

DELANO PUBLIC SCHOOLS
Independent School District #879

Regular School Board Meeting
Delano City Hall
Monday, October 28, 2019
5:45 PM

1. Call to order
2. Approval of Meeting Agenda
Motion: _____ Second: _____ Vote: _____
3. Work Session
4. Pledge of Allegiance
5. Appoint new school board member 4
Motion: _____ Second: _____ Vote: _____

Board member oath of office
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Motion: _____ Second: _____ Roll Call Vote:

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Motion: _____ Second: _____ Vote: _____	
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Motion: _____ Second: _____ Vote: _____	
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Motion: _____ Second: _____ Vote: _____	
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Motion: _____ Second: _____ Vote: _____	
E. Approve the second read of Policy 624 - Online Learning Options, due to substantive and legal reference changes	140
Motion: _____ Second: _____ Vote: _____	
15. New Business	
A. Approve China trip	145

- Motion: _____ Second: _____ Vote: _____
- B. Approve Q-Comp program 147
 Motion: _____ Second: _____ Vote: _____
- C. Approve teacher evaluation agreement
 Motion: _____ Second: _____ Vote: _____
- D. Approve the first and only read of the following policies due to non- 156
 substantive and/or legal reference changes: 407 - Employee Right to Know -
 Exposure to Hazardous Substances; 408 - Subpoena of a School District
 Employee; and Policy 410 - Family and Medical Leave Policy
 Motion: _____ Second: _____ Vote: _____
- E. Approve the first read of Policy 213 - School Board Committees, due to 169
 substantive changes
 Motion: _____ Second: _____ Vote: _____
- F. Approve first read of Policy 409 - Employee Publications, Instructional 171
 Materials, Inventions and Creations, due to substantive changes
 Motion: _____ Second: _____ Vote: _____
16. Adjournment
 Motion: _____ Second: _____ Vote: _____

OATH OF OFFICE

Do you solemnly swear, or affirm, that you will support the Constitution of the United States and the Constitution of the State of Minnesota; and that you will faithfully and impartially perform your duties as a member of the school board of the Delano Public School District 879, to the best of your ability, and in accordance with the laws now in effect and hereafter to be enacted, during your continuance in said office, and until your successor is elected and qualified? [Answer I do.]

And do you further swear to:

1. Observe and enforce state laws and regulations pertaining to education.
2. Accept office as board members as a means of unselfish service.
3. Transact school business only in regular sessions.
4. Represent the entire community without fear or favor.
5. Remember at all times that I am one of a team.
6. Accept all board decisions once they are made and assist in carrying them out effectively.
7. Delegate action to the chief school administrator as the board executive and to confine board action to policy making, planning and appraisal.
8. Employ only competent, trained personnel and these only on the recommendation of the chief school administrator.
9. Preserve the right and obligation of teachers to teach controversial issues fairly and without bias.
10. Adhere to the School Board Member Code of Ethics.
11. Govern the school in accordance with the school board adopted policies for the school district. [Answer I do.]

Board Member's Signature

Subscribed and sworn to before me this 28th day of October, 2019.

Notary Public

My commission expires January 31, 2023.

Delano Activities



2019-2020

Fall Athletics 2019

Cross Country: Boys Varsity & JV; Girls Varsity & JV - 4 Coaches, 52 Athletes

Football: Varsity, JV, 9th, 8th, 7th - 12 Coaches, 139 Athletes

Soccer: Boys Varsity, JV, & MS - 3 Coaches, 51 Athletes

Girls Varsity, JV, & MS - 5 Coaches, 61 Athletes

Girls Swim & Dive: Varsity & JV - 4 Coaches, 51 Athletes

Girls Tennis: Varsity, JV, C, & MS - 4 Coaches, 51 Athletes

Volleyball: Varsity, JV, C(a) C(b) - 6 coaches, 72 Athletes

Cheerleading: Varsity - 2 coaches, 12 Athletes



Winter Athletics 2018-19

Basketball: Boys Varsity, JV, B, C, 8th, 7th - 8 Coaches, 93 Athletes

Girls Varsity, JV, C, 8th, 7th - 8 Coaches - 61 Athletes

Dance Team: Varsity, JV, B - 5 Coaches, 34 Athletes

↳ **Gymnastics:** Varsity, JV, C - 3 Coaches, 20 Athletes

Hockey: Boys Varsity & JV - 4 Coaches, 36 Athletes

Girls Varsity & JV - 4 Coaches, 34 Athletes

Boys Swim: Varsity & JV - 3 Coaches, 23? Athletes

Wrestling: Varsity, JV, & MS - 5 Coaches, 46 Athletes



Spring Athletics 2019

Baseball: Varsity, JV, B, C, 8th, & 7th - 11 Coaches, 113 Athletes

Golf: Boys Varsity, JV, & MS - 3 Coaches, 36 Athletes

Girls Varsity, JV, & MS - 3 Coaches, 23 Athletes

∞ **Lacrosse:** Boys Varsity & JV - 4 Coaches, 41 Athletes

Girls Varsity & JV - 2 Coaches, 43 Athletes

Softball: Varsity, JV, C & MS - 6 Coaches, 51 Athletes

Track & Field: Varsity, JV, & MS - 8 Coaches, 137 Athletes

Boys Tennis: Varsity & JV - 2 Coaches, 21 Athletes



Other Opportunities:

Fall Play - 4 staff, 48 participants

One Act - 2 staff, 19 participants

Spring Play - 6 staff, 67 participants

Math League - 3 coaches, 34 participants

Science Olympiad - 4 coaches, 41 participants

6

Sound Rev

Jazz Band

Trap Shooting

Robotics

Student Council

NHS

Prom



Totals

Fall - 50 Coaches, 489 Athletes

Winter - 40 Coaches, 347 Athletes

Spring - 39 Coaches, 465 Athletes

Other - 19 Coaches, 209 participants

148 - Coaches & Advisors

1,510 - Participants



Value of Educational Based Activity Programs - Extension of the Classroom.

Purpose Statement:

I lead to model service to others. Through kindness and dedication I seek to empower a community that focuses on everyone's positive growth and development.



Value of Educational Based Activity Programs - Extension of the Classroom

Strive to build Leadership and Community

Partnered with Positive Coaching Alliance this year

Andrew Shriver Presented in August

Student Workshop - Becoming a Triple Impact Competitor

Coaching Workshop - Coaching a Triple Impact Competitor

Parent Workshop - A Double Goal Parent

Wright County Conference

- Adding Jordan and Howard Lake-Warverly-Windsted in Fall of 2020
- 16 total schools, 2 Divisions
- East (8) - Delano, Holy Family, Hutchinson, Jordan, Mound Westonka, Orono, New Prague, Waconia
- West (8) - Annandale, Dassel-Cokato, Glencoe-Silver Lake, Howard Lake-Waverly-Winsted, Litchfield, New London-Spicer, Rockford, Watertown



SCHOOL BOARD MINUTES
Monday, Sept. 23, 2019, 5:45 p.m.
Delano Public Schools
Independent School District #879, Delano, Minnesota

1. Call to order at 5:55 p.m.

A. Record of members present or absent

Members present: A. Johnson, R. Depa, J. Rosenow and L. Seguin

Members absent: C. Black, A. Briesemeister

2. Approval of Meeting Agenda

Upon motion by R. Depa, seconded by J. Rosenow, the Board of Education approved the meeting agenda. Motion passed 4-0.

3. Work Session

Rayme Bernick of Stahlke Bus Company asked the school board's approval to conduct a bus stop for pick-up and drop-off without the usual eight-way lights due to heavy traffic and highway configuration on Highway 12. In the past the bus would pull off the highway for the stop, but it had come to the attention of the bus company that this was not allowed unless the school board granted its approval for a departure from normal school bus stop procedure. R. Bernick said a regular eight-way stop has created safety concerns at the beginning of this year because fast-moving traffic is not stopping. Superintendent Matt Schoen said he had spoken to the district's legal counsel and the school board could approve a resolution allowing the bus company to alter its procedure. District staff planned to meet with Stahlke Bus to craft the resolution, along with an indemnification that puts liability on the bus company rather than the district, in the coming days. R. Bernick said the alternative of pulling off the road is not an improper way to conduct a stop, it's just another alternative that can be used with the district's approval, and it has been a much safer practice in the past. M. Schoen agreed it was a safer way to conduct the stop, but the law is clear that board approval is needed. Action on the resolution and indemnification was scheduled for the Oct. 2 special meeting.

Karla Vieau and Ashley Johnson shared plans for another student trip to China that will take place June 9-21, 2020. So far 16 students and three parent chaperones are signed up for the trip. The exchange with a sister school in China has been going on for more than a decade, and the sister school relationship has lasted for around 20 years. Delano travelers find out what Chinese schools do differently while visiting classrooms and school buildings, and the following fall a contingent of Chinese students comes to Delano for a return visit. M. Schoen said the trip took a break last year because of coordinator transition, but it has returned with a few changes under K. Vieau and A. Johnson. The school is now working with a travel agent, World Strides, to facilitate the trip. M. Schoen said that since the arrangement was approved by the board in the beginning, new approval should be obtained since things are now being done differently, through a company, and that the trip should be treated like other extended trips that require board approval. M. Schoen said that to have 16 students for the coming year is great, and the plan is to take the trip every other year to build the program. The Chinese agreed to the every-other-year arrangement, which is a change from the annual exchange in the past.

Meghan Gibas and Maria Menz presented information on the Q-Comp program, which is scheduled for approval next month. M. Gibas explained that all 9-12 students were tested at the same time, similar to what was done for 7-8 students the prior year. This created a better testing environment. Other changes included the proctoring of tests by content area teachers and a modified schedule for test days. M. Menz reviewed the elementary site goal, which was not met but which did result in significant overall improvement, and feedback regarding FAST testing vs. MCA testing. Pros of FAST testing included multiple tests per year and goal measuring from fall to spring, a shorter test, and student familiarity. It was also noted that teachers need to become more familiar with the FAST test, and that the MCA tests a different set of students (only third-graders take the MCA in the elementary). M. Gibas presented reports on the middle school and high school goals, which were not met but which did result in improvement in the high school. She noted that the upper grades need to continue with the MCA because FAST

does not work at that level. M. Menz noted that the district goal to increase proficiency in reading was met. With literacy at the forefront of the district's efforts in 2019-20, she said symposiums will differ in content, beginning with a presentation on dyslexia. M. Gibas concluded with an overview of literacy efforts and the first two-hour late start. M. Schoen reminded the board that the Q-Comp program is routinely approved every October.

M. Schoen outlined updates to a number of school policies. Policies 524, 603, 611, 618 and 624 were updated. In addition, Policy 403 received non-substantive updates that did not require discussion during the workshop. M. Schoen explained that modifications to Policy 524 included the deletion of redundant language and updates to the social media platforms listed. He also explained e-rate funding from the federal government and various alternatives provided in the policy. M. Schoen explained that changes to Policy 603, which was reviewed the previous month, included updates from MSBA that added a paragraph regarding dyslexia at the elementary level. Policy 611 added language for electronic information that is part of textbooks that must be shared with homeschooling parents, and includes new language regarding homeschool cooperatives. Policy 618 changes included language that counselors and assistant principals need to communicate with parents if students don't meet standards, but the students still get free education up to age 21. Another change says college entrance exam fees can be paid by the school if state funding for those fees is available. Policy 624 adds clarifying content regarding student enrollment and online learning.

Board members discussed the process to fill an opening, deciding to interview all the applicants. Interviews were tentatively scheduled for Oct. 22. Board members planned to discuss the procedure more on Oct. 2, but a preliminary plan was to hold 10- to 15-minute interviews followed by a period to deliberate and come to consensus before choosing an appointee.

In Committee Reports, A. Johnson reported that DASA has hired a manager and assistant manager for the ice rink.

Upon motion by R. Depa, seconded by J. Rosenow, the Board of Education called the meeting to recess at 6:31 p.m. Motion passed 4-0.

Board Chair L. Seguin called the meeting out of recess and to order at 7 p.m.

4. Pledge of Allegiance

5. Program Review – Activities Update (Ryan Tool)

The activities update was postponed to October's meeting.

6. Consent Agenda

Upon motion by R. Depa, seconded by J. Rosenow, the Board of Education approved the Consent Agenda. Motion passed 4-0.

A. School Board Minutes

1. Aug. 26, 2019

B. Financial Affairs

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Construction Bond Investment Transactions
4. Wire Transfers
5. Minnesota Liquid Asset Fund
6. Cash Report
7. Revenue Report by Fund
8. Expense Report by Fund
9. Expense Report by Program
10. Expense Report by Object

11. List of Bills Presented for Payment

7. Resolution for Acceptance of Gifts

Upon motion by A. Johnson, seconded by R. Depa, the Board of Education approved the Resolution for Acceptance of Gifts. Motion passed 4-0.

8. Personnel Matters

Upon motion by L. Seguin, seconded by J. Rosenow, the Board of Education approved the consent portion of the Personnel Matters. Motion passed 3-0-1, with A. Johnson abstaining.

9. Public Comment

School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to state their name and address for the record.

Holly Kozlak requested a closed-door meeting with the school board. L. Seguin and M. Schoen said staff could research whether that was possible, but they did not believe it was statutorily allowed. District staff took contact information to follow up with H. Kozlak.

10. Administrative Reports

A. Superintendent

M. Schoen said it had been a successful start to the school year, and that it is always exciting to get students back after all the preparations for a new year. M. Schoen also said an effort has been made to educate the community about the two-hour late state starts and the literacy initiative through video, and said the first two-hour late start was a great success. M. Schoen observed the two staff groups in their training with Dr. Bonnie Houck, and said there were very few logistical concerns that arose due to the two-hour late start. M. Schoen said the district was very glad for the support of parents regarding the logistical change with the later starts. M. Schoen said that next month he will provide a more detailed quarterly report on the strategic plan work plans. He said the committees were holding meetings later the same week, and the work plan update would be provided to the board in October.

B. Principals

a. Mr. Voight

Barry Voight reported on his standards-based grading parent meetings, saying he had 11 parents attend the first meeting the previous week. He said that while there could be a few bugs during the first year of full implementation, more information would help refine the process going forward. B. Voight also thanked high school staff for allowing the intermediate to participate in the Homecoming festivities, and for coming to the intermediate for the pep fest on Friday. B. Voight said the first two-hour late start was a success in regard to the level of engagement from staff members, and that the initial work done was very promising. He said the fourth-grade Benchmark Literacy curriculum and the literacy work have a lot of synergy that will benefit students. B. Voight said the DIS site improvement plan would be coming to the board in October, and a goal is to address the achievement gap between special ed. students and regular ed. students. B. Voight said a topic of discussion for the site base team was how to make the best use of time at the open house, optimizing efficiency and information, while maintaining a welcoming atmosphere for students and parents.

b. Dr. Heil

Steve Heil said the Panorama survey had been taken by grades 7-12 and the administration is very interested in the results. One clear result of the past survey was that parents did not have a good idea of the school's practices and procedures in terms of safety, so S. Heil said he was planning on setting dates for parent and community training for the high school building. S. Heil said preparations were underway for Kindness in Chalk on Oct. 1. The plan was for older students to work with younger students this year, and for all K-12 students to stay on campus. The Tiger Time schedule would be used to make sure students did not miss much class time. Dr. Heil said that thanks to Diane Johnson and the Diversity Task Force, author James Loewen would be speaking to select students about "the

most important era in U.S. history never heard of.” The subject would be race relations, which furthers a district goal to be culturally responsive. S. Heil said upper level students would attend the talk since Mr. Loewen is more of a college level lecturer. S. Heil said the PSAT is scheduled for Oct. 16, which is a late start day, and that the test will be taken during the two-hour late start time with alternate proctors. He said that students may have rushed through the test in previous years so they did not miss class time, but this window of time will allow them to focus without missing out on normal school day activities. S. Heil also shared about preparations for Unity Day on Oct. 23, which aims to promote kindness and prevent bullying.

c. Mr. Schuler

Darren Schuler said the recently completed Homecoming week is always a highlight for the elementary students, and the high school students do a good job of making it a memorable time for their younger peers. D. Schuler said staff have received high-quality training already this year from Bonnie Houck and from the trauma-informed teaching program. Orientation Week was a big success, with nearly 100 percent of parents attending an orientation session. While it is a big commitment from parents, D. Schuler said the information obtained allows staff to do a lot of diagnostic work at the beginning of the school year. D. Schuler highlighted Bring Your Parent to PE Week, and said parents are learning that phy. ed. looks a lot different now than when they were in school, and has a much broader approach. D. Schuler also highlighted the Walk, Roll and Stroll event on Oct. 1 and Walk to School Day on Oct. 2. In closing, D. Schuler recognized paraprofessional Tammy Stern, who was a fabulous paraprofessional for 20 years at DES. D. Schuler said T. Stern worked hard for student independence and was a “magician” at helping students to achieve on their own.

C. Business Manager

Mary Reeder reported that the audit wrapped up the previous week, and preliminary results would be presented at the October work session. The audit will be presented for approval at the November board meeting.

D. Community Education Director

Diane Johnson said registration for fall classes has been very strong, and that an electronic copy of the brochure is available on the website. She said community ed. is working with Five Technology to start a new website, and expects it to launch in the next few weeks. In regard to the PAC, D. Johnson said parents should watch for flyers coming home with their students about movie days, and that musical rehearsals have begun for Elf. She also said discussions have been held with a family friendly comedy group for a future show. D. Johnson said author James Loewen would be in town on Oct. 7, and that there was a public presentation at 7 p.m. that night at city hall. About 30 people have attended the book study in preparation. She said there have been a lot of partners in bringing Loewen in and that grant funds and donations have also been received. ECFE held its kickoff event with Creature Encounters the same evening as the board meeting, and fall classes were set to start the next morning. D. Johnson said Baby and Me classes are free to the community for those with children under 12 months old, the Coffee Connection parent class is free and that free childcare was provided with it. ECFE is doing a five-week mini series called “ECFE Read with Me” that is piggybacking on the district’s literacy initiative for families of kids age 3-5. She said the Tiger Kids Club advisory council held an open house and is looking for interested participants. The preschool is very busy, with 62 3- and 4-year olds. There are 48 4- and 5-year olds, and 44 in the extended day classes. And 91 children are participating in wrap-around childcare. TKC is still hiring additional staff. In regard to the two-hour late start, D. Johnson said there were 13 students in attendance who were not normal TKC participants. The biggest challenge was helping new preschool families understand that the two-hour late start was being treated as a break day and that they needed to register separately. D. Johnson said the next month would likely go smoother. She said the middle school play, “Aladdin Jr.,” went very well and brought in great crowds. D. Johnson also reported on various youth sports and activities, and said that new memberships at the Tiger Activity Center are on the rise. While she did not have actual numbers, she said new memberships and renewals are ahead of last year.

11. Student Board Representatives Report

Spencer Poll reported that elementary and intermediate students are having a good time. He said high school students wanted the counselors to be more instrumental in helping with college applications, as some students are confused about how to apply most effectively.

12. Board Reports

A. MAWSECO

A. Johnson said MAWSECO will be sharing honors similar to the Tiger Way or Tiger Paw awards that recognize good moments that happen among MAWSECO's service districts to unify the staff and recognize achievements. Because of the nature of special education, it can be more difficult to highlight achievements for students, but this provides an avenue to do so without making details public. A. Johnson also said the new business manager has been hired and is in place.

B. Wright Technical Center

No report was given, as A. Briesemeister was absent, but the minutes of the most recent meeting were provided.

C. Professional Development

No report was given, as A. Briesemeister was absent, but the minutes of the most recent meeting were provided.

D. SEE

R. Depa reported that a law firm representative attended the meeting to discuss a case wherein the supreme court ruled that it falls on the state to provide funding for uniform education. The Morris Leatherman Company also presented information about the services it provides and results of a survey. The survey revealed that 53 percent of respondents said the state should provide SPED funding, and if they were opposed to that it was often because they thought their children would miss out if funding was dedicated to special education.

13. Old Business

A. Approve the second read of Policy 419 - Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices, due to substantive changes
Upon motion by A. Johnson, seconded by R. Depa, the Board of Education approved the second read of Policy 419. Motion passed 4-0.

B. Approve the second read of Policy 522 - Student Sex Nondiscrimination, due to substantive and legal reference changes
Upon motion by L. Seguin, seconded by A. Johnson, the Board of Education approved the second read of Policy 522. Motion passed 4-0.

C. Approve the second read of Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds, due to substantive and legal reference changes
Upon motion by J. Rosenow, seconded by R. Depa, the Board of Education approved the second read of Policy 532. Motion passed 4-0.

14. New Business

A. Approve 2019 Pay 2020 Proposed Property Tax Levy
Upon motion by R. Depa, seconded by L. Seguin, the Board of Education approved the 2019 Pay 2020 Proposed Property Tax Levy. Motion passed 4-0.

B. Set Date, Time and Location of Truth in Taxation Meeting
Upon motion by A. Johnson, seconded by R. Depa, the Board of Education set the truth and taxation meeting for 7 p.m. Monday, Dec. 16, 2019, in the new Delano High School Media Center. Motion passed 4-0.

C. Approve Annual Student Wellness and Policy 533 Compliance Report

Upon motion by L. Seguin, seconded by J. Rosenow, the Board of Education approved the Annual Student Wellness and Policy 533 Compliance Report. Motion passed 4-0.

