subd. 6 (Definition of Dangerous Weapon)
Minn. Stat. § 609.605 (Trespass)
Minn. Stat. § 609.66 (Dangerous Weapons)
Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)
Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)
18 U.S.C. § 921 (Definition of Firearm)
In re C.R.M., 611 N.W.2d 802 (Minn. 2000)
[*In re A.D.*, 883 N.W.2d 251 \(Minn. 2016\)](#)

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 525 (Violence Prevention)
[MSBA/MASA Model Policy 903 \(Visitors to School District Buildings and Sites\)](#)

Adopted: _____

MSBA/MASA Model Policy 524

Orig. 1996

Revised: _____

Rev. 20~~22~~21

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. LIMITED EDUCATIONAL PURPOSE

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

IV. USE OF SYSTEM IS A PRIVILEGE

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

V. UNACCEPTABLE USES

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

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

[Note: School districts should consider the impact of this paragraph on present practices and procedures, including, but not limited to, practices pertaining to employee communications, school or classroom websites, and student/employee use of social networking websites. Depending upon school district policies and practices, school districts may wish to add one or more of the following clarifying paragraphs.]

- a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between

employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).

- b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook," "Twitter," "Instagram," "Snapchat," "TikTok," "Reddit," and similar websites or applications.
- 7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
 - 8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
 - 9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
 - 10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

- B. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

[Note: Pursuant to state law, school districts are required to restrict access to inappropriate materials on school computers with Internet access. School districts seeking technology revenue pursuant to Minnesota Statutes section 125B.26 or certain federal funding, such as e-rate discounts, for purposes of Internet access and connection services and/or receive funds to purchase Internet accessible computers are subject to the federal Children's Internet Protection Act, effective in 2001. Those districts are required to comply with additional standards in restricting possible access to inappropriate materials. Therefore, school districts should select one of the following alternative sections depending upon whether the school district is seeking such funding and the type of funding sought.]

ALTERNATIVE NO. 1

[Note: For a school district that does not seek either state or federal funding in connection with its computer system, the following language should be adopted. It reflects a mandatory requirement under Minnesota Statutes section 125B.15.]

All computers equipped with Internet access and available for student use at each school site will be equipped to restrict, by use of available software filtering technology or other effective methods, all student access to materials that are reasonably believed to be obscene, child pornography or harmful to minors under state or federal law. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

[Note: The purchase of filtering technology is not required by state law if the school site would incur more than incidental expense in making the purchase. In the absence of filtering technology, school sites still are required to use "other effective methods" to restrict student access to such materials.]

ALTERNATIVE NO. 2

[Note: Technology revenue is available to school districts that meet the additional condition of also restricting adult access to inappropriate materials. School districts that seek such state technology revenue may adopt or retain the following language. However, the school district is not required to do so.]

- A. All school district computers with Internet access and available for student use will be equipped to restrict, by use of available software filtering technology or other effective methods, all student access to materials that are reasonably believed to be obscene, child pornography or harmful to minors under state or federal law.
- B. All school district computers with Internet access, not just those accessible and available to students, will be equipped to restrict, by use of available software filtering technology or other effective methods, adult access to materials that are reasonably believed to be obscene or child pornography under state or federal law.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

ALTERNATIVE NO. 3

[Note: School districts that receive certain federal funding, such as e-rate discounts, for purposes of Internet access and connection services and/or receive funds to purchase Internet accessible computers are subject to the federal Children's Internet Protection Act, effective in 2001. This law requires school districts to adopt an Internet safety policy that contains the provisions set forth below. Also, the Act requires such school districts to provide reasonable notice and hold at least one public hearing or meeting to address the proposed Internet safety policy prior to its implementation. School districts that do not seek such federal financial assistance need not adopt the alternative language set forth below nor meet the requirements with respect to a public meeting to review the policy. The following alternative language for school districts that seek such federal financial assistance satisfies both state and federal law requirements.]

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
 - 1. Obscene;
 - 2. Child pornography; or
 - 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
 - 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the

genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
 - D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
 - E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

[Note: Although school districts are not required to adopt the more restrictive provisions contained in either Alternative No. 2 or No. 3 if they do not seek state or federal funding, they may choose to adopt the more restrictive provisions as a matter of school policy.]

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

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

VIII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents may have the right at any time to investigate or review the contents of their child's files and e-mail files in accordance with the school district's Protection and Privacy of Pupil Records Policy. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

IX. INTERNET USE AGREEMENT

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

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

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

XI. USER NOTIFICATION

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

enforcing the provisions of this acceptable use policy.

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

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

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

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

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

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

XIV. SCHOOL-ISSUED DEVICES

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
1. any location-tracking feature of a school-issued device;
 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.

C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:

1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
2. the activity is permitted under a judicial warrant;
3. the school district is notified or becomes aware that the device is missing or stolen;
4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.

D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

XV. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XVIII. IMPLEMENTATION; POLICY REVIEW

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

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
[Minn. Stat. § 13.32 \(Educational Data\)](#)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
[Minn. Stat. § 124D.166 \(Limit on Screen Time for Children in Preschool and Kindergarten\)](#)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Mahanoy Area Sch. Dist. v. B.L., 594 U.S. ___, 141 S. Ct. 2038 (2021)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)
United States v. Amer. Library Assoc., 539 U.S. 194(2003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Cross References:

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

Adopted: _____

MSBA/MASA Model Policy 416

Orig. 1995

Revised: _____

Rev. 20152022

416 DRUG AND ALCOHOL TESTING

[Note: Drug and ~~a~~Alcohol ~~t~~Testing of school bus drivers and applicants is mandatory under federal law. The mandatory testing is described under Part III. of the policy. Testing of other employees or testing of school bus drivers beyond that mandated by federal law is optional ~~but~~ and can be done under state law only if a policy containing provisions, such as the provisions of Part IV. of this policy, are adopted. To preserve the right to request or require school district employees who are not bus drivers and applicants to undergo drug and/or alcohol testing or to require bus drivers to submit to testing that is not federally mandated, a school district should adopt Part IV. as part of its drug and alcohol testing policy.]

I. PURPOSE

- A. The school board recognizes the significant problems created by drug and alcohol use in society in general, and the public schools in particular. The school board further recognizes the important contribution that the public schools have in shaping the youth of today into the adults of tomorrow.
- B. The school board believes that a work environment free of drug and alcohol use will be not only safer, healthier, and more productive but also more conducive to effective learning. ~~Therefore, t~~To provide such an environment, the purpose of this policy is to provide authority so that the school board may require all employees and/or job applicants to submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in federal law and [Minn. Stat. §§Minnesota Statutes, sections 181.950-181.957](#).

II. GENERAL STATEMENT OF POLICY

- A. All school district employees and job applicants whose positions require a commercial driver's license will be required to undergo drug and alcohol testing in accordance with federal law and the applicable provisions of this policy. The school district also may request or require that drivers submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in [Minn. Stat. §§Minnesota Statutes, sections 181.950-181.957](#).
- B. The school district may request or require that any school district employee or job applicant, other than an employee or applicant whose position requires a commercial driver's license, submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in [Minn. Stat. §§Minnesota Statutes, sections 181.950-181.957](#).
- C. The use, possession, sale, purchase, transfer, or dispensing of any drugs not medically prescribed, including medical cannabis, ~~regardless of whether or not~~ it has been prescribed for the employee, is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of drugs ~~which that~~ are not medically prescribed, including medical cannabis, ~~regardless of whether or not~~ it has been prescribed for the employee, is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district

property. Employees under the influence of drugs ~~which-that~~ are not medically prescribed are prohibited from entering or remaining on school district property.

