Regular School Board Meeting
Monday, July 14, 2025 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
2. Pledge of Allegiance
3. Approval of Agenda (Action)
   Speaker(s): Chairperson
4. Superintendent's Report
5. School Board Reports
6. Consent Agenda (Action)
   - 6.A. Regular meeting minutes of 06/09/25
   - 6.B. Special meeting minutes of 06/24/25
   - 6.C. Personnel report
   - 6.D. Bills as of 07/14/25
   - 6.E. Treasurer's report - May 2025
   - 6.F. School Resource Officers (SRO) 2025-26 contract
   - 6.G. Cabinet reports
     - 6.G.1. Academics and Administrative Services
     - 6.G.2. Finance and Operations
     - 6.G.3. Information Services
     - 6.G.4. Special Services
     - 6.G.5. Technology Services
7. Mower County Community Health Assessment Report
   Speaker(s): Allison Scott from Mower County Health and Human Services Dept
8. Packer Profile highlights
   Speaker(s): Packer Profile Coordinator Emily Hovland
9. Request approval to call special election for referendum (Action)
   Speaker(s): Superintendent Dr. Joey Page
10. Request approval of Lease Purchase Agreement to fund tennis court reconstruction (Action)
    Speaker(s): Executive Director of Finance and Operations Todd Lechtenberg and PTMA VP/Managing Director Michael Hart
11. Ratification of the sale of General Obligation Capital Facilities Bonds (Action)
    Speaker(s): Executive Director of Finance and Operations Todd Lechtenberg and PTMA VP/Managing Director Michael Hart
12. Establish Truth in Taxation hearing date (Action)
    Speaker(s): Executive Director of Finance and Operations Todd Lechtenberg
13. Request approval of donations (Action)
    Speaker(s): Executive Director of Finance and Operations Todd Lechtenberg
14. Request approval of revised policies (Action)
    Speaker(s): Chairperson Dube
    - 14.A. Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse

14.B. Policy 418 - Drug-Free Workplace/Drug-Free School
14.C. Policy 501 - School Weapons Policy
14.D. Policy 515 - Protection and Privacy of Pupil Records
14.E. Policy 516 - Student Medication and Telehealth
14.F. Policy 516.5 - Overdose Medication
14.G. Policy 524 - Internet, Technology, and Cell Phone Acceptable Use and Safety Policy
14.H. Policy 534 - School Meals Policy
14.I. Policy 602 - Organization of School Calendar and School Day
14.J. Policy 621 - Literacy and the Read Act
14.K. Policy 707 - Transportation of Public School Students
14.L. Policy 709 - Student Transportation Safety Policy
14.M. Policy 802 - Disposition of Obsolete Equipment and Material
14.N. Policy 806 - Crisis Management

15. Board Retreat update
    Speaker(s): Superintendent Dr. Joey Page
16. Delegations
17. Reminder of school board study session scheduled for Monday, July 28 at 4 pm in the District Office Conference Room.
18. Board to enter closed session for the purpose of a negotiations update (Action)
    Speaker(s): Chairperson Dube
19. Board to enter open session (Action)
    Speaker(s): Chairperson Dube
20. Adjournment (Action)

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

Independent School District No. 492
Monday, June 9, 2025 5:30 pm
Annex Recital Hall
205 4th Street NW, Austin, Minnesota

MEMBERS PRESENT: Carolyn Dube, Robert Hartman, Cece Kroc, Don Leathers, Carol McAlister, Peggy Young, Daniel Zielke, Superintendent Dr. Joey Page

MEMBERS ABSENT: None

MEETING CALLED TO ORDER: Chairperson Dube called the meeting to order at 5:30 p.m. in the Annex Recital Hall followed by the Pledge of Allegiance.

AGENDA APPROVED: A motion was made by Young, seconded by Zielke and carried unanimously to approve the agenda as presented.

TAX ABATEMENT APPROVED: A motion was made by Young and seconded by Zielke to approve the tax abatement request from Joseph Peine for new construction located at Seven Springs 3rd, Lot 009, Block 001 (PIN 08.511.0090) with an estimated project valuation at $650,000. Motion carried 6-1 with Leathers voting no.

TAX ABATEMENT APPROVED: Young made a motion, seconded by Hartman and carried unanimously to approve the tax abatement request from HRA of Austin for new construction located at Westridge Estate, Lot 001, Block 001 (PIN 34.786.0010) with an estimated project valuation of $350,000.

AHS SPRING SPORTS RECAP: Student athletes from each of the spring sports provided a recap of their season.

2025-26 AHS EXTENDED FIELD TRIPS APPROVED: A motion was made by Hartman, seconded by Leathers and carried unanimously to approve the 2025-26 AHS extended field trips.

(A LIST OF APPROVED TRIPS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

2025-26 STUDENT HANDBOOK APPROVED: Kroc made a motion, seconded by McAlister and carried unanimously to approve the 2025-26 student handbook and each school addendum with a slight change noted to the elementary handbook regarding birthday treats.

SUPERINTENDENT'S REPORT: Superintendent Page noted several staff and student recognitions and highlighted recent and upcoming events.

SCHOOL BOARD REPORTS: McAlister provided highlights of some of the events she attended this past month and thanked all those involved in the graduation ceremony. She also provided a brief recap of this month's APEX meeting. Leathers commented on Sunday's Gabby Weiss memorial service, and Dube congratulated new student school representative Lydia Masara who will be joining the board in September.

MINUTES APPROVED: Young made a motion, seconded by Hartman and carried unanimously to approve the regular meeting minutes of 5/12/25 and study session minutes of 5/27/25 as printed.

(A COMPLETE COPY OF THE MINUTES IS ATTACHED IN THE OFFICIAL MINUTE BOOK AND POSTED ON THE DISTRICT WEBSITE.)

PERSONNEL REPORT APPROVED: Young made a motion, seconded by Hartman and carried unanimously to approve the following personnel items.

Administrative Staff:
Contract – Ashley Kaplan, K-4 Curriculum and EL Coordinator, effective 7/1/25

Certified Staff:
Contracts – Laura Anderson, grade 2 teacher, effective 8/11/24; Fairy Apolo, EL teacher, effective 8/11/25; Garnet Asmundson, phy ed teacher, effective 8/11/25; Savanna Frie, grade 1 teacher, effective 8/11/25; Candice Haugen, SPED teacher, effective 8/11/25; Julia Kranz, social worker, effective 8/11/25; Ashley Langfeldt, art teacher, effective 8/11/25; Porscha McClanahan, grade 5 teacher, effective 8/11/25; Josh McRae, behavior interventionist, effective 8/11/25; Daniel Reichmann, science teacher, effective 8/11/25; Amber Robinson, EL teacher, effective 8/11/25; Clare St. Catherine, psychologist, effective 8/11/25; and Michael Veldman, grade 6 teacher, effective 8/11/25
Request for Leave – Lars Johnson, art teacher, effective 8/27/25-9/19/25
Resignations – Clarie Jensen, ECFE teacher, effective 5/30/25; Mandy Leopold, EL teacher, effective 5/30/25; Maggie Weis, grade 4 teacher, effective 5/30/25; and Hunter Wentz, grade 2 teacher, effective 5/30/25

Non-certified Staff:
Contracts for Approval – Ashe Bremner, summer KK aide, 4 hrs/day, effective 6/2/26; Ayla Gullickson, summer KK aide, 4 hrs/day, effective 5/30/25; Brianna Pogalz, food service helper, 3.5 hrs/day, effective 5/5/25; McKenna Stadig, summer KK aide, 2.5 hrs/day, effective 6/2/25; and Peyton Squier, summer KK aide, 4 hrs/day, effective 5/30/25
Changes in Assignments – Elaine Grage, head cook, move from AHS to Southgate effective 5/12/25
Requests for Leave – James Huff, custodian, effective 5/19/25-6/17/25 and Rosa Luna, Success Coach, effective 8/11/25-10/31/25
Resignations – Blanca Almanza, ECFE asst, effective 5/23/25; Alexandro Centeno, SPED para, effective 5/9/25; Ivon Gbeto, French Success Coach, effective 5/30/25; Esther Martinez, ECFE asst, effective 5/30/25; Candace Miller, food service helper, effective 5/21/25; and Sue Severson, food service helper, effective 5/30/25
Retirement – Jenette Sullivan, food service helper, effective 5/28/26
Terminations – Kimberly Bradford, para, effective 5/16/25 and Kim Hillson, SPED para, effective 5/22/25

Activities and Athletics:
Contract – Dave Bahr, head girls soccer coach, effective 5/6/25

BILLS APPROVED: A motion was made by Young, seconded by Hartman and carried unanimously to approve the bills for payment as of 6/9/25.

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

TREASURER'S REPORT APPROVED: A motion was made by Young, seconded by Hartman and carried unanimously to approve the April 2025 treasurer's report.

(A COPY OF THE TREASURER'S REPORT IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

HEALTH CURRICULUM ADOPTED: Young made a motion, seconded by Hartman and carried unanimously to approve the adoption of Goodheart-Willcox curriculum for health education in grades 7-12.

CLA AUDIT FIRM APPROVED: Young made a motion, seconded by Hartman and carried unanimously to approve the hiring of Clifton Larson Allen (CLA) to conduct the district audit for FY25.

NEW STUDENT ACTIVTY APPROVED: A motion was made by Young, seconded by Hartman and carried unanimously to approve the addition of the Asian Student Union as an AHS student activity.

STUDENT ACTIFIY ACCOUNT APPROVED: A motion was made by Young, seconded by Hartman and carried unanimously to approve the addition of a student activity account for the AHS Diversity Club.

REPORTS AVAILABLE: Individual cabinet reports and the monthly school site report were available for review.

LIEP PLAN APPROVED: Young made a motion, seconded by McAlister and carried unanimously to approve the Language Instruction Education Program (LIEP) plan as reviewed by EL Coordinator Sheila Berger. We currently have1300 students identified as requiring English Language (EL) services throughout the district.

HEALTH AND DENTAL RATES APPROVED: A motion was made by Leathers, seconded by Zielke and carried unanimously to approve the 2025-26 health and dental insurance rates. Health insurance rates will increase by 14% and dental by 3% over last year.

WORKERS COMP BID APPROVED: A motion was made by Hartman, seconded by Young and carried unanimously to approve the workers compensation bid from SFM at a cost of $359,892 for 2025-26.

HEALTH INSURANCE THIRD PARTY ADMINISTRATOR APPROVED: Kroc made a motion, seconded by McAlister and carried unanimously to follow the recommendation from National Insurance Services (NIS) and the district's Insurance Committee to remain with BlueLink as our third-party insurance administrator and transition to a January 1 renewal date effective January 1, 2026.

DONATIONS APPROVED: A motion was made by McAlister, seconded by Young and carried unanimously to approve the donations as presented by Executive Director of Finance and Operations Todd Lechtenberg.

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

FY26 BUDGET OVERVIEW: Todd Lechtenberg provided an overview of the FY26 budget with the information that is currently available to us. The adopted budget will be presented for approval at the June 24, 2025 special meeting.

IoWA DESIGNATION FOR 2025-26: A motion was made by Kroc, seconded by Young and carried unanimously to approve Dr. Joey Page, Superintendent, as the Identified Official with Authority for 2025-26.

LEA APPOINTMENT FOR 2025-26: A motion was made by Leathers, seconded by Hartman and carried unanimously to appoint Dr. Katie Baskin as the Local Education Agent (LEA) for 2025-26.

DELEGATION: Matt Simonson addressed the board regarding social studies curriculum.

BOARD ENTERED CLOSED SESSION: A motion was made by Young, seconded by Leathers and carried unanimously to enter closed session at 7:27 pm for the purpose of a negotiation update. 7 board members, Superintentendent Page, HR Director Sue Stark, Exec Dir of Academics and Admin Services Katie Baskin, Exec Dir of Finance and Operations Todd Lechtenberg, and board secretary Sharon Alms were present for the closed session.

BOARD ENTERED OPEN SESSION: Leathers made a motion, seconded by Hartman and carried unanimously to enter open session at 8:14 pm.

REMINDER OF SCHOOL BOARD STUDY SESSION: Chairperson Dube reminded board members of the special meeting scheduled for Tuesday, June 24, at 4 pm in the District Office Conference Room.

ADJOURNMENT: Young made a motion, seconded by Kroc and carried unanimously to adjourn at 8:14 pm.

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Cece Kroc, Clerk

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

Independent School District No. 492
Tuesday, June 24, 2025 4:00 pm
Austin High School Conference Room A
401 Third Avenue NW, Austin, MN

MEMBERS PRESENT: Carolyn Dube, Robert Hartman, Cece Kroc, Don Leathers, Carol McAlister, Peggy Young, Dan Zielke, Superintendent Dr. Joey Page

MEMBERS ABSENT: None

MEETING CALLED TO ORDER: Chairperson Dube called the meeting to order at 4:00 p.m. in AHS Conference Room A at Austin High School.

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

HR DEPARTMENT AUDIT UPDATE: Executive Director of Academics and Administrative Services Katie Baskin and HR Director Sue Stark provided an update on the work completed and in progress in relation to the findings of the recent HR Department audit conducted by CESO.

FY26 ADOPTED BUDGET APPROVED: A motion was made by Hartman, seconded by McAlister and carried unanimously to approve the FY26 Adopted Budget as presented by Executive Director of Finance and Operations Todd Lechtenberg. The projected fund balance with the FY26 adopted budget is 12.08%.

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

FY27 LTFM PLAN APPROVED: Leathers made a motion, seconded by Kroc and carried unanimously to approve the FY27 Long-term Facilities Maintenance Ten-Year Plan as presented by Todd Lechtenberg.

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

DAIRY CONTRACT APPROVED: A motion was made by Young, seconded by McAlister and carried unanimously to award the 2025-26 dairy contract to Kemps of Rochester, MN.

BAKERY CONTRACT APPROVED: Hartman made a motion, seconded by Kroc and carried unanimously to award the 2025-26 bakery contract to Pan-O-Gold.

GOAL SETTING WITH TEAMWORKS CONSULTANT: TeamWorks Consultant Dr. Sheri Allen led the board in goal setting for the upcoming year.

ADJOURNMENT: A motion was made by Young, seconded by Hartman and carried unanimously to adjourn at 8:33 pm.

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Cece Kroc, Clerk

AUSTIN PUBLIC SCHOOLS

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For consideration at the July 14, 2025 School Board Meeting:

New Hires:

Name		Position	Location	Effective Date
Bungum	Rebecca	Teacher - ECFE	CLC	8/11/2025
Carlson	Amy	Teacher - Instructional Coach	Southgate	8/11/2025
Fadness	Sandra	Teacher - EL Science	AHS	8/11/2025
Fett	Madison	Para - Summer School	COOP	6/12/2025
Guy	Justice	Varsity Cheer Coach	AHS	8/11/2025
Mathias	Danita	Para - Special Education	Sumner	8/19/2025
Weber	Shelley	Teacher - Science	AHS	8/11/2025
Weke	Chantale	Success Coach	District	8/11/2025
Witt	Amber	Food Service - Head Cook	AHS	8/19/2025

Transfer/Contract Modifications:

Name		Position	Location	Effective Date
Berthiaume	Nick	From Teacher - Elementary Ed to ED Tech Specialist	District	7/7/2025
McRae	Josh	From ED Tech Specialist to Teacher - Behavior Intervention	To Southgate	8/14/2025

Request for Leave:

Name		Position	Location	Effective Date
Berthiaume	Nick	Grade 6 Teacher	Holton	2025-2026

Resignations/Retirements:

Name		Position	Location	Effective Date
Htway	Chitsu	ECFE Assistant	CLC	5/30/2025
Humphress	Kellie	Administrative Assistant	Southgate	5/30/2025
Larson	Mary	Food Service Helper	Neveln	5/28/2026
Moe	Preston	HVAC Engineer	District	7/18/2025

CHECKS ISSUED: 6/23/2025 - 7/14/2025
FOR APPROVAL BY THE SCHOOL BOARD ON MONDAY, JULY 14, 2025.

CONTACT TODD LECHTENBERG WITH QUESTIONS:

TELEPHONE: (507) 460-1913

E-MAIL: TODD.LECHTENBERG@AUSTIN.K12.MN.US

Accounts Payable Overview

Date	*Batch*	*Check*	*Commerce Bank*	*Wire*	*P Card*	*Total*
6/5/2025	PC251201				$ 18,281.26	$ 18,281.26
6/17/2025	W251204			$6,853.50		$ 6,853.50
6/20/2025	6/20/25 PR AP, W251205	$ 26,646.19		$787,453.76		$ 814,099.95
6/24/2025	T251204, CB251204, VRT251204, 6/24/25 AFLAC, W251206	$ 819,072.18	$ 8,260.91	$1,392.28		$ 828,725.37
6/26/2025	W251207			$498.65		$ 498.65
6/27/2025	6/27/2025 PERA TRA, W251208			$415,540.20		$ 415,540.20
6/30/2025	W251209			$86,100.00		$ 86,100.00
7/1/2025	T251301, CB251301, T260101, VRT260101	$ 2,611,613.13	$ 19,805.21			$ 2,631,418.34
7/7/2025	7/7/2025 PR AP	$ 417.67		$507,692.61		$ 508,110.28
7/8/2025	T251302, CB251302, T260102, VRT260102	$ 589,552.65	$ 19,788.49			$ 609,341.14
					TOTAL	**$ 5,918,968.69**

Payroll Summary	
Date	Total
6/5/2025	$ 1,658,641.51
6/18/2025	$ 1,804,680.93
TOTAL	**$3,463,322.44**

Health & Dental Fees & Claims		
	Health	*Dental*
Week 1	$ 215,026.83	$ 10,526.24
Week 2	$ 181,374.43	$ 9,155.80
Week 3	$ 419,954.51	$ 12,228.13
Week 4	$ 434,066.87	$ 15,530.41
Week 5		$ 15,217.69
TOTAL	$1,250,422.64	$62,658.27
TOTAL	**$1,313,080.91**	

GRAND TOTAL **$10,695,372.04**

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57779	Check	A.F.S.C.M.E. COUNCIL 65	2,735.09

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFL.06052025.D	AFL - AFSCM EMP AFL-C for 6/5/2025 Reg PR	06/05/2025	834.19		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	746.63
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	27.13
			PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06	54.72
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	05 L 215 06	5.71
AFL.06182025.D	AFL - AFSCM EMP AFL-C for 6/18/2025 Reg PR	06/18/2025	777.09		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	689.53
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	27.13
			PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06	54.72
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	05 L 215 06	5.71
AFSCM FS. 06052025.D	AFSCM FS - AFSCM FS for 6/5/2025 Reg PR	06/05/2025	555.86		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	11.94
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	543.92
AFSCM FS. 06182025.D	AFSCM FS - AFSCM FS for 6/18/2025 Reg PR	06/18/2025	567.95		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	5.97
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	556.01
			PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06	5.97

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57780	Check	AUSTIN EDUCATION ASSOCIATION	19,171.21

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEA ASF.06182025.D	AEA ASF - AEA ASF for 6/18/2025 Terming	06/18/2025	18.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	18.00
AEA ASF.06182025.D.a	AEA ASF - AEA ASF for 6/18/2025 Lump Sum	06/18/2025	45.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	45.00
AEA ASF.06182025.D.b	AEA ASF - AEA ASF for 6/18/2025 Reg PR	06/18/2025	202.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	196.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57780	Check	AUSTIN EDUCATION ASSOCIATION	19,171.21

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDING-AEA DUES	04 L 215 16	6.00
AEA ASF.06182025.D.c	AEA ASF - AEA ASF for 6/18/2025 SS void	06/18/2025	-2.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	-2.00
AEA ASF.06182025.D.d	AEA ASF - AEA ASF for 6/18/2025 SS Reissue	06/18/2025	2.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	2.00
AEA.06182025.D	AEA - UNION DUES1 for 6/18/2025 Terming	06/18/2025	1,700.99		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	1,700.99
AEA.06182025.D.a	AEA - UNION DUES1 for 6/18/2025 Lump Sum	06/18/2025	1,512.92		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	1,512.92
AEA.06182025.D.b	AEA - UNION DUES1 for 6/18/2025 Reg PR	06/18/2025	15,692.30		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	15,549.44
			PAYROLL W/HOLDING-AEA DUES	04 L 215 16	142.86
AEA.06182025.D.c	AEA - UNION DUES1 for 6/18/2025 SS void	06/18/2025	-49.89		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	-49.89
AEA.06182025.D.d	AEA - UNION DUES1 for 6/18/2025 SS Reissue	06/18/2025	49.89		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	49.89

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57781	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	351.34

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEF.06052025.D	AEF - AUSTIN EDUC FOU for 6/5/2025 Reg PR	06/05/2025	165.67		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	156.67
			PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS	04 L 215 11	9.00
AEF.06182025.D	AEF - AUSTIN EDUC FOU for 6/18/2025 Terming	06/18/2025	20.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	20.00
AEF.06182025.D.a	AEF - AUSTIN EDUC FOU for 6/18/2025 Lump Sum	06/18/2025	25.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	25.00
AEF.06182025.D.b	AEF - AUSTIN EDUC FOU for 6/18/2025 Reg PR	06/18/2025	140.67		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	131.67

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57781	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	351.34

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	9.00
AEF.06182025.D.c	AEF - AUSTIN EDUC FOU for 6/18/2025 SS void	06/18/2025	-4.00		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	-4.00
AEF.06182025.D.d	AEF - AUSTIN EDUC FOU for 6/18/2025 SS Reissue	06/18/2025	4.00		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	4.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57782	Check	LOCAL 867	2,166.70

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UAW.06052025.D	UAW - UAW L. 867 for 6/5/2025 Reg PR	06/05/2025	1,092.49		
	PAYROLL W/HOLDINGS-UNION DUES PAYABLE			01 L 215 06	1,046.29
	PAYROLL W/HOLDINGS-UNION DUES PAYABLE			02 L 215 06	18.92
	PAYROLL W/HOLDING-UNION DUES PAYABLE			04 L 215 06	27.28
UAW.06182025.D	UAW - UAW L. 867 for 6/18/2025 Reg PR	06/18/2025	1,074.21		
	PAYROLL W/HOLDINGS-UNION DUES PAYABLE			01 L 215 06	1,028.01
	PAYROLL W/HOLDINGS-UNION DUES PAYABLE			02 L 215 06	18.92
	PAYROLL W/HOLDING-UNION DUES PAYABLE			04 L 215 06	27.28

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57783	Check	MN SCHOOL EMPLOYEES ASSN	1,860.15

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MSEA 2%.06182025.D	MSEA 2% - MSEA 2% for 6/18/2025 Reg PR	06/18/2025	1,860.15		
	PAYROLL W/HOLDINGS-UNION DUES PAYABLE			01 L 215 06	1,860.15

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57784	Check	UNITED WAY OF MOWER COUNTY	361.70

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UNF.06052025.D	UNF - UNITED FUND for 6/5/2025 Reg PR	06/05/2025	176.85		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	164.85
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	12.00
UNF.06182025.D	UNF - UNITED FUND for 6/18/2025 Terming	06/18/2025	7.85		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	7.85

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	57784	Check	UNITED WAY OF MOWER COUNTY	361.70

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UNF.06182025.D.a	UNF - UNITED FUND for 6/18/2025 Lump Sum	06/18/2025	10.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	10.00
UNF.06182025.D.b	UNF - UNITED FUND for 6/18/2025 Reg PR	06/18/2025	167.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	155.00
			PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS	04 L 215 11	12.00
UNF.06182025.D.c	UNF - UNITED FUND for 6/18/2025 SS void	06/18/2025	-2.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	-2.00
UNF.06182025.D.d	UNF - UNITED FUND for 6/18/2025 SS Reissue	06/18/2025	2.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11	2.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003507	Wire Transfer	ALLIANCE BENEFIT GROUP	46,675.10

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHSA.06182025.D	HDHSA - HIGH DEDUCTIBLE HSA for 6/18/2025 Terming	06/18/2025	700.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	700.00
HDHSA.06182025.D.a	HDHSA - HIGH DEDUCTIBLE HSA for 6/18/2025 Lump Sum	06/18/2025	12,008.35		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	12,008.35
HDHSA.06182025.D.b	HDHSA - HIGH DEDUCTIBLE HSA for 6/18/2025 Reg PR	06/18/2025	33,966.75		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	32,903.57
			PAYROLL W/HOLDINGS-HSA PAYABLE	02 L 215 40	140.00
			PAYROLL W/HOLDING-HSA PAYABLE	04 L 215 40	675.38
			PAYROLL W/HOLDINGS-HSA PAYABLE	05 L 215 40	247.80
HDHSA.06182025.D.c	HDHSA - HIGH DEDUCTIBLE HSA for 6/18/2025 SS void	06/18/2025	-200.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	-200.00
HDHSA.06182025.D.d	HDHSA - HIGH DEDUCTIBLE HSA for 6/18/2025 SS Reissue	06/18/2025	200.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	200.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003508	Wire Transfer	AVIBEN LLC	58,690.58

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AIG.06182025.B	AIG - AIG RETIREMENT for 6/18/2025 Lump Sum	06/18/2025	383.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	383.00
AIG.06182025.B.a	AIG - AIG RETIREMENT for 6/18/2025 Reg PR	06/18/2025	297.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	297.00
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05	0.00
AIG.06182025.D	AIG - AIG RETIREMENT for 6/18/2025 Terming	06/18/2025	410.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	410.00
AIG.06182025.D.a	AIG - AIG RETIREMENT for 6/18/2025 Lump Sum	06/18/2025	4,935.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	4,935.00
AIG.06182025.D.b	AIG - AIG RETIREMENT for 6/18/2025 Reg PR	06/18/2025	3,645.89		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	3,620.89
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05	25.00
AIG.06182025.D.c	AIG - AIG RETIREMENT for 6/18/2025 SS void	06/18/2025	-110.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	-110.00
AIG.06182025.D.d	AIG - AIG RETIREMENT for 6/18/2025 SS Reissue	06/18/2025	110.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	110.00
HRMA.06182025.B	HRMA - HORACE MANN COMPANY for 6/18/2025 Terming	06/18/2025	126.16		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	126.16
HRMA.06182025.B.a	HRMA - HORACE MANN COMPANY for 6/18/2025 Lump Sum	06/18/2025	111.60		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	111.60
HRMA.06182025.B.b	HRMA - HORACE MANN COMPANY for 6/18/2025 Reg PR	06/18/2025	1,507.19		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	1,507.19
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05	0.00
HRMA.06182025.D	HRMA - HORACE MANN CO for 6/18/2025 Terming	06/18/2025	291.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	291.00
HRMA.06182025.D.a	HRMA - HORACE MANN CO for 6/18/2025 Lump Sum	06/18/2025	4,250.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	4,250.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003508	Wire Transfer	AVIBEN LLC	58,690.58

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HRMA.06182025.D.b	HRMA - HORACE MANN CO for 6/18/2025 Reg PR	06/18/2025	7,327.35		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	7,167.35
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05	160.00
MNDCP.06182025.D	MNDCP - MN DEFFERED COMP for 6/18/2025 Lump Sum	06/18/2025	250.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	250.00
MNDCP.06182025.D.a	MNDCP - MN DEFFERED COMP for 6/18/2025 Reg PR	06/18/2025	1,071.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	1,071.00
ORC.06182025.D	ORC - ORCHARD TRUST for 6/18/2025 Reg PR	06/18/2025	50.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	50.00
SBG.06182025.B	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Terming	06/18/2025	35.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	35.00
SBG.06182025.B.a	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Lump Sum	06/18/2025	725.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	725.00
SBG.06182025.B.b	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Reg PR	06/18/2025	2,953.53		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	2,738.13
			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	138.40
SBG.06182025.D	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Terming	06/18/2025	500.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	500.00
SBG.06182025.D.a	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Lump Sum	06/18/2025	4,175.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	4,175.00
SBG.06182025.D.b	SBG - SECURITY BENEFIT GROUP for 6/18/2025 Reg PR	06/18/2025	14,544.66		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	13,667.66
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05	746.00
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05	131.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003508	Wire Transfer	AVIBEN LLC	58,690.58

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
SBGR.06182025.D	SBGR - SECURITY BENEFIT GROUP ROTH for 6/18/2025 Terming	06/18/2025	350.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	350.00
SBGR.06182025.D.a	SBGR - SECURITY BENEFIT GROUP ROTH for 6/18/2025 Lump Sum	06/18/2025	5,540.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	5,540.00
SBGR.06182025.D.b	SBGR - SECURITY BENEFIT GROUP ROTH for 6/18/2025 Reg PR	06/18/2025	5,212.20		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	5,058.74
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	05 L 215 05	153.46

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003509	Wire Transfer	MINNESOTA DEPT OF REVENUE	98,730.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MISC1.06182025.D	MISC1 - MISC MN WAGE LEVY ACH for 6/18/2025 Reg PR	06/18/2025	74.06		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE	02 L 215 14	74.06
MN$.06182025.D	MN$ - MN ADD ON for 6/18/2025 Terming	06/18/2025	50.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	50.00
MN$.06182025.D.a	MN$ - MN ADD ON for 6/18/2025 Lump Sum	06/18/2025	450.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	450.00
MN$.06182025.D.b	MN$ - MN ADD ON for 6/18/2025 Reg PR	06/18/2025	1,639.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	1,304.00
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	20.00
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	305.00
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	11 L 215 02	10.00
MN%.06182025.D	MN% - MN STATE TAX% for 6/18/2025 Reg PR	06/18/2025	63.39		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	63.39
MN.06182025.D	MN - MN STATE TAX for 6/18/2025 Terming	06/18/2025	18,136.55		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	18,136.55
MN.06182025.D.a	MN - MN STATE TAX for 6/18/2025 Lump Sum	06/18/2025	15,996.04		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	15,996.04

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003509	Wire Transfer	MINNESOTA DEPT OF REVENUE	98,730.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MN.06182025.D.b	MN - MN STATE TAX for 6/18/2025 Reg PR	06/18/2025	62,892.57		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	59,994.03
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	852.70
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	1,835.63
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	05 L 215 02	176.70
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	11 L 215 02	33.51
MN.06182025.D.c	MN - MN STATE TAX for 6/18/2025 SS void	06/18/2025	-690.77		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	-690.77
MN.06182025.D.d	MN - MN STATE TAX for 6/18/2025 SS Reissue	06/18/2025	119.56		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	119.56

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003510	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT	585.59

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MCS.06182025.D	MCS - MN CHILD SUPP1 for 6/18/2025 Reg PR	06/18/2025	585.59		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE	01 L 215 14	585.59

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003511	Wire Transfer	UNITED STATES TREASURY	581,478.09

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FE$.06182025.D	FE$ - FED ADD-ON AMT for 6/18/2025 Terming	06/18/2025	145.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	145.00
FE$.06182025.D.a	FE$ - FED ADD-ON AMT for 6/18/2025 Lump Sum	06/18/2025	3,000.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	3,000.00
FE$.06182025.D.b	FE$ - FED ADD-ON AMT for 6/18/2025 Reg PR	06/18/2025	6,545.07		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	5,900.07
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	25.00
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	620.00
FE%.06182025.D	FE% - FEDERAL TAX% for 6/18/2025 Reg PR	06/18/2025	321.95		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	194.47
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	127.48

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003511	Wire Transfer	UNITED STATES TREASURY	581,478.09

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FED.06182025.D	FED - FED TAX for 6/18/2025 Terming	06/18/2025	33,677.59		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	33,677.59
FED.06182025.D.a	FED - FED TAX for 6/18/2025 Lump Sum	06/18/2025	30,938.60		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	30,938.60
FED.06182025.D.b	FED - FED TAX for 6/18/2025 Reg PR	06/18/2025	115,294.62		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	111,035.66
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	1,177.57
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	2,681.68
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	335.36
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	64.35
FED.06182025.D.c	FED - FED TAX for 6/18/2025 SS void	06/18/2025	-1,297.00		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-1,297.00
FED.06182025.D.d	FED - FED TAX for 6/18/2025 SS Reissue	06/18/2025	226.58		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	226.58
FIC.06182025.B	FIC - FICA for 6/18/2025 Terming	06/18/2025	29,330.95		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	29,330.95
FIC.06182025.B.a	FIC - FICA for 6/18/2025 Lump Sum	06/18/2025	27,102.19		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	27,102.19
FIC.06182025.B.b	FIC - FICA for 6/18/2025 Reg PR	06/18/2025	103,487.52		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	97,194.86
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	2,700.28
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	3,251.24
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	242.56
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	98.58
FIC.06182025.B.c	FIC - FICA for 6/18/2025 SS void	06/18/2025	-1,007.40		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-1,007.40
FIC.06182025.B.d	FIC - FICA for 6/18/2025 SS Reissue	06/18/2025	189.98		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	189.98

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003511	Wire Transfer	UNITED STATES TREASURY	581,478.09

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.06182025.D	FIC - FICA for 6/18/2025 Terming	06/18/2025	29,330.95		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	29,330.95
FIC.06182025.D.a	FIC - FICA for 6/18/2025 Lump Sum	06/18/2025	27,102.19		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	27,102.19
FIC.06182025.D.b	FIC - FICA for 6/18/2025 Reg PR	06/18/2025	103,487.52		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	97,194.86
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	2,700.28
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	3,251.24
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	242.56
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	98.58
FIC.06182025.D.c	FIC - FICA for 6/18/2025 SS void	06/18/2025	-1,007.40		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-1,007.40
FIC.06182025.D.d	FIC - FICA for 6/18/2025 SS Reissue	06/18/2025	189.98		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	189.98
MED.06182025.B	MED - MEDICARE-1 for 6/18/2025 Terming	06/18/2025	6,859.66		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,859.66
MED.06182025.B.a	MED - MEDICARE-1 for 6/18/2025 Lump Sum	06/18/2025	6,338.41		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,338.41
MED.06182025.B.b	MED - MEDICARE-1 for 6/18/2025 Reg PR	06/18/2025	24,202.70		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	22,731.04
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	631.50
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	760.36
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	56.73
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	23.07
MED.06182025.B.c	MED - MEDICARE-1 for 6/18/2025 SS void	06/18/2025	-235.60		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-235.60
MED.06182025.B.d	MED - MEDICARE-1 for 6/18/2025 SS Reissue	06/18/2025	44.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	44.43

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003511	Wire Transfer	UNITED STATES TREASURY	581,478.09

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MED.06182025.D	MED - MEDICARE1 for 6/18/2025 Terming	06/18/2025	6,859.66		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,859.66
MED.06182025.D.a	MED - MEDICARE1 for 6/18/2025 Lump Sum	06/18/2025	6,338.41		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,338.41
MED.06182025.D.b	MED - MEDICARE1 for 6/18/2025 Reg PR	06/18/2025	24,202.70		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	22,731.04
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	631.50
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	760.36
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	56.73
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	23.07
MED.06182025.D.c	MED - MEDICARE1 for 6/18/2025 SS void	06/18/2025	-235.60		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-235.60
MED.06182025.D.d	MED - MEDICARE1 for 6/18/2025 SS Reissue	06/18/2025	44.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	44.43
				Total:	**$812,805.95**

6/20/2025 PR AP Summary

Type	Count	Amount
Regular	6	26,646.19
ACH Checks:	0	0.00
Wire Transfers:	5	786,159.76
Epayables:	0	0.00
Total:	**11**	**$812,805.95**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57720	Check	ADAM'S PEST CONTROL	650.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4133578	FY 2024-2025 PEST CONTROL	06/12/2025	125.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	125.00
4133579	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133580	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133581	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133582	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133583	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133584	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00
4133585	FY 2024-2025 PEST CONTROL	06/12/2025	75.00		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	75.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57721	Check	ALMS, SHARON A	43.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	43.40		
			TRAVEL CONV & CONF-SUPERINTENDENT--	01 E 005 020 000 000 366	43.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57722	Check	AMAZON BUSINESS	2,222.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
16DL-MV1Y-969T	SUPPLIES - SPECIAL EVENTS	06/02/2025	470.83		
			GEN SUPPLIES-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 401	470.83
16XH-LGW9-7Q3Y	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/29/2025	321.51		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	321.51
17KC-NG3Y-H49K	GRANT ORDER	06/18/2025	-8.49		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	-8.49

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57722	Check	AMAZON BUSINESS	2,222.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
19GW-7GCF-91WH	SUPPLIES - SPECIAL EVENTS	06/02/2025	353.13		
				GEN SUPPLIES-FOOD SVC--ALA-CARTE 02 E 005 770 000 707 401	353.13
19LC-93VJ-G17Q	SUPPLIES - SPECIAL EVENTS	06/02/2025	186.96		
				GEN SUPPLIES-FOOD SVC--ALA-CARTE 02 E 005 770 000 707 401	186.96
1C63-T6GV-G1N4	GRANT ORDER	06/18/2025	-67.92		
				INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI 04 E 500 582 095 344 430	-67.92
1D3G-DJLJ-9WRT	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/29/2025	203.61		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	203.61
1FP9-D737-9X4M	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/29/2025	72.48		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	72.48
1G3W-QXL6-7JVL	SUPPLIES - SPECIAL EVENTS	06/03/2025	73.74		
				GEN SUPPLIES-FOOD SVC--ALA-CARTE 02 E 005 770 000 707 401	73.74
1G46-QL1T-9MFW	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/29/2025	25.98		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	25.98
1G6C-PDG4-7QR3	GRANT ORDER	06/18/2025	-50.94		
				INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI 04 E 500 582 095 344 430	-50.94
1KY3-17GP-7QYX	KIDS KORNER SUMMER PROGRAM SUPPLIES	05/02/2025	-270.72		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	-270.72
1L7G-H4J9-7RYP	KIDS KORNER SUMMER PROGRAM SUPPLIES	05/02/2025	-17.99		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	-17.99
1L7X-7RGW-G96D	SUPPLIES - SPECIAL EVENTS	06/02/2025	424.97		
				GEN SUPPLIES-FOOD SVC--ALA-CARTE 02 E 005 770 000 707 401	424.97
1LHH-DK4V-Q696	KIDS KORNER SUMMER PROGRAM SUPPLIES	05/04/2025	41.69		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	41.69
1LRT-JYTD-GQG6	GRANT ORDER	06/18/2025	-50.94		
				INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI 04 E 500 582 095 344 430	-50.94
1MLK-LW4N-9TJW	CLASSROOM MATERIALS	05/18/2025	-14.84		
				INDIV INST SUPPLIES-ASD--IDEA SEC 619 01 E 120 411 000 420 433	-14.84

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57722	Check	AMAZON BUSINESS	2,222.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1N7Y-H3JP-D6PL	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/25/2025	39.98		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	39.98
1NV4-RFFG-9HPJ	SUPPLIES - SPECIAL EVENTS	06/04/2025	44.01		
			GEN SUPPLIES-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 401	44.01
1QK3-XTKM-GJ6J	GRANT ORDER	06/18/2025	-25.47		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	-25.47
1RKT-D37Q-D4CM	KIDS KORNER SUMMER PROGRAM SUPPLIES	05/02/2025	66.36		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	66.36
1RXW-Q643-GJRY	SUPPLIES - SPECIAL EVENTS	06/02/2025	143.24		
			GEN SUPPLIES-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 401	143.24
1TR1-V4HJ-HPLY	GRANT ORDER	06/18/2025	-25.47		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	-25.47
1TRR-XKWM-C1R6	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/28/2025	24.11		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	24.11
1TXF-WC17-MK7R	KIDS KORNER SUMMER PROGRAM SUPPLIES	06/12/2025	-41.69		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	-41.69
1VVJ-TCDC-7RPV	SUPPLIES - SPECIAL EVENTS	06/03/2025	59.00		
			GEN SUPPLIES-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 401	59.00
1VXR-3PFN-9T46	KIDS KORNER SUMMER PROGRAM SUPPLIES	04/30/2025	93.45		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	93.45
1YD9-Q19D-HYHJ	KIDS KORNER SUMMER PROGRAM SUPPLIES	05/07/2025	152.35		
			GEN SUPPLIES-KIDS KORNER--COM ED	04 E 500 570 000 321 401	152.35

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57723	Check	AMPLIFY EDUCATION, INC	16,934.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-353993	AMPLIFY SCIENCE MS EARTH & SPACE SCIENCE	05/01/2025	16,934.40		
			GENERAL SUPPLIES-ELEM-DIST INI-(IJ TEACHER CUR)	01 E 005 203 492 000 401	16,934.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57724	Check	APPLE COMPUTER INC	171,673.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
ADV50740542	IPADS -LEASE 2025-2028 PAYMENTS (FY26-FY29)-YEAR 1 PURCHASE ORDER	05/25/2025	171,673.75		
	PRINCIPAL LT TECH HARDWARE LEASE-ELEM--HORMEL TECH			05 E 005 203 000 099 560	147,269.37
	INTEREST LT TECH HARDWARE LEASE-ELEM--HORMEL TECH			05 E 005 203 000 099 561	24,404.38

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57725	Check	BERGER, SHEILA K	105.83

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	40.60		
	TRAVEL CONV & CONF-ELL-PRO DEV-TITLE III, PT A			01 E 005 205 640 417 366	40.60
304392034	TEACHERS PAY TEACHERS REIM	06/05/2025	65.23		
	TESTS-ELL--TITLE III, PT A			01 E 005 205 000 417 461	65.23

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57726	Check	BROWN, DAVID C	253.22

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
060925	MILEAGE REIM	06/09/2025	100.10		
	TRANS CONTRACT-GIRLS-GOLF-NON-AUTH TRAN			01 E 310 296 114 733 360	100.10
061025	MILEAGE REIM	06/10/2025	14.70		
	TRANS CONTRACT-GIRLS-GOLF-NON-AUTH TRAN			01 E 310 296 114 733 360	14.70
061125	MILEAGE REIM	06/11/2025	100.10		
	TRANS CONTRACT-GIRLS-GOLF-NON-AUTH TRAN			01 E 310 296 114 733 360	100.10
209894154	BUNKER HILLS REIM	06/09/2025	38.32		
	ENTRY FEES/STUDENT TRVL-GIRLS ATHL-GOLF-			66 E 310 296 114 000 369	38.32

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57727	Check	CASASLWP LLC	1,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2271	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/12/2025	1,500.00		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	1,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57728	Check	CHARTWELLS DINING SERVICES	184.45

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4213300830	FTC LUNCH AT WINONA STATE	05/05/2025	184.45		
			FOOD-EXT CUR-GROW YOUR OWN STATE GRANT	01 E 310 298 166 000 490	184.45

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57729	Check	CHRISTOPHERSON, ANNE M	33.81

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
053025	MILEAGE REIM	05/30/2025	33.81		
			IN-DISTRICT TRAVEL-ED SERVICES--	01 E 005 030 000 000 367	33.81

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57730	Check	CITY OF AUSTIN	130.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	E3 FIELD TRIP - 6/11/25	06/12/2025	130.00		
			ENTRY FEE/STD TRVL ALLOW-OTH PUP SUP-E3-INTEG INC	01 E 005 790 825 318 369	130.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57731	Check	CLAIRE HUGHES-LYNCH	2,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE & TRAVEL EXPENSES	06/12/2025	2,500.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	2,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57732	Check	D & G ACE HARDWARE	198.39

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
141399/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/05/2025	14.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	14.99
141408/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/06/2025	18.48		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	18.48
141457/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/10/2025	63.95		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	63.95
141460/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/10/2025	1.78		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1.78

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57732	Check	D & G ACE HARDWARE	198.39

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
141477/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/11/2025	31.98		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	31.98
141478/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/11/2025	9.98		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	9.98
141486/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/11/2025	20.97		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	20.97
141501/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/12/2025	9.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	9.99
141502/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/12/2025	7.79		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	7.79
141504/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/12/2025	18.48		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	18.48

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57733	Check	DAKOTA SUPPLY GROUP	43.64

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
S104745722.001	ELECTRICAL AND PLUMBING SUPPLIES 1ST BLANKET PO FY 2024-2025	05/30/2025	43.64		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	43.64

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57734	Check	DAWSON, LIAM	1,897.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061125	2025 HORMEL GT SYMPOSIUM - MILEAGE	06/11/2025	147.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	147.00
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE	06/12/2025	1,750.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	1,750.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57735	Check	DIAMOND RIDGE PRINTING	509.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
54147	CLC EARLY CHILDHOOD PROGRAM MAGNETS	05/28/2025	344.25		
		GEN SUPPLIES-EC SCREENING--PRESCH SCREENING		04 E 500 583 000 354 401	344.25
54157	PYRAMID BROCHURE	06/05/2025	165.00		
		GEN SUPPLIES-EC SCREENING--PRESCH SCREENING		04 E 500 583 000 354 401	165.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57736	Check	DIAMOND TENTS & TABLES OF ROSE CREEK LLC	1,630.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	TENT & TABLE RENTAL 2025 HORMEL GT SYMPOSIUM	06/12/2025	1,630.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	1,630.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57737	Check	ERIC CALVERT	2,750.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE & TRAVEL EXPENSES	06/12/2025	2,750.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	2,750.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57738	Check	GOPHER SPORT	287.66

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
IN447198	DAPE MATERIALS	05/15/2025	287.66		
		INDIV INST SUPPLIES-SPED AGG--STATE SPED		01 E 005 420 000 740 433	287.66

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57739	Check	HAUGEN, COREY	43.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	43.40		
		TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	43.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57740	Check	HECIMOVICH, JULIE R	17.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
052125	MILEAGE REIM	05/21/2025	17.50		
		TRAVEL CONV & CONF-ECFE--ECFE		04 E 500 580 000 325 366	17.50

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57741	Check	HELMEN, MEGAN	2,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/12/2025	2,000.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	2,000.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57742	Check	HORMEL HISTORIC HOME INC	2,075.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9617	KIDS KORNER SUMMER TRAINING	06/10/2025	371.80		
			TRAVEL CONV & CONF-KIDS KORNER--COM ED	04 E 500 570 000 321 366	371.80
9619	2025 HORMEL GT SYMPOSIUM BANQUET 6/11/25	06/20/2025	1,703.45		
			FOOD-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 490	1,703.45

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57743	Check	HOVLAND, EMILY T	162.42

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
00110270305250030 00216	HYVEE REIM - CEO TRIP FOOD	05/03/2025	162.42		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	162.42

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57744	Check	HY-VEE ACCOUNTS RECEIVABLE	1,710.68

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
00110270606250020 00090	FOOD FOR NAPAC GRADUATION EVENT	06/06/2025	398.62		
			FOOD-OTH PUP SUP--AM INDIAN ED AID	01 E 005 790 000 320 490	398.62
00110272005250180 00065	RETIREMENT DINNER CORSAGES	05/20/2025	146.00		
			GEN SUPPLIES-SCHOOL BOARD--	01 E 005 010 000 000 401	146.00
052325	CAKE	05/23/2025	69.99		
			GEN SUPPLIES-SEC-AHS-POP/VENDING	11 E 310 211 040 100 401	69.99
7787004	BLANKET PO FOR REACH GRADUATION PARTY 1	05/22/2025	300.00		
			GENERAL SUPPLIES-OTH PUP SUP-REACH-	01 E 310 790 489 000 401	300.00
7787004-2	BLANKET PO FOR REACH GRADUATION PARTY 2	05/22/2025	300.00		
			GENERAL SUPPLIES-OTH PUP SUP-REACH-	01 E 310 790 489 000 401	300.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57744	Check	HY-VEE ACCOUNTS RECEIVABLE	1,710.68

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
7787004-3	BLANKET PO FOR REACH GRADUATION PARTY 3	05/22/2025	52.77		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 310 790 489 000 401	52.77
7787011	ELLIS REACH - FOOD SUPPLIES HY-CHI	05/29/2025	443.30		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 210 790 489 000 401	443.30

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57745	Check	IMAGERY SOUND AND LIGHT SHOWS	11,292.76

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061125	YEARLY EVENTS AT APS	06/11/2025	11,292.76		
		FEES FOR SERVICES-OPERATIONS-SPECIAL EVENTS		01 E 005 810 948 000 305	11,292.76

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57746	Check	JEFFERS FOUNDATION	37.49

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	UPS SHIPPING FOR 85 JEFFERS JOURNALS	06/11/2025	37.49		
		INSTRUCTL SUPPLIES-PUPIL SUP-INTEG E^3-INTEG INCTV		01 E 005 790 825 318 430	37.49

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57747	Check	JORGENSON, TRACI	1,898.52

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
052925	PARENT MILEAGE 1/2/25-5/29/25	05/29/2025	1,813.84		
		TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS		01 E 005 760 000 723 360	1,813.84
122024	PARENT MILEAGE 12/17/24-12/20/24	12/20/2024	84.68		
		TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS		01 E 005 760 000 723 360	84.68

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57748	Check	KEMPS	3,677.89

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
5810845	SUMMER MILK	06/09/2025	495.20		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	495.20
5811547	SUMMER MILK	06/10/2025	778.30		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	778.30
5811549	SUMMER MILK	06/09/2025	337.05		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	337.05
5816863	SUMMER MILK	06/12/2025	248.20		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	248.20

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57748	Check	KEMPS	3,677.89

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
5819724	SUMMER MILK	06/13/2025	158.14		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	158.14
5819726	SUMMER MILK	06/13/2025	123.75		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	123.75
5821112	SUMMER MILK	06/17/2025	547.55		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	547.55
5821114	SUMMER MILK	06/16/2025	830.55		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	830.55
5821116	SUMMER MILK	06/17/2025	159.15		
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	159.15

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57749	Check	LA CROSSE GLASS & OVERHEAD DOOR CO	644.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
352930	DEADBOLTS	01/30/2025	644.80		
		BLDG ACQ/CONSTRUCTION-LTFM--BLDG HDW/EQUIP		05 E 005 865 000 369 520	644.80

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57750	Check	LIBERTY PCS	4,495.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2125	SCREENBEAMS	06/16/2025	4,495.00		
		INST TECH DEVICE-INST TECH-ASSIGNED TECH-		01 E 005 630 093 000 466	4,495.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57751	Check	MACTA	650.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2025: F8	MACTA FELLOWSHIP REGISTRATION FEE	06/05/2025	650.00		
		TRAVEL CONV/CONF-STAFF DEV-DLT-		01 E 005 640 495 000 366	650.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57752	Check	MARTIN BROS DISTRIBUTING CO	27,832.84

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2092052	FOOD & SUPPLIES	05/29/2025	518.38		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	518.38
2092053	SUMMER FOOD & SUPPLIES	05/29/2025	7,309.65		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	7,309.65

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57752	Check	MARTIN BROS DISTRIBUTING CO	27,832.84

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2092054	FOOD & SUPPLIES	05/29/2025	769.48		
		FOOD-FOOD SVC--BREAKFAST		02 E 005 770 000 705 490	769.48
2098266	FOOD & SUPPLIES	06/03/2025	98.40		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	98.40
2098267	SUMMER FOOD & SUPPLIES	06/03/2025	5,446.45		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	5,446.45
2098267-2	FOOD & SUPPLIES	06/03/2025	1,144.57		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	1,144.57
2101750	FOOD & SUPPLIES	06/05/2025	156.00		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	156.00
2101751	SUMMER FOOD & SUPPLIES	06/05/2025	3,148.95		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	3,148.95
2101751-2	FOOD & SUPPLIES	06/05/2025	1,047.78		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	1,047.78
2101752	FOOD & SUPPLIES	06/05/2025	148.55		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	148.55
2107863	SUMMER FOOD & SUPPLIES	06/10/2025	21.10		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	21.10
2107863-2	FOOD & SUPPLIES	06/10/2025	140.48		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	140.48
2107864	SUMMER FOOD & SUPPLIES	06/10/2025	3,970.39		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	3,970.39
2107865	SUMMER FOOD & SUPPLIES	06/10/2025	208.83		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 401	208.83
2107866	FOOD & SUPPLIES	06/10/2025	278.00		
		FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	278.00
2111809	FOOD & SUPPLIES	06/12/2025	102.00		
		FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	102.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57752	Check	MARTIN BROS DISTRIBUTING CO	27,832.84

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2111810	SUMMER FOOD & SUPPLIES	06/12/2025	1,697.49		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	1,697.49
2111811	SUMMER FOOD & SUPPLIES	06/12/2025	104.25		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 401	104.25
2118244	SUMMER FOOD & SUPPLIES	06/17/2025	1,098.26		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	1,098.26
2118245	SUMMER FOOD & SUPPLIES	06/17/2025	316.08		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 401	316.08
2118246	SUMMER FOOD & SUPPLIES	06/17/2025	107.75		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 401	107.75

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57753	Check	MARY LOUISE SLADE	2,750.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE & TRAVEL EXPENSES	06/12/2025	2,750.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	2,750.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57754	Check	MATTHEW EICHELDINGER	2,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061025	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/10/2025	2,500.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	2,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57755	Check	MELISSA MALEN	1,888.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE	06/12/2025	1,750.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	1,750.00
061325	2025 HORMEL GT SYMPOSIUM - MILEAGE	06/13/2025	138.60		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	138.60

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57756	Check	METRO FIBERNET, LLC	1,048.20

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061625	INTERNET SERVICE ACCT #1673039	06/16/2025	1,048.20		
			TELEPHONE-GEN ADM--	01 E 005 105 000 000 320	99.95
			TELEPHONE-OPERATIONS--	01 E 005 810 000 000 320	698.30
			TELEPHONE-OPERATIONS--	01 E 310 810 000 000 320	249.95

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57757	Check	NEXUS-GERARD FAMILY HEALING	226.06

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
127717	INSTRUCTION	05/13/2025	226.06		
			FED SUB AWARD<25K-TITL I-NEG/DELINQUENT-TITLE I-A	01 E 450 216 636 401 303	226.06

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57758	Check	NORBY, KIRSTIN M	495.61