- D. Approve the first and only read of Policy 403 - Discipline, Suspension and Dismissal of School District Employees, due to non-substantive and legal reference changes
Upon motion by A. Johnson, seconded by R. Depa, the Board of Education approved the first and only read of Policy 403. Motion passed 403.
- E. Approve the first read of Policy 524 - Internet Acceptable Use and Safety Policy, due to substantive and legal reference changes
Upon motion by J. Rosenow, seconded by L. Seguin, the Board of Education approved the first read of Policy 524. Motion passed 4-0.
- F. Approve the first read of Policy 603 - Curriculum Development, due to substantive and legal reference changes
Upon motion by R. Depa, seconded by J. Rosenow, the Board of Education approved the first read of Policy 603. Motion passed 4-0.
- G. Approve the first read of Policy 611 - Home Schooling, due to substantive and legal reference changes
Upon motion by A. Johnson, seconded by J. Rosenow, the Board of Education approved the first read of Policy 611. Motion passed 4-0.
- H. Approve the first read of Policy 618 - Assessment of Student Achievement, due to substantive and legal reference changes
Upon motion by A. Johnson, seconded by R. Depa, the Board of Education approved the first read of Policy 618. Motion passed 4-0.
- I. Approve the first read of Policy 624 - Online Learning Options, due to substantive and legal reference changes
Upon motion by L. Seguin, seconded by J. Rosenow, the Board of Education approved the first read of Policy 624. Motion passed 4-0.

15. Adjournment

Upon motion by R. Depa, seconded by J. Rosenow, the meeting was adjourned at 7:40 p.m. Motion passed 4-0.

CLERK

RECORDER

SPECIAL SCHOOL BOARD MEETING MINUTES

Wednesday, Oct. 2, 2019, 5:45 p.m.

District Office Conference Room

Delano Public Schools

Independent School District #879, Delano, Minnesota

1. Call to Order at 5:41 p.m.

A. Record of members present or absent

Members present: A. Johnson, R. Depa, J. Rosenow, C. Black, A. Briesemeister and L. Seguin

Members absent: None

2. Approval of Meeting Agenda

Upon motion by A. Briesemeister, seconded by L. Seguin, the Board of Education approved the meeting agenda. Motion passed 6-0.

3. Approve School Bus Stop Resolution

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education approved the school bus stop resolution. Motion passed 6-0.

4. Approve Indemnification Agreement

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education approved the indemnification agreement. Motion passed 6-0.

5. School Board Retreat

6. Adjourn

Upon motion by R. Depa, seconded by J. Rosenow, the meeting was adjourned at 7:57 p.m. Motion passed 6-0.

CLERK

RECORDER

SPECIAL SCHOOL BOARD MEETING MINUTES

Tuesday, Oct. 22, 2019, 5:45 p.m.

District Office Conference Room

Delano Public Schools

Independent School District #879, Delano, Minnesota

1. Call to Order at 5:45 p.m.

A. Record of members present or absent

Members present: A. Johnson, R. Depa, J. Rosenow, C. Black, A. Briesemeister and L. Seguin

Members absent: None

2. Approval of Meeting Agenda

Upon motion by C. Black, seconded by R. Depa, the Board of Education approved the meeting agenda. Motion passed 6-0.

3. School board candidate interviews

4. Adjourn

Upon motion by A. Johnson, seconded by A. Briesemeister, the meeting was adjourned at 9:40 p.m. Motion passed 6-0.

CLERK

RECORDER



FINANCIAL

Budget Report

FY 2019-2020

October 28, 2019

CURRENT BUDGET STATUS

2019-2020

<i>FUND NAME</i>	<i>FINAL FUND BALANCE June 2019</i>	<i>INCOME BUDGET FY 19-20</i>	<i>EXPENSE BUDGET FY 19-20</i>	<i>PROJECTED NET CHANGE IN F/B FY 19-20</i>	<i>PROJECTED FUND BALANCE June 2020</i>
GENERAL					
Nonspendable Fund Balance	\$51,906	\$0	\$0	\$0	\$51,906
Committed for Severance Obligations	\$117,942	\$0	\$0	\$0	\$117,942
Restricted for Staff Dev 316	\$237,822	\$348,219	\$384,018	(\$35,799)	\$202,023
Restricted for ALC 303	\$12,861	\$44,017	\$44,685	(\$668)	\$12,193
Restricted for MA 372	\$6,246	\$30,000	\$26,721	\$3,279	\$9,525
Assigned for PLTW	\$4,109	\$0	\$0	\$0	\$4,109
Assigned for Donated Funds Carryover	\$377,507	\$66,352	\$401,436	(\$335,084)	\$42,423
Assigned for Student Activities Carryover	\$33,718	\$4,846	\$38,562	(\$33,716)	\$2
Assigned for QComp Carryover	\$425,936	\$652,004	\$881,257	(\$229,253)	\$196,683
Unassigned Fund Balance	\$6,547,696	\$25,428,623	\$26,200,533	(\$771,910)	\$5,775,786
TOTAL GENERAL & TRANSPORT.	\$7,815,743	\$26,574,061	\$27,977,212	(\$1,403,151)	\$6,412,592
CAPITAL (Finance/Program)					
Nonspendable Fund Balance	\$3,442	\$0	\$0	\$0	\$3,442
Restricted for LTFM 865	\$972,994	\$1,050,207	\$1,467,644	(\$417,437)	\$555,557
Restricted for Oper Capita 302	\$1,089,261	\$761,753	\$986,520	(\$224,767)	\$864,494
TOTAL CAPITAL	\$2,065,697	\$1,811,960	\$2,454,164	(\$642,204)	\$1,423,493
TOTAL ALL GENERAL	\$9,881,440	\$28,386,021	\$30,431,376	(\$2,045,355)	\$7,836,085
FOOD					
Nonspendable Fund Balance	\$23,180	\$0	\$0	\$0	\$23,180
Restricted for Food Service	\$246,503	\$1,058,678	\$1,101,401	(\$42,723)	\$203,780
TOTAL FOOD	\$269,683	\$1,058,678	\$1,101,401	(\$42,723)	\$226,960
COMMUNITY SERVICE (Finance)					
Nonspendable Fund Balance	\$14,573	\$0	\$0	\$0	\$14,573
Restricted for ABE 322	\$966	\$9,076	\$9,076	\$0	\$966
Restricted for ECFE 325,328	\$42,477	\$126,145	\$118,948	\$7,197	\$49,674
Restricted for Comm Educ 321,332,362,798	\$183,496	\$2,225,752	\$2,225,613	\$139	\$183,635
Restricted for Schl Readin 344	\$8,139	\$47,952	\$47,955	(\$3)	\$8,136
Restricted Fund Balance 337,338,350-354	\$1,836	\$42,587	\$42,729	(\$142)	\$1,694
TOTAL COMMUNITY SERVICE	\$251,487	\$2,451,512	\$2,444,321	\$7,191	\$258,678
CONSTRUCTION	\$394,722	\$10,000	\$404,722	(\$394,722)	\$0
DEBT SERVICE	\$1,245,539	\$5,266,218	\$5,358,253	(\$92,035)	\$1,153,504
TRUST/CUSTODIAL	\$30,910	\$56,425	\$84,552	(\$28,127)	\$2,783
TOTAL ALL FUNDS	\$12,073,781	\$37,228,854	\$39,824,625	(\$2,595,771)	\$9,478,010

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
GENERAL FUND (INCLUDES TRANSPORTATION)		
INCOME:		
Initial Adopted Budget	\$26,364,920	* June-19
+Revise Revenue Budget	96,510	* Sept-19
+Revise Revenue Budget (General, Donated Funds, Student Activities)	112,631	* Oct-19

NET CURRENT INCOME BUDGET

\$26,574,061

GENERAL FUND (INCLUDES TRANSPORTATION)

EXPENSE:		
Initial Adopted Budget	\$27,376,207	* June-19
+Donated Funds Carryover from FY19	335,084	* Aug-19
+Student Activities Carryover from FY19	33,716	* Sept-19
+Revise Expense Budget	10,722	* Sept-19
+Revise Expense Budget (General, Donated Funds, Student Activities, Salaries and Benefits)	221,483	* Oct-19

NET CURRENT EXPENSE BUDGET

\$27,977,212

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

CAPITAL/LTFM EXPENDITURE SUB-FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$1,811,768	* June-19
+Revise Revenue Budget	192	* Oct-19

NET CURRENT INCOME BUDGET

\$1,811,960

EXPENSE:

Initial Adopted Budget	\$2,453,972	* June-19
+Revise Expense Budget	192	* Oct-19

NET CURRENT EXPENSE BUDGET

\$2,454,164

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

FOOD SERVICE FUND:

	AMOUNT	DATE
INCOME:		
Initial Adopted Budget	\$1,058,678	* June-19

NET CURRENT INCOME BUDGET

\$1,058,678

EXPENSE:

Initial Adopted Budget	\$1,101,401	* June-19
------------------------	-------------	-----------

NET CURRENT EXPENSE BUDGET

\$1,101,401

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

COMMUNITY SERVICE FUND:

AMOUNT	DATE
--------	------

INCOME:

Initial Adopted Budget	\$2,451,512 * June-19
------------------------	-----------------------

NET CURRENT INCOME BUDGET

\$2,451,512

EXPENSE:

Initial Adopted Budget	\$2,444,321 * June-19
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NET CURRENT EXPENSE BUDGET

\$2,444,321

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

CONSTRUCTION FUND:

AMOUNT	DATE
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INCOME:

Initial Adopted Budget	\$10,000 * June-19
------------------------	--------------------

NET CURRENT INCOME BUDGET

\$10,000

EXPENSE:

Initial Adopted Budget	\$276,200 * June-19
+Revise Expense Budget	128,522 * Oct-19

NET CURRENT EXPENSE BUDGET

\$404,722

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
DEBT SERVICE FUND:		
INCOME:		
Initial Adopted Budget	\$5,358,557	* June-19
-Revise Revenue Budget	(92,339)	* Oct-19
NET CURRENT INCOME BUDGET	<u>\$5,266,218</u>	
EXPENSE:		
Initial Adopted Budget	\$5,358,253	* June-19
NET CURRENT EXPENSE BUDGET	<u>\$5,358,253</u>	

SUMMARY OF YTD BUDGET ADJUSTMENTS

**Denotes Specific School Board Approval*

	AMOUNT	DATE
TRUST FUND:		
INCOME:		
Initial Adopted Budget	\$0	* June-19
+Revise Revenue Budget	56,425	* Oct-19
NET CURRENT INCOME BUDGET	<u>\$56,425</u>	
EXPENSE:		
Initial Adopted Budget	\$0	* June-19
+Revise Expense Budget	84,552	* Oct-19
NET CURRENT EXPENSE BUDGET	<u>\$84,552</u>	

Delano Public Schools ISD #879
Investment Transactions 2019-2020
As of September 30, 2019

	<u>Purchased</u>	<u>Due</u>	<u>Cost Balance 07/01/19</u>	<u>Purchased</u>	<u>Interest Received</u>	<u>Realized Gain/Loss</u>	<u>Matured</u>	<u>Cost Balance 09/30/19</u>	<u>Fair Value 09/30/19</u>
Fund 1:									
PMA (Operating Investments):									
MN Trust Investment Shares Portfolio - 2.22%								120,102.78	120,102.78
MN Trust Term Series - 2.260%	06/25/19	07/25/19	1,500,000.00	1,500,000.00	2,786.31		1,502,786.31	0.00	0.00
MN Trust Term Series - 2.150%	07/25/19	08/23/19		1,500,000.00	2,562.33		1,502,562.33	0.00	0.00
MN Trust Term Series - 2.05%	08/23/19	09/25/19		1,500,000.00	2,780.14		1,502,780.14	0.00	0.00
MN Trust Term Series - 1.95%	09/25/19	10/25/19		1,500,000.00				1,500,000.00	1,500,000.00
ELGA Credit Union - 2.473%	07/10/18	01/28/20	240,400.00	240,400.00				240,400.00	240,400.00
Village Bank & Trust - Wintrust - 2.450%	07/10/18	01/28/20	240,700.00	240,700.00				240,700.00	240,700.00
Schaumburg B & TC/Advantage Nat'l - 2.450%	07/10/18	01/28/20	240,700.00	240,700.00				240,700.00	240,700.00
Corporate One Federal CU - 2.450%	07/11/18	01/28/20	240,500.00	240,500.00				240,500.00	240,500.00
CFG Community Bank - 2.643%	10/29/18	01/28/20	241,700.00	241,700.00				241,700.00	241,700.00
Citadel FCU - 2.644%	10/29/18	01/28/20	241,800.00	241,800.00				241,800.00	241,800.00
Servisfirst Bank - 2.701%	10/29/18	01/28/20	241,600.00	241,600.00				241,600.00	241,600.00
Rockford B & TC - 2.603%	10/29/18	01/28/20	241,900.00	241,900.00				241,900.00	241,900.00
Bank of China - 2.640%	03/03/19	03/05/20	243,400.00	243,400.00				243,400.00	243,400.00
Pacific Western Bank - 2.589%	03/06/19	03/05/20	243,500.00	243,500.00				243,500.00	243,500.00
Cornerstone Bank - York, NE - 2.279%	06/24/19	07/27/20	243,800.00	243,800.00				243,800.00	243,800.00
First Internet Bank of Indiana - 2.284%	06/24/19	07/27/20	243,800.00	243,800.00				243,800.00	243,800.00
Bank 7 - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Northbrook B & TC - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Lake Forest B & T - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Wheaton Bank & Trust - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Hinsdale B & TC - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Wintrust Bank - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Libertyville B & TC - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
Barrington B & TC - Wintrust - 2.241%	06/24/19	07/27/20	243,900.00	243,900.00				243,900.00	243,900.00
KS State Bank - 2.883%	12/20/18	12/21/20	235,400.00	235,400.00				235,400.00	235,400.00
Sonabank - 2.838%	12/20/18	12/21/20	235,800.00	235,800.00				235,800.00	235,800.00
Western Alliance Bank - 2.278%	06/21/19	01/25/21	240,900.00	240,900.00				240,900.00	240,900.00
Crystal Lake B & TC - Wintrust - 2.271%	06/21/19	01/25/21	240,900.00	240,900.00				240,900.00	240,900.00
CIBC Bank USA/Private Bank - MI - 2.501%	03/25/19	01/26/21	238,500.00	238,500.00				238,500.00	238,500.00
PMA Total								7,666,602.78	
Minnesota School District Liquid Asset Fund:									
Liquid Class - 2.18%								1,006,066.15	
MAX Class - 2.27%								5,675,504.81	
TOTAL INVESTMENTS			7,546,500.00	12,046,500.00	8,128.78	0.00	4,508,128.78	14,348,173.74	7,666,602.78

**Bonds 2016A MN Trust Investment Transactions 2019-2020
As of September 30, 2019**

<u>Description</u>	<u>Purchased</u>	<u>Due</u>	<u>Cost Balance 07/01/19</u>	<u>Purchased</u>	<u>Interest Rec'd</u>	<u>Gain/Loss</u>	<u>Matured</u>	<u>Cost Balance 09/30/19</u>	<u>Fair Value 09/30/19</u>
MN Trust Investment Shares Portfolio 1.950%	02/18/16			2,369.57				2,369.57	2,369.57
Associated Bank (SDA) 1.600%				836,766.82				836,766.82	836,766.82
TOTAL MN TRUST BOND ACCOUNT			0.00	839,136.39	0.00	0.00	0.00	839,136.39	839,136.39

WIRE TRANSFER SUMMARY
Delano Public Schools
Independent School District #879
SEPTEMBER 2019

DATE	FROM	TO	AMOUNT	PURPOSE
09/03/19	CorTrust Bank	Delta Dental	\$17,348.60	Dental Insurance
09/05/19	CorTrust Bank	BMO	\$44,855.49	P-Card
09/06/19	CorTrust Bank	IRS	\$138,740.63	Payroll Tax
09/06/19	CorTrust Bank	PERA	\$17,577.68	Payroll PERA
09/06/19	CorTrust Bank	MN Dept of Revenue	\$24,381.43	Payroll Tax
09/06/19	CorTrust Bank	MN Teachers Retirement	\$73,879.41	Payroll TRA
09/10/19	CorTrust Bank	MN Dept of Revenue	\$1,509.00	August Sales Tax
09/11/19	CorTrust Bank	Further	\$2,944.74	HSA
09/11/19	CorTrust Bank	IRS	\$17,386.80	Payroll Tax
09/11/19	CorTrust Bank	MN Teachers Retirement	\$17,561.10	Payroll TRA
09/11/19	CorTrust Bank	Further	\$256,844.02	VEBA Deposit
09/11/19	CorTrust Bank	Further	\$730.08	FSA
09/20/19	CorTrust Bank	IRS	\$139,715.06	Payroll Tax
09/23/19	CorTrust Bank	MN Dept of Revenue	\$23,960.52	Payroll Tax
09/23/19	CorTrust Bank	MN Teachers Retirement	\$70,786.65	Payroll TRA
09/23/19	CorTrust Bank	PERA	\$23,767.46	Payroll PERA
09/23/19	CorTrust Bank	Valic	\$1,108.69	403 (b) Retirement
09/23/19	CorTrust Bank	Ameriprise	\$13,748.73	403 (b) Retirement
09/23/19	CorTrust Bank	Horace Mann	\$5,652.22	403 (b) Retirement
09/23/19	CorTrust Bank	State of MN	\$14,672.45	507 Retirement
09/24/19	CorTrust Bank	AFLAC	\$503.10	Insurance
09/24/19	CorTrust Bank	Further	\$1,814.80	Admin Fees
09/25/19	CorTrust Bank	MN Teachers Retirement	\$217.63	Payroll TRA
09/25/19	CorTrust Bank	IRS	\$600.77	Payroll Tax
09/25/19	CorTrust Bank	Further	\$2,161.41	HSA
09/26/19	CorTrust Bank	MN Dept of Revenue	\$79.04	Payroll Tax
09/26/19	CorTrust Bank	Further	\$1,167.58	FSA

MINNESOTA LIQUID ASSET FUND
DELANO PUBLIC SCHOOLS
FOR MONTH ENDING: SEPTEMBER, 2019

DATE	DESCRIPTION	FUND	CODE	MSDMAX (+ = Debit A104)	MAX BALANCE	MSLAF (+ = Debit A104)	LAF BALANCE
09/01/19	Beginning Balance				\$5,915,870.41		\$1,254,186.63
09/04/19	Wire-Max	1	A01-101-00	(\$900,000.00)	\$5,015,870.41		\$1,254,186.63
09/11/19	Wire - Liquid	1	A01-101-00		\$5,015,870.41	(\$150,000.00)	\$1,104,186.63
09/13/19	FY20 Gen Ed Aid	1	R01-005-000-000-000-211	\$622,421.30	\$5,638,291.71		\$1,104,186.63
09/13/19	FY20 Sch Trust Endow	1	R01-005-000-000-000-201	\$54,859.18	\$5,693,150.89		\$1,104,186.63
09/19/19	Wire - Max	1	A01-101-00	(\$1,500,000.00)	\$4,193,150.89		\$1,104,186.63
09/26/19	Wire - Liquid	1	A01-101-00		\$4,193,150.89	(\$100,000.00)	\$1,004,186.63
09/30/19	FY19 Gen Ed Aid	1	A01-121-01	\$616,603.20	\$4,809,754.09		\$1,004,186.63
09/30/19	FY19 Non Pub Trans	1	A01-121-33	\$1,173.89	\$4,810,927.98		\$1,004,186.63
09/30/19	FY19 Career Tech Aid	1	A01-121-26	\$295.25	\$4,811,223.23		\$1,004,186.63
09/30/19	FY19 SpEd	1	A01-121-04	\$107,709.43	\$4,918,932.66		\$1,004,186.63
09/30/19	FY19 Concurrent Enroll	1	R01-005-000-000-000-370	\$17,812.50	\$4,936,745.16		\$1,004,186.63
09/30/19	FY19 ECFE	4	A04-121-41	\$2,821.90	\$4,939,567.06		\$1,004,186.63
09/30/19	FY19 School Readiness	4	A04-121-42	\$1,278.45	\$4,940,845.51		\$1,004,186.63
09/30/19	FY19 Health Screening	4	A04-121-43	\$105.00	\$4,940,950.51		\$1,004,186.63
09/30/19	FY19 LTFM	5	A05-121-35	\$6,857.23	\$4,947,807.74		\$1,004,186.63
09/30/19	FY19 LTFM	7	A07-121-35	\$6,370.50	\$4,954,178.24		\$1,004,186.63
09/30/19	FY19 Literacy Inc Aid	1	A01-121-25	\$3,672.07	\$4,957,850.31		\$1,004,186.63
09/30/19	FY19 Alt Compensation	1	A01-121-28	\$8,257.60	\$4,966,107.91		\$1,004,186.63
09/30/19	FY19 Home Visiting	4	A04-121-44	\$41.42	\$4,966,149.33		\$1,004,186.63
09/30/19	FY19 Non Pub Pupil Aid	4	A04-121-45	\$561.00	\$4,966,710.33		\$1,004,186.63
09/30/19	FY19 Abate Aid Fund 1	1	A01-121-19	\$111.86	\$4,966,822.19		\$1,004,186.63
09/30/19	FY19 Abate Aid Fund 4	4	A04-121-19	\$2.76	\$4,966,824.95		\$1,004,186.63
09/30/19	FY19 Debt Svc Equaliz	7	A07-121-16	\$5,640.35	\$4,972,465.30		\$1,004,186.63
09/30/19	FY20 Gen Ed Aid	1	R01-005-000-000-000-211	\$624,624.64	\$5,597,089.94		\$1,004,186.63
09/30/19	FY20 Hstd Mkt Val Cr	7	R07-005-000-000-000-234	\$12.24	\$5,597,102.18		\$1,004,186.63
09/30/19	FY20 Agr Hstd Mkt Val	7	R07-005-000-000-000-234	\$4,379.14	\$5,601,481.32		\$1,004,186.63
09/30/19	FY20 Sch Bldg Bond Ag	7	R07-005-000-000-000-258	\$19,240.05	\$5,620,721.37		\$1,004,186.63
09/30/19	FY20 LTFM Fund 7	7	R07-005-000-000-000-317	\$46,136.77	\$5,666,858.14		\$1,004,186.63
09/30/19	Accrual Income Div Rein	1	R01-005-000-000-000-092	\$8,646.67	\$5,675,504.81	\$1,879.52	\$1,006,066.15