- D. The use, possession, sale, purchase, transfer, or dispensing of alcohol is prohibited on school district property (which includes school district vehicles), while operating school district vehicles or equipment, and at any school-sponsored program or event. Use of alcohol is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off school district property. Employees under the influence of alcohol are prohibited from entering or remaining on school district property.
- E. Any employee who violates this section shall be subject to discipline ~~which-that~~ includes, but is not limited to, immediate suspension without pay and immediate discharge.

III. **FEDERALLY MANDATED DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS**

A. General Statement of Policy

All persons subject to commercial driver's license requirements shall be tested for alcohol, marijuana (including medical cannabis), cocaine, amphetamines, opiates (including heroin), and phencyclidine (PCP), pursuant to federal law. Drivers who test positive for alcohol or drugs shall be subject to disciplinary action, which may include termination of employment.

B. Definitions

1. "Actual Knowledge" means actual knowledge by the school district that a driver has used alcohol or controlled substances based on: (a) direct observation of the employee's use (not observation of behavior sufficient to warrant reasonable suspicion testing); (b) information provided by a previous employer; (c) a traffic citation; or (d) an employee's admission, except when made in connection with a qualified employee self-admission program.
2. "Alcohol Screening Device" (ASD) means a breath or saliva device, other than an Evidential Breath Testing Device (EBT), that is approved by the National Highway Traffic Safety Administration and placed on its Conforming Products List for such devices.
3. "Breath Alcohol Technician" (BAT) means an individual who instructs and assists individuals in the alcohol testing process and who operates the EBT.
4. "Commercial Motor Vehicle" (CMV) includes a vehicle ~~which-that~~ is designed to transport 16 or more passengers, including the driver.
5. "Designated Employer Representative" (DER) means an employee authorized by the school district ~~a designated school district representative authorized~~ to take immediate action to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation process, ~~and to~~ The DER receives test results and other communications for the school district.
6. "Department of Transportation" (DOT) means United States Department of Transportation.
7. "Direct Observation" means observation of alcohol or controlled substances use

and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing.

8. "Driver" is any person who operates a CMV, including full-time, regularly employed drivers, casual, intermittent, or occasional drivers, leased drivers, and independent owner-operator contractors.
9. "Evidential Breath Testing Device" (EBT) means a device approved by the National Highway Traffic Safety Administration for the evidentiary testing of breath for alcohol concentration and placed on its Conforming Products List for such devices.
10. "Licensed Medical Practitioner" means a person who is licensed, certified, and/or registered, in accordance with applicable Federal, State, local, or foreign laws and regulations, to prescribe controlled substances and other drugs.
11. "Medical Review Officer" (MRO) means a licensed physician responsible for receiving and reviewing laboratory results generated by the school district's drug testing program and for evaluating medical explanations for certain drug tests.
12. "Refusal to Submit" (to an alcohol or controlled substances test) means that a driver: (a) fails to appear for any test within a reasonable time, as determined by the school district, consistent with applicable DOT regulations, after being directed to do so; (b) fails to remain at the testing site until the testing process is complete; (c) fails to provide a urine specimen or an adequate amount of saliva or breath for any DOT drug or alcohol test; (d) fails to permit the observation or monitoring of the driver's provision of a specimen in the case of a directly observed or monitored collection in a drug test; (e) fails to provide a sufficient breath specimen or sufficient amount of urine when directed and a determination has been made that no adequate medical explanation for the failure exists; (f) fails or declines to take an additional test as directed by the school district or the collector; (g) fails to undergo a medical examination or evaluation, as directed by the MRO or the DER; (h) fails to cooperate with any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behaves in a confrontational way that disrupts the collection process, fails to wash hands after being directed to do so by the collector, fails to sign the certification on the forms); (i) fails to follow the observer's instructions, in an observed collection, to raise the driver's clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if the driver has any type of prosthetic or other device that could be used to interfere with the collection process; (j) possesses or wears a prosthetic or other device that could be used to interfere with the collection process; (k) admits to the collector or MRO that the driver adulterated or substituted the specimen; or (l) is reported by the MRO as having a verified adulterated or substituted test result. An applicant who fails to appear for a pre-employment test, who leaves the testing site before the pre-employment testing process commences, or who does not provide a urine specimen because he or she has left before it commences is not deemed to have refused to submit to testing.
13. "Safety-Sensitive Functions" are on-duty functions from the time the driver begins work or is required to be in readiness to work until relieved from work and all responsibility for performing work, and include such functions as driving, loading and unloading vehicles, or supervising or assisting in the loading or unloading of vehicles, servicing, repairing, obtaining assistance to repair, or

remaining in attendance during the repair of a disabled vehicle.

14. "Screening Test Technician" (STT) means anyone who instructs and assists individuals in the alcohol testing process and operates an ASD.
15. "Stand Down" means ~~the practice of~~ temporarily removing an employee from performing safety-sensitive functions ~~after based only upon~~ a laboratory reports ~~to the MRO of~~ a confirmed positive ~~test for a drug or drug metabolite~~, an adulterated ~~test~~, or a substituted test ~~result but~~ before the MRO completes the verification process.
16. "Substance Abuse Professional" (SAP) means a qualified person who evaluates employees who have violated a DOT drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing, and aftercare.

C. Policy and Educational Materials

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

1. The school district shall provide a copy of this policy and procedures to each driver prior to the start of its alcohol and drug testing program and to each driver subsequently hired or transferred into a position requiring driving of a CMV.
2. The school district shall provide to each driver information required under Title 49 of the Code of Federal Regulations, including information concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of an alcohol or ~~drug-controlled substance~~ problem (the driver's or a coworker's); and available methods of intervening when an alcohol or ~~drug-controlled substance~~ problem is suspected, including confrontation, referral to an employee assistance program, and/or referral to management.
3. The school district shall provide written notice to representatives of employee organizations that the information described above is available.
4. The school district shall require each driver to sign a statement certifying that ~~the driver he or she has~~ received a copy of the policy and materials. This statement should be in the form of Attachment A to this policy. The school district will maintain the original signed certificate and will provide a copy to the driver if the driver so requests.

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

D. Alcohol and Controlled Substances Testing Program Manager

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

1. The program manager will coordinate the implementation, direction, and administration of the alcohol and controlled substances testing policy for bus drivers. The program manager is the principal contact for the collection site, the testing laboratory, the MRO, the BAT, the SAP, and the person submitting to the test. Employee questions concerning this policy shall be directed to the program manager.
2. The school district shall designate a program manager and provide written notice of the designation to each driver along with this policy.

E. Specific Prohibitions for Drivers

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

1. Alcohol Concentration. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers who test greater than 0.04 will be taken out of service and will be subject to evaluation by a professional and retesting at the driver's expense.
2. Alcohol Possession. No driver shall be on duty or operate a CMV while the driver possesses alcohol.
3. On-Duty Use. No driver shall use alcohol while performing safety-sensitive functions.
4. Pre-Duty Use. No driver shall perform safety-sensitive functions within four (4) hours after using alcohol.
5. Use Following an Accident. No driver required to take a post-accident test shall use alcohol for eight (8) hours following the accident, or until ~~the driver~~ he or she undergoes a post-accident alcohol test, whichever occurs first.
6. Refusal to Submit to a Required Test. No driver shall refuse to submit to an alcohol or controlled substances test required by post-accident, random, reasonable suspicion, return-to-duty, or follow-up testing requirements. A verified adulterated or substituted drug test shall be considered a refusal to test.
7. Use of Controlled Substances. No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to instructions (which have been presented to the school district) from a licensed ~~physician~~ medical practitioner who is familiar with the driver's medical history and has advised the driver that the substance does not adversely affect the driver's ability to safely operate a CMV. Controlled substance includes medical cannabis, regardless of whether the driver is enrolled in the state registry program.

