

Princeton Public Schools - ISD 477
Tuesday, February 19, 2019 at 6:00 PM
Work Session
District Office Board Room

Our Mission

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

Our Vision

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. PROCEDURAL ITEMS

- 2. Call to Order and Pledge of Allegiance
- 3. Roll Call

4. REPORTS

- a. Board Members Committee Reports
- b. Student Council Report
- c. Superintendent Report

5. APPROVE AGENDA

6. CONSENT AGENDA

The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.

- a. Personnel 3
- b. Bills 4
- c. Treasurer's Report 15
- d. Wire Transfers 16
- e. Gifts 17
- f. Field Trip 40
- g. Fundraiser 44
- h. Call for Milk Bid

7. WORK SESSION

- a. School Makeup Days
- b. School Calendar for 2020-2021 45
- c. Student Council Representative
- d. Revised Budget 47

| | |
|--|----|
| e. Parameters for 2019-2020 | |
| Enrollment | 54 |
| State % | 60 |
| Class Size | 61 |
| Negotiations | 62 |
| f. First Reading of Policy | 63 |
| g. Strategic Planning | |
| 8. Action | |
| a. Second Reading of Policies | 65 |
| <i>I move to accept the second reading of policies as presented.</i> | |
| 9. ADDITIONS TO AGENDA | |
| 10. FUTURE MEETING(s) INFORMATION | |
| Long Range Planning- Feb 21, 4:00pm | |
| Executive Planning- Feb 27, 4:15pm | |
| Finance Committee- Mar 5, 4:30pm | |
| Regular Board Meeting- Mar 5, 6:00pm | |
| Public Engagement- Mar 11, 3:30pm | |
| 11. ADJOURN | |

2.19.19

| Status | Last Name | First Name | Building | Job Title | Group | Replacing | Effective Date | Wage |
|----------|-----------|------------|----------|-------------------------|--------------|-------------|----------------|--------------|
| New Hire | Musikanis | Mike | HS | Interim HS SPED Teacher | PEA | Krystal Ulm | 2.8.19-5.31.19 | |
| New Hire | Bathke | Rita | PS | Tiger Club Para | Community Ed | | 2.14.19 | \$16.66 / hr |
| New Hire | Kiekhafer | Kyla | PS | Tiger Club Assistant | Community Ed | | 2.15.19 | \$9.86 / hr |

| Status | Last Name | First Name | Building | Job Title | Group | Replacing | Effective Date | Wage |
|----------|-----------|------------|----------|-------------------|-------|-----------|----------------|------|
| Retiring | Jorgenson | Ann | PS | 1st Grade Teacher | PEA | | 5.31.19 | |

| Status | Last Name | First Name | Building | Job Title | Group | Replacing | Effective Date | Wage |
|------------|------------|------------|----------|--------------------------|--------------|-----------------|----------------|--------------|
| Extra Duty | Nowak | Nick | HS | JV Boys Basketball Coach | Activities | Jordan Neubauer | 11.19.19 | \$3,710.00 |
| Extra Duty | Nordine | Chelsey | PS | Target Services Teacher | PEA | | 2.19.19 | \$32.00 / hr |
| Extra Duty | Angstman | Cindy | PS | Target Services Teacher | PEA | | 2.19.19 | \$32.00 / hr |
| Extra Duty | Julson | Sarah | PS | Target Services Teacher | PEA | | 2.19.19 | \$32.00 / hr |
| Extra Duty | Middendorf | Stefanie | PS | Target Services Teacher | PEA | | 2.19.19 | \$32.00 / hr |
| Extra Duty | Torregrosa | Cecilia | PS | Target Services Teacher | PEA | | 2.28.19 | \$32.00 / hr |
| Extra Duty | Scheiber | Suzette | PS | Tiger Club Para | Community Ed | | 2.14.19 | \$16.66 / hr |
| Extra Duty | Braun | Tammi | PS | Title 1 Progress Monitor | | | 2.25.19 | \$18.34 / hr |

Princeton Public Schools #477
Detail Payment Register By Check No.
Fund Summary

| Fund Description | Total |
|-------------------------|-----------------------|
| 01 General Fund | \$965,246.37 |
| 02 Food Service | \$126,965.15 |
| 04 Community Service | \$14,933.96 |
| 06 Construction | \$1,200.00 |
| 10 Student Activities | \$34,058.31 |
| Report Total | \$1,142,403.79 |

Princeton Public Schools #477
Check Register by Bank and Check Number

| Batch | Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|---------------------------------|-------|-------|------|----------|---------------|----------|
| 0477 | | 001 | 78723 | 171366 | Check | 1 | 1140 | 3 | AMERICAN RED CROSS | Yes | Yes | No | USD | 01/11/2019 | 88.00 |
| | | | 78724 | 171367 | Check | 1 | 11427 | 1 | AT&T MOBILITY | Yes | Yes | No | USD | 01/11/2019 | 158.23 |
| | | | 78772 | 171368 | Check | 1 | 7007 | | BECKER CHAR | Yes | No | No | USD | 01/11/2019 | 192.00 |
| | | | 78748 | 171369 | Check | 1 | 15919 | | BENNETT AARON | Yes | Yes | No | USD | 01/11/2019 | 252.00 |
| | | | 78732 | 171370 | Check | 1 | 1409 | | BERNICK'S PEPSI-COLA | Yes | Yes | No | USD | 01/11/2019 | 703.81 |
| | | | 78721 | 171371 | Check | 1 | 11277 | | BEYER ADAM | Yes | Yes | No | USD | 01/11/2019 | 126.00 |
| | | | 78731 | 171372 | Check | 1 | 14021 | | BEYOND SPORT MARTIALARTS & FI | Yes | Yes | No | USD | 01/11/2019 | 110.40 |
| | | | 78719 | 171373 | Check | 1 | 10772 | | BURCH MARK | Yes | Yes | No | USD | 01/11/2019 | 126.00 |
| | | | 78718 | 171374 | Check | 1 | 10707 | | BURT ROBERT | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78761 | 171375 | Check | 1 | 1903 | | CONFIDENCE LEARNING CENTER | Yes | Yes | No | USD | 01/11/2019 | 1,104.00 |
| | | | 78777 | 171376 | Check | 1 | 8491 | | COUNTRY SIDE PEST CONTROL, INC | Yes | Yes | No | USD | 01/11/2019 | 375.00 |
| | | | 78726 | 171377 | Check | 1 | 11656 | | DEAN FOODS NORTH CENTRAL | Yes | Yes | No | USD | 01/11/2019 | 1,331.37 |
| | | | 78776 | 171378 | Check | 1 | 8120 | | DNR DIVISION OF ENFORCEMENT | Yes | No | No | USD | 01/11/2019 | 25.00 |
| | | | 78728 | 171379 | Check | 1 | 12875 | | DVS RENEWAL | Yes | No | No | USD | 01/11/2019 | 273.00 |
| | | | 78749 | 171380 | Check | 1 | 15976 | | ECO SHRED MN, INC. | Yes | Yes | No | USD | 01/11/2019 | 111.00 |
| | | | 78750 | 171381 | Check | 1 | 16075 | | EF EDUCATIONAL TOURS | Yes | Yes | No | USD | 01/11/2019 | 142.00 |
| | | | 78762 | 171382 | Check | 1 | 2501 | | FEDERATED CO-OPS INC | Yes | Yes | No | USD | 01/11/2019 | 254.70 |
| | | | 78773 | 171383 | Check | 1 | 7010 | | FIRST ANNE | Yes | Yes | No | USD | 01/11/2019 | 192.00 |
| | | | 78745 | 171384 | Check | 1 | 15898 | 1 | FRACTAL FOUNDATION | Yes | Yes | No | USD | 01/11/2019 | 264.20 |
| | | | 78763 | 171385 | Check | 1 | 2778 | 1 | GOPHER STATE ONE CALL INC | Yes | Yes | No | USD | 01/11/2019 | 2.70 |
| | | | 78757 | 171386 | Check | 1 | 16239 | | HAYWOOD BRUCE | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78756 | 171387 | Check | 1 | 16238 | | HILL TAYLOR | Yes | Yes | No | USD | 01/11/2019 | 126.00 |
| | | | 78764 | 171388 | Check | 1 | 3121 | 1 | HI-TECH REFRIGERATION | Yes | Yes | No | USD | 01/11/2019 | 418.55 |
| | | | 78765 | 171389 | Check | 1 | 3140 | | HOFMAN OIL CO. INC. | Yes | Yes | No | USD | 01/11/2019 | 507.65 |
| | | | 78779 | 171390 | Check | 1 | 9395 | | HORNING HANS | Yes | Yes | No | USD | 01/11/2019 | 20.00 |
| | | | 78766 | 171391 | Check | 1 | 3231 | | HY-TECH AUTOMOTIVE | Yes | Yes | No | USD | 01/11/2019 | 38.63 |
| | | | 78740 | 171392 | Check | 1 | 15415 | | INDEPENDENT EMERGENCY SERVIC | Yes | Yes | No | USD | 01/11/2019 | 75.39 |
| | | | 78720 | 171393 | Check | 1 | 10909 | 3 | INNOVATIVE OFFICE SOLUTIONS, LL | Yes | No | No | USD | 01/11/2019 | 1,034.88 |
| | | | 78754 | 171395 | Check | 1 | 16228 | | INTERCONTINENTAL HOTEL | Yes | Yes | No | USD | 01/11/2019 | 724.22 |
| | | | 78752 | 171396 | Check | 1 | 16200 | | JONTI-CRAFT, INC. | Yes | Yes | No | USD | 01/11/2019 | 560.20 |
| | | | 78717 | 171397 | Check | 1 | 10673 | 1 | KITTELSON MARKETING | Yes | Yes | No | USD | 01/11/2019 | 1,836.00 |
| | | | 78743 | 171398 | Check | 1 | 15872 | | LEADENS TOM | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78767 | 171399 | Check | 1 | 3927 | | LUPKES JESSICA | Yes | No | No | USD | 01/11/2019 | 50.00 |
| | | | 78778 | 171400 | Check | 1 | 8696 | | McCONE FOODS | Yes | Yes | No | USD | 01/11/2019 | 945.75 |
| | | | 78755 | 171401 | Check | 1 | 16229 | | MEYER SARAH | Yes | Yes | No | USD | 01/11/2019 | 192.00 |
| | | | 78729 | 171402 | Check | 1 | 12957 | 1 | MIDCONTINENT COMMUNICATIONS | Yes | Yes | No | USD | 01/11/2019 | 1,588.65 |
| | | | 78735 | 171403 | Check | 1 | 14553 | | MILACA MOVIE THEATRE | Yes | Yes | No | USD | 01/11/2019 | 162.00 |
| | | | 78725 | 171404 | Check | 1 | 11477 | | MINUTEMAN PRESS | Yes | Yes | No | USD | 01/11/2019 | 470.42 |
| | | | 78753 | 171405 | Check | 1 | 16226 | | MN PREMIER PUBLICATIONS, INC. | Yes | Yes | No | USD | 01/11/2019 | 26.00 |
| | | | 78737 | 171406 | Check | 1 | 14583 | | MORAN MICHELLE | Yes | Yes | No | USD | 01/11/2019 | 126.00 |
| | | | 78741 | 171407 | Check | 1 | 15583 | | NASP-NATIONAL ARCHERY IN THE S | Yes | Yes | No | USD | 01/11/2019 | 45.00 |

Princeton Public Schools #477

Check Register by Bank and Check Number

| Batch | Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|-------------------------------|-------|-------|------|----------|---------------|-----------|
| 0477 | | 001 | 78733 | 171408 | Check | 1 | 14104 | | OLSON JARED | Yes | No | No | USD | 01/11/2019 | 126.00 |
| | | | 78759 | 171409 | Check | 1 | 16242 | | OPEN WORLD LEARNING ARCHERY | Yes | No | No | USD | 01/11/2019 | 680.00 |
| | | | 78760 | 171410 | Check | 1 | 1693 | | PETTY CASH-MARGARET DEGLMAN | Yes | Yes | No | USD | 01/11/2019 | 36.00 |
| | | | 78768 | 171411 | Check | 1 | 5040 | | PIZZA BARN | Yes | Yes | No | USD | 01/11/2019 | 849.48 |
| | | | 78734 | 171412 | Check | 1 | 14388 | 1 | ROBOTICS EDU & COMPETITION FO | Yes | Yes | No | USD | 01/11/2019 | 125.00 |
| | | | 78789 | 171413 | Check | 1 | 5472 | 4 | SAM'S CLUB | Yes | Yes | No | USD | 01/11/2019 | 319.12 |
| | | | 78747 | 171414 | Check | 1 | 15906 | | SCHMECK DEREK | Yes | No | No | USD | 01/11/2019 | 252.00 |
| | | | 78774 | 171415 | Check | 1 | 7583 | | SCHOOL HEALTH | Yes | Yes | No | USD | 01/11/2019 | 3,000.00 |
| | | | 78775 | 171416 | Check | 1 | 7830 | | SCHROEDER-DAVIS STEPHEN | Yes | Yes | No | USD | 01/11/2019 | 1,000.00 |
| | | | 78742 | 171417 | Check | 1 | 15713 | 1 | ST. CLOUD CARTRIDGES | Yes | Yes | No | USD | 01/11/2019 | 539.94 |
| | | | 78744 | 171418 | Check | 1 | 15875 | | ST. CROIX PREPARATORY ACADEMY | Yes | No | No | USD | 01/11/2019 | 1,088.00 |
| | | | 78736 | 171419 | Check | 1 | 14576 | | THOMPSON EARLIHUE JR. | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78738 | 171420 | Check | 1 | 14868 | | U.S. BANK EQUIPMENT FINANCE | Yes | Yes | No | USD | 01/11/2019 | 368.54 |
| | | | 78739 | 171421 | Check | 1 | 15226 | | ULTIMATE SPORTS AND APPAREL | Yes | Yes | No | USD | 01/11/2019 | 79.96 |
| | | | 78770 | 171422 | Check | 1 | 6376 | | VIKING COCA COLA BOTTLING | Yes | Yes | No | USD | 01/11/2019 | 579.00 |
| | | | 78746 | 171423 | Check | 1 | 15902 | | VOSS BRANDON | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78730 | 171424 | Check | 1 | 13262 | 1 | WALMART COMMUNITY/GECRB | Yes | Yes | No | USD | 01/11/2019 | 896.56 |
| | | | 78771 | 171425 | Check | 1 | 6461 | | WATSON CO. INC. | Yes | Yes | No | USD | 01/11/2019 | 740.42 |
| | | | 78758 | 171426 | Check | 1 | 16241 | | WIEBER JOSEF | Yes | Yes | No | USD | 01/11/2019 | 700.00 |
| | | | 78727 | 171427 | Check | 1 | 12558 | | WINTER PATRICK | Yes | Yes | No | USD | 01/11/2019 | 114.00 |
| | | | 78722 | 171428 | Check | 1 | 11367 | | ZIESKA VICKI | Yes | No | No | USD | 01/11/2019 | 192.00 |
| | | | 78787 | 171429 | Check | 1 | 14012 | | MESSERLI & KRAMER | Yes | Yes | No | USD | 01/15/2019 | 296.73 |
| | | | 78789 | 171430 | Check | 1 | 6308 | 1 | US BANK | Yes | Yes | No | USD | 01/15/2019 | 2,150.00 |
| | | | 78788 | 171431 | Check | 1 | 16236 | | US DEPARTMENT OF EDUCATION Av | Yes | Yes | No | USD | 01/15/2019 | 164.60 |
| | | | 78790 | 171432 | Check | 1 | 10237 | | INTEGRATED SYSTEMS CORPORATI | Yes | Yes | No | USD | 01/11/2019 | 416.67 |
| | | | 78791 | 171433 | Check | 1 | 14758 | | DELTA DENTAL OF MINNESOTA | Yes | Yes | No | USD | 01/17/2019 | 22,734.46 |
| | | | 78793 | 171434 | Check | 1 | 7706 | 3 | AMAZON.COM | Yes | Yes | No | USD | 01/15/2019 | 4,966.05 |
| | | | 78792 | 171435 | Check | 1 | 10715 | | MN TRUE TEAM TRACK AND FIELD | Yes | Yes | No | USD | 01/15/2019 | 160.00 |
| | | | 78795 | 171436 | Check | 1 | 4290 | | CENTERPOINT ENERGY | Yes | Yes | No | USD | 01/16/2019 | 118.83 |
| | | | 78796 | 171438 | Check | 1 | 9667 | 2 | MID AMERICA SOLUTIONS, INC | Yes | Yes | No | USD | 01/16/2019 | 285.00 |
| | | | 78801 | 171439 | Check | 1 | 1259 | 1 | AUDIO COMMUNICATIONS | Yes | Yes | No | USD | 01/18/2019 | 180.00 |
| | | | 78834 | 171440 | Check | 1 | 4545 | | AUTO VALUE PRINCETON | Yes | Yes | No | USD | 01/18/2019 | 166.94 |
| | | | 78802 | 171441 | Check | 1 | 1276 | 1 | B & H PHOTO-VIDEO | Yes | Yes | No | USD | 01/18/2019 | 146.98 |
| | | | 78821 | 171442 | Check | 1 | 15913 | | BAYFIELD FRUIT COMPANY | Yes | Yes | No | USD | 01/18/2019 | 700.00 |
| | | | 78824 | 171443 | Check | 1 | 16204 | | BRAEGELMANN JAKE | Yes | Yes | No | USD | 01/18/2019 | 252.00 |
| | | | 78797 | 171444 | Check | 1 | 10584 | | CARD SERVICES | Yes | Yes | No | USD | 01/18/2019 | 725.61 |
| | | | 78819 | 171445 | Check | 1 | 15834 | | CASE BRADLEY | Yes | Yes | No | USD | 01/18/2019 | 126.00 |
| | | | 78842 | 171446 | Check | 1 | 7710 | | CESNIK PAMELA | Yes | No | No | USD | 01/18/2019 | 85.00 |
| | | | 78809 | 171447 | Check | 1 | 14103 | | CULLIGAN BOTTLED WATER | Yes | Yes | No | USD | 01/18/2019 | 34.23 |
| | | | 78810 | 171448 | Check | 1 | 14103 | | CULLIGAN BOTTLED WATER | Yes | Yes | No | USD | 01/18/2019 | 114.42 |
| | | | 78818 | 171449 | Check | 1 | 15504 | | DAHL DENIS | Yes | No | No | USD | 01/18/2019 | 114.00 |