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
020725	MILEAGE REIM	02/07/2025	51.80		
			TRAVEL CONV & CONF-STAFF DEV--STAFF DEV	01 E 185 640 000 316 366	51.80
032025	SCHOOL HEALTH CONFERENCE REGISTRATION REIM	03/20/2025	25.00		
			TRAVEL/CONFERENCES-STU SUP/ENRICH--TITLE IV-A	01 E 005 206 000 433 366	25.00
HLBH7L001480574	LSW LICENSE RENWAL	04/18/2025	117.47		
			DUES/MEMBERSHIP--OTH PUP SUP-DISTRICT INITIATIVE-	01 E 005 790 492 000 820	117.47
HLBH7X001461640	LICENSE RENEWAL THROUGH MN BOARD OF BEHAVIROAL HEALTH	03/26/2025	301.34		
			DUES/MEMBERSHIP--OTH PUP SUP-DISTRICT INITIATIVE-	01 E 005 790 492 000 820	301.34

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57759	Check	NOVA EDUCATION CONSULTANTS	2,800.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3206	ABS COURSE & COHORT	05/28/2025	2,800.00		
			PREPAID EXPENDITURE & DEPOSITS-	01 A 131 00	2,800.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57760	Check	OUTSIDE PIN CONSULTING LTD	5,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061125	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/11/2025	5,000.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	5,000.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57761	Check	PAGE, JOEY	43.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	43.40		
			TRAVEL CONV & CONF-SUPERINTENDENT--	01 E 005 020 000 000 366	43.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57762	Check	PALMER BUS SERVICE	486,446.35

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV13436	REACH	01/31/2025	236.90		
			TRANSPORTATION CONTCTS-OTH PUP SUP-REACH-	01 E 310 790 489 000 360	236.90
INV13665	REACH VOLUNTEER	02/28/2025	118.45		
			TRANSPORTATION CONTCTS-OTH PUP SUP-REACH-	01 E 310 790 489 000 360	118.45
INV14207	AHS - AFNR HUMANE SOCIETY	04/30/2025	118.45		
			TRANS CONTRACT-CTE-GENERAL--CARL PERKINS	12 E 300 399 000 428 360	118.45
INV14210	AHS - COMO PARK	04/30/2025	415.70		
			TRANS CONTRACT-CTE-GENERAL--CARL PERKINS	12 E 300 399 000 428 360	415.70
INV14217	AHS - PACKER PROFILE	04/30/2025	236.90		
			TRANS CONTRACT-CTE-GENERAL--CARL PERKINS	12 E 300 399 000 428 360	236.90
INV14401	UNIFIED TRACK	04/30/2025	375.17		
			TRANSPORTATION-SEC-AHS-POP/VENDING	11 E 310 211 040 100 360	375.17
INV14481	AHS BOYS BASEBALL	05/31/2025	2,993.21		
			TRANS CNTRCT-BOYS-BASEBALL-NON-AUTH TRAN	01 E 310 294 101 733 360	2,993.21
INV14482	AHS BOYS GOLF	05/31/2025	1,128.62		
			TRANS CONTRACT-BOYS-GOLF-NON-AUTH TRAN	01 E 310 294 114 733 360	1,128.62
INV14483	AHS BOYS TENNIS	05/31/2025	1,851.94		
			TRANS CONTRACT-BOYS-TENNIS-NON-AUTH TRAN	01 E 310 294 109 733 360	1,851.94
INV14484	AHS TRACK	05/31/2025	885.44		
			TRANS CONTRACT-BOYS-TRACK-NON-AUTH TRAN	01 E 310 294 110 733 360	691.10
			TRANS CONTRACT-GIRLS-TRACK-NON-AUTH TRAN	01 E 310 296 110 733 360	194.34
INV14485	AHS BOYS VOLLEYBALL	05/31/2025	1,530.81		
			TRANS CONTRACT-BOYS-VOLLEYBALL-NON-AUTH TRAN	01 E 310 294 116 733 360	1,530.81
INV14491	AHS TRACK	05/31/2025	1,142.13		
			TRANS CONTRACT-BOYS-TRACK-NON-AUTH TRAN	01 E 310 294 110 733 360	322.69

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57762	Check	PALMER BUS SERVICE	486,446.35

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			TRANS CONTRACT-GIRLS-TRACK-NON-AUTH TRAN	01 E 310 296 110 733 360	819.44
INV14492	AHS GOLF	05/31/2025	618.35		
			TRANS CONTRACT-GIRLS-GOLF-NON-AUTH TRAN	01 E 310 296 114 733 360	618.35
INV14493	AHS MARCHING BAND	05/31/2025	168.45		
			TRANS CONTRACT-MUSIC-AHS-BAND	11 E 310 258 040 132 360	168.45
INV14494	AHS MUSIC - BIG 9	05/31/2025	2,702.64		
			TRANS CONTRACT-MUSIC--NON-AUTH TRAN	01 E 310 258 000 733 360	2,702.64
INV14496	AHS GIRLS SOFTBALL	05/31/2025	1,877.67		
			TRANS CONTRACT-GIRLS-SOFTBALL-NON-AUTH TRAN	01 E 310 296 115 733 360	1,877.67
INV14497	AHS TRACK - BOYS & GIRLS	05/31/2025	1,142.13		
			TRANS CONTRACT-BOYS-TRACK-NON-AUTH TRAN	01 E 310 294 110 733 360	571.06
			TRANS CONTRACT-GIRLS-TRACK-NON-AUTH TRAN	01 E 310 296 110 733 360	571.07
INV14498	AHS VOLLEYBALL	05/31/2025	2,135.65		
			TRANS CONTRACT-BOYS-VOLLEYBALL-NON-AUTH TRAN	01 E 310 294 116 733 360	2,135.65
INV14510	ELLIS - RAMSEY LIFE BUS	05/31/2025	118.45		
			TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS	01 E 005 760 000 723 360	118.45
INV14513	ELLIS CHOIRFEST	05/31/2025	118.45		
			TRANSPORTATION CNTRCT-MUSIC-ELLIS-CHOIR	11 E 210 258 030 133 360	118.45
INV14514	ELLIS DRAMA	05/31/2025	442.72		
			TRANS CONTRACT-SEC-ELLIS-DRAMA	11 E 210 211 030 200 360	442.72
INV14521	ELLIS STUDENT COUNCIL	05/31/2025	145.47		
			TRANSPORTATION CNTRCT-EXT CUR-STUD COUNC ELLIS-SA	88 E 210 298 052 301 360	145.47
INV14523	ELLIS - REACH	05/31/2025	118.45		
			TRANSPORTATION CONTCTS-OTH PUP SUP-REACH-	01 E 210 790 489 000 360	118.45
INV14525	IJ HOLTON - CHOIRFEST	05/31/2025	118.45		
			TRANSPORTATION CNTRCTS-ELEM--HOLTON GENERAL	11 E 185 203 000 164 360	118.45
INV14526	IJ HOLTON - CHOIRFEST LIFT BUS	05/31/2025	118.45		
			TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS	01 E 005 760 000 723 360	118.45

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57762	Check	PALMER BUS SERVICE	486,446.35

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV14539	SOUTHGATE YAYA	05/31/2025	483.25		
	TRANSPORTATION CNTRCTS-ELEM-SOUTHGATE-ALL GR FT			11 E 145 203 014 122 360	483.25
INV14540	SOUTHGATE - OXBOW PARK BYRON	05/31/2025	642.26		
	TRANS CONT-ELEM-ELEM FIELD TRIPS-NON AUTH TRANS			01 E 145 203 119 733 360	642.26
INV14541	SG - CANEOMOBILE	05/31/2025	236.90		
	TRANS CONT-ELEM-ELEM FIELD TRIPS-NON AUTH TRANS			01 E 145 203 119 733 360	236.90
INV14542	SOUTHGATE - NATURE CENTER	05/31/2025	118.45		
	TRANS CONT-ELEM-ELEM FIELD TRIPS-NON AUTH TRANS			01 E 145 203 119 733 360	118.45
INV14543	SG 4TH GR. TRACK & FIELD	05/31/2025	236.90		
	TRANS CONT-ELEM-ELEM FIELD TRIPS-NON AUTH TRANS			01 E 145 203 119 733 360	236.90
INV14544	SOUTHGATE - 4TH GR.	05/31/2025	236.90		
	TRANSPORTATION CNTRCTS-ELEM-SOUTHGATE-ALL GR FT			11 E 145 203 014 122 360	236.90
INV14545	SOUTHGATE -1ST GR. NATURE CENTER	05/31/2025	118.45		
	TRANS CONT-ELEM-ELEM FIELD TRIPS-NON AUTH TRANS			01 E 145 203 119 733 360	118.45
INV14546	SOUTHGATE POD 4TH GR. SPED	05/31/2025	118.45		
	TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS			01 E 005 760 000 723 360	118.45
INV14547	SOUTGATE - STUDENT LEADERSHIP	05/31/2025	118.45		
	TRANSPORTATION CNTRCTS-ELEM-SOUTHGATE-ALL GR FT			11 E 145 203 014 122 360	118.45
INV14548	SUMNER - 1ST GR.	05/31/2025	236.90		
	TRANSP CONTRACT-ELEM-ELEM FIELD TRIPS-NON AUTH TRA			01 E 155 203 119 733 360	236.90
INV14549	SUMNER - 4TH GR	05/31/2025	236.90		
	TRANSP CONTRACT-ELEM-ELEM FIELD TRIPS-NON AUTH TRA			01 E 155 203 119 733 360	118.45
	TRANSP CONTRACT-ELEM-SUMNER-SUMNER GENERAL			11 E 155 203 015 119 360	118.45
INV14550	SUMNER 4TH GR. CANOE	05/31/2025	118.45		
	TRANSP CONTRACT-ELEM-ELEM FIELD TRIPS-NON AUTH TRA			01 E 155 203 119 733 360	118.45
INV14551	SUMNER KINDERGARTEN	05/31/2025	118.45		
	TRANSP CONTRACT-ELEM-ELEM FIELD TRIPS-NON AUTH TRA			01 E 155 203 119 733 360	118.45
INV14552	UMTYMP	05/31/2025	399.06		
	TRANS CONTRACT-GIFTED-HRML GT-YNG SCHOLARS			01 E 005 218 083 062 360	399.06

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57762	Check	PALMER BUS SERVICE	486,446.35

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV14555	AHS BAND	05/31/2025	118.45		
			TRANS CONTRACT-MUSIC-AHS-BAND	11 E 310 258 040 132 360	118.45
INV14556	24-25 FUEL OVERAGE	05/31/2025	2,824.68		
			TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS	01 E 005 760 000 720 360	2,824.68
INV14557	ADAPTIVE BOWLING MAY 25	05/31/2025	947.60		
			TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS	01 E 005 760 000 723 360	947.60
INV14558	2025 SUMMER SCHOOL POSTCARDS	05/31/2025	509.98		
			TRANS CONTRACT-PUPIL TRANS--ALC	01 E 220 760 000 303 360	509.98
INV14559	24-25 REGULAR ROUTES	05/31/2025	212,275.77		
			TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS	01 E 005 760 000 720 360	212,275.77
INV14560	MAY 2025 SPED	05/31/2025	216,973.05		
			TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS	01 E 005 760 000 723 360	205,986.48
			TRANS CONTRACT-PUPIL TRANS--IDEA SEC 611TRANS	01 E 005 760 000 728 360	10,986.57
INV14561	24-25 AIDE HOURS	05/31/2025	8,757.00		
			TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS	01 E 005 760 000 720 360	8,757.00
INV14562	SPED AIDES	05/31/2025	19,761.00		
			TRANS CONTRACT-PUPIL TRANS--DISABLED TRANS	01 E 005 760 000 723 360	19,761.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57763	Check	POPE, DAWN M	179.65

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
113-5583363-2357831	AMAZON REIM	05/30/2025	179.65		
			INSTRUCTIONAL SUP-ECFE--ECFE	04 E 500 580 000 325 430	179.65

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57764	Check	RUNNINGS SUPPLY INC.	585.59

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3803369	MAINTENANCE SUPPLIES	06/02/2025	379.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	379.99
3805550	MAINTENANCE SUPPLIES	06/05/2025	15.28		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	15.28

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57764	Check	RUNNINGS SUPPLY INC.	585.59

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3810391	MAINTENANCE SUPPLIES	06/11/2025	95.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	95.96
3810505	MAINTENANCE SUPPLIES	06/11/2025	94.36		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	94.36

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57765	Check	SACREDWRITES LLC	648.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1388	YEL ROBOTICS SCOUT BOTS	06/12/2025	648.00		
		FEES FOR SERVICES-GEN COM ED--COM ED		04 E 500 505 000 321 305	648.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57766	Check	SCHRAMM, AMANDA K	35.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
053125	MILEAGE REIM	05/31/2025	35.00		
		TRAVEL CONV/CONF-STAFF DEV--AM INDIAN ED AID		01 E 005 640 000 320 366	35.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57767	Check	SHERWIN WILLIAMS CO	30.06

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1907-9	DISTRICT PAINT SUPPLIES	06/12/2025	30.06		
		GENERAL SUPPLIES-LTFM--INTERIOR SURFACES		05 E 005 865 000 379 401	30.06

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57768	Check	SHI	37,970.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
B19770856	ABE TECH	05/19/2025	19,250.00		
		INST TECH DEVICE-ABE--STATE ABE		04 E 500 520 000 322 466	19,250.00
B19836058	ABE TECH	06/02/2025	18,720.00		
		INST TECH DEVICE-ABE--STATE ABE		04 E 500 520 000 322 466	18,720.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57769	Check	TERESA ARGO BOATMAN	2,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/12/2025	2,500.00		
		FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 305	2,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57770	Check	TIGER CITY SPORTS	168.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
060425B	TRACK AWARDS	06/04/2025	84.00		
			GEN SUPPLIES-BOYS ATHL-TRACK & FIELD	66 E 310 294 110 000 401	84.00
060425G	TRACK AWARDS	06/04/2025	84.00		
			GEN SUPPLIES-GIRLS ATHL-TRACK & FIELD	66 E 310 296 110 000 401	84.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57771	Check	TRI-STATE SOUND & LIGHT LLC	398.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
13561	HANDHELD TRANSMITTER/MICROPHONE CAPSULE	05/28/2025	398.00		
			INSTRUCTL SUPPLIES-ELEM ED--	01 E 105 203 000 000 430	398.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57772	Check	TROXCLAIR, DEBRA ANN	2,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE & TRAVEL EXPENSES	06/12/2025	2,500.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	2,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57773	Check	VISUAL EDGE SLANT BOARD	209.95

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
15898	VISUAL EDGE SLANT BOARD-BLUE	03/12/2025	209.95		
			INSTRUCTL SUPPLIES-ELEM ED--	01 E 105 203 000 000 430	209.95

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57774	Check	VOSS, MARCELLE DENYCE	2,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - PRESENTER FEE & TRAVEL EXPENSES	06/12/2025	2,500.00		
			FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 305	2,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57775	Check	WAL-MART CAPITAL ONE	5,804.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
02996649847305064226	INDEPENDENT LIFE SKILLS	05/14/2025	94.28		
			INDIV INST SUPPLIES-MMMI--STATE SPED	01 E 310 402 000 740 433	94.28

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57775	Check	WAL-MART CAPITAL ONE	5,804.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
042570003249303490	BEHAVIORAL INCENTIVES	05/15/2025	86.51		
			INDIV INST SUPPLIES-EBD--STATE SPED	01 E 185 408 000 740 433	86.51
11196295719307074266-C	CLASSROOM CELEBRATION SUPPLIES	04/14/2025	-62.00		
			GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN	11 E 155 203 015 119 401	-62.00
12843834100678707913	OPEN PO FOR CLASS SUPPLIES 3	05/09/2025	61.06		
			INDIV INST SUPPLIES-AGRI-FARM OPER-CTE	01 E 310 301 501 801 433	61.06
24320130224756515330	ECFE PO PACKER PLAY AND LEARN SNACK	05/20/2025	44.39		
			FOOD-ECFE--ECFE	04 E 500 580 000 325 490	44.39
26121306352227595 94310	NAPAC SUPPLIES	05/23/2025	1,943.66		
			GEN SUPPLIES-OTH PUP SUP--AM INDIAN ED AID	01 E 005 790 000 320 401	1,943.66
27928001320475059 7330	BLANKET PO FOR CLASS SUPPLES	05/16/2025	68.00		
			INDIV INST SUPPLIES-DISTRI EDUC-GENL M R-CTE	01 E 310 311 545 830 433	68.00
27928001320475059 7330-2	BLANKET PO CLASS SUPPLIES	05/16/2025	116.62		
			INDIV INST SUPPLIES-DISTRI EDUC-GENL M R-CTE	01 E 310 311 545 830 433	116.62
29076766399504749 0657	OPEN PO FOR CLASS SUPPLIES 3	05/27/2025	300.00		
			INDIV INST SUPPLIES-AGRI-FARM OPER-CTE	01 E 310 301 501 801 433	300.00
29076766399504749 0657-2	OPEN PO FOR CLASS SUPPLIES 3	05/27/2025	238.94		
			INDIV INST SUPPLIES-AGRI-FARM OPER-CTE	01 E 310 301 501 801 433	238.94
29076766399504749 0657-3	OPEN PO FOR CLASS SUPPIES 1	05/27/2025	83.96		
			INDIV INST SUPPLIES-AGRI-FARM OPER-CTE	01 E 310 301 501 801 433	83.96

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57775	Check	WAL-MART CAPITAL ONE	5,804.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
290767663995047490657-4	OPEN PO FOR LAB SUPPLIES	05/27/2025	17.22		
		INDIV INST SUPPLIES-AGRI-FARM OPER-CTE		01 E 310 301 501 801 433	17.22
305341791022894924541	FOOD FOR NAPAC GRADUATION	06/03/2025	399.09		
		FOOD-OTH PUP SUP--AM INDIAN ED AID		01 E 005 790 000 320 490	399.09
309557733934858517 05	OPEN PO FOR CLASS SUPPLIES 2	05/29/2025	39.22		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 310 790 489 000 401	39.22
309772649120454016 67	BLANKET PO CLASS SUPPLIES	05/27/2025	14.70		
		INDIV INST SUPPLIES-DISTRI EDUC-GENL M R-CTE		01 E 310 311 545 830 433	14.70
434182113416932349182	OPEN PO FOR CLASS SUPPLIES 2	05/21/2025	199.12		
		INDIV INST SUPPLIES-AGRI-FARM OPER-CTE		01 E 310 301 501 801 433	199.12
457024941608519175024	ECFE PO FACT EVENTS	05/09/2025	50.00		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	50.00
457024941608519175024-2	ECFE PO FACT EVENTS	05/09/2025	50.00		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	50.00
457024941608519175024-3	ECFE PO FACT EVENTS	05/09/2025	50.00		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	50.00
457024941608519175024-4	ECFE PO FACT EVENTS	05/09/2025	50.00		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	50.00
457024941608519175024-5	ECFE PO FACT EVENTS	05/09/2025	33.98		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	33.98

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57775	Check	WAL-MART CAPITAL ONE	5,804.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
48477364999042405657	NAPAC SUPPLIES	05/23/2025	50.76		
		GEN SUPPLIES-OTH PUP SUP--AM INDIAN ED AID		01 E 005 790 000 320 401	50.76
49704202615512186034	PROJECT E3 SUPPLIES	05/28/2025	96.03		
		INSTRUCTL SUPPLIES-PUPIL SUP-INTEG E^3-INTEG INCTV		01 E 005 790 825 318 430	96.03
52243350150679734993	OPEN PO FOR CLASS SUPPLIES 2	05/19/2025	94.24		
		INDIV INST SUPPLIES-AGRI-FARM OPER-CTE		01 E 310 301 501 801 433	94.24
64388761749129203468	KIDS KORNER SUPPLIES	05/14/2025	83.60		
		GEN SUPPLIES-KIDS KORNER--COM ED		04 E 500 570 000 321 401	83.60
64743132100671704913	MEETING REFRESHMENTS	05/08/2025	51.01		
		FOOD-SUPERINTENDENT--		01 E 005 020 000 000 490	51.01
664818954	CLASS SUPPLIES	05/08/2025	42.12		
		INSTRUCTL SUPPLIES-SCIENCE--		01 E 310 260 000 000 430	42.12
665336864	OPEN PO FOR CLASS SUPPLIES 4	05/15/2025	230.14		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 310 790 489 000 401	230.14
666080992	INSTRUCTION SUPPLIES	05/27/2025	140.33		
		INSTRUCTL SUPPLIES-ELEM ED--		01 E 155 203 000 000 430	140.33
71120637244751588390	OPEN REACH PO	05/23/2025	36.83		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 210 790 489 000 401	36.83
83397642386830202 7246	BLANKET PO CLASS SUPPLIES	05/27/2025	103.44		
		INDIV INST SUPPLIES-DISTRI EDUC-GENL M R-CTE		01 E 310 311 545 830 433	103.44
83555277371485802765	OPEN PO FOR CLASS SUPPLIES 2	05/21/2025	26.92		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 310 790 489 000 401	26.92

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57775	Check	WAL-MART CAPITAL ONE	5,804.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
85512509414933396192	EXECUTIVE SKILLS	05/16/2025	33.88		
		INDIV INST SUPPLIES-ASD--STATE SPED		01 E 310 411 000 740 433	33.88
85512509414933396192-2	EXECUTIVE SKILLS	05/16/2025	33.87		
		INDIV INST SUPPLIES-EBD--STATE SPED		01 E 310 408 000 740 433	33.87
86987872476712224 9458	KIDS KORNER SUPPLIES	05/30/2025	219.45		
		GEN SUPPLIES-KIDS KORNER--COM ED		04 E 500 570 000 321 401	219.45
89712015406936337102	OPEN REACH PO	05/27/2025	83.50		
		GENERAL SUPPLIES-OTH PUP SUP-REACH-		01 E 210 790 489 000 401	83.50
92467998958326868 6809	END OF YEAR SUPPLIES FOR EL	05/26/2025	238.44		
		INSTRUCTL SUPPLIES-LEP--COMPENS		01 E 155 219 000 317 430	238.44
94773756497504141 8667	END OF YEAR ACTIVITIES	05/22/2025	194.88		
		INSTRUCTL SUPPLIES-ELEM ED--		01 E 155 203 000 000 430	194.88
96563968957326869 9849	ABE PO SUPPLIES	05/21/2025	100.00		
		INSTRUCTIONAL SUP-ABE--STATE ABE		04 E 500 520 000 322 430	100.00
96563968957326869 9849-2	ABE PO SUPPLIES	05/21/2025	106.24		
		INSTRUCTIONAL SUP-ABE--STATE ABE		04 E 500 520 000 322 430	106.24
96563968957326869 9849-C	END OF YEAR ACTIVITIES	05/22/2025	-40.20		
		INSTRUCTL SUPPLIES-ELEM ED--		01 E 155 203 000 000 430	-40.20

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57776	Check	WOLFF, DAVID S	2,209.20

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	2025 HORMEL GT SYMPOSIUM - KEYNOTE SPEAKER FEE	06/12/2025	1,750.00		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	1,750.00
061325	2025 HORMEL GT SYMPOSIUM - MILEAGE	06/13/2025	459.20		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	459.20

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57777	Check	ZERKE, KIM A	50.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
337071	TASTE OF NATIONS FEE REIM	05/17/2025	50.00		
	GENERAL SUPPLIES-ART-CRAE GRANT-			01 E 005 212 212 000 401	50.00

Total: $819,072.18

T251204 Summary

Type	Count	Amount
Regular	58	819,072.18
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**58**	**$819,072.18**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002450		4IMPRINT INC*	1,650.01

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
13809335	LEGAL PADS, SCRATCH PADS AND PENS-SEE ATTACHED QUOTE	05/13/2025	1,650.01		
			INSTRUCTL SUPPLIES-ELEM ED--	01 E 105 203 000 000 430	1,650.01

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002451		GAMES PEOPLE PLAY*	2,084.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8722-1	T-SHIRTS FOR PROJECT E3	06/11/2025	1,017.50		
		GENERAL SUPPLIES-PUP SUP-E^3-INTEG INCENTIVE		01 E 005 790 825 318 401	1,017.50
8771-1	MORE THAN PINK PROGRAM T-SHIRTS	06/12/2025	1,067.00		
		GEN SUPPLIES-SUMMER-MORE THAN PINK-COM ED		04 E 500 540 540 321 401	1,067.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002452		HILLYARD/HUTCHINSON*	2,993.82

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
605780142	CUSTODIAL SUPPLIES - SOUTHGATE	03/28/2025	704.27		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	704.27
605780143	CUSTODIAL SUPPLIES - HOLTON	03/28/2025	1,196.11		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,196.11
605780144	CUSTODIAL SUPPLIES - NEVELN	03/28/2025	1,093.44		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,093.44

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002453		LAKESHORE LEARNING MATERIALS*	805.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
90654001	CLASSROOM MATERIALS	04/17/2025	37.99		
		INDIV INST SUPPLIES-ECSE--IDEA SEC 619		01 E 120 412 000 420 433	37.99
90654002	CLASSROOM MATERIALS	04/17/2025	260.75		
		INDIV INST SUPPLIES-ASD--STATE SPED		01 E 155 411 000 740 433	146.01
		IND INST SUPPLIES-ECSE--STATE SPED		01 E 155 412 000 740 433	114.74
90662986	CLASSROOM MATERIALS	04/18/2025	507.19		
		INDIV INST SUPPLIES-ECSE--IDEA SEC 619		01 E 120 412 000 420 433	507.19

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002454		ROYAL FIREWORKS PRESS*	540.65

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
130383	BOOKS FOR SOUTHGATE PI	04/23/2025	540.65		
				INDIV INST SUPPLIES-GIFTED--GIFT/TA 01 E 005 218 000 388 433	540.65

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	5000002455		WEST MUSIC CO*	186.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
si2522668	MUSIC INSTRUCTIONAL SUPPLIES	05/19/2025	186.00		
				INSTRUCTL SUPPLIES-MUSIC-- 01 E 105 258 000 000 430	186.00
				Total:	**$8,260.91**

CB251204 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	6	8,260.91
Total:	**6**	**$8,260.91**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	54423	Check	STEELE, JENNY A	-1,550.97

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062624	STUDENT TRANSPORTATION REIM.	06/26/2024	-1,550.97		
			TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS	01 E 005 760 000 720 360	-1,550.97
				Total:	**-$1,550.97**

VRT251204 Summary

Type	Count	Amount
Regular	1	-1,550.97
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**-$1,550.97**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	57778	Check	STEELE, JENNY A	1,550.97

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062624	STUDENT TRANSPORTATION REIM.	06/24/2025	1,550.97		
		TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS		01 E 005 760 000 720 360	1,550.97
				Total:	**$1,550.97**

VRT251204 Summary

Type	Count	Amount
Regular	1	1,550.97
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$1,550.97**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	202003512	Wire Transfer	AFLAC	1,234.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFLAC.05082025.D	AFLAC - AFLAC for 5/8/2025 Reg PR	05/08/2025	617.30		
		PAYROLL W/HOLDINGS-AFLAC DEDUCTIONS		01 L 215 17	567.46
		PAYROLL W/HOLDING-AFLAC DEDUCTIONS		04 L 215 17	49.84
AFLAC.05222025.D	AFLAC - AFLAC for 5/22/2025 Reg PR	05/22/2025	617.30		
		PAYROLL W/HOLDINGS-AFLAC DEDUCTIONS		01 L 215 17	567.46
		PAYROLL W/HOLDING-AFLAC DEDUCTIONS		04 L 215 17	49.84
				Total:	**$1,234.60**

6/24/2025 AFLAC Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,234.60
Epayables:	0	0.00
Total:	**1**	**$1,234.60**

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002015	Wire Transfer	A CHANCE TO GROW	420.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
051325	S.M.A.R.T. PRE-K WORKSHOP AUG 5-7	05/13/2025	420.00		
			PREPAID EXPENDITURE & DEPOSITS-	01 A 131 00	420.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002016	Wire Transfer	A&W MOA	16.62

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
026443	CEO TRIP - LUNCH	05/05/2025	16.62		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	16.62

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002017	Wire Transfer	AIR INSANITY LLC	115.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
109164972	ALC FIELD TRIP	05/21/2025	115.00		
			STU TRV ALLOW/ENT FEE-SEC--ALC	01 E 610 211 000 303 369	115.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002018	Wire Transfer	APPLE COMPUTER INC	1,499.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
050225	SPED APPS	05/02/2025	1,499.80		
			INST SOFTWARE LIC-ECSE--IDEA SEC 619	01 E 120 412 000 420 406	1,199.82
			INST SOFTWARE LIC-ECSE-PR YR-IDEA SEC 619	01 E 120 412 011 420 406	299.98

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002019	Wire Transfer	BOBA X	8.72

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
27	CEO TRIP LUNCH	05/05/2025	8.72		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	8.72

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002020	Wire Transfer	BUILD A BEAR WORKSHOP	632.90

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6628	CEO TRIP - BUILD A BEAR	05/05/2025	632.90		
			PMT FOR ED PURP-SEC-CEO PROGRAM-	01 E 310 211 206 000 394	632.90

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002021	Wire Transfer	CHIPOTLE	164.31

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
143	CEO TRIP LUNCH	05/05/2025	66.40		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	66.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002021	Wire Transfer	CHIPOTLE	164.31

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
170	CEO TRIP - LUNCH	05/05/2025	40.78		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	40.78
239	CEO TRIP LUNCH	05/05/2025	36.09		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	36.09
242	CEO TRIP LUNCH	05/05/2025	21.04		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	21.04

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002022	Wire Transfer	COLD STONE CREAMERY	48.34

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
016967	CEO TRIP LUNCH	05/05/2025	33.10		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	33.10
088116	CEO TRIP LUNCH	05/05/2025	15.24		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	15.24

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002023	Wire Transfer	CUSTOM PINS NOW	755.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-3248	83345 PINS APS	04/30/2025	755.00		
			GEN SUPPLIES-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 401	755.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002024	Wire Transfer	ETSY.COM	-180.90

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3644753562-R	REFUND FOR CEO PURCHASE ON ETSY	05/22/2025	-180.90		
			GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	-180.90

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002025	Wire Transfer	FACEBOOK	72.89

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9813276262119275-96677503	FACEBOOK IMPRESSION FOR "WHO DOESNT LOVE DOOR COUNTY"	04/30/2025	22.93		
			FEES FOR SERVICES-GEN COM ED--COM ED	04 E 500 505 000 321 305	22.93
E3BZ6PYUX2	AOA FACEBOOK ADS	04/30/2025	49.96		
			CONSULTING FEES/FEES FOR SVCS-SECONDARY	01 E 175 211 000 000 305	49.96

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002026	Wire Transfer	FERGUSON TRUCK & TRAILER SALES	354.33

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
080133	DECKOVER TRAILER - MOVING DOME FABRIC	05/16/2025	354.33		
			FEES FOR SERVICES-OPERATIONS--	01 E 311 810 000 000 305	354.33

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002027	Wire Transfer	GODFATHER'S PIZZA*	103.99

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
089948	PIZZA FOR SUPT STUDENT ADVISORY	05/09/2025	103.99		
			FOOD-SUPERINTENDENT--	01 E 005 020 000 000 490	103.99

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002028	Wire Transfer	JAMBA	14.79

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
050525	LUNCH CEO TRIP	05/05/2025	14.79		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	14.79

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002029	Wire Transfer	JERK KING	16.33

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
004505	CEO TRIPLUNCH	05/05/2025	12.42		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	12.42
004506	CEO TRIP LUNCH	05/05/2025	3.91		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	3.91

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002030	Wire Transfer	JUST FOR KIX DANCE, ETC.	597.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
81040277065	COACH CLINIC - DANCE 7/20 - 7/23	05/15/2025	597.00		
			PREPAID EXPENDITURE & DEPOSITS-	01 A 131 00	597.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002031	Wire Transfer	KERFOOT CANOPY TOUR	852.22

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
042925	CEO TRIP - KERFOOT CANOPY TOUR	04/29/2025	852.22		
			PMT FOR ED PURP-SEC-CEO PROGRAM-	01 E 310 211 206 000 394	852.22

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002032	Wire Transfer	KRUU.COM	408.85

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
KRUU-IN-2025-015107	PHOTO BOOTH FOR MORE THAN PINK (COMM ED)	04/29/2025	408.85		
				PREPAID EXPENDITURE & DEPOSITS- 04 A 131 00	408.85

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002033	Wire Transfer	MASMS	70.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
042525	AUSTIN ISD MASMS CUSTODIAL DAYS	04/25/2025	70.00		
				TRAVEL CONV & CONF-OPERATIONS-- 01 E 005 810 000 000 366	70.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002034	Wire Transfer	MASPA/STATE NEGOTIATORS	171.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
20869	FULL MEMBERSHIP - MEMBER RENEWAL	05/02/2025	171.00		
				DUES & MEMBERSHIPS-BUSINESS OFFICE-- 01 E 005 110 000 000 820	171.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002035	Wire Transfer	MINNESOTA BOARD OF SCHOOL ADMINISTRATORS	102.15

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
BSABSA000035508	MN BOSA MEMBERSHIP - SERVICE FEE	05/23/2025	2.15		
				DUES & MEMBERSHIPS-PRINCIPAL-- 01 E 210 050 000 000 820	2.15
BSABSA000035508-2	MN BOSA MEMBERSHIP	05/23/2025	100.00		
				DUES & MEMBERSHIPS-PRINCIPAL-- 01 E 210 050 000 000 820	100.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002036	Wire Transfer	MINNESOTA DEPT OF LABOR & INDUSTRY	144.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
CLICRW001297071	ELECTRICAL PERMIT FEE	04/30/2025	36.00		
				DUES & MEMBERSHIPS-OPERATIONS-- 01 E 005 810 000 000 820	36.00
DLICRW001296183	ELECTRICAL PERMET FEE	04/29/2025	36.00		
				DUES & MEMBERSHIPS-OPERATIONS-- 01 E 005 810 000 000 820	36.00
DLICRW001298555	ELECTRICAL PERMIT FEE	05/02/2025	36.00		
				DUES & MEMBERSHIPS-OPERATIONS-- 01 E 005 810 000 000 820	36.00
DLICRW001299726	ELECTRICAL PERMIT FEE	05/05/2025	36.00		
				DUES & MEMBERSHIPS-OPERATIONS-- 01 E 005 810 000 000 820	36.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002037	Wire Transfer	MINNESOTA ZOO	192.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6091716	KIDS KORNER FIELD TRIP 6/6/25	05/21/2025	192.00		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394	192.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002038	Wire Transfer	NOODLES & COMPANY	10.63

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
074153	CEO TRIP LUNCH	05/05/2025	10.63		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	10.63

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002039	Wire Transfer	OPA OF GREECE - 501 MOA	23.82

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
050525	FOOD - CEO TRIP	05/05/2025	10.04		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	10.04
AC337MXAACAN	CEO TRIP LUNCH	05/05/2025	13.78		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	13.78

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002040	Wire Transfer	PANERA BREAD - MOA	44.69

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
050525	LUNCH - CEO TRIP	05/05/2025	44.69		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	44.69

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002041	Wire Transfer	PARTY HEADPHONES	387.51

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1163-7431	HEADPHONES FOR PBIS SILENT DISCO	05/14/2025	387.51		
			GEN SUPPLIES-ELEM ED-SUMNER-SUMNER GEN	11 E 155 203 015 119 401	387.51

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002042	Wire Transfer	PROCARE THERAPY	89.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV982181	JULY 2024-JUNE 2025 MONTHLY PAYMENTS FOR KIDS KORNER SOFTWARE ON BMO CREDIT CARD	04/27/2025	89.00		
			NON-INST SOFTWARE LIC-KIDS KORNER--COM ED	04 E 500 570 000 321 405	89.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002043	Wire Transfer	RAISING CANES	313.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
20053	CEO TRIP LUNCH	05/04/2025	313.80		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	313.80

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002044	Wire Transfer	SAM'S CLUB	471.88

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
10289071610	STAND CONCESSION SUPPLIES	04/23/2025	471.88		
			COST OF MAT SOLD-EXT CUR-STAND-ELLIS-EC	88 R 210 298 002 301 619	471.88

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002045	Wire Transfer	SBARRO	40.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
201100022	CEO TRIP LUNCH	05/05/2025	15.34		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	15.34
201100089	CEO TRIP LUNCH	05/05/2025	12.63		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	12.63
201175576	CEO TRIP - LUNCH	05/05/2025	12.63		
			FOOD-SEC-CEO PROGRAM-	01 E 310 211 206 000 490	12.63

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002046	Wire Transfer	SCHOLASTIC BOOK CLUBS*	47.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
78227574	GRANT MONEY BOOK ORDER FOR CLASSROOM	04/30/2025	47.40		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	47.40

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002047	Wire Transfer	SELLERS LOCK & KEY INC	50.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
099682	GREEN LABELED KEYS	05/23/2025	50.00		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	50.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002048	Wire Transfer	SOUND READERS	1,195.59

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1936-0257	SOUND READERS DECKS	05/01/2025	1,195.59		
			INSTRUCTL SUPPLIES-ELEM ED--	01 E 145 203 000 000 430	1,195.59

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002049	Wire Transfer	STIVERS NURSERY	768.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
998942	DARK BROWN MULCH - SOUTHGATE	05/16/2025	768.00		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	768.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002050	Wire Transfer	SUPPLYHOUSE.COM	308.43

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
26490081	BATHROOM FAUCET	05/08/2025	308.43		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	308.43

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002051	Wire Transfer	SURVEY MONKEY	468.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
46759245	ADVANTAGE ANNUAL PLAN 5/1/25 - 4/30/26	05/01/2025	468.00		
			NON-INST SOFTWARE LIC-INST TECH-ASSIGNED TECH-	01 E 005 630 093 000 405	468.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002052	Wire Transfer	THATCHER POOLS & SPAS	941.74

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
137285	ELLIS POOL CHEMICALS	04/30/2025	533.19		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	533.19
137340	ELLIS POOL CHEMICALS	05/01/2025	337.45		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	337.45
137369-1	ELLIS POOL CHEMICALS - SODIUM BICARBONATE	05/02/2025	31.50		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	31.50
137370-1	ELLIS POOL CHEMICALS - SODA ASH	05/02/2025	39.60		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	39.60

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002053	Wire Transfer	THE MARKETING TEACHER	361.74

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6311	THE MARKETING TEACHER ACTIVITIES AND ASSIGNMENTS	04/29/2025	361.74		
			INDIV INST SUPPLIES-DISTRI EDUC-GENL M R-CTE	01 E 310 311 545 830 433	361.74

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002054	Wire Transfer	THE WESTIN RANCHO MIRAGE GOLF RESORT	11.33

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1000472383-2	ADDITIONAL TAX & FEES FOR BARR CONFERENCE LODGING	04/24/2025	11.33		
		OOS TRAVEL/CONFERENCES-STU SUP/ENRICH--TITLE IV-A		01 E 005 206 000 433 368	11.33

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002055	Wire Transfer	TWIN CITY GRILL	733.14

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
048545	CEO TRIP DINNER	05/04/2025	733.14		
		FOOD-SEC-CEO PROGRAM-		01 E 310 211 206 000 490	733.14

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002056	Wire Transfer	VALLEYFAIR	2,568.16

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
041125	ADDMISSIONS	05/05/2025	1,308.16		
		ENTRY FEES/STD TRVL ALLOW-SEC ED-ALC-POP/VENDING		11 E 610 211 320 100 369	1,308.16
042125	PHYSICS TRIP TO VALLEYFAIR	05/06/2025	1,260.00		
		PMT FOR ED PURP-FIELD TRIPS-AHS-FIELD TRIPS		11 E 310 118 040 118 394	1,260.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002057	Wire Transfer	WAL-MART CAPITAL ONE	1,422.04

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
20000130-80119917	OPEN PO FOR CLASS SUPPLIES 5	05/13/2025	300.00		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	300.00
2000123-91994439-2	OPEN PO FOR CLASS SUPPLIES 8	05/06/2025	114.21		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	114.21
2000128-62104527	OPEN PO FOR CLASS SUPPLIES 8	04/28/2025	70.82		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	70.82
2000128-62104527-2	OPEN PO FOR CLASS SUPPLIES 1	04/28/2025	59.64		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	59.64
2000130-80119917-2	OPEN PO FOR CLASS SUPPLIES 6	05/13/2025	142.98		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	142.98
2000130-91994439	OPEN PO FOR CONSUMABLES 2	05/06/2025	194.28		
		INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	194.28

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002057	Wire Transfer	WAL-MART CAPITAL ONE	1,422.04

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2000132-46680966	OPEN PO FOR CLASS SUPPLIES 6	05/15/2025	154.80		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE	01 E 310 331 459 809 433	154.80
2000134-26164769	OPEN PO FOR CLASS SUPPLIES 4	05/16/2025	300.00		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE	01 E 310 331 459 809 433	300.00
2000134-26165769-2	OPEN PO FOR CLASS SUPPLIES 1	05/16/2025	91.02		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE	01 E 310 331 459 809 433	91.02
2000134-26165769-C	OPEN PO FOR CLASS SUPPLIES 1	05/16/2025	-5.71		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE	01 E 310 331 459 809 433	-5.71

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002058	Wire Transfer	WESTFAX INC	134.30

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1492859	ONLINE FAX	05/01/2025	134.30		
			TELEPHONE-OPERATIONS--	01 E 005 810 000 000 320	14.94
			TELEPHONE-OPERATIONS--	01 E 105 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 125 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 145 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 155 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 185 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 210 810 000 000 320	14.92
			TELEPHONE-OPERATIONS--	01 E 310 810 000 000 320	14.92
			TELEPHONE-ECFE--ECFE	04 E 500 580 000 325 320	14.92

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002059	Wire Transfer	WHOLESALE JEWELRY	328.07

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
38402	CEO PURCHASE	04/29/2025	328.07		
			GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	328.07

Check Date	Check Number	Payment Type	Name	Check Amount
06/05/2025	6000002060	Wire Transfer	WYNDHAM BLOOMINGTON - MOA	982.05

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
906355383269	HOTEL BOOKING - CEO TRIP	04/28/2025	964.06		
		PMT FOR ED PURP-SEC-CEO PROGRAM-		01 E 310 211 206 000 394	964.06
906355383269-2	HOTEL SERVICE FEE - CEO	04/28/2025	17.99		
		PMT FOR ED PURP-SEC-CEO PROGRAM-		01 E 310 211 206 000 394	17.99
				Total:	**$18,281.26**

PC251201 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	46	18,281.26
Epayables:	0	0.00
Total:	**46**	**$18,281.26**

Check Date	Check Number	Payment Type	Name	Check Amount
06/17/2025	202003513	Wire Transfer	AUSTIN HIGH SCHOOL	300.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1102500024	AOA SUMMER ACCELERATION COURSE FOR JEREMIAH FRITSCH 1 STUDENT @ $300.00/STUDENT	06/17/2025	300.00		
				FEES FOR SERVICES-SEC-- 01 E 310 211 000 000 305	300.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/17/2025	202003514	Wire Transfer	AUSTIN PUBLIC SCHOOLS ISD 492	6,400.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0042500009	MAY 2025 TUITION SPECIAL EDUCATION INCLUSION STUDENTS 32 STUDENTS @ $200.00/STUDENT	06/17/2025	6,400.00		
				FEES FOR SERVICES-GEN SPED--COMPENS 01 E 120 400 000 317 305	6,400.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/17/2025	202003515	Wire Transfer	ELLIS MIDDLE SCHOOL	153.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0022500093	KELLY PRYOR, PRESIDENTIAL/NJHS AWARDS BREAKFAST MEAL - CINNAMON ROLLS 200 ROLLS @ $.50/ROLL KELLY PRYOR, PRESIDENTIAL/NJHS AWARDS BREAKFAST MEAL - COFFEE BY THE CUP 100 CUPS @ $.50/CUP KELLY PRYOR, PRESIDENTIAL/NJHS AWARDS BREAKFAST MEAL - MILK 7 CARTONS @ $.50/CARTON	06/17/2025	153.50		
				FOOD-ELLIS GENERAL-ELLIS-ELLIS GEN 11 E 210 120 030 120 490	153.50
				Total:	**$6,853.50**

W251204 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	3	6,853.50
Epayables:	0	0.00
Total:	**3**	**$6,853.50**

Check Date	Check Number	Payment Type	Name	Check Amount
06/27/2025	202003516	Wire Transfer	MN TEACHERS RETIREMENT ASSN	335,241.23

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
TRC.06182025.B	TRC - TRA COORD for 6/18/2025 Terming	06/18/2025	41,726.53		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	41,726.53
TRC.06182025.B.a	TRC - TRA COORD for 6/18/2025 Lump Sum	06/18/2025	39,638.14		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	39,638.14
TRC.06182025.B.b	TRC - TRA COORD for 6/18/2025 Reg PR	06/18/2025	97,568.45		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	96,228.04
			PAYROLL W/HOLDING-TRA PAYABLE	04 L 215 04	1,280.03
			PAYROLL W/HOLDINGS-TRA PAYABLE	11 L 215 04	60.38
TRC.06182025.B.c	TRC - TRA COORD for 6/18/2025 SS void	06/18/2025	-1,442.03		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	-1,442.03
TRC.06182025.B.d	TRC - TRA COORD for 6/18/2025 SS Reissue	06/18/2025	288.41		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	288.41
TRC.06182025.D	TRC - TRA CORD for 6/18/2025 Terming	06/18/2025	36,957.75		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	36,957.75
TRC.06182025.D.a	TRC - TRA CORD for 6/18/2025 Lump Sum	06/18/2025	35,108.07		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	35,108.07
TRC.06182025.D.b	TRC - TRA CORD for 6/18/2025 Reg PR	06/18/2025	86,417.68		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	85,230.45
			PAYROLL W/HOLDING-TRA PAYABLE	04 L 215 04	1,133.76
			PAYROLL W/HOLDINGS-TRA PAYABLE	11 L 215 04	53.47
TRC.06182025.D.c	TRC - TRA CORD for 6/18/2025 SS void	06/18/2025	-1,277.22		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	-1,277.22
TRC.06182025.D.d	TRC - TRA CORD for 6/18/2025 SS Reissue	06/18/2025	255.45		
			PAYROLL W/HOLDINGS-TRA PAYABLE	01 L 215 04	255.45

Check Date	Check Number	Payment Type	Name	Check Amount
06/27/2025	202003517	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	72,414.51

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
PRC.06182025.B	PRC - PERA CORD for 6/18/2025 Reg PR	06/18/2025	38,793.46		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	32,668.93
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	2,957.20

Check Date	Check Number	Payment Type	Name	Check Amount
06/27/2025	202003517	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	72,414.51

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	2,831.00
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	311.58
			PAYROLL W/HOLDINGS-PERA PAYABLE	11 L 215 03	24.75
PRC.06182025.D	PRC - PERA CORD for 6/18/2025 Reg PR	06/18/2025	33,621.05		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	28,313.08
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	2,562.92
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	2,453.56
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	270.04
			PAYROLL W/HOLDINGS-PERA PAYABLE	11 L 215 03	21.45
				Total:	**$407,655.74**

6/27/2025 PERA TRA Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	407,655.74
Epayables:	0	0.00
Total:	**2**	**$407,655.74**

Check Date	Check Number	Payment Type	Name	Check Amount
06/27/2025	202003518	Wire Transfer	AUSTIN PUBLIC SCHOOLS ISD 492	7,758.46

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0022500101	JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF GOLDFISH 1 CASE @ $78.71/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF SUNCHIPS 5 CASES @ $48.49/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF TOSTITOS SCOOPS 4 CASES @ $34.36/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF CHEEZ ITS 2 CASES @ $51.00/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF SALSA CUPS 2 CASES @ $36.88/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF CEREAL BARS 8 CASES @ $38.89/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF SCOOBY COOKIES 2 CASES @ $63.96/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF APPLE JACKS CEREAL BOWL 4 CASES @ $39.06/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF PIRATES BOOTY POPCORN 4 CASES @ $46.80/CASE JULIE KERLING-KK SUMMER SNACK ITEMS-CASE OF OATMEAL BARS 2 CASES @ $62.81/CASE	06/27/2025	1,542.46		
				FOOD-KIDS KORNER--COM ED	04 E 500 570 000 321 490	1,542.46
0022500103	HORMEL GT SYMPOSIUM 2025 DAY 1 MEALS 74 MEALS @ $28.00/MEAL HORMEL GT SYMPOSIUM 2025 DAY 2 MEALS 74 MEALS @ $28.00/MEAL HORMEL GT SYMPOSIUM 2025 DAY 3 MEALS 74 MEALS @ $28.00/MEAL	06/27/2025	6,216.00		
				FOOD-GIFTED-HRML GT-SYMPOSIUM	01 E 005 218 083 064 490	6,216.00

Check Date	Check Number	Payment Type	Name	Check Amount
06/27/2025	202003519	Wire Transfer	CABEEN, JESSICA M	126.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0022500098	DIRECT ADMISSIONS - COOKIES BY THE DOZEN FOR FRESHMAN 36 DOZEN @ $3.50/DOZEN	06/27/2025	126.00		
				FOOD-SECONDARY ED-DIRECT ADMISSIONS-	01 E 310 211 813 000 490	126.00
					Total:	**$7,884.46**

Check Date	Check Number	Payment Type	Name	Check Amount

W251208 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	7,884.46
Epayables:	0	0.00
Total:	**2**	**$7,884.46**

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57785	Check	1910 FRESH MEXICAN KITCHEN	1,900.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1010	CATERING FOR NAPAC GRADUATION EVENT	06/17/2025	1,900.00		
			FOOD-OTH PUP SUP--AM INDIAN ED AID	01 E 005 790 000 320 490	1,900.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57786	Check	ADORAMA INC	4,187.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
36430707	CAMERAS FOR DIGITAL PHOTO CLASS	05/05/2025	4,187.80		
			INSTRUCTL SUPPLIES-ART--	01 E 310 212 000 000 430	4,187.80

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57787	Check	AMAZON BUSINESS	2,034.41

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
11H1-GJ6P-LCMJ	MAINTENANCE SUPPLIES	06/09/2025	174.90		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	174.90
11LR-YKQY-KX63	GRANT ORDER FINAL PURCHASE	06/12/2025	24.60		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	24.60
11PV-RTQT-NWY4	GRANT ORDER FINAL PURCHASE	06/12/2025	144.23		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	144.23
1331-VXRP-CHQP	SOUTHGATE SUMMER SCHOOL SUPPLIES	06/23/2025	94.67		
			GEN SUPPLIES-ELEM ED--ALC	01 E 220 203 000 303 401	94.67
13VR-13CW-PF9Y	MAINTENANCE SUPPLIES	05/23/2025	90.00		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	90.00
14PF-P4N1-TL1D	COMMUNITY EDUCATION CLASS SUPPLIES FOR 6/18/25	06/16/2025	108.26		
			GEN SUPPLIES-GEN COM ED--COM ED	04 E 500 505 000 321 401	108.26
14QL-7F73-CK3T	AIRPODS	06/23/2025	169.00		
			GEN SUPPLIES-PUPIL SUP--ACHIEVE/INT	01 E 005 790 000 313 401	169.00
16GM-RLHR-9R6J	SOUTHGATE SUMMER SCHOOL SUPPLIES	06/23/2025	157.31		
			GEN SUPPLIES-ELEM ED--ALC	01 E 220 203 000 303 401	157.31
1713-PCMN-H3MC	NICKEL-SAFE ICE MACHINE CLEANER	06/27/2025	32.29		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	32.29
17KX-91WX-PMYV	GRANT ORDER FINAL PURCHASE	06/12/2025	137.59		
			INST SUPPLIES-SCH READINESS-SMIF GRANT-LRNG READI	04 E 500 582 095 344 430	137.59

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57787	Check	AMAZON BUSINESS	2,034.41

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
19N6-XQG3-4DKK	COMMUNITY EDUCATION CLASS SUPPLIES FOR 6/18/25	06/18/2025	21.36		
			GEN SUPPLIES-GEN COM ED--COM ED	04 E 500 505 000 321 401	21.36
1CHK-GV4M-36H3	SUPPLIES PART 2	05/06/2025	-11.99		
			GEN SUPPLIES-MEDIA CENTER--	01 E 310 620 000 000 401	-11.99
1DGT-DPNQ-DN9D	SOUTHGATE SUMMER SCHOOL SUPPLIES	06/23/2025	90.61		
			GEN SUPPLIES-ELEM ED--ALC	01 E 220 203 000 303 401	90.61
1G1K-C6XN-PXR7	NDS MEDIA RESOURCES	06/20/2025	50.01		
			MEDIA BOOKS-TITL I-NEG/DELINQUENT-TITLE I-A	01 E 450 216 636 401 470	50.01
1GK3-NXHC-R4WV	NDS MEDIA RESOURCES	06/20/2025	186.30		
			MEDIA BOOKS-TITL I-NEG/DELINQUENT-TITLE I-A	01 E 450 216 636 401 470	186.30
1JYF-XLVK-CYGH	NDS MEDIA RESOURCES	06/23/2025	250.11		
			MEDIA BOOKS-TITL I-NEG/DELINQUENT-TITLE I-A	01 E 450 216 636 401 470	250.11
1JYF-XLVK-JXD9	SOUTHGATE SUMMER SCHOOL SUPPLIES	06/24/2025	82.85		
			GEN SUPPLIES-ELEM ED--ALC	01 E 220 203 000 303 401	82.85
1JYG-3M1P-6LK3	SUMMER SCHOOL JOURNALS	06/26/2025	-169.16		
			INSTRUCTL SUPPLIES-ELEM ED--ALC	01 E 220 203 000 303 430	-169.16
1KVN-9TR1-L3XG	NDS MEDIA RESOURCES	06/20/2025	150.65		
			MEDIA BOOKS-TITL I-NEG/DELINQUENT-TITLE I-A	01 E 450 216 636 401 470	150.65
1L39-NYKR-4HDY	SUPPLIES PART 2	04/28/2025	38.85		
			GEN SUPPLIES-MEDIA CENTER--	01 E 310 620 000 000 401	38.85
1PWR-P7XQ-CWL7	MTSS FOR READING BOOK	06/23/2025	38.08		
			GEN SUPPLIES-TCH TRNG-PRO DEV-TITLE II-A	01 E 005 204 641 414 401	38.08
1RM3-9MRY-X1LK	COMMUNITY EDUCATION CLASS SUPPLIES FOR 6/18/25	06/13/2025	10.92		
			GEN SUPPLIES-GEN COM ED--COM ED	04 E 500 505 000 321 401	10.92
1VHK-7QRH-1GMC	SUPPLIES PART 2	04/24/2025	65.83		
			GEN SUPPLIES-MEDIA CENTER--	01 E 310 620 000 000 401	65.83