8. Positive, Adulterated, or Substituted Test for Controlled Substance. No driver shall report for duty, remain on duty, or perform a safety-sensitive function if the driver tests positive for controlled substances, including medical cannabis, or has adulterated or substituted a test specimen for controlled substances.
9. General Prohibition. Drivers are also subject to the general policies and procedures of the school district ~~which that~~ prohibit ~~the~~ possession, transfer, sale, exchange, reporting to work under the influence of drugs or alcohol, and consumption of drugs or alcohol while at work or while on school district premises or operating any school district vehicle, machinery, or equipment.

F. Other Alcohol-Related Conduct

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

No driver found to have an alcohol concentration of 0.02 or greater but less than 0.04 shall perform safety-sensitive functions for at least twenty-four (24) hours following administration of the test. The school district will not take any action under this policy other than removal from safety-sensitive functions based solely on test results showing an alcohol concentration of less than 0.04 but may take action otherwise consistent with law and the policyies of the school district.

G. Prescription Drugs/Cannabinoid Products

A driver shall inform the driver's his or her supervisor if at any time the driver is using a controlled substance pursuant to a physician's prescription. The physician's instructions shall be presented to the school district upon request. Use of a prescription drug shall be allowed if the physician has advised the driver that the prescribed drug will not adversely affect the driver's ability to safely operate a CMV. Use of medical cannabis is prohibited notwithstanding the driver's enrollment in the patient registry. Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if a driver claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.

H. Testing Requirements

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

1. Pre-Employment Testing

[Note: 49 Code of Federal Regulations section C.F.R. § 382.301 details the requirements for pre-employment testing.]

- a. A driver applicant shall undergo testing for [alcohol and] controlled substances, including medical cannabis, before the first time the driver

performs safety-sensitive functions for the school district.

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

- b. Tests shall be conducted only after the applicant has received a conditional offer of employment.
- c. ~~In order to~~ To be hired, the applicant must test negative and must sign an agreement in the form of Attachment B to this policy, authorizing former employers to release to the school district all information on the applicant's alcohol tests with results of blood alcohol concentration of 0.04 or higher, or verified positive results for controlled substances, including medical cannabis, or refusals to be tested (including verified adulterated or substituted drug test results), or any other violations of DOT agency drug and alcohol testing regulations, or, if the applicant violated the testing regulations, documentation of the applicant's successful completion of DOT return-to-duty requirements (including follow-up tests), within the preceding two (2) years.

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

- d. The applicant also must be asked whether he or she has tested positive, or refused to test, on any pre-employment drug or alcohol test administered by an employer to which the employee, during the last two (2) years, applied for, but did not obtain, safety-sensitive transportation work covered by DOT testing rules.
- e. Before employing a driver subject to controlled substances and alcohol testing, the school district must conduct a full pre-employment query of the federal Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse ("Clearinghouse") to obtain information about whether the driver (1) has a verified positive, adulterated, or substituted controlled substances test result; (2) has an alcohol confirmation test with a concentration of 0.04 or higher; (3) has refused to submit to a test in violation of federal law; or (4) that an employer has reported actual knowledge that the driver used alcohol on duty, before duty, or following an accident in violation of federal law or used a controlled substance in violation of federal law. The applicant must give specific written or electronic consent for the school district to conduct the Clearinghouse full query. The school district shall retain the consent for three (3) years from the date of the query.

32. Post-Accident Testing

[Note: 49 [Code of Federal Regulations section C.F.R. § 382.303](#) governs post-accident testing of drivers.]

- a. As soon as practicable following an accident involving a CMV, the school district shall test the driver for alcohol and controlled substances, including medical cannabis, if the accident involved the loss of human life or if the driver receives a citation for a moving traffic violation arising from an accident which results in bodily injury or disabling damage to a motor vehicle.
- b. Drivers should be tested for alcohol use within two (2) hours and no later than eight (8) hours after the accident.
- c. Drivers should be tested for controlled substances, including medical cannabis, no later than thirty-two (32) hours after the accident.
- d. A driver subject to post-accident testing must remain available for testing, or shall be considered to have refused to submit to the test.
- e. If a post-accident alcohol test is not administered within two (2) hours following the accident, the school district shall prepare and maintain on file a record stating the reasons the test was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours.
- f. If a post-accident alcohol test is not administered within eight (8) hours following the accident or a post-accident controlled substances test is not administered within thirty-two (32) hours following the accident, the school district shall cease attempts to administer the test, and prepare and maintain on file a record stating the reasons for not administering the test.
- g. [The school district shall report drug and alcohol program violations to the Clearinghouse as required under federal law.](#)

43. Random Testing

[Note: 49 [Code of Federal Regulations section C.F.R. § 382.305](#) governs random testing of drivers.]

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

[Note: The Federal Highway Administration (FHWA) ~~lowered has set~~ the random alcohol selection and testing rate ~~from at~~ ~~1025%~~ of the average number of driver positions ~~to 10% in 1998~~ and evaluates this minimum percentage each year. School districts can elect to stay at [the 1998 level of 25%](#) (or a higher percentage) if they do not want to monitor the minimum annual percentage rate set by the FHWA. The random controlled substances selection and testing rate has remained at 50% each year and has not been lowered to 25% as is possible under

the regulations.]

- b. The school district shall test for alcohol at a minimum annual percentage rate of 10% of the average number of driver positions, and for controlled substances, including medical cannabis, at a minimum annual percentage of 50%.
- c. The school district shall adopt a scientifically valid method for selecting drivers for testing, such as random number table or a computer-based random number generator that is matched with identifying numbers of the drivers. Each driver shall have an equal chance of being tested each time selections are made. Each driver selected for testing shall be tested during the selection period.
- d. Random tests shall be unannounced. Dates for administering random tests shall be spread reasonably throughout the calendar year.
- e. Drivers shall proceed immediately to the collection site upon notification of selection; provided, however, that if the driver is performing a safety-sensitive function, other than driving, at the time of notification, the driver shall cease to perform the function and proceed to the collection site as soon as possible.

54. Reasonable Suspicion Testing

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

- a. The school district shall require a driver to submit to an alcohol test and/or controlled substances, including medical cannabis, test when a supervisor or school district official, who has been trained in accordance with the regulations, has reasonable suspicion to believe that the driver has used alcohol and/or controlled substances, including medical cannabis, on duty ~~or~~ within four (4) hours before coming on duty, or just after the period of the work day. The test shall be done as soon as practicable following the observation of the behavior indicative of the use of controlled substances or alcohol.
- b. The reasonable suspicion determination must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech, or body odors. The required observations for reasonable suspicion of a controlled substances violation may include indications of the chronic and withdrawal effects of controlled substances.
- c. Alcohol testing shall be administered within two (2) hours following a determination of reasonable suspicion. If it is not done within two (2) hours, the school district shall prepare and maintain a record explaining why it was not promptly administered and continue to attempt to administer the alcohol test within eight (8) hours. If an alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the school district shall cease attempts to administer the test and state in the record the reasons for not administering the test.