Princeton Public Schools #477
Check Register by Bank and Check Number

| Batch Co | Bank | Pynt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|----------|------|---------|----------|----------|-----|-------|-----|----------------------------------|-------|-------|------|----------|---------------|----------|
| 0477 | 001 | 78799 | 171450 | Check | 1 | 11656 | | DEAN FOODS NORTH CENTRAL | Yes | Yes | No | USD | 01/18/2019 | 380.66 |
| | | 78831 | 171451 | Check | 1 | 2278 | | ECOWATER SYSTEMS | Yes | Yes | No | USD | 01/18/2019 | 23.00 |
| | | 78803 | 171452 | Check | 1 | 13229 | 3 | FAIRVIEW HEALTH SERVICES | Yes | Yes | No | USD | 01/18/2019 | 9,348.00 |
| | | 78808 | 171453 | Check | 1 | 14049 | | FUN EXPRESS, LLC | Yes | Yes | No | USD | 01/18/2019 | 291.54 |
| | | 78823 | 171454 | Check | 1 | 16116 | | GOODNER JULIE | Yes | Yes | No | USD | 01/18/2019 | 85.00 |
| | | 78839 | 171455 | Check | 1 | 6645 | | GRAINGER | Yes | Yes | No | USD | 01/18/2019 | 167.89 |
| | | 78798 | 171456 | Check | 1 | 11256 | | GUZMAN RICCO | Yes | Yes | No | USD | 01/18/2019 | 126.00 |
| | | 78825 | 171457 | Check | 1 | 16219 | 1 | HALO BRANDED SOLUTIONS, INC | Yes | Yes | No | USD | 01/18/2019 | 516.64 |
| | | 78800 | 171458 | Check | 1 | 12308 | | HIESTAND DEB | Yes | Yes | No | USD | 01/18/2019 | 114.00 |
| | | 78817 | 171459 | Check | 1 | 15474 | | HOFFMAN RYAN | Yes | No | No | USD | 01/18/2019 | 126.00 |
| | | 78832 | 171460 | Check | 1 | 3183 | 2 | HOUGHTON - MIFFLIN CO. | Yes | Yes | No | USD | 01/18/2019 | 611.27 |
| | | 78826 | 171461 | Check | 1 | 16244 | | I.S.D. 347 | Yes | No | No | USD | 01/18/2019 | 105.00 |
| | | 78833 | 171462 | Check | 1 | 3511 | 2 | J.W. PEPPER & SON INC. | Yes | Yes | No | USD | 01/18/2019 | 167.99 |
| | | 78806 | 171463 | Check | 1 | 14006 | | LINQUIST BRANDON | Yes | Yes | No | USD | 01/18/2019 | 126.00 |
| | | 78841 | 171464 | Check | 1 | 7475 | | M.B.S.A. | Yes | Yes | No | USD | 01/18/2019 | 75.00 |
| | | 78843 | 171465 | Check | 1 | 7938 | 2 | MEDCO SUPPLY COMPANY | Yes | Yes | No | USD | 01/18/2019 | 41.19 |
| | | 78807 | 171466 | Check | 1 | 14007 | | MIKKELSON STEVE | Yes | Yes | No | USD | 01/18/2019 | 149.00 |
| | | 78830 | 171467 | Check | 1 | 2179 | | MN DNR ECO-WATERS | Yes | Yes | No | USD | 01/18/2019 | 240.73 |
| | | 78822 | 171468 | Check | 1 | 16049 | | NATIONAL RECOGNITION PRODUCT | Yes | Yes | No | USD | 01/18/2019 | 15.45 |
| | | 78804 | 171469 | Check | 1 | 13252 | 1 | OLYMPIC COMMUNICATIONS, INC. | Yes | Yes | No | USD | 01/18/2019 | 330.00 |
| | | 78829 | 171470 | Check | 1 | 1693 | | PETTY CASH-MARGARET DEGLMAN | Yes | Yes | No | USD | 01/18/2019 | 83.20 |
| | | 78835 | 171471 | Check | 1 | 5040 | | PIZZA BARN | Yes | No | No | USD | 01/18/2019 | 687.40 |
| | | 78840 | 171472 | Check | 1 | 7015 | | PRINCETON HEALTH & FITNESS | Yes | Yes | No | USD | 01/18/2019 | 80.00 |
| | | 78836 | 171473 | Check | 1 | 5214 | 1 | QUILL CORPORATION | Yes | Yes | No | USD | 01/18/2019 | 287.80 |
| | | 78837 | 171474 | Check | 1 | 5305 | | RESOURCE TRAINING & SOLUTIONS | Yes | Yes | No | USD | 01/18/2019 | 445.00 |
| | | 78811 | 171475 | Check | 1 | 14420 | | ROBOTICS EDUCATION & COMPETITION | Yes | Yes | No | USD | 01/18/2019 | 175.00 |
| | | 78827 | 171476 | Check | 1 | 16246 | | SCHWARTZ TRAVIS | Yes | Yes | No | USD | 01/18/2019 | 149.00 |
| | | 78820 | 171477 | Check | 1 | 15901 | | SHEPHERD MORGAN | Yes | Yes | No | USD | 01/18/2019 | 80.00 |
| | | 78828 | 171478 | Check | 1 | 16250 | | SMB-SYSTEMS MANAGEMENT AND I | Yes | Yes | No | USD | 01/18/2019 | 700.00 |
| | | 78813 | 171479 | Check | 1 | 14477 | | TEACHERS ON CALL | Yes | Yes | No | USD | 01/18/2019 | 8,256.26 |
| | | 78814 | 171480 | Check | 1 | 14576 | | THOMPSON EARLIHUE JR. | Yes | Yes | No | USD | 01/18/2019 | 114.00 |
| | | 78844 | 171481 | Check | 1 | 8750 | | TOEDTER JOEL | Yes | Yes | No | USD | 01/18/2019 | 155.00 |
| | | 78815 | 171482 | Check | 1 | 14868 | | U.S. BANK EQUIPMENT FINANCE | Yes | Yes | No | USD | 01/18/2019 | 190.24 |
| | | 78805 | 171483 | Check | 1 | 13908 | | VERIZON WIRELESS | Yes | Yes | No | USD | 01/18/2019 | 320.16 |
| | | 78838 | 171484 | Check | 1 | 6376 | | VIKING COCA COLA BOTTLING | Yes | Yes | No | USD | 01/18/2019 | 194.00 |
| | | 78816 | 171485 | Check | 1 | 15293 | | VISUAL EDGE INC. | Yes | No | No | USD | 01/18/2019 | 282.38 |
| | | 78812 | 171486 | Check | 1 | 14438 | | WD TOURS | Yes | No | No | USD | 01/18/2019 | 350.00 |
| | | 78846 | 171487 | Check | 1 | 14820 | | NATIONAL INSURANCE SERVICES of | Yes | Yes | No | USD | 01/23/2019 | 8,317.43 |
| | | 78894 | 171488 | Check | 1 | 16254 | | AGATE DERRICK SR. | Yes | No | No | USD | 01/25/2019 | 202.50 |
| | | 78921 | 171489 | Check | 1 | 7706 | 3 | AMAZON.COM | Yes | Yes | No | USD | 01/25/2019 | 4.54 |
| | | 78852 | 171490 | Check | 1 | 1137 | | AMERIPRIDE SERVICES INC. | Yes | Yes | No | USD | 01/25/2019 | 1,957.87 |

Princeton Public Schools #477
Check Register by Bank and Check Number

| Batch Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|----------|------|---------|----------|----------|-----|-------|-----|-------------------------------|-------|-------|------|----------|---------------|----------|
| 0477 | 001 | 78858 | 171491 | Check | 1 | 1259 | 1 | AUDIO COMMUNICATIONS | Yes | Yes | No | USD | 01/25/2019 | 1,467.00 |
| | | 78924 | 171492 | Check | 1 | 8410 | 2 | BATTERIES PLUS BULBS | Yes | Yes | No | USD | 01/25/2019 | 219.50 |
| | | 78868 | 171493 | Check | 1 | 1409 | | BERNICK'S PEPSI-COLA | Yes | Yes | No | USD | 01/25/2019 | 533.53 |
| | | 78867 | 171494 | Check | 1 | 14021 | | BEYOND SPORT MARTIALARTS & FI | Yes | Yes | No | USD | 01/25/2019 | 478.40 |
| | | 78899 | 171495 | Check | 1 | 1840 | | C.M.E.R.D.C. | Yes | Yes | No | USD | 01/25/2019 | 1,185.44 |
| | | 78895 | 171496 | Check | 1 | 1636 | | CAMBRIDGE-ISANTI HIGH SCHOOL | Yes | No | No | USD | 01/25/2019 | 120.00 |
| | | 78896 | 171497 | Check | 1 | 1636 | | CAMBRIDGE-ISANTI HIGH SCHOOL | Yes | No | No | USD | 01/25/2019 | 180.00 |
| | | 78898 | 171498 | Check | 1 | 1721 | | CENTRAL MCGOWAN INC. | Yes | Yes | No | USD | 01/25/2019 | 120.30 |
| | | 78883 | 171499 | Check | 1 | 15724 | | CLIMATE MAKERS INC | Yes | Yes | No | USD | 01/25/2019 | 7,421.60 |
| | | 78864 | 171500 | Check | 1 | 13412 | | CRAWFORD'S EQUIPMENT | Yes | No | No | USD | 01/25/2019 | 96.89 |
| | | 78881 | 171501 | Check | 1 | 15699 | 1 | CULINEX | Yes | Yes | No | USD | 01/25/2019 | 1,429.91 |
| | | 78869 | 171502 | Check | 1 | 14091 | | CUSTOM INK, LLC | Yes | Yes | No | USD | 01/25/2019 | 497.56 |
| | | 78847 | 171503 | Check | 1 | 10069 | | DALCO | Yes | Yes | No | USD | 01/25/2019 | 4,253.91 |
| | | 78854 | 171504 | Check | 1 | 11656 | | DEAN FOODS NORTH CENTRAL | Yes | Yes | No | USD | 01/25/2019 | 2,320.09 |
| | | 78879 | 171505 | Check | 1 | 15421 | | DRAACK PAIGE | Yes | No | No | USD | 01/25/2019 | 132.00 |
| | | 78900 | 171506 | Check | 1 | 2270 | | ECM PUBLISHERS INC. | Yes | Yes | No | USD | 01/25/2019 | 728.50 |
| | | 78859 | 171507 | Check | 1 | 12623 | | ECOLAB INSTITUTIONAL | Yes | No | No | USD | 01/25/2019 | 250.85 |
| | | 78925 | 171508 | Check | 1 | 9068 | | EDUCATORS BENEFIT CONSULTANT | Yes | Yes | No | USD | 01/25/2019 | 340.42 |
| | | 78901 | 171509 | Check | 1 | 2331 | | EGAN COMPANY | Yes | Yes | No | USD | 01/25/2019 | 7,333.04 |
| | | 78902 | 171510 | Check | 1 | 2336 | | EHLERS AND ASSOCIATES INC | Yes | Yes | No | USD | 01/25/2019 | 1,000.00 |
| | | 78856 | 171511 | Check | 1 | 11991 | | EMC INSURANCE COMPANIES | Yes | Yes | No | USD | 01/25/2019 | 130.00 |
| | | 78878 | 171512 | Check | 1 | 15192 | | EMPLOYEE BENEFITS CORPORATIC | Yes | Yes | No | USD | 01/25/2019 | 240.80 |
| | | 78903 | 171513 | Check | 1 | 2775 | | GOPHER | Yes | Yes | No | USD | 01/25/2019 | 1,689.30 |
| | | 78919 | 171514 | Check | 1 | 6645 | | GRAINGER | Yes | Yes | No | USD | 01/25/2019 | 580.70 |
| | | 78857 | 171515 | Check | 1 | 12308 | | HIESTAND DEB | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | 78875 | 171516 | Check | 1 | 14517 | | HORIZON COMMERCIAL POOL SUPP | Yes | Yes | No | USD | 01/25/2019 | 787.58 |
| | | 78890 | 171517 | Check | 1 | 16198 | | INTEGRATED FOOD SERVICE | Yes | Yes | No | USD | 01/25/2019 | 774.78 |
| | | 78849 | 171518 | Check | 1 | 10237 | | INTEGRATED SYSTEMS CORPORATI | Yes | Yes | No | USD | 01/25/2019 | 416.67 |
| | | 78904 | 171519 | Check | 1 | 3425 | | JINDRA'S SEWER SERVICE | Yes | Yes | No | USD | 01/25/2019 | 1,931.25 |
| | | 78871 | 171520 | Check | 1 | 14382 | | KELVIN TECHNOLOGY | Yes | Yes | No | USD | 01/25/2019 | 55.60 |
| | | 78905 | 171521 | Check | 1 | 3701 | | LAKESHORE LEARNING MATERIALS | Yes | Yes | No | USD | 01/25/2019 | 80.48 |
| | | 78880 | 171522 | Check | 1 | 15642 | | LARSON ENGINEERING, INC. | Yes | Yes | No | USD | 01/25/2019 | 1,200.00 |
| | | 78855 | 171523 | Check | 1 | 11986 | | LAVOI JANA | Yes | No | No | USD | 01/25/2019 | 85.00 |
| | | 78886 | 171524 | Check | 1 | 15872 | | LEADENS TOM | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | 78889 | 171525 | Check | 1 | 16146 | | LINDSEY RICHARD | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | 78862 | 171526 | Check | 1 | 13151 | | LITTLEBITS ELECTRONICS INC | Yes | Yes | No | USD | 01/25/2019 | 3,894.75 |
| | | 78928 | 171527 | Check | 1 | 9786 | | M. GROEBNER CONSTRUCTION, INC | Yes | No | No | USD | 01/25/2019 | 450.00 |
| | | 78906 | 171528 | Check | 1 | 4028 | | MARV'S TRUE VALUE | Yes | Yes | No | USD | 01/25/2019 | 1,246.89 |
| | | 78907 | 171529 | Check | 1 | 4348 | 7 | MDE-MCIS | Yes | No | No | USD | 01/25/2019 | 425.00 |
| | | 78850 | 171530 | Check | 1 | 10432 | 2 | MEI TOTAL ELEVATOR SOLUTIONS | Yes | Yes | No | USD | 01/25/2019 | 293.15 |
| | | 78923 | 171531 | Check | 1 | 8388 | 1 | METRO SALES INC | Yes | Yes | No | USD | 01/25/2019 | 1,495.00 |