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57787	Check	AMAZON BUSINESS	2,034.41

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1WJ6-C1JW-D3FK	MAINTENANCE SUPPLIES	05/27/2025	63.02		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	63.02
1YF1-WRQV-KM4R	SUPPLIES ORDER PART 1	04/19/2025	22.13		
			GEN SUPPLIES-MEDIA CENTER--	01 E 310 620 000 000 401	22.13
1YTC-HCLF-WQWF	SUPPLIES PART 2	04/28/2025	11.99		
			GEN SUPPLIES-MEDIA CENTER--	01 E 310 620 000 000 401	11.99

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57788	Check	BARTON SOLVENTS	1,045.21

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
705802	DOWTHERM SR -1	06/10/2025	1,045.21		
			REPAIR & MAINT-LTFM--MECHANICAL SYSTEMS	05 E 005 865 000 380 350	1,045.21

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57789	Check	BLICK ART MATERIALS	285.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
5575660	CLASSROOM SUPPLIES	06/04/2025	285.75		
			INSTRUCTL SUPPLIES-ART--	01 E 310 212 000 000 430	285.75

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57790	Check	BUSSMAN, KIRBY N	64.96

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	MILEAGE REIM	06/26/2025	64.96		
			IN-DISTRICT TRAVEL-ECSE--STATE SPED	01 E 120 412 000 740 367	64.96

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57791	Check	CAROLINA BIOLOGICAL SUPPLY CO	2,226.13

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
52963957 RI	SCIENCE DEPARTMENT SUPPLIES	04/28/2025	665.07		
			INSTRUCTL SUPPLIES-SCIENCE--	01 E 310 260 000 000 430	665.07
52977585 RI	SCIENCE DEPARTMENT SUPPLIES	05/01/2025	23.16		
			INSTRUCTL SUPPLIES-SCIENCE--	01 E 310 260 000 000 430	23.16
53030615 RI	SCIENCE DEPARTMENT SUPPLIES	06/06/2025	1,537.90		
			INSTRUCTL SUPPLIES-SCIENCE--	01 E 310 260 000 000 430	1,537.90

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57792	Check	CESO HR LLC	1,087.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1745	HR BENEFITS SUPPORT - MAY 2025	06/16/2025	1,087.50		
			FEES FOR SERVICES-BUSINESS OFFICE--	01 E 005 110 000 000 305	1,087.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57793	Check	D & G ACE HARDWARE	291.01

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1417431/1	BLANKET PO FOR CLASS SUPPLIES	06/26/2025	291.01		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	291.01

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57794	Check	DIAMOND RIDGE PRINTING	1,221.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
54105	OPEN PO -GRADUATIONS PROGRAMS AND TICKETS	05/28/2025	1,221.00		
			GENERAL SUPPLIES-SECONDARY-GRADUATION-	01 E 310 211 815 000 401	1,221.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57795	Check	ENCOMPASS SUPPLY CHAIN SOLUTIONS	662.37

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1-459929-0525	LAPTOP PARTS	05/22/2025	662.37		
			INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH	11 E 185 203 361 169 456	165.60
			INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH	11 E 210 211 361 171 456	165.60
			INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH	11 E 310 211 361 170 456	331.17

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57796	Check	EO JOHNSON BUSINESS TECH	20.92

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV1775348	COPIER OVERAGE - PAES LAB	06/18/2025	20.92		
			REPAIR & MAINT SVCS-SPED AGG--STATE SPED	01 E 005 420 000 740 350	20.92

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57797	Check	FARRELL EQUIP & SUPPLY CO.	17,978.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
229967	OPEN PO CLASS SUPPLIES	06/03/2025	1,331.01		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	1,331.01
230473	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/04/2025	5,127.51		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	5,127.51

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57797	Check	FARRELL EQUIP & SUPPLY CO.	17,978.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
232789	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/11/2025	9,937.71		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	9,937.71
235030	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/18/2025	475.52		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	475.52
237263	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/25/2025	42.72		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	42.72
238463	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/30/2025	169.99		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	169.99
238464	OPEN PO CLASS SUPPLIES	06/30/2025	168.99		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	168.99
238465	BANDSAW, CABISTER KIT, DRILL PRESS, AND SUPPLIES	06/30/2025	724.95		
			INDIV INST SUPPLIES-TRAD/IND-WOOD/ELEC.-CTE	01 E 310 361 863 817 433	724.95

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57798	Check	GRAND RAPIDS PUBLIC SCHOOL	216.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AR044632	CE CLASS GRASP	06/03/2025	216.00		
			FEES FOR SERVICES-GEN COM ED--COM ED	04 E 500 505 000 321 305	216.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57799	Check	GREATAMERICA FINANCIAL SERVICES	197.95

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
39519530	MAIL MACHINE SERVICES 24-25	06/24/2025	197.95		
			POSTAGE & EXPRESS-BUSINESS OFFICE--	01 E 005 110 000 000 329	197.95

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57800	Check	HECIMOVICH, JULIE R	100.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
231138	FIVE BELOW REIM	01/25/2025	10.71		
			INSTRUCTIONAL SUP-ECFE--ECFE	04 E 500 580 000 325 430	10.71

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57800	Check	HECIMOVICH, JULIE R	100.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3786786	RUNNINGS REIM	05/16/2025	10.99		
			INSTRUCTIONAL SUP-ECFE--ECFE	04 E 500 580 000 325 430	10.99
536730-07	STERLING REIM	12/12/2024	78.30		
			INSTRUCTIONAL SUP-ECFE--ECFE	04 E 500 580 000 325 430	78.30

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57801	Check	IEA	10,556.27

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
00058374	PROJECT #202510522 AHS ASBESTOS BULK SAMPLING - PROFESSIONAL SERVICES 5/1 - 5/31	06/11/2025	2,166.79		
			CONSULTING FEES/FEES FOR SVCS-LTFM--HAZARDOUS SUBS	05 E 005 865 000 358 305	2,166.79
00058430	2025-2026 ENVIRONMENTAL, HEALTH, AND SAFETY MANAGEMENT SERVICES	06/11/2025	8,389.48		
			FEES FOR SERVICES-LTFM--ENVIRON SAFETY	05 E 005 865 000 352 305	8,389.48

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57802	Check	IMPERIAL DADE	3,296.28

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4342908	CUSTODIAL SUPPLIES FOR AHS FY 2024-2025	02/13/2025	191.64		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	191.64
4379801	CUSTODIAL SUPPLIES FOR AHS FY 2024-2025	05/16/2025	3,104.64		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	3,104.64

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57803	Check	INBYLT, LLC	1,690,729.58

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1	PROJECT #33825106 BUILDING ENVELOPE & LIGHTING UPGRADES	05/31/2025	1,690,729.58		
			BLDG CONST-BLDG CONST-LIGHTING PROJECT-	06 E 005 870 877 000 520	1,690,729.58

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57804	Check	KERLING, JULIE L	9.94

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	9.94		
			TRAVEL CONV & CONF-ECFE--ECFE	04 E 500 580 000 325 366	9.94

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57805	Check	M J O'CONNOR INC	2,250.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
49457	SOUTHGATE - PUMPED AIR INTO HEATING SYSTEM	06/24/2025	650.00		
			REPAIR & MAINT-LTFM--MECHANICAL SYSTEMS	05 E 005 865 000 380 350	650.00
49473	SOUTHGATE - BALL VALVE	06/24/2025	1,600.00		
			REPAIR & MAINT-LTFM--MECHANICAL SYSTEMS	05 E 005 865 000 380 350	1,600.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57806	Check	MAGNATAG INC	2,845.17

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
685257	SCHEDULING BOARD	05/07/2025	2,845.17		
			GEN SUPPLIES-SEC--	01 E 310 211 000 000 401	2,845.17

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57807	Check	MARCELENO, ARACELY	30.03

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062525	MILEAGE REIM	06/25/2025	30.03		
			TRAVEL CONV & CONF-ECFE--ECFE	04 E 500 580 000 325 366	30.03

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57808	Check	MARCO	97.90

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV13702862	24-25 OVERAGES ABE 85013373	04/01/2025	46.65		
			REPAIR & MAINT SVCS-ABE--STATE ABE	04 E 500 520 000 322 350	46.65
INV13936550	24-25 OVERAGES ABE 85013373	06/02/2025	51.25		
			REPAIR & MAINT SVCS-ABE--STATE ABE	04 E 500 520 000 322 350	51.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57809	Check	MARK LANG CONSTRUCTION CO LLC	6,552.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062725	SOUTHGATE-CONCRETE FOR END DRIVE ON THE SOUTH SIDE OF SCHOOL	06/27/2025	6,552.25		
			SITE/GRNDS ACQ-LTFM--SITE PROJECTS	05 E 005 865 000 384 510	6,552.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57810	Check	MCMASTER CARR SUPPLY CO	49.54

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
47115136	COPPER SET SCREW LUG	06/11/2025	49.54		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	49.54

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57811	Check	MCNEILUS STEEL INC	249.97

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
01229827	STEEL	05/02/2025	249.97		
			RESALE SUP-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 621	249.97

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57812	Check	MINNESOTA HISTORICAL SOCIETY	248.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
34119	KIDS KORNER - FOR SNELLING FIELD TRIP	06/11/2025	248.00		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394	248.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57813	Check	MISSISSIPPI WELDERS SUPPLY CO INC	2,501.47

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1875722	BLANKET PO FOR CLASS SUPPLIES	03/31/2025	21.70		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	21.70
1888284	BLANKET PO FOR CLASS SUPPLIES	04/30/2025	21.60		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	21.60
1901328	BLANKET PO FOR CLASS SUPPLIES	05/31/2025	22.32		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	22.32
4548004	BLANKET PO FOR CLASS SUPPLIES	04/11/2025	78.00		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	78.00
4553898	BLANKET PO FOR CLASS SUPPLIES	04/15/2025	85.14		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	85.14
4558716	BLANKET PO FOR CLASS SUPPLIES	04/22/2025	123.75		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	123.75
4574846	BLANKET PO FOR CLASS SUPPLIES	05/13/2025	110.58		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	110.58
4586001	OPEN PO FOR CLASS SUPPLIES	06/03/2025	254.74		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	254.74
4605293	BLANKET PO FOR CLASS SUPPLIES	06/25/2025	110.58		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	110.58
4605937	BLANKET PO FOR CLASS SUPPLIES	06/30/2025	1,516.16		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	1,516.16

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57813	Check	MISSISSIPPI WELDERS SUPPLY CO INC	2,501.47

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4606682	BLANKET PO FOR CLASS SUPPLIES	06/26/2025	16.90		
		INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE		01 E 310 361 868 817 433	16.90
4608454	BLANKET PO FOR CLASS SUPPLIES	06/30/2025	140.00		
		INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE		01 E 310 361 868 817 433	140.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57814	Check	MK MUSIC REPAIR	971.12

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
32826	YAMAHA TRUPET REPAIR	04/21/2025	29.00		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	29.00
33007	MIRAPHONE TUBA REPAIR	06/16/2025	143.55		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	143.55
33009	MIRAPHONE TUBA REPAIR	06/16/2025	150.44		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	150.44
33011	ST PETERSBURG TUBA REPAIR	06/16/2025	151.95		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	151.95
33018	ST PETERSBURG TUBA REPAIR	06/17/2025	211.54		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	211.54
33023	ST PETERSBURG TUBA REPAIR	06/17/2025	149.05		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	149.05
33025	ST PETERSBURG TUBA REPAIR	06/17/2025	135.59		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	135.59

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57815	Check	NICOLE KRUGER	870.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
IN#0528	INSTRUMENT REPAIR	05/28/2025	870.50		
		REPAIR & MAINT SVCS-MUSIC--		01 E 310 258 000 000 350	870.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57816	Check	OHNSTAD CUSTOM WORKS	24,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
10089	HASTINGS GYM - PREP & PAINT WALLS	06/19/2025	24,000.00		
		BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	24,000.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57817	Check	OSGOOD, HEATHER M	500.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
052325	MILEAGE REIM	05/23/2025	129.64		
		TRAVEL CONV & CONF-DEAF-HA-SHARED COST-		01 E 005 405 700 000 366	129.64
052825	MILEAGE REIM	05/28/2025	94.08		
		TRAVEL CONV & CONF-DEAF-HA-SHARED COST-		01 E 005 405 700 000 366	94.08
052925	MILEAGE REIM	05/29/2025	14.42		
		IN-DISTRICT TRAVEL-DEAF-HA--IDEA-611		01 E 005 405 000 419 367	14.42
053025	MILEAGE REIM	05/30/2025	262.36		
		TRAVEL CONV & CONF-DEAF-HA-SHARED COST-		01 E 005 405 700 000 366	262.36

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57818	Check	PAGE, JOEY	205.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
026989	CAPP PARKING RAMP REIM	06/26/2025	32.00		
		TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	32.00
062425	MILEAGE REIM	06/24/2025	69.30		
		TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	69.30
062525	MILEAGE REIM	06/25/2025	69.30		
		TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	69.30
3266309296	HILTON GARDEN INN PARKING REIM	06/26/2025	35.00		
		TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	35.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57819	Check	RATWIK ROSZAK & MALONEY PA	4,262.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
79828	LEGAL SERVICES MAY 2025	06/01/2025	4,262.50		
		LEGAL SERVICES-PERSONNEL--		01 E 005 160 000 000 313	4,262.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57820	Check	RENT 'N SAVE PORTABLE SERVICES	219.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
83172	DISTRICT-PORTABLE REST ROOMS	05/31/2025	92.25		
		REFUSE REMOVAL-OPERATIONS--		01 E 005 810 000 000 332	92.25
83173	DISTRICT-PORTABLE REST ROOMS	06/30/2025	126.75		
		REFUSE REMOVAL-OPERATIONS--		01 E 005 810 000 000 332	126.75

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57821	Check	RUNNINGS SUPPLY INC.	701.05

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3823354	OPEN PO	06/27/2025	701.05		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	701.05

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57822	Check	SARGENT WELCH	381.33

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8818890994	SCIENCE DEPARTMENT SUPPLIES	04/29/2025	238.83		
			INSTRUCTL SUPPLIES-SCIENCE--	01 E 310 260 000 000 430	238.83
8818947409	SCIENCE DEPARTMENT SUPPLIES	05/06/2025	142.50		
			INSTRUCTL SUPPLIES-SCIENCE--	01 E 310 260 000 000 430	142.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57823	Check	SHI	2,079.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
B19730733	HP 30X BLACK HIGH YEILD ORIGINAL LASER JET TONER CARTRIDGE (CF230X)	05/08/2025	504.00		
			GEN SUPPLIES-COUNSELING	01 E 310 710 000 000 401	504.00
B19942668	ABE TECH	06/27/2025	1,575.00		
			INST TECH DEVICE-ABE--STATE ABE	04 E 500 520 000 322 466	1,575.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57824	Check	TERI WERMAGER	91.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
08088D/047275	DOLLAR TREE REIM	06/17/2025	91.25		
			GEN SUPPLIES-GEN COM ED--COM ED	04 E 500 505 000 321 401	91.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57825	Check	USBANK- A TFS PROGRAM	2,228.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
557836442	24-25 COPIER LEASE PAYMENTS	06/16/2025	2,228.00		
			PRINCIPAL ON CAP LEASE-SUPERINTENDENT--	01 E 005 020 000 000 580	23.15
			PRINCIPAL ON CAP LEASE-BUSINESS OFFICE--	01 E 005 110 000 000 580	136.57
			PRINCIPAL ON CAP LEASE-OPERATIONS--	01 E 005 810 000 000 580	94.39
			PRINCIPAL ON CAP LEASE-ELEM ED--	01 E 105 203 000 000 580	270.58
			PRINCIPAL ON CAP LEASE-ELEM ED--	01 E 125 203 000 000 580	78.28
			PRINCIPAL ON CAP LEASE-ELEM ED--	01 E 145 203 000 000 580	270.58

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57825	Check	USBANK- A TFS PROGRAM	2,228.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PRINCIPAL ON CAP LEASE-ELEM ED--	01 E 155 203 000 000 580	151.98
			PRINCIPAL ON CAP LEASE-ELEM ED--	01 E 185 203 000 000 580	393.91
			PRINCIPAL ON CAP LEASE-SEC--	01 E 210 211 000 000 580	186.13
			PRINCIPAL ON CAP LEASE-SEC--	01 E 310 211 000 000 580	384.11
			PRINCIPAL ON CAP LEASE-	01 E 310 710 000 000 580	94.10
			PRINCIPAL ON CAP LEASE-SEC--ALC	01 E 610 211 000 303 580	144.22

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57826	Check	WARD'S NATURAL SCIENCE CO	559.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8819309201	DISECTION SUPPLIES	06/20/2025	559.93		
			INDIV INST SUPPLIES-AGRI-FARM OPER-CTE	01 E 310 301 501 801 433	559.93

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57827	Check	WINKELS, DAYNA A	16.98

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
111-8017993-3184252	AMAZON REIM	06/10/2025	6.99		
			GEN SUPPLIES-ECFE--ECFE	04 E 500 580 000 325 401	6.99
X98528/1	ACE HARDWARE REIM	06/09/2025	9.99		
			GEN SUPPLIES-ECFE--ECFE	04 E 500 580 000 325 401	9.99

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57828	Check	WL HALL CORP	13,726.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
50982	IJ HOLTON-CAFETERIA	06/20/2025	13,726.00		
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520	13,726.00

Total: $1,803,748.57

Check Date	Check Number	Payment Type	Name	Check Amount

T251301 Summary

Type	Count	Amount
Regular	44	1,803,748.57
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**44**	**$1,803,748.57**

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002456		ARROW PRINTING*	155.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
73117	FOLD OVER CARDS BLUE/MTP	06/13/2025	155.00		
		FEES FOR SERVICES-SUMMER--COM ED		04 E 500 540 000 321 305	155.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002457		AUSTIN ELECTRIC*	5,774.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2500381	NEVELN ELEVATOR-ELECTRICAL UPGRADES	06/26/2025	5,561.00		
		BLDG ACQ/CONSTRUCTION-LTFM--ELECTRICAL		05 E 005 865 000 370 520	5,561.00
2500541	AHS ANNEX - SHOP WELDERS	06/23/2025	213.00		
		REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	213.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002458		CUSTOM ALARM INC*	1,389.70

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
613287	PANEL BATTERIES - AHS	06/18/2025	34.70		
		REPAIR/MAINT-LTFM--FIRE SAFETY		05 E 005 865 000 363 350	34.70
613316	PANEL BATTERIES - AHS	06/19/2025	555.20		
		REPAIR/MAINT-LTFM--FIRE SAFETY		05 E 005 865 000 363 350	555.20
613359	PANEL BATTERIES - IJ HOLTON	06/23/2025	799.80		
		REPAIR/MAINT-LTFM--FIRE SAFETY		05 E 005 865 000 363 350	799.80

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002459		FOLLETT LIBRARY RESOURCES*	1,819.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
570598	BOOKS FOR MEDIA CENTER	04/25/2025	746.33		
		MEDIA RESOURCES-MEDIA---		01 E 310 620 000 000 470	746.33
570598B	BOOKS FOR MEDIA CENTER	06/10/2025	996.91		
		MEDIA RESOURCES-MEDIA---		01 E 310 620 000 000 470	996.91
570598F	BOOKS FOR MEDIA CENTER	06/24/2025	76.16		
		MEDIA RESOURCES-MEDIA---		01 E 310 620 000 000 470	76.16

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002460		GAMES PEOPLE PLAY*	5,641.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
8856-1	MARCHING BAND ATTIRE	06/24/2025	5,641.00		
		INSTRUCTIONAL SUPPLIES-MUSIC-MISC DONATIONS-		01 E 005 258 806 000 430	5,641.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002461		HILLYARD/HUTCHINSON*	2,844.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
605859974	CUSTODIAL SUPPLIES - ELLIS	06/20/2025	880.76		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	880.76
605859976	CUSTODIAL SUPPLIES - HOLTON	06/20/2025	226.44		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	226.44
605859979	CUSTODIAL SUPPLIES - WOODSON	06/20/2025	637.89		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	637.89
700660017	CUSTODIAL SUPPLIES - AHS	06/16/2025	159.43		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	159.43
700660425	CUSTODIAL SUPPLIES - SUMNER	06/18/2025	146.63		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	146.63
700661161	CUSTODIAL SUPPLIES - AHS	06/20/2025	84.00		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	84.00
700662026	CUSTODIAL SUPPLIES - SUMNER	06/25/2025	506.54		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	506.54
700662027	CUSTODIAL SUPPLIES - SUMNER	06/25/2025	202.71		
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	202.71

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002462		JW PEPPER & SON INC*	247.49

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
367476917	MUSIC SUPPLIES	04/11/2025	247.49		
			INSTRUCTL SUPPLIES-MUSIC--	01 E 310 258 000 000 430	247.49

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002463		MIDTOWN AUTO CLINIC*	561.64

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
100931	DISTRICT VEHICLE MAINTENANCE/REPAIRS FY 2024-2025	06/18/2025	413.46		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	413.46
100952	DISTRICT VEHICLE MAINTENANCE/REPAIRS FY 2024-2025	06/23/2025	148.18		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	148.18

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002464		SCHOOL HEALTH CORPORATION*	1,201.45

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
CINV000237252	ATHLETIC TRAINING SUPPLIES/EQUIPMENT	05/15/2025	666.41		
			GEN SUPPLIES-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 401	666.41
CINV000246638	ATHLETIC TRAINING SUPPLIES/EQUIPMENT	06/09/2025	535.04		
			GEN SUPPLIES-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 401	535.04

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	5000002465		W W GRAINGER INC*	171.13

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9532891380	MAINTENANCE SUPPLIES BLANKET PO FY 2024-2025	06/09/2025	101.14		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	101.14
9537241573	MAINTENANCE SUPPLIES BLANKET PO FY 2024-2025	06/11/2025	32.31		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	32.31
9542949822	MAINTENANCE SUPPLIES BLANKET PO FY 2024-2025	06/17/2025	37.68		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	37.68
				Total:	**$19,805.21**

CB251301 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	10	19,805.21
Total:	**10**	**$19,805.21**

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57829	Check	FRONTLINE TECHNOLOGIES GROUP, LLC	26,813.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INVUS221113	AESOP/APPLICANT TRACKING ACCT #13904	07/01/2025	26,813.40		
			NON-INST SOFTWARE LIC-PERSONNEL--	01 E 005 160 000 000 405	26,813.40

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57830	Check	ISCORP	11,314.08

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0747022	SKYWARD HOSTING SERVICES JULY 2025-JUNE 2026	07/01/2025	11,314.08		
			NON-INST SOFTWARE LIC-BUSINESS OFFICE--	01 E 005 110 000 000 405	11,314.08

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57831	Check	MINNESOTA DEPARTMENT OF HEALTH	195.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
070125	BIRTH/DEATH DATA RECORDS	07/01/2025	195.00		
			FEES FOR SERVICES-EC SCREENING--PRESCH SCREENING	04 E 500 583 000 354 305	195.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57832	Check	MINNESOTA INSURANCE SCHOLASTIC TRUST	549,496.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
070125	PROPERTY LIABILITY INSURANCE FOR FY 25-26	07/01/2025	549,496.40		
			PROPERTY & INSURANCENSURANCE-INSURANCE --	01 E 005 940 000 000 340	549,496.40

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57833	Check	OLD NATIONAL BANK	162,810.72

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
070125	LEASE PURCHASE LOAN BILLING STATEMENT LOAN #6325491	07/01/2025	162,810.72		
			PRINCIPAL ON LT BLDG LEASE-SPED AGG--LEASE LEVY	01 E 312 400 000 389 570	138,175.96
			INTEREST ON LT BLDG LEASE-SPED AGG--LEASE LEVY	01 E 312 400 000 389 571	24,634.76

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57834	Check	SCHOOLINKS INC	2,033.46

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-2380	SCHOOLINKS ANNUAL SERVICE & SUPPORT	07/01/2025	2,033.46		
			INST SOFTWARE LIC-SECONDARY-PACKER PROFILE-	01 E 310 211 210 000 406	2,033.46

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57835	Check	SCHOOLSTATUS, LLC	1,890.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-SS-2438	SMORE TEAM ACCOUNT	07/01/2025	1,890.00		
			NON INST SOFTWARE-SUPERINTENDENT--	01 E 005 020 000 000 405	189.00
			NON INST SOFTWARE-ELEM--	01 E 105 203 000 000 405	189.00
			NON INST SOFTWARE-ELEM--	01 E 125 203 000 000 405	189.00
			NON-INST SOFTWARE LIC-ELEM ED--	01 E 145 203 000 000 405	189.00
			NON INST SOFTWARE-ELEM--	01 E 155 203 000 000 405	189.00
			NON INST SOFTWARE-ELEM--	01 E 185 203 000 000 405	189.00
			NON-INST SOFTWARE LIC-SEC--	01 E 210 211 000 000 405	189.00
			NON INST SOFTWARE-SECONDARY--	01 E 310 211 000 000 405	189.00
			NON INST SOFTWARE-SECONDARY--ALC	01 E 610 211 000 303 405	189.00
			NON INST SOFTWARE-GEN COM ED--COM ED	04 E 500 505 000 321 405	189.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57836	Check	SKYWARD INC	53,311.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0000238210	2025-2026 SOFTWARE PACKAGE	07/01/2025	53,311.50		
			NON-INST SOFTWARE LIC-BUSINESS OFFICE--	01 E 005 110 000 000 405	53,311.50
				Total:	**$807,864.56**

T260101 Summary

Type	Count	Amount
Regular	8	807,864.56
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**8**	**$807,864.56**

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	50880	Check	PHELPS, VICKI ANN	-1,725.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061623	2023 GT SYMPOSIUM PRESENTER FEE & EXPENSE STIPEND	06/16/2023	-1,725.00		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	-1,725.00
				Total:	**-$1,725.00**

VRT260101 Summary

Type	Count	Amount
Regular	1	-1,725.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**-$1,725.00**

Check Date	Check Number	Payment Type	Name	Check Amount
07/01/2025	57837	Check	PHELPS, VICKI ANN	1,725.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061623	2023 GT SYMPOSIUM PRESENTER FEE & EXPENSE STIPEND	07/01/2025	1,725.00		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	1,725.00
				Total:	**$1,725.00**

VRT260101 Summary

Type	Count	Amount
Regular	1	1,725.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$1,725.00**

Check Date	Check Number	Payment Type	Name	Check Amount
06/20/2025	202003520	Wire Transfer	MINNESOTA DEPT OF REVENUE	1,294.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062025	JUNE 2025 SALES TAX RETURN (MAY ACTIVITY)	06/20/2025	1,294.00		
			RENT FOR SCH FACIL- --	01 R 000 000 000 000 093	32.85
			SALE OF SERV AND MAT -ELLIS -IND ED -	01 R 000 000 030 255 621	51.10
			SALE OF SERV AND MAT -AHS -GRAPHIC-	01 R 000 000 040 820 621	0.47
			SALE MAT PURCH FOR RESALE-CTE CONST-CTE TR IND-	01 R 000 000 863 817 621	34.68
			RESALE--WELDING-TRADE & IND CTE	01 R 000 000 868 817 621	47.45
			STDT PARTICIPATION FEES-MUSIC--	01 R 000 258 000 000 050	110.05
			RENT FOR SCH FACIL---	01 R 311 000 000 000 093	372.62
			MISC REVENUE---HOLTON GENERAL	11 R 000 000 000 164 099	277.88
			MISC REVENUE---HOLTON STUDENT	11 R 000 000 000 165 099	28.69
			REVENUE-RESALE--BANFIELD-BANFIELD	11 R 000 000 013 131 621	55.37
			REVENUE-RESALE--ELLIS-ELLIS GEN	11 R 000 000 030 120 621	193.45
			MISC REVENUE--ELLIS-ORCHESTRA	11 R 000 000 030 134 099	20.95
			REVENUE-RESALE--AHS-POP/VENDING	11 R 000 000 040 100 621	10.95
			REVENUE-RESALE--NEVELN-NEVELN GENERAL	11 R 000 000 050 117 621	17.16
			SALE MAT PURCH FOR RESALE-ELEM-BULK SUPPLY ORDERS	11 R 000 203 045 000 621	40.33
				Total:	**$1,294.00**

W251205 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,294.00
Epayables:	0	0.00
Total:	**1**	**$1,294.00**

Check Date	Check Number	Payment Type	Name	Check Amount
06/24/2025	202003521	Wire Transfer	BREMER BANK	157.68

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MAY 2025	TO RECORD BREMER BANK FEES PER BANK STATEMENT MAY 2025	06/24/2025	157.68		
				BANKING FEES-BUSINESS OFFICE-- 01 E 005 110 000 000 314	157.68
				Total:	**$157.68**

W251206 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	157.68
Epayables:	0	0.00
Total:	**1**	**$157.68**

Check Date	Check Number	Payment Type	Name	Check Amount
06/26/2025	202003522	Wire Transfer	ALERUS	498.65

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
115604	JUNE 2025 FSA FEES AND JUNE 2025 HSA FEES	06/26/2025	498.65		
				FEES FOR SERVICES-BUSINESS OFFICE-- 01 E 005 110 000 000 305	498.65
				Total:	**$498.65**

W251207 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	498.65
Epayables:	0	0.00
Total:	**1**	**$498.65**

Check Date	Check Number	Payment Type	Name	Check Amount
06/30/2025	202003523	Wire Transfer	AUL HEALTH BENEFIT TRUST	86,100.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
063025	FY 2025 PRINCIPAL LONGEVITY	06/30/2025	86,100.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	86,100.00
				Total:	**$86,100.00**

W251209 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	86,100.00
Epayables:	0	0.00
Total:	**1**	**$86,100.00**

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	57838	Check	AUSTIN EDUCATION ASSOCIATION	215.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEA ASF.07032025.D	AEA ASF - AEA ASF for 7/3/2025 P1	07/03/2025	205.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	199.00
			PAYROLL W/HOLDING-AEA DUES	04 L 215 16	6.00
AEA ASF.07032025.D.a	AEA ASF - AEA ASF for 7/3/2025 Reg PR	07/03/2025	10.00		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	10.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	57839	Check	MN SCHOOL EMPLOYEES ASSN	202.67

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MSEA 2%.07032025.D	MSEA 2% - MSEA 2% for 7/3/2025 P1	07/03/2025	31.90		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	31.90
MSEA 2%.07032025.D.a	MSEA 2% - MSEA 2% for 7/3/2025 Reg PR	07/03/2025	170.77		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	170.77

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003524	Wire Transfer	ALLIANCE BENEFIT GROUP	34,137.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHSA.07032025.D	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 P1	07/03/2025	26,870.84		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	26,870.84
HDHSA.07032025.D.a	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 P1 Void corrections	07/03/2025	-500.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	-500.00
HDHSA.07032025.D.b	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 P1 Reissue correction	07/03/2025	500.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	500.00
HDHSA.07032025.D.c	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 P1 TG Void	07/03/2025	-10.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	-10.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003524	Wire Transfer	ALLIANCE BENEFIT GROUP	34,137.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHSA.07032025.D.d	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 P1 TG Reissue	07/03/2025	10.00		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	10.00
HDHSA.07032025.D.e	HDHSA - HIGH DEDUCTIBLE HSA for 7/3/2025 Reg PR	07/03/2025	7,266.91		
			PAYROLL W/HOLDINGS-HSA PAYABLE	01 L 215 40	6,203.73
			PAYROLL W/HOLDINGS-HSA PAYABLE	02 L 215 40	140.00
			PAYROLL W/HOLDING-HSA PAYABLE	04 L 215 40	675.38
			PAYROLL W/HOLDINGS-HSA PAYABLE	05 L 215 40	247.80

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003525	Wire Transfer	AVIBEN LLC	59,796.98

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AIG.07032025.B	AIG - AIG RETIREMENT for 7/3/2025 P1	07/03/2025	2,987.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	2,987.00
AIG.07032025.B.a	AIG - AIG RETIREMENT for 7/3/2025 Reg PR	07/03/2025	693.89		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	693.89
AIG.07032025.D	AIG - AIG RETIREMENT for 7/3/2025 P1	07/03/2025	3,037.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	3,037.00
AIG.07032025.D.a	AIG - AIG RETIREMENT for 7/3/2025 Reg PR	07/03/2025	1,393.89		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	693.89
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05	700.00
HRMA.07032025.B	HRMA - HORACE MANN COMPANY for 7/3/2025 P1	07/03/2025	5,096.58		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	5,096.58
HRMA.07032025.B.a	HRMA - HORACE MANN COMPANY for 7/3/2025 P1 TG Void	07/03/2025	-300.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	-300.00
HRMA.07032025.B.b	HRMA - HORACE MANN COMPANY for 7/3/2025 P1 TG Reissue	07/03/2025	25.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	25.00
HRMA.07032025.B.c	HRMA - HORACE MANN COMPANY for 7/3/2025 Reg PR	07/03/2025	2,031.85		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	1,871.85

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003525	Wire Transfer	AVIBEN LLC	59,796.98

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	160.00
HRMA.07032025.D	HRMA - HORACE MANN CO for 7/3/2025 P1	07/03/2025	5,121.58		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	5,121.58
HRMA.07032025.D.a	HRMA - HORACE MANN CO for 7/3/2025 P1 TG Void	07/03/2025	-300.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	-300.00
HRMA.07032025.D.b	HRMA - HORACE MANN CO for 7/3/2025 P1 TG Reissue	07/03/2025	25.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	25.00
HRMA.07032025.D.c	HRMA - HORACE MANN CO for 7/3/2025 Reg PR	07/03/2025	2,031.85		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,871.85
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	160.00
MNDCP.07032025.D	MNDCP - MN DEFFERED COMP for 7/3/2025 P1	07/03/2025	1,071.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,071.00
ORC.07032025.D	ORC - ORCHARD TRUST for 7/3/2025 P1	07/03/2025	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	50.00
SBG.07032025.B	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1	07/03/2025	13,183.62		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	13,183.62
SBG.07032025.B.a	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1 Void corrections	07/03/2025	-175.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	-175.00
SBG.07032025.B.b	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1 Reissue correction	07/03/2025	175.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	175.00
SBG.07032025.B.c	SBG - SECURITY BENEFIT GROUP for 7/3/2025 Reg PR	07/03/2025	4,661.78		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	4,089.32
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	271.00
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	131.00
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			05 L 215 05	170.46
SBG.07032025.D	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1	07/03/2025	9,778.04		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	9,778.04

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003525	Wire Transfer	AVIBEN LLC	59,796.98

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
SBG.07032025.D.a	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1 Void corrections	07/03/2025	-50.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	-50.00
SBG.07032025.D.b	SBG - SECURITY BENEFIT GROUP for 7/3/2025 P1 Reissue correction	07/03/2025	50.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	50.00
SBG.07032025.D.c	SBG - SECURITY BENEFIT GROUP for 7/3/2025 Reg PR	07/03/2025	3,923.70		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	3,521.70
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	271.00
				PAYROLL W/HOLDING-TAX SHELTER ANNUITIES 04 L 215 05	131.00
SBGR.07032025.D	SBGR - SECURITY BENEFIT GROUP ROTH for 7/3/2025 P1	07/03/2025	4,202.12		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	4,202.12
SBGR.07032025.D.a	SBGR - SECURITY BENEFIT GROUP ROTH for 7/3/2025 P1 Void corrections	07/03/2025	-125.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	-125.00
SBGR.07032025.D.b	SBGR - SECURITY BENEFIT GROUP ROTH for 7/3/2025 P1 Reissue correction	07/03/2025	125.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	125.00
SBGR.07032025.D.c	SBGR - SECURITY BENEFIT GROUP ROTH for 7/3/2025 Reg PR	07/03/2025	1,083.08		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	912.62
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 05 L 215 05	170.46

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003526	Wire Transfer	MINNESOTA DEPT OF REVENUE	60,028.37

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MN$.07032025.D	MN$ - MN ADD ON for 7/3/2025 P1	07/03/2025	1,180.00		
				PAYROLL W/HOLDINGS-STATE WITHHOLDING 01 L 215 02	920.00
				PAYROLL W/HOLDING-STATE WITHHOLDING 04 L 215 02	260.00
MN$.07032025.D.a	MN$ - MN ADD ON for 7/3/2025 Reg PR	07/03/2025	469.00		
				PAYROLL W/HOLDINGS-STATE WITHHOLDING 01 L 215 02	224.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003526	Wire Transfer	MINNESOTA DEPT OF REVENUE	60,028.37

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	245.00
MN%.07032025.D	MN% - MN STATE TAX% for 7/3/2025 Reg PR	07/03/2025	46.90		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	46.90
MN.07032025.D	MN - MN STATE TAX for 7/3/2025 P1	07/03/2025	38,817.61		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	38,489.02
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	71.86
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	256.73
MN.07032025.D.a	MN - MN STATE TAX for 7/3/2025 P1 Void corrections	07/03/2025	-252.51		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	-252.51
MN.07032025.D.b	MN - MN STATE TAX for 7/3/2025 P1 Reissue correction	07/03/2025	132.25		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	132.25
MN.07032025.D.c	MN - MN STATE TAX for 7/3/2025 P1 TG Void	07/03/2025	-38.40		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	-38.40
MN.07032025.D.d	MN - MN STATE TAX for 7/3/2025 P1 TG Reissue	07/03/2025	53.11		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	53.11
MN.07032025.D.e	MN - MN STATE TAX for 7/3/2025 Reg PR	07/03/2025	19,620.41		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	17,108.27
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	522.62
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	1,511.08
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	05 L 215 02	200.30
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	11 L 215 02	0.00
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	12 L 215 02	278.14

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003527	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT	585.59

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MCS.07032025.D	MCS - MN CHILD SUPP1 for 7/3/2025 P1	07/03/2025	395.01		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE	01 L 215 14	395.01
MCS.07032025.D.a	MCS - MN CHILD SUPP1 for 7/3/2025 Reg PR	07/03/2025	190.58		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE	01 L 215 14	190.58

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003528	Wire Transfer	UNITED STATES TREASURY	353,143.92

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FE$.07032025.D	FE$ - FED ADD-ON AMT for 7/3/2025 P1	07/03/2025	4,744.57		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	4,269.57
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	15.00
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	460.00
FE$.07032025.D.a	FE$ - FED ADD-ON AMT for 7/3/2025 Reg PR	07/03/2025	2,075.00		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	1,515.00
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	560.00
FE%.07032025.D	FE% - FEDERAL TAX% for 7/3/2025 P1	07/03/2025	150.67		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	150.67
FE%.07032025.D.a	FE% - FEDERAL TAX% for 7/3/2025 Reg PR	07/03/2025	87.67		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	87.67
FED.07032025.D	FED - FED TAX for 7/3/2025 P1	07/03/2025	72,252.88		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	71,880.10
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	141.16
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	231.62
FED.07032025.D.a	FED - FED TAX for 7/3/2025 P1 Void corrections	07/03/2025	-506.79		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-506.79
FED.07032025.D.b	FED - FED TAX for 7/3/2025 P1 Reissue correction	07/03/2025	247.64		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	247.64
FED.07032025.D.c	FED - FED TAX for 7/3/2025 P1 TG Void	07/03/2025	-85.03		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-85.03
FED.07032025.D.d	FED - FED TAX for 7/3/2025 P1 TG Reissue	07/03/2025	118.03		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	118.03
FED.07032025.D.e	FED - FED TAX for 7/3/2025 Reg PR	07/03/2025	38,516.68		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	34,274.73
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	865.93
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	2,329.22
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	379.34
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	0.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003528	Wire Transfer	UNITED STATES TREASURY	353,143.92

Invoice Number	Description		Invoice Date	Invoice Amount	Account	Amount
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			12 L 215 01	667.46
FIC.07032025.B	FIC - FICA for 7/3/2025 P1		07/03/2025	61,321.99		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	60,765.65
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	111.68
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	444.66
FIC.07032025.B.a	FIC - FICA for 7/3/2025 P1 Void corrections		07/03/2025	-349.70		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-349.70
FIC.07032025.B.b	FIC - FICA for 7/3/2025 P1 Reissue correction		07/03/2025	221.71		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	221.71
FIC.07032025.B.c	FIC - FICA for 7/3/2025 P1 TG Void		07/03/2025	-134.38		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-134.38
FIC.07032025.B.d	FIC - FICA for 7/3/2025 P1 TG Reissue		07/03/2025	134.38		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	134.38
FIC.07032025.B.e	FIC - FICA for 7/3/2025 Reg PR		07/03/2025	34,254.50		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	29,153.28
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	1,388.14
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	2,848.89
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	266.79
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	9.30
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			12 L 215 01	588.10
FIC.07032025.D	FIC - FICA for 7/3/2025 P1		07/03/2025	61,321.99		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	60,765.65
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	111.68
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	444.66
FIC.07032025.D.a	FIC - FICA for 7/3/2025 P1 Void corrections		07/03/2025	-349.70		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-349.70
FIC.07032025.D.b	FIC - FICA for 7/3/2025 P1 Reissue correction		07/03/2025	221.71		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	221.71

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003528	Wire Transfer	UNITED STATES TREASURY	353,143.92

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.07032025.D.c	FIC - FICA for 7/3/2025 P1 TG Void	07/03/2025	-134.38		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-134.38
FIC.07032025.D.d	FIC - FICA for 7/3/2025 P1 TG Reissue	07/03/2025	134.38		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	134.38
FIC.07032025.D.e	FIC - FICA for 7/3/2025 Reg PR	07/03/2025	34,254.50		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	29,153.28
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	1,388.14
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	2,848.89
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	266.79
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	9.30
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			12 L 215 01	588.10
MED.07032025.B	MED - MEDICARE-1 for 7/3/2025 P1	07/03/2025	14,341.48		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	14,211.37
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	26.12
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	103.99
MED.07032025.B.a	MED - MEDICARE-1 for 7/3/2025 P1 Void corrections	07/03/2025	-81.79		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-81.79
MED.07032025.B.b	MED - MEDICARE-1 for 7/3/2025 P1 Reissue correction	07/03/2025	51.85		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	51.85
MED.07032025.B.c	MED - MEDICARE-1 for 7/3/2025 P1 TG Void	07/03/2025	-31.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-31.43
MED.07032025.B.d	MED - MEDICARE-1 for 7/3/2025 P1 TG Reissue	07/03/2025	31.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	31.43
MED.07032025.B.e	MED - MEDICARE-1 for 7/3/2025 Reg PR	07/03/2025	8,011.26		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,818.21
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	324.67
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	666.27
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	62.39
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	2.18

Check Date	Check Number	Payment Type	Name	Check Amount
07/07/2025	202003528	Wire Transfer	UNITED STATES TREASURY	353,143.92

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			12 L 215 01	137.54
MED.07032025.D	MED - MEDICARE1 for 7/3/2025 P1	07/03/2025	14,341.48		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	14,211.37
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	26.12
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	103.99
MED.07032025.D.a	MED - MEDICARE1 for 7/3/2025 P1 Void corrections	07/03/2025	-81.79		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-81.79
MED.07032025.D.b	MED - MEDICARE1 for 7/3/2025 P1 Reissue correction	07/03/2025	51.85		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	51.85
MED.07032025.D.c	MED - MEDICARE1 for 7/3/2025 P1 TG Void	07/03/2025	-31.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	-31.43
MED.07032025.D.d	MED - MEDICARE1 for 7/3/2025 P1 TG Reissue	07/03/2025	31.43		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	31.43
MED.07032025.D.e	MED - MEDICARE1 for 7/3/2025 Reg PR	07/03/2025	8,011.26		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	6,818.21
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			02 L 215 01	324.67
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	666.27
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			05 L 215 01	62.39
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			11 L 215 01	2.18
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			12 L 215 01	137.54
				Total:	**$508,110.28**

Check Date	Check Number	Payment Type	Name	Check Amount

7/7/2025 PR AP Summary

Type	Count	Amount
Regular	2	417.67
ACH Checks:	0	0.00
Wire Transfers:	5	507,692.61
Epayables:	0	0.00
Total:	**7**	**$508,110.28**

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57840	Check	ACT	20,837.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
33982	DISTRICT TESTING - ACT PLUS WRITING TEST - ONLINE	05/23/2025	20,837.00		
			TESTS-SEC--	01 E 310 211 000 000 461	20,837.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57841	Check	AMAZON BUSINESS	256.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1FYK-1PHQ-JTKC	SPED SUPPLY	06/27/2025	44.10		
		GEN SUPPLIES-SPED AGG-PR YR-IDEA-611		01 E 005 420 011 419 401	44.10
1KVV-3WWY-V9VN	BOOK, CART, & SUPPLIES	06/20/2025	22.98		
		GEN SUPPLIES-ED SERVICES--		01 E 005 030 000 000 401	22.98
1L73-7GW4-HX7H	I.J. HOLTON SUMMER SCHOOL SUPPLIES	06/27/2025	34.99		
		GEN SUPPLIES-ELEM ED--ALC		01 E 220 203 000 303 401	34.99
1QWQ-LFTQ-FDMV	BOOK, CART, & SUPPLIES	06/30/2025	107.99		
		GEN SUPPLIES-ED SERVICES--		01 E 005 030 000 000 401	107.99
1VC6-41TC-G699	BOOK, CART, & SUPPLIES	06/23/2025	18.79		
		GEN SUPPLIES-ED SERVICES--		01 E 005 030 000 000 401	18.79
1VC6-41TC-G6JQ	BOOK, CART, & SUPPLIES	06/23/2025	27.75		
		GEN SUPPLIES-ED SERVICES--		01 E 005 030 000 000 401	27.75

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57842	Check	AMERICAN TIME & SIGNAL	369.13

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
888642	BANFIELD BATTERY ROUND CLOCKS	05/09/2025	369.13		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	369.13

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57843	Check	ARIK ANDERSEN	14.98

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
09094221421925062303	WALGREENS REIM	06/23/2025	14.98		
		INSTRUCTL SUPPLIES-PUPIL SUP-INTEG E^3-INTEG INCTV		01 E 005 790 825 318 430	14.98

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57844	Check	AUSTIN PARKS RECREATION AND FORESTRY DEPT	262.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
060925	CEO TRADE SHOW AT PAKCER ARENA 5/11/25	06/09/2025	262.50		
			SHORT TERM LEASE/RENTAL-SECONDARY--	01 E 310 211 000 000 335	262.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57845	Check	AUSTIN UTILITIES	98,400.47

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
JUNE 2025	2024-2025 UTILITIES	06/30/2025	98,400.47		
			UTILITIES-OPERATIONS--	01 E 005 810 000 000 330	1,506.54
			WATER-OPERATIONS--	01 E 005 810 000 000 333	274.59
			FUELS-OPERATIONS--	01 E 005 810 000 000 440	540.51
			UTILITIES-OPERATIONS--	01 E 105 810 000 000 330	7,494.23
			WATER-OPERATIONS--	01 E 105 810 000 000 333	1,280.62
			FUELS-OPERATIONS--	01 E 105 810 000 000 440	1,283.72
			UTILITIES-OPERATIONS--	01 E 120 810 000 000 330	1,608.42
			WATER-OPERATIONS--	01 E 120 810 000 000 333	164.54
			FUELS-OPERATIONS--	01 E 120 810 000 000 440	250.30
			UTILITIES-OPERATIONS--	01 E 125 810 000 000 330	3,842.53
			WATER-OPERATIONS--	01 E 125 810 000 000 333	597.43
			FUELS-OPERATIONS--	01 E 125 810 000 000 440	501.83
			UTILITIES-OPERATIONS--	01 E 145 810 000 000 330	5,150.39
			WATER-OPERATIONS--	01 E 145 810 000 000 333	852.82
			FUELS-OPERATIONS--	01 E 145 810 000 000 440	227.32
			UTILITIES-OPERATIONS--	01 E 155 810 000 000 330	4,196.11
			WATER-OPERATIONS--	01 E 155 810 000 000 333	474.12
			FUELS-OPERATIONS--	01 E 155 810 000 000 440	288.96
			UTILITIES-OPERATIONS--	01 E 185 810 000 000 330	14,059.72
			WATER-OPERATIONS--	01 E 185 810 000 000 333	855.18
			FUELS-OPERATIONS--	01 E 185 810 000 000 440	594.11
			UTILITIES-OPERATIONS--	01 E 210 810 000 000 330	13,377.46
			WATER-OPERATIONS--	01 E 210 810 000 000 333	1,146.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57845	Check	AUSTIN UTILITIES	98,400.47

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
				FUELS-OPERATIONS-- 01 E 210 810 000 000 440	1,526.75
				UTILITIES-OPERATIONS-- 01 E 310 810 000 000 330	29,433.05
				WATER-OPERATIONS-- 01 E 310 810 000 000 333	1,923.92
				FUELS-OPERATIONS-- 01 E 310 810 000 000 440	2,926.04
				UTILITIES-OTH COM PRG--COM ED 04 E 500 590 000 321 330	1,608.42
				WATER-OTH COM PRG--COM ED 04 E 500 590 000 321 333	164.54
				FUEL FOR BLDGS-OTH COM PRG--COM ED 04 E 500 590 000 321 440	250.30

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57846	Check	BOB & ANGIE RICHARDS	1,251.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	1,251.75		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	1,251.75

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57847	Check	CONNOR & ELIZA WILLIAMS	417.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	417.25		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	417.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57848	Check	CREIGHTON UNIVERSITY	750.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
063025	OLIVIA SCHMIT ID#472498691 AMERICAN RED CROSS SCHOLARSHIP	06/30/2025	750.00		
				SCHOLARSHIPS-MISC--SCHOLARSHIPS 01 E 005 971 000 340 898	750.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57849	Check	CULLIGAN ULTRPURE INC	38.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
55055306-05312025	WATER FOR LABS	05/31/2025	38.00		
				INSTRUCTL SUPPLIES-SCIENCE-- 01 E 310 260 000 000 430	38.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57850	Check	D & G ACE HARDWARE	114.28

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
141569/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/16/2025	14.89		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	14.89
141614/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/18/2025	8.45		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	8.45
141615/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/18/2025	13.98		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	13.98
141685/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/23/2025	10.57		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	10.57
141713/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/24/2025	6.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	6.99
141723/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/25/2025	15.84		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	15.84
141732/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/26/2025	9.98		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	9.98
141738/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/26/2025	1.14		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1.14
141752/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/27/2025	11.99		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	11.99
141758/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/27/2025	7.47		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	7.47

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57850	Check	D & G ACE HARDWARE	114.28

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
141791/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/30/2025	9.99		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	9.99
141796/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2024-2025	06/30/2025	2.99		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	2.99

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57851	Check	DEYO, REBECCA G	71.85

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
5726027	KWIKTRIP REIM	06/24/2025	71.85		
				FOOD-ELEM ED--ALC 01 E 220 203 000 303 490	71.85

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57852	Check	DIAMOND RIDGE PRINTING	82.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
54129	WORLD LANGUAGE CLASSES BROCHURE	06/02/2025	82.00		
				INSTRUCTL SUPPLIES-FOREIGN LANG-- 01 E 310 230 000 000 430	82.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57853	Check	EKOUE, PRINCE & ANNETTE	417.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	417.25		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	417.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57854	Check	EO JOHNSON BUSINESS TECH	59.70

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV1774133	EO JOHNSON QUARTERLY BILLS FOR COPIER MAINTENANCE BASED ON USAGE	06/17/2025	59.70		
				REPAIR/MAINT-GEN COM ED--COM ED 04 E 500 505 000 321 350	59.70

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57855	Check	FETT, TYLER OR CHANNI	1,281.64

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	1,281.64		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	1,281.64

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57856	Check	GOPHER SPORT	359.10

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
IN452658	DAPE MATERIALS	06/19/2025	359.10		
				INDIV INST SUPPLIES-SPED AGG--STATE SPED 01 E 005 420 000 740 433	359.10

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57857	Check	GRITZNER, SARA	417.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	417.25		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	417.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57858	Check	GROTH MUSIC	934.64

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3771423	WORLD MUSIC INSTURMENTS	06/26/2025	934.64		
				INSTRUCTIONAL SUPPLIES-ART-CRAE GRANT- 01 E 005 212 212 000 430	934.64

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57859	Check	HARTY MECHANICAL INC	4,884.10

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1022931	SUMNER - INVESTIGATE A GLYCOL LEAK ON A PUMP	06/30/2025	4,884.10		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	4,884.10

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57860	Check	HOERLER, CORY OR SARAH	834.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	834.50		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	834.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57861	Check	KALLMAN CREATES PUBLICATIONS	3,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
052325	ORCHESTRA COMMISSION - NEW PIECE	05/23/2025	3,000.00		
	CONSULT FEES/FEES FOR SVCS-MUSIC-HORMEL MUSIC-			01 E 310 258 068 000 305	3,000.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57862	Check	KATIE DIEHL	417.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	417.25		
	TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS			01 E 005 760 000 720 360	417.25

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57863	Check	KAUTTO, MARY L	457.10

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
052725	MILEAGE REIM	05/27/2025	457.10		
	TRAVEL-VISUALLY IMPAIRED-SHARED COSTS W/DISTRICTS-			01 E 005 406 700 000 366	457.10

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57864	Check	LENOVO UNITED STATES INC	633.42

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6471731421	LAPTOP PARTS	01/30/2025	34.56		
	INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH			11 E 185 203 361 169 456	8.64
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	8.64
	INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH			11 E 310 211 361 170 456	17.28
6472087438	LAPTOP PARTS	03/07/2025	391.50		
	INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH			11 E 185 203 361 169 456	97.88
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	97.88
	INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH			11 E 310 211 361 170 456	195.74
6472138519	LAPTOP PARTS	03/12/2025	207.36		
	INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH			11 E 185 203 361 169 456	51.84
	INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH			11 E 210 211 361 171 456	51.84
	INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH			11 E 310 211 361 170 456	103.68