- d. The supervisor or school district official who makes observations leading to a controlled substances reasonable suspicion test shall make and sign a written record of the observations within twenty-four (24) hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

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

65. Return-To-Duty Testing. A driver found to have violated this policy shall not return to work until an SAP has determined the employee has successfully complied with prescribed education and/or treatment and until undergoing return-to-duty tests indicating an alcohol concentration of less than 0.02 and a confirmed negative result for the use of controlled substances. The school district is not required to return a driver to safety-sensitive duties because the driver has met these conditions; this is a personnel decision subject to collective bargaining agreements or other legal requirements.

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

76. Follow-Up Testing. When an SAP has determined that a driver is in need of assistance in resolving problems with alcohol and/or controlled substances, the driver shall be subject to unannounced follow-up testing as directed by the SAP for up to sixty (60) months after completing a treatment program.

87. Refusal to Submit and Attendant Consequences

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

- a. A driver or driver applicant may refuse to submit to drug and alcohol testing.
- b. Refusal to submit to a required drug or alcohol test subjects the driver or driver applicant to the consequences specified in federal regulations as well as the civil and/or criminal penalty provisions of 49 United States Code section U.S.C. § 521(b). In addition, a refusal to submit to testing establishes a presumption that the driver or driver applicant would test positive if a test were conducted and makes the driver or driver applicant subject to discipline or disqualification under this policy.
- c. A driver applicant who refuses to submit to testing shall be disqualified from further consideration for the conditionally offered position.
- d. An employee who refuses to submit to testing shall not be permitted to perform safety-sensitive functions and will be considered insubordinate and subject to disciplinary action, up to and including dismissal. If an employee is offered an opportunity to return to a DOT safety-sensitive duty, the employee will be evaluated by an SAP and must submit to a return-to-duty test prior to being considered for reassignment to safety-

sensitive functions.

- e. Drivers or driver applicants who refuse to submit to required testing will be required to sign Attachment C to this policy.

I. Testing Procedures

1. Drug Testing

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

- a. Drug testing is conducted by analyzing a donor's urine specimen. Split urine samples will be collected in accordance with federal regulations. The donor will provide a urine sample at a designated collection site. The collection site personnel will then pour the sample into two sample bottles, labeled "primary" and "split," seal the specimen bottles, complete the chain of custody form, and prepare the specimen bottles for shipment to the testing laboratory for analysis. The specimen preparation shall be conducted in sight of the donor.
- b. If the donor is unable to provide the appropriate quantity of urine, the collection site person shall instruct the individual to drink up to forty (40) ounces of fluid distributed reasonably through a period of up to three (3) hours to attempt to provide a sample. If the individual is still unable to provide a complete sample, the test shall be discontinued and the school district notified. The DER shall refer the donor for a medical evaluation to determine if the donor's inability to provide a specimen is genuine or constitutes a refusal to test. For pre-employment testing, the school district may elect to not have a referral made, and revoke the employment offer.
- c. Drug test results are reported directly to the MRO by the testing laboratory. The MRO reports the results to the DER. If the results are negative, the school district is informed and no further action is necessary. If the test result is confirmed positive, adulterated, substituted, or invalid, the MRO shall give the donor an opportunity to discuss the test result. The MRO will contact the donor directly, on a confidential basis, to determine whether the donor wishes to discuss the test result. The MRO shall notify each donor that the donor has seventy-two (72) hours from the time of notification in which to request a test of the split specimen at the donor's expense. No split specimen testing is done for an invalid result.
- d. If the donor requests an analysis of the split specimen within seventy-two (72) hours of having been informed of a confirmed positive test, the MRO shall direct, in writing, the laboratory to provide the split specimen to another Department of Health and Human Services – SAMHSA certified laboratory for analysis. If the donor has not contacted the MRO within seventy-two (72) hours, the donor may present the MRO information documenting that serious illness, injury, inability to contact the MRO, lack of actual notice of the confirmed positive test, or other circumstances unavoidably prevented the donor from timely making contact. If the MRO concludes that a legitimate explanation for the

donor's failure to contact him/her within seventy-two (72) hours exists, the MRO shall direct the analysis of the split specimen. The MRO will review the confirmed positive test result to determine whether an acceptable medical reason for the positive result exists. The MRO shall confirm and report a positive test result to the DER and the employee when no legitimate medical reason for a positive test result as received from the testing laboratory exists.

- e. If, after making reasonable efforts and documenting those efforts, the MRO is unable to reach the donor directly, the MRO must contact the DER who will direct the donor to contact the MRO. If the DER is unable to contact the donor, the donor will be suspended from performing safety-sensitive functions.
- f. The MRO may confirm the test as a positive without having communicated directly with the donor about the test results under the following circumstances:
 - (1) The donor expressly declines the opportunity to discuss the test results;
 - (2) The donor has not contacted the MRO within seventy-two (72) hours of being instructed to do so by the DER; or
 - (3) The MRO and the DER, after making and documenting all reasonable efforts, have not been able to contact the donor within ten (10) days of the date the confirmed test result was received from the laboratory.

2. Alcohol Testing

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

- a. The federal alcohol testing regulations require testing to be administered by a BAT using an EBT or an STT using an ASD. EBTs and ASDs can be used for screening tests but only EBTs can be used for confirmation tests.
- b. Any test result less than 0.02 alcohol concentration is considered a "negative" test.
- c. If the donor is unable to provide sufficient saliva for an ASD, the DER will immediately arrange to use an EBT. If the donor attempts and fails to provide an adequate amount of breath, the school district will direct the donor to obtain a written evaluation from a licensed physician to determine if the donor's inability to provide a breath sample is genuine or constitutes a refusal to test.
- d. If the screening test results show alcohol concentration of 0.02 or higher, a confirmatory test conducted on an EBT will be required to be performed between fifteen (15) and thirty (30) minutes after the completion of the screening test.

- e. Alcohol tests are reported directly to the DER.

J. Driver/Driver Applicant Rights

- 1. All drivers and driver applicants subject to the controlled substances testing provisions of this policy who receive a confirmed positive test result for the use of controlled substances have the right to request, at the driver's or driver applicant's expense, a confirming retest of the split urine sample. If the confirming retest is negative, no adverse action will be taken against the driver, and a driver applicant will be considered for employment.

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

- 2. The school district will not discharge a driver who, for the first time, receives a confirmed positive drug or alcohol test UNLESS:
 - a. The school district has first given the employee an opportunity to participate in, at the employee's own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with the SAP; and
 - b. The employee refuses to participate in the recommended program, or fails to successfully complete the program as evidenced by withdrawal before its completion or by a positive test result on a confirmatory test after completion of the program.
 - c. This limitation on employee discharge does not bar discharge of an employee for reasons independent of the first confirmed positive test result.

K. Testing Laboratory

The testing laboratory for controlled substances will be [***name, address, telephone number***], which is a laboratory certified by the Department of Health and Human Services – SAMHSA to perform controlled substances testing pursuant to federal regulations.

L. Confidentiality of Test Results

All alcohol and controlled substances test results and required records of the drug and alcohol testing program are considered confidential information under federal law and private data on individuals as that phrase is defined in Minnesota Statutes, Chapter 13. Any information concerning the individual's test results and records shall not be released without written permission of the individual, except as provided for by regulation or law.

M. Recordkeeping Requirements and Retention of Records

1. The school district shall keep and maintain records in accordance with the federal regulations in a secure location with controlled access.