CASH REPORT FOR SCHOOL BOARD

DELANO PUBLIC SCHOOLS

Independent School District # 879

for month: **September 2019**

101 - CASH ACCOUNTS

	Beg Balance	Receipts	Checks	Adj	End Balance
General Fund	\$26,760	\$3,178,053	(\$2,862,144)		\$342,669
Food Service	(\$5,878)	\$109,552	(\$75,666)		\$28,008
Community Service	\$35,482	\$199,231	(\$276,943)		(\$42,231)
Capital Expenditure	\$131,142	\$5,301	(\$411,091)		(\$274,648)
Building Fund	\$0	\$24,822	(\$26,542)		(\$1,720)
Debt Service	\$163,644	\$0	\$0		\$163,644
Trust Fund	\$70,408	\$4,175	(\$240)		\$74,343
TOTAL PER BOOKS	\$421,558	\$3,521,134	(\$5,397)		\$290,065
General Checking Account					\$290,065
TOTAL PER BANK					\$290,065

104 - INVESTMENT ACCOUNTS

	Beg Balance	Deposits	Withdrawals	Adj	End Balance
General Fund	\$2,485,493	\$2,068,067	(\$2,650,000)		\$1,903,560
Food Service	\$294,282	\$0	\$0		\$294,282
Community Service	\$465,458	\$4,811	\$0		\$470,269
Capital Expenditure	\$1,441,168	\$6,857	\$0		\$1,448,025
Debt Service	\$2,483,656	\$81,779	\$0		\$2,565,435
MN Trust	\$117,134	\$1,502,969	(\$1,500,000)		\$120,103
Operating Investments	\$7,546,500	\$1,500,000	(\$1,500,000)		\$7,546,500
MN Trust - Construction	\$862,689	\$1,269	(\$24,822)		\$839,136
MN Trust - Construction Bonds	\$0	\$0	\$0		\$0
MN Trust - Debt Service	\$0	\$0	\$0		\$0
TOTAL PER BOOKS	\$15,696,380	\$5,165,751	(\$5,674,822)		\$15,187,310
Liquid Asset - MAX Account					\$5,675,505
Liquid Asset - Regular Account					\$1,006,066
MN Trust					\$120,103
Operating Investments					\$7,546,500
Construction					\$839,136
TOTAL PER BANK					\$15,187,310

CASH AND INVESTMENT BALANCE SUMMARY BY FUND

	Beg Balance	Deposits	Withdrawals	Adj	End Balance
General Fund	\$10,175,888	\$8,249,089	(\$8,512,144)		\$9,912,832
Food Service	\$288,404	\$109,552	(\$75,666)		\$322,290
Community Service	\$500,940	\$204,042	(\$276,943)		\$428,038
Capital Expenditure	\$1,572,310	\$12,159	(\$411,091)		\$1,173,377
Building Fund	\$862,689	\$26,091	(\$51,364)		\$837,416
Debt Service	\$2,647,300	\$81,779	\$0		\$2,729,079
Trust Fund	\$70,408	\$4,175	(\$240)		\$74,343
TOTAL PER BOOKS	\$16,117,938	\$8,686,886	(\$9,327,448)		\$15,477,376
Cash					\$290,065
Investments					\$15,187,310
TOTAL PER BANK					\$15,477,376

ACCOUNT NUMBER	FUND	2019-20 Revised Budget	2019-20 FYTD Activity	Unexpended Balance	2019-20 FY %
01 - - - - -	GENERAL FUND	26,574,061.00	4,419,622	22,154,439.29	16.63
02 - - - - -	FOOD SERVICE	1,058,678.00	127,933	930,744.79	12.08
04 - - - - -	COMMUNITY SERVICES	2,451,512.00	597,457	1,854,054.71	24.37
05 - - - - -	CAPITAL OUTLAY	1,811,960.00	15,192	1,796,768.05	0.84
06 - - - - -	BUILDING FUND	10,000.00	7,032	2,967.64	70.32
07 - - - - -	DEBT SERVICE	5,266,218.00	209,304	5,056,913.37	3.97
08 - - - - -	TRUST FUND	56,425.00	56,425	0.00	100.00
Grand Revenue Totals		37,228,854.00	5,432,965	31,795,887.85	14.59

Number of Accounts: 244

***** End of report *****

ACCOUNT NUMBER	FUND	2019-20 Revised Budget	2019-20 FYTD Activity	Unexpended Balance	2019-20 FY %
01 - - - - -	GENERAL FUND	27,977,212.00	5,401,209	22,576,011.52	19.31
02 - - - - -	FOOD SERVICE	1,101,401.00	174,876	926,522.57	15.88
04 - - - - -	COMMUNITY SERVICES	2,444,321.00	735,484	1,708,831.70	30.09
05 - - - - -	CAPITAL OUTLAY	2,454,164.00	947,783	1,506,384.33	38.62
06 - - - - -	BUILDING FUND	404,722.00	-415,983	820,704.70	-102.78
07 - - - - -	DEBT SERVICE	5,358,253.00	1,168,951	4,189,301.75	21.82
08 - - - - -	TRUST FUND	84,552.00	19,534	65,018.28	23.10
Grand Expense Totals		39,824,625.00	8,031,854	31,792,774.85	20.17

Number of Accounts: 2888

***** End of report *****

ACCOUNT NUMBER	PROGRAM	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
01 E --- 010 --- ---	BOARD OF EDUCATION	36,881	31,421	36,755	14,243	38.75
01 E --- 020 --- ---	SUPERINTENDENT	278,453	286,437	312,681	88,165	28.20
01 E --- 050 --- ---	PRINCIPAL'S OFFICE	872,477	938,188	1,084,248	250,410	23.10
01 E --- 105 --- ---	GEN ADMINISTRATIVE S	7,230	7,174	7,500	7,075	94.34
01 E --- 107 --- ---	OTHER ADMINISTRATIVE	38,948	41,090	41,890	12,363	29.51
01 E --- 108 --- ---	Administrative Techn	371,841	302,901	192,667	66,399	34.46
01 E --- 110 --- ---	BUSINESS SERVICES	468,112	483,570	528,869	163,166	30.85
01 E --- 130 --- ---	COMMUNITY RELATIONS	20,309	38,940	22,450	6,229	27.75
01 E --- 199 --- ---	SCHOOL ELECTIONS	0	1,086	1,100	0	0.00
01 E --- 200 --- ---	GENERAL ED	8,551	21,148	67,962	1,409	2.07
01 E --- 201 --- ---	KINDERGARTEN	548,709	611,085	671,688	107,536	16.01
01 E --- 203 --- ---	ELEMENTARY EDUCATION	4,170,520	4,275,081	4,421,498	776,895	17.57
01 E --- 204 --- ---	TI II TEACH/PRIN TRA	27,922	27,825	36,816	11,300	30.70
01 E --- 207 --- ---	TI V INNOV PROGR	3,917	4,571	1,484	2,136	143.91
01 E --- 208 --- ---	GENERAL EDUC - MIDDLE	364,023	259,092	299,648	54,602	18.22
01 E --- 211 --- ---	GENERAL EDUC SECONDA	508,556	653,709	771,941	156,294	20.25
01 E --- 212 --- ---	ART	175,128	261,680	268,315	47,172	17.58
01 E --- 215 --- ---	BUSINESS	100,418	102,407	106,117	17,740	16.72
01 E --- 216 --- ---	TITLE I EDUC DISADVA	47,557	48,253	61,085	10,462	17.13
01 E --- 217 --- ---	ASSURANCE OF MASTERY	108,400	114,890	109,016	17,880	16.40
01 E --- 218 --- ---	GIFTED & TALENTED	141,811	191,608	145,593	25,016	17.18
01 E --- 219 --- ---	LIMITED ENGLISH (2ND	47,934	58,387	64,266	10,739	16.70
01 E --- 220 --- ---	ENGLISH	896,063	975,775	999,403	190,848	19.10
01 E --- 222 --- ---	THEATER ARTS	0	14	500	0	0.00
01 E --- 223 --- ---	7/8 LANGUAGE ARTS	0	2,747	782	692	88.49
01 E --- 230 --- ---	FOREIGN LANGUAGE	269,947	283,917	279,353	47,902	17.15
01 E --- 240 --- ---	HEALTH	878	1,173	800	19	2.37
01 E --- 241 --- ---	PHYSICAL EDUCATION	760,566	688,233	747,703	125,096	16.73
01 E --- 250 --- ---	FACS	73,935	77,337	77,959	15,315	19.64
01 E --- 255 --- ---	INDUSTRIAL EDUCATION	112,380	115,969	132,054	22,722	17.21
01 E --- 256 --- ---	MATHEMATICS	779,373	802,543	812,576	136,727	16.83
01 E --- 258 --- ---	INSTRUMENTAL MUSIC	214,207	230,764	245,814	40,486	16.47
01 E --- 259 --- ---	GENERAL/VOCAL MUSIC	330,581	342,202	361,495	62,180	17.20
01 E --- 260 --- ---	NATURAL SCIENCES	824,426	862,102	888,934	154,064	17.33
01 E --- 261 --- ---	BIOLOGY	1,644	2,230	2,000	656	32.79
01 E --- 262 --- ---	CHEMISTRY	5,302	5,910	3,800	1,394	36.69
01 E --- 263 --- ---	PHYSICS	2,732	2,706	2,500	81	3.22
01 E --- 264 --- ---	9TH GRADE SCIENCE	1,560	1,967	1,800	117	6.51
01 E --- 265 --- ---	7/8 SCIENCE	0	4,962	2,414	355	14.70
01 E --- 270 --- ---	SOCIAL STUDIES	682,589	729,796	789,605	133,120	16.86
01 E --- 280 --- ---	OTHER REG.INSTR.SEC.	26,776	29,560	35,000	20	0.06
01 E --- 292 --- ---	BOYS/GIRLS ATHLETIC	425,891	367,304	477,552	98,581	20.64
01 E --- 294 --- ---	BOYS ATHLETICS	321,757	361,739	287,115	54,749	19.07
01 E --- 296 --- ---	GIRLS ATHLETICS	288,115	315,265	278,867	75,775	27.17
01 E --- 298 --- ---	EXTRA CURRICULAR AC	140,614	148,625	141,176	22,622	16.02
01 E --- 361 --- ---	TRADE & INDUSTRIAL E	99,739	104,324	106,079	17,984	16.95
01 E --- 380 --- ---	CAREER & TECHNICAL A	65,756	71,710	82,311	12,038	14.63
01 E --- 385 --- ---	WORK STUDY	628	1,440	177	0	0.00
01 E --- 399 --- ---	VOCATIONAL-GENERAL	134,247	136,255	146,000	42,752	29.28
01 E --- 400 --- ---	General Special Ed	78,715	61,437	53,200	1,313	2.47
01 E --- 401 --- ---	SPEECH IMPAIRED	553,606	558,366	573,221	108,006	18.84
01 E --- 402 --- ---	DCD MILD-MODERATE IM	302,074	197,370	236,844	50,219	21.20
01 E --- 403 --- ---	DCD SEVERE PROFOUND	0	0	33,563	5,144	15.33
01 E --- 404 --- ---	PHYSICALLY IMPAIRED	126,089	138,851	76,839	6,607	8.60
01 E --- 405 --- ---	DEAF/HARD OF HEARING	21,858	32,237	33,600	0	0.00
01 E --- 406 --- ---	VISION IMPAIRED	7,830	19,842	17,750	0	0.00
01 E --- 407 --- ---	LEARNING DISABLED	383,822	412,538	346,307	81,624	23.57
01 E --- 408 --- ---	EMOTIONAL/BEHAVIORAL	450,398	461,880	615,265	101,901	16.56
01 E --- 410 --- ---	OTHER HEALTH IMPAIRE	348,782	381,038	356,610	28,746	8.06
01 E --- 411 --- ---	AUTISTIC	767,409	724,355	707,549	115,717	16.35
01 E --- 412 --- ---	DEVELOPMENTALLY DELA	232,743	437,646	373,931	49,556	13.25
01 E --- 416 --- ---	SEVERELY MULTIPLE IM	77,386	78,027	135,031	15,799	11.70
01 E --- 420 --- ---	SPECIAL EDU-GENERAL	599,579	671,110	679,761	48,933	7.20
01 E --- 421 --- ---	SOCIAL WORKER	253	61	305	0	0.00
01 E --- 422 --- ---	ADSIIS-Sped w/o disab	248,243	299,255	229,022	40,033	17.48
01 E --- 605 --- ---	GEN.INSTR.SUPPORT	392,207	424,673	428,700	141,037	32.90
01 E --- 610 --- ---	CURRICULUM ADOPTION	31,094	30,105	36,588	10,468	28.61
01 E --- 611 --- ---	CURRICULUM DEVELOPME	160,960	168,346	242,659	55,757	22.98
01 E --- 620 --- ---	MEDIA CENTER	378,148	408,834	416,875	71,048	17.04
01 E --- 630 --- ---	Instructional-Relate	179,975	321,194	327,606	88,011	26.86
01 E --- 640 --- ---	STAFF DEVELOPMENT	155,363	215,076	242,410	24,805	10.23
01 E --- 641 --- ---	STAFF MENTORSHIP	6,931	7,133	15,487	7,714	49.81
01 E --- 643 --- ---	ACADEMY	1,908	696	3,486	0	0.00
01 E --- 710 --- ---	GUIDANCE	167,888	248,667	131,808	22,497	17.07
01 E --- 720 --- ---	HEALTH SERVICES	86,738	135,799	135,324	37,263	27.53
01 E --- 740 --- ---	SOCIAL WORKER	108,335	127,060	162,818	43,651	26.81
01 E --- 760 --- ---	PUPIL TRANSPORTATION	1,698,739	1,716,540	1,743,684	199,544	11.44

ACCOUNT NUMBER	PROGRAM	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
01 E --- 790 --- ---	PUPIL SUPPORT SERV.	19,106	19,547	22,050	0	0.00
01 E --- 791 --- ---	RETIREE BENEFITS	163,890	193,616	203,522	29,144	14.32
01 E --- 810 --- ---	OPERATIONS/MAINTENAN	2,102,919	2,577,407	2,776,507	738,557	26.60
01 E --- 850 --- ---	FACILITIES	296,724	343,355	316,532	96,543	30.50
01 E --- 940 --- ---	PROPERTY & OTH INS	109,373	133,575	145,000	78,046	53.82
01 - --- --- ---	GENERAL FUND	25,066,488	26,972,748	27,977,212	5,401,209	19.31
02 E --- 770 --- ---	FOOD SERVICES	1,016,607	1,131,666	1,101,401	174,876	15.88
02 - --- --- ---	FOOD SERVICE	1,016,607	1,131,666	1,101,401	174,876	15.88
04 E --- 505 --- ---	COMM ED OFFICE	75,958	93,408	95,378	91,725	96.17
04 E --- 510 --- ---	COMM ED CLASSES	223,090	255,351	243,752	69,619	28.56
04 E --- 520 --- ---	ADULT BASIC EDUCATIO	8,470	7,555	9,076	399	4.40
04 E --- 530 --- ---	SENIOR CITIZENS CENT	5,500	5,500	5,500	1,375	25.00
04 E --- 550 --- ---	PRESCHOOL	185,464	137,759	373,004	67,373	18.06
04 E --- 551 --- ---	TIGER KIDS CLUB	1,131,154	1,121,658	992,200	323,131	32.57
04 E --- 554 --- ---	MEAL PROGRAM	88,814	86,237	98,591	33,301	33.78
04 E --- 561 --- ---	ACTIVITY CENTER	198,263	237,420	222,605	57,740	25.94
04 E --- 563 --- ---	AQUATICS	41,128	41,295	56,722	13,083	23.06
04 E --- 564 --- ---	SUMMER RECREATION	13,790	20,841	19,580	6,137	31.35
04 E --- 570 --- ---	EXTENDED DAY PROGRAM	517	3,011	400	0	0.00
04 E --- 580 --- ---	EARLY CHILDHOOD FAMI	129,103	96,250	118,948	15,606	13.12
04 E --- 582 --- ---	SCHOOL READINESS	53,805	43,001	47,955	10,706	22.32
04 E --- 583 --- ---	PRESCHOOL SCREENING	5,665	7,152	6,942	931	13.43
04 E --- 585 --- ---	YOUTH DEVELOP	101,042	89,504	100,081	36,627	36.60
04 E --- 587 --- ---	DESTINATION IMAGINAT	10,892	1,274	3,900	0	0.00
04 E --- 589 --- ---	ROBOTICS	16,391	24,697	28,000	1	0.01
04 E --- 590 --- ---	OTHER COMM SERVICES	1,170	1,331	900	0	0.00
04 E --- 963 --- ---	HOMESCHOOL	0	695	0	0	0.00
04 E --- 964 --- ---	DeVrie Homeschool	0	0	0	167	0.00
04 E --- 970 --- ---	NP - ST MAX KOLBE CA	10,493	13,814	12,970	5,190	40.02
04 E --- 972 --- ---	NP - MOUNT OLIVE LUT	6,795	6,507	7,817	2,294	29.35
04 E --- 977 --- ---	Pvt - RUSSEK HOME SC	481	0	0	0	0.00
04 E --- 993 --- ---	MEEHAN HOME SCHOOL	0	433	0	79	0.00
04 E --- 994 --- ---	ELSEN HOME SCHOOL	0	261	0	0	0.00
04 - --- --- ---	COMMUNITY SERVICES	2,307,985	2,294,954	2,444,321	735,484	30.09
05 E --- 020 --- ---	SUPERINTENDENT	413	0	0	0	0.00
05 E --- 050 --- ---	PRINCIPAL'S OFFICE	235	3,589	9,347	353	3.78
05 E --- 108 --- ---	Administrative Techn	247,574	294,861	271,257	251,431	92.69
05 E --- 110 --- ---	BUSINESS SERVICES	74,384	48,932	30,382	5,256	17.30
05 E --- 201 --- ---	KINDERGARTEN	0	0	1,013	1,013	99.99
05 E --- 203 --- ---	ELEMENTARY EDUCATION	57,680	20,143	11,615	8,410	72.40
05 E --- 208 --- ---	GENERAL EDUC - MIDL	6,622	10,989	7,100	2,294	32.30
05 E --- 211 --- ---	GENERAL EDUC SECONDA	19,179	48,422	12,227	4,526	37.01
05 E --- 212 --- ---	ART	0	292	0	0	0.00
05 E --- 215 --- ---	BUSINESS	63	0	0	0	0.00
05 E --- 219 --- ---	LIMITED ENGLISH (2ND	1,435	0	0	0	0.00
05 E --- 220 --- ---	ENGLISH	8,139	12,400	292,764	292,764	100.00
05 E --- 230 --- ---	FOREIGN LANGUAGE	0	6,997	0	0	0.00
05 E --- 256 --- ---	MATHEMATICS	33,434	26,437	25,239	25,390	100.60
05 E --- 258 --- ---	INSTRUMENTAL MUSIC	6,608	5,400	5,000	0	0.00
05 E --- 260 --- ---	NATURAL SCIENCES	12,390	12,870	1,899	1,898	99.95
05 E --- 270 --- ---	SOCIAL STUDIES	29,985	4,626	0	0	0.00
05 E --- 292 --- ---	BOYS/GIRLS ATHLETIC	24,283	69,636	19,000	0	0.00
05 E --- 294 --- ---	BOYS ATHLETICS	42,018	42,938	44,000	0	0.00
05 E --- 296 --- ---	GIRLS ATHLETICS	31,453	31,223	33,000	0	0.00
05 E --- 610 --- ---	CURRICULUM ADOPTION	377	0	0	0	0.00
05 E --- 620 --- ---	MEDIA CENTER	13,236	25,689	21,635	4,943	22.85
05 E --- 630 --- ---	Instructional-Relate	0	0	9,200	0	0.00
05 E --- 720 --- ---	HEALTH SERVICES	300	1,050	1,100	0	0.00
05 E --- 810 --- ---	OPERATIONS/MAINTENAN	-113,517	49,572	10,000	4,762	47.62
05 E --- 850 --- ---	FACILITIES	245,394	183,896	180,742	121,196	67.05
05 E --- 865 --- ---	LONG-TERM FACILITIES	989,677	920,890	1,467,644	223,547	15.23
05 - --- --- ---	CAPITAL OUTLAY	1,731,362	1,820,852	2,454,164	947,783	38.62
06 E --- 870 --- ---	BUILD. CONSTRUCTION	32,615,574	6,791,170	404,722	-415,983	-102.78
06 - --- --- ---	BUILDING FUND	32,615,574	6,791,170	404,722	-415,983	-102.78
07 E --- 910 --- ---	DEBT REDEMPTION	9,034,848	5,226,053	5,358,253	1,168,951	21.82
07 - --- --- ---	DEBT SERVICE	9,034,848	5,226,053	5,358,253	1,168,951	21.82
08 E --- 010 --- ---	BOARD OF EDUCATION	1,000	0	0	0	0.00
08 E --- 220 --- ---	ENGLISH	500	1,830	0	0	0.00
08 E --- 900 --- ---	TRUST AND AGENCY	74,559	69,606	84,552	19,534	23.10
08 - --- --- ---	TRUST FUND	76,059	71,436	84,552	19,534	23.10

<u>ACCOUNT NUMBER</u>	<u>PROGRAM</u>	<u>2017-18 FY Activity</u>	<u>2018-19 FY Activity</u>	<u>2019-20 Revised Budget</u>	<u>2019-20 FYTD Activity</u>	<u>2019-20 FYTD %</u>
Grand Expense Totals		71,848,923	44,308,879	39,824,625	8,031,854	20.17