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| Batch | Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|----------------------------------|-------|-------|------|----------|---------------|-----------|
| 0477 | | 001 | 78860 | 171532 | Check | 1 | 12957 | 1 | MIDCONTINENT COMMUNICATIONS | Yes | Yes | No | USD | 01/25/2019 | 225.80 |
| | | | 78853 | 171533 | Check | 1 | 11477 | | MINUTEMAN PRESS | Yes | No | No | USD | 01/25/2019 | 574.34 |
| | | | 78927 | 171534 | Check | 1 | 9643 | | MONTICELLO HIGH SCHOOL | Yes | No | No | USD | 01/25/2019 | 225.00 |
| | | | 78877 | 171535 | Check | 1 | 15042 | | MORDHORST JEFF | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | | 78888 | 171536 | Check | 1 | 16049 | | NATIONAL RECOGNITION PRODUCT | Yes | No | No | USD | 01/25/2019 | 51.30 |
| | | | 78892 | 171537 | Check | 1 | 16252 | | NELSON RACHEL | Yes | Yes | No | USD | 01/25/2019 | 27.60 |
| | | | 78893 | 171538 | Check | 1 | 16253 | | NORTH SUBURBAN PLUMBING, INC. | Yes | Yes | No | USD | 01/25/2019 | 2,000.00 |
| | | | 78861 | 171539 | Check | 1 | 13069 | 1 | NORTHERN SALT INC | Yes | Yes | No | USD | 01/25/2019 | 437.50 |
| | | | 78887 | 171540 | Check | 1 | 15899 | | OGDEN NEWSPAPERS OF MINNESC | Yes | Yes | No | USD | 01/25/2019 | 6,492.39 |
| | | | 78851 | 171541 | Check | 1 | 10444 | 1 | OLSEN FIRE PROTECTION INC | Yes | Yes | No | USD | 01/25/2019 | 695.00 |
| | | | 78908 | 171542 | Check | 1 | 4868 | 1 | PAN-O-GOLD BAKING CO. | Yes | Yes | No | USD | 01/25/2019 | 1,665.06 |
| | | | 78897 | 171543 | Check | 1 | 1693 | | PETTY CASH-MARGARET DEGLMAN | Yes | No | No | USD | 01/25/2019 | 14.00 |
| | | | 78909 | 171544 | Check | 1 | 5038 | 1 | PITNEY BOWES | Yes | Yes | No | USD | 01/25/2019 | 209.92 |
| | | | 78911 | 171546 | Check | 1 | 5118 | | PRINCETON CHAMBER OF COMMER | Yes | Yes | No | USD | 01/25/2019 | 18.00 |
| | | | 78912 | 171547 | Check | 1 | 5214 | 1 | QUILL CORPORATION | Yes | Yes | No | USD | 01/25/2019 | 852.61 |
| | | | 78891 | 171548 | Check | 1 | 16251 | | RAPP MICHAEL | Yes | Yes | No | USD | 01/25/2019 | 148.86 |
| | | | 78848 | 171549 | Check | 1 | 10224 | 2 | REGENTS OF THE UNIVERSITY OF A | Yes | Yes | No | USD | 01/25/2019 | 78.00 |
| | | | 78882 | 171550 | Check | 1 | 15717 | | RM COTTON CO. | Yes | Yes | No | USD | 01/25/2019 | 1,943.36 |
| | | | 78873 | 171551 | Check | 1 | 14420 | | ROBOTICS EDUCATION & COMPETI | Yes | Yes | No | USD | 01/25/2019 | 350.00 |
| | | | 78865 | 171552 | Check | 1 | 13559 | | RUPP, ANDERSON, SQUIRES & WALI | Yes | Yes | No | USD | 01/25/2019 | 5,532.88 |
| | | | 78913 | 171553 | Check | 1 | 5593 | 5 | SCHOOL SPECIALTY INC. | Yes | Yes | No | USD | 01/25/2019 | 117.86 |
| | | | 78866 | 171554 | Check | 1 | 13872 | | SEPTIC CHECK | Yes | No | No | USD | 01/25/2019 | 662.50 |
| | | | 78884 | 171555 | Check | 1 | 15827 | | SHOWBOARD | Yes | Yes | No | USD | 01/25/2019 | 789.50 |
| | | | 78872 | 171556 | Check | 1 | 14404 | | SKOCHENSKI BRYAN | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | | 78926 | 171557 | Check | 1 | 9432 | | SPENCER RICKY | Yes | No | No | USD | 01/25/2019 | 114.00 |
| | | | 78914 | 171558 | Check | 1 | 5878 | | ST. CLOUD TECHNICAL COLLEGE | Yes | No | No | USD | 01/25/2019 | 2,300.00 |
| | | | 78885 | 171559 | Check | 1 | 15828 | | STEVENS SEAN | Yes | No | No | USD | 01/25/2019 | 50.00 |
| | | | 78876 | 171560 | Check | 1 | 14750 | 1 | SUBURBAN ELEVATOR OF MINNESC | Yes | No | No | USD | 01/25/2019 | 244.46 |
| | | | 78874 | 171561 | Check | 1 | 14477 | | TEACHERS ON CALL | Yes | Yes | No | USD | 01/25/2019 | 21,823.40 |
| | | | 78863 | 171562 | Check | 1 | 13389 | 1 | THE MCDOWELL AGENCY, INC. | Yes | Yes | No | USD | 01/25/2019 | 149.55 |
| | | | 78915 | 171563 | Check | 1 | 6142 | 2 | TIERNEY BROS. | Yes | Yes | No | USD | 01/25/2019 | 158.10 |
| | | | 78870 | 171564 | Check | 1 | 14333 | | UPPER LAKES FOODS, INC. | Yes | Yes | No | USD | 01/25/2019 | 20,960.12 |
| | | | 78916 | 171565 | Check | 1 | 6312 | 3 | US GAMES | Yes | Yes | No | USD | 01/25/2019 | 505.96 |
| | | | 78917 | 171566 | Check | 1 | 6376 | | VIKING COCA COLA BOTTLING | Yes | Yes | No | USD | 01/25/2019 | 1,048.50 |
| | | | 78918 | 171567 | Check | 1 | 6461 | | WATSON CO. INC. | Yes | Yes | No | USD | 01/25/2019 | 494.69 |
| | | | 78922 | 171568 | Check | 1 | 7947 | | WISE KARI | Yes | No | No | USD | 01/25/2019 | 132.00 |
| | | | 78920 | 171569 | Check | 1 | 6663 | | YOUTH FRONTIERS INC | Yes | Yes | No | USD | 01/25/2019 | 2,245.00 |
| | | | 78929 | 171570 | Check | 1 | 5040 | | PIZZA BARN | Yes | No | No | USD | 01/25/2019 | 613.46 |
| | | | 78932 | 171571 | Check | 1 | 14313 | | D.S. Erickson & Associates, PLLC | Yes | No | No | USD | 01/31/2019 | 213.35 |
| | | | 78937 | 171572 | Check | 1 | 4593 | | EDUCATION MINNESOTA | Yes | No | No | USD | 01/31/2019 | 919.71 |
| | | | 78934 | 171573 | Check | 1 | 3177 | | HORACE MANN LIFE INS. CO. | Yes | No | No | USD | 01/31/2019 | 120.54 |

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Check Register by Bank and Check Number

| Batch Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|----------|------|---------|----------|----------|-----|-------|-----|-------------------------------|-------|-------|------|----------|---------------|-----------|
| 0477 | 001 | 78931 | 171574 | Check | 1 | 14012 | | MESSERLI & KRAMER | Yes | No | No | USD | 01/31/2019 | 205.30 |
| | | 78935 | 171575 | Check | 1 | 4332 | | MN BENEFIT ASSN | Yes | No | No | USD | 01/31/2019 | 182.18 |
| | | 78936 | 171576 | Check | 1 | 4584 | 3 | NCPERS GROUP LIFE INS. | Yes | No | No | USD | 01/31/2019 | 64.00 |
| | | 78938 | 171577 | Check | 1 | 4936 | | PEA DUES ACCT. | Yes | No | No | USD | 01/31/2019 | 19,646.78 |
| | | 78939 | 171578 | Check | 1 | 5121 | | PRINCETON CUSTODIANS | Yes | No | No | USD | 01/31/2019 | 1,503.09 |
| | | 78940 | 171579 | Check | 1 | 5126 | | PRINCETON PARAPROFESSIONALS | Yes | No | No | USD | 01/31/2019 | 2,788.08 |
| | | 78941 | 171580 | Check | 1 | 5587 | | SEIU LOCAL 284 | Yes | No | No | USD | 01/31/2019 | 947.54 |
| | | 78933 | 171581 | Check | 1 | 16236 | | US DEPARTMENT OF EDUCATION AV | Yes | No | No | USD | 01/31/2019 | 164.60 |
| | | 78950 | 171582 | Check | 1 | 8866 | 1 | BLICK ART MATERIALS | Yes | No | No | USD | 01/31/2019 | 243.99 |
| | | 78951 | 171583 | Check | 1 | 11053 | | BIRDIE MARKETING INC | Yes | No | No | USD | 02/01/2019 | 1,420.00 |
| | | 78961 | 171584 | Check | 1 | 14605 | | ANDERSON CATHY | Yes | No | No | USD | 02/01/2019 | 90.00 |
| | | 78977 | 171585 | Check | 1 | 4545 | | AUTO VALUE PRINCETON | Yes | No | No | USD | 02/01/2019 | 91.96 |
| | | 78965 | 171586 | Check | 1 | 15913 | | BAYFIELD FRUIT COMPANY | Yes | No | No | USD | 02/01/2019 | 700.00 |
| | | 78957 | 171587 | Check | 1 | 1409 | | BERNICK'S PEPSI-COLA | Yes | No | No | USD | 02/01/2019 | 173.60 |
| | | 78963 | 171588 | Check | 1 | 15048 | | BERNING WILLIAM | Yes | No | No | USD | 02/01/2019 | 149.00 |
| | | 78953 | 171589 | Check | 1 | 11277 | | BEYER ADAM | Yes | No | No | USD | 02/01/2019 | 80.00 |
| | | 78954 | 171590 | Check | 1 | 11656 | | DEAN FOODS NORTH CENTRAL | Yes | No | No | USD | 02/01/2019 | 1,934.50 |
| | | 78970 | 171591 | Check | 1 | 2270 | | ECM PUBLISHERS INC. | Yes | No | No | USD | 02/01/2019 | 112.70 |
| | | 78982 | 171592 | Check | 1 | 9499 | | FARGO PUBLIC SCHOOLS | Yes | No | No | USD | 02/01/2019 | 235.77 |
| | | 78984 | 171593 | Check | 1 | 9530 | | FLOERCHINGER MICHAEL J. | Yes | No | No | USD | 02/01/2019 | 90.00 |
| | | 78971 | 171594 | Check | 1 | 3511 | 2 | J.W. PEPPER & SON INC. | Yes | No | No | USD | 02/01/2019 | 285.94 |
| | | 78959 | 171595 | Check | 1 | 14421 | | JASON LAURICH | Yes | No | No | USD | 02/01/2019 | 475.00 |
| | | 78956 | 171596 | Check | 1 | 13027 | 1 | LEARNING SCIENCES INTERNATION | Yes | No | No | USD | 02/01/2019 | 27,300.00 |
| | | 78976 | 171597 | Check | 1 | 4467 | | M.S.B.A. | Yes | No | No | USD | 02/01/2019 | 2,665.00 |
| | | 78966 | 171598 | Check | 1 | 16256 | | MALMGREN ALEX | Yes | No | No | USD | 02/01/2019 | 149.00 |
| | | 78983 | 171599 | Check | 1 | 9508 | | MATTICK KRISTEN | Yes | No | No | USD | 02/01/2019 | 90.00 |
| | | 78972 | 171600 | Check | 1 | 4136 | | MENARDS | Yes | No | No | USD | 02/01/2019 | 161.16 |
| | | 78973 | 171601 | Check | 1 | 4295 | 2 | MINNEAPOLIS PUBLIC SCHOOLS | Yes | No | No | USD | 02/01/2019 | 1,770.72 |
| | | 78974 | 171602 | Check | 1 | 4354 | | MN DEPARTMENT OF PUBLIC SAFET | Yes | No | No | USD | 02/01/2019 | 25.00 |
| | | 78975 | 171603 | Check | 1 | 4354 | | MN DEPARTMENT OF PUBLIC SAFET | Yes | No | No | USD | 02/01/2019 | 25.00 |
| | | 78962 | 171604 | Check | 1 | 15042 | | MORDHORST JEFF | Yes | No | No | USD | 02/01/2019 | 114.00 |
| | | 78955 | 171605 | Check | 1 | 11987 | | PERRY DWAIN | Yes | No | No | USD | 02/01/2019 | 114.00 |
| | | 78969 | 171606 | Check | 1 | 1693 | | PETTY CASH-MARGARET DEGLMAN | Yes | No | No | USD | 02/01/2019 | 550.00 |
| | | 78978 | 171607 | Check | 1 | 5040 | | PIZZA BARN | Yes | No | No | USD | 02/01/2019 | 70.00 |
| | | 78981 | 171608 | Check | 1 | 6317 | | RESERVE ACCOUNT | Yes | No | No | USD | 02/01/2019 | 2,000.00 |
| | | 78958 | 171609 | Check | 1 | 14420 | | ROBOTICS EDUCATION & COMPETI | Yes | No | No | USD | 02/01/2019 | 250.00 |
| | | 78979 | 171610 | Check | 1 | 5472 | 4 | SAM'S CLUB | Yes | No | No | USD | 02/01/2019 | 161.34 |
| | | 78967 | 171611 | Check | 1 | 16257 | | SCHUMACHER THOMAS | Yes | No | No | USD | 02/01/2019 | 114.00 |
| | | 78980 | 171612 | Check | 1 | 5702 | | SILVER BELL TROPHIES & AWARDS | Yes | No | No | USD | 02/01/2019 | 91.00 |
| | | 78960 | 171613 | Check | 1 | 14477 | | TEACHERS ON CALL | Yes | No | No | USD | 02/01/2019 | 19,382.34 |
| | | 78968 | 171614 | Check | 1 | 16258 | | WILLIAMS JESSICA | Yes | No | No | USD | 02/01/2019 | 125.00 |

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Check Register by Bank and Check Number

| Batch | Co | Bank | Pynt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|----------------------------|-------|-------|------|----------|---------------|-----------|
| 0477 | | 001 | 78964 | 171615 | Check | 1 | 15458 | | WINDSPERGER AFTON | Yes | No | No | USD | 02/01/2019 | 132.00 |
| | | | 78992 | 171616 | Check | 1 | 10024 | | ACADEMIC HALLMARKS, INC | Yes | No | No | USD | 02/08/2019 | 67.00 |
| | | | 79082 | 171617 | Check | 1 | 7706 | 3 | AMAZON.COM | Yes | No | No | USD | 02/08/2019 | 3,444.96 |
| | | | 79020 | 171618 | Check | 1 | 14605 | | ANDERSON CATHY | Yes | No | No | USD | 02/08/2019 | 90.00 |
| | | | 78999 | 171619 | Check | 1 | 11427 | 1 | AT&T MOBILITY | Yes | No | No | USD | 02/08/2019 | 159.85 |
| | | | 79068 | 171620 | Check | 1 | 4545 | | AUTO VALUE PRINCETON | Yes | No | No | USD | 02/08/2019 | 6.47 |
| | | | 79078 | 171621 | Check | 1 | 7007 | | BECKER CHAR | Yes | No | No | USD | 02/08/2019 | 132.00 |
| | | | 79038 | 171622 | Check | 1 | 15919 | | BENNETT AARON | Yes | No | No | USD | 02/08/2019 | 80.00 |
| | | | 79079 | 171623 | Check | 1 | 7008 | | BERTRAM TRACY | Yes | No | No | USD | 02/08/2019 | 264.00 |
| | | | 79034 | 171624 | Check | 1 | 15750 | | BLUE WATER PLUMBING | Yes | No | No | USD | 02/08/2019 | 470.00 |
| | | | 79039 | 171625 | Check | 1 | 16204 | | BRAEGELMANN JAKE | Yes | No | No | USD | 02/08/2019 | 149.00 |
| | | | 79017 | 171626 | Check | 1 | 14425 | 1 | BUFFALO WRESTLING CLUB | Yes | No | No | USD | 02/08/2019 | 520.00 |
| | | | 79052 | 171627 | Check | 1 | 16276 | | BUHMANN WILLIAM | Yes | No | No | USD | 02/08/2019 | 8.25 |
| | | | 79035 | 171628 | Check | 1 | 15796 | | BYTESPEED LLC | Yes | No | No | USD | 02/08/2019 | 990.00 |
| | | | 79054 | 171629 | Check | 1 | 1840 | | C.M.E.R.D.C. | Yes | No | No | USD | 02/08/2019 | 43.75 |
| | | | 79064 | 171630 | Check | 1 | 3954 | 4 | CDW-G INC | Yes | No | No | USD | 02/08/2019 | 724.66 |
| | | | 79066 | 171631 | Check | 1 | 4290 | | CENTERPOINT ENERGY | Yes | No | No | USD | 02/08/2019 | 22,575.18 |
| | | | 79067 | 171632 | Check | 1 | 4290 | | CENTERPOINT ENERGY | Yes | No | No | USD | 02/08/2019 | 145.16 |
| | | | 79053 | 171633 | Check | 1 | 1721 | | CENTRAL MCGOWAN INC. | Yes | No | No | USD | 02/08/2019 | 896.08 |
| | | | 79043 | 171634 | Check | 1 | 16260 | | CHRIST OUR LIGHT | Yes | No | No | USD | 02/08/2019 | 500.00 |
| | | | 79055 | 171635 | Check | 1 | 1876 | | COMPANION | Yes | No | No | USD | 02/08/2019 | 734.00 |
| | | | 79033 | 171636 | Check | 1 | 15699 | 1 | CULINEX | Yes | No | No | USD | 02/08/2019 | 847.29 |
| | | | 78994 | 171637 | Check | 1 | 10069 | | DALCO | Yes | No | No | USD | 02/08/2019 | 5,271.07 |
| | | | 79001 | 171638 | Check | 1 | 11656 | | DEAN FOODS NORTH CENTRAL | Yes | No | No | USD | 02/08/2019 | 2,091.66 |
| | | | 79056 | 171639 | Check | 1 | 2116 | | DEMCO INC | Yes | No | No | USD | 02/08/2019 | 75.11 |
| | | | 78993 | 171640 | Check | 1 | 10038 | | DePATTO ALAN | Yes | No | No | USD | 02/08/2019 | 140.00 |
| | | | 79029 | 171641 | Check | 1 | 15443 | | DEPATTO DONOVAN | Yes | No | No | USD | 02/08/2019 | 135.00 |
| | | | 79028 | 171642 | Check | 1 | 15421 | | DRAACK PAIGE | Yes | No | No | USD | 02/08/2019 | 132.00 |
| | | | 79057 | 171643 | Check | 1 | 2270 | | ECM PUBLISHERS INC. | Yes | No | No | USD | 02/08/2019 | 232.70 |
| | | | 79058 | 171644 | Check | 1 | 2331 | | EGAN COMPANY | Yes | No | No | USD | 02/08/2019 | 452.00 |
| | | | 79059 | 171645 | Check | 1 | 2353 | | ELECTRIC MOTOR SERVICE INC | Yes | No | No | USD | 02/08/2019 | 654.34 |
| | | | 79009 | 171646 | Check | 1 | 13229 | | FAIRVIEW | Yes | No | No | USD | 02/08/2019 | 105.00 |
| | | | 79080 | 171647 | Check | 1 | 7010 | | FIRST ANNE | Yes | No | No | USD | 02/08/2019 | 132.00 |
| | | | 79088 | 171648 | Check | 1 | 9530 | | FLOERCHINGER MICHAEL J. | Yes | No | No | USD | 02/08/2019 | 180.00 |
| | | | 79081 | 171649 | Check | 1 | 7493 | | FRIDLEY HIGH SCHOOL | Yes | No | No | USD | 02/08/2019 | 230.00 |
| | | | 79030 | 171650 | Check | 1 | 15471 | | FRIEDRICHS STEVE | Yes | No | No | USD | 02/08/2019 | 140.00 |
| | | | 79014 | 171651 | Check | 1 | 14049 | | FUN EXPRESS, LLC | Yes | No | No | USD | 02/08/2019 | 20.71 |
| | | | 78995 | 171652 | Check | 1 | 10198 | | GEARMAN MIKE | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79023 | 171653 | Check | 1 | 14703 | | GLAUVITZ SAMANTHA | Yes | No | No | USD | 02/08/2019 | 90.00 |
| | | | 79060 | 171654 | Check | 1 | 2770 | 2 | GOODIN COMPANY | Yes | No | No | USD | 02/08/2019 | 59.18 |
| | | | 79077 | 171655 | Check | 1 | 6645 | | GRAINGER | Yes | No | No | USD | 02/08/2019 | 313.59 |