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

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

Basic records 5 years

"Basic records" includes records of: (a) alcohol test results with concentration of 0.02 or greater; (b) verified positive drug test results; (c) refusals to submit to required tests (including substituted or adulterated drug test results); (d) SAP reports; (e) all follow-up tests and schedules for follow-up tests; (f) calibration documentation; (g) administration of the testing programs; and (h) each annual calendar year summary.

Information obtained from previous employers 3 years

~~Collection records~~ Alcohol and controlled substance collection procedures 2 years

Negative and cancelled ~~drug~~ controlled substance tests 1 year

Alcohol tests with less than 0.02 concentration 1 year

Education and training records indefinite

"Education and training records" must be maintained while the individuals perform the functions which require training and for the two (2) years after ceasing to perform those functions.

3. Personal Information

Personal information about all individuals who undergo any required testing under this policy will be shared with the U.S. DOT Drug & Alcohol Clearinghouse ("Clearinghouse") as required under federal law, including:

a. The name of the person tested;

b. Any verified positive, adulterated, or substituted drug test result;

c. Any alcohol confirmation test with a BAC concentration of 0.04 or higher;

d. Any refusal to submit to any test required hereunder;

e. Any report by a supervisor of actual knowledge of use as follows

i. Any on-duty alcohol use;

ii. Any pre-duty alcohol use;

- iii. [Any alcohol use following an accident; and](#)
- iv. [Any controlled substance use.](#)

f. [Any report from a substance abuse professional certifying successful completion of the return-to-work process;](#)

g. [Any negative return-to-duty test; and](#)

h. [Any employer's report of completion of follow-up testing.](#)

N. Training

The school district shall ensure all persons designated to supervise drivers receive training. The designated employees shall receive at least sixty (60) minutes of training on alcohol misuse and at least sixty (60) minutes of training on controlled substances use. The training shall include physical, behavioral, speech, and performance indicators of probable misuse of alcohol and use of controlled substances. The training will be used by the supervisors to make determinations of reasonable suspicion.

O. Consequences of Prohibited Conduct and Enforcement

1. Removal. The school district shall remove a driver who has engaged in prohibited conduct from safety-sensitive functions. A driver shall not be permitted to return to safety-sensitive functions until and unless the return-to-duty requirements of federal DOT regulations have been completed.

2. Referral, Evaluation, and Treatment

a. A driver or driver applicant who has engaged in prohibited conduct shall be provided a listing of SAPs readily available to the driver or applicant and acceptable to the school district.

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

b. If the school district offers a driver an opportunity to return to a DOT safety-sensitive duty following a violation, the driver must be evaluated by an SAP and the driver is required to successfully comply with the SAP's evaluation recommendations (education, treatment, follow-up evaluation(s), and/or ongoing services). The school district is not required to provide an SAP evaluation or any subsequent recommended education or treatment.

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

b. The school district will offer a driver an opportunity to return to a DOT safety-sensitive duty following an employee's first positive test result on a confirmatory

test if no reasons independent of the first test result for discharge exist. Otherwise, the school district may choose, but is not required, to provide an SAP evaluation or any subsequent recommended education or treatment.

- c. Drivers are responsible for payment for SAP evaluations and services unless a collective bargaining agreement or employee benefit plan provides otherwise.
- d. Drivers who engage in prohibited conduct also are required to comply with follow-up testing requirements.

3. Disciplinary Action

- a. Any driver who refuses to submit to post-accident, random, reasonable suspicion, or follow-up testing not only shall not perform or continue to perform safety-sensitive functions, but also may be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.
- b. Drivers who test positive with verification of a confirmatory test or are otherwise found to be in violation of this policy or the federal regulations shall be subject to disciplinary action, which may include immediate suspension without pay and/or immediate discharge.
- c. Nothing in this policy limits or restricts the right of the school district to discipline or discharge a driver for conduct which not only constitutes prohibited conduct under this policy but also violates the school district's other rules or policies.

P. Other Testing

The school district may request or require that drivers submit to drug and alcohol testing other than that required by federal law. For example, drivers may be requested or required to undergo drug and alcohol testing on an annual basis as part of a routine physical examination. Such additional testing of drivers will be conducted only in accordance with the provisions of this policy and as provided in ~~Minnesota Statutes, §§sections~~ 181.950-181.957. For purposes of such additional, non-mandatory testing, drivers fall within the definition of "other employees" covered by Section IV. of this policy.

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

Q. Report to Clearinghouse

The school district shall promptly submit to the Clearinghouse any record generated of an individual who refuses to take an alcohol or controlled substance test required under Title 49, Code of Federal Regulations, tests positive for alcohol or a controlled substance in violation of federal regulations, or violates subpart B of Part 382 of Title 49, Code of

[Federal Regulations \(or any subsequent corresponding regulations\).](#)

[R. Annual Clearinghouse Query](#)

- [1.](#) [The school district must conduct a query of the Clearinghouse record at least once per year for information for all employees subject to controlled substance and alcohol testing related to CMV operation to determine whether information exists in the Clearinghouse about those employees. In lieu of a full query, the school district may obtain the individual driver's consent to conduct a limited query to satisfy the annual query requirement. The limited query will tell the employer whether there is information about the driver in the Clearinghouse but will not release that information to the employer. If the limited query shows that information exists in the Clearinghouse about the driver, the school district must conduct a full query within twenty-four \(24\) hours or must not allow the driver to continue to perform any safety-sensitive function until the employee conducts the full query and the results confirm the driver's Clearinghouse record contains no prohibitions showing the driver has a verified positive, adulterated or substitute controlled substance test, no alcohol confirmation test with a concentration of 0.04 or higher, refuses to submit to a test, or was reported to have used alcohol on duty, before duty, following an accident or otherwise used a controlled substance in violation of the regulations except where the driver completed the SAP evaluation, referral and education/treatment process as required by the regulations. The school district shall comply with the query requirements set forth in 49 Code of Federal Regulations§ 382.701.](#)
- [2.](#) [The school district may not access an individual's Clearinghouse record unless the school district \(1\) obtains the individual's prior written or electronic consent for access to the record; and \(2\) submits proof of the individual's consent to the Clearinghouse. The school district must retain the consent for three \(3\) years from the date of the last query. The school district shall retain for three \(3\) years a record of each request for records from the Clearinghouse and the information received pursuant to the request.](#)
- [3.](#) [The school district shall protect the individual's privacy and confidentiality of each Clearinghouse record it receives. The school district shall ensure that information contained in a Clearinghouse record is not divulged to a person or entity not directly involved in assessing and evaluating whether a prohibition applies with respect to the individual to operate a CMV for the school district.](#)
- [4.](#) [The school district may use an individual's Clearinghouse record only to assess and evaluate whether a prohibition applies with respect to the individual to operate a CMV for the school district.](#)

IV. DRUG AND ALCOHOL TESTING FOR OTHER EMPLOYEES

The school district may request or require drug and alcohol testing for other school district personnel, i.e., employees who are not school bus drivers, or job applicants for such positions. The school district does not have a legal duty to request or require any employee or job applicant to undergo drug and alcohol testing as authorized in this policy, except for school bus drivers and other drivers of CMVs who are subject to federally mandated testing. (See Section III. of this policy.) If a school bus driver is requested or required to submit to drug or alcohol testing beyond that mandated by federal law, the provisions of Section IV. of this policy will be applicable to such testing.

A. Circumstances Under Which Drug or Alcohol Testing May Be Requested or Required:

1. General Limitations

- a. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, unless the testing is done pursuant to this drug and alcohol testing policy; and is conducted by a testing laboratory ~~which participates in one of the programs that meets one of the criteria~~ listed in ~~Minnesota Statutes, section~~ 181.953, ~~Subdivision~~ 1.
- b. The school district will not request or require an employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing on an arbitrary and capricious basis.