Number of Accounts: 3765

***** End of report *****

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
01 E --- --- --- --- 110	EXECUTIVE SALARY	1,117,390	1,162,224	1,194,341	373,138	31.24
01 E --- --- --- --- 113	LIBRARIANS SALARY	206,084	217,871	229,255	36,410	15.88
01 E --- --- --- --- 140	TEACHERS SALARY	8,159,533	8,603,405	8,905,877	1,407,971	15.81
01 E --- --- --- --- 141	PARAPROFESSIONAL SAL	84,262	98,335	122,211	16,907	13.83
01 E --- --- --- --- 143	LIC INSTR SUPPORT PE	186,962	196,857	202,596	36,317	17.93
01 E --- --- --- --- 145	SUBSTITUTE TEACHERS	55,864	93,621	46,994	12,376	26.34
01 E --- --- --- --- 146	SUBSTITUTE NON-LICEN	1,956	95	2,700	0	0.00
01 E --- --- --- --- 152	EDUCATIONAL SPEECH/L	365,496	386,412	401,635	71,741	17.86
01 E --- --- --- --- 154	SCHOOL NURSE	43,345	44,241	38,067	7,697	20.22
01 E --- --- --- --- 155	LICENSED NURSING SER	93,979	136,473	129,508	22,683	17.51
01 E --- --- --- --- 156	SCHOOL SOCIAL WORKER	164,792	172,259	179,514	28,386	15.81
01 E --- --- --- --- 161	PARAPROFESSIONAL	385,693	515,671	415,912	59,026	14.19
01 E --- --- --- --- 162	1-1 Para	507,864	398,726	516,640	69,104	13.38
01 E --- --- --- --- 163	FOREIGN LANG INTERPR	8	0	0	0	0.00
01 E --- --- --- --- 165	SCHOOL COUNSELOR	128,160	187,958	97,430	15,736	16.15
01 E --- --- --- --- 170	NON-CERTIFIED WAGES	1,328,717	1,580,012	1,641,178	419,155	25.54
01 E --- --- --- --- 171	SUB CUSTODIAN SALARY	6,190	19,130	15,149	2,922	19.29
01 E --- --- --- --- 174	DAPE	39,735	24,197	15,875	0	0.00
01 E --- --- --- --- 175	STUDENT WORKERS	0	0	1,000	0	0.00
01 E --- --- --- --- 180	EVENT OFFICIALS	5,839	8,677	10,280	645	6.27
01 E --- --- --- --- 181	EVENT WORKERS	23,522	27,847	26,626	546	2.05
01 E --- --- --- --- 182	Admin Supervision	13,009	10,525	12,355	0	0.00
01 E --- --- --- --- 183	Discretionary Coach	12,593	49,933	58,493	7,156	12.23
01 E --- --- --- --- 184	STUDENT COACH	300	800	0	0	0.00
01 E --- --- --- --- 185	OTHER SALARIES	1,047,008	979,409	1,308,650	223,591	17.09
01 E --- --- --- --- 186	Non-Cert ESY	24,125	26,825	13,969	13,963	99.96
01 E --- --- --- --- 189	Booster Coach	17,221	21,359	1,350	750	55.56
01 E --- --- --- --- 195	SALARY CHARGE-BACKS	-36,500	-36,500	-36,500	0	0.00
01 E --- --- --- --- 1--		13,983,147	14,926,362	15,551,105	2,826,220	18.17
01 E --- --- --- --- 210	F I C A	1,034,160	1,105,251	1,167,440	208,514	17.86
01 E --- --- --- --- 214	P E R A	194,682	219,536	232,463	52,906	22.76
01 E --- --- --- --- 218	T R A	840,161	907,718	974,194	168,553	17.30
01 E --- --- --- --- 220	HOSPITAL INSURANCE	2,002,296	2,226,524	2,277,872	441,323	19.37
01 E --- --- --- --- 230	LIFE INSURANCE	21,835	21,295	20,633	3,874	18.81
01 E --- --- --- --- 235	DENTAL INSURANCE	88,623	91,709	90,239	18,462	20.46
01 E --- --- --- --- 240	L T D INSURANCE	34,513	34,194	34,013	5,868	17.26
01 E --- --- --- --- 250	TAX SHELTERED ANNUIT	144,618	191,010	179,704	35,764	19.90
01 E --- --- --- --- 251	EMPLOYER-SPONSORED H	1,007,386	1,048,902	1,081,323	313,906	29.03
01 E --- --- --- --- 270	WORKERS COMP INS	100,032	111,648	132,034	26,432	20.02
01 E --- --- --- --- 280	UNEMPLOYMENT INS	6,674	3,765	10,000	0	0.00
01 E --- --- --- --- 291	CONT EEMPL RETIREE HL	163,890	193,616	203,522	29,144	14.32
01 E --- --- --- --- 295	FRINGE CHARGE BACKS	0	0	0	0	0.00
01 E --- --- --- --- 2--		5,638,870	6,155,168	6,403,437	1,304,746	20.38
01 E --- --- --- --- 303	Fed Sub Award<\$25,00	3,828	3,965	0	400	0.00
01 E --- --- --- --- 305	Consulting	162,011	152,118	178,050	19,230	10.80
01 E --- --- --- --- 307	SPEC ED CONTRACTED S	57,182	53,139	62,600	6,727	10.74
01 E --- --- --- --- 310	BCKGRND CKS	486	113	400	-55	-13.83
01 E --- --- --- --- 311	PROFESSIONAL SERVICE	173,398	224,662	147,480	28,563	19.37
01 E --- --- --- --- 312	LEGAL COSTS	22,983	8,759	23,000	2,309	10.04
01 E --- --- --- --- 313	AUDTIOR FEES	22,300	22,850	23,500	12,000	51.06
01 E --- --- --- --- 314	SERVICES FEES	9,581	12,124	12,500	3,952	31.62
01 E --- --- --- --- 315	REP/MAINT COMPUTERS/	24,093	22,106	25,000	11,036	44.14
01 E --- --- --- --- 319	OTHER TECHNICAL SERV	37,509	26,028	20,000	3,678	18.39
01 E --- --- --- --- 320	TELEPHONE	71,602	86,076	86,900	13,154	15.14
01 E --- --- --- --- 329	POSTAGE	9,567	10,298	11,200	1,699	15.17
01 E --- --- --- --- 330	WATER AND SEWAGE	73,732	91,449	97,000	15,481	15.96
01 E --- --- --- --- 331	ELECTRICITY	354,445	483,962	557,000	173,733	31.19
01 E --- --- --- --- 333	GARBAGE SERVICE	36,240	50,343	55,500	8,297	14.95
01 E --- --- --- --- 336	ADVERTISING EXPENSE	3,854	3,826	4,800	1,116	23.24
01 E --- --- --- --- 337	PRINTING & BINDING	14,652	15,007	15,000	4,489	29.93
01 E --- --- --- --- 340	PROPERTY INSURANCE	109,373	133,575	145,000	78,046	53.82
01 E --- --- --- --- 350	CONTRACTED REPAIR	43,062	42,314	73,844	26,746	36.22
01 E --- --- --- --- 351	LAWN MAINT	26,510	33,893	30,000	15,819	52.73
01 E --- --- --- --- 353	MAINTENANCE AGREEMEN	28,588	26,981	30,700	4,969	16.19
01 E --- --- --- --- 355	MAINTENANCE CHARGEBA	-44,400	-44,400	-44,400	0	0.00
01 E --- --- --- --- 358	FOREIGN LANG INTERPR	92	1,494	0	130	0.00
01 E --- --- --- --- 360	BUS TRANSPORTATION	126,973	132,586	99,486	16,243	16.33
01 E --- --- --- --- 361	BUS ROUTE CONTRACTS	1,650,674	1,679,118	1,712,000	192,233	11.23
01 E --- --- --- --- 363	SNOW REMOVAL	22,910	56,865	45,000	0	0.00
01 E --- --- --- --- 365	TRANSPORTATION CHARG	0	1	0	0	0.00
01 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	73,492	73,615	165,774	18,569	14.52
01 E --- --- --- --- 367	TRAVEL-PROF DEVELOP	504	632	5,000	0	0.00
01 E --- --- --- --- 369	ENTRY FEES/STUDENT T	86,087	77,274	19,633	8,042	40.96
01 E --- --- --- --- 370	RENTALS AND LEASES	30,460	26,901	9,800	7,343	74.93
01 E --- --- --- --- 373	Speech/Lang Services	0	731	0	0	0.00

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
01 E --- --- --- --- 390	PAYMENTS TO OTHER DI	112,480	96,148	115,428	20	0.02
01 E --- --- --- --- 391	PYMT MN SCHDIST (COS	172,201	175,501	199,800	49,827	24.94
01 E --- --- --- --- 393	SPEC ED CONTRACTED S	23,745	0	0	0	0.00
01 E --- --- --- --- 394	PYMTS ED PURP OTHR A	2,473	0	0	0	0.00
01 E --- --- --- --- 396	SPEC ED SAL PURCH FR	145,864	170,914	171,000	0	0.00
01 E --- --- --- --- 397	SPEC ED BEN PURCH AN	19,491	26,720	33,000	0	0.00
01 E --- --- --- --- 398	CHARGEBACK OF EXPENS	7,046	8,999	9,654	0	0.00
01 E --- --- --- --- 399	SPEC ED CONTRACTED S	19,249	23,630	20,000	0	0.00
01 E --- --- --- --- 3--		3,734,337	4,010,317	4,160,649	723,796	17.53
01 E --- --- --- --- 401	GENERAL SUPPLIES	204,125	240,271	184,734	56,730	31.00
01 E --- --- --- --- 402	PRINTER SUPPLIES	5,950	6,077	7,000	1,642	23.46
01 E --- --- --- --- 403	Field & Maintenance	2,176	1,444	1,500	2,165	144.31
01 E --- --- --- --- 405	Non-Instr Software &	78,360	101,924	85,970	82,098	101.48
01 E --- --- --- --- 406	Instructional Softwa	3,200	17,669	17,600	9,807	65.66
01 E --- --- --- --- 409	Letter & Team Awards	1,500	1,500	1,500	573	38.18
01 E --- --- --- --- 410	CUSTODIAL CLEANING S	26,904	31,703	38,000	15,484	40.75
01 E --- --- --- --- 411	CUSTODIAL PAPER PROD	31,156	60,879	51,000	12,087	23.70
01 E --- --- --- --- 412	POOL OPERATION SUPPL	6,307	13,814	6,000	3	0.06
01 E --- --- --- --- 413	VEHICLE OPERATION EX	6,124	7,624	7,000	1,663	23.76
01 E --- --- --- --- 415	LAWN FERTILIZER	1,684	1,674	3,000	572	19.07
01 E --- --- --- --- 420	REPAIR PARTS AND SUP	44,334	54,707	47,000	26,118	56.15
01 E --- --- --- --- 430	INSTRUCTIONAL SUPPLY	106,870	124,697	111,474	37,221	31.85
01 E --- --- --- --- 431	CLASSROOM MAGAZINES/	327	0	0	0	0.00
01 E --- --- --- --- 432	COPIER SUPPLIES	17,972	20,136	21,300	21,570	101.27
01 E --- --- --- --- 433	SUPPLIES AND MAT IND	45,912	73,794	83,842	12,704	15.15
01 E --- --- --- --- 434	DONATED FUNDS	176,477	152,434	277,788	33,038	12.22
01 E --- --- --- --- 435	UNIFORM PURCHASES	2,333	8,477	4,000	742	18.54
01 E --- --- --- --- 436	ITEMS PURCHASED FOR	5,143	2,049	1,699	830	48.86
01 E --- --- --- --- 440	FUEL FOR BUILDINGS	141,860	209,159	222,000	23,246	10.47
01 E --- --- --- --- 455	NON-INSTR TECH SUPPL	9,926	10,087	9,750	1,006	10.32
01 E --- --- --- --- 456	INSTRUCTIONAL TECH S	1,059	103	500	0	0.00
01 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	8,815	5,860	8,977	4,044	45.04
01 E --- --- --- --- 461	STANDARDIZED TESTS	28,260	33,263	12,200	11,760	96.39
01 E --- --- --- --- 465	NON-INSTR TECH DEVIC	414	681	0	0	0.00
01 E --- --- --- --- 466	INSTRUCTIONAL TECH D	77	0	0	0	0.00
01 E --- --- --- --- 470	LIBRARY BOOKS	4,424	7,151	3,000	871	29.05
01 E --- --- --- --- 480	A V AIDS AND MATERIA	2,194	2,673	3,700	252	6.81
01 E --- --- --- --- 489	NEWSPAPERS AND MAGAZ	304	344	650	44	6.77
01 E --- --- --- --- 490	FOOD	15,523	11,679	4,212	6,294	149.41
01 E --- --- --- --- 4--		979,710	1,201,873	1,215,396	362,564	30.40
01 E --- --- --- --- 520	BLDG CONSTRUCTION/RE	0	0	31,200	0	0.00
01 E --- --- --- --- 522	BUILDING IMPROVEMENT	0	6,445	0	0	0.00
01 E --- --- --- --- 530	EQUIPMENT	58,358	56,750	45,392	30,665	81.89
01 E --- --- --- --- 533	FURNISHINGS	0	529	0	0	0.00
01 E --- --- --- --- 545	OPERATING CAPITAL CH	114,126	0	0	0	0.00
01 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	114,288	140,141	26,912	20,114	74.74
01 E --- --- --- --- 556	TECHNOLOGY EQUIP-SPE	798	6,138	0	0	0.00
01 E --- --- --- --- 580	LEASE PRINCIPAL	233,820	238,307	242,707	81,907	33.75
01 E --- --- --- --- 581	LEASE INTEREST	49,262	44,775	40,375	12,454	30.85
01 E --- --- --- --- 5--		570,652	493,085	386,586	145,140	39.23
01 E --- --- --- --- 820	DUES-MEMBERSHIP	54,403	53,509	53,050	36,316	68.46
01 E --- --- --- --- 891	TRA Special Funding	80,825	82,645	83,000	0	0.00
01 E --- --- --- --- 895	FEDERAL INDIRECT COS	-846	-1,034	-990	0	0.00
01 E --- --- --- --- 896	TAXES AND SPECIAL AS	1,417	1,553	1,600	0	0.00
01 E --- --- --- --- 897	TOURNAMENT EXPENSES	11,723	18,879	5,000	2,427	48.54
01 E --- --- --- --- 898	AWARDS AND SCHOLARSH	12,250	26,673	29,180	0	0.00
01 E --- --- --- --- 8--		159,772	182,225	170,840	38,743	22.68
01 E --- --- --- --- 900	BUDGETED EMERGENCY R	0	3,718	89,199	0	0.00
01 E --- --- --- --- 9--	BUDGETED EMERGENCY R	0	3,718	89,199	0	0.00
01 - --- --- --- --- ---	GENERAL FUND	25,066,488	26,972,748	27,977,212	5,401,209	19.37

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
02 E --- --- --- --- 110	EXECUTIVE SALARY	8,002	8,242	8,489	2,476	29.17
02 E --- --- --- --- 170	NON-CERTIFIED WAGES	336,649	402,210	401,243	56,350	14.04
02 E --- --- --- --- 195	SALARY CHARGE-BACKS	36,500	36,500	36,500	0	0.00
02 E --- --- --- --- 1--		381,151	446,952	446,232	58,826	13.18
02 E --- --- --- --- 210	F I C A	25,045	29,973	31,237	4,267	13.66
02 E --- --- --- --- 214	P E R A	25,099	30,337	30,557	4,332	14.18
02 E --- --- --- --- 218	T R A	0	20	0	0	0.00
02 E --- --- --- --- 220	HOSPITAL INSURANCE	59,905	58,927	58,448	10,049	17.19
02 E --- --- --- --- 230	LIFE INSURANCE	109	121	108	22	20.77
02 E --- --- --- --- 235	DENTAL INSURANCE	83	83	83	21	25.12
02 E --- --- --- --- 240	L T D INSURANCE	127	148	126	22	17.54
02 E --- --- --- --- 250	TAX SHELTERED ANNUIT	3,795	3,770	3,430	737	21.48
02 E --- --- --- --- 251	EMPLOYER-SPONSORED H	30,841	26,625	26,156	2,851	10.90
02 E --- --- --- --- 270	WORKERS COMP INS	12,601	13,358	18,274	2,153	11.78
02 E --- --- --- --- 2--		157,605	163,362	168,419	24,454	14.52
02 E --- --- --- --- 311	PROFESSIONAL SERVICE	300	520	500	230	46.00
02 E --- --- --- --- 314	SERVICES FEES	21,725	23,246	20,000	1,160	5.80
02 E --- --- --- --- 320	TELEPHONE	600	450	600	150	25.00
02 E --- --- --- --- 329	POSTAGE	0	19	0	0	0.00
02 E --- --- --- --- 336	ADVERTISING EXPENSE	0	39	0	0	0.00
02 E --- --- --- --- 350	CONTRACTED REPAIR	4,239	12,890	5,000	3,964	79.27
02 E --- --- --- --- 355	MAINTENANCE CHARGEBA	11,000	11,000	11,000	0	0.00
02 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	1,150	1,392	2,000	874	43.72
02 E --- --- --- --- 398	CHARGEBACK OF EXPENS	2,500	0	0	0	0.00
02 E --- --- --- --- 3--		41,514	49,556	39,100	6,378	16.31
02 E --- --- --- --- 401	GENERAL SUPPLIES	17,372	18,567	20,000	4,665	23.33
02 E --- --- --- --- 405	Non-Instr Software &	3,228	3,351	3,500	3,478	99.37
02 E --- --- --- --- 420	REPAIR PARTS AND SUP	118	382	500	0	0.00
02 E --- --- --- --- 435	UNIFORM PURCHASES	1,926	2,216	2,500	1,856	74.24
02 E --- --- --- --- 490	FOOD	295,874	305,657	301,000	65,631	21.80
02 E --- --- --- --- 491	COMMODITIES	59,002	86,872	60,000	0	0.00
02 E --- --- --- --- 495	MILK	55,285	51,113	56,650	9,038	15.95
02 E --- --- --- --- 4--		432,805	468,158	444,150	84,668	19.06
02 E --- --- --- --- 530	EQUIPMENT	544	0	0	0	0.00
02 E --- --- --- --- 5--		544	0	0	0	0.00
02 E --- --- --- --- 820	DUES-MEMBERSHIP	2,777	3,638	3,500	550	15.71
02 E --- --- --- --- 891	TRA Special Funding	211	0	0	0	0.00
02 E --- --- --- --- 8--		2,988	3,638	3,500	550	15.71
02 - --- --- --- --- ---	FOOD SERVICE	1,016,607	1,131,666	1,101,401	174,876	15.88