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Check Register by Bank and Check Number

| Batch | Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|---------------------------------|-------|-------|------|----------|---------------|----------|
| 0477 | | 001 | 79004 | 171656 | Check | 1 | 12252 | | HEGGIES PIZZA | Yes | No | No | USD | 02/08/2019 | 1,622.85 |
| | | | 79036 | 171657 | Check | 1 | 15826 | | HEIDEBRINK ZACHARY | Yes | No | No | USD | 02/08/2019 | 80.00 |
| | | | 79042 | 171658 | Check | 1 | 16238 | | HILL TAYLOR | Yes | No | No | USD | 02/08/2019 | 149.00 |
| | | | 79006 | 171659 | Check | 1 | 12624 | | HOFSTEDT JASON | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79086 | 171660 | Check | 1 | 9395 | | HORNING HANS | Yes | No | No | USD | 02/08/2019 | 140.00 |
| | | | 79045 | 171661 | Check | 1 | 16264 | | HUFFMAN, CHRISTINA | Yes | No | No | USD | 02/08/2019 | 125.00 |
| | | | 79027 | 171662 | Check | 1 | 15415 | | INDEPENDENT EMERGENCY SERVICE | Yes | No | No | USD | 02/08/2019 | 75.39 |
| | | | 79011 | 171663 | Check | 1 | 13350 | | J & A GLASS & MIRROR INC. | Yes | No | No | USD | 02/08/2019 | 549.00 |
| | | | 79061 | 171664 | Check | 1 | 3375 | 1 | J & R SCHOOL SUPPLIES INC | Yes | No | No | USD | 02/08/2019 | 120.00 |
| | | | 79063 | 171665 | Check | 1 | 3511 | 2 | J.W. PEPPER & SON INC. | Yes | No | No | USD | 02/08/2019 | 270.09 |
| | | | 79062 | 171666 | Check | 1 | 3425 | | JINDRA'S SEWER SERVICE | Yes | No | No | USD | 02/08/2019 | 4,248.75 |
| | | | 79040 | 171667 | Check | 1 | 16224 | | JR WRESTLING | Yes | No | No | USD | 02/08/2019 | 211.94 |
| | | | 79012 | 171668 | Check | 1 | 13446 | | KARLSBURGER FOODS, INC. | Yes | No | No | USD | 02/08/2019 | 326.40 |
| | | | 79016 | 171669 | Check | 1 | 14382 | | KELVIN TECHNOLOGY | Yes | No | No | USD | 02/08/2019 | 999.21 |
| | | | 79084 | 171670 | Check | 1 | 8650 | | KOPETKA FRANK | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79008 | 171671 | Check | 1 | 13027 | 1 | LEARNING SCIENCES INTERNATIONAL | Yes | No | No | USD | 02/08/2019 | 4,100.00 |
| | | | 79026 | 171672 | Check | 1 | 15044 | | MACGILL | Yes | No | No | USD | 02/08/2019 | 149.69 |
| | | | 79087 | 171673 | Check | 1 | 9508 | | MATTICK KRISTEN | Yes | No | No | USD | 02/08/2019 | 180.00 |
| | | | 79048 | 171674 | Check | 1 | 16268 | | MCGIVERN JEROME | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79085 | 171675 | Check | 1 | 9166 | 1 | MCKENZIE | Yes | No | No | USD | 02/08/2019 | 209.76 |
| | | | 79083 | 171676 | Check | 1 | 7979 | | McLEAN JON W. | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79041 | 171677 | Check | 1 | 16229 | | MEYER SARAH | Yes | No | No | USD | 02/08/2019 | 132.00 |
| | | | 79007 | 171678 | Check | 1 | 12957 | 1 | MIDCONTINENT COMMUNICATIONS | Yes | No | No | USD | 02/08/2019 | 1,687.10 |
| | | | 79024 | 171679 | Check | 1 | 14860 | | MINNESOTA CAREER INFORMATION | Yes | No | No | USD | 02/08/2019 | 1,260.00 |
| | | | 79000 | 171680 | Check | 1 | 11477 | | MINUTEMAN PRESS | Yes | No | No | USD | 02/08/2019 | 50.53 |
| | | | 79065 | 171681 | Check | 1 | 4282 | | MINVALCO INC. | Yes | No | No | USD | 02/08/2019 | 71.54 |
| | | | 78998 | 171682 | Check | 1 | 11420 | | MN BOARD OF SCHOOL ADMIN. | Yes | No | No | USD | 02/08/2019 | 257.50 |
| | | | 79021 | 171683 | Check | 1 | 14671 | | ONLINEEEI.COM | Yes | No | No | USD | 02/08/2019 | 757.22 |
| | | | 79031 | 171684 | Check | 1 | 15566 | | PC PARTS PLUS, LLC | Yes | No | No | USD | 02/08/2019 | 597.85 |
| | | | 79003 | 171685 | Check | 1 | 11987 | | PERRY DWAIN | Yes | No | No | USD | 02/08/2019 | 114.00 |
| | | | 79069 | 171686 | Check | 1 | 5118 | | PRINCETON CHAMBER OF COMMERCE | Yes | No | No | USD | 02/08/2019 | 185.00 |
| | | | 79070 | 171687 | Check | 1 | 5127 | | PRINCETON ELECTRIC | Yes | No | No | USD | 02/08/2019 | 2,298.74 |
| | | | 79071 | 171688 | Check | 1 | 5214 | 1 | QUILL CORPORATION | Yes | No | No | USD | 02/08/2019 | 139.00 |
| | | | 79072 | 171689 | Check | 1 | 5254 | 2 | REALLY GOOD STUFF | Yes | No | No | USD | 02/08/2019 | 125.52 |
| | | | 79073 | 171690 | Check | 1 | 5305 | | RESOURCE TRAINING & SOLUTIONS | Yes | No | No | USD | 02/08/2019 | 1,307.74 |
| | | | 79050 | 171691 | Check | 1 | 16274 | | RUST GERRI | Yes | No | No | USD | 02/08/2019 | 125.00 |
| | | | 78997 | 171692 | Check | 1 | 11400 | | RUSTAD CHRIS | Yes | No | No | USD | 02/08/2019 | 149.00 |
| | | | 79019 | 171693 | Check | 1 | 14502 | | S/P2 | Yes | No | No | USD | 02/08/2019 | 299.00 |
| | | | 79074 | 171694 | Check | 1 | 5593 | 5 | SCHOOL SPECIALTY INC. | Yes | No | No | USD | 02/08/2019 | 46.84 |
| | | | 79046 | 171695 | Check | 1 | 16266 | | SCHULTZ-MCCURDY WENDY | Yes | No | No | USD | 02/08/2019 | 90.00 |
| | | | 79044 | 171696 | Check | 1 | 16262 | | SCHWARTZ COLTEN | Yes | No | No | USD | 02/08/2019 | 149.00 |

Princeton Public Schools #477
Check Register by Bank and Check Number

| Batch Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Date | Pmt/Void | Amount |
|----------|------|---------|----------|----------|-----|-------|-----|---------------------------------|-------|-------|------|----------|------------|------------|--------|
| 0477 | 001 | 79037 | 171697 | Check | 1 | 15894 | 1 | SICO AMERICA, INC | Yes | No | No | USD | 02/08/2019 | 308.38 | |
| | | 79032 | 171698 | Check | 1 | 15652 | 1 | SPORTBOARDZ, LLC | Yes | No | No | USD | 02/08/2019 | 255.00 | |
| | | 79015 | 171699 | Check | 1 | 14062 | 1 | STEEL SALES CORP. | Yes | No | No | USD | 02/08/2019 | 1,328.92 | |
| | | 79022 | 171700 | Check | 1 | 14699 | 1 | STUCKEY CHARLES III | Yes | No | No | USD | 02/08/2019 | 90.00 | |
| | | 78996 | 171701 | Check | 1 | 10207 | 1 | SWEETWATER SOUND, INC. | Yes | No | No | USD | 02/08/2019 | 78.00 | |
| | | 79075 | 171702 | Check | 1 | 6072 | 1 | TEACHER'S DISCOVERY | Yes | No | No | USD | 02/08/2019 | 70.52 | |
| | | 79018 | 171703 | Check | 1 | 14477 | 1 | TEACHERS ON CALL | Yes | No | No | USD | 02/08/2019 | 18,026.19 | |
| | | 79049 | 171704 | Check | 1 | 16269 | 1 | TITUS JOSEPH | Yes | No | No | USD | 02/08/2019 | 114.00 | |
| | | 79047 | 171705 | Check | 1 | 16267 | 1 | TREBESCH GUY | Yes | No | No | USD | 02/08/2019 | 114.00 | |
| | | 79025 | 171706 | Check | 1 | 14868 | 1 | U.S. BANK EQUIPMENT FINANCE | Yes | No | No | USD | 02/08/2019 | 1,075.00 | |
| | | 79010 | 171707 | Check | 1 | 13262 | 1 | WALMART COMMUNITY/GEGRB | Yes | No | No | USD | 02/08/2019 | 802.05 | |
| | | 79076 | 171708 | Check | 1 | 6461 | 1 | WATSON CO. INC. | Yes | No | No | USD | 02/08/2019 | 938.18 | |
| | | 79013 | 171709 | Check | 1 | 13988 | 1 | WINDOM AREA HIGH SCHOOL | Yes | No | No | USD | 02/08/2019 | 64.00 | |
| | | 79005 | 171710 | Check | 1 | 12558 | 1 | WINTER PATRICK | Yes | No | No | USD | 02/08/2019 | 114.00 | |
| | | 79051 | 171711 | Check | 1 | 16275 | 1 | WOOD JOSI | Yes | No | No | USD | 02/08/2019 | 125.00 | |
| | | 79002 | 171712 | Check | 1 | 11966 | 1 | ZIMMERMAN HIGH SCHOOL | Yes | No | No | USD | 02/08/2019 | 234.00 | |
| | | 79114 | 171713 | Check | 1 | 14019 | 1 | ART TO REMEMBER | Yes | No | No | USD | 02/19/2019 | 118.70 | |
| | | 79107 | 171714 | Check | 1 | 13099 | 1 | ASL INTERPRETING SERVICES, INC. | Yes | No | No | USD | 02/19/2019 | 7,400.00 | |
| | | 79098 | 171715 | Check | 1 | 10865 | 1 | BFG SUPPLY COMPANY | Yes | No | No | USD | 02/19/2019 | 732.20 | |
| | | 79119 | 171716 | Check | 1 | 14819 | 2 | BSN SPORTS | Yes | No | No | USD | 02/19/2019 | 60.00 | |
| | | 79127 | 171717 | Check | 1 | 1721 | 1 | CENTRAL MCGOWAN INC. | Yes | No | No | USD | 02/19/2019 | 43.34 | |
| | | 79128 | 171718 | Check | 1 | 1799 | 1 | CITY OF PRINCETON | Yes | No | No | USD | 02/19/2019 | 109,270.00 | |
| | | 79112 | 171719 | Check | 1 | 13773 | 1 | COLL'S FLAGS & FLAGPOLES | Yes | No | No | USD | 02/19/2019 | 251.50 | |
| | | 79123 | 171720 | Check | 1 | 15699 | 1 | CULINEX | Yes | No | No | USD | 02/19/2019 | 2,991.21 | |
| | | 79095 | 171721 | Check | 1 | 10069 | 1 | DALCO | Yes | No | No | USD | 02/19/2019 | 3,745.90 | |
| | | 79111 | 171722 | Check | 1 | 13599 | 1 | DARRYL WALETZKO LLC | Yes | No | No | USD | 02/19/2019 | 7,975.00 | |
| | | 79129 | 171723 | Check | 1 | 2113 | 1 | DELEGARD TOOL CO. | Yes | No | No | USD | 02/19/2019 | 194.83 | |
| | | 79131 | 171724 | Check | 1 | 2270 | 1 | ECM PUBLISHERS INC. | Yes | No | No | USD | 02/19/2019 | 435.22 | |
| | | 79130 | 171725 | Check | 1 | 2269 | 1 | ECMECC | Yes | No | No | USD | 02/19/2019 | 7,912.14 | |
| | | 79103 | 171726 | Check | 1 | 12623 | 1 | ECOLAB INSTITUTIONAL | Yes | No | No | USD | 02/19/2019 | 150.36 | |
| | | 79153 | 171727 | Check | 1 | 9068 | 1 | EDUCATORS BENEFIT CONSULTANT | Yes | No | No | USD | 02/19/2019 | 340.42 | |
| | | 79132 | 171728 | Check | 1 | 2331 | 1 | EGAN COMPANY | Yes | No | No | USD | 02/19/2019 | 3,519.85 | |
| | | 79122 | 171729 | Check | 1 | 15318 | 1 | EKON-O-PAC | Yes | No | No | USD | 02/19/2019 | 229.70 | |
| | | 79104 | 171730 | Check | 1 | 12716 | 1 | ENABLING DEVICES | Yes | No | No | USD | 02/19/2019 | 39.95 | |
| | | 79133 | 171731 | Check | 1 | 2557 | 1 | FLINN SCIENTIFIC INC. | Yes | No | No | USD | 02/19/2019 | 24.60 | |
| | | 79115 | 171732 | Check | 1 | 14049 | 1 | FUN EXPRESS, LLC | Yes | No | No | USD | 02/19/2019 | 204.24 | |
| | | 79134 | 171733 | Check | 1 | 2775 | 1 | GOPHER | Yes | No | No | USD | 02/19/2019 | 317.95 | |
| | | 79135 | 171734 | Check | 1 | 2778 | 1 | GOPHER STATE ONE CALL INC | Yes | No | No | USD | 02/19/2019 | 51.35 | |
| | | 79150 | 171735 | Check | 1 | 6645 | 1 | GRAINGER | Yes | No | No | USD | 02/19/2019 | 530.79 | |
| | | 79113 | 171736 | Check | 1 | 13869 | 1 | GRANT ASSIST CONSULTING | Yes | No | No | USD | 02/19/2019 | 765.00 | |
| | | 79136 | 171737 | Check | 1 | 2853 | 1 | GRIMES HORTICULTURE | Yes | No | No | USD | 02/19/2019 | 220.26 | |