2. Job Applicant Testing

The school district may request or require any job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing, provided a job offer has been made to the applicant and the same test is requested or required of all job applicants conditionally offered employment for that position. If a job applicant has received a job offer ~~which that~~ is contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the event the job offer is subsequently withdrawn, the school district shall notify the job applicant of the reason for its action.

3. Random Testing

The school district may request or require employees to undergo drug and alcohol testing on a random selection basis only if they are employed in safety-sensitive positions.

4. Reasonable Suspicion Testing

The school district may request or require any employee to undergo drug and alcohol testing if the school district has a reasonable suspicion that the employee:

- a. is under the influence of drugs or alcohol;
- b. has violated the school district's written work rules prohibiting the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on the school district's premises or operating the school district's vehicles, machinery, or equipment;
- c. has sustained a personal injury, as that term is defined in ~~Minnesota Statutes, section~~ § 176.011, ~~Subdivision~~ 16, or has caused another employee to sustain a personal injury; or
- d. has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

5. Treatment Program Testing

The school district may request or require any employee to undergo drug and alcohol testing if the employee has been referred by the school district for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan, in which case the employee may be requested or required to undergo drug and alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two (2) years following completion of any prescribed chemical dependency treatment program.

6. Routine Physical Examination Testing

The school district may request or require any employee to undergo drug and alcohol testing as part of a routine physical examination provided the drug or alcohol test is requested or required no more than once annually and the employee has been given at least two weeks' written notice that a drug or alcohol test may be requested or required as part of the physical examination.

B. No Legal Duty to Test

The school district does not have a legal duty to request or require any employee or job applicant whose position does not require a commercial driver's license to undergo drug and alcohol testing.

C. Definitions

1. "Drug" means a controlled substance as defined in Minnesota Statutes, including medical cannabis, regardless of enrollment in the state registry program.
2. "Drug and Alcohol Testing," "Drug or Alcohol Testing," and "Drug or Alcohol Test" mean analysis of a body component sample ~~according to the standards established under one of the programs by a testing laboratory that meets one of the criteria~~ listed in ~~Minn.esota_ Statutes, -§ section~~ 181.953, ~~Ssubd. ivision~~ 1, for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested.
3. "Other Employees" means any persons, independent contractors, or persons working for an independent contractor who perform services for the school district for compensation, either full time or part time, in whatever form, except for persons whose positions require a commercial driver's license, and includes both professional and nonprofessional personnel. Persons whose positions require a commercial driver's license are primarily governed by the provisions of the school district's drug and alcohol testing policy relating to school bus drivers (Section III.). To the extent that the drug and alcohol testing of persons whose positions require a commercial driver's license is not mandated by federal law and regulations, such testing shall be governed by Section IV. of this policy and the drivers shall fall within this definition of "other employees."
4. "Job Applicant" means a person, independent contractor, or person working for an independent contractor who applies to become an employee of the school district in a position that does not require a commercial driver's license, and includes a person who has received a job offer made contingent on the person's passing drug or alcohol testing. Job applicants for positions requiring a

commercial driver's license are governed by the provisions of the school district's drug and alcohol testing policy relating to school bus drivers (Section III.).

5. "Positive ~~T~~est ~~R~~esult" means a finding of the presence of drugs, alcohol, or their metabolites in the sample tested in levels at or above the threshold detection levels contained in the standards of one of the programs listed in ~~Minnesota Statutes~~, ~~§~~section 181.953, ~~S~~ubdivision 1.
6. "Random ~~S~~election ~~B~~asis" means a mechanism for selection of employees that:
 - a. results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected; and
 - b. does not give the school district discretion to waive the selection of any employee selected under the mechanism.
7. "Reasonable ~~S~~suspicion" means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.
8. "Safety-~~S~~sensitive ~~P~~osition" means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.

D. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing and Consequences of Such Refusal

1. Right of Other Employee or Job Applicant to Refuse Drug and Alcohol Testing

Any employee or job applicant whose position does not require a commercial driver's license has the right to refuse drug and alcohol testing subject to the provisions contained in Paragraphs 2. and 3. of ~~this~~ Section IV.D.

2. Consequences of an Employee's Refusal to Undergo Drug and Alcohol Testing

Any employee in a position that does not require a commercial driver's license who refuses to undergo drug and alcohol testing in the circumstances set out in the Random Testing, Reasonable Suspicion Testing, and Treatment Program Testing provisions of this policy may be subject to disciplinary action, up to and including immediate discharge.

3. Consequences of a Job Applicant's Refusal to Undergo Drug and Alcohol Testing

Any job applicant for a position which does not require a commercial driver's license who refuses to undergo drug and alcohol testing pursuant to the Job Applicant Testing provision of this policy shall not be employed.

E. Reliability and Fairness Safeguards

1. Pretest Notice

Before requesting an employee or job applicant whose position does not require a commercial driver's license to undergo drug or alcohol testing, the school district shall provide the employee or job applicant with a Pretest Notice in the

form of Attachment D to this policy on which to acknowledge that the employee or job applicant has received the school district's drug and alcohol testing policy.

2. Notice of Test Results

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing an employee or job applicant who has undergone drug or alcohol testing of a negative test result on an initial screening test or of a negative or positive test result on a confirmatory test.

3. Notice of and Right to Test Result Report

Within three (3) working days after receipt of a test result report from the testing laboratory, the school district shall inform in writing, an employee or job applicant who has undergone drug or alcohol testing of the employee or job applicant's right to request and receive from the school district a copy of the test result report on any drug or alcohol test.

4. Notice of and Right to Explain Positive Test Result

a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide ~~him or her~~ the individual with notice of the test results and, at the same time, written notice of the right to explain the results and to submit additional information.

b. The school district may request that the employee or job applicant indicate any over-the-counter or prescription medication that the individual is currently taking or has recently taken and any other information relevant to the reliability of, or explanation for, a positive test result.

c. The employee may present verification of enrollment in the medical cannabis patient registry as part of the employee's explanation.

d. Use of nonintoxicating cannabinoids or edible cannabinoid products is not a legitimate medical explanation for a confirmed positive test result for marijuana. MROs will verify a drug test confirmed as positive, even if an employee claims to have only used nonintoxicating cannabinoids or edible cannabinoid product.

~~d~~e. Within three (3) working days after notice of a positive test result on a confirmatory test, an employee or job applicant may submit information (in addition to any information already submitted) to the school district to explain that result.

5. Notice of and Right to Request Confirmatory Retests

a. If an employee or job applicant has a positive test result on a confirmatory test, the school district shall provide ~~him or her~~ the individual with notice of the test results and, at the same time, written notice of the right to request a confirmatory retest of the original sample at his or her expense.

- b. An employee or job applicant may request a confirmatory retest of the original sample at his or her own expense after notice of a positive test result on a confirmatory test. Within five (5) working days after notice of the confirmatory test result, the employee or job applicant shall notify the school district in writing of his or her intention to obtain a confirmatory retest. Within three (3) working days after receipt of the notice, the school district shall notify the original testing laboratory that the employee or job applicant has requested the laboratory to conduct the confirmatory retest or to transfer the sample to another laboratory licensed under Minnesota Statutes, §section 181.953, §sub-division 1 to conduct the confirmatory retest. The original testing laboratory shall ensure that appropriate chain-of-custody procedures are followed during transfer of the sample to the other laboratory. The confirmatory retest must use the same drug or alcohol threshold detection levels as used in the original confirmatory test. If the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test may be taken against the employee or job applicant.
6. If an employee or job applicant has a positive test result on a confirmatory test, the school district, at the time of providing notice of the test results, shall also provide written notice to inform ~~him or her~~ the individual of other rights provided under Sections F. or G., below, whichever is applicable.