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
04 E --- --- --- --- 110	EXECUTIVE SALARY	9,712	4,772	4,204	3,024	71.94
04 E --- --- --- --- 111	NURSES SALARY	1,365	1,902	2,718	291	10.71
04 E --- --- --- --- 114	DIRECTOR/SUPERVISOR	77,250	78,795	81,947	23,901	29.17
04 E --- --- --- --- 120	ECFE ADMIN/SUPERVISI	49,273	50,800	48,533	14,555	29.99
04 E --- --- --- --- 121	COORDINATOR	82,362	85,976	88,197	25,724	29.17
04 E --- --- --- --- 140	TEACHERS SALARY	163,226	127,390	202,041	50,468	24.98
04 E --- --- --- --- 154	SCHOOL NURSE	6,995	7,592	7,477	0	0.00
04 E --- --- --- --- 160	AQUATICS MANAGER/COO	3,211	1,250	3,000	750	25.00
04 E --- --- --- --- 161	AQUATICS INSTRUCTOR	14,980	12,692	20,000	7,176	35.88
04 E --- --- --- --- 162	AQUATICS LIFEGUARD	6,049	9,040	10,000	2,919	29.19
04 E --- --- --- --- 165	SCHOOL COUNSELOR	221	1,616	1,873	0	0.00
04 E --- --- --- --- 170	NON-CERTIFIED WAGES	901,142	899,982	880,162	286,353	32.53
04 E --- --- --- --- 171	CUSTODIAN SALARY	24,381	40,531	44,915	11,080	24.67
04 E --- --- --- --- 172	CUSTODIAL - EVENT RE	11,542	0	12,000	0	0.00
04 E --- --- --- --- 175	STUDENT WORKERS	79,637	80,980	95,785	21,812	22.77
04 E --- --- --- --- 185	OTHER SALARIES	39,494	45,428	41,800	19,958	47.74
04 E --- --- --- --- 195	SALARY CHARGE-BACKS	0	0	0	0	0.00
04 E --- --- --- --- 1--		1,470,840	1,448,746	1,544,652	468,011	30.30
04 E --- --- --- --- 210	F I C A	103,396	101,926	109,962	33,286	30.27
04 E --- --- --- --- 214	P E R A	74,247	75,682	79,002	22,269	28.19
04 E --- --- --- --- 218	T R A	22,264	21,458	21,222	7,721	36.38
04 E --- --- --- --- 220	HOSPITAL INSURANCE	91,577	91,746	88,619	26,667	30.09
04 E --- --- --- --- 230	LIFE INSURANCE	753	737	713	185	26.08
04 E --- --- --- --- 235	DENTAL INSURANCE	2,423	2,257	2,256	611	27.08
04 E --- --- --- --- 240	L T D INSURANCE	960	882	887	229	25.83
04 E --- --- --- --- 250	TAX SHELTERED ANNUIT	10,722	12,100	13,513	4,450	32.93
04 E --- --- --- --- 251	EMPLOYER-SPONSORED H	56,058	54,388	51,879	13,614	26.24
04 E --- --- --- --- 270	WORKERS COMP INS	9,357	8,778	12,086	3,401	28.15
04 E --- --- --- --- 291	CONT EMPL RETIREE HL	0	17,447	14,921	3,639	24.39
04 E --- --- --- --- 295	FRINGE CHARGE BACKS	0	0	0	0	0.00
04 E --- --- --- --- 2--		371,757	387,401	395,060	116,072	29.38
04 E --- --- --- --- 305	CLEANING CONSULTANT	16,302	0	0	0	0.00
04 E --- --- --- --- 310	BCKGRND CKS	462	198	500	0	0.00
04 E --- --- --- --- 311	PROFESSIONAL SERVICE	74,334	54,302	66,950	28,060	41.91
04 E --- --- --- --- 314	SERVICES FEES	55,564	64,252	61,730	19,652	31.84
04 E --- --- --- --- 320	TELEPHONE	4,493	4,511	5,900	1,836	31.13
04 E --- --- --- --- 329	POSTAGE	4,414	3,207	4,145	732	17.65
04 E --- --- --- --- 330	WATER AND SEWAGE	6,017	6,333	6,000	1,619	26.98
04 E --- --- --- --- 331	ELECTRICITY	14,682	15,309	15,000	4,355	29.03
04 E --- --- --- --- 333	GARBAGE SERVICE	4,627	5,145	5,500	1,299	23.62
04 E --- --- --- --- 336	ADVERTISING EXPENSE	1,559	1,315	2,150	454	21.12
04 E --- --- --- --- 337	PRINTING & BINDING	10,529	12,173	12,100	3,858	31.89
04 E --- --- --- --- 350	CONTRACTED REPAIR	2,209	1,891	5,000	1,110	22.20
04 E --- --- --- --- 353	MAINTENANCE AGREEMEN	1,760	2,050	1,810	307	16.97
04 E --- --- --- --- 355	MAINTENANCE CHARGEBA	33,400	33,400	33,400	0	0.00
04 E --- --- --- --- 360	BUS TRANSPORTATION	15,439	12,531	15,150	6,100	40.26
04 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	813	357	1,625	103	6.33
04 E --- --- --- --- 369	ENTRY FEES/STUDENT T	24,527	45,293	39,500	13,178	33.36
04 E --- --- --- --- 370	RENTALS AND LEASES	9,784	11,490	9,268	6,259	67.53
04 E --- --- --- --- 380	COMPUTER TECH-RELTD	0	290	300	0	0.00
04 E --- --- --- --- 398	CHARGEBACK OF EXPENS	-9,546	-9,649	-9,654	-350	3.63
04 E --- --- --- --- 3--		271,369	264,398	276,374	88,572	32.05
04 E --- --- --- --- 401	GENERAL SUPPLIES	48,065	63,289	59,600	18,147	30.45
04 E --- --- --- --- 405	Non-Instr Software &	0	368	400	0	0.00
04 E --- --- --- --- 410	CUSTODIAL CLEANING S	5,454	4,357	6,000	3,432	57.19
04 E --- --- --- --- 413	VEHICLE OPERATION EX	418	0	0	0	0.00
04 E --- --- --- --- 420	REPAIR PARTS AND SUP	455	2,285	3,000	312	10.39
04 E --- --- --- --- 430	INSTRUCTIONAL SUPPLY	11,676	9,447	15,600	5,787	37.09
04 E --- --- --- --- 432	COPIER SUPPLIES	3,580	3,654	3,750	1,135	30.27
04 E --- --- --- --- 434	DONATED FUNDS	16,260	7,645	2,500	0	0.00
04 E --- --- --- --- 440	FUEL FOR BUILDINGS	17,029	17,625	20,000	571	2.86
04 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	8,570	9,999	8,935	7,730	126.17
04 E --- --- --- --- 490	FOOD	43,998	45,045	51,450	20,775	40.38
04 E --- --- --- --- 495	MILK	5,177	3,123	6,000	947	15.79
04 E --- --- --- --- 4--		160,682	166,837	177,235	58,836	35.20
04 E --- --- --- --- 530	EQUIPMENT	7,643	13,273	25,000	3,534	22.14
04 E --- --- --- --- 5--		7,643	13,273	25,000	3,534	22.14
04 E --- --- --- --- 820	DUES-MEMBERSHIP	2,030	2,594	2,310	459	19.87
04 E --- --- --- --- 891	TRA Special Funding	2,721	7,003	2,100	0	0.00
04 E --- --- --- --- 895	FEDERAL INDIRECT COS	846	1,034	990	0	0.00
04 E --- --- --- --- 897	TOURNAMENT EXPENSES	1,275	525	600	0	0.00
04 E --- --- --- --- 898	SCHOLARSHIP EXP.	18,822	3,143	20,000	0	0.00

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
04 E --- --- --- --- 8--		25,694	14,299	26,000	459	1.77
04 - --- --- --- --- ---	COMMUNITY SERVICES	2,307,985	2,294,954	2,444,321	735,484	30.32

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
05 E --- --- --- --- 110	EXECUTIVE SALARY	14,740	14,646	20,424	5,029	24.62
05 E --- --- --- --- 154	SCHOOL NURSE	2,139	2,616	2,668	405	15.18
05 E --- --- --- --- 170	NON-CERTIFIED WAGES	979	0	16,882	0	0.00
05 E --- --- --- --- 185	OTHER SALARIES	465	570	0	0	0.00
05 E --- --- --- --- 1--		18,323	17,832	39,974	5,434	13.59
05 E --- --- --- --- 210	F I C A	1,404	1,367	2,984	415	13.91
05 E --- --- --- --- 214	P E R A	1,146	1,098	2,798	377	13.48
05 E --- --- --- --- 218	T R A	195	246	211	32	15.20
05 E --- --- --- --- 220	HOSPITAL INSURANCE	2,793	2,440	7,311	1,037	14.18
05 E --- --- --- --- 230	LIFE INSURANCE	33	31	137	8	5.61
05 E --- --- --- --- 235	DENTAL INSURANCE	304	285	578	81	13.98
05 E --- --- --- --- 240	L T D INSURANCE	50	47	100	12	11.69
05 E --- --- --- --- 250	TAX SHELTERED ANNUIT	392	354	810	142	17.49
05 E --- --- --- --- 251	EMPLOYER-SPONSORED H	1,619	1,900	4,795	450	9.38
05 E --- --- --- --- 270	WORKERS COMP INS	607	443	905	168	18.61
05 E --- --- --- --- 2--		8,543	8,211	20,629	2,722	13.19
05 E --- --- --- --- 305	Consulting	126	126	150	330	220.13
05 E --- --- --- --- 311	PROFESSIONAL SERVICE	244,306	244,098	89,725	39,878	45.21
05 E --- --- --- --- 350	CONTRACTED REPAIR	73,736	465,953	1,315,000	173,588	34.19
05 E --- --- --- --- 353	MAINTENANCE AGREEMEN	0	0	0	100	0.00
05 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	346	410	500	300	60.00
05 E --- --- --- --- 370	RENTALS AND LEASES	167,866	182,586	171,474	33,639	19.62
05 E --- --- --- --- 390	PAYMENTS TO OTHER DI	12,528	12,240	13,644	4,548	33.33
05 E --- --- --- --- 3--		498,908	905,413	1,590,493	252,383	33.27
05 E --- --- --- --- 401	GENERAL SUPPLIES	8,083	5,338	18,500	1,168	6.31
05 E --- --- --- --- 405	Non-Instr Software &	1,294	0	0	0	0.00
05 E --- --- --- --- 460	TEXTBOOKS/WORKBOOKS	100,559	123,179	349,319	335,043	95.91
05 E --- --- --- --- 470	LIBRARY BOOKS	10,293	18,327	15,465	2,575	16.65
05 E --- --- --- --- 4--		120,229	146,844	383,284	338,786	88.39
05 E --- --- --- --- 505	CAPIT NON-INST TECH	850	0	0	0	0.00
05 E --- --- --- --- 520	BLDG CONSTRUCTION/RE	621,600	0	0	0	0.00
05 E --- --- --- --- 530	EQUIPMENT	292,265	521,403	116,092	64,490	56.66
05 E --- --- --- --- 545	OPERATING CAPITAL CH	-114,126	0	0	0	0.00
05 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	257,475	203,664	257,470	251,431	97.65
05 E --- --- --- --- 556	TECHNOLOGY EQUIP-SPE	1,249	0	0	0	0.00
05 E --- --- --- --- 561	A.V. EQUIPMENT	2,720	4,196	2,900	2,368	81.66
05 E --- --- --- --- 580	LEASE PRINCIPAL	10,347	0	0	0	0.00
05 E --- --- --- --- 581	LEASE INTEREST	605	0	0	0	0.00
05 E --- --- --- --- 5--		1,072,985	729,263	376,462	318,289	84.89
05 E --- --- --- --- 820	DUES-MEMBERSHIP	0	300	300	0	0.00
05 E --- --- --- --- 896	TAXES AND SPECIAL AS	12,374	12,989	43,022	30,169	70.12
05 E --- --- --- --- 8--		12,374	13,289	43,322	30,169	69.64
05 - --- --- --- --- ---	CAPITAL OUTLAY	1,731,362	1,820,852	2,454,164	947,783	49.95

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
06 E --- --- --- --- 170	NON-CERTIFIED WAGES	3,392	0	0	0	0.00
06 E --- --- --- --- 185	OTHER SALARIES	8,260	0	0	0	0.00
06 E --- --- --- --- 1--		11,652	0	0	0	0.00
06 E --- --- --- --- 210	F I C A	882	0	0	0	0.00
06 E --- --- --- --- 214	P E R A	254	0	0	0	0.00
06 E --- --- --- --- 218	T R A	620	0	0	0	0.00
06 E --- --- --- --- 270	WORKERS COMP INS	219	0	0	0	0.00
06 E --- --- --- --- 2--		1,975	0	0	0	0.00
06 E --- --- --- --- 311	PROFESSIONAL SERVICE	1,803,221	471,279	103,820	55,561	60.86
06 E --- --- --- --- 340	PROPERTY INSURANCE	0	20,659	0	0	0.00
06 E --- --- --- --- 350	CONTRACTED REPAIR	413	0	0	0	0.00
06 E --- --- --- --- 3--		1,803,634	491,938	103,820	55,561	60.86
06 E --- --- --- --- 401	GENERAL SUPPLIES	8,117	15,057	5,239	5,499	104.96
06 E --- --- --- --- 4--		8,117	15,057	5,239	5,499	104.96
06 E --- --- --- --- 520	BLDG CONSTRUCTION/RE	29,865,912	4,883,208	69,598	-497,943	-707.55
06 E --- --- --- --- 522	BUILDING IMPROVEMENT	68,444	0	0	0	0.00
06 E --- --- --- --- 530	EQUIPMENT	654,079	948,205	211,200	19,945	17.78
06 E --- --- --- --- 555	TECHNOLOGY EQUIPMENT	201,761	452,762	14,865	955	100.00
06 E --- --- --- --- 5--		30,790,196	6,284,175	295,663	-477,043	-148.83
06 - --- --- --- --- ---	BUILDING FUND	32,615,574	6,791,170	404,722	-415,983	-91.75

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
07 E --- --- --- --- 710	BOND PRINCIPAL	2,835,000	2,765,000	3,015,000	0	0.00
07 E --- --- --- --- 720	BOND INTEREST	2,595,246	2,455,853	2,336,253	1,168,126	50.00
07 E --- --- --- --- 790	OTHER DEBT SERVICE	68,861	5,200	7,000	825	11.79
07 E --- --- --- --- 7--		5,499,107	5,226,053	5,358,253	1,168,951	21.82
07 E --- --- --- --- 920	BOND REFUNDING PAYME	3,535,741	0	0	0	0.00
07 E --- --- --- --- 9--	BUDGETED EMERGENCY R	3,535,741	0	0	0	0.00
07 - --- --- --- --- ---	DEBT SERVICE	9,034,848	5,226,053	5,358,253	1,168,951	21.82

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
08 E --- --- --- --- 311	PROFESSIONAL SERVICE	49,325	49,933	22,795	14,037	61.58
08 E --- --- --- --- 320	TELEPHONE	720	780	500	240	48.00
08 E --- --- --- --- 329	POSTAGE	170	150	100	60	60.00
08 E --- --- --- --- 336	ADVERTISING EXPENSE	514	360	0	240	0.00
08 E --- --- --- --- 366	TRAVEL/WORKSHOP COST	1,122	497	1,000	190	18.97
08 E --- --- --- --- 370	RENTALS AND LEASES	750	0	0	0	0.00
08 E --- --- --- --- 398	CHARGEBACK OF EXPENS	0	650	0	350	0.00
08 E --- --- --- --- 3--		52,601	52,370	24,395	15,117	61.97
08 E --- --- --- --- 401	GENERAL SUPPLIES	14,434	13,986	57,257	4,417	7.71
08 E --- --- --- --- 4--		14,434	13,986	57,257	4,417	7.71
08 E --- --- --- --- 898	AWARDS AND SCHOLARSH	4,200	5,080	2,900	0	0.00
08 E --- --- --- --- 899	MISC EXPENSE	4,824	0	0	0	0.00
08 E --- --- --- --- 8--		9,024	5,080	2,900	0	0.00
08 - --- --- --- --- ---	TRUST FUND	76,059	71,436	84,552	19,534	23.10

ACCOUNT NUMBER	OBJ	2017-18 FY Activity	2018-19 FY Activity	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
Grand Expense Totals		71,848,923	44,308,879	39,824,625	8,031,854	21.04

Number of Accounts: 3765

***** End of report *****

<u>POST MONTH</u>	<u>POST YEAR</u>	<u>CHECK NUMBER</u>	<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>INVOICE NUMBER</u>	<u>AMOUNT</u>
				Frame			
September	2019	113758	BERGH, ERIK	Boys JV and Girls V Soccer Official - 9/19/19	09/25/2019	Totals for 113757	1,720.00
					09.19.2019		135.00
September	2019	113759	BERZINS, JANET	2019/2020 Uniform Allowance	09/25/2019	Totals for 113758	135.00
					08.29.2019		150.00
September	2019	113760	BROTHERS FIRE & SECUR	Job No. AS-007328 Customer ID ISD 879 DE	09/25/2019	Totals for 113759	150.00
					111802		7,275.22
September	2019	113761	BROWN, JAMES	Boys and Girls V Soccer Official - 9/19/19	09/25/2019	Totals for 113760	7,275.22
					09.19.2019		137.00
September	2019	113762	BSN SPORTS, LLC	Customer #3847352 Instructional Supplies	09/25/2019	Totals for 113761	137.00
					906104982		70.33
September	2019	113763	BUFFALO HIGH SCHOOL	Wrestling Invitational 01/11/2020	09/25/2019	Totals for 113762	70.33
					01.11.2020		125.00
September	2019	113763	BUFFALO HIGH SCHOOL	Gymnastics Invitational 1/18/2020	09/25/2019	Totals for 113763	425.00
					01.18.2020		300.00
September	2019	113764	BUSHMAN, RAQUEL	Volleyball Official - 9/17/19	09/25/2019	Totals for 113764	97.00
					09.17.2019		97.00
September	2019	113765	CAHILL, THEODORE	Boys and Girls V Soccer Official - 9/19/19	09/25/2019	Totals for 113765	137.00
					09.19.2019		137.00
September	2019	113766	CARLEN, AMANDA	Athletic Trainer for Delano Youth Football	09/25/2019	Totals for 113766	100.00
					1		100.00
September	2019	113767	CENTRAL MN ERDC	Customer 1 - Delano Instructional supplies	09/25/2019	Totals for 113767	19.88
					173725		19.88
September	2019	113768	CHECINSKI, GEORGE	Boys and Girls V Soccer Official - 9/19/19	09/25/2019	Totals for 113768	135.00
					09.19.2019		135.00
September	2019	113769	CLIMATE MAKERS	Account # DELA01 / DELANO MID	09/25/2019	Totals for 113769	302.50
					63163		302.50
September	2019	113770	COLE PAPERS INC	Customer No. 18702500	09/25/2019	Totals for 113770	195.84
September	2019	113770	COLE PAPERS INC	Customer No. 18702500	09/25/2019	Totals for 113771	4,430.27
					9588367		54.99
September	2019	113771	CORDES, RAYMOND	Classroom Supplies	09/25/2019	Totals for 113772	200.00
					09.18.2019		54.99
September	2019	113772	CREATURE ENCOUNTERS,	Delano ECFE Open House Presentation	09/25/2019	Totals for 113773	53,779.11
					1328		29.43
September	2019	113773	CULINEX	Order #68507	09/25/2019	Totals for 113774	75.00
September	2019	113773	CULINEX	Sales Order #S0374792 Serving Counter - Cold Food - DHS Food Service	09/25/2019	Totals for 113775	61.00
					INV808365		61.00
September	2019	113773	CULINEX	S/O #S0379903	09/25/2019	Totals for 113776	885.00
					INV808514		528.00
September	2019	113774	DASSEL-COKATO HIGH S	Wrestling Invitational 12/13/19	09/25/2019	Totals for 113777	1,413.00
					12.13.2019		100.00
September	2019	113775	DAVE'S MULCH STORE	Delivery	09/25/2019	Totals for 113778	175.00
					18171		175.00
September	2019	113776	EXCEL SYSTEMS	Installed 2 Data - DHS	09/25/2019	Totals for 113779	65.50
September	2019	113776	EXCEL SYSTEMS	Installed Dual CAT 6 - DIS	09/25/2019	Totals for 113780	600.25
					135344		47.90
September	2019	113777	FARBO, SUSAN	MS Girls Soccer Official - 9/17/19	09/25/2019	Totals for 113781	713.65
					09.17.2019		240.00
September	2019	113778	FIVE TECHNOLOGY	Task #17795 Troubleshoot Website	09/25/2019	Totals for 113782	240.00
					P304-18		240.00
September	2019	113779	FLINN SCIENTIFIC INC	Items for Natural Science - Carley Spiese	09/25/2019	Totals for 113783	240.00
					2395585		240.00
September	2019	113779	FLINN SCIENTIFIC INC	Sheep Brains for Psychology - Steve Brown	09/25/2019	Totals for 113784	240.00
					2402491		240.00
September	2019	113779	FLINN SCIENTIFIC INC	Flinn Order No 19-81696 Items for Natural Science - Carley Spiese	09/25/2019	Totals for 113785	240.00
					2404060		240.00
September	2019	113780	FRIDLEY HIGH SCHOOL	Wrestling Invitational 12/07/19	09/25/2019	Totals for 113786	240.00
					12.07.2019		240.00
						Totals for 113780	240.00

DETAIL OF MONTHLY BILLS PRESENTED FOR PAYMENT (Dates: 09/01/19 - 10/31/19)

<u>POST MONTH</u>	<u>POST YEAR</u>	<u>CHECK NUMBER</u>	<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>INVOICE NUMBER</u>	<u>AMOUNT</u>
September	2019	113781	FRONTIER	Account No. 763-972-1016-011218-2	09/25/2019	09.12.2019	198.29
						Totals for 113781	198.29
September	2019	113782	GATZ, HANNAH	2019/2020 Uniform Allowance	09/25/2019	09.19.2019	59.38
						Totals for 113782	59.38
September	2019	113783	GENERAL PARTS, LLC	Acct #176761 Service Order F19402	09/25/2019	6095177	270.50
September	2019	113783	GENERAL PARTS, LLC	Service at #145238	09/25/2019	6100511	391.75
September	2019	113783	GENERAL PARTS, LLC	Customer #136108 Against Invoice #6100511	09/25/2019	C304025	-391.75
						Totals for 113783	270.50
September	2019	113784	GREATER MN COMMUNICA	Thank you notes	09/25/2019	19432	58.00
						Totals for 113784	58.00
September	2019	113785	GROSSMAN, PATRICK	2019/2020 Uniform Allowance	09/25/2019	09.06.2019	56.90
						Totals for 113785	56.90
September	2019	113786	HILLYARD/HUTCHINSON	Customer No. 201908	09/25/2019	603591853	3,986.60
						Totals for 113786	3,986.60
September	2019	113787	HORIZON EQUIPMENT	Order #68507	09/25/2019	0597426	226.50
						Totals for 113787	226.50
September	2019	113788	INITIATIVE FOUNDATIO	James Loewen - PAC Speaker Delano United Line Item	09/25/2019	10.07.2019	300.00
						Totals for 113788	300.00
September	2019	113789	INNOVATIVE OFFICE SO	Customer No. 9723365 S/O No. SO-2689249 Items for Chemistry - Karen Hohenstein	09/25/2019	IN2669449	51.14
September	2019	113789	INNOVATIVE OFFICE SO	Customer No. 9723365 S/O # SO-2689285 Items for Chemistry - Jessie Bahe	09/25/2019	IN2669472	78.79
						Totals for 113789	129.93
September	2019	113790	INNOVATIVE GRAPHICS	Delano Dance Team Kids Clinic	09/25/2019	48465	600.00
						Totals for 113790	600.00
September	2019	113791	J J KELLER & ASSOC I	Customer No. 200512737 10/01/2019 - 09/30/2024 42250 Employee Posters	09/25/2019	904352926	1,116.75
						Totals for 113791	1,116.75
September	2019	113792	JAUNICH TIRE AND QUI	Tires	09/25/2019	266623	700.00
						Totals for 113792	700.00
September	2019	113793	KEMPS	Account #28020-0	09/25/2019	w/e 09.15.	1,653.70
						Totals for 113793	1,653.70
September	2019	113794	KERANEN, ANNA	MS Girls Soccer Official - 9/17/19	09/25/2019	09.23.2019	55.00
						Totals for 113794	55.00
September	2019	113795	LABEAU, MATTHEW	Monthly Phone Stipend	09/25/2019	09.19.2019	50.00
						Totals for 113795	50.00
September	2019	113796	LANDSCAPE STRUCTURES	Project ID P0048294-01-03 Landscape Structures - Borders and Tufftimber Stake	09/25/2019	INV-078623	135.00
						Totals for 113796	135.00
September	2019	113797	LOFFLER COMPANIES -	Account No. I803	09/25/2019	3219612	59.17
September	2019	113797	LOFFLER COMPANIES -	Account No. I803	09/25/2019	3219613	1,535.60
						Totals for 113797	1,594.77
September	2019	113798	LUDWIG, MEGHAN	Classroom Supplies	09/25/2019	08.21.2019	12.93
September	2019	113798	LUDWIG, MEGHAN	ECFE Supplies	09/25/2019	09.22.2019	45.46
						Totals for 113798	58.39
September	2019	113799	LUNDERBY, JOSHUA	Reimbursement for Girls Hockey Coaches Clinic	09/25/2019	09.24.2019	155.00
						Totals for 113799	155.00
September	2019	113800	MAILFINANCE	Customer No. 00389570	09/25/2019	N7916391	699.75
						Totals for 113800	699.75
September	2019	113801	MAIN, NICKOLAS	Monthly Cell Phone Stipend - 7/2019 - 9/2019	09/25/2019	09.24.2019	150.00
						Totals for 113801	150.00
September	2019	113802	MARIA FELGER RAMOS,	Interpret at Open House	09/25/2019	2019117	137.00
						Totals for 113802	137.00
September	2019	113803	MAX, MARGARET	Mileage Reimbursement - Healthy Snack	09/25/2019	09.19.2019	29.00
						Totals for 113803	29.00
September	2019	113804	MILLER, JEREMIAH	C Team Football Official - 9/19/19	09/25/2019	09.19.2019	81.00
						Totals for 113804	81.00
September	2019	113805	MINI BIFF INC	Cust #DELASCHO Site #5682	09/25/2019	A-109285	226.83
September	2019	113805	MINI BIFF INC	Cust #DELASCHO Site #5741	09/25/2019	A-109286	140.76
September	2019	113805	MINI BIFF INC	Cust #DELASCHO Site #11760	09/25/2019	A-109330	140.76
September	2019	113805	MINI BIFF INC	Cust #DELASCHO Site #11789	09/25/2019	A-109331	140.76
September	2019	113805	MINI BIFF INC	Cust #DELASCHO Site #5682	09/25/2019	A-109933	72.14
						Totals for 113805	721.25