Princeton Public Schools #477
Check Register by Bank and Check Number

| Batch | Co | Bank | Pymt No | Check No | Pay Type | Grp | Code | Rcd | Vendor | Print | Recon | Void | Currency | Pmt/Void Date | Amount |
|-------|----|------|---------|----------|----------|-----|-------|-----|---------------------------------|-------|-------|------|----------|---------------|------------|
| 0477 | | 001 | 79137 | 171738 | Check | 1 | 2955 | | HANDYMAN'S INC. | Yes | No | No | USD | 02/19/2019 | 6,067.83 |
| | | | 79138 | 171739 | Check | 1 | 3121 | 1 | HI-TECH REFRIGERATION | Yes | No | No | USD | 02/19/2019 | 912.38 |
| | | | 79139 | 171740 | Check | 1 | 3261 | | I.S.D. #480 | Yes | No | No | USD | 02/19/2019 | 27,372.80 |
| | | | 79101 | 171741 | Check | 1 | 11134 | | I.S.D. #6079 | Yes | No | No | USD | 02/19/2019 | 170,295.80 |
| | | | 79099 | 171742 | Check | 1 | 10909 | 3 | INNOVATIVE OFFICE SOLUTIONS, LL | Yes | No | No | USD | 02/19/2019 | 516.37 |
| | | | 79096 | 171743 | Check | 1 | 10237 | | INTEGRATED SYSTEMS CORPORATI | Yes | No | No | USD | 02/19/2019 | 416.67 |
| | | | 79140 | 171744 | Check | 1 | 3511 | 2 | J.W. PEPPER & SON INC. | Yes | No | No | USD | 02/19/2019 | 35.15 |
| | | | 79117 | 171745 | Check | 1 | 14382 | | KELVIN TECHNOLOGY | Yes | No | No | USD | 02/19/2019 | 306.90 |
| | | | 79141 | 171746 | Check | 1 | 3623 | | KOEHLER & DRAMM INC. | Yes | No | No | USD | 02/19/2019 | 1,170.22 |
| | | | 79120 | 171747 | Check | 1 | 15043 | | LAJ CONSULTING, LLC | Yes | No | No | USD | 02/19/2019 | 800.00 |
| | | | 79126 | 171748 | Check | 1 | 16210 | | LHB, INC. | Yes | No | No | USD | 02/19/2019 | 589.77 |
| | | | 79142 | 171749 | Check | 1 | 4087 | | MCDOWALL COMPANY | Yes | No | No | USD | 02/19/2019 | 1,297.00 |
| | | | 79152 | 171750 | Check | 1 | 8334 | | MED COMPASS | Yes | No | No | USD | 02/19/2019 | 877.50 |
| | | | 79097 | 171751 | Check | 1 | 10432 | 2 | MEI TOTAL ELEVATOR SOLUTIONS | Yes | No | No | USD | 02/19/2019 | 293.15 |
| | | | 79102 | 171752 | Check | 1 | 11477 | | MINUTEMAN PRESS | Yes | No | No | USD | 02/19/2019 | 188.07 |
| | | | 79105 | 171753 | Check | 1 | 12723 | | MUD HOLE CUSTOM TACKLE INC. | Yes | No | No | USD | 02/19/2019 | 99.35 |
| | | | 79100 | 171754 | Check | 1 | 10961 | | NORTHERN LIGHTS BALLROOM | Yes | No | No | USD | 02/19/2019 | 1,500.00 |
| | | | 79106 | 171755 | Check | 1 | 13069 | 1 | NORTHERN SALT INC | Yes | No | No | USD | 02/19/2019 | 732.50 |
| | | | 79121 | 171756 | Check | 1 | 15148 | | OFFISOURCE, INC | Yes | No | No | USD | 02/19/2019 | 185.00 |
| | | | 79108 | 171757 | Check | 1 | 13355 | 1 | PALMER BUS SERVICE, INC. | Yes | No | No | USD | 02/19/2019 | 234,341.33 |
| | | | 79143 | 171758 | Check | 1 | 5038 | 1 | PITNEY BOWES | Yes | No | No | USD | 02/19/2019 | 252.00 |
| | | | 79110 | 171759 | Check | 1 | 13480 | | PRINCETON COUNTRY STORE | Yes | No | No | USD | 02/19/2019 | 272.65 |
| | | | 79144 | 171760 | Check | 1 | 5194 | | PRINCETON PUBLIC UTILITIES | Yes | No | No | USD | 02/19/2019 | 54,775.70 |
| | | | 79145 | 171761 | Check | 1 | 5214 | 1 | QUILL CORPORATION | Yes | No | No | USD | 02/19/2019 | 442.56 |
| | | | 79124 | 171762 | Check | 1 | 15856 | | READ TO THEM | Yes | No | No | USD | 02/19/2019 | 6,039.25 |
| | | | 79125 | 171763 | Check | 1 | 16097 | | RICK OLSON SEMINARS | Yes | No | No | USD | 02/19/2019 | 1,325.00 |
| | | | 79118 | 171764 | Check | 1 | 14420 | | ROBOTICS EDUCATION & COMPETTI | Yes | No | No | USD | 02/19/2019 | 1,240.00 |
| | | | 79151 | 171765 | Check | 1 | 8024 | 2 | SCHOOL FINANCES | Yes | No | No | USD | 02/19/2019 | 100.00 |
| | | | 79109 | 171766 | Check | 1 | 13481 | 1 | SUMMIT FIRE PROTECTION | Yes | No | No | USD | 02/19/2019 | 1,256.50 |
| | | | 79146 | 171767 | Check | 1 | 6142 | 2 | TIERNEY BROS. | Yes | No | No | USD | 02/19/2019 | 2,046.07 |
| | | | 79147 | 171768 | Check | 1 | 6226 | 1 | TRIARCO ARTS & CRAFTS | Yes | No | No | USD | 02/19/2019 | 1,292.83 |
| | | | 79148 | 171769 | Check | 1 | 6231 | | TRIO SUPPLY COMPANY | Yes | No | No | USD | 02/19/2019 | 1,463.95 |
| | | | 79116 | 171770 | Check | 1 | 14333 | | UPPER LAKES FOODS, INC. | Yes | No | No | USD | 02/19/2019 | 78,992.84 |
| | | | 79149 | 171771 | Check | 1 | 6495 | | WENGER CORP | Yes | No | No | USD | 02/19/2019 | 795.00 |

Bank Total: 001

\$1,142,403.79

Report Total:

\$1,142,403.79

**PRINCETON PUBLIC SCHOOLS
TREASURER'S REPORT
MONTHLY CASH FLOW REPORT FOR JANUARY 2019**

| FUND | BEGINNING BALANCE | MONTHLY RECEIPTS | MONTHLY DISBURSEMENTS | JOURNAL ENTRIES | ENDING BALANCE |
|-----------------------------|------------------------------|-----------------------------|----------------------------------|----------------------------|---------------------------|
| 01 General | 11,261,887.38 | 3,244,410.81 | 3,018,431.86 | (2,619.26) | 11,487,866.33 |
| 02 Food Service | 511,592.23 | 168,772.76 | 121,560.80 | (942.58) | 558,804.19 |
| 04 Community Service | 487,784.51 | 159,062.25 | 110,583.23 | (1,132.38) | 536,263.53 |
| 06 Building | 0.00 | 0.00 | 1,200.00 | 0.00 | (1,200.00) |
| 07 Debt Service | 3,609,934.59 | 135,694.69 | 2,919,450.00 | 0.00 | 826,179.28 |
| 10 Activities | 172,506.18 | 36,476.42 | 36,213.93 | (865.67) | 172,768.67 |
| TOTAL | 16,043,704.89 | 3,744,416.93 | 6,207,439.82 | | 13,580,682.00 |

Bank Accounts

| | |
|-------------------------------|----------------------------|
| AP/PR Account (Bremer) | 523,017.42 |
| MSDLAF+ | 4,673,429.03 |
| Investments (Fd01) | <u>8,852,738.45</u> |
| | 14,049,184.90 |
| O/S Accts Pay Checks | (48,436.30) |
| O/S Payroll Checks | (13,961.24) |
| O/S Wires | (408,229.36) |
| NSF Checks | <u>2,124.00</u> |
| TOTAL | 13,580,682.00 |

Princeton Public Schools - ISD #477

Wire Transfer Report

February 19, 2019

| <u>Date:</u> | <u>Amount:</u> | <u>Description:</u> |
|--------------|------------------------|--------------------------------|
| 1/15/2019 | \$ 556,605.73 | ACH File Transfer |
| 1/15/2019 | \$ 183,353.15 | Federal Tax Wire Transfer |
| 1/15/2019 | \$ 30,565.86 | State Tax Wire Transfer |
| 1/15/2019 | \$ 19,853.85 | Select Account HSA |
| 1/15/2019 | \$ 97,017.33 | TRA File Transfer |
| 1/15/2019 | \$ 32,014.92 | PERA File Transfer |
| 1/15/2019 | \$ 241.50 | MN Child Support File Transfer |
| 1/15/2019 | \$ 46,081.62 | TSA File Transfer |
| 1/31/2019 | \$ 623,225.53 | ACH File Transfer |
| 1/31/2019 | \$ 203,816.79 | Federal Tax Wire Transfer |
| 1/31/2019 | \$ 33,619.15 | State Tax Wire Transfer |
| 1/31/2019 | \$ 22,480.71 | Select Account H S A |
| 1/31/2019 | \$ 98,246.73 | TRA File Transfer |
| 1/31/2019 | \$ 41,573.51 | PERA File Transfer |
| 1/31/2019 | \$ 241.50 | MN Child Support File Transfer |
| 1/31/2019 | \$ 44,768.16 | TSA File Transfer |
| 2/5/2019 | \$ 17,829.28 | BMO Harris Bank - (Pcards) |
| 2/4/2019 | \$ 304.00 | MN Revenue - (Sales tax) |
| 1/3/2019 | \$ 715.91 | Further |
| 1/10/2019 | \$ 3,261.58 | Further |
| 1/17/2019 | \$ 5,755.75 | Further |
| 1/24/2019 | \$ 2,920.14 | Further |
| 1/31/2019 | \$ 3,101.81 | Further |
| TOTAL | \$ 2,067,594.51 | |



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Lion's Club

Description of gift: \$1200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Crystal Cabinets

Description of gift: \$465 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted _____ Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Princeton Twice New Clothing

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Jean Roof

Description of gift: \$20 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted _____ Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Sterling Point

Description of gift: \$400 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Friends of the Princeton Library

Description of gift: \$500 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/2
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Daniel & Nancy Howard

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: Mr. Kinney's classroom

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

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Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Fairview Health Services

Description of gift: \$500 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

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Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Jamie Jachimiec

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/1
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Andrea Volker

Description of gift: \$30 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Jeremy & Heather Peterson

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Kimberly Watson

Description of gift: \$10 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Coborn's

Description of gift: \$50 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Minuteman

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: Harvala's class

How this gift specifically relates to the program or school: Promotes Literacy

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted _____ Date: 2/7
Superintendent 

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

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Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Princeton Rotary

Description of gift: \$250 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

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Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: City of Princeton

Description of gift: \$1000 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

- Principal or Director (thank you note attached)
- Copy to Building
- Business Services
- Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: The Bank of Elk River

Description of gift: \$100 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Ground Support Inc.

Description of gift: \$1000 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Kinship

Description of gift: \$400 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: Hagen & Lindell classrooms.

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: American Legion Post 216

Description of gift: \$100 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Hy Tech Automotive

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routeing:

Principal or Director (thank you note attached)

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Business Services

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PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Harris Hardwoods

Description of gift: \$200 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/7
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016



PRINCETON
DISTRICT CENTER

PRINCETON PUBLIC SCHOOLS
ACCEPTANCE OF GIFTS FORM

In compliance with school district Policy 706 (Acceptance of Gifts), this form must be completed for approval by the School Board before the district receives the gift or donation.

Please obtain Principal or Director signature prior to sending to board for approval.

Donor name: Scott & Jackie Liestman

Description of gift: \$100 donation to the Big Read

Pre-Condition, Condition, or Limitation on use: None

How this gift specifically relates to the program or school: Promotes literacy.

This gift meets all requirements of Policy 706 Emily McKinnon
Staff Name

Accepted Not Accepted _____ Date: _____
Principal or Director

Accepted Not Accepted [Signature] Date: 2/17
Superintendent

Accepted Not Accepted _____ Date: _____
School Board Chairperson

Code Assigned: _____ Program Name _____

Routing:

Principal or Director (thank you note attached)

Copy to Building

Business Services

Board Approval

Revised: October 18, 2016

PRINCETON HIGH SCHOOL FIELD TRIP REQUEST FORM

Submit to Activities Director (activity-related & extended) or Principal (instructional & supplemental)

(Updated 5/16/17)

Feb 22-
23

| | |
|--|---|
| Name of Field Trip Supervisor: <u>J. Lupkes</u> <u>K. Duden</u> | Name of group, club, or department: <u>FFA</u> |
| Descriptive name of this field trip? (i.e. FFA State Convention, college visit, Valley Fair Physics Day) <u>Ag College and Careers Tour</u> | Destination: <u>Pierz / Brainerd Area</u> Round Trip Miles: <u>~400</u> *Complete Transportation Request & fax to Palmer Bus |
| Number of Students expected to participate: <u>30</u> Number of Teacher/Advisor Chaperones: <u>2</u> Number of adult volunteers/chaperones: <u>1</u> # male students _____ #female students _____ (if Perkins funded) | Grade level/s of student participants: (circle all that apply) <div style="text-align: center; border: 1px solid black; border-radius: 50%; width: fit-content; margin: 0 auto; padding: 5px;"> 9 10 11 12 </div> |
| Date of Departure: <u>Feb 22 - Friday</u> Time of Departure: <u>8 AM</u> | Date of Return: <u>Feb 23 - Saturday</u> Time of Return: <u>1:00 PM</u> |
| School Hours Missed: (for single day trips) <u>1 2 3 4 5 6</u> (circle hours that apply) + <u>Saturday</u> <input type="checkbox"/> outside the school day | # School Days Missed: (if more than one day) 1.5 2 2.5 3 3.5 4 other _____ <input type="checkbox"/> outside the school day |
| Yes <input checked="" type="radio"/> No This field trip extends past 6:00 p.m. on a Wednesday. | Yes <input checked="" type="radio"/> No This field trip occurs on a Sunday. |

How will this field trip be funded? (Check all that apply.)

- Department budget (Code: ~~350-298-211-000-401~~ FFA)
- Students will be assessed a fee to cover transportation and/or registration/admission fee
- Students will pay for their own lunch
- Building funds are requested
- Grant funds (name of grant: _____)
- Outside group, booster club, individual, or agency funding (name: _____)

A. What is the purpose of this field trip? (choose 1 CATEGORY only)

- CATEGORY A: Instructional** (policy 610: takes place during the school day, relates directly to a course of study) (Section F of this form is required for instructional trips) (check all that apply)
 - Required for all students enrolled in the course
 - Only students in selected section/s of this course will participate
 - Students participate by choice

- CATEGORY B: Supplemental** (policy 610: students voluntarily participate, usually take place outside the regular school day) (check all that apply)
 - All students in a course or club/activity will participate
 - Students participate by choice or selection
 - This is an enrichment opportunity

- CATEGORY C: Extended** (policy 610: trip that involves at least one overnight stay) (check all that apply)

ATTACH ITINERARY College and Careers Tour

 - Regional or state level competition, training or meeting
 - have qualified
 - anticipating to qualify
 - Selected or invited to participate in honorary event or competition
 - have been invited or selected
 - have applied to be invited or selected
 - will apply to be invited or selected

Entered 1/28/19

E. What are the estimated costs of the field trip? (If codes are unknown, leave blank. Complete cost estimate calculations.)

| | |
|---|--|
| I. | Transportation Code: <u>10-350-298-211-733-360</u> # of round trip miles <u>400</u> X \$1.56 = \$ <u>624.00</u> # of hours <u>over-night costs</u> X \$18.54 = \$ <u> </u> # of buses needed <u> </u> X the combination of the two subtotals above = \$ <u> </u> (A) |
| II. | Lodging Code: <u> </u> # of rooms <u>10</u> X # of nights <u>1</u> = total rooms <u>10</u> X cost of room <u>130</u> = \$ <u>1300.00</u> (B) |
| III. | Registration Code: <u> </u> # of students <u> </u> X cost of registration <u> </u> = \$ <u> </u> (C) # of adults <u> </u> X cost of registration <u> </u> = \$ <u> </u> (D) |
| IV. | Substitute Code: <u> </u> # of teachers needing a substitute <u> </u> X # of hours <u> </u> X \$25 (approx) = \$ <u> </u> (E) OR # of teachers needing a substitute <u>1</u> X # of days <u>1</u> X \$125 (approx) = \$ <u>125.00</u> (F) |
| V. | Meals Code: <u> </u> # of students & adults <u> </u> X approximate cost of meal <u> </u> X # of meals = \$ <u> </u> (G) |
| TOTAL ESTIMATED COST OF FIELD TRIP (Add A-G): \$ <u> </u> | |

F. Complete this section for instructional field trip requests.

1. Name of course: _____
 2. What is the learning goal for this trip? (Reminder, this should appear on the learning progression.)