Attachments E and F to this policy provide the Notices described in Paragraphs 2. through 6. of this Section E.

F. Discharge and Discipline of Employees Whose Positions Do Not Require a Commercial Driver's License

1. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of a positive test result from an initial screening test that has not been verified by a confirmatory test.
2. In the case of a positive test result on a confirmatory test, the employee shall be subject to discipline which includes, but is not limited to, immediate suspension without pay and immediate discharge, pursuant to the provisions of this policy.
3. The school district may not discharge an employee for whom a positive test result on a confirmatory test was the first such result for the employee on a drug or alcohol test requested by the school district, unless the following conditions have been met:
 - a. The school district has first given the employee an opportunity to participate in, at the employee's own expense or pursuant to coverage under an employee benefit plan, either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the school district after consultation with a certified chemical abuse counselor or a physician trained in the diagnosis and treatment of chemical dependency; and
 - b. The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its

completion or by a positive test result on a confirmatory test after completion of the program.

4. Notwithstanding Paragraph 1., the school district may temporarily suspend the tested employee or transfer that employee to another position at the same rate of pay pending the outcome of the confirmatory test and, if requested, the confirmatory retest, provided the school district believes that it is reasonably necessary to protect the health or safety of the employee, co-employees or the public. An employee who has been suspended without pay must be reinstated with back pay if the outcome of the confirmatory test or requested confirmatory retest is negative.
5. The school district may not discharge, discipline, discriminate against, request, or require rehabilitation of an employee on the basis of medical history information or the employee's status as a patient enrolled in the medical cannabis registry program revealed to the school district, unless the employee was under an affirmative duty to provide the information before, upon, or after hire, or failing to do so would violate federal law or regulations or cause the school district to lose money or licensing-related benefit under federal law or regulations.
6. The school district may not discriminate against any employee in termination, discharge, or any term of condition of employment or otherwise penalize an employee based upon an employee registered patient's positive drug test for cannabis components or metabolites, unless the employee used, possessed, or was impaired by medical cannabis on school district property during the hours of employment.
7. An employee must be given access to information in ~~his or her~~the individual's personnel file relating to positive test result reports and other information acquired in the drug and alcohol testing process and conclusions drawn from and actions taken based on the reports or other acquired information.

G. Withdrawal of Job Offer for an Applicant for a Position That Does Not Require a Commercial Driver's License

If a job applicant has received a job offer made contingent on the applicant's passing drug and alcohol testing, the school district may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the case of a positive test result on a confirmatory test, the school district may withdraw the job offer.

H. Chain-of-Custody Procedures

The school district has established its own reliable chain-of-custody procedures to ensure proper record keeping, handling, labeling, and identification of the samples to be tested. The procedures require the following:

1. Possession of a sample must be traceable to the employee from whom the sample is collected, from the time the sample is collected through the time the sample is delivered to the laboratory;
2. The sample must always be in the possession of, must always be in view of, or must be placed in a secure area by a person authorized to handle the sample;

3. A sample must be accompanied by a written chain-of-custody record; and
4. Individuals relinquishing or accepting possession of the sample must record the time the possession of the sample was transferred and must sign and date the chain-of-custody record at the time of transfer.

I. Privacy, Confidentiality and Privilege Safeguards

1. Privacy Limitations

A laboratory may only disclose to the school district test result data regarding the presence or absence of drugs, alcohol or their metabolites in a sample tested.

2. Confidentiality Limitations

With respect to employees and job applicants, test result reports and other information acquired in the drug or alcohol testing process are private data on individuals as that phrase is defined in Minn-esota Stat-utes Ch-apter 13, and may not be disclosed by the school district or laboratory to another employer or to a third-party individual, governmental agency, or private organization without the written consent of the employee or job applicant tested.

3. Exceptions to Privacy and Confidentiality Disclosure Limitations

Notwithstanding Paragraphs 1. and 2., evidence of a positive test result on a confirmatory test may be: (1) used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing under Minn-esota Stat-utes, Ch-apter 43A or other applicable state or local law, or a judicial proceeding, provided that information is relevant to the hearing or proceeding; (2) disclosed to any federal agency or other unit of the United States government as required under federal law, regulation or order, or in accordance with compliance requirements of a federal government contract; and (3) disclosed to a substance abuse treatment facility for the purpose of evaluation or treatment of the employee.

4. Privilege

Positive test results from the school district drug or alcohol testing program may not be used as evidence in a criminal action against the employee or job applicant tested.

J. Notice of Testing Policy to Affected Employees

The school district shall provide written notice of this drug and alcohol testing policy to all affected employees upon adoption of the policy, to a previously non-affected employee upon transfer to an affected position under the policy, and to a job applicant upon hire and before any testing of the applicant if the job offer is made contingent on the applicant's passing drug and alcohol testing. Affected employees and applicants will acknowledge receipt of this written notice in the form of Attachment G to this policy.

V. POSTING

The school district shall post notice in an appropriate and conspicuous location on its premises that it has adopted a drug and alcohol testing policy and that copies of the policy are available

for inspection during regular business hours by its employees or job applicants in its personnel office or other suitable locations.

- Legal References:**
- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 - Minn. Stat. Ch. 43A (State Personnel Management)
 - [Minn. Stat. § 151.72 \(Sale of Certain Cannabinoid Products\)](#)
 - [Minn. Stat. § 152.01 \(Definitions\)](#)
 - Minn. Stat. § 152.22 (~~Definitions~~; Medical Cannabis; ~~Definitions~~)
 - Minn. Stat. § 152.23 (~~Limitations~~; Medical Cannabis; ~~Limitations~~)
 - Minn. Stat. § 152.32 (Protections for Registry Program Participation)
 - [Minn. Stat. § 176.011, subd. 16 \(Definitions; Personal Injury\)](#)
 - Minn. Stat. §§ 181.950-181.957 (Drug and Alcohol Testing in the Workplace)
 - Minn. Stat. § 221.031 (Motor Carrier Rules)
 - 49 U.S.C. § 31306 (Omnibus Transportation Employee Testing Act of 1991)
 - [49 U.S.C. 31306a \(National Clearinghouse for Controlled Substance and Alcohol Test Results of Commercial Motor Vehicle Operators\)](#)
 - 49 U.S.C. § 521(b) (Civil and Criminal Penalties for Violations)
 - 49 C.F.R. Parts 40 and 382 (Department of Transportation Rules Implementing Omnibus Transportation Employee Testing Act of 1991)
- Cross-References:**
- MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 - MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
 - MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
 - MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)

Adopted: _____

MSBA/MASA Model Policy 418

Orig. 1995

Revised: _____

Rev. 2015/2022

418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, ~~and nonintoxicating cannabinoids (including edible cannabinoid products), and~~ controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of ~~alcohol, controlled substances,~~ toxic substances, medical cannabis, ~~nonintoxicating cannabinoids (including edible cannabinoid products), and controlled substances~~ ~~alcohol~~ before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, ~~controlled substances, or~~ medical cannabis, ~~nonintoxicating cannabinoids (including edible cannabinoid products), or controlled substances~~ in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage ~~containing more than one-half of one percent alcohol by volume, malt beverage, fortified wine, or other intoxicating liquor.~~
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section U.S.C. § 812, including analogues and look-alike drugs.
- C. "Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.
- D. "Nonintoxicating cannabinoid" means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.
- EC. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the

form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; ~~or~~ (4) combustion with use of dried raw cannabis; or (5) any other method, excluding smoking, approved by the commissioner.