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57865	Check	MAYO CLINIC	1,639.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062525	SAFETY OFFICE VISIT - C. ALLEN	06/25/2025	1,639.00		
			RECRUITING-PERSONNEL--	01 E 005 160 000 000 890	1,639.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57866	Check	MEI TOTAL ELVATOR SOLUTIONS	22,294.03

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1134588	NEVELN ELEMENTARY ELEVATOR	06/30/2025	22,294.03		
			BLDG ACQ/CONSTRUCTION-LTFM--BLDG HDW/EQUIP	05 E 005 865 000 369 520	22,294.03

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57867	Check	METRO SALES INC	2,892.64

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV2823696	24-25 AHS COPIER SN: 4021C600362	06/26/2025	338.69		
			REPAIR & MAINT SVCS-SEC--	01 E 310 211 000 000 350	13.69
			PRINCIPAL ON CAP LEASE-SEC--	01 E 310 211 000 000 580	325.00
INV2823697	24-25 WOODSON COPIER SN: 4021C900277	06/26/2025	380.88		
			REPAIR/MAINT-GEN COM ED--COM ED	04 E 500 505 000 321 350	44.88
			PRINCIPAL ON CAP LEASE-ECFE--ECFE	04 E 500 580 000 325 580	336.00
INV2823698	24-25 AHS COPIER SN: 4021C600318	06/26/2025	339.97		
			REPAIR & MAINT SVCS-SEC--	01 E 310 211 000 000 350	14.97
			PRINCIPAL ON CAP LEASE-SEC--	01 E 310 211 000 000 580	325.00
INV2823699	24-25 ELLIS COPIER LEASE SN: 4041C900204	06/26/2025	560.69		
			REPAIR & MAINT SVCS-SEC--	01 E 210 211 000 000 350	59.69
			PRINCIPAL ON CAP LEASE-SEC--	01 E 210 211 000 000 580	501.00
INV2823700	24-25 ED SERVICES COPIER SN: 4441RB00446	06/26/2025	211.46		
			REPAIR & MAINT SVCS-ED SERVICES--	01 E 005 030 000 000 350	1.46
			PRINCIPAL ON CAP LEASE-ED SERVICES--	01 E 005 030 000 000 580	210.00
INV2823701	24-25 AHS COPIERS LEASE	06/26/2025	1,060.95		
			REPAIR & MAINT SVCS-SEC--	01 E 310 211 000 000 350	27.06
			PRINCIPAL ON CAP LEASE-SEC--	01 E 310 211 000 000 580	1,033.89

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57868	Check	MINNESOTA SCHOOL BOARDS ASSOC	1,095.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-13910-K2K4D8	SCHOOL BOARD SELF-EVALUATION WORKSHOP	06/23/2025	1,095.00		
				FEES FOR SERVICES-SCHOOL BOARD-- 01 E 005 010 000 000 305	1,095.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57869	Check	MISSISSIPPI WELDERS SUPPLY CO INC	21.60

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1913538	CYLINDERS	06/30/2025	21.60		
				INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE 01 E 310 361 868 817 433	21.60

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57870	Check	PARKS, JOSH & SARAH	1,637.65

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	1,637.65		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	1,637.65

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57871	Check	PAUL & JENNY STEELE	1,251.75

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	1,251.75		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	1,251.75

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57872	Check	RENAISSANCE LEARNING INC	246.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV5554518	FASTBRIDGE SUBSCRIPTION OVERAGE FY24-25	06/24/2025	246.00		
				NON INST SOFTWARE-CURRICULUM--LITERACY INCENTIVE 01 E 005 610 000 312 405	246.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57873	Check	RYAN & JAIMIE TIMM	834.50

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062625	REIM FOR NON-PUBLIC STUDENT TRANSPORTATION FOR 24-25 YEAR	06/26/2025	834.50		
				TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS 01 E 005 760 000 720 360	834.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57874	Check	SHERWIN WILLIAMS CO	118.06

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2210-7-2025	DISTRICT PAINT SUPPLIES	06/23/2025	78.74		
	GENERAL SUPPLIES-LTFM--INTERIOR SURFACES			05 E 005 865 000 379 401	78.74
2337-8	DISTRICT PAINT SUPPLIES	06/27/2025	39.32		
	GENERAL SUPPLIES-LTFM--INTERIOR SURFACES			05 E 005 865 000 379 401	39.32

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57875	Check	SHI	143,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
B19807369	STAFF LAPTOPS	05/27/2025	133,250.00		
	INST TECH DEVICE-INST TECH-ASSIGNED TECH-			01 E 005 630 093 000 466	133,250.00
B19834591	STAFF LAPTOPS	06/02/2025	9,750.00		
	INST TECH DEVICE-INST TECH-ASSIGNED TECH-			01 E 005 630 093 000 466	9,750.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57876	Check	SHRED-N-GO, INC	603.93

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
184724	SERVICES TRHOUGH 6/30/25 - 9.95 GALLON CARTS	06/30/2025	603.93		
	REFUSE REMOVAL-OPERATIONS--			01 E 005 810 000 000 332	603.93

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57877	Check	SORENSON, LINDSAY R	42.25

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
00110270606250030 00318	HYVEE REIM	06/06/2025	18.30		
	INSTRUCTL SUPPLIES-PUPIL SUP-INTEG E^3-INTEG INCTV			01 E 005 790 825 318 430	18.30
112-4321951-4981817	AMAZON REIM	05/31/2025	23.95		
	INSTRUCTL SUPPLIES-PUPIL SUP-INTEG E^3-INTEG INCTV			01 E 005 790 825 318 430	23.95

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57878	Check	SOUTHWEST/WEST CENTRAL SERVICE COOP	13,109.34

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
79182	CYBERSECURITY SERVICES 24-25	06/30/2025	6,554.67		
	PROPERTY & INSURANCENSURANCE-INSURANCE --			01 E 005 940 000 000 340	6,554.67
79217	CYBERSECURITY SERVICES 24-25	06/30/2025	6,554.67		
	PROPERTY & INSURANCENSURANCE-INSURANCE --			01 E 005 940 000 000 340	6,554.67

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57879	Check	STAPLES, INC	247.14

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
6035078538	TONER CARTRIDGES FOR CENTRAL ENROLLMENT	06/21/2025	247.14		
				GENERAL SUPPLIES-OTH ADMIN SUP-- 01 E 005 107 000 000 401	247.14

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57880	Check	STARK, SUE R	53.20

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
061225	MILEAGE REIM	06/12/2025	53.20		
				TRAVEL CONV & CONF-PERSONNEL-- 01 E 005 160 000 000 366	53.20

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57881	Check	TEAMWORKS INTERNATIONAL INC	4,998.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
14483	CONSULTING	06/30/2025	4,998.00		
				FEES FOR SERVICES-SUPERINTENDENT-- 01 E 005 020 000 000 305	3,598.00
				CONSULT FEE/FEES FOR SVCS-STAFF DEV-- 01 E 105 640 000 000 305	700.00
				CONSULT FEE/FEES FOR SVC-STAFF DEV-- 01 E 310 640 000 000 305	700.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57882	Check	THOMPSON SANITATION INC	7,109.55

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
89723	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	900.00		
				REFUSE REMOVAL-OPERATIONS-- 01 E 105 810 000 000 332	900.00
89724	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	1,063.00		
				REFUSE REMOVAL-OPERATIONS-- 01 E 210 810 000 000 332	1,063.00
89725	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	1,815.05		
				REFUSE REMOVAL-OPERATIONS-- 01 E 310 810 000 000 332	1,815.05
89726	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	982.78		
				REFUSE REMOVAL-OPERATIONS-- 01 E 185 810 000 000 332	982.78
89727	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	541.49		
				REFUSE REMOVAL-OPERATIONS-- 01 E 125 810 000 000 332	541.49

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57882	Check	THOMPSON SANITATION INC	7,109.55

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
89728	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	541.49		
				REFUSE REMOVAL-OPERATIONS-- 01 E 145 810 000 000 332	541.49
89729	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	541.49		
				REFUSE REMOVAL-OPERATIONS-- 01 E 155 810 000 000 332	541.49
89730	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	182.76		
				REFUSE REMOVAL-OPERATIONS-- 01 E 005 810 000 000 332	182.76
89731	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2024-2025	06/30/2025	541.49		
				REFUSE REMOVAL-OPERATIONS-- 01 E 120 810 000 000 332	270.75
				REFUSE REMOVAL-OTH COM PRG--COM ED 04 E 500 590 000 321 332	270.74

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57883	Check	T-MOBILE INC	94.05

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
062025	ACCT #985850961 ECSE HOT SPOTS	06/20/2025	94.05		
				COMMUNICATION SVCS-ECSE-PR YR-SPED EARLY CHILD 01 E 120 412 011 420 320	94.05

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57884	Check	VIKING ELECTRIC SUPPLY	10.51

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
S009247996.001	ELECTRICAL SUPPLIES BLANKET PO FY 2024-2025	06/12/2025	10.51		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	10.51

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57885	Check	WEX BANK	1,795.46

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
105742929	FINAL BLANKET PO FOR FY 2024-2025	06/30/2025	1,795.46		
				GAS/OIL & GREASE-OPERATIONS-- 01 E 005 810 000 000 442	1,795.46

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57886	Check	ZEPHYR TRAILER SALES INC	6,869.43

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
CT25006	ENCLOSED TRIALER	06/25/2025	6,869.43		
				EQUIPMENT-MUSIC-HRML MUSIC- 01 E 310 258 068 000 530	4,000.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57886	Check	ZEPHYR TRAILER SALES INC	6,869.43

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
	EQUIPMENT-CAP FAC--OPER CAP			05 E 005 850 000 302 530	2,869.43
				Total:	**$346,524.85**

T251302 Summary

Type	Count	Amount
Regular	47	346,524.85
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**47**	**$346,524.85**

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	5000002466		AUSTIN NEWSPAPERS, INC*	118.40

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2007356	PUBLICATION OF MEETING MINTUES, PUBLIC HEARINGS, ELECTION NOTICES, AND JOINT PUBLICATION	06/23/2025	81.92		
		FEES FOR SERVICES-SCHOOL BOARD--		01 E 005 010 000 000 305	81.92
2007358	PUBLICATION OF MEETING MINTUES, PUBLIC HEARINGS, ELECTION NOTICES, AND JOINT PUBLICATION	06/23/2025	36.48		
		FEES FOR SERVICES-SCHOOL BOARD--		01 E 005 010 000 000 305	36.48

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	5000002467		GODFATHER'S PIZZA*	100.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
06789	EOY STUDENT COUNCIL PARTY BANFIELD	05/05/2025	36.50		
		FOOD-EXT CUR-STUD CNCL-BAN-SA		88 E 105 298 074 301 490	36.50
7451	AASA GROUP	05/21/2025	63.50		
		FOOD-EXT CUR-AHS AASA CLUB-A		88 E 310 298 028 301 490	63.50

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	5000002468		MIDTOWN AUTO CLINIC*	69.89

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
100083	DISTRICT VEHICLE MAINTENANCE/REPAIRS FY 2024-2025	03/31/2025	69.89		
		REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	69.89

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	5000002469		VIRCO INC*	19,416.20

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
92084317	ROOM 232 & 238 FURNITURE	06/27/2025	19,416.20		
		EQUIPMENT-SEC--OPER CAP		05 E 310 211 000 302 530	19,416.20

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	5000002470		W W GRAINGER INC*	84.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
9557151215	MAINTENANCE SUPPLIES BLANKET PO FY 2024-2025	06/30/2025	84.00		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	84.00

Total: $19,788.49

Check Date	Check Number	Payment Type	Name	Check Amount

CB251302 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	5	19,788.49
Total:	**5**	**$19,788.49**

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57887	Check	ACTIVE INTERNET TECHNOLOGIES, LLC	8,500.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV081208	FINALSITE	07/01/2025	8,500.00		
			NON-INST SOFTWARE LIC-INST TECH-ASSIGNED TECH-	01 E 005 630 093 000 405	8,500.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57888	Check	AUSTIN ROTARY CLUB	1,800.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4087	ANNUAL DUES FY 25-26	07/01/2025	600.00		
			DUES & MEMBERSHIPS-ED SERVICES--	01 E 005 030 000 000 820	600.00
4113	ANNUAL DUES FY 25-26	07/01/2025	600.00		
			DUES & MEMBERSHIPS-SUPERINTENDENT--	01 E 005 020 000 000 820	600.00
4122	ANNUAL DUES FY 25-26	07/01/2025	600.00		
			DUES & MEMBERSHIPS-PRINCIPAL--	01 E 310 050 000 000 820	600.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57889	Check	AVIBEN LLC	286.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
37906	403(B) ADMIN & COMPLIANCE SERVICE MONTHLY FEE	07/01/2025	286.80		
			FEES FOR SERVICES-BUSINESS OFFICE--	01 E 005 110 000 000 305	286.80

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57890	Check	BICKLER, AMY M	200.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
12782676783	MSHSL HEAD COACHES COURSE REIM	07/02/2025	200.00		
			TRAVEL CONV & CONF-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 366	200.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57891	Check	BOND TRUST SERVICE CORPORATION	1,425.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
97111	PAYING AGENT FEE GO BOND ALT FACILITIES SERIES 2014A	07/01/2025	475.00		
			OTH DEBT SERVICE-DEBT RETIREMENT-AHS HVAC-	07 E 005 910 099 000 790	475.00
97112	PAYING AGENT FEE GO BOND CAP FACILITIES SERIES 2014B	07/01/2025	475.00		
			OTH DEBT SERVICE-DEBT RETIREMENT-KNOWLTON REN-	07 E 005 910 094 000 790	475.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57891	Check	BOND TRUST SERVICE CORPORATION	1,425.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
97113	PAYING AGENT FEE GO BUILDING BOND SERIES 2018A	07/01/2025	475.00		
			OTH DEBT SERVICE-DEBT RETIREMENT-MACPHAIL-	07 E 005 910 074 000 790	475.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57892	Check	EDYNAMIC HOLDINGS LP	9,375.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-EL-00007603	ENROLLMENT AND COURSE ACCESS	07/01/2025	9,375.00		
			INST SOFTWARE LIC-SECONDARY-	01 E 175 211 000 000 406	9,375.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57893	Check	INFINITE CAMPUS	111,980.20

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
CI-0001915	25-26 RENEWAL	07/01/2025	111,980.20		
			NON INST SOFTWARE-STU SUP/ENRICH--TITLE IV-A	01 E 005 206 000 433 405	5,385.00
			NON INST SOFTWARE-SPED AGG--IDEA-611	01 E 005 420 000 419 405	1,200.00
			NON-INST SOFTWARE LIC-INST TECH-ASSIGNED TECH-	01 E 005 630 093 000 405	92,417.75
			NON-INS SOFTWARE LIC-PUPIL TRANS--NON-AUTH TRAN	01 E 005 760 000 733 405	65.00
			NON-INST SOFTWARE LIC-FOOD SVC--NSLP	02 E 005 770 000 701 405	12,912.45

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57894	Check	M J O'CONNOR INC	49,800.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
49469	SOUTHGATE	07/01/2025	49,800.00		
			REPAIR & MAINT-LTFM--MECHANICAL SYSTEMS	05 E 005 865 000 380 350	49,800.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57895	Check	MASSP	1,780.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1083	2025-26 MEMBERSHIP	07/01/2025	890.00		
			DUES & MEMBERSHIPS-ED SERVICES--	01 E 005 030 000 000 820	890.00
1120	2025-26 MEMBERSHIP	07/01/2025	890.00		
			DUES/MEMBERSHIP-GEN INS SUP--	01 E 175 605 000 000 820	445.00
			DUES & MEMBERSHIP-GEN INS SUP--ALC	01 E 610 605 000 303 820	445.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57896	Check	MESPA	962.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
19760	BASKIN MEMBERSHIP DUES	07/01/2025	962.00		
			DUES & MEMBERSHIPS-ED SERVICES--	01 E 005 030 000 000 820	962.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57897	Check	MINNESOTA ASSOCIATION OF SCHOOL ADMINISTRATORS	1,365.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
1036	MASA & AASA MEMBERSHIPS	07/01/2025	1,365.00		
			DUES & MEMBERSHIPS-SUPERINTENDENT--	01 E 005 020 000 000 820	1,365.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57898	Check	MINNESOTA SCHOOL BOARDS ASSOC	15,087.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-13586-M0H4X7	MEMBERSHIP 2025-2026	07/01/2025	15,087.00		
			DUES & MEMBERSHIPS-SCHOOL BOARD--	01 E 005 010 000 000 820	15,087.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57899	Check	MSOPA	100.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
070125	MEMBERSHIP	07/01/2025	100.00		
			DUES & MEMBERSHIPS-SUPERINTENDENT--	01 E 005 020 000 000 820	100.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57900	Check	NEW AGE PROPERTIES LLC	6,054.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
22	PAES LAB RENT 25-26	07/07/2025	6,054.00		
			PRINCIPAL ON LT BLDG LEASE-CAP FAC--LEASE LEVY	01 E 005 850 000 389 570	6,054.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57901	Check	REGION V COMPUTER SERVICES	303.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
18049	25-26 MEMBERSHIP FEE	07/01/2025	303.00		
			REGIONAL SERVICE FEE -ADM TECH SRV--	01 E 005 108 000 000 822	303.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57902	Check	SCENARIO LEARNING, LLC	20,494.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV118655	TEACHPOINT EVALUATION TOOL	07/01/2025	15,961.36		
			NON-INST SOFTWARE LIC-PERSONNEL--	01 E 005 160 000 000 405	15,961.36

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57902	Check	SCENARIO LEARNING, LLC	20,494.80

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV121384	VECTOR PD TRACKING INVOICE # INV121384	07/01/2025	4,533.44		
				NON-INST SOFTWARE LIC-PERSONNEL-- 01 E 005 160 000 000 405	4,533.44

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57903	Check	SCHOOL TECH ASSOCIATES, INC	2,600.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV-11433	SOFTWARE TO USE WHEN PUTTING STAFF PICTURES INTO INFINITE CAMPUS	07/01/2025	2,600.00		
				NON-INST SOFTWARE LIC-PERSONNEL-- 01 E 005 160 000 000 405	2,600.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57904	Check	SCHOOLS ADVOCATING FOR FAIR FUNDING	7,390.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
070225	SAFF MEMBERHSIP 2025-2026	07/02/2025	7,390.00		
				DUES & MEMBERSHIPS-SCHOOL BOARD-- 01 E 005 010 000 000 820	7,390.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57905	Check	SHI	2,450.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
B19953001	ELLIS ADOBE	07/01/2025	2,450.00		
				INST SOFTWARE LIC-SEC-- 01 E 210 211 000 000 406	2,450.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57906	Check	THE AUTISM HELPER INC	75.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
51084	REGISTRATION COST	07/03/2025	75.00		
				TRAVEL CONV & CONF-SPED AGG-PRO DEV-IDEA-611 01 E 005 420 640 419 366	75.00

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57907	Check	VITAMINK12, LLC	1,000.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
A7161	AUTOMATIC IMPORT OF MN SCHOOL JOBS.COM	07/01/2025	1,000.00		
				NON-INST SOFTWARE LIC-PERSONNEL-- 01 E 005 160 000 000 405	1,000.00

Total: $243,027.80

Check Date	Check Number	Payment Type	Name	Check Amount

T260102 Summary

Type	Count	Amount
Regular	21	243,027.80
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**21**	**$243,027.80**

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	48391	Check	UTHEORY LLP	-875.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
883D6C42-0002	UTHEORY SUBSCRIPTIONS - GENE SCHOTT	09/09/2022	-875.00		
				INSTRUCTL SUPPLIES-MUSIC-- 01 E 310 258 000 000 430	-875.00
				Total:	**-$875.00**

VRT260102 Summary

Type	Count	Amount
Regular	1	-875.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**-$875.00**

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2025	57908	Check	UTHEORY LLP	875.00

Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
883D6C42-0002	UTHEORY SUBSCRIPTIONS - GENE SCHOTT	07/08/2025	875.00		
				INSTRUCTL SUPPLIES-MUSIC-- 01 E 310 258 000 000 430	875.00
				Total:	**$875.00**

VRT260102 Summary

Type	Count	Amount
Regular	1	875.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	**1**	**$875.00**

Fund	Total
01 - GENERAL FUND	3,720,826.37
02 - FOOD SERVICE FUND	68,961.33
04 - COMMUNITY SERVICE	89,047.35
05 - CAPITAL EXPENDITURES	335,996.82
06 - BUILDING CONST	1,690,729.58
07 - DEBT SERVICE FUND	1,425.00
11 - SITE & CO-CURRICULAR	7,890.64
12 - AUSTIN AREA CONSORTIUM	3,167.93
66 - ATHLETICS	206.32
88 - STUDENT ACTIVITY	717.35
	$5,918,968.69

INDEPENDENT SCHOOL DISTRICT NO. 492 - AUSTIN
MAY 2025 TREASURER'S REPORT

TREASURER'S BOOKS	BALANCE BEGINNING OF MONTH	DEBITS	CREDITS	BALANCE END OF MONTH
CASH				
01 GENERAL FUND	6,976,661.25	12,915,086.02	11,665,810.59	8,225,936.68
05 CAPITAL OUTLAY	658,213.05	2,976.72	182,491.79	478,697.98
11 SITE AND COCURRICULAR	535,714.05	42,431.84	15,911.42	562,234.47
12 AUSTIN AREA CONSORTIUM	6,624.51	0.00	16,652.59	(10,028.08)
55 PROFESSIONAL DEVELOPMENT FUND	34,300.32	15.00	190.00	34,125.32
66 ATHLETICS	111,851.54	13,415.42	7,663.14	117,603.82
88 ACTIVITY FUND	210,838.28	7,555.87	12,943.13	205,451.02
02 FOOD SERVICE	1,884,918.06	355,782.30	389,800.29	1,850,900.07
04 COMMUNITY SERVICE	1,385,518.73	747,474.09	690,869.32	1,442,123.50
06 CONSTRUCTION FUNDS	40,110.43	0.00	0.00	40,110.43
07 DEBT SERVICE	700,194.96	32,832.17	0.00	733,027.13
08 TRUST FUND	48,133.33	0.00	0.00	48,133.33
18 CUSTODIAL FUNDS	0.00	55,000.00	55,000.00	0.00
20 INTERNAL SERVICE FUND	1,753,369.55	1,182,845.68	1,215,730.68	1,720,484.55
TOTAL CASH	**14,346,448.06**	**15,355,415.11**	**14,253,062.95**	**15,448,800.22**
01 CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	3,000.00
01 CERTIFICATES OF PURCHASE - US BANK	1,538.99	4.81	0.00	1,543.80
05 CERTIFICATES OF PURCHASE - US BANK	0.00	0.00	0.00	0.00
INVESTMENTS				
01 OPERATING INVESTMENTS - MN TRUST	18,734,642.78	2,612,758.20	0.00	21,347,400.98
01 SCHOLARSHIP INVESTMENTS	9,938.92	0.84	0.00	9,939.76
08 SCHOLARSHIP TRUST INVESTMENTS	67,130.23	2.67	0.00	67,132.90
45 OPEB TRUST INVESTMENTS	95,503.73	348.35	0.00	95,852.08
88 ACTIVITY FUND	20,002.03	0.00	0.00	20,002.03
TOTAL INVESTMENTS	**18,927,217.69**	**2,613,110.06**	**0.00**	**21,540,327.75**
GRAND TOTAL PER TREASURER'S BOOKS	**33,278,204.74**	**17,968,529.98**	**14,253,062.95**	**36,993,671.77**

BANK ACCOUNTS	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	DEPOSITS NOT SHOWN ON BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
BREMER - SAVINGS	10,034.23	0.00	0.00	0.00	10,034.23
BREMER - ICS CASH SWEEP	287,371.69	0.00	0.00	0.00	287,371.69
BREMER - MAIN	1,533,741.20	(831,812.48)	21,011.01	623.50	723,563.23
MSDLAF+ Liquid Class	0.00	0.00	0.00	0.00	0.00
MSDLAF+ MAX Class	8,890,986.80	0.00	0.00	0.00	8,890,986.80
MN TRUST OPERATING ACCOUNT	5,536,844.27	0.00	0.00	0.00	5,536,844.27
MN TRUST CAPITAL FACILITY BONDS 2018A	0.00	0.00	0.00	0.00	0.00
CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	0.00	3,000.00
CERTIFICATES OF PURCHASE - US BANK	1,543.80	0.00	0.00	0.00	1,543.80
OPERATING INVESTMENTS - MN TRUST	21,347,400.98	0.00	0.00	0.00	21,347,400.98
SCHOLARSHIP INVESTMENTS	9,939.76	0.00	0.00	0.00	9,939.76
SCHOLARSHIP TRUST INVESTMENTS	67,132.90	0.00	0.00	0.00	67,132.90
OPEB TRUST INVESTMENTS	95,852.08	0.00	0.00	0.00	95,852.08
ACTIVITY FUND	20,002.03	0.00	0.00	0.00	20,002.03
BALANCE	**37,803,849.74**	**(831,812.48)**	**21,011.01**	**623.50**	**36,993,671.77**

RECONCILIATION OF TREASURER'S BALANCE WITH BANK **0.00**

AUSTIN PUBLIC SCHOOLS
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DATE: July 14, 2025

TITLE: School Resource Officers Contract Renewal 2025-2026

TYPE: Action

PRESENTER: Todd Lechtenberg, Executive Director of Finance and Operations

BACKGROUND:

School Resource Officers (SROs) are sworn, licensed career peace officers with arrest powers who work full- or part-time in Minnesota public schools. SROs are also sometimes called School Liaison Officers. SROs are employed by municipal police departments, and a district may contract with one or more law enforcement agencies to provide SROs to work in the schools in the district. Most SROs carry a firearm, badge, cell phone, and handcuffs and about half dress in full uniform.

SROs must comply with the Minnesota Peace Officers Standards and Training Board requirements in rule for all licensed peace officers (Minn. Rules 6700.0700); there are no additional statutory or administrative requirements for training or certification specific to SROs.

RATIONALE:

The district has a long history of contracting with the City of Austin for 2 SROs. One is housed at Austin High School and the other is housed at Ellis Middle School. Both SROs serve the entire district with various tasks and responsibilities throughout the school year.

The proposed contract renewal for 2025-2026 remains consistent with prior years where the district pays 80% and 90%, respectively, of each SRO's salary and benefits.

RECOMMENDATION:

Recommend the School Board approve the 2025-2026 School Resource Officer contract with the City of Austin.

LETTER OF AGREEMENT

THIS AGREEMENT ("Agreement") is made effective as of the 1st day July 2025, by, between and among Independent School District No. 492 (the "District") and the City of Austin.

WHEREAS, the District desires to utilize the services of two (2) police liaison officers pursuant to the terms of this Agreement;

N0W, THEREFORE, in consideration of mutual promises and covenants contained herein, it is agreed by, between and among the parties as follows:

1. Subject to the terms and conditions set forth in this Agreement, the District hereby agrees to utilize the services of two (2) police liaison officers for the purpose of student retention from August 20, 2025 through May 28, 2026. The police liaison officers shall service primarily Austin High School and Ellis Middle School and shall be shared with other District sites as needed. The City of Austin shall execute and deliver proper notice to the District that this Agreement constitutes a valid and binding obligation of the City of Austin for the time period stated.

2. In consideration of the full and complete performance of the agreed services in paragraph 1 hereof, District agrees to compensate the City of Austin amounts equal to the following: Eighty percent (80%) of the Ellis and Ninety percent (90%) Austin High School officer's salary and associated benefits. It is understood that all Federal, State and local taxes are included in the cost of said services.

   The City of Austin shall invoice the District for the services performed bi- annually, and the District shall pay such invoice within thirty (30) days following receipt. The City of Austin invoices shall show for the City of Austin employee by name and title, and the time period included for the billing.

   If circumstance the City of Austin is not able to provide the agreed services in full, the Chief of Police and Director of Human Resources will meet to discuss an adjustment to the terms of this contract.

3. The City of Austin agrees to provide police liaison services as described in Exhibit "A", which is attached hereto and made a part of this Agreement.

4. The District reserves the right to extend the contract term basis, subject to the City of Austin's concurrence.

5. Either District or City of Austin may terminate the Term of Services under this Agreement at any time and for any reason by providing the other party with thirty (30) days written notice.

Further, either District or City of Austin may terminate the Term of Services under this Agreement by providing the other party with five (5) days written notice in the event the other party commits a material breach of this Agreement or otherwise fails to comply with its material obligations under this Agreement.

6. The District and the City of Austin acknowledge and agree that the City of Austin's police liaison officers are not employees of the District, and that the City of Austin or its agents will have no authority to bind the District or otherwise incur liability on behalf of the District without express delegation of authority by the District. The District shall have no obligation to provide any employee benefits or privileges of any kind or nature to the City of Austin police liaison officers, including, without limitation, insurance benefits, pension benefits, or the like.

7. The police liaison officers are not entitled to access private or confidential data maintained by the School District, including, but not limited to, private personnel data and private student data, unless state or federal law allows such access. In the event that the officers learn private student data or private personnel data in connection with their assignment to the schools, such information cannot be shared with individuals other than School District employees who have a legitimate need to know such information, unless otherwise authorized by the law.

   a. The District recognizes that the police liaison officers will be performing services that would otherwise be the responsibility of the District's employees, as delineated in Exhibit A to the Agreement. In the course and scope of these duties, the liaison officers may encounter and/or be required to review educational records, which would be available to District employees performing these same functions. In this limited capacity, the police liaison officers shall be treated as "school officials" who have a "legitimate educational interest" in reviewing these records, as the quoted terms are defined by the Family Educational Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act (MGDPA), and the regulations thereto.

   b. The District and the City of Austin acknowledge that educational records reviewed by the police liaison officers in their capacity as school officials shall not be shared with the City of Austin or its Police Department, unless such disclosure meets one of the exceptions to consent specified in Section 99.31 of FERPA and Section 12.31 of the MGDPA.

   c. From time to time, other school employees may disclose educational records to the police liaison officers in their capacity as “school officials.” Such disclosures shall comply with FERPA and with the MGDPA. Such disclosure shall not alter the fact that these records are education records and that FERPA and the MGDPA prohibit the police liaison officers from re-disclosing these records or from using them for any purpose other than the purpose for which the disclosure was made, unless there is prior written consent for such re-disclosure.

d. The City of Austin hereby acknowledges the restrictions placed on the police liaison officers' access to and use of student records, as outlined in this section and as required by state and federal law. The District shall direct and supervise the police liaison officers' use and maintenance of education records.

8. The School District's authorized representatives in matters relating to this Agreement are Dr. Joey Page and Todd Lechtenberg unless the City of Austin is notified in writing of an additional or substitute representative. Said Representative shall have final authority for acceptance of the City of Austin's services as satisfactory and shall certify acceptance on each invoice submitted by the City of Austin. The City of Austin shall not rely on the directives or interpretations of any other individual as representing the School District under this Agreement.

9. The City of Austin acknowledges and agrees that it and its employees and agents that are assigned to perform services under this Agreement shall comply with the policies set forth in Exhibit A-hereto and with any amendments to those policies that are made during the term of this Agreement.

10. The City of Austin and agrees that the police liaison officers have been trained regarding the proper use of force on school grounds, including but not limited to:

a. the prohibitions on choke holds and other restraints established in section 609.06, subdivision 3;

b. the prohibition on using force or the authority of the peace officer's office solely to enforce school rules or policies or participating in the enforcement of discipline for violations of school rules;

c. the use of de-escalation techniques and other alternatives to higher levels of force that are appropriate with juveniles and students in a school setting;

d. response tactics and strategies that minimize the use and duration of prone restraint, as defined in section 121A.58, and other physical holds of students;

e. the duty to render reasonably prompt care, consistent with the officer's training, to a person who an officer physically holds or restrains;

f. alternative procedures that can be used to de-escalate conflicts in schools and students and others in crisis;

11. The City of Austin hereby represents and warrants that it:

a. Is not subject to any restrictions whatsoever which would prevent it from entering into or carrying out the provisions of this Agreement;

b. Possesses all licenses, permits, approvals and other certificates necessary and required for performing the services pursuant to this Agreement;

c. That the two police liaison officers possess the proper skill, training including but not limited to the training required by Minn. Stat. §626.8482 Subd. 3 and 4, experience and background so as to be able to perform this Agreement in a competent and professional manner; and

d. Has full authority to enter into this Agreement and consummate the transaction contemplated hereby.

12. Both parties shall, at its own expense, procure and maintain liability insurance against claims for bodily injury, death and property damage occurring on or about the facilities of the District in conjunction with any use of the District facilities named in paragraph hereto in amounts reasonably satisfactory to the District and the City of Austin.

13. This Agreement contains the entire agreement between the City of Austin and the School District with respect to the services. All prior agreements and understandings are superseded hereby.

14. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties hereto. No waiver of a breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.

15. Any notices or demands or other communications required or permitted hereunder shall be in writing and shall be deemed to have been given when delivered personally or three (3) days after deposit in a regularly maintained receptacle of the United States Postal Service, postage prepaid, return receipt requested and addressed as follows or as the parties may from time to time designate in writing:

TO School District:

U.S. Mail

Independent School Dist. 492
Attn: Dr. Joey Page

Non-Mail

401 3rd Ave. NW
Austin, MN 55912

TO City of Austin:

Tom Dankert
City of Austin
500 4th Ave NE
Austin, MN 55912

Tom Dankert
City of Austin
500 4th Ave NE
Austin, MN 55912

16. If any provision of this Agreement is prohibited by law or held to be invalid, illegal, or unenforceable, the remaining provisions hereof shall not be affected, and this Agreement shall continue in full force and effect as if such prohibited illegal or invalid provision had never constituted a part hereof, with this Agreement being enforced to the fullest extent possible.

17. This Agreement shall not be construed against the party preparing it, but shall be construed as if both parties jointly prepared it and any uncertainty or ambiguity shall not be interpreted against either party.

Executed as of the day and date first written above.

CITY OF AUSTIN

BY: _____

TITLE:_____

BY: _____

TITLE:_____

INDEPENDENT SCHOOL DISTRICT 492
AUSTIN PUBLIC SCHOOLS

BY: _____

TITLE:_____

Executed as of the day and date first written above.

Exhibit A Scope of Services

Provide a technically and professional qualified individuals deemed acceptable to the School District to assist the School District in its retention of students. Scope of work includes, but is not limited to the following:

1) Fostering a positive school climate through relationship building and open communication;
2) Protecting students, staff, and visitors to the school grounds from criminal activity;
3) Serving as a liaison from law enforcement to school officials;
4) Providing advice on safety drills;
5) Identifying vulnerabilities in school facilities and safety protocols;
6) Educating and advising students and staff on law enforcement topics; and
7) Enforcement of criminal laws.
8) Assist in weekly multi-disciplinary team meetings with District staff.
9) Ensure the confidentiality of all student information.
10) Assist in the development of appropriate individual student plans.
11) Assist in team building and healthy team functioning in all programs.
12) Provide consultation to district staff on student discipline issues.
13) Ensure that all services are with the scope and duties as appointed by the Court

The City of Austin will adhere to policies adopted by the Austin Public School board and accessible at Austin.k12.mn.us. See Policy 406 and policy 413 attached as a component of Exhibit A.

AUSTIN PUBLIC SCHOOLS
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DATE: July 2025

TITLE: Academics and Administrative Services

TYPE: Information

PRESENTER(S): Katie Baskin, Executive Director of Academics and Administrative Services

BACKGROUND:
The Office of Teaching and Learning oversees curriculum, instruction, staff development, and Federal Title programs for the district.
The Human Resources Office is responsible for employee recruitment and orientation, contract negotiations for all bargaining units, employee relations, student and employee data practices, and staffing with building/program administrators.

Support and resources to ensure a safe and welcoming learning environment

- Principal Professional Development: The principal professional development retreat is planned for July 16. On this day principals will engage in continued learning and planning for MTSS Teams, PLCs, Strengths, Tier 1 Instruction, Evaluations, and staff development preparation items for the upcoming school year. The focus of this retreat is implementation of the Site Improvement Plan to best meet the needs of staff and students in our system. Bethany von Steinbergs will also be with our group for further development and planning on Strengths integration and support of staff utilizing their strengths in leadership.
- Leadership Professional Development: The District Leadership Team retreat was held on June 9. During the morning, departments and schools finalized their school improvement plans (SIPs) for the year. During the afternoon, there was a presentation from Ratwik on first amendment and other school law topics important with the changes to state legislation.
- Teacher Mentorship: On July 8 we welcomed 19 of our newly hired staff for onboarding. They received letters from Teaching and Learning and their principals welcoming them to the district. They also got their computers and logged in to email so they are connected to the building and district communication. They worked with Human Resources to complete employment paperwork. To end the time, they completed their strength inventory and learned about their top 5 strengths. We will welcome 13 plus (we continue to hire) newly hired staff on July 22 for a similar onboarding experience. New teacher orientation is scheduled for August 5, 6, and 7 with a variety of experiences to prepare them to start the school year strong.
- Strengths Development: On July 16 Bethany will join our principal retreat to continue to develop Strengths in our principal leaders. She will also be in the district on August 7 to do an introduction to strengths for our new staff across the district.
- Human Resources Dept. Audit Implementation: The HR Department has been reviewing and revising practices and procedures from the previous school year and making changes or plans for the upcoming year to best support staff. HR follows a continuous improvement model, similar to the instructional practices of teachers. We are constantly taking feedback from staff and making changes to our support structures, practices and procedures to ensure they have the resources and information to feel supported while employed with APS.

Packer Profile for all learners

- Grow Your Own: The Grow Your Own program had a successful year. Our student interest continues to grow, and we are thankful for the leadership that Colleen Owens has provided. We are in the process of completing our yearend report to the Minnesota Department of Education. We will also be looking to hire a new Future Teacher Club Leader to fill the open position.
- Packer Profile Implementation: Jane Carlson, Emily Hovland, and Katie Baskin have continued to meet this summer to put plans into motion from the Packer Profile Task Force for the upcoming school year with the Packer Profile. This Task Force recommended more pathway and career visuals for teachers' classrooms to support their authentic conversations and connections for students to careers while discussing content. Jane, Emily and Katie have been working with Ryan Mayers to develop these visuals for a roll out in the fall. Principals will review in July and determine alignment with their SIP priorities.

District-wide multi-tiered systems of support for all learners

- MTSS Implementation: Katie Baskin and Derik Gustafson presented at the Compass Conference at the end of June. They shared information about how our district has been working toward developing our MTSS processes, especially developing our linked teams and systems. MTSS continues to be a strong priority for our district as we continue to refine our meeting practices and feedback loops of our school leadership teams and PLC's. The District MTSS Team also continues to work on developing a comprehensive MTSS handbook as our system is continually evolving.
- READ Act: Teachers K-6 and special education teachers who were enrolled in OL&LA have successfully completed their training! Teachers will continue to develop skills as our K-5 teachers will be implementing a phonics program this year and professional development will focus on implementing what they learned in OL&LA into practice. Learning will align with the book 7 Mighty Moves. Secondary EL teachers will be trained this year in OL&LA. We continue to learn about the screening practices that must be implemented across the district for upper grades students. We currently have strong and reliable tools to do the initial screening grades K-8. We are exploring options for grades K-12 and are waiting for further guidance from the Minnesota Department of Education to be available before final decisions can be made.
- EL Program Review: The district LIEP plan was shared at the June board meeting. The practices listed in the plan will be fully implemented this fall.
- Math Program Review: A lot of learning is being done around new math standards and practices. We are excited to continue the math learning in grade level teams next school year and will have a math coach to support the learning at the secondary level as we begin to review new curriculum options for implementation in the 2026-2027 school year. This year will be a year full of learning and planning.
- GT Program Review: The Hormel Symposium was held in mid-June including presenters and participants from across the state, country, and Canada. Jessica Cabeen, APS Alternative Programs Principal was one of the keynote presenters. One of the mini topics was presented by Andrea Malo on GT programs in the Austin School District. Learning topics included Twice Exceptional, Gifted EL Learners, Read Act, Social Emotional Learning and so much more. As we look to our next school year, we are excited to offer advanced math and reading programs at IJ Holton. The planning to implement this has been going well and students have been registered for the courses. There has been very positive feedback about the offerings.

Excellence in Resource Management

- Teaching and Learning: We have received final quotes for our Phy. Ed. Health, Art, and Music curriculum purchases and are placing orders to have items in place for the beginning of the school year. Work was done to order items that meet the standards and learning experiences we want for our students. Purchases made were within our budget parameters.

AUSTIN PUBLIC SCHOOLS
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DATE: July 14, 2025

TITLE: Finance and Operations

TYPE: Information

PRESENTER(S): Todd Lechtenberg, Executive Director of Finance and Operations

BACKGROUND:

The Finance Department includes payroll, employee benefits, accounts payable, accounts receivable, accounting, and fixed asset management. The Executive Director of Finance and Operations oversees Facility Services, Food & Nutrition Services and Transportation Services.

Support and resources to ensure a safe and welcoming learning environment

- We are reviewing software to help with renting our facilities for a more streamlined process. Technology, facilities and finance departments are working together to put a process in place for the 2025-2026 school year. Thank you to Heidi Kaercher for all your hard work managing this process currently.
- Building and Grounds is working with building leadership to review security cameras to ensure that we cover all areas inside and outside of our facilities.
- Building and Grounds has installed key card access readers around the district to help wth securing our buildings during lockdowns and after hours.
- APS is excited to partner with Mower County Emergency Management on a grant they received to professionally map our building, so the 911 dispatch center has it when they receive a call.

Packer Profile for all learners

- The Departments continue to collaborate with colleagues across the district to better learn how we can support the work. Examples of improvements that we have provided to Packer Profile
    - Investments into strength finders for all 9th graders
    - Improved the process to track our investments into Packer Profile.

District-wide multi-tiered systems of support for all learners

- The Departments continue to collaborate with Teaching & Learning, Special Services, and building Administration to support and learn about MTSS and the impact it will have on student success.
- Working with Special Services to look at ways to maximize reimbursement for 3rd party billing and special education.

Excellence in Resource Management

- **Finance Department**
    - We continue to work with CESO to look at ways to streamline our processes in finance
    - Here is the financial review for the month of May. We have purchased a new model that we will be using this year that allows us t have more in-depth financials and a robust 5-year projection model. If you have any questions, please don't hesitate to reach out.

- We have added a new section to our website
  - **Fiscal Transparency: How are school funds spent?**
    - This MDE website details how much money is spent per student from state, local, and federal funds. It includes general operating costs directly tied to E-12 education at the school, district, or state level. This ensures a clear comparison of per-student spending across schools and districts.
    - **What's Included:**
      - Funds used for daily educational operations
    - **What's Not Included:**
      - Capital spending, school construction, debt service, food service, and community service
    - **How It's Calculated?**
      - Total eligible spending is divided by the Average Daily Membership (ADM)—the average number of students enrolled throughout the year.
  - This ensures a clear comparison of per-student spending across schools and districts.

- **Food and Nutrition Department**
  - Food Service has bought new cafeteria tables for Ellis Middle School for this school year and will be investing in new ones in all four of our elementary schools before school starts next year.
  - We are working on developing our equipment replacement cycle needs over the next 5 years so that we can strategically replace them instead of being reactive.
  - Food Service recently went through a summer food service audit, and we are waiting for the results.
- **Building and Grounds**
  - Thank you to our amazing custodians and maintenance teams for all their hard work on get our buildings and grounds ready this summer with alll cleaning and outside projects as school will be starting soon.
  - This summer will be a very busy summer with the following projects starting in May and June with wrap-up happening before school starts in August
    - Hasting gym painting and new floor
      - Painting is all done and floor is estimated to start July 21st
    - AHS 3rd floor hallway painting
      - Starting the week of July 14th
    - Tennis court
      - Weather has been impacting this project and right now we are two weeks behind schedule
    - Lightening Project
      - Moving along according to the schedule and hopefully will have most schools done before August.
    - Ellis Stage Lightening
    - Christgau Hall Painting
      - Painting starting the week of July 7th
    - Moving and setting up weight room at Ellis Middle School
    - AHS tuckpointing
    - Sumner playground

AUSTIN PUBLIC SCHOOLS
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DATE: 06/14/2025

TITLE: Information Services

TYPE: Information

PRESENTER(S): Corey Haugen, Director of Information Services

BACKGROUND:

The mission of the Information Services department is to support the district mission and strategic priorities by building capacity through research, evaluation and the application of data to inform school improvement for student success. We provide support and expertise to schools and staff through:

- Providing expertise in the area of measurement and delivering accurate and timely information to building and district staff
- Providing support to district and schools through a systematic evaluation process of district programs
- Reviewing and summarizing data related to student learning and instruction
- Providing professional development on assessment practices, data analysis and interpretation

Support and resources to ensure a safe and welcoming learning environment

2025-2026 Online Registration and Annual Renewals

- Information Services continues to collect Annual Updates and new enrollments throughout the summer. Through the Campus Parent Portal application, parents will be able to click on Online Registration and follow the prompts to update information and complete school forms for the 25-26 school year. We continue communication touchpoints with families every two weeks throughout the summer until they complete their renewals. Additionally, we are currently closely monitoring our incoming KG enrollment and we are hopeful upcoming registration support events will increase our incoming KG population.

- Families will also be able to get technical and language support throughout the summer by stopping in the Enrollment Office (Door #3 at AHS), in addition, we will be hosting 2 Online Registration Support days at Austin High School Packer Gym on July 17th 9:00 AM – 2:00 PM and July 24th from 3:00 PM – 7:00 PM. Information Services will also be providing a Registration Information and Portal Support day at the Hormel Plant for parents of APS students. During this July 16th 12:30 – 4:30 PM support session, Info Services staff will be helping parents with Parent Portal credentials, technical support and registration support as need.

If you have any questions regarding Online Registration, please contact APS Central Enrollment Services at (507)460-1937 or email portal@austin.k12.mn.us.

Packer Profile for all learners

The Information Services Department plays a vital role in ensuring smooth and accurate scheduling and rostering across all sites using Infinite Campus. Our team provides technical expertise and ongoing support to school staff throughout the entire scheduling cycle—from initial course setup and student placement to finalizing schedules and ensuring accurate data flow.

We assist with:

- Configuration and maintenance of course catalogs and master schedules
- Training and guidance for counselors and schedulers
- Troubleshooting schedule conflicts and data issues
- Managing rostering processes to ensure students and staff are correctly linked to classes
- Facilitating secure data integrations with instructional tools via OneRoster and other standards

By partnering closely with each site, we help maintain a seamless experience for students and staff, supporting both instructional delivery and operational efficiency.

Austin Public Schools (APS) is excited to bring FRECKLE and Lalilo into Grade KG – 06 classrooms across the district starting in the 2025–2026 school year. Information Services is working to prepare these tools for teachers and students this summer. These innovative educational platforms will provide students with powerful tools to support personalized learning in math, reading, and foundational literacy skills. Click here for more information.

District-wide multi-tiered systems of support for all learners

Information Services is actively working to onboard *eduCLIMBER* from Renaissance Learning as our new data visualization and MTSS platform. This tool will provide staff with easy access to student data, support data-informed decision-making, and enhance our ability to monitor academic and behavioral trends districtwide.

- Initial stakeholder training begins on **July 16, 2025**, with building administration. This marks the first phase in a broader implementation plan to ensure all users are equipped to leverage eduCLIMBER effectively in the 2025–26 school year. On **August 4th, 2025**, we will have an onsite professional development day with Renaissance and 30+ key instructional leaders from across the district to help support eduCLIMBER implementation at sites this fall.

Excellence in Resource Management

The Information Services Department is working diligently to onboard Campus Workflow for the 2025–26 school year as part of our ongoing efforts to streamline school operations and improve the user experience for staff, students, and families.

We are especially excited to implement the digital hall pass tools for secondary schools and Campus Parent Portal online absence requests for parents/caregivers, which will modernize processes, reduce classroom disruptions, and enhance communication between schools and families. This upgrade supports our commitment to using technology to create efficient, responsive, and secure learning environments.

AUSTIN PUBLIC SCHOOLS
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DATE: 7/14/25

TITLE: Special Services Department Update

TYPE: Information

PRESENTER(S): Sheri Willrodt, Executive Director of Special Services

BACKGROUND:
The Special Services Department includes oversight of the following:

- Special Education Services
- School Health Services
- Student Support Professionals (School Counselors, School Social Workers, School Psychologists)
- Mental Health Supervision and Supports (internal and external)
- Oversight of education at Nexus Gerard's New Dominion School
- Oversight of education at the Austin Albert Lea Area Special Education Cooperative (AALASEC)

Support and resources to ensure a safe and welcoming learning environment

- We will be working to fill our open paraprofessional positions in the next month.
- We have filled most of our professional positions for the 25-26 school year. We still have 1 SPED teaching position to fill.
- We are working to crunch the data from our end of year staff engagement/satisfaction survey in order to identify themes and areas of focus moving forward.
- We have applied for and received a Region 10 Mentoring Grant focusing on the retention of special educators. The initiative will provide support to individuals participating in the district mentorship program and allow for differentiated mentoring support related specifically to the role of a special educator. This is year one of the two-year grant.

Packer Profile for all learners

- We will be implementing a new transition curriculum called "NextUp" at Austin High School and the Austin Transition Program in the coming school year. NextUp provides educators with transition curriculum, tools, and resources to prepare students for employment, independent living, and post-secondary success.
- Our Practical Assessment Exploration System (PAES) work experience lab at our On Track building on Main Street will undergo some upgrades this summer. We are purchasing some updated training modules for the curriculum as well as electronic scoring software to assist in efficient workflow.

District-wide multi-tiered systems of support for all learners

- We have developed a professional development plan for our coteaching teams at Ellis Middle School and Austin High School for the 2025-2026 school year to include:
  - A kick-off training during workshop week
  - Ongoing coaching via zoom for individual pairs
  - Group meeting with LA teams and group meeting with math teams

- Consultant observation and feedback

- Representatives from our District MTSS team presented at a breakout session at MDE's Compass Institute in June. The session was well attended! Information that was provided regarding implementing a Multi-Tiered System of Supports (MTSS) with a linked teaming process was well received.

Excellence in Resource Management

- We have submitted our application for year 3 of mandatory Coordinated Early Intervening Services, due to overidentification of students identifying as 2 or more races in the area of EBD. We will be shifting our focus to provide additional paraprofessional support at the elementary classroom level for students in this demographic.
- We received the final report for our special education fiscal audit. Most areas were found to be compliant, with just a few minor issues that will require corrective action.

AUSTIN PUBLIC SCHOOLS
INSPIRE • EMPOWER • ACCELERATE

DATE: July 14, 2025

TITLE: Technology Services

TYPE: Information

PRESENTER: Amy Thuesen, Director of Technology

BACKGROUND:
Technology Services designs, implements, and supports the technology infrastructure and resources in this district. This includes network and communications, hardware and software, and technology training and integration.

Technology Advisory Team

- This team will resume meetings in September 2025.

Support and resources to ensure a safe and welcoming learning environment

- The Tech Services team has been working on lots of projects to make for a smooth back-to-school experience for staff and students.
    - The initial login process for new/reimaged devices has been reduce to only 2-4 minutes.
    - All new 5th and 9th grade devices are prepped and ready to distribute
    - All AHS student devices have been reimaged and cleaned for the new year.
    - The 1850 brand new elementary iPads have been unboxed and prepped and we are getting ready to deploy them to their carts in buildings.
    - Most of the computer labs throughout the district have been reimaged and are ready for the new year.
- Over the next month, we will finish up with:
    - Helping staff who are transferring buildings get their new devices.
    - Reimaging and cleaning IJ Holton and Ellis student devices.
    - Reimaging or replacing all district desktops.
    - Replacing all of the technology for the ABE program at Riverland.
    - Preparing tech in all the classrooms.
    - Planning for the distribution of student laptops and new staff laptops.