 3. Is this trip approved and funded through the Carl Perkins grant? Yes No
 4. If yes to 3, what amount was included in Perkins grant? _____
- NOTE: If cost of actual trip exceeds the approved amount, this must be funded through other means.

Date Received (Office): _____

| | | | |
|---|------|--------|--|
| G. Building Administrative Review | | | |
| <i>[Signature]</i> | Date | 2/5/19 | Approved <input checked="" type="checkbox"/> Not Approved <input type="checkbox"/> |
| Activities Director Signature | Date | | |
| <i>[Signature]</i> | Date | 2/6/19 | Approved <input checked="" type="checkbox"/> Not Approved <input type="checkbox"/> |
| Principal Signature | Date | | |
| District Review for Extended Trips | | | |
| <i>[Signature]</i> | Date | 2/7 | Approved <input checked="" type="checkbox"/> Not Approved <input type="checkbox"/> |
| Superintendent Signature | Date | | |
| _____ | Date | _____ | Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> |
| School Board Chairperson Signature | Date | | |

Ag CAREER AND COLLEGE TOURS

TURN IN PERMISSION SLIP BY Febraury 15 at the latest

*****Times and details subject to change*****

We will be traveling to the Pierz/Brainerd Area
. We have several fun/educational tours planned.

Itinerary:

Friday- Feb 22 – Saturday- Feb 23

Bag Checks at Princeton HS at - leaving shortly after

FRIDAY- Friday- February 22

Leave Princeton at 8 AM

9:30 AM- Tour Sunflower Oil Manufacturer in Pierz

Quick stop into Thielen Meats of Pierz

LUNCH- Bring money- fast food

2:00 Tour Central Lakes College in Brainerd MN

Dinner- may be sit down

Saturday - February 23

breakfast free at hotel

Minnesota Military Museum - Fort Ripley

Return to Princeton at about 12:30 pm

Hotel Information:

Comfort Suites Rapid River Lodge

7376 Woida Rd N, Baxter, MN 56425•(218) 825-7234

What to bring:

_____ Fee for Trip (if applicable)

Money for food-

Change of clothes

snacks for hotel if you wish

Swim suit- there is a pool in hotel

FFA AG Career and College TOURS- Pierz/Brainerd

Code of Conduct and Behavior Agreement

As an FFA member participating at the AG TOURS EVENT, I realize that it is a privilege and I agree to be on my best behavior. I am also aware that poor behavior may result in an early trip home at my expense.

I WILL:

- Listen to my advisor or chaperone
- Show respect to any FFA member, myself, advisor or chaperone
- Not participate in any illegal activities (drugs, smoking, alcohol, etc.)
- Be on time when meeting the bus
- Be quiet and attentive when participating in tours
- Behave at the hotel and be in my room at 11:00 pm and stay in my room after lights out
- Do my best to learn from the presenters
- Represent Princeton High School with my best behavior/Tiger Pride
- Conduct myself as a true FFA member and follow the code of conduct

My son or daughter has my permission to attend the 2019 AG TOURS on February 22-23. We have read the agreement and have discussed the rules. I realize that any negative behavior of my child may result in our family picking up my FFA member or arranging for a ride home.

_____ Parent or Guardian Signature

_____ FFA member Signature

_____ Phone number (s) of Parents

FUNDRAISING APPROVAL FORM

| | | | |
|--|---|---|---|
| Date of fundraiser: <u>3/1/19</u> | | Projected profit: <u>\$500</u> | Amount earned: |
| Group or organization proposing the fundraiser: <u>Unified Club</u> | | Item(s) being sold: <u>N/A Polar Plunge</u> | |
| Company/organization supplying items to be sold: <u>N/A - Polar Plunge</u> | | | |
| The money raised will be used for: <u>Unified Club Activities</u> | | | |
| <p>The school board recognizes a desire and a need for fundraising to support district programs or student activities. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.</p> <p>Pupils may engage in raising funds, under the control of the school, for certain approved activities and for a limited number of charities, subject to the following conditions:</p> | | | Place a checkmark beside each box to indicate whether the criteria for fundraising are met. |
| | | Yes | No |
| 1. | Individual student participation is optional. Students will not be pressured to sell products or solicit funds and will not be required to meet a sales quota to participate in an activity or field trip. | X | |
| 2. | The charity involved has been selected by the student body as one in which they wish to participate (if applicable). | N/A | |
| 3. | Addressed envelopes are available to people who prefer to donate directly rather than purchase a product. | N/A - online fundraiser | |
| 4. | The raising of funds shall not be done during normal class time. Students will be informed that they are not to fundraise during class time. | X | |
| 5. | Information is going home with the students to the parents explaining the district's fundraising policy. | X | |
| 6. | I have discussed this fundraiser with the administrator and have identified the purpose of the fundraiser. | X | |
| 7. | The students participating in the fundraiser have been informed that they are representing the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and discipline extend to student fundraising activities. | X | |
| 8. | Door-to-door sales are discouraged, but if approved, students may be allowed to sell door-to-door according to the following standards: <ul style="list-style-type: none"> • K-8: Only allowed if a parent or guardian is with the student • 9-12: Groups of two or more students working together. | | X |
| I have reviewed Policy #511 Fundraising and agree to its provisions: | | | |
| Date: <u>1/23/19</u> | | Teacher/Sponsor Signature: <u>Abby Thomas</u> | |
| As administrator, I understand that approval of this fundraiser means that all provisions of the above policy have been complied with to my satisfaction. <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED | | | |
| Date: <u>1/24/19</u> | | Administrator Signature: <u>[Signature]</u> | |
| Date: <u>2/7/19</u> | | Superintendent Signature: <u>[Signature]</u> | |
| Date: | | School Board Chair Signature: | |

PRINCETON

PUBLIC SCHOOLS

2020-2021 Calendar



August 2020

- 25-27 New Teacher Workshops
- 31 Staff Development Days

September 2020

- 1-3 Staff Development Days
- 7 Labor Day
- 8 First Day of School

October 2020

- 14 No School for Students-Staff Development
- 15-16 No School for Students & Staff

November 2020

- 24 Last Day of Trimester 1
- 25 No School for Students-Staff Development
- 26-27 Thanksgiving Break
- No School for Students & Staff
- 30 No School for Students & Staff
- Staff Development/Grading

December 2020

- 23-31 Winter Break
- No School for Students & Staff

January 2021

- 1 Winter Break
- No School for Students & Staff
- 18 Martin Luther King Jr. Day
- No School for Students-Staff Development

February 2021

- 15 President's Day
- No School for Students & Staff

March 2021

- 4 Last Day of Trimester 2
- 5 No School for Students
- Staff Development/Grading

April 2021

- 2-5 Spring Break
- No School for Students & Staff

May 2021

- 31 Memorial Day
- No School for Students & Staff

June 2021

- 3 Last Day of School
- 4 High School Graduation
- 4 Staff Development/Grading

| July 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| August 2020 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2020 | | | | | | |
|----------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2020 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2020 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2020 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| January 2021 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| February 2021 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2021 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2021 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2021 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2021 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Key

- Holiday / School Closed
- No School for Students - Staff Development Day
- Last Day of Trimester
- First and Last Day of School

PRINCETON

PUBLIC SCHOOLS

2020-2021 Calendar

2020-2021 Calendar



August 2020

- 25-27 New Teacher Workshops
- 31 Staff Development Days

September 2020

- 1-3 Staff Development Days
- 7 Labor Day
- 8 First Day of School

October 2020

- 14 No School for Students-Staff Development
- 15-16 No School for Students & Staff

November 2020

- 24 Last Day of Trimester 1
- 25 No School for Students-Staff Development
- 26-27 Thanksgiving Break
- No School for Students & Staff

December 2020

- 23-31 Winter Break
- No School for Students & Staff

January 2021

- 1 Winter Break
- No School for Students & Staff
- 18 Martin Luther King Jr. Day
- No School for Students-Staff Development

February 2021

- 15 President's Day
- No School for Students & Staff

March 2021

- 4 Last Day of Trimester 2
- 5 No School for Students
- Staff Development/Grading
- 8-12 Spring Break
- No School for Students & Staff

April 2021

- 2 No School for Students & Staff

May 2021

- 31 Memorial Day
- No School for Students & Staff

June 2021

- 9 Last Day of School
- 10 High School Graduation
- 10 Staff Development/Grading

| July 2020 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| August 2020 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| September 2020 | | | | | | |
|----------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| October 2020 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2020 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| December 2020 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| January 2021 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| February 2021 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

| March 2021 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| April 2021 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| May 2021 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| June 2021 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Key

- Holiday / School Closed
- No School for Students - Staff Development Day
- △ Last Day of Trimester
- First and Last Day of School

**PRINCETON PUBLIC SCHOOL
REVISED BUDGET 2018-2019
FEBRUARY 2019**

| | 2019 REVISED ESTIMATED REVENUES | 2019 REVISED ESTIMATED EXPENDITURES | |
|--------------------------|------------------------------------|--|-----------------------|
| GENERAL FUND (01) | \$ 37,228,338 | \$ 38,341,006 | \$ (1,112,668) |
| FOOD SERVICE (02) | \$ 1,808,000 | \$ 1,878,361 | \$ (70,361) |
| COMMUNITY EDUCATION (04) | \$ 1,515,266 | \$ 1,528,796 | \$ (13,530) |
| BUILDING FUND (06) | \$ 4,500,000 | \$ 4,500,000 | \$ - |
| DEBT SERVICE (07) | \$ 3,739,735 | \$ 3,680,350 | \$ 59,385 |
| TOTAL ALL FUNDS | \$ 48,791,339 | \$ 49,928,513 | \$ (1,137,174) |

| | 2018 FUND BALANCE |
|---------------------|----------------------|
| GENERAL FUND | \$ 10,919,778 |
| FOOD SERVICE | \$ 481,297 |
| COMMUNITY EDUCATION | \$ 326,576 |
| BUILDING FUND | \$ - |
| DEBT SERVICE | \$ 754,075 |

**PRINCETON PUBLIC SCHOOLS
GENERAL FUND REVISED BUDGET
FEBRUARY 2019**

| | 2019 Estimated Revenues | 2019 Estimated Expenses | Variance |
|------------------------------|----------------------------|----------------------------|--------------|
| LTFM-Restricted | \$ 1,023,634 | \$ 837,291 | \$ 186,343 |
| Operating Capital-Restricted | \$ 591,324 | \$ 700,000 | \$ (108,676) |
| Staff Development-Restricted | \$ 459,968 | \$ 508,590 | \$ (48,622) |
| Qcomp-Assigned | \$ 897,747 | \$ 895,873 | \$ 1,874 |
| Technology-Assigned | \$ 22,500 | \$ 36,000 | \$ (13,500) |
| Building Improved-Assigned | \$ - | \$ 131,000 | \$ (131,000) |
| Program Initiatives-Assigned | \$ - | \$ 347,500 | \$ (347,500) |
| Activity Account-Assigned | \$ 500,000 | \$ 500,000 | \$ - |
| Unassigned | \$ 33,733,165 | \$ 34,384,752 | \$ (651,587) |
| Total | \$ 37,228,338 | \$ 38,341,006 | |
| | \$ (37,228,338) | \$ (38,341,006) | |

**2018 Fund
Balance**

| | |
|----------------------------------|----------------------|
| ALC-Restricted | \$ 49,835 |
| Basic Skills-Restricted | \$ 15,672 |
| Basic Skills Ext Time-Restricted | \$ 16,911 |
| LTFM-Restricted | \$ 408,023 |
| Med Asst-Restricted | \$ 8,651 |
| Operating Capital-Restricted | \$ 2,147,068 |
| Staff Development-Restricted | \$ 263,098 |
| Severance-Committed | \$ 941,283 |
| Qcomp-Assigned | \$ 226,244 |
| Technology-Assigned | \$ 57,595 |
| Building Improved-Assigned | \$ 280,537 |
| Program Initiatives-Assigned | \$ 649,982 |
| Activity Acct-Assigned | \$ 119,773 |
| Non Spendable | \$ 196,274 |
| Unassigned | \$ 5,538,832 |
| Total | \$ 10,919,778 |

Audit report for 2018 was presented at the 1st board meeting in November and the fund balances for the 2017-2018 school year for each category are reflected above.

GENERAL FUND

GIFTED AND TALENTED

Revenue Sources

- State Aid

Expenditures

- Part of unassigned budget area
- Planned fund balance spend down in 2018

LONG TERM FACILITY MAINTENANCE

Revenue Sources

- Property Tax Levy
- Previously Health & Safety & Deferred Maintenance

Expenditures

- 2018 summer projects approved on March 6, 2018
- Budget created based on summer projects
- Actual expenses will be split between two years budget years

OPERATING CAPITAL

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved on March 6, 2018

STAFF DEVELOPMENT

Revenue Sources

- State Aid

Expenditures

- Board approved on May 1, 2018
- Based on staff development plan
- Revised
 - Adjusted per plan

ATPPS (Qcomp)

Revenue Sources

- State Aid
- Property Tax Levy

Expenditures

- Board approved on May 1, 2018
- Based on ATPPS plan
- Revised
 - Adjusted per plan

BUILDING IMPROVED ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved on March 6, 2018
- Revised
 - Adjusted per plan

PROGRAM INITIATIVE ASSIGNED

Revenue Sources

- Previous revenue set aside for specific purpose

Expenditures

- Board approved on May 1, 2018
- Revised
 - Addition of 6th grade math materials

TECHNOLOGY ASSIGNED

Revenue Sources

- Student Fees

Expenditures

- Repairs of student devices

ACTIVITY ACCOUNT

Revenue Sources

- Student fundraising
- Donations
- Participation fees

Expenditures

- Field Trips
- Rewards for instructional participation
- Recreational Supplies

UNASSIGNED

Revenue Sources

- State Aid
- Property Tax Levy
- Federal and/or State Grants
- Participation fees and donations

Based Revenue on:

- Enrollment of 3270 PK-12
- State Formula Increase of 2%
- Special Education Increase-Estimated
- Revised
 - Enrollment of 3330 PK-12
 - Additional Special Education Increase
 - Reviewed all categories an adjusted as needed

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Instructional supplies (buildings based on per student amount)
- Operational costs: building repairs, utilities, insurance and transportation
- Technology: software and repairs
- Activities
- Severance
- Staff salaries, benefits and other contractual requirements
- Budget Guideline
 - Board approved on April 3, 2018
 - Administration restructuring
 - Spanish Immersion restructuring
 - Fund balance set aside in staff development, technology assigned and ALC(Oakland)
 - Staff containment when positions open
- Revised
 - Updated Staffing to known
 - Reviewed and adjusted all categories as needed

FOOD SERVICE

Revenue Sources

- State Aid

- Federal Aid
- Participation Fees

Base Revenue on

- Breakfast and Lunch Price increase
 - Board approved on 05.01.18

Expenditures

- Staff salaries, benefits and other contractual requirements
- Sub costs
- Food, paper and general supplies
- Operational costs like utilities, custodial and technology
- Equipment costs
- Revised
 - Updated staffing to known
 - Reviewed and adjusted all categories

COMMUNITY EDUCATION

Revenue Sources

- State Aid
- Property Tax Levy
- Participation or Registration Fees
- Grants
- Donations

Expenditures

- Staff salaries, benefits and other contractual requirements
- Supplies, technology and field trip costs
- Operational costs like utilities, custodial and transportation may be charged to the community service fund.
- Revised
 - Updated staffing to known
 - Reviewed and adjusted all categories

Overall structure to ensure vitality of Community Education

- Recreation and Enrichment Category
 - Pay 70% of total participation to fees collected to on-staff instructors after supply expenses and administrative expenses are subtracted from the total participation fees.
 - Pay 80% of total participation fees collected for outside service providers as there are no employer paid benefits.
- Aquatics and School Age Child Care

- Instructors are paid an hourly rate and participants are charged a set fee.
- Drivers Education
 - Registration fee only
- Adults with Disabilities
 - Instructors paid an hourly rate and currently is a break even program.
- School Readiness Program
 - Instructors paid based on beginning steps/lanes of the teacher contract.
Participants are charged a fee based on the choice they choose.

New Programs 2019

- Programs are continually added throughout the year

Discontinued Programs 2018

- Programs may be discontinued during the year.

Budget is developed based on previous year’s revenue and expenditures. We also look at possible impacts of new programs and discontinued programs.