<u>POST MONTH</u>	<u>POST YEAR</u>	<u>CHECK NUMBER</u>	<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK DATE</u>	<u>INVOICE NUMBER</u>	<u>AMOUNT</u>
September	2019	113806	MVP LOGISTICS LLC	Ship ID 47038846	09/25/2019	755393827	14.43
						Totals for 113806	14.43
September	2019	113807	NORTH STAR AWARDS &	Reissue of Check #112532 for Invoice #9112 - Check Never Received	09/25/2019	9112 - 2	120.00
						Totals for 113807	120.00
September	2019	113808	O'DONNELL, HEIDI	Reimbursement for Battle of the Books	09/25/2019	09.19.2019	268.41
						Totals for 113808	268.41
September	2019	113809	OXHERD PIZZA, INC.	DES / DIS Lunch	09/25/2019	6073	819.25
						Totals for 113809	819.25
September	2019	113810	PAN-O-GOLD BAKING CO	Customer #39559	09/25/2019	1000281925	83.48
September	2019	113810	PAN-O-GOLD BAKING CO	Customer #18028	09/25/2019	1000281925	58.42
September	2019	113810	PAN-O-GOLD BAKING CO	Customer #21295	09/25/2019	1000281926	22.00
September	2019	113810	PAN-O-GOLD BAKING CO	Customer #18027	09/25/2019	1000281926	163.70
						Totals for 113810	327.60
September	2019	113811	PATTERSON, MICHAEL	Monthly Cell Phone Stipend - August 2019	09/25/2019	09.18.2019	50.00
						Totals for 113811	50.00
September	2019	113812	PEARSON EDUCATION IN	Acct # 2263726 Curriculum - Math Online	09/25/2019	7026934487	338.80
						Totals for 113812	338.80
September	2019	113813	PEBBLE CREEK GOLF CL	PreSection 5AA Golf Invitational 4/30/20	09/25/2019	04.30.2020	300.00
						Totals for 113813	300.00
September	2019	113814	PERRY, KEVIN	C Team Football Official - 9/19/19	09/25/2019	09.19.2019	81.00
						Totals for 113814	81.00
September	2019	113815	PLAMAN, BRAD	V Football Official 9/20/19	09/25/2019	09.20.2019	94.00
						Totals for 113815	94.00
September	2019	113816	POPPLER, AMY	File Folders for Yearbook/News Ads	09/25/2019	09.23.2019	32.60
						Totals for 113816	32.60
September	2019	113817	PRICE, MATTHEW	V Football Official 9/20/19	09/25/2019	09.20.2019	94.00
						Totals for 113817	94.00
September	2019	113818	RANDY'S ENVIRONMENTA	Customer No. 1 - 297139 - 5 Service September 2019	09/25/2019	09.19.2019	567.83
September	2019	113818	RANDY'S ENVIRONMENTA	Customer No. 1 - 145 - 0 Service September 2019	09/25/2019	09.19.2019	4,639.48
						Totals for 113818	5,207.31
September	2019	113819	RANDY SHAVER CANCER	Tackle Cancer Game Delano vs Rocori	09/25/2019	09.20.2019	555.34
						Totals for 113819	555.34
September	2019	113820	SCHIMETZ, SCOTT	C Team Football Official - 9/19/19	09/25/2019	09.19.2019	81.00
						Totals for 113820	81.00
September	2019	113821	SELCHOW, CINDY	Cake and Plates - Goodbye Party Stern	09/25/2019	09.20.2019	43.48
						Totals for 113821	43.48
September	2019	113822	SHALLBETTER, KAREN	Classroom Supplies	09/25/2019	09.16.2019	74.99
						Totals for 113822	74.99
September	2019	113823	STAHLKE BUS SERVICE	Bus Services for September 2019	09/25/2019	09.30.2019	173,933.68
						Totals for 113823	173,933.68
September	2019	113824	STATE SUPPLY COMPANY	Customer No. C100551	09/25/2019	565750	306.54
						Totals for 113824	306.54
September	2019	113825	STODDARD, MARY	2019/2020 Uniform Allowance	09/25/2019	09.18.2019	121.83
						Totals for 113825	121.83
September	2019	113826	STONE, SARAH	Classroom Supplies	09/25/2019	09.07.2019	80.46
September	2019	113826	STONE, SARAH	Classroom Supplies	09/25/2019	09.07.2019	-80.46
September	2019	113826	STONE, SARAH	Classroom Supplies	09/25/2019	09.13.2019	200.63
September	2019	113826	STONE, SARAH	Classroom Supplies	09/25/2019	09.13.2019	-200.63
						Totals for 113826	0.00
September	2019	113827	SWENSON, LAURA	Classroom Supplies	09/25/2019	09.16.2019	24.55
						Totals for 113827	24.55
September	2019	113828	TEACHERS ON CALL	Account No. 20214	09/25/2019	107491	2,707.43
						Totals for 113828	2,707.43
September	2019	113829	THUNSTROM, LEE	Volleyball Official - 9/17/19	09/25/2019	09.17.2019	97.00
						Totals for 113829	97.00
September	2019	113830	UNIVERSAL ATHLETIC S	Customer #151885	09/25/2019	150-004459	2,250.00
						Totals for 113830	2,250.00
September	2019	113831	UPPER LAKES FOODS IN		09/25/2019		0.00
						Totals for 113831	0.00
September	2019	113832	UPPER LAKES FOODS IN	Acct #309838	09/25/2019	546698-00	986.65
September	2019	113832	UPPER LAKES FOODS IN	Acct #312772	09/25/2019	547084-00	997.75
September	2019	113832	UPPER LAKES FOODS IN	Acct #309836	09/25/2019	548469-00	2,796.64

POST MONTH	POST YEAR	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
October	2019	113881	POLITZ, JORDAN	Girls and Boys V Soccer Official - 9/24/2019	10/02/2019	09.24.2019	137.00
						Totals for 113881	137.00
October	2019	113882	RAISANEN, GLEN	Boys V Soccer Official - 9/28/19	10/02/2019	09.28.2019	75.00
						Totals for 113882	75.00
October	2019	113883	REINHART FOOD SERVIC	Acct No. 24639	10/02/2019	872051	126.54
						Totals for 113883	126.54
October	2019	113884	RISDALL, PAUL	Boys MS Soccer Official - 9/26/19	10/02/2019	09.26.2019	60.00
October	2019	113884	RISDALL, PAUL	Girls JV Soccer Official - 9/30/19	10/02/2019	09.30.2019	60.00
						Totals for 113884	120.00
October	2019	113885	RUSSELL SECURITY RES	S.O. No. 1551H	10/02/2019	A35774	25.72
						Totals for 113885	25.72
October	2019	113886	SCHMITT, EMILY	ECS Supplies	10/02/2019	09.26.2019	7.00
						Totals for 113886	7.00
October	2019	113887	SCHOLTEN, JAMES	V Football Official 8/24/19	10/02/2019	08.24.2019	50.00
						Totals for 113887	50.00
October	2019	113888	SPIESE, CARLEY	Field Biology Supplies	10/02/2019	09.17.2019	18.98
						Totals for 113888	18.98
October	2019	113889	STROBL, JULIE	Reimbursement for Pizza - Soccer Games 9/30/19	10/02/2019	10.01.2019	67.16
						Totals for 113889	67.16
October	2019	113890	SUNDHEIM, DARLENE	Supplies for Best Buddies Game Night	10/02/2019	09.25.2019	40.86
						Totals for 113890	40.86
October	2019	113891	TEACHERS ON CALL	Account No. 20214	10/02/2019	107801	5,379.30
						Totals for 113891	5,379.30
October	2019	113892	TENGWALL, CHRISTOPHE	JV Football Official - 9/30/19	10/02/2019	09.30.2019	81.00
						Totals for 113892	81.00
October	2019	113893	THALMANN, ERIC	Boys V Soccer Official - 9/28/19	10/02/2019	09.28.2019	75.00
						Totals for 113893	75.00
October	2019	113894	UNIVERSAL ATHLETIC S	Customer #151885 Football Helmets	10/02/2019	150-004536	1,620.00
						Totals for 113894	1,620.00
October	2019	113895	UPPER LAKES FOODS IN		10/02/2019		0.00
						Totals for 113895	0.00
October	2019	113896	UPPER LAKES FOODS IN	Account No. 309838	10/02/2019	549939-00	41.60
October	2019	113896	UPPER LAKES FOODS IN	Account #312772	10/02/2019	549940-00	29.12
October	2019	113896	UPPER LAKES FOODS IN	Account #309836	10/02/2019	549942-00	72.80
October	2019	113896	UPPER LAKES FOODS IN	Account #309840	10/02/2019	550733-0A	-3.59
October	2019	113896	UPPER LAKES FOODS IN	Account No. 309838	10/02/2019	551429-00	1,148.59
October	2019	113896	UPPER LAKES FOODS IN	Account #312772	10/02/2019	551642-00	880.85
October	2019	113896	UPPER LAKES FOODS IN	Account No. 309838	10/02/2019	553807-00	675.39
October	2019	113896	UPPER LAKES FOODS IN	Account #309836	10/02/2019	553989-00	1,646.46
October	2019	113896	UPPER LAKES FOODS IN	Account #312772	10/02/2019	554382-00	622.62
October	2019	113896	UPPER LAKES FOODS IN	Account #309840	10/02/2019	555802-00	854.23
October	2019	113896	UPPER LAKES FOODS IN	Account #309836	10/02/2019	556853-00	2,176.49
						Totals for 113896	8,144.56
October	2019	113897	VERIZON WIRELESS	Account No. 942070919-00001	10/02/2019	9838787594	39.84
						Totals for 113897	39.84
October	2019	113898	VOYAGER SOPRIS LEARN	Customer #31179 S/O #6325641	10/02/2019	2161528	539.40
						Totals for 113898	539.40
October	2019	113899	VOZNYUK, ALEKSANDR	Girls/Boys V Soccer Official - 9/30/19	10/02/2019	09.30.2019	137.00
						Totals for 113899	137.00
October	2019	113900	WARD'S SCIENCE	Items for Biology - Jessie Bahe	10/02/2019	8087628358	27.10
October	2019	113900	WARD'S SCIENCE	Items for Biology - Jessie Bahe	10/02/2019	8087637068	97.00
						Totals for 113900	124.10
October	2019	113901	ZASTROW, JOHN	Varsity Football Official - 8/24/2019	10/02/2019	08.24.2019	50.00
						Totals for 113901	50.00
October	2019	113902	ZELENAK, MARK	JV Football Official - 9/30/19	10/02/2019	09.30.2019	81.00
						Totals for 113902	81.00
October	2019	113903	MADISON NATL LIFE IN	Payroll accrual	10/07/2019	20191004AD	85.25
October	2019	113903	MADISON NATL LIFE IN	Payroll accrual	10/07/2019	20191004AF	1,837.23
October	2019	113903	MADISON NATL LIFE IN	Payroll accrual	10/07/2019	20191004AF	2,699.50
						Totals for 113903	4,621.98
October	2019	113904	NATIONAL INS SVS OF	Payroll accrual	10/07/2019	20191004AD	48.00
						Totals for 113904	48.00

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October	2019	113905	136211-NCPERS GROUP	Payroll accrual	10/07/2019	20191004AD	176.00	
							Totals for 113905	176.00
October	2019	113906	SCHOOL SERVICE EMP L	Payroll accrual	10/07/2019	20191004AD	1,653.53	
October	2019	113906	SCHOOL SERVICE EMP L	Payroll accrual	10/07/2019	20191004AD	911.53	
							Totals for 113906	2,565.06
October	2019	113907	ACME TOOLS - PLYMOUTH	Items for Joe Finn - Industrial Tech	10/09/2019	6940672	38.38	
							Totals for 113907	38.38
October	2019	113908	ACMETOOLS.COM	Items for Joe Finn - Industrial Tech	10/09/2019	6940672	15.99	
							Totals for 113908	15.99
October	2019	113909	AFFINETY SOLUTIONS,	DHS Software Usage Fee	10/09/2019	11899	150.00	
							Totals for 113909	150.00
October	2019	113910	ANNANDALE HIGH SCHOO	50% Softball Field Facility Rental - U of MN	10/09/2019	0160006019	450.00	
October	2019	113910	ANNANDALE HIGH SCHOO	Conference West Division Tennis Tourney	10/09/2019	10.08.2019	176.90	
							Totals for 113910	626.90
October	2019	113911	APPLE TREE-O ORCHARD	320 Lbs Apples - DES	10/09/2019	103	240.00	
							Totals for 113911	240.00
October	2019	113912	ARENSON, GEOFFREY	Varsity Football Official 8/24/19	10/09/2019	08.24.2019	50.00	
							Totals for 113912	50.00
October	2019	113913	BERG EXTERIORS, INC.	Replace HS Wrestling Door	10/09/2019	19869	3,496.00	
							Totals for 113913	3,496.00
October	2019	113914	BERGAN KDV LTD	Client No. 05025 Interim Billing for 6/30/2019 Audit	10/09/2019	1051881	12,000.00	
							Totals for 113914	12,000.00
October	2019	113915	BERGH, ERIK	Girls JV/V Soccer Official - 10/1/2019	10/09/2019	10.01.2019	127.00	
October	2019	113915	BERGH, ERIK	Girls JV/V Soccer Official - 10/3/2019	10/09/2019	10.03.2019	127.00	
							Totals for 113915	254.00
October	2019	113916	BRUHN, CAROL	CPR/AED Instructor and Supplies Reimbursement	10/09/2019	10.07.2019	184.00	
							Totals for 113916	184.00
October	2019	113917	CITI CARDS	Acct No Ending 3722 Healthy Snack	10/09/2019	10.01.2019	621.38	
							Totals for 113917	621.38
October	2019	113918	COLE PAPERS INC	Customer No. 18702500 Order No. 2419567	10/09/2019	9589992	416.16	
October	2019	113918	COLE PAPERS INC	Customer No. 18702500 Order No. 2425389	10/09/2019	9591966	204.65	
October	2019	113918	COLE PAPERS INC	Customer No. 18702500 Order No. 2421322	10/09/2019	9592462	2,142.67	
							Totals for 113918	2,763.48
October	2019	113919	CULINEX	Delano Public Schools ISD #879 S/O #SO380540	10/09/2019	INV809749	124.48	
							Totals for 113919	124.48
October	2019	113920	D'FENCE COMPANY	Construction - Fencing around Delano WTP	10/09/2019	6256	8,897.50	
							Totals for 113920	8,897.50
October	2019	113921	DAVE'S MULCH STORE	50/50 Delano ISD 879	10/09/2019	18226	253.00	
							Totals for 113921	253.00
October	2019	113922	DHJ	Community Ed Subscription Renewal	10/09/2019	10.04.2019	47.00	
							Totals for 113922	47.00
October	2019	113923	DELANO TRUE VALUE HA	Account 31570	10/09/2019	09.30.2019	866.57	
							Totals for 113923	866.57
October	2019	113924	EDMISON, LINDA	Volleyball Official - 10/03/2019	10/09/2019	10.03.2019	97.00	
							Totals for 113924	97.00
October	2019	113925	ERICKSON, TRACIE	Skyward Conference Mileage Reimbursement	10/09/2019	10.05.2019	129.92	
							Totals for 113925	129.92
October	2019	113926	FEDIE, STEVEN	Reimbursement for Conference Admin Lunch Meeting 10/2/19	10/09/2019	10.08.2019	702.88	
							Totals for 113926	702.88
October	2019	113927	FINDLEY, DEBRA	Mileage and Lunch Reimbursement - Skyward Conference	10/09/2019	10.07.2019	172.81	
							Totals for 113927	172.81
October	2019	113928	FIVE TECHNOLOGY	Monthly Managed Service Fee	10/09/2019	11019-27	125.00	
							Totals for 113928	125.00
October	2019	113929	FOBBE ELECTRIC INC	Circuits in Science Rooms Fixed Outlets in Fitzer	10/09/2019	09.30.2019	1,310.00	

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October	2019	113929	FOBBE ELECTRIC INC	Classroom Add outlets to cafeteria CE	10/09/2019	09.30.2019	2,985.00
					Totals for 113929		4,295.00
October	2019	113930	GEORGES, KRYSTAL	Mileage Reimbursement - Skyward Conference	10/09/2019	10.07.2019	106.72
					Totals for 113930		106.72
October	2019	113931	GRAINGER INC	Account No. 806535100	10/09/2019	9313589419	240.28
					Totals for 113931		240.28
October	2019	113932	HANSON, EMMA	Dog Obedience Instructor	10/09/2019	10.07.2019	225.00
					Totals for 113932		225.00
October	2019	113933	HANSOLINE INC	Customer Account ID DEL02	10/09/2019	09.30.2019	273.43
					Totals for 113933		273.43
October	2019	113934	HERALD JOURNAL PUBLI	Multiple Positions / Board Member Ad / 8/26 Board Minutes	10/09/2019	09.30.2019	337.62
					Totals for 113934		337.62
October	2019	113935	HOLM, ADAM	Girls JV/V Soccer Official - 10/3/2019	10/09/2019	10.03.2019	127.00
					Totals for 113935		127.00
October	2019	113936	HUTCHINSON HIGH SCHO	True Team Swimming and Diving Meet	10/09/2019	10.12.2019	105.00
					Totals for 113936		105.00
October	2019	113937	INNOVATIVE OFFICE SO	District Office Supplies - Timecards for Oda	10/09/2019	IN2687656	50.50
					Totals for 113937		50.50
October	2019	113938	INTEGRATED SYSTEMS C	Skyward Hosting Services November 2019	10/09/2019	0702386	650.00
					Totals for 113938		650.00
October	2019	113939	IXL LEARNING	PO #SC 2072 Site License Year 3 of 3	10/09/2019	S271165	2,851.50
					Totals for 113939		2,851.50
October	2019	113940	KEMPS	Account #28020-0 Invoice Nos. 748142/748148/748191/748143/74 8137/748193/748145/748144/7481 38/748196/748147/748195	10/09/2019	w/e 09.28.	2,535.66
					Totals for 113940		2,535.66
October	2019	113941	KULLY SUPPLY CO	Customer ID C10434 SO No. 435996	10/09/2019	500597	115.42
					Totals for 113941		115.42
October	2019	113942	LARSON, KRIS	Monthly Cell Phone Stipend 7/2019-9/2019	10/09/2019	10.08.2019	150.00
					Totals for 113942		150.00
October	2019	113943	LEAF, RONALD	Boys JV/V Soccer Official - 10/03/2019	10/09/2019	10.03.2019	127.00
					Totals for 113943		127.00
October	2019	113944	LEONARD, TIM	Lunch Account Refund	10/09/2019	10.04.2019	153.95
					Totals for 113944		153.95
October	2019	113945	LORENTZ, JENNIFER	Payroll Law Seminar Lunch and Mileage Reimbursement	10/09/2019	10.02.2019	49.98
					Totals for 113945		49.98
October	2019	113946	MARIA FELGER RAMOS,	Interpret	10/09/2019	2019127	137.00
					Totals for 113946		137.00
October	2019	113947	MN ASSOC OF SEC SCH	School Law Seminar for Steve Schauberger	10/09/2019	10.29.2019	160.00
					Totals for 113947		160.00
October	2019	113948	MATH MASTERS	6TH Grade Early Bird Team Registration	10/09/2019	10.02.2019	279.00
					Totals for 113948		279.00
October	2019	113949	THE MCDOWELL AGENCY	Background Screenings	10/09/2019	117875	71.80
					Totals for 113949		71.80
October	2019	113950	MCINTOSH, ALAN	Girls JV/V Soccer Official - 10/3/2019	10/09/2019	10.03.2019	75.00
					Totals for 113950		75.00
October	2019	113951	MEI TOTAL ELEVATOR S	Contract 753722 Oct - Dec Quarterly Service	10/09/2019	823407	495.00
					Totals for 113951		495.00
October	2019	113952	MEKOLI, STEVEN	Boys JV/V Soccer Official - 10/03/2019	10/09/2019	10.03.2019	127.00
					Totals for 113952		127.00
October	2019	113953	MENARD'S	Account No. 32030251 Transaction # 5663	10/09/2019	8074	151.79
					Totals for 113953		151.79
October	2019	113954	MINI BIFF INC	Cust # DELASCHO Site #5682	10/09/2019	A-110245	347.31
October	2019	113954	MINI BIFF INC	Cust # DELASCHO Site #5741	10/09/2019	A-110246	140.76
October	2019	113954	MINI BIFF INC	Cust # DELASCHO Site #11760	10/09/2019	A-110260	140.76
October	2019	113954	MINI BIFF INC	Cust # DELASCHO Site #11789	10/09/2019	A-110261	140.76