District-wide MTSS & Packer Profile

- Nicholas Berthiaume, a former IJ Holton teacher, has joined our department as the new Education Technology Specialist. He is replacing Josh McRae, who will remain in the district as a Behavior Coach at Southgate. We are very lucky to have such skilled and passionate teachers in our district who have a passion for supporting teachers.
- Since Josh and Nick are overlapping duties during the month of July, they both got a chance to visit the summer school students at Southgate on July 11 to talk about the importance of communication when it comes to technology and device use. I (Amy) also talked a bit about

what it's like to have a job in technology. This visit was a joint effort between Target Services, Packer Profile, and the Tech Department.
- Our department has been working with building leaders and the Teaching and Learning department to plan for some technology-focused back to school professional development. Topics will include:
    - Artificial Intelligence Guidance
    - SeeSaw and Schoology updates (these are online learning managment systems).
    - Microsoft 365 Tips and Tricks
    - Digital Literacy

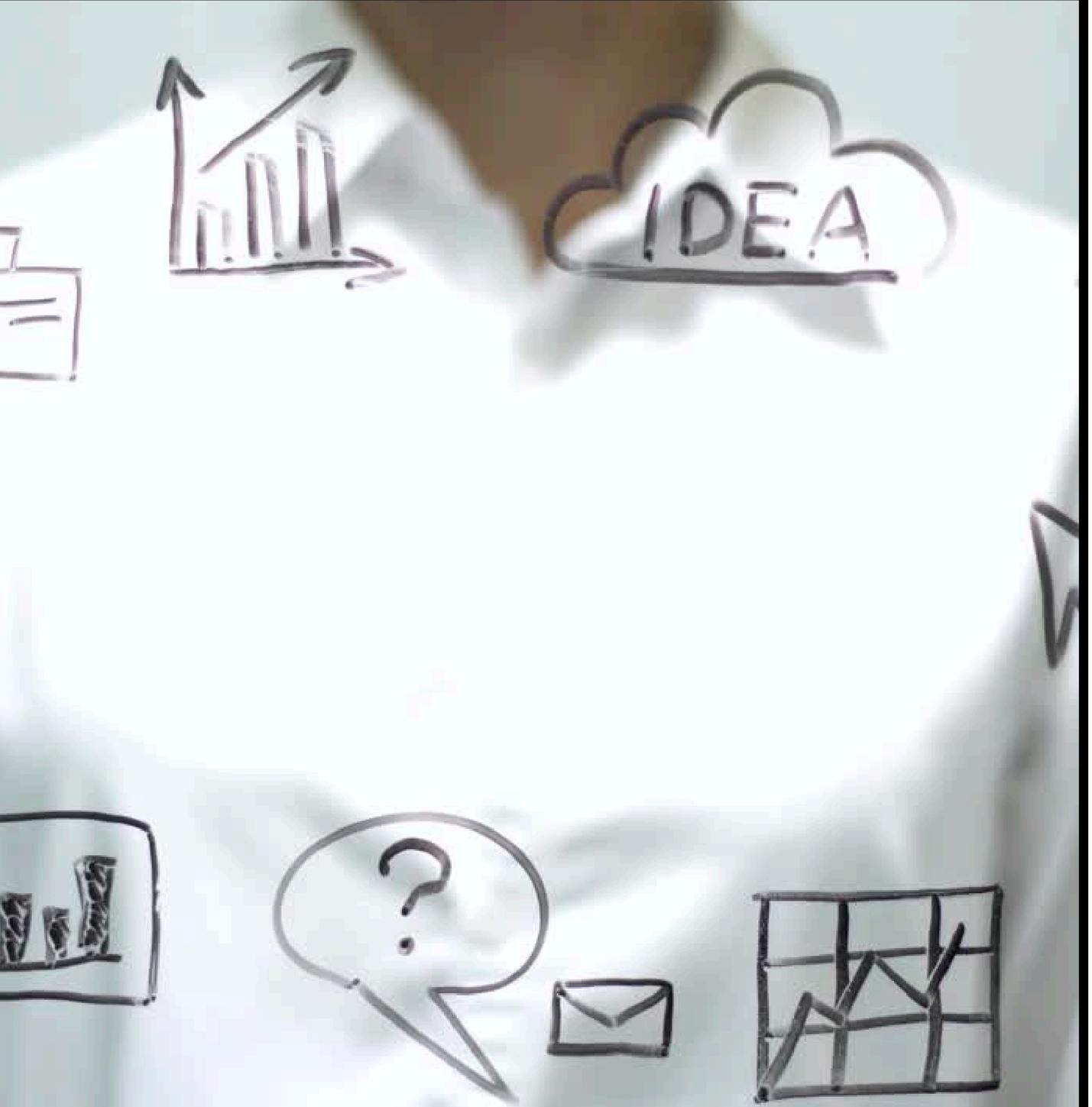
Excellence in Resource Management

- Recycling and re-use of technology is important to our department, and we strive to use the technology we purchase as long as it is useful and secure. Here are some of the ways we use and recycle older devices:
    - Since the district is getting all new iPads for grades K-4, that means we have many end-of-life devices to offload. We are lucky to work with a vendor partner that helps us pack up and buys back all of our old Apple products. The amount we receive for old devices varies by the age and condition of the device, but we anticipate a large payout that will go back into the general fund or used to fund future technology purchases.
    - Devices that were used by the 8th and 12th graders during the 24-25 school year will be used in 25-26 as student loaners, replacement devices for behavior-related damages, testing computers, etc. These are our five-year old devices.
    - Staff laptops that are replaced this year will be used for substitute teachers, teacher loaner devices, reading/math corps staff, and student teachers.
    - Laptops that are over five years old are often unable to get security updates, so after they are used for a fifth year, we coordinate with a trusted vendor for technology buyback and recycling of Windows devices.
    - Desktops that are over six-years old are usually replaced and recycled, and about fifteen desktops in our district fleet were replaced this summer, along with two computer labs.

Community Health Assessment 2025-2029

Allison Scott, MS
Community Health Educator - Mower County HHS





Agenda

- What it is
- How we did it
- What we found
- What’s next

What is a CHA?

- Local Public Health Act of 1976
- Identifying health disparities and barriers
- Prioritize and assess





Project Mission Statement:

“To understand health disparities, one must give the community’s voice the space it needs and listen.”

The Road to Publication:

August 2024

Outreach
377

Interviews
21

Surveys
299

Data Review

Writing & Designing

April 2025

Data Sharing

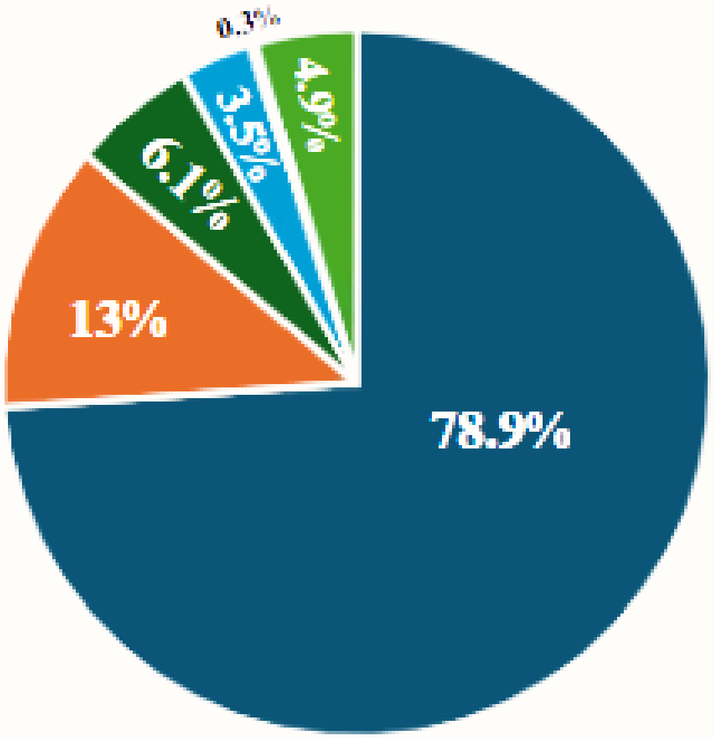
Riverland & Cedars Independent Living

MOWER COUNTY
Health and Human Services

Reflective Representation

Race

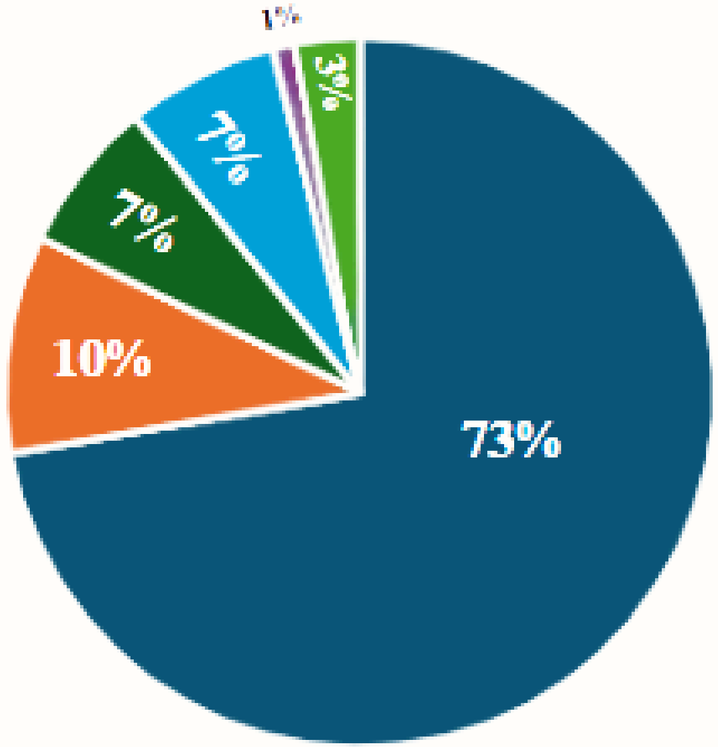
Mower County Race Breakdown



(MN Employment and Economic Development, 2025)

- White
- Hispanic or Latino/Latina
- Asian
- Black or African American
- American Indian or Alaskan Native
- Some Other Race

CHA Cohort Race Breakdown

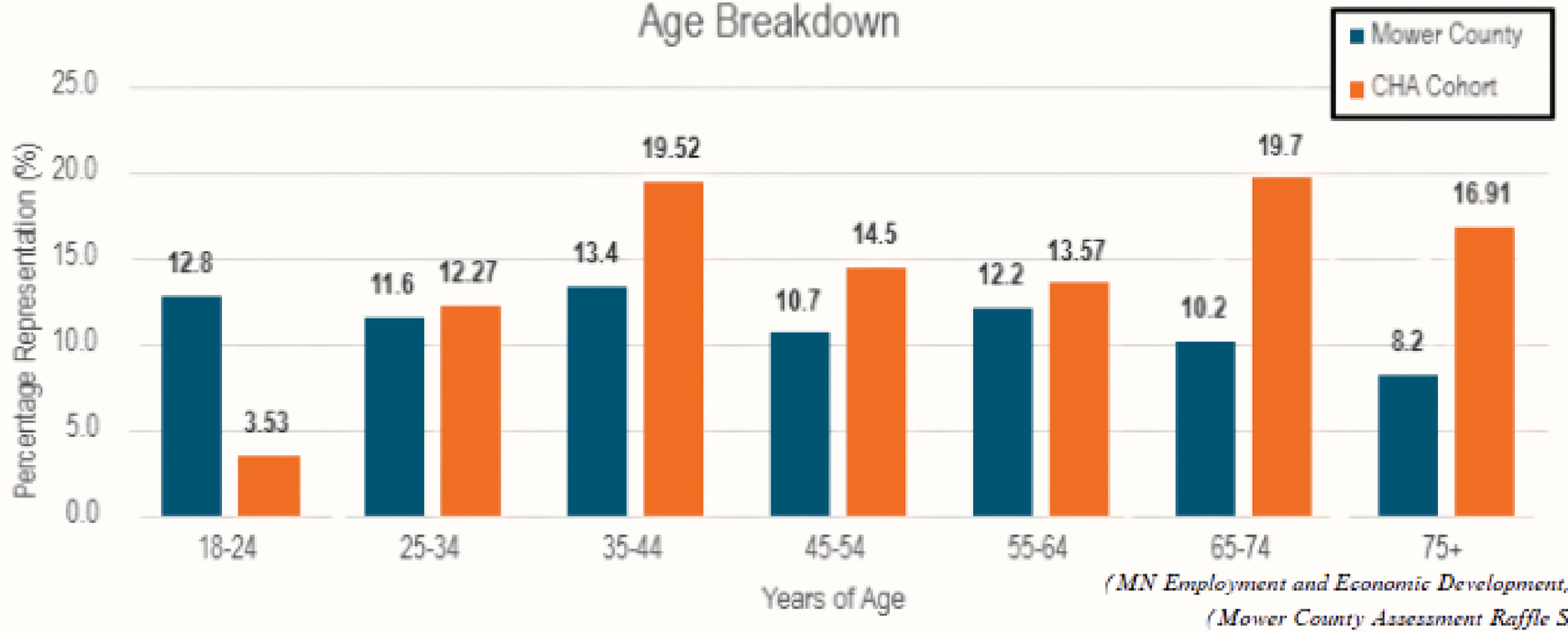


(Mower County Assessment Raffle Survey)

(Mower County CHA Survey)

Reflective Representation

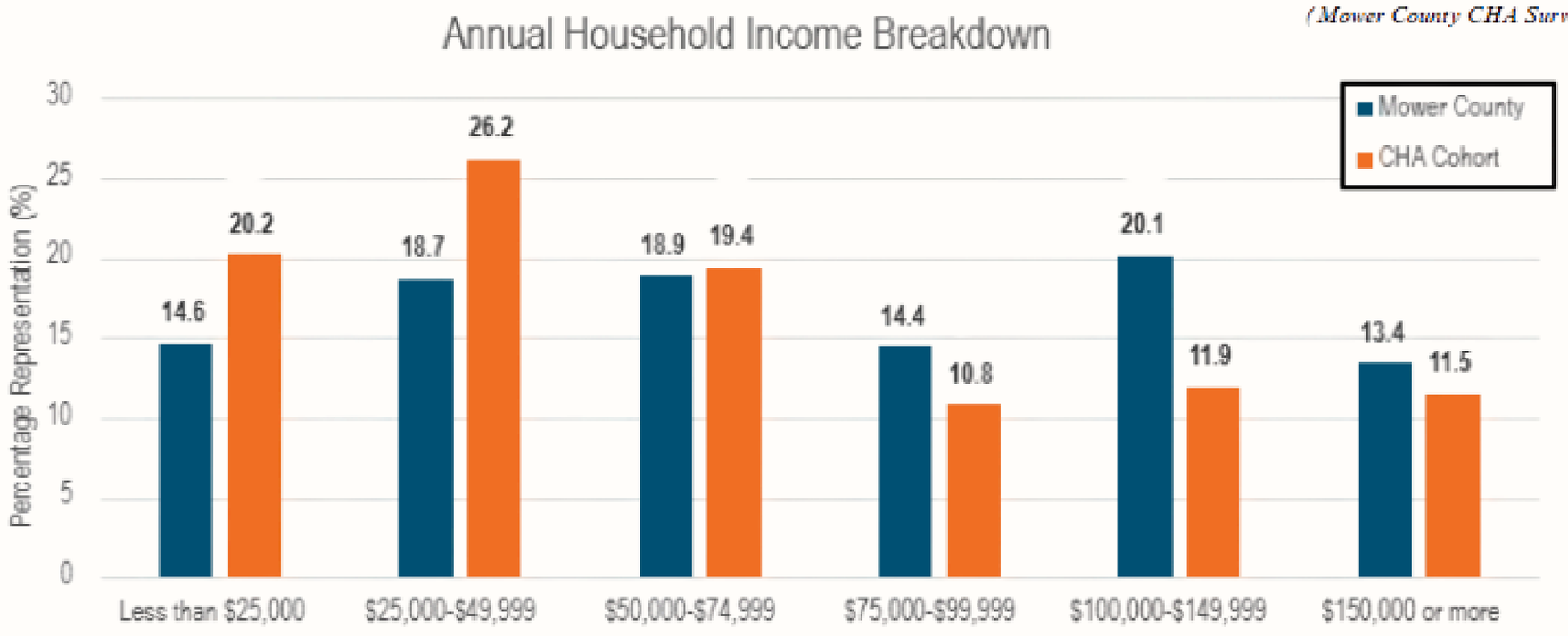
Age & Economics

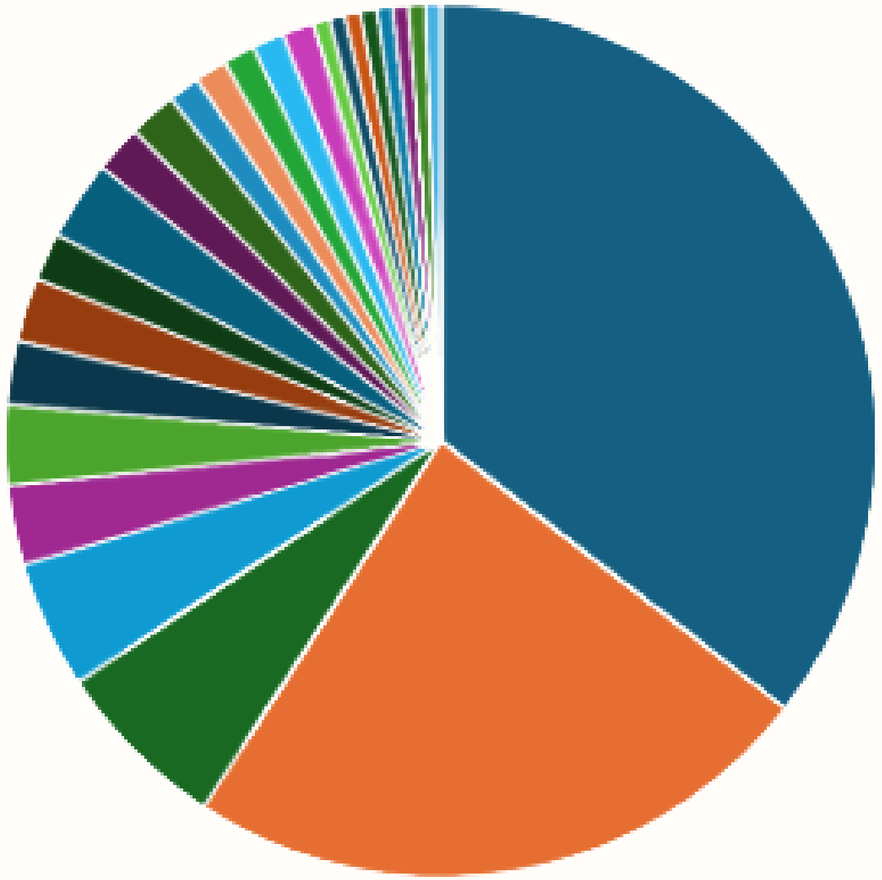


(MN Employment and Economic Development, 2023)

(Mower County Assessment Raffle Survey)

(Mower County CHA Survey)





CHA Cohort Diverse Community Breakdown

- Hispanic or Latino/Latina
- Other: Did not specify
- Karen
- Karenni
- Ethiopian
- Beninese
- African
- Togolese
- Burmese
- Nuer/South Sudan
- Guinea
- West African
- German
- Native American
- Vietnamese
- Eritrea
- Cameroon
- Anglo Saxon
- Norwegian
- Anywak
- Russian
- Kareenn
- Lao
- Greek American
- Palestinian Asian

(Mower County Assessment Raffle Survey) *(Mower County CHA Survey)*

31.41% of participants self-identified that they were a person with a diverse background. Of these respondents, **25 different communities were represented.**



Mower County's Top 6 Priority Areas

Social Determinant of Health

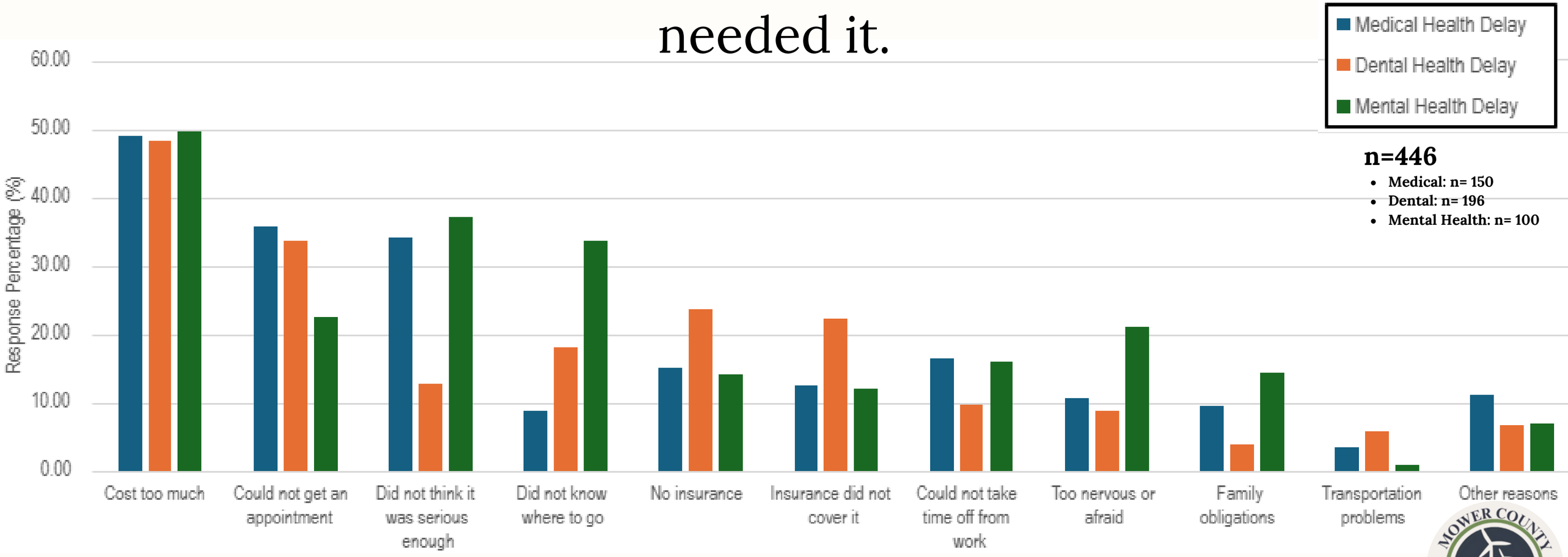
Health Behavior

Health Condition

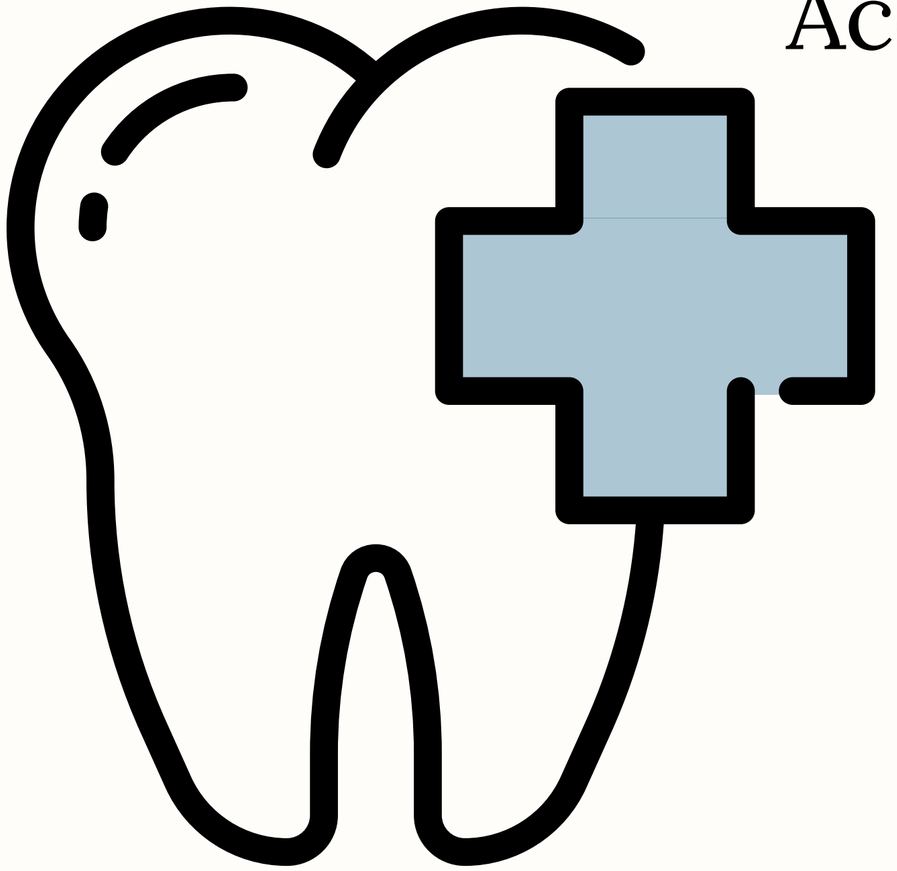
MOWER COUNTY Health and Human Services

Access to Health Care

29% of participants said, within the last year they delayed accessing health care resources when they needed it.



Access to Health Care



According to the MN Student Survey,

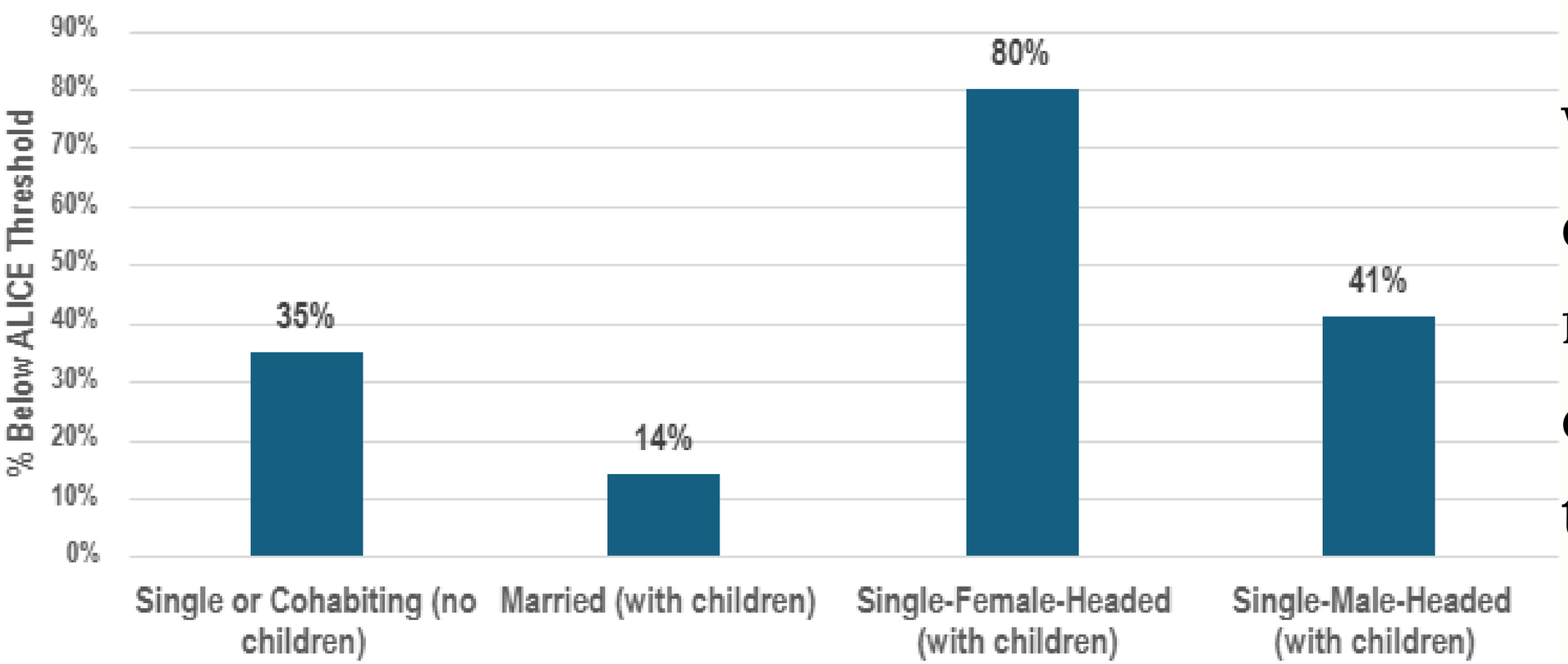
12% of Mower County's students that had a dental problem in the past 12 months, **were not able to get dental treatment.**

(Olmstead County Public Health Services, 2024)

Economic Instability

Asset **L**imited **I**ncome **C**onstrained **E**mployed

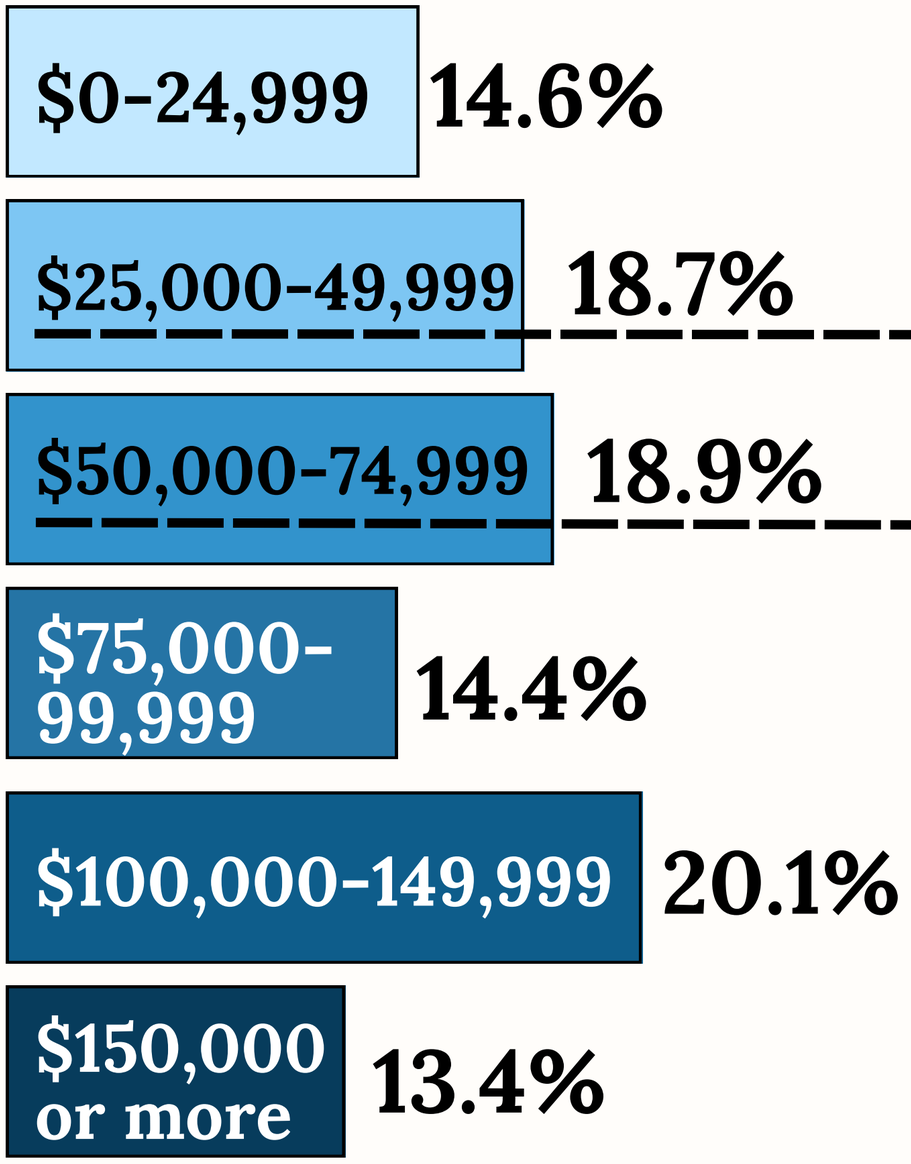
In 2022, 26% of Mower County households fit into the 'ALICE' definition.



With a disproportionate representation on certain household types.

(ALICE Threshold, 2010-2022) (American Community Survey, 2010-2022)

Mower County's annual household incomes:



Basic Needs cost of living estimates:

Single Adult: $29,842

2 Adult + 1 Child Family: $60,666

A **minimum of 14.6%** of households are not making enough for basic needs expenditures.

(MN Employment and Economic Development, 2023)

Mental Wellness

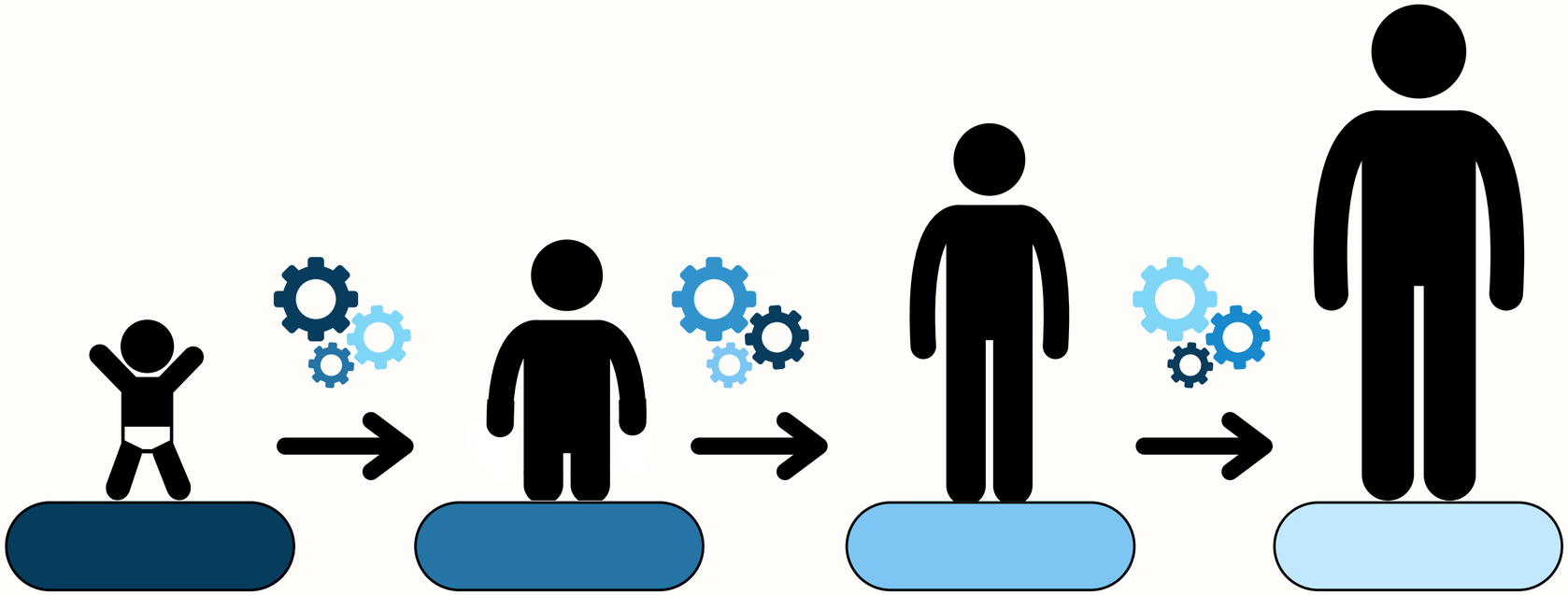


1 in 4 Mower County adults reported that they *sometimes*, *rarely* or *never* get the social and emotional support that they need.

This is over three times the state average.

(CHR&R, 2025)

Mental Wellness



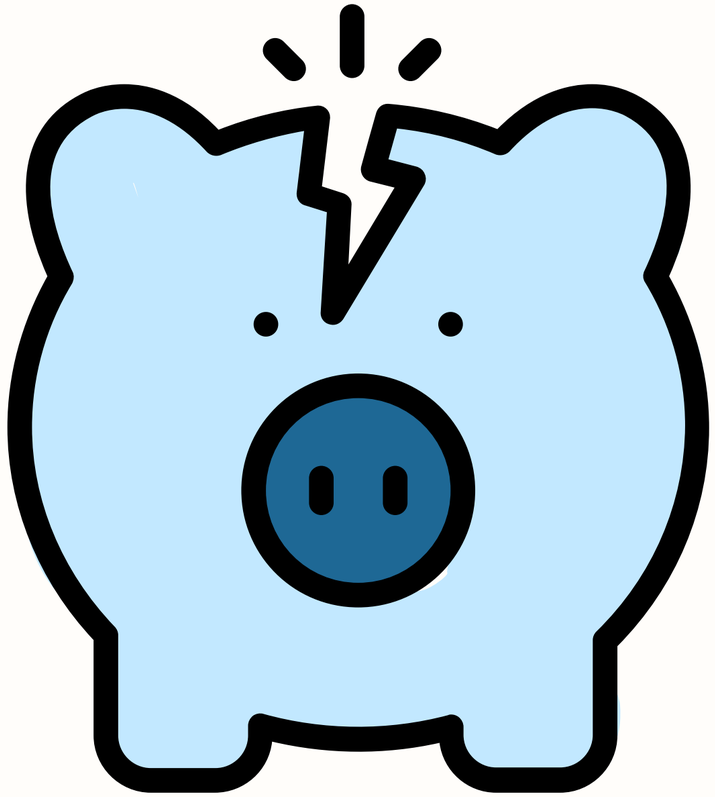
55% of Mower County's students who participated in the MN Student Survey, reported having experienced an ACE.

13% of survey participants reported the same.

(Olmstead County Public Health Services, 2024) (Mower County CHA Survey)

Housing

1 in 3 participants noted that at some point within the past 12 months they feared not having enough to cover housing expenses.



(Mower County Assessment Raffle Survey)

(Mower County CHA Survey)

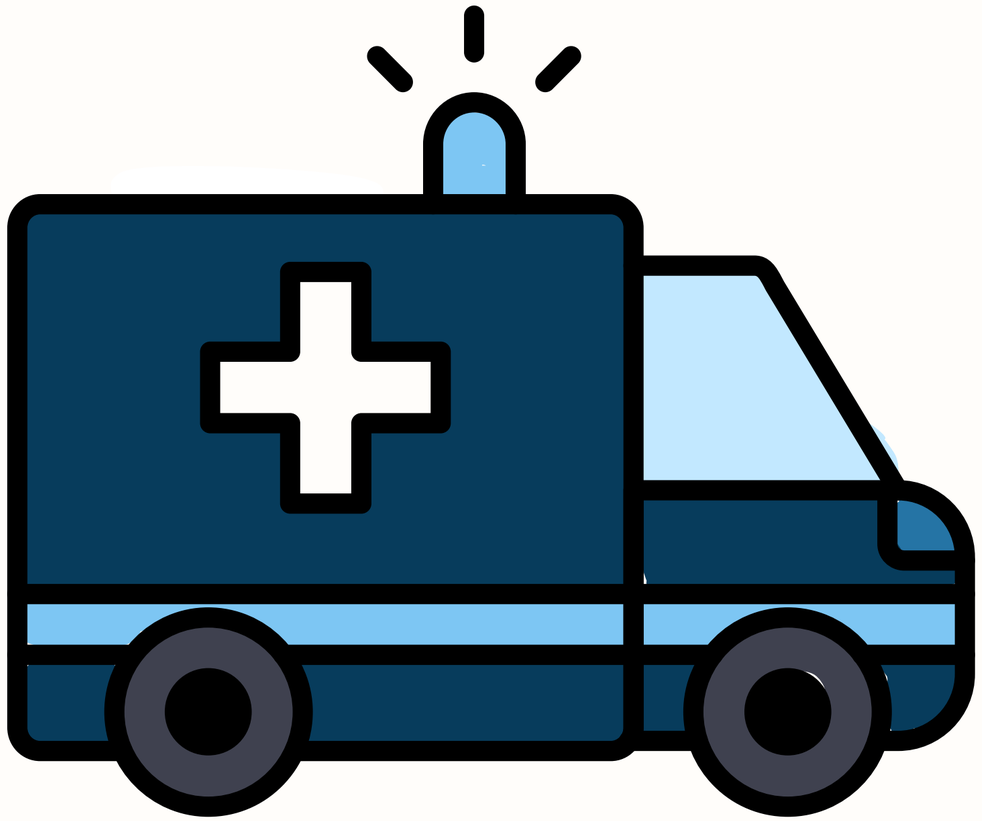
Housing



80% of key informants that ranked housing in their top five, mentioned experiences of *major health concern* associated with unsafe living conditions.

(Mower County Key Informant Interviews)

Chemical Health



In 2024, there were **310** alcohol related and **89** substance related hospitalizations by Mower County residents.

(Olmstead County Public Health Services, 2025)

Chemical Health

8% of Mower County's 5th grade students who participated in the MN Student Survey, said they had used substance(s).

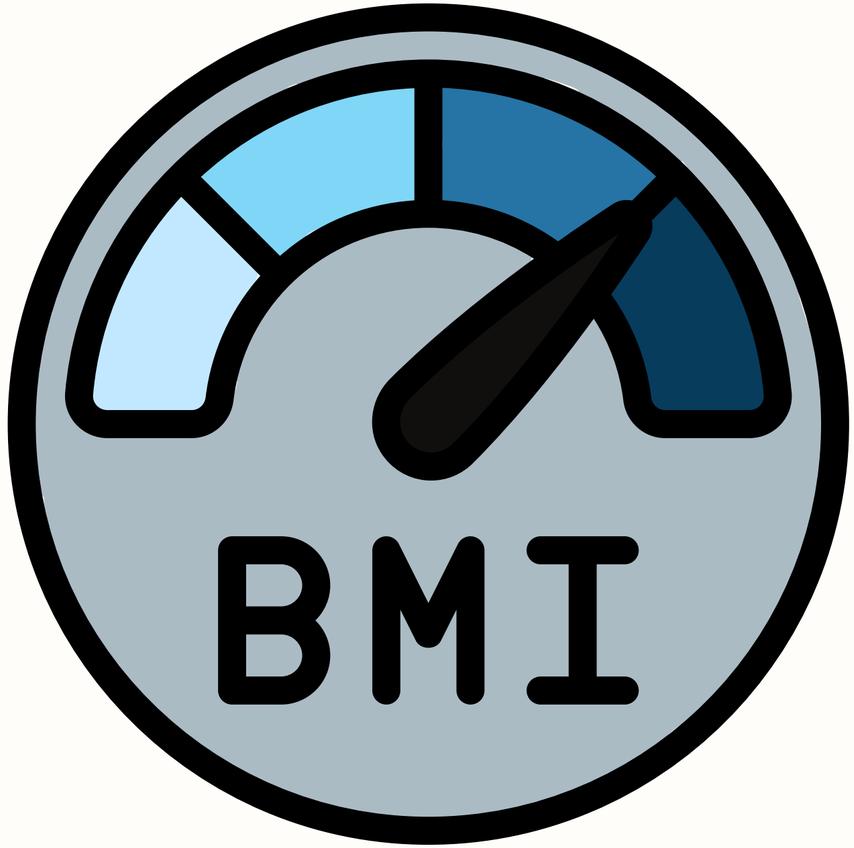
(Olmstead County Public Health Services, 2024)



Overweight & Obesity

35% of Mower County's students who participated in the MN Student Survey, had a body mass index falling into either the overweight or obese range.

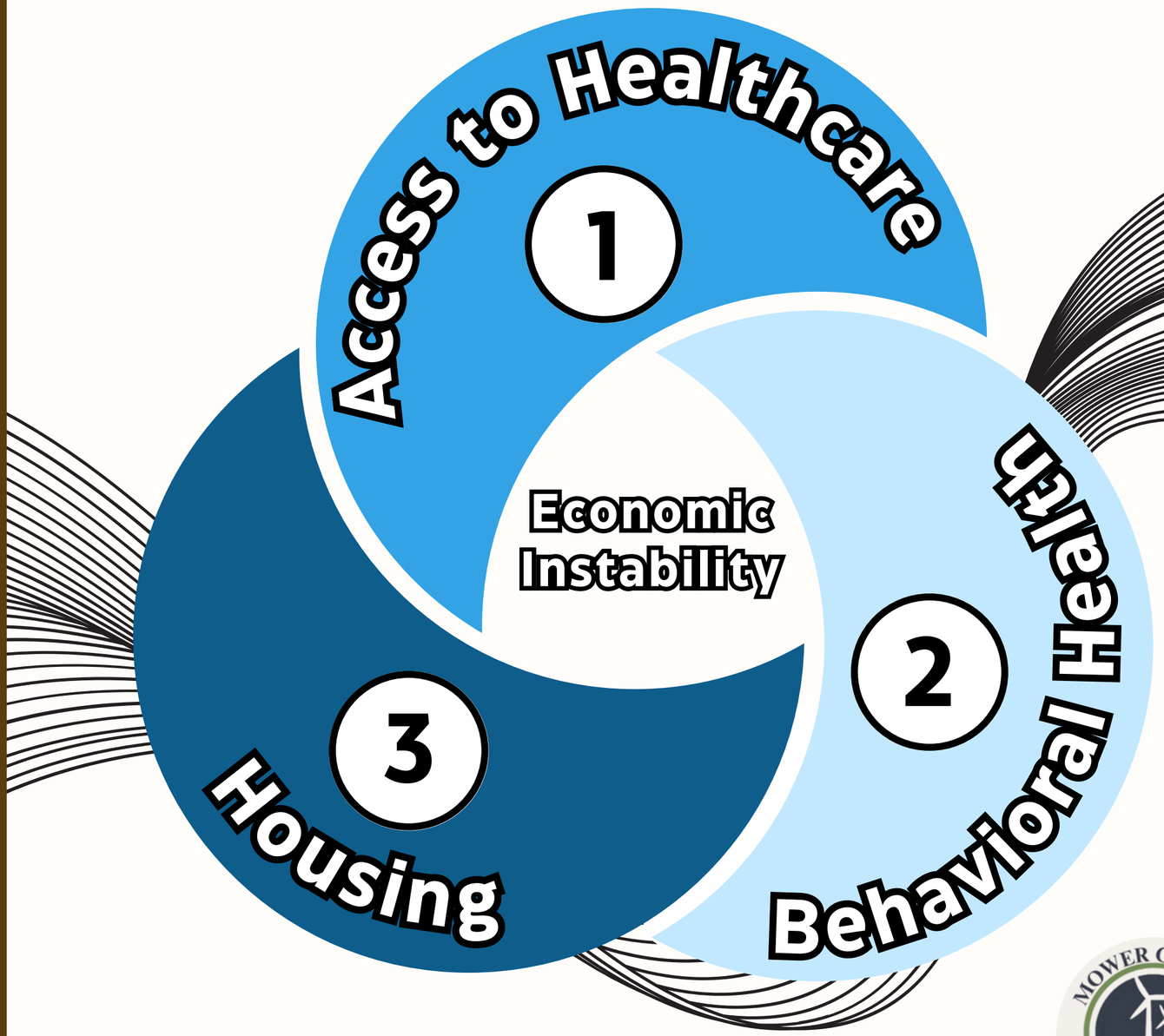
(Olmstead County Public Health Services, 2024)



Well, now what?

Mower County's Community Health Improvement Plan Focus Areas

2025-2030





The "Behavioral Health Model" promotes one’s overall health by emphasizing mental, emotional, and social well-being, while also demonstrating how actions and behaviors *impact* a person's wellness.

(Centers for Disease Control and Prevention, 2024)

MOWER COUNTY
Health and Human Services

What's Next?

Community

Health

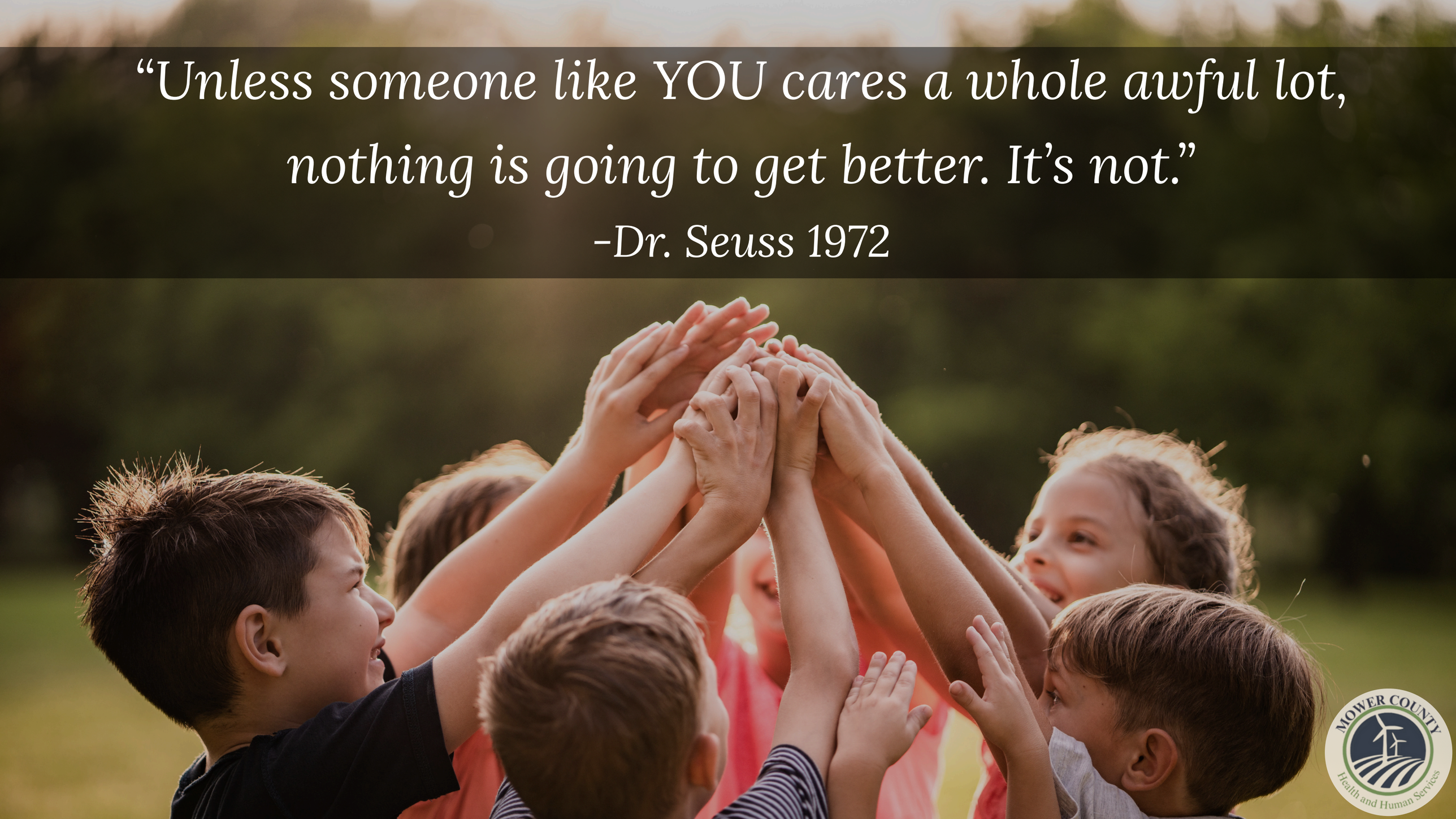
Improvement

Plan

...and we need your help!



MOWER COUNTY
Health and Human Services


"Unless someone like YOU cares a whole awful lot,
nothing is going to get better. It's not."
-Dr. Seuss 1972
MOWER COUNTY
Health and Human Services

thankyou

Allison J. Scott, M.S.

Community Health Educator

Mower County HHS

Phone: (507) - 437 - 9796

Email: allisons@co.mower.mn.us

A special thank you to...

The Hormel Institute

Independent Management Services

RIVERLAND Community College

Austin Adult Learning
Supporting Student Journeys for a Stronger Community.

BROWNSDALE PUBLIC LIBRARY

Hormel Foods

United Way
United Way of Mower County

MAYO CLINIC HEALTH SYSTEM

Public Health
Prevent. Promote. Protect.
Olmsted County

AUSTIN PUBLIC LIBRARY
323 4TH AVENUE NORTHEAST | AUSTIN MINNESOTA

... and many more!

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 492 (Austin), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on July 14, 2025 at 5:30 p.m. in the AHS Annex Recital Hall.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on July 14, 2025.

_____

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 492 (Austin), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to:

(a) issue general obligation school building bonds in an amount not to exceed $54,700,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety, security and accessibility improvements, building capital maintenance and infrastructure, and classroom improvements and renovation; and

(b) issue general obligation school building bonds in an amount not to exceed $12,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, renovation, including an addition, of the pool at Ellis Middle School.

The passage of School District Question 2 shall be contingent on the passage of School District Question 1.

2. The projects described in paragraph 1 have been submitted to the Commissioner of Education of the State of Minnesota (the Commissioner) for Review and Comment. Said projects and such submission are hereby approved by this Board. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects.

The Board's determination to hold the election to authorize the issuance of the bonds described in paragraph 1 (collectively, the Bonds) is contingent upon receiving: (a) a favorable Review and Comment; or (b) an unfavorable Review and Comment subject to the Board's reconsideration, by resolution, of construction of the projects and the Board's determination to proceed with such construction and approval by 60 percent of the voters voting in the election to approve the issuance of the Bonds, pursuant to Minnesota Statutes, Section 123B.70, Subdivision 4.

When the Commissioner's Review and Comment is received, the Clerk is authorized and directed to publish a summary of the Review and Comment in a legal newspaper of general circulation in the School District not less than forty-eight (48) nor more than seventy (70) days before the special election date.

The School District will hold a public meeting on the Review and Comment with respect to the issuance of the Bonds prior to the date of the election.

3. The questions on the issuance of the Bonds of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 4, 2025, between the hours of 7:00 a.m. and 8:00 p.m.

4. The School District's combined polling places and the precincts served by the polling places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least eighty-four (84) days before the date of the special election; (b) provided to the Commissioner at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

[The remainder of this page is intentionally left blank]

NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 492
(AUSTIN), MINNESOTA

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 492 (Austin), Minnesota, on November 4, 2025, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following questions:

School District Question 1
Approval of School Building Bonds

○ **YES**
○ **NO**

Shall the board of Independent School District No. 492 (Austin), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $54,700,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety, security and accessibility improvements, building capital maintenance and infrastructure, and classroom improvements and renovation?

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

School District Question 2
Approval of School Building Bonds

○ **YES**
○ **NO**

If School District Question 1 is approved, shall the board of Independent School District No. 492 (Austin), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $12,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, renovation, including an addition, of the pool at Ellis Middle School?

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

The polling places and precincts served by the polling places for the special election will be as follows:

<u>Combined Polling Places and Precincts Served</u>:

Combined Polling Place: Austin City Hall, 500 Fourth Avenue NE, Austin, MN

This combined polling place serves all territory in Independent School District No. 492 located in the City of Austin, Ward 1, Precinct l and Lansing Township.

Combined Polling Place: Austin High School, 301 Third Street NW, Austin, MN

This combined polling place serves all territory in Independent School District 492 located in the City of Austin, Ward 1, Precinct 2; City of Mapleview; Newry Township and Oakland Township.

Combined Polling Place: Banfield Elementary School, 301 17th Street SW, Austin, MN

This combined polling place serves all territory in Independent School District 492 located in the City of Austin, Ward 2, Precinct 2; London Township and Moscow Township.

Combined Polling Place: Ellis Middle School, 1700 Fourth Avenue SE, Austin, MN

This combined polling place serves all territory in Independent School District 492 located in the City of Austin, Ward 3, Precinct 2; Lyle Township and Windom Township.

Combined Polling Place: Southgate Elementary School, 1601 19th Avenue SW, Austin, MN

This combined polling place serves all territory in Independent School District 492 located in the City of Austin, Ward 2, Precinct 1 and Austin Township.

Combined Polling Place: Mower County Senior Citizen Center, 400 Third Avenue NE, Austin, MN

This combined polling place serves all territory in Independent School District 492 located in the City of Austin, Ward 3, Precinct I; Red Rock Township; Udolpho Township and Waltham Township.