BUILDING CONSTRUCTION FUND

- Last project to be expended in 2018
- Revised
 - 4.5 million dollar bond projects

DEBT SERVICE FUND

Revenue Sources

- Property Tax Levy
- State Aid

Expenditures

- Building Bond Payments

***Note: Does not represent all chargebacks that may be taken between funds.**

RESIDENT STUDENTS GOING ELSEWHERE
Includes Tuition Students

| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| K | 19.33 | 24.32 | 27.13 | 25.56 | 35.98 | 34.63 | 31.82 | 44.22 | 35.90 |
| 1 | 15.5 | 19.01 | 20.73 | 30.82 | 25.38 | 32.32 | 38.22 | 30.70 | 44.34 |
| 2 | 27.21 | 15.08 | 23.76 | 26.67 | 33.23 | 22.90 | 29.75 | 46.53 | 32.83 |
| 3 | 14.31 | 30.49 | 17.09 | 26.70 | 31.07 | 35.82 | 26.82 | 33.77 | 44.60 |
| 4 | 16.43 | 15.53 | 29.85 | 27.32 | 30.61 | 27.54 | 34.08 | 32.20 | 34.22 |
| 5 | 14.03 | 17.25 | 15.81 | 27.71 | 30.57 | 23.90 | 32.52 | 37.38 | 33.96 |
| 6 | 8.56 | 18.54 | 22.5 | 19.58 | 30.84 | 28.93 | 33.69 | 36.76 | 38.47 |
| 7 | 22.37 | 17.3 | 21.92 | 24.90 | 24.05 | 39.42 | 30.6 | 26.38 | 37.30 |
| 8 | 26.37 | 25.61 | 14.8 | 31.76 | 25.10 | 28.01 | 38.79 | 30.06 | 30.07 |
| 9 | 29.08 | 32.61 | 32.09 | 24.12 | 36.84 | 35.10 | 27.9 | 33.58 | 43.69 |
| 10 | 28.79 | 31.02 | 33.33 | 47.90 | 34.27 | 34.07 | 30.94 | 31.73 | 40.99 |
| 11 | 33.21 | 32.23 | 31.17 | 38.96 | 44.48 | 36.69 | 36.26 | 28.04 | 32.98 |
| 12 | 51.02 | 53.13 | 40.75 | 41.87 | 50.26 | 56.80 | 38.42 | 38.58 | 36.74 |
| Total | | | | | | | | | |
| Adm | 306.21 | 332.12 | 330.93 | 393.87 | 432.68 | 436.13 | 429.81 | 449.93 | 486.09 |
| Variance | | 25.91 | -1.19 | 62.94 | 38.81 | 3.45 | -6.32 | 20.12 | 36.16 |

NONRESIDENT STUDENT COMING HERE
Includes Tuition Students

| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| K | 14.05 | 8.03 | 6.87 | 12.54 | 7.23 | 12.77 | 12.78 | 19.88 | 15.78 |
| 1 | 7.00 | 11.89 | 11.49 | 10.42 | 13.49 | 15.11 | 19.76 | 13.93 | 23.45 |
| 2 | 5.07 | 6.38 | 8.00 | 11.39 | 10.04 | 14.00 | 16.70 | 18.25 | 14.94 |
| 3 | 10.00 | 8.58 | 7.00 | 6.47 | 9.00 | 13.59 | 19.55 | 17.55 | 16.82 |
| 4 | 3.07 | 9.00 | 8.67 | 6.59 | 5.11 | 11.39 | 14.24 | 17.73 | 18.18 |
| 5 | 7.57 | 4.60 | 9.00 | 10.75 | 5.67 | 9.77 | 13.00 | 19.33 | 19.18 |
| 6 | 8.03 | 8.01 | 3.14 | 7.00 | 11.78 | 7.00 | 10.36 | 19.01 | 17.57 |
| 7 | 11.22 | 10.31 | 6.98 | 5.46 | 7.42 | 11.44 | 12.01 | 16.25 | 21.25 |
| 8 | 6.21 | 10.24 | 12.54 | 6.73 | 6.48 | 7.02 | 10.40 | 15.61 | 14.08 |
| 9 | 10.85 | 9.00 | 13.00 | 6.00 | 8.69 | 7.34 | 13.35 | 13.61 | 18.55 |
| 10 | 7.91 | 13.72 | 9.20 | 16.77 | 3.62 | 9.42 | 11.50 | 18.20 | 14.47 |
| 11 | 5.43 | 8.24 | 12.45 | 11.05 | 19.32 | 4.90 | 13.17 | 13.61 | 18.39 |
| 12 | 7.13 | 7.19 | 11.79 | 11.11 | 12.31 | 17.83 | 8.37 | 20.27 | 14.87 |
| Total | | | | | | | | | |
| Adm | 103.54 | 115.19 | 120.13 | 122.28 | 120.16 | 141.58 | 175.19 | 223.23 | 227.53 |
| Variance | | 11.65 | 4.94 | 2.15 | -2.12 | 21.42 | 33.61 | 48.04 | 4.30 |

ANALYSIS A

ENROLLMENT ANALYSIS (END OF SEPTEMBER TO END OF YEAR)

| All Programs | 2015-2016 | | | 2016-2017 | | | 2017-2018 | | | 2018-2019 | | | 2018-2019 | | | 2018-2019 | | |
|--------------|-------------|-------------|----------|-------------|-------------|----------|-------------|-------------|----------|-------------|-------------|------------------|-------------|-------------|-----------------|-------------|-------------|-----------------|
| | End of Sept | End of Year | Variance | End of Sept | End of Year | Variance | End of Sept | End of Year | Variance | End of Sept | End of Year | Average Variance | End of Sept | End of Year | Lowest Variance | End of Sept | End of Year | Median Variance |
| Grades K-2 | 688.00 | 681.73 | -6.27 | 688.00 | 687.75 | -0.25 | 707.00 | 713.05 | 6.05 | 727.00 | 726.84 | -0.16 | 727.00 | 720.73 | -6.27 | 727.00 | 726.75 | -0.25 |
| Grades 3-5 | 750.00 | 766.01 | 16.01 | 754.00 | 755.23 | 8.39 | 772.00 | 771.54 | -0.46 | 740.00 | 747.98 | 7.98 | 740.00 | 739.54 | -0.46 | 740.00 | 748.39 | 8.39 |
| Grades 6-8 | 719.00 | 744.20 | 25.20 | 748.00 | 745.65 | -2.35 | 752.00 | 761.47 | 9.47 | 817.00 | 827.77 | 10.77 | 817.00 | 814.65 | -2.35 | 817.00 | 826.47 | 9.47 |
| Grades 9-12 | 1,042.00 | 987.35 | -54.65 | 1054.00 | 984.70 | -69.30 | 1098.00 | 1043.90 | -54.10 | 1102.00 | 1042.65 | -59.35 | 1102.00 | 1032.70 | -69.30 | 1102.00 | 1046.79 | -55.21 |
| TOTAL | 3,199.00 | 3,179.29 | -19.71 | 3244.00 | 3173.33 | -63.51 | 3329.00 | 3289.96 | -39.04 | 3386.00 | 3345.25 | -40.75 | 3386.00 | 3307.62 | -78.38 | 3386.00 | 3348.40 | -37.60 |
| | | | | | | | | | | Budgeted | 3247.00 | | Budgeted | 3247.00 | | Budgeted | 3247.00 | |
| | | | | | | | | | | | -98.25 | | | -60.62 | | | -101.40 | |



2018 / 2019 DISTRICT ENROLLMENT TRACKING

| | | 9.12.18 | | 10/1/2018 | 11/1/18 | | | | | | | | Average |
|-------------------------|------------------|-------------|-------------|---------------------|-------------------|--------------------|--------------------|-------------------|--------------------|-----------------|-----------------|---------------|--------------|
| | | Budget | Opening | End of September | End of October | End of November | End of December | End of January | End of February | End of March | End of April | End of May | Enrollment |
| Primary K-2 | K | 230 | 241 | 236 | 240 | 234 | 234 | 233 | | | | | |
| | 1st | 263 | 254 | 260 | 259 | 262 | 262 | 262 | | | | | |
| | 2nd | 236 | 232 | 232 | 230 | 229 | 230 | 229 | | | | | |
| | Sub Total | 729 | 727 | 728 | 729 | 725 | 726 | 724 | 0 | 0 | 0 | 0 | 726 |
| Intermediate 3-5 | 3rd | 233 | 230 | 229 | 230 | 230 | 230 | 230 | | | | | |
| | 4th | 271 | 262 | 262 | 259 | 258 | 257 | 256 | | | | | |
| | 5th | 242 | 250 | 249 | 250 | 251 | 251 | 250 | | | | | |
| | Sub Total | 746 | 742 | 740 | 739 | 739 | 738 | 736 | 0 | 0 | 0 | 0 | 738 |
| Middle 6-8 | 6th | 278 | 280 | 283 | 279 | 278 | 278 | 278 | | | | | |
| | 7th | 273 | 272 | 272 | 267 | 266 | 263 | 262 | | | | | |
| | 8th | 262 | 260 | 262 | 256 | 255 | 252 | 253 | | | | | |
| | Sub Total | 813 | 812 | 817 | 802 | 799 | 793 | 793 | 0 | 0 | 0 | 0 | 801 |
| 9-12 Programing | 9th | 234 | 248 | 249 | 248 | 251 | 249 | 247 | | | | | |
| | 10th | 277 | 277 | 277 | 273 | 275 | 274 | 263 | | | | | |
| | 11th | 233 | 267 | 271 | 260 | 262 | 265 | 247 | | | | | |
| | 12th | 215 | 309 | 305 | 286 | 284 | 292 | 260 | | | | | |
| | Sub Total | 959 | 1101 | 1102 | 1067 | 1072 | 1080 | 1017 | 0 | 0 | 0 | 0 | 1,068 |
| K-12 Total | | 3247 | | 3387 | 3337 | 3335 | 3337 | 3270 | 0 | 0 | 0 | 0 | 3333 |

ANALYSIS B

ENROLLMENT ANALYSIS (END OF SEPTEMBER TO END OF YEAR)

| All Programs | 2015-2016 | | | 2016-2017 | | | 2017-2018 | | | 2018-2019 | | | 2018-2019 | | | 2018-2019 | | |
|---|-----------------|-----------------|---------------|----------------|----------------|---------------|----------------|----------------|---------------|----------------|----------------|------------------|----------------|----------------|-----------------|----------------|----------------|-----------------|
| | End of Sept | End of Year | Variance | End of Sept | End of Year | Variance | End of Sept | End of Year | Variance | End of Sept | End of Year | Average Variance | End of Sept | End of Year | Lowest Variance | End of Sept | End of Year | Median Variance |
| Grades K-2 | 688.00 | 681.73 | -6.27 | 688.00 | 687.75 | -0.25 | 707.00 | 713.05 | 6.05 | 727.00 | 726.84 | -0.16 | 727.00 | 720.73 | -6.27 | 727.00 | 726.75 | -0.25 |
| Grades 3-5 | 750.00 | 766.01 | 16.01 | 754.00 | 755.23 | 8.39 | 772.00 | 771.54 | -0.46 | 740.00 | 747.98 | 7.98 | 740.00 | 739.54 | -0.46 | 740.00 | 748.39 | 8.39 |
| Grades 6-8 | 719.00 | 744.20 | 25.20 | 748.00 | 745.65 | -2.35 | 752.00 | 761.47 | 9.47 | 817.00 | 803.00 | 10.77 | 817.00 | 803.00 | -2.35 | 817.00 | 803.00 | 9.47 |
| Grades 9-12 | 1,042.00 | 987.35 | -54.65 | 1054.00 | 984.70 | -69.30 | 1098.00 | 1043.90 | -54.10 | 1102.00 | 1042.65 | -59.35 | 1102.00 | 1032.70 | -69.30 | 1102.00 | 1046.79 | -55.21 |
| TOTAL | 3,199.00 | 3,179.29 | -19.71 | 3244.00 | 3173.33 | -63.51 | 3329.00 | 3289.96 | -39.04 | 3386.00 | 3320.47 | -40.75 | 3386.00 | 3295.97 | -78.38 | 3386.00 | 3324.93 | -37.60 |
| | | | | | | | | | | Budgeted | 3247.00 | | Budgeted | 3247.00 | | Budgeted | 3247.00 | |
| | | | | | | | | | | | -73.47 | | | -48.97 | | | -77.93 | |
| Yellow Hi-light is average of Middle School after 4 months of school Put 3,300 in revised budget | | | | | | | | | | | | | | | | | | |

ENROLLMENT GRAPHS & TABLES

1/23/2019

PRINCETON

477

Method

The selected History for Tables & Graphs was: *END OF YEAR A.D.M.*

with *4 Yr Wt N-Avg*

(16)

| | Enrollment History - END-OF-YEAR ADM DATA | | | | | | | Enrollment Projections - END-OF-YEAR ADM DATA | | | | |
|---------------|---|---------|---------|---------|---------|---------|---------|---|---------|---------|---------|---------|
| | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
| EC | 24.7 | 28.4 | 30.4 | 31.0 | 29.3 | 34.7 | 30.4 | 29.0 | 29.3 | 29.8 | 29.3 | 28.7 |
| VPK | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| K | 230.5 | 222.9 | 230.5 | 216.9 | 221.6 | 254.1 | 236.1 | 224.8 | 227.2 | 230.8 | 227.5 | 222.9 |
| 1 | 258.7 | 242.2 | 221.6 | 239.4 | 219.6 | 233.6 | 265.2 | 245.6 | 233.5 | 235.9 | 239.5 | 236.2 |
| 2 | 240.2 | 249.0 | 249.8 | 225.4 | 246.5 | 225.4 | 232.4 | 268.2 | 249.4 | 237.3 | 239.7 | 243.3 |
| 3 | 223.3 | 230.3 | 243.3 | 267.1 | 229.6 | 262.5 | 229.4 | 241.4 | 278.6 | 259.8 | 247.7 | 250.1 |
| 4 | 256.3 | 223.5 | 238.2 | 254.4 | 269.1 | 236.9 | 260.8 | 232.5 | 246.1 | 283.3 | 264.5 | 252.4 |
| 5 | 263.1 | 255.7 | 227.5 | 244.4 | 256.5 | 272.1 | 249.1 | 267.6 | 238.3 | 251.9 | 289.2 | 270.4 |
| 6 | 278.0 | 262.9 | 254.3 | 222.2 | 248.3 | 265.0 | 278.0 | 254.2 | 270.9 | 241.6 | 255.2 | 292.4 |
| 7 | 257.9 | 268.0 | 264.3 | 255.4 | 231.0 | 259.6 | 263.0 | 282.5 | 259.1 | 275.7 | 246.4 | 260.0 |
| 8 | 252.4 | 256.9 | 271.3 | 266.5 | 266.7 | 236.9 | 252.0 | 264.2 | 285.4 | 262.0 | 278.6 | 249.3 |
| 9 | 273.9 | 257.9 | 265.6 | 276.8 | 265.5 | 278.7 | 249.0 | 260.8 | 271.3 | 292.6 | 269.1 | 285.8 |
| 10 | 253.6 | 264.9 | 249.0 | 257.1 | 270.0 | 269.9 | 275.9 | 247.0 | 257.4 | 267.9 | 289.2 | 265.7 |
| 11 | 248.4 | 247.1 | 239.4 | 225.4 | 235.0 | 260.8 | 265.0 | 264.4 | 232.1 | 242.4 | 253.0 | 274.2 |
| 12 | 206.2 | 234.9 | 233.6 | 228.0 | 213.0 | 233.4 | 258.9 | 260.2 | 257.6 | 225.3 | 235.7 | 246.2 |
| K-12 | 3242.4 | 3216.0 | 3188.3 | 3179.3 | 3172.3 | 3288.9 | 3314.9 | 3313.4 | 3306.8 | 3306.5 | 3335.2 | 3348.9 |
| Pre K-12 | 3267.1 | 3244.4 | 3218.7 | 3210.3 | 3201.6 | 3323.6 | 3345.3 | 3342.3 | 3336.1 | 3336.3 | 3364.5 | 3377.7 |
| % Change K-12 | | -0.81% | -0.86% | -0.28% | -0.22% | 3.67% | 0.79% | -0.05% | -0.20% | -0.01% | 0.87% | 0.41% |

CLASS SIZE

GUIDELINES

- Administrators and Board Approved 2013, 2014, 2015, 2016

- Kindergarten- 19-21
- 1st Grade- 20-23
- 2nd & 3rd Grade- 22-25
- 4th & 5th Grade- 23-26
- 6th through 8th- 25-30
- 9th through 12th- 25-30

- Proposed for 2018-2019: (2017-2018)

| | |
|--|-----------|
| Kindergarten | - 19 - 21 |
| 1 st Grade | - 20 - 23 |
| 2 nd & 3 rd Grade | - 22 - 25 |
| 4 th & 5 th Grade | - 24 - 27 |
| 6 th through 8 th | - 25 - 30 |
| 9 th through 12 th | - 25 - 30 |

PRINCETON NEGOTIATION HISTORY

2011-2013 7.93%

2013-2015 8.54%

2015-2017 7.94%

2017-2019 9.17%

Note: We did have what we term tales at the end of our contracts to bring our teaching contract into market value in areas that were not comparable to in surrounding areas. Most notable was the Extra-curricular area in which two cycles we worked on improving that schedule.