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October	2019	113955	MINNESOTA SCIENCE OL	Division B Team Registration Delano High School	Totals for 113954 10/09/2019	09.27.2019	769.59 150.00
October	2019	113956	NAPA (DELANO AUTO PA	Account #1950	Totals for 113955 10/09/2019	183380	150.00 312.63
October	2019	113956	NAPA (DELANO AUTO PA	Account #1950	10/09/2019	183418	95.59
October	2019	113956	NAPA (DELANO AUTO PA	Account #1950	10/09/2019	183474	54.37
October	2019	113957	NEJAD, REZA	Boys V Soccer Official - 10/03/2019	Totals for 113956 10/09/2019	10.03.2019	462.59 75.00
October	2019	113958	O'DONNELL, HEIDI	MEGT Membership Reimbursement / Supplies Reimbursement	Totals for 113957 10/09/2019	10.02.2019	75.00 47.62
October	2019	113959	OLSON, KIRSTEN	Skyward Conference - Mileage Reimbursement	Totals for 113958 10/09/2019	10.03.2019	47.62 128.76
October	2019	113960	OMANN BROTHERS PAVIN	ISD #879 Remove/Replace B612 Curg	Totals for 113959 10/09/2019	28310	128.76 4,500.00
October	2019	113961	OXHERD PIZZA, INC.	Delano School Lunch Pizzas	Totals for 113960 10/09/2019	7233	4,500.00 1,305.00
October	2019	113962	OXYGEN SERVICE COMPA	Ongoing and Open P.O. for Joe Finn Industrial Tech	Totals for 113961 10/09/2019	08291947	1,305.00 108.42
October	2019	113962	OXYGEN SERVICE COMPA	Ongoing and Open P.O. for Joe Finn Industrial Tech	10/09/2019	08291948	52.15
October	2019	113963	PAN-O-GOLD BAKING CO	Customer #18028	Totals for 113962 10/09/2019	1000281927	160.57 87.00
October	2019	113963	PAN-O-GOLD BAKING CO	Customer #39559	10/09/2019	1000281927	56.84
October	2019	113963	PAN-O-GOLD BAKING CO	Customer #21295	10/09/2019	1000281928	22.00
October	2019	113963	PAN-O-GOLD BAKING CO	Customer #18027	10/09/2019	1000281928	157.60
October	2019	113964	PIONEER CREEK GOLF C	Delano CE	Totals for 113963 10/09/2019	3	323.44 2,500.00
October	2019	113965	RAMIC, ALMIN	Girls JV/V Soccer Official - 10/01/2019	Totals for 113964 10/09/2019	10.01.2019	2,500.00 75.00
October	2019	113966	RUPP, ANDERSON, SQUIRE	Statement as of 6/30/2019	Totals for 113965 10/09/2019	9726	75.00 1,546.50
October	2019	113967	RED CEDAR YOGA	Delano CE Yoga Classes	Totals for 113966 10/09/2019	10.04.2019	1,546.50 90.00
October	2019	113968	REINHART FOOD SERVIC	Account No. 3423 TKC	Totals for 113967 10/09/2019	894244	90.00 12.27
October	2019	113969	SCHAUBERGER, STEVEN	Mileage Reimbursement AP PLC Meeting	Totals for 113968 10/09/2019	10.03.2019	12.27 15.08
October	2019	113969	SCHAUBERGER, STEVEN	Monthly Cell Phone Reimbursement - September 2019	10/09/2019	10.04.2019	50.00
October	2019	113970	SCHOOL SPECIALTY	Black and Orange Roll of Paper for Unity Day	Totals for 113969 10/09/2019	2081240131	65.08 227.48
October	2019	113971	SEMEIZER, JULIE	DCD Program Supplies	Totals for 113970 10/09/2019	10.07.2019	227.48 234.80
October	2019	113972	STARCZNSKI, KENNETH	Girls JV/V Swim Official - 09/19/19	Totals for 113971 10/09/2019	09.19.2019	234.80 85.00
October	2019	113973	STUTTGEN, WENDY	PD Training - Dyslexia	Totals for 113972 10/09/2019	09.30.2019	85.00 700.00
October	2019	113974	TEACHERS ON CALL	Account No. 20214	Totals for 113973 10/09/2019	108118	700.00 4,658.14
October	2019	113975	TIERNEY BROTHERS INC	Acct No. 104328 S/O #554264	Totals for 113974 10/09/2019	807530	4,658.14 23.25
October	2019	113976	TOOL, RYAN	Mileage Reimbursement for Activities Functions	Totals for 113975 10/09/2019	10.04.2019	23.25 255.20
October	2019	113977	TOWN & COUNTRY LANDS	Repair Ball Fields - #1, 2, 3, & 4	Totals for 113976 10/09/2019	16791	255.20 13,180.00
October	2019	113977	TOWN & COUNTRY LANDS	Delano Schools Dist 879 Athletic Field Maintenance	10/09/2019	16792	6,000.00
October	2019	113977	TOWN & COUNTRY LANDS	Repair Ball Field #5	10/09/2019	16793	3,988.00
October	2019	113978	TRIO SUPPLY COMPANY	Customer #0366446	Totals for 113977 10/09/2019	562868	23,168.00 368.15
October	2019	113978	TRIO SUPPLY COMPANY	Customer #0366446	10/09/2019	562871	788.72
October	2019	113979	UPPER LAKES FOODS IN		Totals for 113978 10/09/2019		1,156.87 0.00

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				Totals for 113979			0.00
October	2019	113980	UPPER LAKES FOODS IN	Account #309836	10/09/2019	554758-00	35.36
October	2019	113980	UPPER LAKES FOODS IN	Account #312772	10/09/2019	554759-00	16.64
October	2019	113980	UPPER LAKES FOODS IN	Account #309838	10/09/2019	554761-00	14.56
October	2019	113980	UPPER LAKES FOODS IN	Account #309838	10/09/2019	555759-00	1,215.07
October	2019	113980	UPPER LAKES FOODS IN	Account #312772	10/09/2019	556278-00	680.86
October	2019	113980	UPPER LAKES FOODS IN	Account #309838	10/09/2019	558609-00	798.63
October	2019	113980	UPPER LAKES FOODS IN	Account #312772	10/09/2019	559081-00	918.06
October	2019	113980	UPPER LAKES FOODS IN	Account #309836	10/09/2019	559603-00	1,610.30
October	2019	113980	UPPER LAKES FOODS IN	Account No. 309840	10/09/2019	559951-00	932.72
				Totals for 113980			6,222.20
October	2019	113981	UPS	Shipper No. 64790F Control ID 55Q3	10/09/2019	000064790F	16.93
				Totals for 113981			16.93
October	2019	113982	VANCO SERVICES, LLC	Client ES12051 eCheck Monthly Fee	10/09/2019	0001010804	30.25
				Totals for 113982			30.25
October	2019	113983	VITAL SIGNS	DIS Banner with Grommers	10/09/2019	V-19711	320.00
				Totals for 113983			320.00
October	2019	113984	WARNE, CHARLENE	Classroom Supplies	10/09/2019	09.18.2019	192.53
October	2019	113984	WARNE, CHARLENE	Parking Reimbursement - PACER Workshop	10/09/2019	09.18.2019	14.00
				Totals for 113984			206.53
October	2019	113985	WRIGHT COUNTY JOURNA	Account No. 1249 ET	10/09/2019	09.30.2019	267.44
				Totals for 113985			267.44
October	2019	113986	WRIGHT TECHNICAL CEN	Customern 1-1015 WTCA / BA09 / LTFM / CTE L	10/09/2019	4199	13,731.00
				Totals for 113986			13,731.00
October	2019	113987	YOUNG, DANIEL	Volleyball Official - 10/03/2019	10/09/2019	10.03.2019	97.00
				Totals for 113987			97.00
October	2019	113988	B&B SHEET METAL & RO	DES Roof	10/16/2019	57342	908.13
October	2019	113988	B&B SHEET METAL & RO	DHS Roof	10/16/2019	57358	969.05
				Totals for 113988			1,877.18
October	2019	113989	BAKER, MELISSA	Classroom Supplies	10/16/2019	10.07.2019	122.71
				Totals for 113989			122.71
October	2019	113990	BATTERIES PLUS BULBS	Customer #6129723365	10/16/2019	P13489248	395.96
October	2019	113990	BATTERIES PLUS BULBS	Customer #6129723365	10/16/2019	P15980568	215.97
				Totals for 113990			611.93
October	2019	113991	BENKER, JESSICA	Classroom Supplies	10/16/2019	10.14.2019	29.23
				Totals for 113991			29.23
October	2019	113992	BORDER STATE ELECTRI	Cust Acct #16899 S/O #32791374	10/16/2019	918684444	214.00
				Totals for 113992			214.00
October	2019	113993	CENTRAL MN ERDC	Customer 1 - Delano 1 COPMAI	10/16/2019	174130	327.91
				Totals for 113993			327.91
October	2019	113994	CLIMATE MAKERS	Acct #DELA01 / DELANO MID Ticket #037034	10/16/2019	63345	1,213.51
				Totals for 113994			1,213.51
October	2019	113995	CENTRAL MN MENTAL HE	Delano Chemical Health Services	10/16/2019	10.09.2019	360.00
				Totals for 113995			360.00
October	2019	113996	COLE PAPERS INC	Customer No. 18702500 Order No. 2425389	10/16/2019	9594424	197.67
				Totals for 113996			197.67
October	2019	113997	CRUNSTEDT, ROBERT	Girls JV/V Swim Official 10/10/19	10/16/2019	10.10.2019	85.00
				Totals for 113997			85.00
October	2019	113998	CULINEX	Customer 76104 Delano Public Schools #S0380540	10/16/2019	INV809948	68.56
October	2019	113998	CULINEX	Customer #76104 #S0380795	10/16/2019	INV810153	87.37
				Totals for 113998			155.93
October	2019	113999	DELANO MUNICIPAL UTI	Customer #5392	10/16/2019	09.30.2019	6,165.35
October	2019	113999	DELANO MUNICIPAL UTI	Customer #5393	10/16/2019	09.30.2019	21,550.30
October	2019	113999	DELANO MUNICIPAL UTI	Customer #5394	10/16/2019	09.30.2019	5,745.53
October	2019	113999	DELANO MUNICIPAL UTI	Customer #5395	10/16/2019	09.30.2019	991.33
October	2019	113999	DELANO MUNICIPAL UTI	Customer #6242	10/16/2019	09.30.2019	1,863.10
October	2019	113999	DELANO MUNICIPAL UTI	Customer #2301	10/16/2019	09.30.2019	11,853.46
				Totals for 113999			48,169.07
October	2019	114000	DIVERSIFIED SNACK DI	Customer ID de	10/16/2019	154388	570.58
				Totals for 114000			570.58
October	2019	114001	EAGLE EYE ESCAPE	Field Trip for Compass - Shallyn Tordeur/Marie Techam	10/16/2019	100	180.00
				Totals for 114001			180.00
October	2019	114002	ECKROTH MUSIC	Items for Band - Jason Koets	10/16/2019	3473634	5.40
October	2019	114002	ECKROTH MUSIC	Items for Band - Jason Koets	10/16/2019	3484895	45.00

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October	2019	114002	ECKROTH MUSIC	Items for Band - Jason Koets	10/16/2019	3485434	35.00
						Totals for 114002	85.40
October	2019	114003	FRONTIER	Account No. 763-972-6803-073102-2	10/16/2019	10.04.2019	146.55
October	2019	114003	FRONTIER	Account No. 763-972-2636-091508-2	10/16/2019	10.04.2019	421.85
October	2019	114003	FRONTIER	Account No. 763-972-3365-091376-2	10/16/2019	10.04.2019	2,776.37
						Totals for 114003	3,344.77
October	2019	114004	GALLUS EMBROIDERY &	Little Leaders Cheer Camp Shirts	10/16/2019	2085	230.00
						Totals for 114004	230.00
October	2019	114005	GLOBAL EQUIPMENT COM	Customer No. 1099836 Order No. 16049687	10/16/2019	114742128	1,079.95
						Totals for 114005	1,079.95
October	2019	114006	HANSON, CHRISTOPHER	Adjustement for Payment on 9/10/2019	10/16/2019	09.10.2019	13.00
						Totals for 114006	13.00
October	2019	114007	HEMMAH, LLOYD	Volleyball Official 10/10/19	10/16/2019	10.10.2019	97.00
						Totals for 114007	97.00
October	2019	114008	HILGER GROUP / M&D S	Soccer Assigning Fees - Delano Schools	10/16/2019	10.12.2019	498.00
						Totals for 114008	498.00
October	2019	114009	HILLYARD/HUTCHINSON	Customer No. 201908	10/16/2019	603617893	26.28
						Totals for 114009	26.28
October	2019	114010	HINGST, LEE	Volleyball Official 10/10/19	10/16/2019	10.10.2019	97.00
						Totals for 114010	97.00
October	2019	114011	HITCHINGS, JOSEPH	Monthly Cell Phone Stipend - 9/2019 - 10/2019	10/16/2019	10.15.2019	100.00
						Totals for 114011	100.00
October	2019	114012	HS PIE	Coborn's Labels for Learning	10/16/2019	9998081319	1,227.45
						Totals for 114012	1,227.45
October	2019	114013	ICS CONSULTING INC.	Project 0008081	10/16/2019	5633	8,176.32
						Totals for 114013	8,176.32
October	2019	114014	INNOVATIVE OFFICE SO	Items for HS Office - Thomas SO-2716248	10/16/2019	IN2696209	197.62
October	2019	114014	INNOVATIVE OFFICE SO	Innovative Order XO-2719717	10/16/2019	IN2699981	59.78
						Totals for 114014	257.40
October	2019	114015	J & R SCHOOL SUPPLIE	Case of Mechanical Pencils Case of Erasers	10/16/2019	8880	220.00
						Totals for 114015	220.00
October	2019	114016	J W PEPPER	Music for Conway - Choir	10/16/2019	172047603	324.99
						Totals for 114016	324.99
October	2019	114017	KEMPS	Account #28020-0 Invoice Nos. 748250/748249/748247/748248/74 8246	10/16/2019	w/e 10.05.	949.76
						Totals for 114017	949.76
October	2019	114018	KRAMP, WENDY	Recess Vest Embroidery	10/16/2019	10.08.19	30.00
						Totals for 114018	30.00
October	2019	114019	LARSON, JAMES	JV Football Official	10/16/2019	10.07.2019	81.00
						Totals for 114019	81.00
October	2019	114020	LOFFLER COMPANIES, I	Contract 020-0091597-001 Lease Payment	10/16/2019	1808317	1,187.00
						Totals for 114020	1,187.00
October	2019	114021	LYNCH, JEFFREY	2019/2020 Shoe / Pants Allowance	10/16/2019	10.15.2019	125.00
						Totals for 114021	125.00
October	2019	114022	MARIA FELGER RAMOS,	Interpret with Parents and Teachers, IEP	10/16/2019	2019129	137.00
						Totals for 114022	137.00
October	2019	114023	MCGRAW-HILL SCHOOL E	Additional Kindergarten Math Journal	10/16/2019	1094973490	150.90
						Totals for 114023	150.90
October	2019	114024	MCINTOSH, ALAN	Boys JV Soccer Official - 09/30/2019	10/16/2019	09.30.2019	60.00
October	2019	114024	MCINTOSH, ALAN	Boys C Soccer Official 10/07/2019	10/16/2019	10.07.2019	60.00
						Totals for 114024	120.00
October	2019	114025	MENARD'S	Account #32030251 Transaction #988	10/16/2019	7429	2,345.47
October	2019	114025	MENARD'S	HDPE Boards for walls in sped rooms Account #32030251 Transaction #8498	10/16/2019	7693	999.90
October	2019	114025	MENARD'S	Account #32030251 Transaction #7916	10/16/2019	8470	299.55
						Totals for 114025	3,644.92