F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.

G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

H.D. "Toxic substances" includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the commissioner of health, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.

I.E. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids (including edible cannabinoid products), and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

IV. EXCEPTIONS

A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.

B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of ~~Minnesota Statutes, section § 624.701, Ssubdivision.~~ 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

V. PROCEDURES

A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.

[Note: School districts are required by Minnesota Statutes, §section 121A.22 to develop procedures for the administration of drugs and medicine. If the school district does not have a student medication policy such as MSBA/MASA Model Policy 516, this Paragraph A. can be modified to provide: "Students who have a prescription from a physician for medical treatment

with a controlled substance must provide a copy of the prescription and the medication to the school nurse, principal, or other designated staff member. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer the prescribed medication in accordance with school district procedures."]

- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

[Note: The Drug-Free Workplace Act requires that school district employees be notified by a published statement of the prohibition of the use of controlled substances and actions that will be taken against employees for violations of such prohibition. 41 United States Code section U.S.C. § 8103; 34 C.F.R. Code of Federal Regulations Part 84. An acknowledgment will document satisfaction by the school district of this federal requirement.]

- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn-~~esota~~ Stat-utes §section 624.701, Ssubd-ivision 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

- A. Students
 - 1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes, and nonintoxicating cannabinoids (including edible cannabinoid products).
 - 2. Students may be referred to drug or alcohol assistance or rehabilitation

programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service. which may be provide by school based mental health services providers; and/or referral to law enforcement officials when appropriate.

3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.

~~2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.~~

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.
2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.
3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.
4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References: Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.40-§ 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 151.72 (Sale of Certain Cannabinoid Products)
Minn. Stat. § 152.22, subd. 6 (Medical Cannabis; Definitions; Medical Cannabis)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations; Medical Cannabis)
Minn. Stat. § 340A.101 (Definitions; Alcoholic Beverage)
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)

Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)
Minn. Stat. § 609.684 (~~Sale of Toxic Substances to Children~~; Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)
20 U.S.C. § 7101-71~~6522~~ (~~Safe and Drug-Free Schools and Communities Act~~Student Support and Academic Enrichment Grants)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)
34 C.F.R. Part 84 (Government-~~w~~Wide Requirements for Drug-Free Workplace)

Cross References:

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 516 (Student Medication)

Adopted: _____

MSBA/MASA Model Policy 524

Orig. 1996

Revised: _____

Rev. 20~~22~~21

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. LIMITED EDUCATIONAL PURPOSE

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

IV. USE OF SYSTEM IS A PRIVILEGE

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

V. UNACCEPTABLE USES

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

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

[Note: School districts should consider the impact of this paragraph on present practices and procedures, including, but not limited to, practices pertaining to employee communications, school or classroom websites, and student/employee use of social networking websites. Depending upon school district policies and practices, school districts may wish to add one or more of the following clarifying paragraphs.]

- a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between

employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).

- b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook," "Twitter," "Instagram," "Snapchat," "TikTok," "Reddit," and similar websites or applications.
- 7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
 - 8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
 - 9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
 - 10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.

- B. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

[Note: Pursuant to state law, school districts are required to restrict access to inappropriate materials on school computers with Internet access. School districts seeking technology revenue pursuant to Minnesota Statutes section 125B.26 or certain federal funding, such as e-rate discounts, for purposes of Internet access and connection services and/or receive funds to purchase Internet accessible computers are subject to the federal Children's Internet Protection Act, effective in 2001. Those districts are required to comply with additional standards in restricting possible access to inappropriate materials. Therefore, school districts should select one of the following alternative sections depending upon whether the school district is seeking such funding and the type of funding sought.]

ALTERNATIVE NO. 1

[Note: For a school district that does not seek either state or federal funding in connection with its computer system, the following language should be adopted. It reflects a mandatory requirement under Minnesota Statutes section 125B.15.]

All computers equipped with Internet access and available for student use at each school site will be equipped to restrict, by use of available software filtering technology or other effective methods, all student access to materials that are reasonably believed to be obscene, child pornography or harmful to minors under state or federal law. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

[Note: The purchase of filtering technology is not required by state law if the school site would incur more than incidental expense in making the purchase. In the absence of filtering technology, school sites still are required to use "other effective methods" to restrict student access to such materials.]

ALTERNATIVE NO. 2

[Note: Technology revenue is available to school districts that meet the additional condition of also restricting adult access to inappropriate materials. School districts that seek such state technology revenue may adopt or retain the following language. However, the school district is not required to do so.]

- A. All school district computers with Internet access and available for student use will be equipped to restrict, by use of available software filtering technology or other effective methods, all student access to materials that are reasonably believed to be obscene, child pornography or harmful to minors under state or federal law.
- B. All school district computers with Internet access, not just those accessible and available to students, will be equipped to restrict, by use of available software filtering technology or other effective methods, adult access to materials that are reasonably believed to be obscene or child pornography under state or federal law.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

ALTERNATIVE NO. 3

[Note: School districts that receive certain federal funding, such as e-rate discounts, for purposes of Internet access and connection services and/or receive funds to purchase Internet accessible computers are subject to the federal Children's Internet Protection Act, effective in 2001. This law requires school districts to adopt an Internet safety policy that contains the provisions set forth below. Also, the Act requires such school districts to provide reasonable notice and hold at least one public hearing or meeting to address the proposed Internet safety policy prior to its implementation. School districts that do not seek such federal financial assistance need not adopt the alternative language set forth below nor meet the requirements with respect to a public meeting to review the policy. The following alternative language for school districts that seek such federal financial assistance satisfies both state and federal law requirements.]

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
 - 1. Obscene;
 - 2. Child pornography; or
 - 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
 - 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the

genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
 - D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
 - E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

[Note: Although school districts are not required to adopt the more restrictive provisions contained in either Alternative No. 2 or No. 3 if they do not seek state or federal funding, they may choose to adopt the more restrictive provisions as a matter of school policy.]

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

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

VIII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents may have the right at any time to investigate or review the contents of their child's files and e-mail files in accordance with the school district's Protection and Privacy of Pupil Records Policy. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

IX. INTERNET USE AGREEMENT

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

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

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

XI. USER NOTIFICATION

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

enforcing the provisions of this acceptable use policy.

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

XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

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

XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS

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

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

XIV. SCHOOL-ISSUED DEVICES

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
1. any location-tracking feature of a school-issued device;
 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.

- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:
1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
 2. the activity is permitted under a judicial warrant;
 3. the school district is notified or becomes aware that the device is missing or stolen;
 4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
 5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
 6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

XV. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

XVIII. IMPLEMENTATION; POLICY REVIEW

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

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
[Minn. Stat. § 13.32 \(Educational Data\)](#)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
[Minn. Stat. § 124D.166 \(Limit on Screen Time for Children in Preschool and Kindergarten\)](#)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Mahanoy Area Sch. Dist. v. B.L., 594 U.S. ___, 141 S. Ct. 2038 (2021)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969)
United States v. Amer. Library Assoc., 539 U.S. 194(2003)
Sagehorn v. Indep. Sch. Dist. No. 728, 122 F.Supp.2d 842 (D. Minn. 2015)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, 894 F.Supp.2d 1128 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

Cross References:

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