The last contract we included increases to the last three lanes to work on improving that salary level.

**PRINCETON PUBLIC SCHOOL
POLICY 299-SCHOOL BOARD MEMBER COMPENSATION AND EXPENSE**

Minnesota statutes permit persons who serve on public school boards to receive compensation and reimbursement for expenses incurred while performing school board responsibilities. It is the policy of this district to compensate board members in the amount of \$450.00 per month. The individual board member serving as chairperson will receive an additional \$100 per month. Board members will receive \$50 per official standing board committee & appointment meetings. MSBA training will be allowed at \$50.00 rate per day as well. The School Board Chairperson has authority to appoint members to standing committees. In addition the School Board Chairperson can designate payments for attendance in district meetings that are not standing committees. School board members who attend meetings outside the district will receive reimbursements for expenses outlined in school district policy 412.

A board member can make a recommendation regarding compensation at the organizational meeting. The recommendation will then be considered at both finance and policy committees before formal action is taken.

Official Princeton School Board Committees:

Finance
Long Range Planning Committee
Policy
Public Engagement Committee

Official Princeton School Board Appointments:

Community Education/Early Childhood Family Education Advisory
Meet & Confer
MN State High School League
Rum River Special Education Cooperative
Schools for Equity in Education (SEE)
Wellness

Adopted: July 2, 1987
Revised: January 12, 1993
Reaffirmed: January 4, 1994
Reaffirmed: January 3, 1995
Reaffirmed: January 9, 1996

Revised: January 14, 1997
Reaffirmed: January 13, 1998
Reaffirmed: January 12, 1999
Reaffirmed: January 11, 2000
Revised: January 26, 2007
Revised: February 14, 2007
Reaffirmed: May 14, 2013
Revised: November 18, 2014
Reaffirmed: January 5, 2016
Revised: February 7, 2017
Revised: February 6, 2018
Reaffirmed: March 5, 2019

Summary of Changes
Second Reading of Policies
2.19.19

- 401 - Equal Employment Opportunity
 - Change title to Director of Human Resources
- 420 - Students & Employees with Sexually Transmitted Infections and Diseases...
 - Corrected formatting
- 516 - Student Medication
 - No Changes
- 520 - Student Surveys
 - No Changes
- 607 - Organization of Grade Levels
 - Changed Online Academy to grades 9-12
- 720 - Vending Machines
 - No Changes

**PRINCETON PUBLIC SCHOOLS
POLICY 401-EQUAL EMPLOYMENT OPPORTUNITY**

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and school district employees.

II. GENERAL STATEMENT OF POLICY

- A. It is the school district's policy to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, gender identity, age, family care leave status or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities or privileges of employment.
- D. It is the responsibility of every school district employee to follow this policy.
- E. Any person having any questions regarding this policy should discuss it with the Director of Human Resources.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
 29 U.S.C. § 621 et. seq. (Age Discrimination in Employment Act)
 29 U.S.C. § 2615 (Family and Medical Leave Act)
 38 U.S.C. § 4301 et seq. (Vietnam Era Veterans' Readjustment Assistance Act)
 38 U.S.C. § 4211 et. seq. (Veterans' Reemployment Rights Act)
 42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)
 42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)

Cross References: Princeton School District Policy 402 (Disability Nondiscrimination)
 Princeton School District Policy 405 (Veteran's Preference)
 Princeton School District Policy 413 (Harassment and Violence)

Adopted: May 11, 2004

Revised: August 10, 2010

Revised: May 5, 2015

Reviewed: September 6, 2016

Revised: February 19, 2019

PRINCETON PUBLIC SCHOOLS
POLICY 420 - STUDENTS AND EMPLOYEES WITH SEXUALLY TRANSMITTED
INFECTIONS AND DISEASES AND CERTAIN OTHER COMMUNICABLE DISEASES
AND INFECTIOUS CONDITIONS

I. PURPOSE

Public concern that students and staff of the school district be able to attend the schools of the district without becoming infected with serious communicable or infectious diseases, including but not limited to, Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), Hepatitis B, and Tuberculosis, requires that the school board adopt measures effectively responding to health concerns while respecting the rights of all students, employees, and contractors, including those who are so infected. The purpose of this policy is to adopt such measures.

II. GENERAL STATEMENT OF POLICY

A. Students

The policy of the school board that students with communicable diseases not be excluded from attending school in their usual daily attendance setting so long as their health permits and their attendance does not create a significant risk of the transmission of illness to students or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in its IEP and Section 504 team process, if applicable, and in consultation with community health and private health care providers. Procedures for the inclusion of students with communicable diseases will include any applicable educational team planning processes, including the review of the educational implications for the student and others with whom the student comes into contact.

B. Employees

The policy of the school board that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically, mentally, and emotionally able to safely perform tasks assigned to them and so long as their employment does not create a significant risk of the transmission of illness to students, employees, or others in the school district. If a reasonable accommodation will eliminate the significant risk of transmission, such accommodation will be undertaken unless it poses an undue hardship to the school district.

C. Circumstances and Conditions

1. Determinations of whether a contagious individual's school attendance or job performance creates a significant risk of the transmission of the illness to students or employees of the school district will be made on a case by case basis. Such decisions will be based upon the nature of the risk (how it is transmitted), the duration of the risk (how long the carrier is infectious), the severity of the risk (what is the potential harm to third parties), and the probabilities the disease will be transmitted and will cause varying degrees of harm. When a student is disabled, such a determination will be made in consultation with the educational planning team.
2. The school board recognizes that some students and some employees, because of special circumstances and conditions, may pose greater risks for the transmission of infectious conditions than other persons infected with the same illness. Examples include students who display biting behavior, students or employees who are unable to control their bodily fluids, who have oozing skin lesions, or who have severe disorders which result in spontaneous external bleeding. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee by consulting with the Commissioner of Health, the physician of the student or employee, and the parent(s)/guardian(s) of the student.

D. Students with Special Circumstances and Conditions

The school district nurse, along with the infected individual's physician, the infected individual or parent(s)/guardian(s), and others, if appropriate, will weigh risks and benefits to the student and to others, consider the least restrictive appropriate educational placement, and arrange for periodic re-evaluation as deemed necessary by the state epidemiologist. The risks to the student shall be determined by the student's physician.

E. Extracurricular Student Participation

Student participation in nonacademic, extracurricular and non-educational programs of the school district are subject to a requirement of equal access and comparable services.

F. Precautions

The school district will develop routine procedures for infection control at school and for educating employees about these procedures. The procedures shall be developed through cooperation with health professionals taking into consideration any guidelines of the Minnesota Department of Education and the Minnesota Department of Health. (These precautionary procedures shall be consistent with the school district's procedures regarding blood-borne pathogens developed pursuant to the school district's employee right to know policy.)

G. Information Sharing

1. Employee and student health information shall be shared within the school district only with those whose jobs require such information and with those who have a legitimate educational interest (including health and safety) in such information and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees' right to know requirements.
2. Employee and student health data shall be shared outside the school district only in accordance with state and federal law and with the school district's policies on employee and student records and data.

H. Reporting

If a medical condition of student or staff threatens public health, it must be reported to the Commissioner of Health.

I. Prevention

The school district shall, with the assistance of the Commissioners of Health and Education, implement a program to prevent and reduce the risk of sexually transmitted diseases in accordance with Minn. Stat. § 121A.23 which includes:

1. planning materials, guidelines, and other technically accurate and updated information;
2. a comprehensive, developmentally appropriate, technically accurate, and updated curriculum that includes helping students to abstain from sexual activity until marriage;
3. cooperation and coordination among school districts and Service Cooperatives;
4. a targeting of adolescents, especially those who may be at high risk of contracting sexually transmitted diseases and infections, for prevention efforts;
5. involvement of parents and other community members;
6. in-service training for district staff and school board members;

7. collaboration with state agencies and organizations having a sexually transmitted infection and disease prevention or sexually transmitted infection and disease risk reduction program;
8. collaboration with local community health services, agencies and organizations having a sexually transmitted infection and disease risk reduction program; and
9. participation by state and local student organizations.
10. The program must be consistent with the health and wellness curriculum.
11. The school district may accept funds for sexually transmitted infection and disease prevention programs developed and implemented under this section from public and private sources including public health funds and foundations, department professional development funds, federal block grants, or other federal or state grants.

J. Vaccination and Screening

The school district will develop procedures regarding the administration of Hepatitis B vaccinations and Tuberculosis screenings in keeping with current state and federal law. The procedures shall provide that the Hepatitis B vaccination series be offered to all who have occupational exposure at no cost to the employee.

Legal References: Minn. Stat. § 121A.23 (Health-Related Programs)
 Minn. Stat. § 144.441-442 (Tuberculosis)
 Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
 20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act of 2004)
 29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)
 42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)
 29 C.F.R. 1910.1030 (Occupational Exposure to Bloodborne Pathogens)
Kohl by Kohl v. Woodhaven Learning Center, 865 F.2d 930 (8th Cir.), cert. denied, 493 U.S. 892, 110 S.Ct. 239 (1989)
School Board of Nassau County, Fla. v. Arline, 480 U.S. 273, 107 S.Ct. 1123 (1987)
 16 EHLR 712, OCR Staff Memo, April 5, 1990

Cross References: Princeton Public Schools Policy 402 (Disability Nondiscrimination)
Princeton Public Schools Policy 407 (Employee Right to Know –
Exposure to Hazardous Substances)
Princeton Public Schools Policy 521 (Student Disability
Nondiscrimination)

Adopted: June 8, 2004
Revised: August 10, 2010
Reviewed: August 4, 2015
Revised: August 16, 2016
Reviewed: February 19, 2019

Princeton Public Schools
516 - STUDENT MEDICATION

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 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. REQUIREMENTS

- A. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
- B. An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minn. Stat. § 152.22. Subd. 6.
- C. 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.
- D. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. 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 Part J.5. below), and medications administered as noted in a written agreement between the school district and the parent or as

specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).

- F. 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.
- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
- H. 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.
- I. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.
- J. Specific Exceptions:
 - a. Special health treatments and health functions such as catheterization, tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine;
 - b. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy;
 - c. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;
 - d. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
 - e. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:

- i. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;
 - ii. the inhaler is properly labeled for that student; and
 - iii. the parent has not requested school personnel to administer the medication to the student. The parent must submit written authorization for the student to self-administer the medication each school year. In a school that does not have a school nurse or school nursing services, the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed. If the school district employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;

- f. Medications:
 - i. that are used off school grounds;
 - ii. that are used in connection with athletics or extracurricular activities; or
that are used in connection with activities that occur before or after the regular school day are not governed by this policy.

- g. 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.

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

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

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

- K. "Parent" for students 18 years old or older is the student.
- L. Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine. A district or school may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine auto-injectors.

Legal References: Minn. Stat. § 13.32 (Student Health Data)
 Minn. Stat. § 121A.21 (Hiring of Health Personnel)
 Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)

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.2205 (Possession and Use of Epinephrine Auto-Injectors; Model Policy)

Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Auto-Injectors)

Minn. Stat. § 151.212 (Label of Prescription Drug Containers)

Minn. Stat. § 152.22 (Medical Cannabis; Definition)

Minn. Stat. § 152.23 (Medical Cannabis; Limitations)

20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act of 2004)

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)

Adopted: November 10, 1988

Revised: June 22, 1999

Revised: October 11, 2005

Revised: October 21, 2014

Reviewed: August 18, 2015

Revised: September 6, 2016

Reviewed: February 19, 2019

PRINCETON PUBLIC SCHOOLS
520 - STUDENT SURVEYS

I. PURPOSE

Occasionally the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 U.S.C. § 1232h.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. There will be no requirement that the student return the survey, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act), 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act) and 34 C.F.R. Part 99.
- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
1. political affiliations or beliefs of the student or the student's parent;
 2. mental and psychological problems of the student or the student's family;
 3. sex behavior or attitudes;
 4. illegal, antisocial, self-incriminating, or demeaning behavior;
 5. critical appraisals of other individuals with whom respondents have close family relationships;
 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 7. religious practices, affiliations, or beliefs of the student or the student's parent; or
 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.
1. The following policies are to be adopted in consultation with parents:
 - a) The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received. "Parent" means a legal guardian or other person acting in loco parentis (in place of a parent), such as a

grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b) Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.
- c) The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received. "Instructional material" means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.
- d) The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400, et seq.).
- e) The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.
 - (1) "Personal information" means individually identifiable information including a student or parent's first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
 - (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
 - (a) college or other postsecondary education recruitment or military;

- (b) book clubs, magazines, and programs providing access to low cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.
- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable access to such an instrument within a reasonable period of time after the request is received.
2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
- a) The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b) The notice will provide parents with an opportunity to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

- (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
- (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students. "Invasive physical examination" means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
- c) The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.
- d) The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
 Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
 Parent Notice and Opportunity for Opting Out.)

20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

20 U.S.C. § 1232h (Protection of Pupil Rights)

34 C.F.R. Part 99 (Family Educational Rights and Privacy Act Regulations)

Gonzaga University v. Doe, 536 U.S. 273, 122 S. Ct. 2268, 153 L.Ed.2d 309 (2002)

Cross References: MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)

Adopted: November 14, 2006

Revised: August 18, 2015

Revised: August 16, 2016

Reviewed: February 19, 2019

**PRINCETON PUBLIC SCHOOLS
POLICY 607 - ORGANIZATION OF GRADE LEVELS**

I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to address the groupings of grade levels as recognized in Minn. Stat. § 120A.05, as follows:

| | |
|--|----------------------------|
| <u>Early Childhood Program:</u> | Birth through age 5 |
| Family Center | Birth through age 5 |
| | |
| <u>Elementary Schools:</u> | Grades K through 5 |
| Primary School | Grades K-2 |
| Intermediate School | Grades 3-5 |
| | |
| <u>Secondary Schools:</u> | Grades 6-12 |
| Middle School: | Grades 6 through 8 |
| High School: | Grades 9 through 12 |
| | |
| <u>Student Services:</u> | |
| Area Learning Center (ALC) | Grades 9 through 12 |
| Princeton Online Academy | Grades 9 through 12 |
| Educational Options | Grades K through 12 |

- B. The superintendent may seek school board approval to administer certain programs on a non-graded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

III. DEFINITIONS

- A. "Kindergarten" means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.
- B. "Prekindergarten" means a program designed for students younger than five years of age on September 1 of the calendar year in which the school year

commences that prepares students to enter Kindergarten the following school year.

Legal References: Minn. Stat. § 120A.05, Subds. 9, 10a, 11, 13, 17 (Public Schools)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Revised: April 15, 2014
Reviewed: October 20, 2015
Revised: January 17, 2017
Revised: February 19, 2019

**PRINCETON PUBLIC SCHOOL
POLICY 720-VENDING MACHINES**

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to contract for, supervise, maintain, and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft, or the appearance of impropriety.

III. AUTHORIZATION

Automatic vending machines for the dispensing of food, beverages, or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the school board as provided in this policy.

IV. SUPERVISION; APPROVAL; LOCATION

- A. All vending machines shall be under the supervision of the school principal or other person in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge of that facility. All food, beverages, or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or other person in charge of the

school facility may regulate the hours of operation of any machine.

- D. Vending machines shall be located to meet any applicable building, fire or life/safety codes and to provide convenience of operation, accessibility, and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the school board on a facility-by-facility basis.
- B. If it is estimated that the aggregate receipts from all vending machines located in a school facility will be \$10,000 or more in a fiscal year, the contract for any vending machine in that facility must be awarded after the receipt of sealed bids and compliance with Minn. Stat. § 123B.52.
- C. If it is estimated that the aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with Minn. Stat. § 123B.52.
- D. The contracting process shall be conducted in compliance with Minn. Stat. § 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- E. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The noncommission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- F. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with

- other contracts of the school district.
- G. All contracts for vending machines must be approved by the school board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.
 - H. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.
 - I. No teacher, administrator, school district employee, or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the school board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. These controls must include daily, weekly, or other periodic inventories and written reconciliations of variances between inventory and cash. Each time cash is removed from, or inventory is added to a machine, a written reconciliation between cash and inventory must be performed by the person taking the cash from the machine and must be signed by the principal or other person in charge of the facility. The original written reconciliation reports shall be filed with the business office monthly and a copy shall be retained by the principal's office.

Legal References: Minn. Stat. § 123B.20 (Dealing in Supplies)
 Minn. Stat. § 123B.52 (Contracts)
 Minn. Stat. § 471.345 (Contracts)
 Minn. Stat. § 471.87 (Conflict of Interest)

Cross References: Policy 210 (Conflict of Interest – School Board Members)
Policy 702 (Accounting)

Adopted: November 25, 2003
Revised: October 26, 2010
Revised: April 19, 2016
Reviewed: October 18, 2016
Reviewed: February 19, 2019