All qualified electors residing in the School District may cast their ballots at the polling places listed above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on Election Day.

Dated: July 14, 2025.

BY ORDER OF THE SCHOOL BOARD

/s/_____, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the questions to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

[The remainder of this page is intentionally left blank]

Special Election Ballot
School District Ballot
Independent School District No. 492
(Austin), Minnesota

November 4, 2025

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "Yes" for that question.
To vote against a question, fill in the oval next to the word "No" for that question.

School District Question 1
Approval of School Building Bonds

YES
NO

Shall the board of Independent School District No. 492 (Austin), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $54,700,000 for acquisition and betterment of school sites and facilities including, but not limited to, safety, security and accessibility improvements, building capital maintenance and infrastructure, and classroom improvements and renovation?

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

School District Question 2
Approval of School Building Bonds

YES
NO

If School District Question 1 is approved, shall the board of Independent School District No. 492 (Austin), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $12,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, renovation, including an addition, of the pool at Ellis Middle School?

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

(Reverse side of ballot)

OFFICIAL BALLOT

November 4, 2025

_____
Judge

_____
Judge

(The ballot is to be initialed by two judges)

[End of Ballot Form]

[The remainder of this page is intentionally left blank]

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of $1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than $1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. At least forty-six (46) days before the special election, the Clerk shall prepare and have ready for use absentee ballots and shall mail absentee ballots to voters on the permanent absentee ballot list in accordance with Minnesota Statutes, Section 203B.04. Subdivisions 4 and 5.

10. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

11. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

12. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system at least three (3) days before the voting equipment is used and shall cause notice of the time and place of the test to be published in the School District’s official newspaper at least five (5) days before the test.

13. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), where an electronic voting system is being used at a counting center, the Clerk shall cause notice of the exact location of the counting center to be published in a legal newspaper during the week preceding the week of election and in the newspaper of widest circulation the day preceding the election or, if the newspaper is only published weekly, once during the week preceding the election.

14. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 7, 2025,

and the tenth day, November 14, 2025, after the special election for the purpose of canvassing the results thereof.

15. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of the results of the special election and to provide the certified vote totals for the ballot questions in written form within fifteen (15) days after the results have been certified by the Board.

16. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

AUSTIN PUBLIC SCHOOLS
INSPIRE • EMPOWER • ACCELERATE

DATE: July 14, 2025

TITLE: **Approval of Lease Purchase Agreement**

TYPE: Action

PRESENTER: Todd Lechtenberg, Executive Director of Finance & Operations

Background:
Austin Public Schools previously engaged ISG to conduct a comprehensive facilities feasibility study. As part of that study, it was determined the Paulson Tennis Courts at the Wescott Athletic Complex need complete reconstruction due to a failing pavement section.

In March, the APS School Board awarded the reconstruction project to Rochester Sand and Gravel. Following that decision, at the April board meeting, the board passed a resolution authorizing PMA to secure the necessary funding for the project.

Rationale:
PMA and APS reached out to Old National Bank (Bremer Bank) to see if they were interested in purchasing these bonds as they are our local bank on file. Old National Bank submitted a proposal that included an interest rate of 4.36%, which was below our preliminary estimate of 5.00%. With this current proposal, APS would save $85,070 over the life of the payments from our estimates on March 24, 2025.

Recommendation:
We are recommending the Austin School Board approves the following resolution to award the lease purchase agreement to Old National Bank.

CERTIFICATION OF MINUTES RELATING TO
LEASE-PURCHASE AGREEMENT

Issuer: Independent School District No. 492 (Austin), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held July 14, 2025 at 5:30 p.m., local time, at the AHS Annex Recital Hall located at 205 4th St NW, Austin, Minnesota, or electronically as permitted by and in accordance with applicable laws.

Members present:

Members absent:

Documents Attached:

Excerpt of minutes of the above-described meeting relating to the resolution described below.

RESOLUTION RELATING TO SCHOOL DISTRICT PROPERTY AND IMPROVEMENTS AND THE FINANCING THEREOF; AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE-PURCHASE AGREEMENT AND APPROVING AND AUTHORIZING THE EXECUTION OF RELATED DOCUMENTS

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said public corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the portion of the minutes of a meeting of the governing body of said public corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body of the public corporation at the time and place indicated above and attended throughout by members of the governing body in a number sufficient to legally transact business, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on July __, 2025.

_____
Clerk

EXCERPT OF MINUTES

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO SCHOOL DISTRICT PROPERTY AND IMPROVEMENTS AND THE FINANCING THEREOF; AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE-PURCHASE AGREEMENT AND APPROVING AND AUTHORIZING THE EXECUTION OF RELATED DOCUMENTS

BE IT RESOLVED by the School Board (the "Board") of Independent School District No. 492 (Austin), Minnesota (the "District"), as follows:

Section 1. Authority; Purpose. The District is authorized by Minnesota Statutes, Section 465.71, to enter into lease-purchase agreements for the purpose of financing real and personal property. This Board hereby finds it in the best interest of the District to enter into a lease-purchase agreement (as further defined below, the "Lease") for the purpose of financing the construction of tennis courts and related athletic improvements (the "Project").

Section 2. Authorization of Financing; Lease Award Parameters. In order to finance the Project, the Board desires to enter into the Lease with one or more lenders. PMA Securities, LLC (the "Municipal Advisor"), municipal advisor to the District, has solicited proposals from potential lenders, on behalf of the District, to establish certain terms of the Lease. The most favorable of such proposals is ascertained to be that of Old National Bank, headquartered in Evansville, Indiana, and Chicago, Illinois (the "Lender"). The Lender offered to enter into the Lease to provide a loan to the District in the aggregate principal amount of $575,000, on the terms set forth in the term sheet for the Lease prepared by the Municipal Advisor (the "Term Sheet"), resulting in a true interest cost of 4.3519217% per annum. The Term Sheet is hereby accepted and the Lease is awarded to the Lender.

Section 3. Documents. Forms of the Term Sheet, the Lease, a ground lease, a tax certificate and certain other operative and closing documents as are necessary to accomplish the financing of the Project (collectively, the "Documents") are on file in the office of the Executive Director of Finance and Operations.

Section 4. Execution. Upon completion of the Documents and the execution thereof by the other parties thereto, the Chair and Clerk, or other designated signatories acting on their behalf, are hereby authorized to execute and deliver the Documents on behalf of the District, with such changes as such authorized signers deem appropriate and necessary. The Chair and Clerk (or their designated signatories acting on their behalf, or in the case of the IRS Form 8038-G, the Executive Director of Finance and Operations individually) are hereby further authorized to execute, on behalf of the District, such other contracts, certifications, documents or instruments as counsel to the District shall require, and all certifications, recitals, warranties and representations therein and in the Documents shall constitute the certifications, recitals, warranties and representations of the District. Execution of the Documents and any contract, certification, document or instrument by one or more appropriate officers of the District will constitute and be

deemed conclusive evidence of the approval and authorization by the District and the Board of the Documents, and any other contract, certification, document or instrument so executed. Without limiting the generality of the foregoing, in the absence or other unavailability of the Chair, any document authorized in this resolution to be executed by the Chair may be executed by the Vice Chair or the Acting Chair and, in the absence or other unavailability of the Clerk, any document authorized in this resolution to be executed by the Clerk may be executed by the Acting Clerk.

Section 5. Payment of Rental Payments; No General Obligation; Capital Expenditure Levy. Subject to the provisions of the Lease, the District shall pay promptly when due, all of the Rental Payments (as defined in the Lease) and other amounts required by the Lease. The Lease and the obligations of the District thereunder will be special, limited obligations of the District payable in each fiscal year solely from funds of the District legally appropriated for such purpose in the annual budget of the District; provided, however, that the District shall not be obligated to make any such appropriation. The full faith and credit and ability of the District to levy ad valorem taxes without limitation as to rate or amount are not pledged to the payment of the Lease or any obligation of the District thereunder.

Section 6. Tax Covenants and Arbitrage Matters.

(a) Covenant. The District covenants and agrees with the Lender that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest component of the Rental Payments payable under the Lease to become subject to taxation under the Internal Revenue Code of 1986 (the "Code") and any regulations issued thereunder (the "Regulations"), in effect at the time of such action, and that it will take, or it will cause its officers, employees or agents to take, all affirmative actions within their powers which may be necessary to ensure that the interest component of the Rental Payments payable under the Lease will not become subject to taxation under the Code and the Regulations, as presently existing or as hereafter amended and made applicable to the Lease. So long as the Lease is outstanding, the District will not enter into any lease, use agreement or other contract or agreement respecting the Project which would cause the Lease to be considered a "private activity bond" or "private loan bond" pursuant to the provisions of Section 141 of the Code.

(b) Tax Certificate. The Chair and Clerk, or their respective authorized designees, being the officers of the District charged with the responsibility for issuing the Lease pursuant to this resolution, are authorized and hereby directed to execute and deliver a certificate (the "Tax Certificate") in accordance with the provisions of Section 148 of the Code, and Section 1.148-2(b) of the Regulations, stating, among other things, the facts, estimates and circumstances in existence on the date of issue and delivery of the Lease which make it reasonable to expect that the proceeds of the Lease will not be used in a manner that would cause the Lease to be an arbitrage bond within the meaning of the Code and the Regulations.

(c) Arbitrage Rebate. The District acknowledges that the Lease is subject to the rebate requirements of Section 148(f) of the Code. The District covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Lease from gross income for federal income tax purposes, unless the Lease qualifies

for an exception from the rebate requirement pursuant to one of the exceptions set forth in the Code and the Regulations.

(d) Qualified Tax-Exempt Obligations. The Board hereby designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt obligations, which are not private activity bonds (not treating qualified 501(c)(3) bonds under Section 145 of the Code as private activity bonds for the purpose of this representation) which will be issued by the District and all subordinate entities during calendar year 2025 does not exceed $10,000,000.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

PMA™ SECURITIES

July 14, 2025

ISD 492
Austin Public Schools

Lease-Purchase Agreement

Sale Summary

Michael Hart
VP, Managing Director
mhart@pmanetwork.com
612-509-2569

Steve Pumper
Senior Vice President
spumper@pmanetwork.com
612-509-2565

Lease-Purchase Agreement

- Purpose:
  - Tennis court reconstruction project at Austin High School.
- Mechanism
  - Lease-Purchase Agreement
- Authority
  - Minnesota Statutes, Section 465.71 and 126c.40

Direct Placement

- Direct Placement
  - Private sale of securities offered to a limited number of investors identified by the issuer.
- Purchaser
  - Old National Bank (Bremer Bank)
- Interest Rate
  - 4.36%

Sale Summary

	March 24, 2025 Prelim Estimates	Pre-sale Finance Plan	Final
Principal Amount	$620,000	$575,000	$575,000
Interest Rate	5.00%	4.36%	4.36%
Total Principal & Interest	$821,656	$736,586	$736,586
Deposit to Construction	$588,608	$547,400	$549,400

Lease Structure

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
08/05/2025	-	-	-	-	-
08/01/2026	-	-	24,791.44	24,791.44	-
02/01/2027	35,000.00	4.360%	12,535.00	47,535.00	72,326.44
08/01/2027	-	-	11,772.00	11,772.00	-
02/01/2028	50,000.00	4.360%	11,772.00	61,772.00	73,544.00
08/01/2028	-	-	10,682.00	10,682.00	-
02/01/2029	55,000.00	4.360%	10,682.00	65,682.00	76,364.00
08/01/2029	-	-	9,483.00	9,483.00	-
02/01/2030	55,000.00	4.360%	9,483.00	64,483.00	73,966.00
08/01/2030	-	-	8,284.00	8,284.00	-
02/01/2031	55,000.00	4.360%	8,284.00	63,284.00	71,568.00
08/01/2031	-	-	7,085.00	7,085.00	-
02/01/2032	60,000.00	4.360%	7,085.00	67,085.00	74,170.00
08/01/2032	-	-	5,777.00	5,777.00	-
02/01/2033	60,000.00	4.360%	5,777.00	65,777.00	71,554.00
08/01/2033	-	-	4,469.00	4,469.00	-
02/01/2034	65,000.00	4.360%	4,469.00	69,469.00	73,938.00
08/01/2034	-	-	3,052.00	3,052.00	-
02/01/2035	70,000.00	4.360%	3,052.00	73,052.00	76,104.00
08/01/2035	-	-	1,526.00	1,526.00	-
02/01/2036	70,000.00	4.360%	1,526.00	71,526.00	73,052.00
Total	**$575,000.00**	**-**	**$161,586.44**	**$736,586.44**	**-**

Sources and Uses

Sources Of Funds	
Par Amount of Bonds	$575,000.00
Total Sources	**$575,000.00**

Uses Of Funds	
Deposit to Project Construction Fund	549,400.00
Bond Counsel (Dorsey & Whitney)	15,000.00
Financial Advisor (PMA Securities)	10,600.00
Total Uses	**$575,000.00**

Tax Impact

- No growth assumed in District net tax capacity.

	Lease Levy
Lease Amount	$575,000
Term of Lease	10
Payment	$72,326
District NTC Value (Pay 25)	29,388,052
Additional NTC Tax Rate	0.25%

Property Type	Est. Market Value	Estimated Annual Tax Increase
Residential Homestead	$100,000	$2
	125,000	2
	150,000	3
	175,000	4
	200,000	4
	250,000	6
	300,000	7
Commercial - Industrial	$100,000	$4
	250,000	10
	500,000	23
	1,000,000	47
	$/acre	
Agricultural Homestead*	$4,000	$0.05
	5,000	0.06
	6,000	0.07
	7,000	0.09
Agricultural Non Homestead	$4,000	$0.10
	5,000	0.12
	6,000	0.15
	7,000	0.17

* Homestead land limited to first $3,800,000 in value. All additional land taxed like Ag non-homestead land.

Calendar

Date	Action Item
February 2025	Submit application for lease levy approval
March 2025	Bids out for Tennis Courts
Spring 2025	Bid Awarded
April 14, 2025	Board Considers Parameters Resolution
July 9, 2025	Lease Pricing (Interest Rates Locked)
July 14, 2025	Board Considers Ratifying Resolution
August 5, 2025	Lease Closing

Next Steps

- Funds will be available to draw as project expenditures come due
- Proceeds will be invested so that funds are available based on construction draw schedules
- Investment earnings can be used to enhance the project budget
- PMA will help monitor for compliance with IRS Arbitrage/Rebate regulations

Contact Us



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Disclosure

The information contained herein is solely intended to suggest/discuss potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive. The information set forth herein was gathered from sources which we believe, but do not guarantee, to be accurate. Neither the information, nor any options expressed, constitute a solicitation by us for purposes of sale or purchase of any securities or commodities. Investment/financing decisions by market participants should not be based on this information.

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v01.03.25

AUSTIN PUBLIC SCHOOLS
INSPIRE • EMPOWER • ACCELERATE

DATE: July 14, 2025

TITLE: **Sale of General Obligation Capital Facilities Bonds**

TYPE: Action

PRESENTER: Todd Lechtenberg, Executive Director of Finance & Operations

Background:
Austin Public Schools (APS) has engaged PMA Securities to manage all district investments and project financing, including debt obligations. APS approved at the November 2024 board meeting to move forward with the energy savings project. APS received approval from MDE to use capital facilities bonds to fund this project and had a rating call on June 18, 2025.

Rationale:
PMA Securities managed the sale of the capital facilities bonds, and we received 7 bids with true interest costs ranging from 3.6840% to 3.7354%. Our primary estimates on March 24, 2025, were that total principal and interest for the project was going to $4,039,367 but with the lowest bid being at 3.6840%, our total principal and interest cost will be $3,521,816. This is a savings of $517,551 over 15 years.

Recommendation:
We are recommending that Austin School Board approve the resolution to award the capital facilities bonds to TD Securities.

PMA™ SECURITIES

July 14, 2025

ISD 492
Austin Public Schools

General Obligation Capital Facilities Bonds, Series 2025A

Sale Summary

Michael Hart
VP, Managing Director
mhart@pmanetwork.com
612-509-2569

Steve Pumper
Senior Vice President
spumper@pmanetwork.com
612-509-2565

G.O. Capital Facilities Bonds, Series 2025A

- Purpose:
  - Energy efficient lighting projects, including building envelope and lighting improvements and destratification fan acquisition and installation.
- Mechanism
  - General Obligation Capital Facilities Bonds
- Authority
  - Minnesota Statutes, Section 123B.62 and Chapter 475

Bid Summary

Independent School District No. 492 (Austin)

$2,450,000

General Obligation Capital Facilities Bonds, Series 2025A

Date of Sale: July 8, 2025

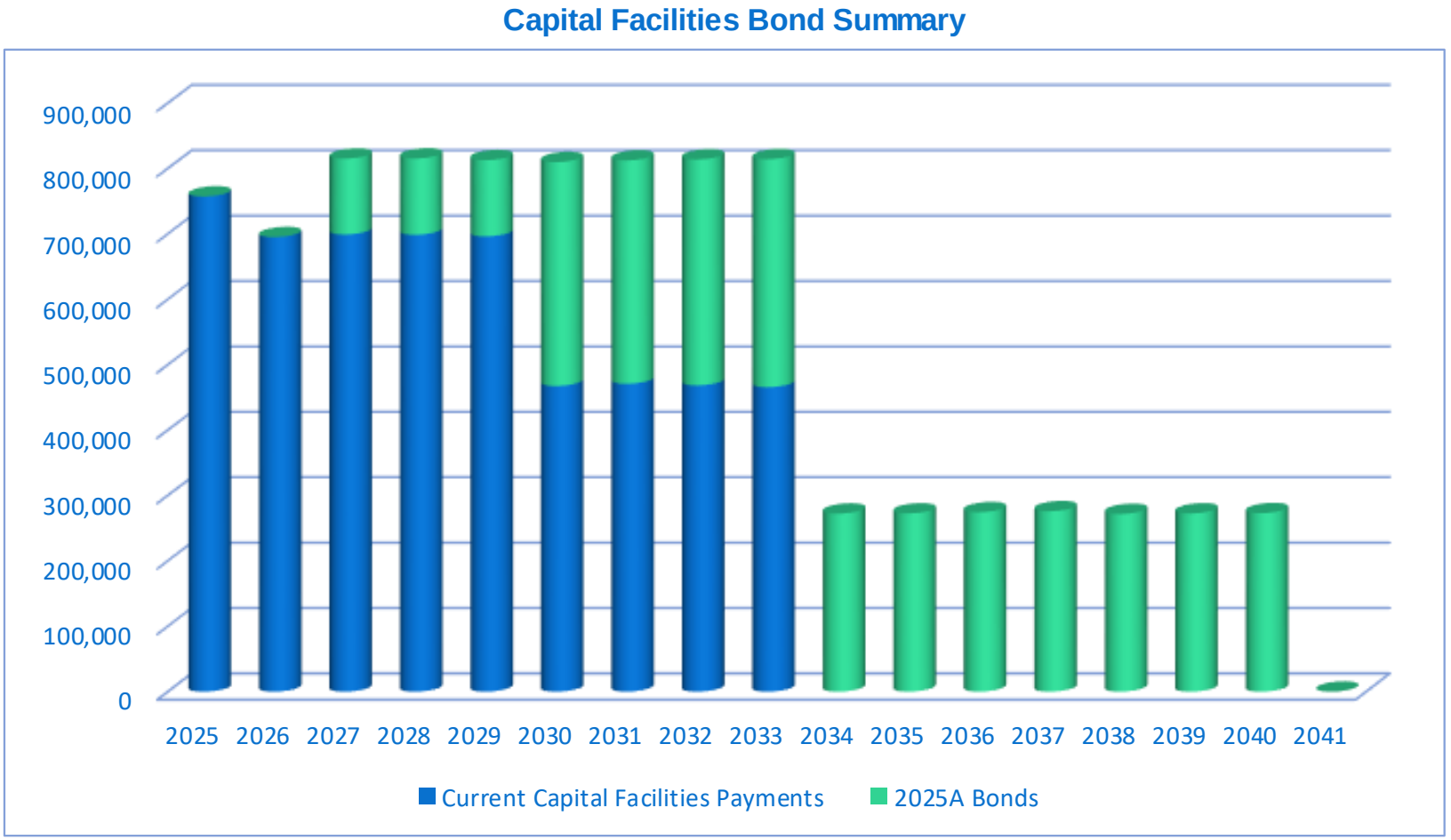
Award: TD Securities

Bidder	True Interest Cost (TIC)
TD Securities	3.6840%
Stifel, Nicolaus & Co., Inc.	3.6873%
Brownstone Investment Group, LLC	3.6940%
Hilltop Securities	3.7014%
Robert W. Baird & Co., Inc.	3.7136%
Raymond James & Associates, Inc.	3.7353%
Northland Securities, Inc.	3.7354%

Sale Summary

	March 24, 2025 Prelim Estimates	Pre-sale Finance Plan	Final
Par Amount	$2,715,000	$2,450,000	$2,495,000
Premium	$220,609	$195,492	$151,614
True Interest Cost	4.09%	4.07%	3.70%
Total Principal & Interest	$4,039,367	$3,603,139	$3,521,816
Deposit to Construction	$2,776,336	$2,499,431	$2,503,076

Bond Structure



Sources and Uses

Sources Of Funds

Par Amount of Bonds	$2,495,000.00
Reoffering Premium	151,613.65
Total Sources	**$2,646,613.65**

Uses Of Funds

Deposit to Project Construction Fund	2,503,076.22
Deposit to Capitalized Interest (CIF) Fund	54,932.78
Total Underwriter's Discount (1.170%)	29,191.50
Financial Advisor (PMA Securities)	24,263.15
Rating Agency Fee (Moody's)	13,050.00
Bond Counsel (Dorsey & Whitney)	10,500.00
Disclosure Counsel (Dorsey & Whitney)	8,000.00
Paying Agent (U.S. Bank)	3,600.00
Total Uses	**$2,646,613.65**

Calendar

Date	Action Item
April 2025	Submit Letter to MDE for Project Approval
April 14, 2025	Board Considers Parameters Resolution
May 2025	Received Approval Letter from MDE
May 2025	Published Notice of Intent to Issue Bonds
June 18, 2025	Rating Call
July 8, 2025	Bond Pricing (Interest Rates Locked)
July 14, 2025	Board Considers Ratifying Resolution
August 5, 2025	Bond Closing

Rating

- Moody's Rating for Austin ISD 492
  - A1

Highlight from the Rating Report:

- The A1 issuer rating reflects the district's stable local economy, solid reserves and moderate leverage. The local economy is somewhat concentrated in agriculture and food production. Resident incomes are equal to about 100% of the US and full value per capita now exceeds $100,000.

Next Steps

- Funds will be available to draw as project expenditures come due
- Proceeds will be invested so that funds are available based on construction draw schedules
- Investment earnings can be used to enhance the project budget
- PMA will help monitor for compliance with IRS Arbitrage/Rebate regulations

Contact Us



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Michael Hart
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You should consider certain economic risks (and other legal, tax, and accounting consequences) prior to entering into any type of transaction with PMA Securities, LLC or PMA Financial Network, LLC. It is imperative that any prospective client perform its own research and due diligence, independent of us or our affiliates, to determine suitability of the proposed transaction with respect to the aforementioned potential economic risks and legal, tax, and accounting consequences. Our analyses are not and do not purport to be appraisals of the assets, or business of the Issuer or any other entity. PMA makes no representations as to the actual value which may be received in connection with a transaction nor the legal, tax, or accounting effects of consummating a transaction. PMA cannot be relied upon to provide legal, tax, or accounting advice. You should seek out independent and qualified legal, tax, and accounting advice from outside sources. This information has been prepared for informational and educational purposes and does not constitute a solicitation to purchase or sell securities, which may be done only after client suitability is reviewed and determined.

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v01.03.25

CERTIFICATION OF MINUTES RELATING TO
$2,495,000 GENERAL OBLIGATION CAPITAL FACILITIES BONDS, SERIES 2025A

Issuer: Independent School District No. 492 (Austin), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on July 14, 2025 at 5:30 p.m. in in the Annex Recital Hall.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO $2,495,000 GENERAL OBLIGATION CAPITAL FACILITIES BONDS, SERIES 2025A; RATIFYING THE AWARD OF SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT THEREOF

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 14th day of July, 2025.

_____
School District Clerk

It was reported that seven (7) sealed proposals for the purchase of the District's $2,495,000 General Obligation Capital Facilities Bonds, Series 2025A were received prior to 10:00 A.M. CDT, on July 8, 2025, pursuant to the Preliminary Official Statement distributed to potential purchasers of the Bonds by PMA Securities, LLC, independent municipal advisor to the District. The proposals have been publicly opened, read and tabulated and were found to be as follows:

Austin ISD #492
$2,450,000 General Obligation Capital Facilities Bonds, Series 2025B (Minnesota School District Credit Enhancement Program)

The following bids were submitted using ***PARITY***® and displayed ranked by lowest TIC.
Click on the name of each bidder to see the respective bids.

Bid Award*	Bidder Name	TIC
☑ Reoffering	TD Securities	3.683988
☐	Stifel, Nicolaus & Co., Inc.	3.687272
☐	Brownstone Investment Group, LLC	3.694049
☐	HilltopSecurities	3.701382
☐	Robert W. Baird & Co., Inc.	3.713646
☐	Raymond James & Associates, Inc.	3.735329
☐	Northland Securities, Inc.	3.735449

*Awarding the Bonds to a specific bidder will provide you with the Reoffering Prices and Yields.

Member _____, introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO $2,495,000 GENERAL OBLIGATION CAPITAL FACILITIES BONDS, SERIES 2025A; RATIFYING THE AWARD OF SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT THEREOF

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 492 (Austin), Minnesota (the District), as follows:

SECTION 1. AUTHORIZATION; SALE AND RATIFICATION.

1.01. Authorization. By resolution duly adopted on April 15, 2025 (the Parameters and Reimbursement Resolution), this Board authorized the sale of its General Obligation Capital Facilities Bonds in an aggregate principal amount not to exceed $2,900,000 (the Bonds), provided that a favorable recommendation to accept the proposal is received from PMA Securities, LLC, in Albertville, Minnesota (PMA), as independent municipal advisor in connection with the sale of the Bonds, and the true interest cost does not exceed 5.00%, and further authorized the Superintendent or Director of Finance and Operations and any Board officer to award the sale of the Bonds to the purchaser and execute a bond purchase agreement on the part of the District.

The proceeds of the Bonds will be used together with any funds of the District which might be required, to (i) finance certain energy efficiency projects, including building envelope and lighting improvements and destratification fan acquisition and installation (collectively, the Projects), and (ii) pay costs of issuance associated with the Bonds. The District has published a notice in its official newspaper describing the Projects, the amount of such Bonds, and the total amount of District indebtedness.

Notwithstanding the Parameters and Reimbursement Resolution, the Bonds shall be designated Series 2025A.

1.02. Sale. The District has retained PMA as independent municipal advisor in connection with the sale of the Bonds. Pursuant to Minnesota Statutes, Section 475.60, subdivision 2, paragraph 9, the requirements as to a public sale do not apply to the issuance of the Bonds. A proposal that meets the requirements set forth in the Parameters and Reimbursement Resolution has been received from TD Securities (USA) LLC, in New York, New York (the Purchaser), to purchase the Bonds at a price of $2,617,422.15 and a true interest cost of 3.6984882%, on the further terms and conditions hereinafter set forth.

1.03. Ratification of Award. Pursuant to the Parameters and Reimbursement Resolution, the sale of the Bonds has been awarded by the Director of Finance and Operations and the Board Chair to the Purchaser. The sale of the Bonds to the Purchaser and the execution of the bond purchase agreement by the Director of Finance and Operations and the Board Chair with the Purchaser for the sale of the Bonds to the Purchaser are hereby ratified in all respects.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done prior to the issuance of the Bonds having been done, existing and having happened, it is necessary for this Board to establish the form and terms of the Bonds, to provide for the security thereof, and to issue the Bonds forthwith.

2.02. Maturities, Interest Rates and Denominations. The Bonds shall be originally dated as of August 5, 2025, shall be in denominations of $5,000 or any integral multiple thereof of single maturities, shall mature on February 1 in the years and amounts stated below and shall bear interest from date of issue until paid or duly called for redemption at the annual rates set forth opposite such years and amounts, as follows:

Year	Amount	Rate	Year	Amount	Rate
2030	$215,000	5.000%	2036	$215,000	4.000%
2031	225,000	5.000	2037	225,000	4.000
2032	240,000	5.000	2038	230,000	4.000
2033	255,000	5.000	2039	240,000	4.000
2034	195,000	5.000	2040	250,000	4.000
2035	205,000	4.000			

For purposes of complying with the maturity provisions of Minnesota Statutes, Section 475.54, subdivision 1, the maturity schedule for the Bonds shall be combined with the maturity schedules for the District's outstanding general obligation bonds.

The Bonds shall be issuable only in fully registered form. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest thereon and, upon surrender of each Bond, the principal amount thereof, shall be payable by check or draft issued by the Registrar described herein; provided that, so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.08 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. The interest on the Bonds shall be payable on February 1 and August 1, commencing August 1, 2026, to the owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day.

2.04. Redemption. The Bonds maturing on and after February 1, 2035 shall be subject to redemption and prepayment at the option of the District, in whole or in part, in such order as the District shall determine and within a maturity by lot as selected by the Registrar in multiples of $5,000, on February 1, 2034, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The Clerk shall cause notice of the call for redemption thereof to be published as required by law and, at least thirty (30) days prior to the designated redemption date, shall cause notice of the call for redemption to be mailed, by first

class mail, to the registered owners of any Bonds to be redeemed at their addresses as they appear on the bond register described in Section 2.06 hereof but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

2.05. Appointment of Initial Registrar. The District hereby appoints U.S. Bank Trust Company National Association, in St. Paul, Minnesota, as the initial bond registrar, transfer agent and paying agent (the Registrar). The Chairperson and the Clerk are authorized to execute and deliver, on behalf of the District, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company organized under the laws of the United States or one of the states of the United States and authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The District agrees to pay the reasonable and customary charges of the Registrar for the services performed. The District reserves the right to remove the Registrar upon thirty (30) days' notice and upon the appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the bond register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the District and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a bond register in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. Whenever any Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the District.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The District and the Registrar may treat the person in whose name any Bond is at any time registered in the bond register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds, the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the District and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the District. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the District, evidencing the same debt, and entitled to the same benefits under this resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution; Authentication and Delivery. The Bonds shall be prepared under the direction of the Clerk and shall be executed on behalf of the District by the signatures of the Chairperson and the Clerk, provided that all signatures may be printed, engraved, or lithographed facsimiles of the originals. In case any officer whose signature, or a facsimile of whose signature, shall appear on the Bonds shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on such Bond has been duly executed by the manual signature of the Registrar. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so delivered and authenticated, they shall be delivered by the Clerk to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

"Beneficial Owner" shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person's subrogee.

"Cede & Co." shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

"DTC" shall mean The Depository Trust Company of New York, New York.

"Participant" shall mean any broker-dealer, bank or other financial institution for which DTC holds Bonds as securities depository.

"Representation Letter" shall mean the Representation Letter pursuant to which the District agrees to comply with DTC's Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register in the name of Cede & Co., as nominee of DTC. The Registrar and the District may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever; and neither the Registrar nor the District shall be affected by any notice to the contrary. Neither the Registrar nor the District shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the bond register as being a registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to

the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, with respect to the selection by DTC or any Participant of any person to receive payment in the event of a partial redemption of the Bonds, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC's Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the District to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the District determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of bond certificates, the District may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the District and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC by the Chairperson or Clerk, if not previously filed or if required to be re-filed with DTC, is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of bond certificates and the method of payment of principal of and interest on such Bonds in the form of bond certificates.

SECTION 3. FORM OF BONDS. The Bonds shall be prepared in substantially the form found at EXHIBIT A hereto.

SECTION 4. USE OF PROCEEDS.

4.01. General Obligation Capital Facilities Bonds, Series 2025A Construction Fund. There is hereby established on the official books and records of the District a General Obligation Capital Facilities Bonds, Series 2025A Construction Fund (the Construction Fund), and the

District shall continue to maintain the Construction Fund until payment of all costs and expenses incurred in connection with the Projects financed by the Bonds have been paid. To the Construction Fund there shall be credited from the proceeds of the Bonds an amount equal to the estimated construction costs and expenses of the Projects and from the Construction Fund there shall be paid all such construction costs and expenses. After payment of all such construction costs and expenses, the Construction Fund shall be discontinued and any Bond proceeds remaining therein shall be credited to the Debt Service Fund established by Section 4.02 hereof.

4.02. General Obligation Capital Facilities Bonds, Series 2025A Debt Service Fund. So long as any of the Bonds are outstanding and any principal of or interest thereon unpaid, the District shall maintain a separate debt service fund on the official books and records of the District to be known as the General Obligation Capital Facilities Bonds, Series 2025A Debt Service Fund (the Debt Service Fund), which the District agrees to maintain until the Bonds have been paid in full, and the principal of and interest on the Bonds shall be payable from the Debt Service Fund. The moneys on hand in the Debt Service Fund from time to time shall be used only to pay the principal of and interest on the Bonds. The District irrevocably appropriates to the Debt Service Fund: (a) any funds received from the Purchaser upon delivery of the Bonds in excess of (i) the amount required by Section 4.01 above to be credited to the Construction Fund and (ii) the amount required to be set aside for payment of the costs of issuance of the Bonds; (b) the amounts specified in Section 4.01 above, after payment of all costs and expenses of the Projects; (c) all taxes levied and collected in accordance with this resolution or any additional resolutions of the Board; and (d) all other moneys as shall be appropriated by the Board to the Debt Service Fund from time to time. If any payment of principal of and interest on the Bonds shall become due when there is not sufficient money in the Debt Service Fund to make such payment, the Clerk shall pay the same from any other available fund of the District, and such other fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of the Bonds when available.

4.03. Tax Levies. For the prompt and full payment of the principal of and interest on the Bonds as the same respectively become due, the full faith, credit and taxing power of the District shall be and are hereby irrevocably pledged. To provide moneys for the payment of principal of and interest on the Bonds as required by Minnesota Statutes, Section 475.61, subdivision 1, there is hereby levied on all taxable property in the District a direct, annual ad valorem tax which shall be spread upon the tax rolls for collection in the years and amounts as follows, as a part of other general taxes of the District, as follows:

Levy Years	Collection Years	Amount

(See attached levy computation)

The taxes shall be irrepealable as long as any of the Bonds are outstanding and unpaid; provided that the District reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61. It is estimated that the ad valorem taxes will be collected in amounts not less than five percent in excess of the annual principal and interest requirements of the Bonds. If, as of the date tax levies are certified in any year, the sum of the balance in the Debt Service Fund plus any ad valorem taxes theretofore levied for the payment of Bonds payable therefrom and collectible through the end of the following calendar year is not sufficient to pay when due all principal and interest to become due on all Bonds payable therefrom

in said following calendar year, or the Debt Service Fund has incurred a deficiency in the manner provided in Section 4.02, an additional direct, irrepealable, ad valorem tax shall be levied on all taxable property within the corporate limits of the District for the purpose of restoring such accumulated or anticipated deficiency in accordance with the provisions of this resolution.

4.04. Debt Service Fund Balance Restriction. In order to ensure compliance with the Internal Revenue Code of 1986 (the Code), and applicable Treasury Regulations (the Regulations), upon allocation of any funds to the Debt Service Fund, the balance then on hand in the Fund shall be ascertained. If it exceeds the amount of principal and interest on the Bonds to become due and payable through February 1 next following, plus a reasonable carryover equal to 1/12th of the debt service due in the following bond year, the excess shall (unless an opinion is otherwise received from bond counsel) be used to prepay or purchase Bonds, or invested at a yield which does not exceed the yield on the Bonds calculated in accordance with Section 148 of the Code.

SECTION 5. DEFEASANCE. When all of the Bonds have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the registered owners of the Bonds shall cease. The District may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The District may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Registrar on or before that date an amount equal to the principal, interest and redemption premium, if any, which are then due, provided that notice of such redemption has been duly given as provided herein. The District may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank or trust company qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such time and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or earlier designated redemption date. Provided, however, that if such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the District shall have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

SECTION 6. TAX COVENANTS, ARBITRAGE MATTERS, REIMBURSEMENT AND CONTINUING DISCLOSURE.

6.01. Restrictive Action. The Projects will be owned and maintained by the District and used to carry out its program of public education. The District shall not enter into any lease, management agreement, use agreement or other contract with any nongovernmental entity relating to the Projects or a portion thereof which would cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to the provisions of Section 141 of the Code. The District

covenants and agrees with the registered owners of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any actions that would cause interest on the Bonds to become includable in gross income of the recipient under the Code and applicable Regulations and covenants to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations.

6.02. Arbitrage Certification. The Chairperson and Clerk being the officers of the District charged with the responsibility for issuing the Bonds pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of the Code and the Regulations.

6.03. Arbitrage Rebate. (a) It is hereby found that the District has general taxing powers, that no Bond is a "private activity bond" within the meaning of Section 141 of the Code, that 95% or more of the net proceeds of the Bonds are to be used for local governmental activities of the District, and that the aggregate face amount of all tax-exempt obligations (other than private activity bonds) issued by the District and all subordinate entities thereof during calendar year 2025 is not reasonably expected to exceed $5,000,000 plus the lesser of $10,000,000 or so much of the aggregate face amount of the tax-exempt obligations as are attributable to financing or refinancing the construction of public school facilities. Therefore, pursuant to Section 148(f)(4)(D) of the Code, the District shall be treated as meeting the arbitrage rebate requirements of paragraphs (2) and (3) of Section 148(f) of the Code.

(b) If, notwithstanding the provisions of paragraph (a) of this Section 6.03, the arbitrage rebate provisions of Section 148(f) of the Code apply to the Bonds, the District hereby covenants and agrees to make the determinations, retain records and rebate to the United States the amounts at the times and in the manner required by said Section 148(f).

6.04. Qualified Tax-Exempt Obligations. The District hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt governmental obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the District and all subordinate entities during calendar year 2025 does not exceed $10,000,000.

6.05. Reimbursement. The District certifies that the proceeds of the Bonds will not be used by the District to reimburse itself for any expenditure with respect to the Projects which the District paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the District shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations; provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Projects meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to "preliminary expenditures" for the Projects as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the "issue price" of the Bonds.

6.06. Continuing Disclosure. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the District hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the outstanding Bonds. The District is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the District fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any outstanding Bonds, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The District will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the District, the following information at the following times:

(1) on or before twelve (12) months after the end of each fiscal year of the District, commencing with the fiscal year ending June 30, 2025, the following financial information and operating data in respect of the District (the Disclosure Information):

(A) the audited financial statements of the District for such fiscal year, prepared in accordance with generally accepted accounting principles in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the District, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the District; and

(B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under the headings: "SOCIO-ECONOMIC CHARACTERISTICS – Major/Leading Employers;" "FINANCIAL INFORMATION;" and "SUMMARY OF DEBT AND DEBT STATISTICS," which information may be unaudited.

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the District shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the District shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been submitted to the Municipal Securities Rulemaking Board (the MSRB) through its Electronic Municipal Market Access System (EMMA) or the SEC. The District shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the District have materially changed or been discontinued, such Disclosure Information need no longer be provided if the District includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other District operations in respect of which data is not included in the Disclosure Information and the District determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the District shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

(2) In a timely manner, not in excess of 10 business days, to the MSRB through EMMA, notice of the occurrence of any of the following events (each a "Material Fact," as hereinafter defined):

(A) principal and interest payment delinquencies;
(B) non-payment related defaults, if material;
(C) unscheduled draws on debt service reserves reflecting financial difficulties;
(D) unscheduled draws on credit enhancements reflecting financial difficulties;
(E) substitution of credit or liquidity providers, or their failure to perform;
(F) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Bonds or other material events affecting the tax status of the Bonds;
(G) modifications to rights of Bond holders, if material;
(H) Bond calls, if material and tender offers;
(I) defeasances;

(J) release, substitution, or sale of property securing repayment of the Bonds if material;

(K) rating changes;

(L) bankruptcy, insolvency, receivership, or similar event of the obligated person;

(M) the consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

(N) appointment of a successor or additional trustee or the change of name of a trustee, if material;

(O) incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; "financial obligation" means a (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of a debt obligation or any such derivative instrument; provided that "financial obligation" shall not include municipal securities as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule; and

(P) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

As used herein, for those events that must be reported if material, a "Material Fact" is a fact as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, a Material Fact is also a fact that would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

For purposes of the events identified in paragraphs (O) and (P) above, the term "financial obligation" means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term "financial obligation" shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

(3) In a timely manner, to the MSRB through EMMA, notice of the occurrence of any of the following events or conditions:

(A) the failure of the District to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
(B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the District under subsection (d)(2);
(C) the termination of the obligations of the District under this section pursuant to subsection (d);
(D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
(E) any change in the fiscal year of the District.

(c) Manner of Disclosure.

(1) The District agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).

(2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

(1) The covenants of the District in this section shall remain in effect so long as any Bonds are outstanding. Notwithstanding the preceding sentence, however, the obligations of the District under this section shall terminate and be without further effect as of any date on which the District delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the District to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.

(2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the District from time to time, without notice to (except as provided in paragraph (c)(2) hereof) or the consent of the Owners of any Bonds, by a resolution of this Board filed in the office of the recording officer of the District accompanied by an opinion of Bond Counsel, who may rely on certificates of the District and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the District or the type of operations conducted by the District, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule.

If the Disclosure Information is so amended, the District agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

(3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 7. CERTIFICATION OF PROCEEDINGS.

7.01. Filing with County Auditors. The Clerk is hereby authorized and directed to file with the County Auditors of Freeborn and Mower Counties a certified copy of this resolution together with such other information as the County Auditors shall require and to obtain from the County Auditors a certificate that the Bonds have been entered upon the bond registers and that the tax for the payment of the Bonds has been levied as required by law.

7.02. Certification of Proceedings. The officers of the District and the County Auditors are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records of the District relating to the Bonds and to the financial condition and affairs of the District, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds as they appear from the books and records under the officer's custody and control or as otherwise known to the them. All such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the District to the correctness of all statements contained herein.

7.03. Official Statement. The Director of Finance and Operations is hereby authorized and directed to review and approve all necessary disclosures in connection with the issuance of the Bonds. The Municipal Advisor is hereby authorized, on behalf of the District, to prepare and distribute to the Purchaser of the Bonds, within seven business days from the sale date of the Bonds, a final official statement (the "Final Official Statement") listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds required to be included in the Final Official Statement by the Rule, in the form approved by the Director of Finance and Operations. The Purchaser is hereby authorized to use and distribute the Final Official Statement in connection with the offering of the Bonds. The Director of Finance and Operations is hereby authorized and directed to sign such certifications as may be necessary or required by counsel or the purchaser(s) with respect to the completeness and accuracy of the Preliminary Official Statement dated June 30, 2025, and the Final Official Statement to be dated on or around July 8, 2025. All actions heretofore or hereafter taken by District officers and staff, or by others acting on behalf of the District, with respect to the project to be financed with proceeds of the Bonds, the structuring of the financing, the marketing and sale of the Bonds, the preparation of legal documents and the consummation of the transaction contemplated by this resolution, including but not limited to the engagement of third-party advisors and counsel, are hereby ratified and approved in full.

SECTION 8. STATE PAYMENT; DISTRICT AND REGISTRAR OBLIGATIONS. The District hereby covenants and obligates itself to notify the Commissioner of Education (the Commissioner) of any potential default in the payment of the principal of or interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the State Payment Law), to guarantee, to the extent permitted by law, payment of the principal of and interest on the Bonds when due. The District further covenants to deposit with the Registrar not less than three business days prior to each February 1 and August 1 as set forth in Section 2.03 hereof, an amount sufficient to make that payment or to notify the Commissioner as provided in the State Payment Law that it will be unable to make all or a portion of such payment. The Registrar will notify the Commissioner if it becomes aware of a potential default in the payment of principal of and interest on the Bonds on any payment date or if, on the date two business days prior to the date on which a payment is due, there are insufficient funds on deposit with the Registrar to make the required payment on such date. The Registrar will cooperate with the District, the Commissioner and the Commissioner of Management and Budget in implementing the provisions of the State Payment Law. In the event that amounts sufficient to make any such interest or principal payment are held by an escrow or paying agent and invested as authorized by Minnesota Statutes, Chapter 475 and such escrow or paying agent is required to use proceeds from such investment to pay to the Registrar the amount necessary to pay such interest or principal on such payment date, then the requirements of the State Payment Law relating to the deposit of such amounts with the Registrar prior to the payment date of such interest or principal shall be deemed satisfied and neither the District nor the Registrar shall be required to notify the Commissioner that insufficient funds are available to pay such interest or principal on such payment date. The District shall do all other things which may be necessary to perform the Bonds hereby undertaken under the State Payment Law, including any requirements hereafter adopted by the Commissioner of Management and Budget or the Commissioner.

Upon vote being taken on the foregoing resolution, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted

TAX LEVIES

Assessment Year	Collection Year	Amount
2025	2026	$ 116,006.92
2026	2027	$ 116,655.00
2027	2028	$ 116,655.00
2028	2029	$ 342,405.00
2029	2030	$ 341,617.50
2030	2031	$ 345,555.00
2031	2032	$ 348,705.00
2032	2033	$ 272,317.50
2033	2034	$ 272,580.00
2034	2035	$ 274,470.00
2035	2036	$ 275,940.00
2036	2037	$ 271,740.00
2037	2038	$ 272,580.00
2038	2039	$ 273,000.00

EXHIBIT A

UNITED STATES OF AMERICA

STATE OF MINNESOTA
FREEBORN AND MOWER COUNTIES

INDEPENDENT SCHOOL DISTRICT NO. 492 (AUSTIN)

GENERAL OBLIGATION CAPITAL FACILITIES BOND, SERIES 2025A

R-1 $_____

Interest Rate	Maturity Date	Date of Original Issue	CUSIP No.
__%	February 1, 20__	August 5, 2025	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

INDEPENDENT SCHOOL DISTRICT NO. 492 (AUSTIN), FREEBORN AND MOWER COUNTIES, STATE OF MINNESOTA (the District), acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above, or registered assigns, the principal sum specified above on the maturity date specified above, and to pay interest thereon from the date of original issue specified above, or from the most recent interest payment date to which interest has been paid or duly provided for, at the annual rate specified above, payable on February 1 and August 1 in each year, commencing August 1, 2026, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month, all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond prior to its stated maturity. The interest hereon and, upon presentation and surrender hereof at the principal office of the Registrar described below, the principal hereof, are payable in lawful money of the United States of America by check or draft drawn on U.S. Bank Trust Company National Association, in St. Paul, Minnesota, as bond registrar, transfer agent and paying agent, or its successor designated under the resolution described herein (the Registrar). For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the District have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of $2,495,000 (the Bonds), issued by the District to finance certain energy efficient lighting projects and is issued pursuant to and in full conformity with a resolution adopted by the School Board on July 14, 2025 (the Bond Resolution), pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Section 123B.62 and Chapter 475. The Bonds are issuable only in fully registered form, in denominations of $5,000 or any integral multiple thereof, of single maturities.

The Bonds maturing on and after February 1, 2035 are each subject to redemption and prepayment at the option of the District, in whole or in part, in such order as the District shall determine and, within a maturity, by lot as selected by the Registrar in multiples of $5,000, on February 1, 2034, and on any date thereafter, at a price equal to the principal amount thereof plus interest accrued to the date of redemption. The District will cause notice of the call for redemption to be published as required by law and, at least

thirty (30) days prior to the designated redemption date, will cause notice of the call thereof to be mailed by first class mail to the registered owner of any Bond to be redeemed at the owner's address as it appears on the bond register maintained by the Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

As provided in the Bond Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the District at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange, the District will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The Bonds have been designated by the District as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The District and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the District nor the Registrar shall be affected by any notice to the contrary.

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the District.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen, to exist and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the District according to its terms have been done, have happened, do exist and have been performed in regular and due form, time and manner as so required; that, prior to the issuance hereof, a direct, annual, ad valorem tax has been duly levied upon all taxable property in the District for the years and in amounts not less than five percent in excess of sums sufficient to pay the interest hereon and the principal hereof as the same respectively become due; that additional taxes, if needed to meet the principal and interest requirements of the Bonds, shall be levied upon all such property without limitation as to rate or amount; and that the issuance of the Bonds does not cause the indebtedness of the District to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, Independent School District No. 492 (Austin), Freeborn and Mower Counties, State of Minnesota, by its School Board, has caused this Bond to be executed on its behalf by the facsimile signatures of the Chairperson and Clerk.

INDEPENDENT SCHOOL DISTRICT NO. 492
(AUSTIN), MINNESOTA

_____ _____

(Facsimile Signature – Chairperson) (Facsimile Signature - Clerk)

_____

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Bond Resolution mentioned within.

Date of Authentication: _____

U.S. BANK TRUST COMPANY NATIONAL
ASSOCIATION, as Registrar

By_____
Authorized Representative

_____

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to the applicable laws or regulations:

TEN COM --as tenants in common UTMA ……. as Custodian for ……..
(Cust) (Minor)

TEN ENT --as tenants by the entireties under Uniform Transfers to Minors Act ....……..
(State)

JT TEN --as joint tenants with right of survivorship and not as tenants in common

Additional abbreviations may also be used.

_____

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____ _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed: _____
Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

Please insert social security or other identifying number of assignee:_____

CERTIFICATE OF FREEBORN COUNTY AUDITOR
AS TO REGISTRATION OF BONDS AND TAX LEVY

The undersigned, being the duly qualified and acting County Auditor of Freeborn, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on July 14, 2025, by the School Board of Independent School District No. 492 (Austin), Minnesota, setting forth the form and details of an issue of $2,495,000 General Obligation Capital Facilities Bonds, Series 2025A , dated as of August 5, 2025, and levying taxes for their payment.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal this _____ day of _____, 2025.

_____
Freeborn County Auditor

(SEAL)

CERTIFICATE OF MOWER COUNTY AUDITOR
AS TO REGISTRATION OF BONDS AND TAX LEVY

The undersigned, being the duly qualified and acting County Auditor of Mower, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on July 14, 2025, by the School Board of Independent School District No. 492 (Austin), Minnesota, setting forth the form and details of an issue of $2,495,000 General Obligation Capital Facilities Bonds, Series 2025A, dated as of August 5, 2025, and levying taxes for their payment.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal this _____ day of _____, 2025.

_____
Mower County Auditor

(SEAL)

AUSTIN PUBLIC SCHOOLS
INSPIRE • EMPOWER • ACCELERATE

DATE: July 14, 2025

TITLE: Establishing Date for Truth in Taxation Hearing

TYPE: Action

PRESENTER: Todd Lechtenberg, Executive Director of Finance & Operations

Background:

Minnesota Statute 275.065, subdivision 3, requires school districts to discuss their Payable 2026 levy and 2025/2026 budget at a regularly scheduled School Board meeting and allow the public to speak. The meeting must take place at 6:00 pm or later, and the district may adopt the final levy at the same meeting.

Rationale:

Monday, December 8, 2025, is the date for the regularly scheduled School Board meeting in December. As part of that meeting, the School Board could hold their Truth in Taxation hearing, as well as approve the Payable 2026 levy.

Recommendation:

It is recommended that the school board approve Monday, December 8, 2025, as the date to hold the annual Truth in Taxation hearing at 6:00 pm or later in the Austin High School Annex Recital Hall, 205 4th Street NW, as part of their regular School Board meeting.

AUSTIN PUBLIC SCHOOLS
INSPIRE • EMPOWER • ACCELERATE

DATE: July 14, 2025

TITLE: Donations

TYPE: Action

PRESENTER: Todd Lechtenberg, Executive Director of Finance & Operations

Background:

School districts receive donations from private individuals, public entities, and trusts on a regular basis. The district implemented School Board Policy 706 – Acceptance of Gifts to ensure compliance with statutory guidance.

Rationale:

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Recommendation:

It is recommended that the following donations be accepted by the school board for the benefit of Austin Public School students.

DONOR	AMOUNT	RECIPIENT(S)	PURPOSE
Hormel Foods Charitable Trust in Honor of Jim and Tammy Snee	$10,000.00	CEO Program	Program Expenses
Hormel Foods Charitable Trust in Honor of Jim and Tammy Snee	$10,000.00	Packer Pantry	Supplies
American Red Cross	$1,500.00	Student Scholarships	Scholarships
Lifegate Services	$140.00	African American Student Association	Expenses
Special Olympics Minnesota	$300.00	Early Childhood Special Education	Materials
Med City Installation from Dexter, MN	Donated labor valued at $6,200	AHS weight room flooring installation	

MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE 414

[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 requiring school personnel to report suspected child neglect or physical or sexual abuse.

B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

A. "Accidental" means a sudden, not reasonably foreseeable, and unexpected occurrence or event that:

1. is not likely to occur and could not have been prevented by exercise of due care; and

2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.

B. "Child" means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Juvenile Safety and Placement) 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 maltreated or has been 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.

F. "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, or other care required for the child's physical or mental health when reasonably able to do so;
2. failure to protect a child from conditions or actions that seriously endanger the child's physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;

3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors as the child's age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for the child's own basic needs or safety, or the basic needs or safety of another child in his or her care;

4. failure to ensure that a child is educated in accordance with state law, which does not include a parent's refusal to provide his or her child with sympathomimetic medications;

5. prenatal exposure to a controlled substance as defined in state law used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child's birth, medical effects or developmental delays during the child's first year of life that medically indicate prenatal exposure to a controlled substance, or the presence of a fetal alcohol spectrum disorder;

6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 6, Clause (5);

7. chronic and severe use of alcohol or a controlled substance by a person responsible for the care of the child that adversely affects the child's basic needs and safety; or

8. emotional harm from a pattern of behavior that contributes to impaired emotional functioning of the child, which may be demonstrated by a

substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

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

G. "Nonmaltreatment mistake" occurs when: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under 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.

I. "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 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 that are not reasonable and moderate include, but are not limited to,

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

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

K. "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.

L. "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 that constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation that requires registration under 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 under Minnesota Statutes, section 260E.03, subdivision 5, or a similar law of another jurisdiction; (2) been found to be palpably unfit under Minnesota Statutes, section 260C.301, subdivision 1, paragraph (b), clause 3, or a similar law of another jurisdiction; (3) committed an act that resulted in an involuntary termination of parental rights under Minnesota Statutes, section 260C.301, or a similar law of another jurisdiction; or (4) or committed an act that resulted in the involuntary transfer of permanent legal and physical custody of a child to a relative or parent under Minnesota Statutes, section 260C.515, subdivision 4, or a similar law of another jurisdiction.

IV. REPORTING PROCEDURES

A. A mandated reporter shall immediately report the information to the local welfare agency, agency responsible for assessing or investigating the report, police department, county sheriff, tribal social services agency, or tribal police department. The reporter will include his or her name and address in the report.

B. An oral report shall be made immediately by telephone or otherwise., The oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assessing or investigating the report. Any report shall be of sufficient content to identify the child, any person believed to be responsible for the maltreatment of the child if the person is known, the nature and extent of the maltreatment, and the name and address of the reporter.

C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

D. A mandated reporter who knows or has reason to know of the deprivation of custodial or parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.

E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the

person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.

F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.

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

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

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

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

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

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

E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, 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.301 (Termination of Parental Rights)
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

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

Policy Adopted: 09/15/03
Policy Revised: 08/08/22

DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL **418**

[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, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

A. Use or possession of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances 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, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.

C. An individual may not use or possess cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13, including all facilities, whether owned, rented, or leased, and all vehicles that the school district owns, leases, rents, contracts for, or controls.

D. 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.

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 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 injection, inhalation, ingestion, or by any other immediate means.

E. "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; (4) combustion with use of dried raw cannabis; or (5) any other method approved by the Commissioner of the Minnesota Department of Health ("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. "Sell" means to sell, give away, barter, deliver, exchange, distribute or dispose of to another, or to manufacture; or to offer or agree to perform such an act, or to possess with intent to perform such an act.

I. "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.

I. "Use" means to sell, buy, manufacture, distribute, dispense, be under the influence of, or consume in any manner, including, but not limited to, consumption by injection, inhalation, ingestion, or by any other immediate means.

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, nonintoxicating cannabinoids, or edible cannabinoid products, 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, subdivision 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).

C. A violation of this policy does not occur when a person uses or possesses a toxic substance unless they do so with the intent of inducing or intentionally aiding another in inducing intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor.

D. The school district may not refuse to enroll or otherwise penalize a patient or person enrolled in the Minnesota Patient Registry Program or a Tribal medical cannabis program as a pupil solely because the patient or person is enrolled in the registry program or a Tribal medical cannabis program, unless failing to do so would violate federal law or regulations or cause the school to lose a monetary or licensing-related benefit under federal law or regulations.

An employer or a school must provide written notice to a patient at least 14 days before the employer or school takes an action against the patient that is prohibited under Minnesota Statutes, section 342.57, subdivision 3 or 5. The written notice must cite the specific federal law or regulation that the employer or school believes would be violated if the employer or school fails to take action. The notice must specify what monetary or licensing-related benefit under federal law or regulations that the employer or school would lose if the employer or school fails to take action.

A school or an employer must not retaliate against a patient for asserting the patient's rights or seeking remedies under Minnesota Statutes, section 342.57 or section 152.32.

[NOTE: The 2025 Minnesota legislature amended this law.] ~~to add this protection.]~~

V. PROCEDURES

A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, 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, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, 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 except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, 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, nonintoxicating cannabinoids, or edible cannabinoid products, 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 8103; 34 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, intoxicating cannabinoids, or edible cannabinoid products in a school location except with the express permission of the superintendent.

F. No person is permitted to possess or use medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products 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, nonintoxicating cannabinoids, or edible cannabinoid products.

G. Possession of alcohol on school grounds pursuant to the exceptions of Minnesota Statutes section 624.701, subdivision 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. SCHOOL PROGRAMS

A. Starting in the 2026-2027 school year, the school district must implement a comprehensive education program on cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, for students in middle school and high school. The program must include instruction on the topics listed in Minnesota Statutes, section 120B.215, subdivision 1 and must:

1. respect community values and encourage students to communicate with parents, guardians, and other trusted adults about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl; and

2. refer students to local resources where students may obtain medically accurate information about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, and treatment for a substance use disorder.

[NOTE: MDE information on this requirement is provided in the Resources section of this model policy.]

B. School district efforts to develop, implement, or improve instruction or curriculum as a result of the provisions of this section must be consistent with Minnesota Statutes, sections 120B.10 and 120B.11.

C. Notwithstanding any law to the contrary, the school district shall have a procedure for a parent, a guardian, or an adult student 18 years of age or older to review the content of the instructional materials to be provided to a minor child or to an adult student pursuant to this article. The district must allow a parent or adult student to opt out of instruction under this article with no academic or other penalty for the student and must inform parents and adult students of this right to opt out.

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, electronic cigarettes, and nonintoxicating cannabinoids, and 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 provided 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.

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. § 120B.215 (Education on Cannabis Use and Substance Use)
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. § 152.01, Subd. 15a (Definitions)
Minn. Stat. § 152.0264 (Cannabis Sale Crimes)
Minn. Stat. § 152.22, Subd. 6 (Definitions; Medical Cannabis)

Minn. Stat. § 152.23 (Limitations; Medical Cannabis)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
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. § 342.09 (Personal Adult Use of Cannabis)
Minn. Stat. § 342.56 (Limitations)
Minn. Stat. § 609.684 (Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)
20 U.S.C. § 7101-7122 (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-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)

Resources: To support the requirements for school districts and charter schools outlined in Minnesota Statute 2024, section 120B.215, subdivision 2, and in accordance with subdivision 1, MDE, in collaboration with MDH, the Minnesota Department of Human Services (DHS), and education experts, has created a

List of Model Cannabis Education Programs for School District and Charter School Consideration.

Schools may choose to implement one of the listed programs or they may implement their own program(s) identified through a local curriculum adoption process by the 2026-27 school year. While it is not required for a school district or charter school to use one of the programs in the list, the list and rubric provided may be useful to school districts and charter schools in their own decision-making process.

Please visit MDE's Health Education webpage for more information.

Policy Adopted: 09/15/03

Policy Revised: 08/22/22
Policy Revised: 07/10/23
Policy Revised: 07/08/24

SCHOOL WEAPONS POLICY **501**

[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. "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.

B. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.

C. "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.

D. "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.

[NOTE: In June 2025, MSBA organized these definitions in alphabetical order.]

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 section 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 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 building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.

D. 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 AND ACTIVE SHOOTER INCIDENTS IN SCHOOL ZONES

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

B. The school district must electronically file an after-action review report for active shooter incidents and active shooter threats to the Minnesota Fusion Center as required under Minnesota Statutes, section 121A.06.

1. "Active shooter incident" means an event involving an armed individual or individuals on campus or an armed assailant in the immediate vicinity of the school.

2. "Active shooter threat" means a real or perceived threat that an active shooter incident will occur.

[NOTE: The 2025 Minnesota legislature enacted the addition to 2.c (Session Law Chapter 35)].

Legal References:
Minn. Stat. § 97B.045 (Transporting Firearms)
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)
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, 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)

Policy Adopted: 05.23.05
Policy Revised: 08.08.22

PROTECTION AND PRIVACY OF PUPIL RECORDS **515**

I. PURPOSE

The school district recognizes its responsibility in regard to the collection, maintenance, and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 United States Code, section 1232g, *et seq.*, (Family Educational Rights and Privacy Act (FERPA)) 34 Code of Federal Regulations part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and Minnesota Rules parts 1205.0100-1205.2000.

III. DEFINITIONS

A. Authorized Representative

"Authorized representative" means any entity or individual designated by the school district, state, or an agency headed by an official of the Comptroller of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or state and local educational authorities to conduct, with respect to federal or state supported education programs, any audit or evaluation or any compliance or enforcement activity in connection with federal legal requirements that relate to these programs.

B. Biometric Record

"Biometric record," as referred to in "Personally Identifiable," means a record of one or more measurable biological or behavioral characteristics that can be used for automated recognition of an individual (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting).

C. Dates of Attendance

"Dates of attendance," as referred to in "Directory Information," means the period of time during which a student attends or attended a school or schools in the school district, including attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunications technologies for students who are not in the classroom, and including the period during which a student is working under a work-study program. The term does not include specific daily records of a student's attendance at a school or schools in the school district.

D. Directory Information

1. "Directory information," under federal law, means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student's name; ~~parent's electronic mail address~~; photograph; ~~date and place of birth~~; ~~major field of study;~~ dates of attendance; grade level; enrollment status (i.e., full-time or part-time); participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended. Directory information does not include:

   a. a student's social security number;

   b. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;

   c. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor known or possessed only by the student;

   d. personally identifiable data which references religion, race, color, social position, or nationality; or

   e. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

2. Under Minnesota law, a school district may not designate a student's home address, telephone number, email address, parent's electronic mail address, or other personal contact information as "directory information."

E. Education Records

1. What constitutes "education records." Education records means those records that are: (1) directly related to a student; and (2) maintained by the school district or by a party acting for the school district.

2. What does not constitute education records. The term "education records" does not include:

a. Records of instructional personnel that are:

(1) kept in the sole possession of the maker of the record;

(2) used only as a personal memory aid;

(3) not accessible or revealed to any other individual except a temporary substitute teacher; and

(4) destroyed at the end of the school year.

b. Records of a law enforcement unit of the school district, provided education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:

(1) maintained separately from education records;

(2) maintained solely for law enforcement purposes; and

(3) disclosed only to law enforcement officials of the same jurisdiction.

c. Records relating to an individual, including a student, who is employed by the school district which:

(1) are made and maintained in the normal course of business;

(2) relate exclusively to the individual in that individual's capacity as an employee; and

(3) are not available for use for any other purpose.

However, records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student are education records.

d. Records relating to an eligible student, or a student attending an institution of post-secondary education, that are:

(1) made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;

(2) made, maintained, or used only in connection with the provision of treatment to the student; and

(3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.

e. Records created or received by the school district after an individual is no longer a student at the school district and that are not directly related to the individual's attendance as a student.

f. Grades on peer-related papers before the papers are collected and recorded by a teacher.

F. Education Support Services Data

"Education support services data" means data on individuals collected, created, maintained, used, or disseminated relating to programs administered by a government entity or entity under contract with a government entity designed to eliminate disparities and advance equities in educational achievement for youth by coordinating services available to participants, regardless of the youth's involvement with other government services. Education support services data does not include welfare data under Minnesota Statutes, section 13.46.

Unless otherwise provided by law, all education support services data are private data on individuals and must not be disclosed except according to Minnesota Statutes, section 13.05 or a court order.

G. Eligible Student

"Eligible student" means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.

H. Juvenile Justice System

"Juvenile justice system" includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

I. Legitimate Educational Interest

"Legitimate educational interest" includes an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or employee's contract or position description approved by the school board;

2. Perform a supervisory or instructional task directly related to the student's education;

3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid; or

4. Perform a task directly related to responding to a request for data.

J. Parent

"Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent of the student in the absence of a parent or guardian. The school district may presume the parent has the authority to exercise the rights provided herein, unless it has been provided with evidence that there is a state law or court order governing such matters as marriage dissolution, separation or child custody, or a legally binding instrument which provides to the contrary.

K. Personally Identifiable

"Personally identifiable" means that the data or information includes, but is not limited to: (a) a student's name; (b) the name of the student's parent or other family member; (c) the address of the student or student's family; (d) a personal identifier such as the student's social security number or student number or biometric record; (e) other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; (f) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or (g) information requested by a person who the school district reasonably believes knows the identity of the student to whom the education record relates.

L. Record

"Record" means any information or data recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.

M. Responsible Authority

"Responsible authority" means *[designate title and actual name of individual]*.

N. Student

"Student" includes any individual who is or has been in attendance, enrolled, or

registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

O. School Official

"School official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

P. Summary Data

"Summary data" means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify the individual is ascertainable.

Q. Other Terms and Phrases

All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

State law provides that all data collected, created, received, or maintained by a school district are public unless classified by state or federal law as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as private data on individuals. This data may not be disclosed to parties other than the parent or eligible student without consent, except pursuant to a valid court order, certain state statutes authorizing access, and the provisions of FERPA and the regulations promulgated thereunder.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;

2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of

the student's privacy or other rights;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;

4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and

7. The right to obtain a copy of this policy at the location set forth in Section XXI. of this policy.

B. Eligible Students

All rights and protections given to parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the education records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 Code of Federal Regulations section 99.31(a).

C. Students with a Disability

The school district shall follow 34 Code of Federal Regulations sections 300.610-300.617 with regard to the privacy, notice, access, recordkeeping, and accuracy of information related to students with a disability.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required for Disclosure

1. The school district shall obtain a signed and dated written informed consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided herein.

2. The written consent required by this subdivision must be signed and dated

by the parent of the student or the eligible student giving the consent and shall include:

a. a specification of the records to be disclosed;

b. the purpose or purposes of the disclosure;

c. the party or class of parties to whom the disclosure may be made;

d. the consequences of giving informed consent; and

e. if appropriate, a termination date for the consent.

3. When a disclosure is made under this subdivision:

a. if the parent or eligible student so requests, the school district shall provide him or her with a copy of the records disclosed; and

b. if the parent of a student who is not an eligible student so requests, the school district shall provide the student with a copy of the records disclosed.

4. A signed and dated written consent may include a record and signature in electronic form that:

a. identifies and authenticates a particular person as the source of the electronic consent; and

b. indicates such person's approval of the information contained in the electronic consent.

5. If the responsible authority seeks an individual's informed consent to the release of private data to an insurer or the authorized representative of an insurer, informed consent shall not be deemed to have been given unless the statement is:

a. in plain language;

b. dated;

c. specific in designating the particular persons or agencies the data subject is authorizing to disclose information about the data subject;

d. specific as to the nature of the information the subject is authorizing to be disclosed;

e. specific as to the persons or agencies to whom the subject is

authorizing information to be disclosed;

f. specific as to the purpose or purposes for which the information may be used by any of the parties named in Clause e. above, both at the time of the disclosure and at any time in the future; and

g. specific as to its expiration date which should be within a reasonable time, not to exceed one year except in the case of authorizations given in connection with applications for: (i) life insurance or noncancellable or guaranteed renewable health insurance and identified as such, two years after the date of the policy, or (ii) medical assistance under Minnesota Statutes, chapter 256B or Minnesota Care under Minnesota Statutes, chapter 256L, which shall be ongoing during all terms of eligibility, for individualized education program health-related services provided by a school district that are subject to third party reimbursement.

6. Eligible Student Consent

Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student, except as provided in Section V. of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;

2. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:

a. performs an institutional service or function for which the school district would otherwise use employees;

b. is under the direct control of the school district with respect to the use and maintenance of education records; and

c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the

information only for the purposes for which the disclosure was made;

3. To officials of other schools, school districts, or post-secondary educational institutions in which the student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer. The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, and with proper annual notice (see Section XIX.), suspension and expulsion information pursuant to section 7917 of the federal Every Student Succeeds Act, 20 United States Code, section 7917, *[insert the following if the school district has a policy regarding Staff Notification of Violent Behavior by Students]* and, if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any probable cause notice or any disposition or court order under Minnesota Statutes, section 260B.171, unless the data are required to be destroyed under Minnesota Statutes, section 120A.22, subdivision 7(c) or section 121A.75. On request, the school district will provide the parent or eligible student with a copy of the education records that have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with Section XV. of this policy;

4. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or the Commissioner of the State Department of Education or his or her representative, subject to the conditions relative to such disclosure provided under federal law;

5. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:

   a. determine eligibility for the aid;

   b. determine the amount of the aid;

   c. determine conditions for the aid; or

   d. enforce the terms and conditions of the aid.

   "Financial aid" for purposes of this provision means a payment of funds provided to an individual or a payment in kind of tangible or intangible property to the individual that is conditioned on the individual's attendance at an educational agency or institution;

6. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:

a. before November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and such system's ability to effectively serve the student whose records are released; or

b. after November 19, 1974, if the reporting or disclosure allowed by state statute concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records are released, provided the officials and authorities to whom the records are disclosed certify in writing to the school district that the data will not be disclosed to any other party, except as provided by state law, without the prior written consent of the parent of the student. At a minimum, the school district shall disclose the following information to the juvenile justice system under this paragraph: a student's full name, home address, telephone number, and date of birth; a student's school schedule, attendance record, and photographs, if any; and parents' names, home addresses, and telephone numbers;

7. To organizations conducting studies for or on behalf of educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization who have a legitimate interest in the information, the information is destroyed when no longer needed for the purposes for which the study was conducted, and the school district enters into a written agreement with the organization that: (a) specifies the purpose, scope, and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term, "organizations," includes, but is not limited to, federal, state, and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to whom information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years;

8. To accrediting organizations in order to carry out their accrediting functions;

9. To parents of a student eighteen (18) years of age or older if the student is a dependent of the parents for income tax purposes;

10. To comply with a judicial order or lawfully issued subpoena, provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance therewith so that the parent or eligible student may seek protective action, unless the disclosure is in compliance with a federal grand jury subpoena, or any other subpoena issued for law enforcement purposes, and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed, or the disclosure is in compliance with an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code, section 2332b(g)(5)(B), an act of domestic or international terrorism as defined in 18 United States Code, section 2331, or a parent is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of the proceeding. If the school district initiates legal action against a parent or student, it may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the school district to proceed with the legal action as a plaintiff. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student's education records that are relevant for the school district to defend itself;

11. To appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health, including the mental health, or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to Section XIII.E. of this policy. In addition, an educational agency or institution may include in the education records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student;

12. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals;

13. Information the school district has designated as "directory information" pursuant to Section VII. of this policy;

14. To military recruiting officers and post-secondary educational institutions pursuant to Section XI. of this policy;

15. To the parent of a student who is not an eligible student or to the student himself or herself;

16. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted;

17. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students;

18. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:

    a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, daily attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;

    b. the existence of the following information about a student, not the actual data or other information contained in the student's education record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified

mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

The written requests of the juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file;

19. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minnesota Statutes, section 260B.171, subdivision 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or progress of the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian;

20. To the principal where the student attends if it is information from a peace officer's record of children received by a superintendent under Minnesota Statutes, section 260B.171, subdivision 5. The principal must place the information in the student's education record. The principal also must notify immediately any teacher, counselor, or administrator directly supervising the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other district employees, substitutes, and volunteers who are in direct contact with the student if the

principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student and describe the alleged offense if this information is provided in the peace officer's notice. Peace officer's record information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information must not be further disseminated by the counselor, teacher administrator, staff member, substitute, or volunteer except to communicate with the student or the student's parent or guardian as necessary to serve the student, to protect students and staff, or as otherwise required by law.

The principal must delete the peace officer's record from the student's education record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the superintendent of such action;

21. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements; or

22. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in 25 United States Code, section 5304), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's

education records.

23. When requested, and in accordance with requirements for parental consent in 34 Code of Federal Regulations, section 300.622(b)(2), and part 99, educational agencies or institutions may share personal student contact information and directory information for students served in special education with postsecondary transition planning and services under Minnesota Statutes, section 125A.08, paragraph (b), clause (1), whether public or private, with the Minnesota Department of Employment and Economic Development, as required for coordination of services to students with disabilities under Minnesota Statutes, sections 125A.08, paragraph (b), clause (1); 125A.023; and 125A.027.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 13.32, subdivision 5, to include this update.]

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student, other than a student who receives shared time educational services, without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. Pursuant to a valid court order;

2. Pursuant to a statute specifically authorizing access to the private data; or

3. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiological investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

VII. RELEASE OF DIRECTORY INFORMATION

A. Educational Data

1. Educational data designated as directory information is public data on individuals to the extent required under federal law. Directory information must be designated pursuant to the provisions of:

   a. Minnesota Statutes, section 13.32, subdivision 5; and

   b. 20United States Code, section 1232g, and 34 Code of Federal Regulations, section 99.37, which were in effect on January 3, 2012.

2. The school district may not designate a student's home address, telephone number, email address, or other personal contact information as directory information under Minnesota Statutes, section 13.32. ~~this section~~.

3. A parent's personal contact information must be treated as private data on individuals regardless of whether that contact information was previously designated as or treated as directory information under Minnesota Statutes, section 13.32, subdivision 2.

4. When requested, the school district must share personal contact information and directory information, whether public or private, with the Minnesota Department of Education, as required for federal reporting purposes.

B. Former Students

Unless a former student validly opted out of the release of directory information while the student was in attendance and has not rescinded the opt out request at any time, the school district may disclose directory information from the education records generated by it regarding the former student without meeting the requirements of Paragraph C. of this section. In addition, under an explicit exclusion from the definition of an "education record," the school district may release records that only contain information about an individual obtained after he or she is no longer a student at the school district and that are not directly related to the individual's attendance as a student (e.g., a student's activities as an alumnus of the school district).

C. Present Students and Parents

The school district may disclose directory information from the education records of a student and information regarding parents without prior written consent of the parent of the student or eligible student, except as provided herein.

1. When conducting the directory information designation and notice process required by federal law, the school district shall give parents and students notice of the right to refuse to let the district designate specified data about the student as directory information.

2. The school district shall give annual notice by any means that are reasonably likely to inform the parents and eligible students of:

   a. the types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;

   b. the parent's or eligible student's right to refuse to let the school district designate any or all of those types of information about the

student and/or the parent as directory information; and

c. the period of time in which a parent or eligible student has to notify the school district in writing that he or she does not want any or all of those types of information about the student and/or the parent designated as directory information.

[NOTE: Federal law allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. If the school district chooses to impose these limitations, it is advisable to add a new paragraph VII.C.3. that specifies that disclosures of directory information will be limited to specific parties and/or for specific purposes and identify those parties and/or purposes.

To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. This is an important policy decision for the local school board which must balance not only the privacy interests of the student against public disclosure, but also the additional administrative requirements such restrictions will place on the school district.]

3. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district in writing that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in Section VI. of this policy.

4. A parent or eligible student may not opt out of the directory information disclosures to:

   a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or

   b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.

5. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in Section VI.A. of this policy if a student's social security number or other non-directory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.

D. Procedure for Obtaining Nondisclosure of Directory Information

The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:

1. Name of the student and/or parent, as appropriate;

2. Home address;

3. School presently attended by student;

4. Parent's legal relationship to student, if applicable; and

5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration

The designation of any information as directory information about a student or parents will remain in effect for the remainder of the school year unless the parent or eligible student provides the written notifications provided herein.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes herein, education records are records which are classified as private data on individuals by state law and which are accessible only to the student who is the subject of the data and the student's parent if the student is not an eligible student. The school district may not disclose private records or their contents except as summary data, or except as provided in Section VI. of this policy, without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other party to whom personally identifiable information from education records is disclosed.

B. Private Records Not Accessible to Parent

In certain cases, state law intends, and clearly provides, that certain information contained in the education records of the school district pertaining to a student be accessible to the student alone, and to the parent only under special circumstances, if at all.

1. The responsible authority may deny access to private data by a parent

when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:

a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;

b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;

c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;

d. whether the data in question is of such a nature that disclosure of it to the parent may lead to physical or emotional harm to the minor data subject; and

e. whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes, sections 144.341-144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private Records Not Accessible to Student

Students shall not be entitled to access to private data concerning financial records and statements of the student's parent or any information contained therein.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, the school district must include a box on the enrollment form to allow students to self-identify as a military-connected youth. For purposes of this section, a "military-connected youth" means having an immediate family member, including a parent or sibling, who is currently in the armed forces either as a reservist or on active duty or has recently retired from the armed forces. Data collected under this provision is private data on individuals, but summary data may be published by the Department of Education.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are those records and data contained therein which are made not public by state or federal law, and which are inaccessible to the student and the student's parents or to an eligible student.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes, chapter 260E , written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The subject individual, however, may obtain a copy of the report from either the local welfare agency, county sheriff, or the local police department subject to the provisions of Minnesota Statutes, chapter 260E.

Regardless of whether a written report is made under Minnesota Statutes, chapter 260E, 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 occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative Data

Data collected by the school district as part of an active investigation undertaken for the purpose of the commencement or defense of pending civil legal action, or are retained in anticipation of a pending civil legal action are classified as protected nonpublic data in the case of data not on individuals, and confidential data in the case of data on individuals.

1. The school district may make any data classified as protected non-public or confidential pursuant to this subdivision accessible to any person, agency, or the public if the school district determines that such access will aid the law enforcement process, promote public health or safety, or dispel widespread rumor or unrest.

2. A complainant has access to a statement he or she provided to the school district.

3. Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent the data is not inextricably intertwined with data about other school district students, school district employees, and/or attorney data as defined in Minnesota Statutes, section

13.393.

4. Once a civil investigation becomes inactive, civil investigative data becomes public unless the release of the data would jeopardize another pending civil legal action, except for those portions of such data that are classified as not public data under state or federal law. Any civil investigative data presented as evidence in court or made part of a court record shall be public. For purposes of this provision, a civil investigation becomes inactive upon the occurrence of any of the following events:

   a. a decision by the school district, or by the chief attorney for the school district, not to pursue the civil legal action. However, such investigation may subsequently become active if the school district or its attorney decides to renew the civil legal action;

   b. the expiration of the time to file a complaint under the statute of limitations or agreement applicable to the civil legal action; or

   c. the exhaustion or expiration of rights of appeal by either party to the civil legal action.

5. A "pending civil legal action" for purposes of this subdivision is defined as including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

To the extent the school district maintains records of the identity, diagnosis, prognosis, or treatment of any student which are maintained in connection with the performance of any drug abuse prevention function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, such records are classified as confidential and shall be disclosed only for the purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time prior to any exclusion or expulsion hearing, the student and the student's parent or guardian or representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the action proposed by the school district may be based, pursuant to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40, *et seq*.

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POST-SECONDARY EDUCATIONAL INSTITUTIONS

A. The school district will release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if

available, that may be released to military recruiting officers only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within sixty (60) days after the date of the request unless a parent or eligible student has refused in writing to release this data pursuant to Paragraph C. below.

B. Data released to military recruiting officers under this provision:

1. may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military;

2. cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces; and

3. copying fees shall not be imposed.

C. A parent or eligible student has the right to refuse the release of the name, address, electronic mail addresses (which shall be the electronic mail addresses provided by the school, if available, that may be released to military recruiting officers only) or home telephone number to military recruiting officers and post-secondary educational institutions. To refuse the release of the above information to military recruiting officers and post-secondary educational institutions, a parent or eligible student must notify the Superintendent in writing. The written request must include the following information:

1. Name of student and parent, as appropriate;

2. Home address;

3. Student's grade level;

4. School presently attended by student;

5. Parent's legal relationship to student, if applicable;

6. Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions; and

7. Specific category or categories of information which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.

D. Annually, the school district will provide public notice by any means that are reasonably likely to inform the parents and eligible students of their rights to refuse to release the names, addresses, and home phone numbers of students in grades 11 and 12 without prior consent.

E. A parent or eligible student's refusal to release the above information to military recruiting officers and post-secondary educational institutions does not affect the school district's release of directory information to the rest of the public, which includes military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in Section VII. of this policy also must be followed. Accordingly, to the extent the school district has designated the name and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers and post-secondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure

Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is to be disclosed will not disclose the information to any other party without the prior written consent of the parent of the student or the eligible student, except that the officers, employees, and agents of any party receiving personally identifiable information under this section may use the information, but only for the purposes for which the disclosure was made.

B. Redisclosure Not Prohibited

1. Subdivision A. of this section does not prevent the school district from disclosing personally identifiable information under Section VI. of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:

   a. The disclosures meet the requirements of Section VI. of this policy; and

   b. The school district has complied with the record-keeping requirements of Section XIII. of this policy.

2. Subdivision A. of this section does not apply to disclosures made pursuant to court orders or lawfully issued subpoenas or litigation, to disclosures of directory information, to disclosures to a parent or student or to parents of dependent students, or to disclosures concerning sex offenders and other individuals required to register under 42 United States Code, section 14071. However, the school district must provide the notification required in Section XII.D. of this policy if a redisclosure is made based upon a court order or lawfully issued subpoena.

C. Classification of Disclosed Data

The information disclosed shall retain the same classification in the hands of the party receiving it as it had in the hands of the school district.

D. Notification

The school district shall inform the party to whom a disclosure is made of the requirements set forth in this section, except for disclosures made pursuant to court orders or lawfully issued subpoenas, disclosure of directory information under Section VII. of this policy, disclosures to a parent or student, or disclosures to parents of a dependent student. In the event that the Family Policy Compliance Office determines that a state or local educational authority, a federal agency headed by an official listed in 34 Code of Federal Regulations section 99.31(a)(3), or an authorized representative of a state or local educational authority or a federal agency headed by an official listed in section 99.31(a)(3), or a third party outside of the school district improperly rediscloses personally identifiable information from education records or fails to provide notification required under this section of this policy, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORD KEEPING

A. Responsible Authority

The responsible authority shall be responsible for the maintenance and security of student records.

B. Record Security

The principal of each school subject to the supervision and control of the responsible authority shall be the records manager of the school, and shall have the duty of maintaining and securing the privacy and/or confidentiality of student records.

C. Plan for Securing Student Records

The building principal shall submit to the responsible authority a written plan for securing students records by September 1 of each school year. The written plan shall contain the following information:

1. A description of records maintained;

2. Titles and addresses of person(s) responsible for the security of student

records;

3. Location of student records, by category, in the buildings;

4. Means of securing student records; and

5. Procedures for access and disclosure.

D. Review of Written Plan for Securing Student Records

The responsible authority shall review the plans submitted pursuant to Paragraph C. of this section for compliance with the law, this policy, and the various administrative policies of the school district. The responsible authority shall then promulgate a chart incorporating the provisions of Paragraph C. which shall be attached to and become a part of this policy.

E. Record Keeping

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a record, with the education records of the student, that indicates:

   a. the parties who have requested or received personally identifiable information from the education records of the student;

   b. the legitimate interests these parties had in requesting or obtaining the information; and

   c. the names of the state and local educational authorities and federal officials and agencies listed in Section VI.B.4. of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.

2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Section XII.B. of this policy, the record of disclosure required under this section shall also include:

   a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district;

   b. the legitimate interests under Section VI. of this policy which each of the additional parties has in requesting or obtaining the information; and

   c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in Section VI.B.4. of this policy in accordance with 34 Code of

Federal Regulations, section 99.32 and to whom the school district disclosed information from an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent or eligible student to review the record of requests for disclosure.

3. Section XIII.E.1. does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Section VI.B.1. of this policy, to requests for disclosures of directory information under Section VII. of this policy, or to a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or agency has ordered that the existence or the contents of the subpoena or the information provided in response to the subpoena not be disclosed or as directed by an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code, section 2332b(g)(5)(B) or an act of domestic or international terrorism.

4. The record of requests of disclosures may be inspected by:

   a. the parent of the student or the eligible student;

   b. the school official or his or her assistants who are responsible for the custody of the records; and

   c. the parties authorized by law to audit the record-keeping procedures of the school district.

5. The school district shall record the following information when it discloses personally identifiable information from education records under the health or safety emergency exception:

   a. the articulable and significant threat to the health or safety of a student or other individual that formed the basis for the disclosure; and

   b. the parties to whom the school district disclosed the information.

6. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's education records.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Parent of a Student, an Eligible Student or the Parent of an Eligible Student Who is Also a Dependent Student

The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Section VIII. of this policy.

B. Response to Request for Access

The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays, and legal holidays.

C. Right to Inspect and Review

The right to inspect and review education records under Subdivision A. of this section includes:

1. The right to a response from the school district to reasonable requests for explanations and interpretations of records; and

2. If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the education records, the school district shall provide the parent or eligible student with a copy of the records requested or make other arrangements for the parent or eligible student to inspect and review the requested records.

3. Nothing in this policy shall be construed as limiting the frequency of inspection of the education records of a student with a disability by the student's parent or guardian or by the student upon the student reaching the age of majority.

D. Form of Request

Parents or eligible students shall submit to the school district a written request to inspect education records which identify as precisely as possible the record or records he or she wishes to inspect.

E. Collection of Student Records

If a student's education records are maintained in more than one location, the responsible authority may collect copies of the records or the records themselves

from the various locations so they may be inspected at one site. However, if the parent or eligible student wishes to inspect these records where they are maintained, the school district shall attempt to accommodate those wishes. The parent or eligible student shall be notified of the time and place where the records may be inspected.

F. Records Containing Information on More Than One Student

If the education records of a student contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information which pertains to that student.

G. Authority to Inspect or Review

The school district may presume that either parent of the student has authority to inspect or review the education records of a student unless the school district has been provided with evidence that there is a legally binding instrument or a state law or court order governing such matters as marriage dissolution, separation, or custody which provides to the contrary.

H. Fees for Copies of Records

1. The school district shall charge a reasonable fee for providing photocopies or printed copies of records unless printing a copy is the only method to provide for the inspection of data. In determining the amount of the reasonable fee, the school district shall consider the following:

    a. the cost of materials, including paper, used to provide the copies;

    b. the cost of the labor required to prepare the copies;

    c. any schedule of standard copying charges established by the school district in its normal course of operations;

    d. any special costs necessary to produce such copies from machine-based record-keeping systems, including but not limited to computers and microfilm systems; and

    e. mailing costs.

2. If 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used, and, instead, the charge shall be no more than 25 cents for each page copied.

3. The cost of providing copies shall be borne by the parent or eligible student.

4. The responsible authority, however, may not impose a fee for a copy of an

education record made for a parent or eligible student if doing so would effectively prevent or, in the case of a student with a disability, impair the parent or eligible student from exercising their right to inspect or review the student's education records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

The parent of a student or an eligible student who believes that information contained in the education records of the student is inaccurate, misleading, or violates the privacy rights of the student may request that the school district amend those records.

1. The request shall be in writing, shall identify the item the requestor believes to be inaccurate, misleading, or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requestor wishes the school district to make. The request shall be signed and dated by the requestor.

2. The school district shall decide whether to amend the education records of the student in accordance with the request within thirty (30) days after receiving the request.

3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Subdivision B. of this section.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this section.

1. If, as a result of the hearing, the school district decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall amend the education records of the student accordingly and so inform the parent of the student or the eligible student in writing.

2. If, as a result of the hearing, the school district decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent or eligible

student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school district, or both.

3. Any statement placed in the education records of the student under Subdivision B. of this section shall:

   a. be maintained by the school district as part of the education records of the student so long as the record or contested portion thereof is maintained by the school district; and

   b. if the education records of the student or the contested portion thereof is disclosed by the school district to any party, the explanation shall also be disclosed to that party.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place, and time reasonably in advance of the hearing.
2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.

3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Subdivisions A. and B. of this section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.

4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of Minnesota Statutes, chapter 14 relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

A. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access

to data or other data practices problems.

B. Data practices compliance official means *[designate title and actual name of individual]*.

C. Any request by an individual with a disability for reasonable modifications of the school district's policies or procedures for purposes of accessing records shall be made to the data practices compliance official.

XVII. COMPLAINTS FOR NONCOMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of rights accorded parents and eligible students by FERPA, and the rules promulgated thereunder, shall be submitted in writing to the U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue S.W., Washington, D.C. 20202-8520.

B. Content of Complaint

A complaint filed pursuant to this section must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA and the rules promulgated thereunder has occurred.

XVIII. WAIVER

A parent or eligible student may waive any of his or her rights provided herein pursuant to FERPA. A waiver shall not be valid unless in writing and signed by the parent or eligible student. The school district may not require such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;

2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;

3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosure without consent;

4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder;

5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and

6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment or transfer and that such records may include suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.

B. Notification to Parents of Students Having a Primary Home Language Other Than English

The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who are Disabled

The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XX. DESTRUCTION AND RETENTION OF RECORDS

Destruction and retention of records by the school district shall be controlled by state and federal law.

XXI. COPIES OF POLICY

Copies of this policy may be obtained by parents and eligible students at the superintendent's office.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32, Subd. 5 (Directory Information)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 480.40 (Personal Information, Dissemination)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 *et seq.* (Child Nutrition Act)
42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 *et seq.* (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)

Cross References: MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)
MSBA/MASA Model Policy 520 (Student Surveys)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 722 (Public Data Requests)
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Additional Resources
U.S. Department of Education
FAQs on Photos and Videos under FERPA | Protecting Student Privacy (012325)
https://studentprivacy.ed.gov/faq/faqs-photos-and-videos-under-ferpa

Letter to Wachter Regarding Surveillance Video of Multiple Students | Protecting Student Privacy (012325)
https://studentprivacy.ed.gov/resources/letter-wachter-regarding-surveillance-video-multiple-students

School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA) | Protecting Student Privacy (012325)

Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices | Protecting Student Privacy (102325)

FERPA/IDEA Crosswalk | Protecting Student Privacy (012325)

What is the Protection of Pupil Rights Amendment? | Protecting Student Privacy (012325)

P

Policy Adopted: 2/14/05
Policy Revised: 4/4/06
Policy Revised: 5/10/10
Policy Revised: 2/10/14
Policy Revised: 5/11/15
Policy Updated: 10/8/18
Policy Revised: 10/10/22
Policy Revised: 07/10/23
Policy Revised: 07/08/24
Policy Revised: 01/13/25

STUDENT MEDICATION AND TELEHEALTH **516**

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DRUG AND MEDICATION REQUIREMENTS

A. Administration of Drugs and Medicine

1. The administration of medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.

2. Drugs and medicine subject to Minnesota Statutes, 121A.22 must be administered, to the extent possible, according to school board procedures that must be developed in consultation with:

   a. with a licensed nurse, in a district that employs a licensed nurse under Minnesota Statutes, section 148.171;

   b. with a licensed school nurse, in a district that employs a licensed school nurse licensed under Minnesota Rules, part 8710.6100;

   c. with a public or private health-related organization, in a district that contracts with a public or private health or health-related organization, according to Minnesota Statutes, 121A.21; or

   d. with the appropriate party, in a district that has an arrangement approved by the Commissioner of the Minnesota Department of Education, according to Minnesota Statutes, 121A.21.

3. Exclusions

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

a. purchased without a prescription;

b. used by a pupil who is 18 years old or older;

c. used in connection with services for which a minor may give effective consent;

d. used in situations in which, in the judgment of the school personnel, including a licensed nurse, who are present or available, the risk to the pupil's life or health is of such a nature that drugs or medicine should be given without delay;

e. used off the school grounds;

f. used in connection with athletics or extracurricular activities;

g. used in connection with activities that occur before or after the regular school day;

h. provided or administered by a public health agency to prevent or control an illness or a disease outbreak as provided under Minnesota law;

i. prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:

1. the school district has received a written authorization each school year from the pupil's parent permitting the student to self-administer the medication;

2. the inhaler is properly labeled for that student; and

3. the parent has not requested school personnel to administer the medication to the student.

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

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

j. epinephrine delivery systems ~~auto-injectors~~, consistent with Minnesota Statutes, section 121A.2205, if the parent and prescribing medical professional annually inform the pupil's school in writing that

1. the pupil may possess the epinephrine or

2. the pupil is unable to possess the epinephrine and requires immediate access to epinephrine delivery systems ~~auto-injectors~~ that the parent provides properly labeled to the school for the pupil as needed.

[NOTE: The 2025 Minnesota legislature replaced "auto-injectors" with "delivery systems" in Minnesota Statutes, sections 121A.22, 121A.2205, and 121A.2207.]

k. For the purposes of Minnesota Statutes, 121A.22, special health treatments and health functions, such as catheterization, tracheostomy suctioning, and gastrostomy feedings, do not constitute administration of drugs or medicine.

l. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy.

B. Prescription Medication

1. An "Administrating Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minnesota Statutes, section 152.22, subdivision 6.

2. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law and must be administered in a manner consistent with the instructions on the label.

3. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.

4. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Paragraph III.A.3(i) above), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).

5. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.

6. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.

7. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.

8 If the administration of a drug or medication described in this section requires the school district to store the drug or medication, the parent or legal guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the school district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent or legal guardian is required to retrieve the drug or controlled substance when requested by the school.

C. Nonprescription Medication

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

D. Possession and Use of Epinephrine Delivery Systems ~~Auto-Injectors~~

1. Definitions

a. "Administer" means the direct application of an epinephrine delivery system to the body of an individual.

b. "Epinephrine delivery system" means a medication product

approved by the United States Food and Drug Administration that automatically delivers a single, premeasured dose of epinephrine to prevent or treat a life-threatening allergic reaction.

c. "School" means a public school under Minnesota Statutes, section 120A.22, subdivision 4, or a nonpublic school, excluding a home school, under section 120A.22, subdivision 4, that is subject to the federal Americans with Disabilities Act.

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

a~~1.~~ possess epinephrine delivery systems ~~auto-injectors~~; or

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

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

[NOTE: Minnesota law states that "the school board of the school district must define instructional day for the purposes of Minnesota Statutes, 121A.2205." A sample definition appears above. School districts can create a definition that fits their circumstances.]

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

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

~~Effective July 1, 2024, r~~Registered nurses may administer epinephrine ~~auto-injectors~~delivery systems in a school setting according to a condition-specific protocol as authorized under Minnesota Statutes, section 148.235, subdivision 8.

Notwithstanding any limitation in Minnesota Statutes, sections 148.171 to 148.285, licensed practical nurses may administer epinephrine ~~auto-injectors~~delivery systems in a school setting according to a condition-specific protocol that does not reference a specific patient and that specifies the circumstances under which the epinephrine delivery system~~auto-injector~~ is to be administered, when caring for a patient whose condition falls within the protocol.

~~[NOTE: The paragraph above was signed into law in May 2024. It is new model policy language.]~~

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

The Commissioner of the Minnesota Department of Health must provide a district or school with a standing order for distribution of epinephrine delivery systems under Minnesota Statutes, sections 148.235, subdivision 8 and 151.37, subdivision 2.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 121A.2207 to include the changes above.]

E. Sunscreen

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

F. Procedure regarding unclaimed drugs or medications.

1. The school district has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this policy, the school district shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent or legal guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the school district.

2. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statutes, section 152.01, subdivision 4, or is an over-the-counter medication, the school district will either designate an individual who shall be responsible for transporting the

drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site on behalf of the school district.

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

IV. ACCESS TO SPACE FOR MENTAL HEALTH CARE THROUGH TELEHEALTH

A. Beginning October 1, 2024, to the extent space is available, the school district must provide an enrolled secondary school student with access during regular school hours, and to the extent staff is available, before or after the school day on days when students receive instruction at school, to space at the school site that a student may use to receive mental health care through telehealth from a student's licensed mental health provider. A secondary school must develop a plan with procedures to receive requests for access to the space.

B. The space must provide a student privacy to receive mental health care.

C. A student may use a school-issued device to receive mental health care through telehealth if such use is consistent with the district or school policy governing acceptable use of the school-issued device.

D. A school may require a student requesting access to space under this section to submit to the school a signed and dated consent from the student's parent or guardian, or from the student if the student is age 16 or older, authorizing the student's licensed mental health provider to release information from the student's health record that is requested by the school to confirm the student is currently receiving mental health care from the provider. Such a consent is valid for the school year in which it is submitted.

[NOTE: The Minnesota legislature enacted Article IV in the spring 2024.]

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.21 (School Health Services)
Minn. Stat. § 121A.216 (Access to Space for Mental Health Care through Telehealth)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine ~~Auto-~~

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

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

Policy Adopted: 11/15/95
Policy Revised: 02/01/99
Policy Revised: 08/13/08
Policy Reviewed: 04/09/12
Policy Revised: 03/10/14
Policy Reviewed: 11/9/15
Policy Revised: 10/8/18
Policy Revised: 02/13/23
Policy Revised: 07/22/24
Policy Updated: 02/21/25

OVERDOSE MEDICATION **516.5**

[Note: The 2023 Minnesota legislature enacted legislation requiring school districts to maintain a supply of opiate antagonists. School districts and their employees are legally permitted to purchase, store, and administer Naloxone (Narcan) in response to an opiate overdose in schools and those who do assist with such administration are immune from civil liability as well as exempt from criminal prosecution from possession, use, etc. of medication. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools.]

I. PURPOSE

As a means of enhancing the health and safety of its students, staff and visitors, the school district will acquire, administer, and store doses of an opiate antagonist, specifically Naloxone (Narcan)[i], and administration devices or kits for emergency use to assist a student, staff member, or other individual believed or suspected to be experiencing an opioid overdose on school district property during the school day or at school district activities.

II. GENERAL STATEMENT OF POLICY

The school board authorizes school district administration to obtain and possess opioid overdose reversal medication, such as Naloxone, to be maintained and administered to a student or other individual by trained school staff if the staff member determines in good faith that the person to whom the medication is administered is experiencing an opioid overdose. Authorization for obtaining, possessing and administering Naloxone or similar permissible medications under this policy are contingent upon: 1) the continued validity of state and federal law that permit a person who is not a healthcare professional to dispense an opiate antagonist to the school district and its employees by law; 2) that the school district and its staff are immune from criminal prosecution and not otherwise liable for civil damages for administering the opiate antagonist to another person who the staff member believes in good faith to be suffering from a drug overdose; and 3) the availability of funding either from outside sources or as approved by the school board to obtain and administer opioid overdose reversal medication.

III. DEFINITIONS

A. **"Drug-related overdose"** means an acute condition, including mania, hysteria, extreme physical illness, respiratory depression or coma, resulting from the consumption or use of a controlled substance, or another substance with which a controlled substance was combined, and that a layperson would reasonably believe to be a drug overdose that requires immediate medical assistance.

B. **"Naloxone Coordinator"** is a school district staff person or administrator appointed to monitor adherence to protocols outlined in this policy and referenced procedures. The Naloxone Coordinator is responsible for building-level administration and management of Opiate Antagonist medications and supplies.

The school district's Naloxone Coordinator is Shaylie Meyer, Supervisor of School Health Services.

C. **"Opiate"** means any dangerous substance having an addiction forming or addiction sustaining liability similar to morphine or being capable of conversion into a drug having such addiction forming or addiction sustaining liability.

D. **"Opiate Antagonist"** means naloxone hydrochloride ("Naloxone") or any similarly acting drug approved by the federal Food and Drug Administration for the treatment of a drug overdose.

E. **"Standing Order"** means directions from the school district's medical provider that sets forth how to house and administer Naloxone or other Opiate Antagonist medications to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose. This Standing Order should include the following information:

1. Administration type

2. Dosage

3. Date of issuance

4. Signature of the authorized provider

IV. GENERAL STATEMENT OF POLICY AND RESPONSIBILITIES

A. The school district must maintain a supply of opiate antagonists at each school site to be administered in compliance with Minnesota law. Each school building must have two doses of nasal naloxone available on-site.

[Note: The Minnesota Department of Education offered guidance regarding the meaning of "school site." If a school site includes multiple buildings, the two-dose requirement applies to buildings used for instruction. It does not apply to administrative buildings, facility buildings, ice arenas, and similar buildings not used for instruction.]

B. A licensed physician, a licensed advanced practice registered nurse authorized to prescribe drugs pursuant to Minnesota Statutes, section 148.235, or a licensed physician assistant may authorize a nurse or other personnel employed by, or under contract with, a public school may be authorized to administer opiate antagonists as defined under Minnesota Statutes, section 604A.04, subdivision 1.

C. A licensed practical nurse is authorized to possess and administer an opiate antagonist in a school setting notwithstanding Minnesota Statutes, 148.235, subdivisions 8 and 9.

D. District Collaborative Planning and Implementation Team

To the extent Naloxone is obtained for use consistent with this policy, the school district will establish a district-wide collaborative planning and implementation team ("District Planning Team") who will oversee the general development and operations related to the use of opiate antagonist Naloxone and regularly report to the school board as to its activities.

1. The District Planning Team will include the Naloxone Coordinator and may include the superintendent (or designee), school nurse, public health experts, first responders, student or family representatives, and community partners who will be assigned to the Team by the superintendent or designee or solicited as volunteers by the superintendent.

2. The District Planning Team, through the Naloxone Coordinator, will obtain a protocol or Standing Order from a licensed medical prescriber for the use of Naloxone or other Opiate Antagonist by school district staff in all school facilities and activities and will update or renew the protocol or Standing Order annually or as otherwise required. A copy of the protocol or Standing Order will be maintained in the office of the Naloxone Coordinator.

3. The District Planning Team will develop district-wide guidelines and procedures and determine the form(s) of Naloxone to be used within the school district (nasal, auto injector, manual injector) and the method and manner of arranging for the financing and purchasing, storage and use of Naloxone to be approved by the school board. Once approved by the school board, these guidelines and procedures will be attached and incorporated into this policy. At a minimum, these guidelines and procedures will:

   a. Ensure that when Naloxone is administered, school district employees must activate the community emergency response system (911) to ensure additional medical support due to the limited temporary effect of Naloxone and the continued need of recipients of additional medical care;

   b. Require school district employees to contact a school district healthcare professional to obtain medical assistance for the recipient of the Naloxone, if possible, pending arrival of emergency personnel;

   c. Direct school district employees to make immediate attempts to determine if the recipient is a minor and, if so, locate the identity of the parent or guardian of the minor and ensure contact with that parent or guardian is made as soon as possible after administration of the Naloxone for the purpose of informing the parent or

guardian of the actions that have been taken; and

d. Require school district staff to inform the building administrator or other administrator overseeing an event or activity of the administration of Naloxone, as well as the Naloxone Coordinator, after taking necessary immediate emergency steps.

4. The District Planning Team will determine the type and method of annual training, identify staff members at each school site to be trained and coordinate the implementation of the training with the assistance of the Naloxone Coordinator.

E. Site Planning Teams

1. In consultation with the District Planning Team, the administrator at each school site may establish, in the manner the superintendent or Naloxone Coordinator deems appropriate, a Site Planning Team within the school site.

2. The Site Planning Team will be responsible for the coordination and implementation of this policy, district-wide guidelines and procedures within the school site and will develop and implement any specific guidelines and procedure for the storage and use of Naloxone within the school site in a manner consistent with this policy and district wide procedures and guidelines.

F. School District Staff

School district staff members will be responsible for attending all required training pertaining to the policy, procedures and guidelines for the storage and use of Naloxone and performing any assigned responsibilities pursuant to the guidelines and procedures.

G. The school district allows a student in grades 9 through 12 to possess and administer an opiate antagonist to another high school student. The protections of Minnesota Statutes, section 604A.04 apply to the possession and administration of opiate antagonists according to Minnesota Statutes, section 121A.224.

[NOTE: The 2025 Minnesota legislature enacted paragraph G. This provision is optional: school districts are not required to adopt paragraph G.]

V. NALOXONE STORAGE

A. The Site Planning Team will select ~~numerous~~ Naloxone storage locations within each school site to be available during regular school hours. ~~the school site and outside the school site when activities are conducted off school grounds (i.e.,~~

~~transportation services, field trips, etc.~~.
~~*[Note: School districts may decide that Naloxone will not be sent on field trips, transportation or activities that occur outside of the typical school day or off school property and may modify this statement accordingly. If Naloxone is provided during these auxiliary activities, schools should ensure that it is only provided if there is an available trained staff member to administer it and that the medication can be safely and legally stored and transported.]*~~

B. The selected storage locations of Naloxone will be classified as non-public "security information" as the school board has determined that the disclosure of this data to the general public would be likely to substantially jeopardize the security of the medication that could be subject to theft, tampering, and improper use. Therefore, the identity of the storage locations will be shared only with those school district staff members whom the District Planning Team or Site Team have determined need access to this information to aid public health and safety as determined in the procedures and guidelines.

C. Stock Naloxone will be clearly labeled, monitored for expiration dates, and stored in a secured location that is accessible by trained staff as set forth in paragraph V.B.

VI. Privacy Protections

The school district will maintain the privacy of students and staff related to the administration of Naloxone as required by law.

Legal References:
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 121A.21 (School Health Services)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.224 (Opiate Antagonists)
Minn. Stat. § 144.344 (Emergency Treatment)
Minn. Stat. § 148.235 (Prescribing Drugs and Therapeutic Devices)
Minn. Stat. § 151.37 (Legend Drugs; Who May Prescribe, Possess)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.02 (Schedules of Controlled Substances)

Minn. Stat. § 604A.01 (Good Samaritan Law)
Minn. Stat. § 604A.015 (School Bus Driver Immunity from Liability)
Minn. Stat. § 604A.04 (Good Samaritan Overdose Prevention)
Minn. Stat. § 604A.05 (Good Samaritan Overdose Medical Assistance)
Minn. R. Pt. 6800.4220 (Schedule II Controlled Substances)
20 U.S.C. § 1232g (Family Educational and Privacy Rights)

Cross Reference:
MSBA/MASA Model Policy 516 (Student Medication)
~~Minnesota Department of Health Toolkit on the Administration of~~

~~Naloxone~~

Resources: Minnesota Department of Health, School Toolkit on Naloxone Administration in School Settings

[i] Naloxone is the medication that reverses an opioid overdose. Narcan® is the brand name for the internasal applicator (nasal spray) form of naloxone. Naloxone usually refers to an intermuscular (IN+M) naloxone form that comes in a vial and is administered with a syringe, normally dispensed as an "IM kit."

Policy Adopted: 07/10/23
Policy Updated: 07/14/23

INTERNET, TECHNOLOGY, AND CELL PHONE ACCEPTABLE USE AND SAFETY POLICY **524**

[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.

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.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes 125B.15 as follows: "A school district ~~receiving technology revenue under section 125B.26~~ must prohibit, including through use of available software filtering technology or other effective methods, adult access to material that under federal or state law is reasonably believed to be obscene or child pornography."]

[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.

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. CELL PHONE USE

The school board directs the superintendent and school district administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or similar criteria.

[NOTE: In 2024, the Minnesota legislature enacted a law requiring that school districts adopt a policy on students' possession and use of cell phones in school by March 15, 2025. This law does not state that school districts must incorporate specific language or provisions in the school district policy.

MSBA recognizes the common practice of setting forth cell phone rules in a student handbook or similar document. This Article directs school administration to establish cell phone rules, which the school board may require be presented to the board for approval. This approach enables administrators to craft flexible and specific rules that are specific to grade levels and buildings. The school board may choose to set forth general principles regarding cell phone use in this Article.

~~Under the new law,~~ The Minnesota Elementary School Principals Association and the Minnesota Association of Secondary School Principals ~~will~~ collaborated to make best practices available to schools on a range of different strategies to achieve the

goals stated above.]

XVI. 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.

XVII. 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. § 121A.73 (School Cell Phone 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. 180, 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. 1942003)
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)

Policy Adopted: 02/21/01
Policy Revised: 08/22/22
Policy Revised: 09/10/23
Policy Revised: 07/22/24

SCHOOL MEALS POLICY 534

[Note: In 2021, the Minnesota legislature amended Minnesota Statutes, section 124D.111, to require that Minnesota school districts that participate in the national school lunch program adopt a school meals policy. In 2023, the Minnesota legislature amended the statute to create the free school meals program].

[Note: School districts must follow appropriate debt collection practices when attempting to recover unpaid a la carte items or second meal charges.]

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for a la carte items or second meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

A. All a la carte items or second meal purchases are to be prepaid before meal service begins. A student who does not have sufficient funds will not be allowed to charge a la carte items or a second meal until additional money is deposited in the student's account.

If the school district participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage below the federal percentage determined for all meals to be reimbursed at the free rate via the Community Eligibility Provision must participate in the free school meals program.

B. Free School Meals Program

1. The free school meals program is created within the Minnesota Department of Education

2. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage below the federal percentage determined for all meals to be reimbursed at the free rate via the Community Eligibility Provision must participate in the free school meals program.

3. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage at or above the federal percentage determined for all meals to be reimbursed at the free rate must participate in the federal Community Eligibility Provision in order to participate in the free school meals program.

4. Each school that participates in the free school meals program must:

a. participate in the United States Department of Agriculture School Breakfast Program and the United States Department of Agriculture National School Lunch Program; and

b. provide to all students at no cost up to two federally reimbursable meals per school day, with a maximum of one free breakfast and one free lunch.

c. A student who has been determined eligible for free and reduced-price meals must always be served a reimbursable meal even if the student has an outstanding debt.

[NOTE: While subparagraph 3. above is inherent given subparagraph 2., MSBA recommends that school boards consider including subparagraph 3., which is stated in Minnesota Statutes, section 124D.111.]

C. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.

D. When a student has a negative account balance, the student will not be allowed to charge a snack item.

E. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

F. A student may purchase a second breakfast at the nonprogram price if the student has already selected a reimbursable breakfast.

G. A student may purchase a second lunch at the nonprogram price if the student has already selected a reimbursable lunch.

[NOTE: New paragraphs F and G apply if a school district receives school breakfast aid under Minnesota Statutes, section 124D.111 or school lunch aid under Minnesota Statutes, section 124D.111 respectively.]

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.

B. Families will be notified of an outstanding negative balance once the negative balance reaches $*[insert amount]* or *[insert number of meals]*. Families will be notified by *[insert the method used to notify families (e.g., automated calling system, email, letters sent home)]*.

C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, providing alternative meals not specifically related to dietary needs; providing nonreimbursable meals; or affixing stickers, stamps, or pins.

IV. UNPAID MEAL CHARGES

A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free or reduced-price meals for their children.

B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.

C. Negative balances of more than $*[insert amount]*, not paid prior to *[enter time period (e.g., end of the month, end of the semester, end of the school year)]*, will be turned over to the superintendent or superintendent's designee for collection. In some instances, the school district does use a collection agency to collect unpaid school meal debts after reasonable efforts first have been made by the school district to collect the debt. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

E. The school district will not impose any other restriction prohibited under Minnesota Statutes, section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

[NOTE: School districts that use a collection agency to collect unpaid school meals debt must address this in this policy. A new paragraph F. can be added to address the use of a collection agency.]

V. COMMUNICATION OF POLICY

A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:

1. all households at or before the start of each school year;

2. students and families who transfer into the school district, at the time of enrollment; and

3. all school district personnel who are responsible for enforcing this policy.

B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.

C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Legal References: Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 124D.111 (School Meals Policies; Lunch Aid; Food Service Accounting)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)
USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)
USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)
USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

Cross References: None

Policy Adopted: 08/14/17
Policy Revised: 11/13/18
Policy Revised: 3/9/20
Policy Revised: 12/12/22
Policy Revised: 07/10/23

ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY **602**

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

The school calendar and schedule of the school day are important to parents, students, employees, and the general public for advance, effective planning of the school year.

III. CALENDAR RESPONSIBILITY

A. The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff, and parents.

[Note: The annual school calendar must include at least 425 hours of instruction for a kindergarten student, 935 hours of instruction for a student in grades 1 through 6, and 1,020 hours of instruction for a student in grades 7 through 12, not including summer school. The school calendar for all-day kindergarten must include at least 850 hours of instruction for the school year. If a voluntary prekindergarten program is offered by the school district, a prekindergarten student must receive at least 350 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the Commissioner of the Minnesota Department of Education under Minnesota Statutes, section 124D.126. A school board's annual school calendar may include plans for up to five days of instruction provided through online instruction due to inclement weather. The inclement weather plans must be developed according to Section V., below.]

[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, the school district shall adopt as its school calendar a total of 240 days of student instruction and staff development, of which the total number of staff development days equals the difference between the total number of days of student instruction and 240 days. The school board may schedule additional staff development days throughout the calendar year.]

B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3.

Days devoted to teacher's workshops may be held before Labor Day.

1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of $400,000 or more affecting a school district school facility.

2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minnesota Statutes, section 123A.30, 123A.32, or 123A.35 with a school district that qualifies under Section III.B.1.

3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.

[NOTE: The 2025 Minnesota legislature enacted the following:

Notwithstanding Minnesota Statutes, section 120A.40, paragraph (a), or other law to the contrary, for the 2026-2027 and 2027-2028 school years only, a school board may vote to begin the school year on September 1 or later. Nothing in this section limits a district's authority to begin the school year on any day before Labor Day under section 120A.40, paragraph (b).]

C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer process.

[NOTE: The school board should attempt to establish the calendar as early as possible so proper planning can take place by all members of the school community.]

[The statutory April 1 requirement was repealed many years ago.]

IV. SCHOOL DAY RESPONSIBILITY

A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.

B. In developing the student day schedule, the superintendent shall consider such factors as school bus schedules, cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, and other concerns deserving of attention.

C. Proposed changes in the school day shall be subject to review and approval by the school board.

V. E-LEARNING DAYS

A. An "e-learning day" is a school day where a school offers full access to online instruction provided by students' individual teachers due to inclement weather.

B. A school district may designate up to five e-learning days in one school year.

C. An e-learning day is counted as a day of instruction and included in the hours of instruction pursuant to Section III.A., above.

D. A school board may adopt an e-learning day plan after consulting with the exclusive representative of the teachers. The e-learning day plan developed by the school district will include accommodations for students without Internet access at home and for digital device access for families without the technology or with an insufficient amount of technology for the number of children in the household. The plan must also provide accessible options for students with disabilities.

E. The school district must notify parents and students of its e-learning day plan at the beginning of each school year.

F. When an e-learning day is declared by the school district, notice must be provided to parents and students at least two hours prior to the normal school start time that students will need to follow the e-learning day plan for that day.

G. On an e-learning day, each student's teacher must be accessible both online and by telephone during normal school hours to assist students and parents.

H. When the school district declares an e-learning day, it must continue to pay the full wages for scheduled work hours and benefits of all school employees for the duration of the e-learning period. During the e-learning period, school employees must be allowed to work from home to the extent practicable, be assigned to work in an alternative location, or be retained on an on-call basis for any potential need.

Legal References: Minn. Stat. § 10.55 (Juneteenth)
Minn. Stat. § 120A.40 (School Calendar)
Minn. Stat. § 120A.41 (Length of School Year; Hours of Instruction)
Minn. Stat. § 120A.414 (E-Learning Days)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120A.42 (Conduct of School on Certain Holidays)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123A.32 (Interdistrict Cooperation)
Minn. Stat. § 123A.35 (Cooperation and Combination)
Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible

Learning Year Programs)
Minn. Stat. § 124D.151 (Voluntary Prekindergarten Program)
Minn. Stat. § 124E.25 (Payment of Aids to Charter Schools)
Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)
Minn. Stat. § 645.44 (Words and Phrases Defined)

Cross References: MSBA/MASA Model Policy 425 (Staff Development)

Policy Adopted: 3/08/04
Policy Revised: 4/04/06
Policy Revised: 10/8/12
Policy Reviewed: 2/10/14
Policy Reviewed: 11/11/16
Policy Revised: 2/11/19
Policy Reviewed: 7/12/21
Policy Revised: 7/10/23
Policy Revised: 7/08/24

LITERACY AND THE READ ACT 621

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

A. "Evidence-based" means the instruction or item described is based on reliable, trustworthy, and valid evidence and has demonstrated a record of success in increasing students' reading competency in the areas of phonological and phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Evidence-based literacy instruction is explicit, systematic, and includes phonological and phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, and comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system, as defined in subdivision 16.

B. "Fluency" means the ability of students to read text accurately, automatically, and with proper expression.

C. "Foundational reading skills" includes phonological and phonemic awareness, phonics and decoding, and fluency. Foundational reading skills appropriate to each grade level must be mastered in kindergarten, grade 1, grade 2, and grade 3. Struggling readers in grades 4 and above who do not demonstrate mastery of grade-level foundational reading skills must continue to receive explicit, systematic instruction to reach mastery.

D. "Literacy specialist" means a person licensed by the Professional Educator Licensing and Standards Board as a teacher of reading, a special education teacher, or a kindergarten through grade 6 teacher, who has completed professional development approved by the Minnesota Department of Education (MDE) in structured literacy. A literacy specialist employed by the department under Minnesota Statutes, section 120B.123, subdivision 7, or by a district as a literacy lead, is not required to complete the approved training before August 30, 2025.

E. "Literacy lead" means a literacy specialist with expertise in working with educators as adult learners. A district literacy lead must support the district's implementation of the Read Act; provide support to school-based coaches;

support the implementation of structured literacy, interventions, curriculum delivery, and teacher training; assist with the development of personal learning plans; and train paraprofessionals and other support staff to support classroom literacy instruction. A literacy lead may be employed by one district, jointly by two or more districts, or may provide services to districts through a partnership with the regional service cooperatives or another district.

F. "Multitiered system of support" or "MTSS" means a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student. The MTSS framework provides access to layered tiers of culturally and linguistically responsive, evidence-based practices and relies on the understanding and belief that every student can learn and thrive. Through a MTSS at the core (Tier 1), supplemental (Tier 2), and intensive (Tier 3) levels, educators provide high quality, evidence-based instruction and intervention that is matched to a student's needs; progress is monitored to inform instruction and set goals and data is used for educational decision making.

G. "Oral language," also called "~~spoken~~ expressive language~~,~~" or "receptive language,", includes speaking and listening, and consists of five components: phonology, morphology, syntax, semantics, and pragmatics.

H. "Phonemic awareness" means the ability to notice, think about, and manipulate individual sounds in spoken syllables and words.

I. "Phonics instruction" means the explicit, systematic, and direct instruction of the relationships between letters and the sounds they represent and the application of this knowledge in reading and spelling.

J. "Progress monitoring" means using data collected to inform whether interventions are working. Progress monitoring involves ongoing monitoring of progress that quantifies rates of improvement and informs instructional practice and the development of individualized programs using state-approved screening that is reliable and valid for the intended purpose.

K. "Reading comprehension" means a function of word recognition skills and language comprehension skills. It is an active process that requires intentional thinking during which meaning is constructed through interactions between the text and reader. Comprehension skills are taught explicitly by demonstrating, explaining, modeling, and implementing specific cognitive strategies to help beginning readers derive meaning through intentional, problem-solving thinking processes.

L. "Structured literacy" means an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured

literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics, fluency, vocabulary and oral language development, and reading comprehension. This approach is consistent with the principles identified in the science of reading and is designed to ensure all students develop strong foundational literacy skills.

M. "Three-cueing system," also known as "meaning structure visual (MSV)," means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.

N. "Vocabulary development" means the process of acquiring new words. A robust vocabulary improves all areas of communication, including listening, speaking, reading, and writing. Vocabulary growth is directly related to school achievement and is a strong predictor for reading success.

IV. READING SCREENER; PARENT NOTIFICATION AND INVOLVEMENT

A. The school district must administer an approved ~~evidence-based~~ reading screener to students in kindergarten through grade 3 within the first six weeks of the school year, by February 15 each year, and again within the last six weeks of the school year. The screener must be one of the screening tools approved by MDE.

B. The school district must identify any screener it uses in the district's annual literacy plan, and submit screening data with the annual literacy plan by June 15.

C. Schools, ~~at least biannually~~ after administering each screener, must follow the language access plan under Minnesota Statutes, section 123B.32 and give the parent of each student who is not reading at or above grade level ~~timely~~ information from the screener about:

1. the student's reading proficiency as measured by a screener approved by MDE;

2. reading-related services currently being provided to the student and the student's progress; and

3. strategies for parents to use at home in helping their student succeed in becoming grade-level proficient in reading in English and in their native language.

D. For students enrolled in dual language immersion programs, the school district must measure the student's reading proficiency in English or in the program's partner language, if available, according to Article V below. Following its language access plan under Minnesota Statutes, section 123B.32, the school district must notify families with timely information about students' reading

proficiency, including how the student's reading proficiency is assessed, any reading-related services or supports provided to the student and the student's progress, and strategies for families to use at home in helping students succeed in becoming grade-level proficient in reading in English or the partner language. The dual language immersion program may provide information about national research on reading proficiency for students in dual language immersion programs in the parent notification.

E. The school district may not use this section to deny a student's right to a special education evaluation.

V. IDENTIFICATION AND REPORT

A. Students enrolled in kindergarten, grade 1, grade 2, and grade 3, including multilingual learners and students receiving special education services, and students enrolled in dual language immersion programs, must be universally screened for mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, oral language, and for characteristics of dyslexia as measured by a screening tool approved by MDE. The screening for characteristics of dyslexia may be integrated with universal screening for mastery of foundational skills and ~~oral~~ expressive or receptive language mastery. The screening tool used must be a valid and reliable universal screener that is highly correlated with foundational reading skills. For students reading at grade level, beginning in the winter of grade 2, the oral reading fluency screener may be used to assess reading difficulties, including characteristics of dyslexia, without requiring a separate screening of each subcomponent of foundational reading skills.

B. The school district must submit data on student performance in kindergarten, grade 1, grade 2, and grade 3 on foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language to MDE in the annual local literacy plan submission due on June 15.

C. For students enrolled in dual language immersion programs:

1. if students are screened in the partner language, they must be screened at the same interval as the screenings in English under paragraph A above;

2. if the program provides instruction in foundational reading skills in English, the students receiving that instruction must be screened in English;

3. if the program provides instruction in foundational reading skills in the partner language, the students receiving that instruction must be screened in the partner language;

4. if no screener is available in the partner language, the school district must identify how students' reading proficiency is assessed and how the school district determines and provides targeted reading instruction in the partner language and supports to students identified as needing additional support in developing mastery of foundational reading skills; and

5. the partner language screening tool must be approved by the school district for kindergarten through grade 3 students.

D. Students in grades 4 and above, including multilingual learners and students receiving special education services, who ~~do not demonstrate mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language,~~ are not reading at grade level must be screened for reading difficulties, including characteristics of dyslexia, using a screening tool approved by MDE ~~for characteristics of dyslexia~~ and must continue to receive evidence-based instruction, interventions, and progress monitoring until the students achieve grade-level proficiency. A parent, in consultation with a teacher, may opt a student out of the literacy screener if the parent and teacher decide that continuing to screen would not be beneficial to the student. In such limited cases, the student must continue to receive progress monitoring and literacy interventions.

E. Reading screeners in English, and in the predominant languages of school district students where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of multilingual learners. The school district must use an approved, developmentally appropriate, and culturally responsive screener and annually report summary screener results to the MDE Commissioner by June 15 in the form and manner determined by the Commissioner.

F. The school district must include in its local literacy plan a summary of the district's efforts to screen, identify, and provide interventions to students who demonstrate characteristics of dyslexia as measured by a screening tool approved by MDE. With respect to students screened or identified under paragraph (a), the report must include:

1. a summary of the school district's efforts to screen for characteristics of reading difficulties, including dyslexia;

2. the number of students universally screened for that reporting year;

3. the number of students demonstrating characteristics of dyslexia for that year; and

4. an explanation of how students identified under this subdivision are provided with alternate instruction and interventions under Minnesota Statutes, section 125A.56, subdivision 1.

VI. INTERVENTION

A. For each student identified under the screening identification process, the school district shall provide aligned and targeted reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year.

B. The school district must implement progress monitoring, as defined in Minnesota Statutes, section 120B.119, for a student not reading at grade level.

C. The school district must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Starting July 1, 2023, if the school district purchases new literacy curriculum, or literacy intervention or supplementary materials, the curriculum or materials must be evidence-based as defined in Minnesota Statutes, section 120B.119.

[NOTE: Starting in the 2026-2027 school year, a school district must use only evidence-based literary interventions. The 2025 Minnesota legislature amended Minnesota Statutes, section 120B.12, subdivision 3, to delay the 2025-26 requirement for one school year.]

D. If a student does not read at or above grade level by the end of the current school year, the school district must continue to provide aligned and targeted reading intervention as defined by the MTSS framework until the student reads at grade level. School district intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs that specialize in evidence-based instructional practices and measure mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language.

E. By the 2025-2026 school year, intervention programs must be taught by an intervention teacher or special education teacher who has successfully completed training in evidence-based reading instruction approved by MDE. Intervention may include but is not limited to requiring student attendance in summer school, intensified reading instruction that may require that the student be removed from the regular classroom for part of the school day, extended-day programs, or programs that strengthen students' cultural connections.

F. The school district must determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school must develop the learning plan in consultation with the student's parent or

guardian. The personal learning plan must include targeted instruction that is evidence-based and ongoing progress monitoring, and address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the regular school day, group interventions, periodic assessments or screeners, and reasonable timelines. The personal learning plan may include grade retention, if it is in the student's best interest; a student may not be retained solely due to delays in literacy or not demonstrating grade-level proficiency. A school must maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an individualized education program.

VII. LOCAL LITERACY PLAN

A. The school district must adopt a local literacy plan to have every child reading at or above grade level every year beginning in kindergarten and to support multilingual learners and students receiving special education services in achieving their individualized reading goals. The school district must update and submit the plan to the Commissioner by June 15 each year. The plan must be consistent with the Read Act, and include the following:

1. a process to assess students' foundational reading skills, oral language, and level of reading proficiency and the screeners used, by school site and grade level, under Minnesota Statutes, section 120B.123;

2. a process to notify and involve parents;

3. a description of how schools in the school district will determine the targeted reading instruction that is evidence-based and includes an intervention strategy for a student and the process for intensifying or modifying the reading strategy in order to obtain measurable reading progress;

4. evidence-based intervention methods for students who are not reading at or above grade level and progress monitoring to provide information on the effectiveness of the intervention;

5. identification of staff development needs, including a plan to meet those needs;

6. the curricula used by school site and grade level; and, if applicable, the district plan and timeline for adopting evidence-based curricula and materials starting in the 2025-2026 school year;

7. a statement of whether the school district has adopted a MTSS framework;

8. student data using the measures of foundational literacy skills and mastery identified by MDE for the following students:

    a. students in kindergarten through grade 3;

    b. students who demonstrate characteristics of dyslexia; and

    c. students in grades 4 to 12 who are identified as not reading at grade level; and

9. the number of teachers and other staff that have completed training approved by the department.

10. the number of teachers and other staff proposed for training in structured literacy;

11. how the district used funding provided under the Read Act to implement the requirements of the Read Act;

12. beginning as soon as practicable after the end of fiscal year 2026, how the district used literacy aid funding received under Minnesota Statutes, section 124D.98; and

13. beginning on December 31, 2025, for a district with a dual language immersion program:

    a. the program's partner language;

    b. grade levels included in the program;

    c. the language used to screen students' foundational reading skills;

    d. the percentage of grade 3 students taking the Minnesota Comprehensive Assessments; and

    e. the number of students in the program in grades 4 to 12 who are identified as not reading at grade level.

B. Annually by June 15, the school district must post its literacy plan on the official school district website and submit it to the Commissioner using the template developed by the Commissioner ~~beginning June 15, 2024~~.

C. The school district must use a streamlined template developed by the Commissioner for local literacy plans that meets the requirements of Minnesota Statutes, section 120B.12, subdivision 4a, and requires all reading instruction and

teacher training in reading instruction to be evidence-based.

VIII. STAFF TRAINING

A. ~~Beginning July 1, 2024, a school district must provide access to the training required under Minnesota Statutes, section 120B.123, subdivision 5,~~The district must provide training from a menu of approved evidence-based training programs to the following teachers and staff by July 1, 2026: ~~to:~~

1. reading intervention teachers working with students in kindergarten through grade 12;

2. all classroom teachers of students in kindergarten through grade 3 and children in prekindergarten programs;

3. kindergarten through grade 12 special education teachers responsible for foundational reading instruction;

4. curriculum directors;

5. instructional support staff, contractors, and volunteers who assist in providing reading interventions under the oversight and monitoring of a trained licensed teacher; ~~who provide reading instruction; and~~

6. employees who select literacy instructional materials for a district.

7. teachers holding English as a second language teaching licenses.

B. The school district must provide training from a menu of approved evidence-based training programs to the following teachers by July 1, 2027:

1. teachers who provide foundational reading instruction to students in grades 4 to 12;

2. teachers who provide instruction to students in a state-approved alternative program; and

3. teachers who provide instruction to students in dual language immersion programs.

~~all reading intervention teachers, literacy specialists, and other teachers and staff identified in Minnesota Statutes, section 120B.12, subdivision 1, paragraph (b), by July 1, 2025; and by July 1, 2027, to other teachers in the school district, prioritizing teachers who work with students with disabilities, English learners, and students who qualify for the graduation incentives program under Minnesota Statutes, section 124D.68.~~ The Commissioner may grant a school district an

extension to these deadlines.

C. By August 30, 2025, the school district must employ or contract with a literacy lead, or be actively supporting a designated literacy specialist through the process of becoming a literacy lead. The school board may satisfy the requirements of this subdivision by contracting with another school board or cooperative unit under Minnesota Statutes, section 123A.24 for the services of a literacy lead by August 30, 2025. The school district literacy lead must collaborate with school district administrators and staff to support the school district's implementation of requirements under the Read Act.

D. Training provided by the following may satisfy the professional development requirements under this Article:

1. a certified trained facilitator; or

2. a training program that MDE has determined meets the professional development requirements under the Read Act.

IX. STAFF DEVELOPMENT

A. The school district must provide training programs on evidence-based reading instruction to teachers and instructional staff in accordance with subdivision 1, paragraph (b). The training must include teaching in the areas of phonemic awareness, phonics, vocabulary development, reading fluency, reading comprehension, and culturally and linguistically responsive pedagogy.

B. The school district shall use the data under Article V. above to identify the staff development needs so that:

1. elementary teachers are able to implement explicit, systematic, evidence-based instruction in the five reading areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension with emphasis on mastery of foundational reading skills as defined in Minnesota Statutes, section 120B.1118 and other literacy-related areas including writing until the student achieves grade-level reading and writing proficiency;

2. elementary teachers have sufficient training to provide students with evidence-based reading and oral language instruction that meets students' developmental, linguistic, and literacy needs using the intervention methods or programs selected by the school district for the identified students;

3. licensed teachers employed by the school district have regular opportunities to improve reading and writing instruction;

4. licensed teachers recognize students' diverse needs in cross-cultural settings and are able to serve the oral language and linguistic needs of students who are multilingual learners by maximizing strengths in their native languages in order to cultivate students' English language development, including oral academic language development, and build academic literacy; and

5. licensed teachers are well trained in culturally responsive pedagogy that enables students to master content, develop skills to access content, and build relationships.

C. The school district must provide staff in early childhood programs sufficient training to provide children in early childhood programs with explicit, systematic instruction in phonological and phonemic awareness; oral language, including listening comprehension; vocabulary; and letter-sound correspondence.

X. LITERACY ~~INCENTIVE~~ AID USES

The school district must use its literacy ~~incentive~~ aid to~~ support implementation of evidence-based reading instruction~~ meet the requirements and goals adopted in the school district's local literacy plan. ~~The following are eligible uses of literacy incentive aid:~~

~~1. training for kindergarten through grade 3 teachers, early childhood educators, special education teachers, reading intervention teachers working with students in kindergarten through grade 12, curriculum directors, and instructional support staff that provide reading instruction, on using evidence-based screening and progress monitoring tools;~~

~~2. evidence-based training using a training program approved by MDE;~~

~~3. employing or contracting with a literacy lead, as defined in Minnesota Statutes, section 120B.119;~~

~~4. materials, training, and ongoing coaching to ensure reading interventions under Minnesota Statutes, section 125A.56, subdivision 1, are evidence-based; and costs of substitute teachers to allow teachers to complete required training during the teachers' contract day.~~

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 124D.98 to enact these changes.]

Legal References: Minn. Stat. § 120B.119 (Read Act Definitions)
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)
Minn. Stat. § 120B.123 (Read Act Implementation)
Minn. Stat. § 123A.24 (Withdrawing from a Cooperative Unit; Appealing Denial of Membership)

Minn. Stat. §124D.68 (Graduation Incentives Program)
Minn. Stat. § 124D.98 (Literacy Incentive Aid)
Minn. Stat. § 125A.56 (Alternate Instruction Required before Assessment Referral)

Cross References: None

Policy Adopted: 08/14/23
Policy Updated: 02/21/25

TRANSPORTATION OF PUBLIC SCHOOL STUDENTS **707**

[Note: The obligations stated in this policy are largely governed by statute. A school district may choose to add obligations to the model policy.]

I. PURPOSE

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to provide for the transportation of students in a manner which will protect their health, welfare, and safety.

B. The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.

III. DEFINITIONS

A. "Child with a disability" includes every child identified under federal and state special education law as deaf or hard of hearing, blind or visually impaired, deafblind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the Commissioner of the Minnesota Department of Education ("Commissioner"). A licensed physician, an advanced practice nurse, a physician assistant, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability. In addition, every child under age three, and at the school district's discretion from age three to seven, who needs special instruction and services, as determined by the rules of the Commissioner, because the child has a substantial delay or has an identifiable physical or mental condition known to hinder normal development is a child with a disability. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner, is not a child with a disability.

B. "Home" is the legal residence of the child. In the discretion of the school district, "home" also may be defined as a licensed day care facility, school day care facility, a respite care facility, the residence of a relative, or the residence of a person chosen by the student's parent or guardian as the home of a student for part or all of the day, if requested by the student's parent or guardian, or an afterschool program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district.

C. "Homeless student" means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a

primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, and migratory children who qualify as homeless because they are living in any of the preceding listed circumstances.

D. "Nonpublic school" means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minnesota Statutes section 120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964.

E. "Nonresident student" is a student who attends school in the school district and resides in another district, defined as the "nonresident district." In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents reside in different school districts, the student shall be a resident of the school district designated by the student's parents. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides.

F. "Pupil support services" are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located.

G. "School of origin," for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled.

H. "Shared time basis" is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minnesota Statutes section 120A.22 by attendance at a nonpublic school.

I. "Student" means any student or child attending or required to attend any school as provided in Minnesota law and who is a resident or child of a resident of Minnesota.

IV. ELIGIBILITY

A. Upon the request of a parent or guardian, the school district shall provide transportation to and from school, at the expense of the school district, for all resident students who reside two miles or more from the school, except for those students whose transportation privileges have been revoked or have been voluntarily surrendered by the student's parent or guardian.

B. The school district may, in its discretion, also provide transportation to any student to and from school, at the expense of the school district, for any other purpose deemed appropriate by the school board.

1. The District provides transportation to students as follows:
    a. Banfield, Neveln, Southgate, Sumner – 1 mile or greater
    b. IJ Holton – 1 mile or greater
    c. Ellis Middle School – 1 mile or greater
    d. Austin High School – 1 mile or greater

[Note: In this section, school districts may wish to outline those discretionary areas where they intend to provide transportation. For example, some school districts may provide that transportation shall be

provided for all resident elementary students who reside one mile or more from the school.]

C. In the discretion of the school district, transportation along regular school bus routes may also be provided, where space is available, to any person where such use of a bus does not interfere with the transportation of students. The cost of providing such transportation must be paid by those individuals using these services or some third-party payor. Bus transportation also may be provided along school bus routes when space is available for participants in early childhood family education programs and school readiness programs if these services do not result in an increase in the school district's expenditures for transportation

D. For purposes of stabilizing enrollment and reducing mobility, the school district may, in its discretion, establish a full-service school zone and may provide transportation for students attending a school in that full-service school zone. A full-service school zone may be established for a school that is located in an area with higher than average crime or other social and economic challenges and that provides education, health or human services, or other parental support in collaboration with a city, county, state, or nonprofit agency.

V. TRANSPORTATION OF NONRESIDENT STUDENTS

A. If requested by the parent of a nonresident student, the school district shall provide transportation to a nonresident student within its borders at the same level of service that is provided to resident students.

B. If the school district decides to transport a nonresident student within the student's resident district, the school district will notify the student's resident district of its decision, in writing, prior to providing transportation.

C. When divorced or legally separated parents or parents residing separately reside in different school districts and share physical custody of a student, the parents shall be responsible for the transportation of the student to the border of the school district during those times when the student is residing with the parent in the nonresident school district.

D. The school district may provide transportation to allow a student who attends a high-need English language learner program and who resides within the transportation attendance area of the program to continue in the program until the student completes the highest grade level offered by the program.

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

A. In general, the school district shall not provide transportation between a resident student's home and the border of a nonresident district where the student attends school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week. (Minnesota Statutes, section 124D.03, subdivision 8).

B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the school district, if in the discretion of the school district,

inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district.

C. In general, the school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion.

VII. SPECIAL EDUCATION STUDENTS/STUDENTS WITH A DISABILITY/ STUDENTS WITH TEMPORARY DISABILITIES

A. Upon a request of a parent or guardian, the board must provide necessary transportation, consistent with Minnesota Statutes, section 123B.92, subdivision 1(b)(4), for a resident child with a disability not yet enrolled in kindergarten for the provision of special instruction and services. Special instruction and services for a child with a disability not yet enrolled in kindergarten include an individualized education program (IEP) team placement in an early childhood program when that placement is necessary to address the child's level of functioning and needs.

B. Resident students with ~~a~~ disabilities~~y whose disabling conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is~~ who are transported on a special route for the purpose of attending an approved special education program shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport students with a disability on the basis of the disabling condition and applicable laws. This provision shall not be applicable to parents who transport their own child under a contract with the school district.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 123B.92 to remove the deleted language above.]

C. Resident students with a disability who are boarded and lodged at Minnesota state academies for educational purposes, but who also are enrolled in a public school within the school district, shall be provided transportation, by the school district to and from said board and lodging facilities, at the expense of the school district.

D. If a resident student with a disability attends a public school located in a contiguous school district and the school district of attendance does not provide special instruction and services, the school district shall provide necessary transportation for the student between the school district boundary and the educational facility where special instruction and services are provided within the school district. The school district may provide necessary transportation of the student between its boundary and the school attended in the contiguous district but shall not pay the cost of transportation provided outside the school district boundary.

E. When a student with a disability or a student with a short-term or temporary disability is temporarily placed for care and treatment in a day program located in another school district and the student continues to live within the school district during the care and treatment, the school district shall provide the transportation, at the expense of the school district, to that student. The school district may establish reasonable

restrictions on transportation, except if a Minnesota court or agency orders the child placed at a day care and treatment program and the school district receives a copy of the order, then the school district must provide transportation to and from the program unless the court or agency orders otherwise. Transportation shall only be provided by the school district during regular operating hours of the school district.

F. When a nonresident student with a disability or a student with a short-term or temporary disability is temporarily placed in a residential program within the school district, including correctional facilities operated on a fee-for-service basis and state institutions, for care and treatment, the school district shall provide the necessary transportation at the expense of the school district. Where a joint powers entity enters into a contract with a privately owned and operated residential facility for the provision of education programs for special education students, the joint powers entity shall provide the necessary transportation.

G. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law.

H. Any parent of a student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minnesota Statutes, chapter 125A.

VIII. HOMELESS STUDENTS

A. Homeless students shall be provided with transportation services comparable to other students in the school district.

B. Upon request by the student's parent, guardian, or homeless education liaison, the school district shall provide transportation for a homeless student as follows:

1. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements within the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location on the same basis as transportation services are provided to other students in the school district.

2. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements outside of the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location on the same basis as transportation services are provided to other students in the school district, unless the school district and the school district in which the student is temporarily placed agree that the school district in which the student is temporarily placed shall provide transportation.

3. If a nonresident student is homeless and is residing in a public or private homeless shelter or has other non-shelter living arrangements within the school district, the school district may provide transportation services between the shelter or non-shelter location and the student's school of origin outside of the school district upon agreement with the school district in which the school of origin is located.

4. A homeless nonresident student enrolled under Minnesota Statutes section 124D.08, subdivision 2a, must be provided transportation from the student's district of residence to and from the school of enrollment.

IX. AVAILABILITY OF SERVICES

Transportation shall be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break. Transportation may be provided for summer instructional programs for students with a disability or in conjunction with a learning year program. Transportation between home and school may also be provided, in the discretion of the school district, on staff development days.

X. MANNER OF TRANSPORTATION

The scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto shall be within the sole discretion, control and management of the school board. The school district may, in its discretion, provide room and board, in lieu of transportation, to a student who may be more economically and conveniently provided for by that means.

XI. RESTRICTIONS

Transportation by the school district is a privilege and not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or violation of any other law governing student conduct on a school bus pursuant to the school district's discipline policy. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. Revocation procedures for a student who is an individual with a disability under 20 United States Code, section 1415 (Individuals with Disabilities Act), 29 United States Code, section 794 (the Rehabilitation Act), and 42 United States Code, section 12132, (Americans with Disabilities Act) are governed by these provisions.

XII. FEES

A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent is serving in, or within the past year has served in, active military service as defined in Minnesota Statutes section 190.05.

C. The school district may charge reasonable fees for transportation of students to and from post-secondary institutions for students enrolled under the post-secondary enrollment options program. Families who qualify for mileage reimbursement may use their state mileage reimbursement to pay this fee

D. Where, in its discretion, the school district provides transportation to and from an instructional community-based employment station that is part of an approved occupational experience vocational program, the school district may require the

payment of reasonable fees for transportation from students who receive remuneration for their participation in these programs.

Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.59 (Bus Transportation a Privilege Not a Right)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.04 (Options for Enrolling in Adjoining States)
Minn. Stat. § 124D.041 (Reciprocity with Adjoining States)
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch. 125A (Special Education and Special Programs)
Minn. Stat. § 125A.02 (Child~~ren~~ with a Disability Defined)
Minn. Stat. § 125A.12 (Attendance in Another District)
Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
Minn. Stat. § 125A.51 (Placement of Children Without Disabilities; Education and Transportation)
Minn. Stat. § 125A.515 (Placement of Students; Approval of Education Program)
Minn. Stat. § 125A.65 (Attendance at Academies for the Deaf and Blind)
Minn. Stat. § 126C.01 (Definitions)
Minn. Stat. § 127A.47 (Payments to Resident and Nonresident Districts)
Minn. Stat. § 190.05 (Definitions)
Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disability)
20 U.S.C. § 1415 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 2000d (Prohibition against Exclusion from Participation in, Denial of Benefits of, and Discrimination under Federally Assisted Programs on Ground of Race, Color, or National Origin)
42 U.S.C. § 11431 *et seq.* (McKinney-Vento Homeless Assistance Act of 2001)
42 U.S.C. § 12132 *et seq.* (Americans with Disabilities Act)

Cross References:

MSBA/MASA Model Policy 708 (Transportation of Nonpublic School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

Policy Adopted: 12/13/04
Policy Revised: 09/09/09
Policy Revised: 12/10/12
Policy Updated: 09/12/16
Policy Updated: 04/08/19
Policy Revised: 10/10/22
Policy Revised: 02/13/23
Policy Revised: 07/08/24

STUDENT TRANSPORTATION SAFETY POLICY 709

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

I. PURPOSE

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

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

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

B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:

   a. transportation by school bus is a privilege, not a right;

   b. school district policies for student conduct and school bus safety;

   c. appropriate conduct while on the bus;

   d. the danger zones surrounding a school bus;

   e. procedures for safely boarding and leaving a school bus;

   f. procedures for safe vehicle lane crossing; and

   g. school bus evacuation and other emergency procedures.

2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their

first day of attendance.

3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.

4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes, section 169.446, subdivision 2.

5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.

6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.

7. The school district may provide kindergarten students with school bus safety training before the first day of school.

8 The school district shall adopt and make available for public review a curriculum for transportation safety education.

9. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

C. Active Transportation Safety Training

1. Training required

a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.

b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:

(1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique;

(2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques and

(3) electric-assisted bicycle safety, including that a person under the age of 15 is not allowed to operate an electric-assisted bicycle.

[NOTE: The 2024 Minnesota legislature enacted this provision.]

~~2. Deadlines.~~

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

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

~~c. Students under subdivision 1, paragraph (a) or (b), who enroll in a school after the second week of school and have not received the appropriate active transportation safety training in their previous school district must undergo the training or receive active transportation safety instructional materials within four weeks of the first day of attendance.~~

~~d. The school district and a nonpublic school may provide kindergarten pupils with active transportation safety training before the first day of school.~~

[NOTE: The 2025 Minnesota legislature repealed Minnesota Statutes, section 123B.935, subdivision 2, which set forth the language deleted above.]

2. Instruction

a. The school district may provide active transportation safety training through distance learning.

b. The district and a nonpublic school must make reasonable accommodations for the active transportation safety training of pupils

known to speak English as a second language and pupils with disabilities.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.

B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.

2. Rules at the Bus Stop

a. Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will not wait for late students.

b. Respect the property of others while waiting at your bus stop.

c. Keep your arms, legs, and belongings to yourself.

d. Use appropriate language.

e. Stay away from the street, road, or highway when waiting for the bus.

f. Wait until the bus stops before approaching the bus.

g. After getting off the bus, move away from the bus.

h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.

i. No fighting, harassment, intimidation, or horseplay.

j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

   a. Immediately follow the directions of the driver.

   b. Sit in your seat facing forward.

   c. Talk quietly and use appropriate language.

   d. Keep all parts of your body inside the bus.

   e. Keep your arms, legs, and belongings to yourself.

   f. No fighting, harassment, intimidation, or horseplay.

   g. Do not throw any object.

   h. No eating, drinking, or use of alcohol, tobacco, or drugs.

   i. Do not bring any weapons or dangerous objects on the school bus.

   j. Do not damage the bus.

4. Consequences

   a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

      (1) Elementary (K-6)

      1st offense – warning
      2nd offense – 3 school-day suspension from riding the bus
      3rd offense – 5 school-day suspension from riding the bus
      4th offense – 10 school-day suspension from riding the bus/meeting with parent
      Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

      (2) Secondary (7-12)

      1st offense – warning
      2nd offense – 5 school-day suspension from riding the bus
      3rd offense – 10 school-day suspension from riding the bus

4th offense – 20 school-day suspension from riding the bus/meeting with parent
5th offense – suspended from riding the bus for the remainder of the school year

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

(3) Other Discipline

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

(4) Records

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

(5) Vandalism/Bus Damage

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

(6) Notice

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

(7) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate

school district personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

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

B. Parents/Guardians Responsibilities for Transportation Safety

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;

2. Support safe riding and walking practices, and recognize that students are responsible for their actions;

3. Communicate safety concerns to their school administrators;

4. Monitor bus stops, if possible;

5. Have their children to the bus stop 5 minutes before the bus arrives;

6. Have their children properly dressed for the weather; and

7. Have a plan in case the bus is late.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

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

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

C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of

a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the conviction. For purposes of this paragraph, a "serious traffic violation" means a conviction of any of the following offenses:

1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;

2. reckless driving;

3. improper or erratic traffic lane changes;

4. following the vehicle ahead too closely;

5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;

6. driving a commercial vehicle without obtaining a commercial driver's license or without having a commercial driver's license in the driver's possession;

7. driving a commercial vehicle without the proper class of commercial driver's license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;

8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and

9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.

D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person's employer of the conviction within 30 days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.

E. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a Minnesota commercial driver's license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person's employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of

the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.

F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within 10 days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

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

[Note: The Model School Bus Driver Training Manual is available online through the Minnesota Department of Public Safety State Patrol web page.]

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

B. Evaluation

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

1. Safely operate the type of school bus the driver will be driving;

2. Understand student behavior, including issues relating to students with disabilities;

3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;

4. Know and understand relevant laws, rules of the road, and local school bus safety policies;

5. Handle emergency situations; and

6. Safely load and unload students.

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

[Note: The school district may use alternative assessments rather than those set forth in the Model School Bus Driver Training Manual for bus driver training competencies with the approval of the Commissioner of Public Safety. A driver also may receive at least 8 hours of school bus in-service training in any year as an alternative to being assessed for bus driver competencies after the initial year of being assessed for bus driver competencies.]

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.

[Note: The Model School Bus Driver Training Manual is available online through the Minnesota Department of Public Safety State Patrol web page.]

2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.

3. The parent/guardian may designate, pursuant to school district policy, a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.

4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.

5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

[Note: A school district is not required to comply with Section VII.A.5. if the school board determines that alternative locations block traffic, impair student safety, or are not cost effective.]

6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minnesota Statutes, section 169.011, subdivision 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school district. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.

2. Type III vehicles must be painted a color other than national school bus yellow.

3. Type III vehicles shall be state inspected in accordance with legal requirements.

4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, Code of Federal Regulations, title 49, part 571.

5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.

6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.

7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.

8. Type III vehicles must be equipped with mirrors as required by law.

9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.

10. Any type III vehicle used to transport students must carry emergency equipment including:

    a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.

    b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.

    c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.

11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.

12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will

not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

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

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:

a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.

b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:

(1) safe operation of a type III vehicle;

(2) understanding student behavior, including issues relating to students with disabilities;

(3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;

(4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;

(5) handling emergency situations;

(6) proper use of seat belts and child safety restraints;

(7) performance of pretrip vehicle inspections;

(8) safe loading and unloading of students, including, but not limited to:

(a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;

(b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;

(c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;

(d) placing the type III vehicle in "park" during loading and unloading;

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

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

c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes, section 122A.18, subdivision 8, or Minnesota Statutes, section 123B.03 for school district employees; Minnesota Statutes, section 144.057 or Minnesota Statutes, chapter 245C for day care employees; or Minnesota Statutes, section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.

d. Operators shall submit to a physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.

e. The operator's employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes, section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.

f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes section 171.321, subdivision 5.

g. A person who sustains a conviction, as defined under Minnesota Statutes,

609.02, of violating Minnesota Statutes, section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes, sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.

h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes, section 171.3215, subdivision1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.

i. A person who sustains a conviction, as defined under Minnesota Statutes, section 609.02, of a moving offense in violation of Minnesota Statutes, chapter 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.

j. Students riding the type III vehicle must have training required under Minnesota Statutes, section 123B.90, Subd. 2 (See Section II.B., above).

k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.

2. The Type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes, section 169.451.

3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. <u>Type A-I "Activity" Buses Driven by Employees with a Driver's License Without a School Bus Endorsement</u>

1. The holder of a Class D driver's license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School

Activity Bus (MFSAB) under the following conditions:

a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.

b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.

c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.

d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.

e. The operator has a valid driver's license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes, section 171.02, subdivisions 2a(h) - 2a(j).

f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration's "Guideline for the Safe Transportation of Pre-school Age Children in School Buses," if child safety restraints are used by passengers, in addition to the training required in Section VI., above.

g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.

2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.

3. A school bus operated under this section must bear a current certificate of inspection.

4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.

B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).

[Note: The Model School Bus Driver Training Manual is available online through the Minnesota Department of Public Safety State Patrol web page.]

C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one (1) month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.

D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:

1. the student's name and address;

2. the nature of the student's disabilities;

3. emergency health care information; and

4. the names and telephone numbers of the student's physician, parents, guardians, or custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.

B. All school vehicles shall be state inspected in accordance with legal requirements.

C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.

D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the school district's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required Minnesota Statutes, section 171.321, subdivision 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

XI. STUDENT TRANSPORTATION SAFETY COMMITTEE

The school board may establish a student transportation safety committee. The chair of the student transportation safety committee is the school district's school transportation safety director. The school board shall appoint the other members of the student transportation safety committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other school district staff, and representatives from other units of local government.

Legal References:
Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
Minn. Stat. § 123B.90 (School Bus Safety Training)
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
Minn. Stat. § 123B.935 (Active Transportation Safety Training)
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)

Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules)
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
Minn. Stat. § 169.454 (Type III Vehicle Standards)
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
Minn. Stat. § 171.168 (Notice of Violation by Commercial Driver)
Minn. Stat. § 171.169 (Notice of Commercial License Suspension)
Minn. Stat. § 171.321 (Qualifications of School Bus and Type III Vehicle Drivers)
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
49 C.F.R. Part 383 (Commercial Driver's License Standards; Requirements and Penalties)
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
49 C.F.R. § 383.5 (Transportation Definitions)
49 C.F.R. § 383.51 (Disqualification of Drivers)
49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

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

Policy Adopted: 10/24/05
Policy Updated: 09/12/16
Policy Updated: 04/08/19
Policy Revised: 07/10/23
Policy Revised: 07/08/24

DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL 802

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

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.

B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over $175,000

1. If the value of the equipment or materials is estimated to exceed $175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in

determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.

4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.

5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.

6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From $25,000 to $175,000

If the amount of the sale is estimated to exceed $25,000 but not to exceed $175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts $25,000 or Less

If the amount of the sale is estimated to be $25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on

quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:

    a. another school district;

    b. the state department of corrections;

    c. the board of trustees of Minnesota State Colleges and Universities;

    d. the family of a student residing in the district whose total family income meets the federal definition of poverty; or

e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.

2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

I. Disposing of Surplus Books

Notwithstanding Minnesota Statutes, section 471.345, governing school district contracts made upon sealed bid or otherwise complying with the requirements for competitive bidding, other provisions of this section governing school district contracts, or other law to the contrary, the school district may dispose of school books, including library books, books from an individual classroom library, and textbooks including other materials accompanying a textbook. The school district may dispose of surplus books by donating them to a family of a student residing in the district or a charitable organization under section 501(c)(3) of the Internal Revenue Code.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 123B.52 to add paragraph I.]

Legal References:
Minn. Stat. § 13.591 (Business Data)
Minn. Stat. § 15.054 Sale or Purchase of State Property; Penalty
Minn. Stat. § 123B.29 (Sale of School Building at Auction)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
Minn. Stat. § 471.85 (Property Transfer; Public Corporations)
Minn. Stat. § 645.11 (Published Notice)

Cross References:
MSBA School Law Bulletin "F" (School District Contract and Bidding Procedures)

Policy Adopted: 04/14/03
Revised Policy Adopted: 02/09/09
Policy Reviewed: 12/10/12
Policy Reviewed with Minor Edit: 08/11/14
Policy Reviewed with Minor Edit: 11/14/16
Policy Updated: 06/10/19
Policy Revised: 02/14/22
Policy Revised with Minor Edits to Legal References: 08/14/23
Policy Revised with Minor Edit to Legal Reference: 07/08/24

CRISIS MANAGEMENT POLICY 806

[Note: The Commissioner of the Minnesota Department of Education (Commissioner) is required to maintain and make available to school boards and charter schools a Model Crisis Management Policy. See Minnesota Statutes section 121A.035. School boards and charter schools must adopt a Crisis Management Policy to address potential crisis situations in their school districts or charter schools. Id. This Model Crisis Management Policy was originally the result of a collaborative effort among the Minnesota Department of Education, Division of Compliance and Assistance; the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management; and the Minnesota School Boards Association.]

I. PURPOSE

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

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

II. GENERAL INFORMATION

A. The Policy and Plans

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

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained

and updated on an annual basis.

B. Elements of the District Crisis Management Policy

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

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

   [Note: More specific information on planning for children with special needs can be found in the Comprehensive School Safety Guide (2011 Edition) and United States Department of Education's document entitled, "Practical Information on Crisis Planning, a Guide for Schools and Communities." A website link is provided in the resource section of this Policy.]

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

      [Note: Minnesota law requires a minimum of five school lock-down drills each school year. See Minnesota Statutes, section

121A.035.]

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

[Note: Minnesota law requires a minimum of five school fire drills, consistent with* Minnesota Statutes, section *299F.30, and one school tornado drill each school year. See Minnesota Statutes, section121A.035.]

c. Sheltering Procedures. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

[Note: The Comprehensive School Safety Guide (2011 Edition) has sample lock-down procedures, evacuation procedures, and sheltering procedures.]

2. Crisis-Specific Procedures. The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

[Note: The Comprehensive School Safety Guide (2011 Edition) includes crisis-specific procedures.]

[NOTE: The 2024 Minnesota legislature enacted permissive language stating that a school board "may adopt the model cardiac emergency response plan provided by" the Commissioner (as of June 4, 2024, a

response plan is not yet available.]

3. School Emergency Response Teams

a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

[Note: The Comprehensive School Safety Guide (2011 Edition) has a sample School Emergency Response Team list.]

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

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of

the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents. Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

[Note: Evacuation areas at least 50 feet from school buildings are recommended but not mandated by statute or rule. Evacuation areas should be selected based on safety and the individual school site's proximity to streets, traffic patterns, and other hazards.]

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.

4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.

5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes, section 299F.30. See

Minnesota Statutes, section 121A.035.

[Note: The State Fire Marshal advises schools to defer fire drills during the winter months.]

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

   [Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample fire drills schedule and log.]

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample fire procedure form, evacuation/relocation and student reunification/release procedures, and planning for student reunification.]

C. Facility Diagrams and Site Plans

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

[Note: For single building school districts, such as charter schools, a secondary location for the diagrams and site plans will be included in the district's Crisis Management Policy and may include filing documents with a charter school sponsor, or compiling facility diagrams and site plans and distributing copies to first responders or sharing the documents with first responders during the crisis planning process.]

[Note: To the extent data contained in facility diagrams and site plans constitute security information pursuant to Minnesota Statutes, section 13.37, school districts are advised to consult with appropriate officials and/or legal counsel

prior to dissemination of the facility diagrams or site plans to anyone other than first responders.]

D. Emergency Telephone Numbers

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

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

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

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample Emergency Phone Numbers list.]

E. Warning and Notification Systems

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

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

F. Early School Closure Procedures

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

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

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, provides universal procedures for severe weather shelter.]

G. Media Procedures

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

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample Media Procedures form.]

H. Behavioral Health Crisis Intervention Procedures

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

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

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

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

[Note: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]

IV. ACTIVE SHOOTER DRILL

A. Definitions

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

2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

a. a statistically significant effect on relevant outcomes based on any of the following:

i. strong evidence from one or more well designed and well implemented experimental studies;

ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or

iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias; or

b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

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

1. accessible;

2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;

3. culturally aware;

4. trauma-informed; and

5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

C. Student Mental Health and Wellness

Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom

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

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.

2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.

3. The Commissioner must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

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

F. Active Shooter Simulations

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

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually.

2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:

   a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;

   b. the importance of taking threats seriously and seeking help; and

   c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity, including providing information about the Department of Public Safety's statewide anonymous threat reporting system and any local threat reporting systems.

   [NOTE: The Minnesota legislature enacted the addition to 2.c in 2025 (Session Law Chapter 35).]

3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multi-hazard planning for schools, including but not limited to:

   a. student opportunities for leadership related to prevention and safety;

   b. encouragement and support to students in establishing clubs and programs focused on safety; and

   c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

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

1. the effect of active shooter drills on the safety of students and staff; and

2. the effect of active shooter drills on the mental health and wellness of students and staff.

V. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

A. Fire

B. Hazardous Materials

C. Severe Weather: Tornado/Severe Thunderstorm/Flooding

D. Medical Emergency

E. Fight/Disturbance

F. Assault

G. Intruder

H. Weapons

I. Shooting

J. Hostage

K. Bomb Threat

L. Chemical or Biological Threat

M. Checklist for Telephone Threats

N. Demonstration

O. Suicide

P. Lock-down Procedures

Q. Shelter-In-Place Procedures

R. Evacuation/Relocation

S. Media Procedures

T. Post-Crisis Procedures

U. School Emergency Response Team

V. Emergency Phone Numbers

W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

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

[Note: School buildings must maintain Material Safety Data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff have access to M.S.D.S. in the event of a chemical accident.]

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites).

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

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

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

[Note: The Every Student Succeeds Act, 20* United States Code, section *6301, et seq.; Title IX, 20* United States Code, section *1681, et seq.; and the Unsafe School Choice Option, 20* United States Code section *7912, require school districts to establish such transfer procedures.]

D. Radiological Emergencies at Nuclear Generating Plants [OPTIONAL]

School districts within a 10-mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant.

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

Legal References:
Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.038 (Students Safe at School)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, *et seq.* (Title IX)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

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

Resources:
I Love U Guys Foundation, *Standard Response Protocol*
https://iloveuguys.org/The-Standard-Response-Protocol.html (012325)

Safe and Sound Schools
https://safeandsoundschools.org/ (012325

Policy Adopted: 12/12/05
Policy Updated: 02/11/13
Policy Reviewed: 09/08/14
Policy Revised: 03/13/17
Policy Reviewed: 06/10/19
Policy Revised: 07/10/23
Policy $3visted: 07/08/24