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
October	2019	114026	MIDWEST MACHINERY CO	Account No. 90067745	10/16/2019	1984976	64.32
						Totals for 114026	64.32
October	2019	114027	MN DEPT OF LABOR & I	Customer No. 0000088024 Elevator Annual Operator License	10/16/2019	ALR0100581	100.00
						Totals for 114027	100.00
October	2019	114028	MN SECRETARY OF STAT	Notary Renewal - Mary Reeder	10/16/2019	10.11.2019	120.00
						Totals for 114028	120.00
October	2019	114029	MN SWIM COACHES ASSO	2019 True Team State Meet	10/16/2019	10.15.2019	150.00
						Totals for 114029	150.00
October	2019	114030	NORDLING, AARON	JV Football Official	10/16/2019	10.07.2019	81.00
						Totals for 114030	81.00
October	2019	114031	NORTH STAR AWARDS &	End of Season Awards - Girls Soccer	10/16/2019	9504	37.50
						Totals for 114031	37.50
October	2019	114032	OXYGEN SERVICE COMPA	Customer 11692 Cylinder Rental	10/16/2019	03448996	10.40
						Totals for 114032	10.40
October	2019	114033	PAN-O-GOLD BAKING CO	Customer #39559	10/16/2019	1000281928	80.60
October	2019	114033	PAN-O-GOLD BAKING CO	Customer #18028	10/16/2019	1000281928	95.10
October	2019	114033	PAN-O-GOLD BAKING CO	Customer #18027	10/16/2019	1000281928	32.20
						Totals for 114033	207.90
October	2019	114034	PAVLOVICH, MERRILL	Reimbursement for Food	10/16/2019	10.14.2019	21.44
						Totals for 114034	21.44
October	2019	114035	PEKURI, CAITLIN	Parking Reimbursement - SpEd	10/16/2019	10.10.2019	37.00
						Totals for 114035	37.00
October	2019	114036	PERRY, KEVIN	JV Football Official	10/16/2019	10.07.2019	81.00
						Totals for 114036	81.00
October	2019	114037	PNC EQUIPMENT FINANC	Contract Number 137021000 Rental Payment 10/4/2019 - 11/3/2019	10/16/2019	597471	23,590.17
						Totals for 114037	23,590.17
October	2019	114038	REGION 2AA	Girls Soccer Section 6A Game 10/8/2019	10/16/2019	10.08.2019	1,030.00
						Totals for 114038	1,030.00
October	2019	114039	REINHART FOOD SERVIC	Acct No. 3423 TKC	10/16/2019	892078	584.04
						Totals for 114039	584.04
October	2019	114040	RENNEBERG HARDWOODS,	Wood for Industrial Tech - Joe Finn	10/16/2019	SINV-02954	1,670.00
						Totals for 114040	1,670.00
October	2019	114041	RIDGEVIEW MEDICAL CE	Sports Medicine Coverage for Section Girls Soccer 10/8/2019	10/16/2019	10.08.2019	110.00
						Totals for 114041	110.00
October	2019	114042	SCHIMETZ, SCOTT	V Football Official 10/11/2019	10/16/2019	10.11.2019	94.00
						Totals for 114042	94.00
October	2019	114043	SCHOLASTIC INC./WEEK	Scholastic Magazine Grade K, 1, and 2	10/16/2019	M6724782	3,143.56
October	2019	114043	SCHOLASTIC INC./WEEK	Scholastic Magazine Grade K, 1, and 2	10/16/2019	M6823147	145.48
						Totals for 114043	3,289.04
October	2019	114044	SEIBERLICH, REBECCA	Scholastic Books Reimbursement	10/16/2019	10.11.2019	182.00
						Totals for 114044	182.00
October	2019	114045	SLADEK, NATHAN	Supplies for Best Buddy Party	10/16/2019	10.08.2019	33.39
						Totals for 114045	33.39
October	2019	114046	STATE TOURNAMENT BAN	All State Selectee - Boys Soccer	10/16/2019	10.20.2019	120.00
						Totals for 114046	120.00
October	2019	114047	STONE, SARAH	Classroom Supplies	10/16/2019	10.11.2019	83.25
October	2019	114047	STONE, SARAH	Mileage Reimbursement - Food Svc Certification Training	10/16/2019	10.11.2019	60.32
						Totals for 114047	143.57
October	2019	114048	TEACHERS ON CALL	Account No. 20214	10/16/2019	108439	5,861.89
						Totals for 114048	5,861.89
October	2019	114049	TRIARCO	Items for Art - Tannah Frawley	10/16/2019	565818	53.24
October	2019	114049	TRIARCO	Items for Art - Ray Cordes	10/16/2019	571171	160.65
						Totals for 114049	213.89
October	2019	114050	UNIQUE SOFTWARE	Customer No. 557 Repair Chromebooks	10/16/2019	247918	188.00
						Totals for 114050	188.00
October	2019	114051	UPPER LAKES FOODS IN		10/16/2019		0.00
						Totals for 114051	0.00
October	2019	114052	UPPER LAKES FOODS IN		10/16/2019		0.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
October	2019	114070	LEGALSHIELD	Payroll accrual	10/22/2019	20191016AD	209.75
				Totals for 114070			430.55
October	2019	114071	MN PEIP	Payroll accrual	10/22/2019	20191004AD	12,539.73
October	2019	114071	MN PEIP	Payroll accrual	10/22/2019	20191016AD	12,153.92
October	2019	114071	MN PEIP	Payroll accrual	10/22/2019	20191016AF	216,896.17
				Totals for 114071			241,589.82
October	2019	114072	RELIASTAR LIFE INS C	Payroll accrual	10/22/2019	20191004AD	154.10
October	2019	114072	RELIASTAR LIFE INS C	Payroll accrual	10/22/2019	20191004AD	1,132.50
October	2019	114072	RELIASTAR LIFE INS C	Payroll accrual	10/22/2019	20191016AD	154.10
October	2019	114072	RELIASTAR LIFE INS C	Payroll accrual	10/22/2019	20191016AD	1,132.50
October	2019	114072	RELIASTAR LIFE INS C	Payroll accrual	10/22/2019	20191016AF	996.50
				Totals for 114072			3,569.70
October	2019	114073	SCHOOL SERVICE EMP L	Payroll accrual	10/22/2019	20191016AD	804.97
				Totals for 114073			804.97
October	2019	114074	THRIVENT MUTUAL FUND	Payroll accrual	10/22/2019	20191004AD	347.00
October	2019	114074	THRIVENT MUTUAL FUND	Payroll accrual	10/22/2019	20191016AD	347.00
October	2019	114074	THRIVENT MUTUAL FUND	Payroll accrual	10/22/2019	20191016AF	661.31
				Totals for 114074			1,355.31
October	2019	114075	THRIVENT FINANCIAL	Payroll accrual	10/22/2019	20191004AD	305.00
October	2019	114075	THRIVENT FINANCIAL	Payroll accrual	10/22/2019	20191016AD	305.00
October	2019	114075	THRIVENT FINANCIAL	Payroll accrual	10/22/2019	20191016AF	411.67
				Totals for 114075			1,021.67
October	2019	114076	WADDELL & REED INC/I	Payroll accrual	10/22/2019	20191004AD	556.40
October	2019	114076	WADDELL & REED INC/I	Payroll accrual	10/22/2019	20191016AD	556.40
October	2019	114076	WADDELL & REED INC/I	Payroll accrual	10/22/2019	20191016AF	898.91
				Totals for 114076			2,011.71
October	2019	114077	BAN-KOE SYSTEMS, INC	Order No. 00062859	10/23/2019	87971	1,963.42
				Totals for 114077			1,963.42
October	2019	114078	BROTHERS FIRE & SECU	Customer ID ISD 879 DE Delano HS Hard Drives	10/23/2019	112015	250.00
October	2019	114078	BROTHERS FIRE & SECU	Customer ID ISD 879 DE Extinguisher/Hood Inspection	10/23/2019	31411	642.40
				Totals for 114078			892.40
October	2019	114079	CIRIACKS, SCOTT	Varsity Football Official - 10/11/2019	10/23/2019	10.11.2019	94.00
				Totals for 114079			94.00
October	2019	114080	CLIMATE MAKERS	Account #DELA03/COM ED	10/23/2019	63366	999.63
				Totals for 114080			999.63
October	2019	114081	CMSCA	Central Minnesota School Counselors Association Winter Conference for Boleman and Larson	10/23/2019	10.15.2019	100.00
				Totals for 114081			100.00
October	2019	114082	CULINEX	Customer 76104 Delao Public Schools	10/23/2019	INV810250	108.31
				Totals for 114082			108.31
October	2019	114083	DASSEL-COKATO HIGH S	WCC West Cross Country Meet	10/23/2019	10.15.2019	1,489.18
				Totals for 114083			1,489.18
October	2019	114084	DELANO MUNICIPAL UTI	Customer #5587	10/23/2019	09.30.2019	19.79
October	2019	114084	DELANO MUNICIPAL UTI	Customer #12852	10/23/2019	09.30.2019	9,214.01
October	2019	114084	DELANO MUNICIPAL UTI	Customer #964	10/23/2019	09.30.2019	5,183.63
October	2019	114084	DELANO MUNICIPAL UTI	Customer #4744	10/23/2019	09.30.2019	48.29
October	2019	114084	DELANO MUNICIPAL UTI	Customer #5121	10/23/2019	09.30.2019	669.03
				Totals for 114084			15,134.75
October	2019	114085	DELANO TIGER BOOSTER	Cheerleading Booster Hosting Little Leaders Cheer Camp	10/23/2019	10.16.2019	549.96
				Totals for 114085			549.96
October	2019	114086	EGLY, GWEN	Reimbursement for Book Fair Books	10/23/2019	10.15.2019	94.91
				Totals for 114086			94.91
October	2019	114087	ELECTRIC MOTOR REPAI	Customer No. 051070	10/23/2019	452294	855.62
				Totals for 114087			855.62
October	2019	114088	FALL HARVEST ORCHARD	Sweet 16 Apples	10/23/2019	10.15.2019	180.00
				Totals for 114088			180.00
October	2019	114089	FEDIE, STEVEN	Executive Secretary Compensation Sept/Oct 2019 Salary/Phone/Internet/Postage, Printing/Mileage	10/23/2019	10.15.2019	2,716.12
				Totals for 114089			2,716.12
October	2019	114090	FRONTIER	Account No. 763-972-1016-011218-2	10/23/2019	10.12.2019	202.05
				Totals for 114090			202.05
October	2019	114091	GLITSOS, AMY	Mileage Reimbursement	10/23/2019	10.07.2019	18.21
				Totals for 114091			18.21
October	2019	114092	GOLKA, GARY	V Football Official - 10/16/19	10/23/2019	10.16.2019	94.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
					Totals for	114092	94.00
October	2019	114093	JOHNSON, ANNALIESE	Mileage Reimbursement	10/23/2019	10.16.2019	8.70
					Totals for	114093	8.70
October	2019	114094	J W PEPPER	Instructional Supplies S/O #1367679	10/23/2019	187299789	108.44
October	2019	114094	J W PEPPER	Music for Choir - Eric Conway S/O #1377375	10/23/2019	188472851	61.99
October	2019	114094	J W PEPPER	Music for Choir - Eric Conway S/O #1377375	10/23/2019	188489157	268.99
					Totals for	114094	439.42
October	2019	114095	KEMPS	Account #28020-0 Invoice Nos. 748224/748282/748022/748223/748281/748023/748297/748225/748280/748300/748299	10/23/2019	w/e 10.12.	2,432.41
					Totals for	114095	2,432.41
October	2019	114096	KINACT ENERGY GROUP	Account 51-6683190 September Paid in October 2019	10/23/2019	300284	7,347.93
					Totals for	114096	7,347.93
October	2019	114097	KOWALSKI, TAMRA	Supplies for Halloween Silhouettes Class	10/23/2019	10.16.2019	35.00
					Totals for	114097	35.00
October	2019	114098	LABEAU, MATTHEW	Mileage Reimbursement Monthly Cell Phone Stipend	10/23/2019	10.21.2019	125.98
					Totals for	114098	125.98
October	2019	114099	LOFFLER COMPANIES -	Account No. I803 Contract No. NC12007-01	10/23/2019	3249577	59.08
October	2019	114099	LOFFLER COMPANIES -	Account No. I803 Contract No. I65551-SKA10092-01	10/23/2019	3249578	2,215.39
					Totals for	114099	2,274.47
October	2019	114100	MENARD'S	Account #32030251 Transaction #5874	10/23/2019	8824	336.57
October	2019	114100	MENARD'S	Account #32030251 Transaction #6943	10/23/2019	8832	-9.99
October	2019	114100	MENARD'S	Account #32030251 Transaction #2950	10/23/2019	8900	24.19
					Totals for	114100	350.77
October	2019	114101	MINI BIFF INC	Customer #DELASCHO Site #11760	10/23/2019	A-110708	75.06
October	2019	114101	MINI BIFF INC	Customer #DELASCHO Site #11789	10/23/2019	A-110709	75.06
October	2019	114101	MINI BIFF INC	Customer #DELASCHO Site #5741	10/23/2019	A-110710	75.06
					Totals for	114101	225.18
October	2019	114102	MINNESOTA WRESTLING	DVD Order	10/23/2019	10.24.2019	30.00
					Totals for	114102	30.00
October	2019	114103	MUSSELMAN, TANYA	Mileage Reimbursement - Shoreview Community Center	10/23/2019	10.16.2019	40.60
October	2019	114103	MUSSELMAN, TANYA	Mileage Reimbursement De Escalation / Handle with Care	10/23/2019	10.16.2019	34.80
					Totals for	114103	75.40
October	2019	114104	NORCOSTCO INC	Account No. 220186 S/O #18854	10/23/2019	178299	244.30
					Totals for	114104	244.30
October	2019	114105	NORLAND, LAWRENCE	V Football Official - 10/16/19	10/23/2019	10.16.2019	94.00
					Totals for	114105	94.00
October	2019	114106	NYGAARD, SCOTT	V Football Official - 10/11/2019	10/23/2019	10.11.2019	94.00
					Totals for	114106	94.00
October	2019	114107	ORONO SENIOR HIGH	WCC East Cross Country Meet	10/23/2019	10.15.2019	1,456.80
					Totals for	114107	1,456.80
October	2019	114108	ORVIK, JESSICA	Mileage Reimbursement	10/23/2019	10.14.2019	15.66
					Totals for	114108	15.66
October	2019	114109	PAN-O-GOLD BAKING CO	Customer 18027	10/23/2019	1000281929	46.32
					Totals for	114109	46.32
October	2019	114110	PAPKE, MATTHEW	V Football Official - 10/16/19	10/23/2019	10.16.2019	94.00
					Totals for	114110	94.00
October	2019	114111	PATTERSON, MICHAEL	Monthly Cell Phone Stipend - September 2019	10/23/2019	10.16.2019	50.00
					Totals for	114111	50.00
October	2019	114112	POHLMEIER, RICH	Volleyball Official - 10/15/2019	10/23/2019	10.15.2019	97.00
					Totals for	114112	97.00
October	2019	114113	SCHAUBERGER, STEVEN	Monthly Cell Phone Stipend - October 2019	10/23/2019	10.21.2019	50.00
					Totals for	114113	50.00
October	2019	114114	SCHIMETZ, SCOTT	C Team Football Official -	10/23/2019	10.15.2019	81.00

POST MONTH	POST YEAR	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	CHECK DATE	INVOICE NUMBER	AMOUNT
				10/15/2019			
					Totals for 114114		81.00
October	2019	114115	SHEILA MERZER, M.A.L	Consultation at TREK	10/23/2019	21870	400.00
					Totals for 114115		400.00
October	2019	114116	SIPE, GARY	C Team Football Official - 10/15/2019	10/23/2019	10.15.2019	81.00
					Totals for 114116		81.00
October	2019	114117	SPIKES FEED	Customer No. 106417	10/23/2019	1086 / 9	49.95
					Totals for 114117		49.95
October	2019	114118	TEACHERS ON CALL	Account No. 20214	10/23/2019	108761	6,400.60
					Totals for 114118		6,400.60
October	2019	114119	THUNSTROM, LEE	Volleyball Official - 10/15/2019	10/23/2019	10.15.2019	97.00
					Totals for 114119		97.00
October	2019	114120	TRIARCO	Items for Art - Tannah Frawley Order No. 68-4692-0	10/23/2019	572734	281.54
					Totals for 114120		281.54
October	2019	114121	TRIO SUPPLY COMPANY	Customer #0366446	10/23/2019	566509	413.99
October	2019	114121	TRIO SUPPLY COMPANY	Customer #0366446	10/23/2019	566511	304.47
October	2019	114121	TRIO SUPPLY COMPANY	Customer #0366446	10/23/2019	566515	245.63
					Totals for 114121		964.09
October	2019	114122	UPPER LAKES FOODS IN	Acct #309838	10/23/2019	564925-00	1,099.94
October	2019	114122	UPPER LAKES FOODS IN	Acct #312772	10/23/2019	565410-00	573.81
October	2019	114122	UPPER LAKES FOODS IN	Acct #309836	10/23/2019	568044-00	1,927.08
					Totals for 114122		3,600.83
October	2019	114123	WEBER, JASON	V Football Official - 10/16/19	10/23/2019	10.16.2019	94.00
					Totals for 114123		94.00
October	2019	114124	XCEL ENERGY	Account No. 51-0012249050-1	10/23/2019	655797180	1,118.13
					Totals for 114124		1,118.13
October	2019	114125	ZAMZOW, JEFFERY	V Football Official - 10/16/19	10/23/2019	10.16.2019	94.00
					Totals for 114125		94.00
October	2019	114126	ZASTROW, JOHN	C Team Football Official - 10/15/2019	10/23/2019	10.15.2019	81.00
					Totals for 114126		81.00
					Totals for checks		1,200,819.87

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	513,598.79	1,150.00	436,142.11	950,890.90
02	FOOD SERVICE	11,303.41	153.95	49,151.79	60,609.15
04	COMMUNITY SERVICES	23,284.99	100.00	18,881.70	42,266.69
05	CAPITAL OUTLAY	834.39	0.00	118,277.57	119,111.96
06	BUILDING FUND	0.00	0.00	21,399.29	21,399.29
08	TRUST FUND	0.00	0.00	6,541.88	6,541.88
***	Fund Summary Totals ***	549,021.58	1,403.95	650,394.34	1,200,819.87

***** End of report *****

Resolution # 10-28-19-16

Resolution for Acceptance of Gifts

Member _____ introduced the following resolution and

Member _____ moved for its adoption:

WHEREAS Target - \$20.00 and Cobank Employee Match - \$500.00 for Delano Elementary; Coborn's Labels for Learning - \$1,428.43 for Delano Elementary; Kopp Family Foundation - \$2,000.00 for Random Acts of Kindness; DES PIE - \$165.13 for Delano Elementary; DIS PIE – \$7,726.60 for Chromebooks; Delano Tigers Athletics Booster Club - \$150.00 for MS Volleyball Booster-Paid Student Coach; Delano Basketball Association - \$31,200.00 for Concrete Basketball Courts at Delano Intermediate School; Coborn's Labels for Learning - \$1,227.45 for Delano High School; DASA - \$1,800.00 for Girls Hockey; United Way - \$2,000.00 for COMPASS; \$1,500 Stadium Scoreboard Sponsorships from each of the following – Alex Roeser American Family Insurance and All Season's Sports; and Jamie Ulferts – Weight Belt for TAC

have generously offered to donate to the Delano Public School District.

WHEREAS the conditions on these gifts are for the programs noted above.

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

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

_____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same: None

The foregoing resolution was approved this 28th day of October, 2019.

SCHOOL BOARD PERSONNEL ITEMS

October 28, 2019

Retirements/Resignations/Terminations

1. Goudreault, Emily: DES 1st Grade Teacher, resigned effective October 23, 2019.
2. Grover, Paige: TKC Program Lead, resigning effective October 25, 2019.
3. Hanson, Jeanne: JV Gymnastics Coach, resigned effective August 27, 2019.
4. Tschudi, Barb: DIS Food Service Worker, resigned effective October 5, 2019.

Recommendations for Employment

1. Conway, Eric: Extra Vocal, open position, effective 2019-2020 school year.
2. Economy, Kyle: MS Track Coach, replacing Wyatt Russek, effective March 9, 2020.
3. England, Megan: TKC Program Lead, replacing Paige Grover, effective October 28, 2019.
4. Griffin, Tristen: 8th Grade Boys Basketball Coach, new position, effective October 21, 2019.
5. Grover, Lauren: TKC High Schools Aide, replacing leaving students, effective October 22, 2019.
6. Hayes, Abby: TKC High School Aide, replacing leaving students, effective September 30, 2019.
7. Hebner, Hallie: TKC High School Aide, replacing leaving students, effective October 1, 2019.
8. Hedtke, Michael: DHS Night Custodian, replacing Terry Maehling, effective October 23, 2019.
9. Heidelberger, Emily: Long-Term Substitute, replacing Hannah Rosholt, effective December 2, 2019.
10. Jaunich, Kevin: Boys B Squad Basketball Coach, booster position, effective November 18, 2019.
11. McDonald, Anika: TKC Program Assistant, replacing leaving staff, effective September 23, 2019.
12. McLain, Adam: JV Boys Hockey Coach, replacing Robert Stocker, effective November 11, 2019.
13. Moore, Nickolas: 10th Grade Baseball Coach, replacing Mark Schramel, effective March 9, 2020.
14. Piche, Alex: JV Girls Hockey Coach, replacing Amber Schaack, effective October 28, 2019.
15. Swan, Rachel: CE Fall Dance Team Coach, replacing Samantha Wickland, effective August 12, 2019.

Contract Changes/Approvals/Position Changes

1. 2019-2021 Teacher Master Agreement
2. Gregor, Jayson: Moving from DHS Night Lead Custodian to DIS Day Lead Custodian, effective October 21, 2019.
3. Lynch, Jeff: Moving from DIS Day Lead Custodian to DHS Night Lead Custodian, effective October 21, 2019.
4. MOA: Nicole Sass – DIS 4th Grade Teacher

Leaves of Absence

1. Backer, Bethany: Community Education Cook, requesting a Leave of Absence, approximately October 30, 2019 through January 24, 2020.
2. Sass, Nicole: DIS 4th Grade Teacher, requesting FMLA Leave, approximately November 12, 2019 through December 20, 2019.

DIS



Achieve Thrive Excel
Delano Intermediate School

2019-2020 Site Improvement Plan

Purpose



- Align our work with DPS Strategic Plan
- Align our work with WBWF legislation
- Align our work with the vision/mission of DIS

DIS Vision/Mission



ACHIEVE, THRIVE, EXCEL

*Delano Intermediate School will be a model of excellence;
Educational Excellence is our foremost goal*

To meet this end, the DIS community will ensure a safe, positive, 21st century environment that is student centered, age appropriate, and data driven for the success of ALL students and the development of lifelong learning skills in an atmosphere of collaborative growth.

18-19 Review



Goal 1 - Not Met

The percentage of all students in grades 4-6th at Delano Intermediate School who take the FAST aReading will score low risk and/or college pathway will increase from 91.0% in 2018 to 91.50% in 2019. **(87%)**

Goal 2 - Not Met

DIS will decrease the proficiency achievement gap between current 4-6 grade SPED and Non-SPED students on the Reading MCA by raising the proficiency rate of SPED students from 49.3% in 2018 to 59.3% in 2019. **(50%)**

Goal 3 - Met

[Accomplish Year 1 objectives of the DIS Strategic Plan](#)

Goal 1



The percentage of all students in grades 4-6th at Delano Intermediate School who take the FAST aReading assessment and achieve in the low risk or college pathway levels will increase from 90.47% in Fall 2019 to 92.47% in Spring 2020.

WBWF: Career and College Ready

Goal 2



DIS will decrease the proficiency achievement gap between current 4-6 grade SPED and Non-SPED students on the Reading MCA by raising the proficiency rate of SPED students from 60.2% in 2019 to 64.5% in 2020.

WBWF: Achievement Gap Reduction

Goal 3



Accomplish Year 2 objectives of the DIS Strategic Plan

Year 2 DIS Strategic Plan



School Year		Curriculum				Technology			
		Curriculum Mapping	PBIS - Tiger PRIDE	Executive Functioning Skills	SBGR	District Goals	Technology (clevertouch, Front Row,	District Goals	FocalPoint K12
2019-2020	Action Steps	Ongoing staff collaborative conversations to revisit/maintain the integrity of the Maps	Revisit Tiger PRIDE Definitions / Examples (i.e. Update Poster)	Identify monthly themes for EFS to be implemented next year	Provide training for staff on specific/evidence based feedback	Well-rounded curriculum that is systemically aligned through all tiers of service.	Fully updated web page to include curriculum, teacher contact information essential links, etc...	Provide a flexible, digital learning environment that enhances curriculum, instruction, assessment and professional development.	FocalPoint K12 Discontinued
		Continued development of common assessments	Determine measures of progress for continued evaluation of PBIS-like program (i.e. discipline data)	Provide training on themed EFS for how to support at school	Grading Presentation for parent community in September		Front Row Streaming Training for early adopters		
			Develop monthly themes and provide lessons for grade levels to integrate PRIDE into curriculum	Integrate EFS into Tiger PRIDE Recognitions	Staff implement SBGR principles in all classes.		Integration of AV components into emergency response system		
		Completed Maps are posted online	Improve/Expand PRIDE recognitions for students and staff	Complete EFS articles and publish within newsletter	Staff document evidence of student learning (formative AND summative) within Skyward				
	Yearly Goal	HA and VA of Maps / continued revision / common assessments for at least 2 maps	building wide recognition systems for PRIDE - staff training for PBIS approach/ staff norms	Continue EFS articles within DIS Newsletter and look for continued integration of EFS within Life Skills, daily curricular experiences, and PRIDE.	Teacher's provide feedback and maintain evidence of student performance relative to power standards.		All teaching staff at beginner level; full integration of technology and emergency response systems		

Strategies



- Culture of Continuous Improvement and Data Literacy
- Continue efforts of Student Success Team
 - Student Referrals / Progress Monitoring with Fidelity
 - Redesign of intervention programming in 4th Grade
 - WIN curriculum
- Ongoing PD - Literacy Initiative, Q Comp, Zero Hour Collaboration

Questions?



2019-2020 High School

School Improvement Plan

Review of last Year

Goal 1: *Q-Comp* - Math (partially met)

Goal 2: *Culture/Climate* - Committee and Activities (met)

Goal 3: *Technology* - FocalPointK12 (Company could not meet district/school needs - ended contract)

Goal 4: *Safety & Security* - Creation of School Safety Plan (met)

Goal 5: WBWF - CCR to 60% (60.9%) (met),
Achievement Gap to 33% (34.6%) (not met), &
100% Graduation of On Campus Students (99.5%) (not met)

2019-2020 Goals

The 2019-2020 SIP and all goals are a working document. The entire staff is working on ensuring forward movement on the district strategic plan through the SIP.

2019-2020 Goals

Goal 1: *Q-Comp*

Goal 2: Curriculum: Learning Targets

Goal 3: Curriculum: Blended Learning

Goal 4: World's Best Workforce (WBWF)

2019-2020 Goals

Alignment Document

82 All goals were aligned to District 5 year Strategic Plan.

Delano Elementary School Improvement Plan 2019-





2018-2019 School Improvement Review

Goal 1) **DES Q-Comp Goal**- The percentage of students in grades 1-3 who take FAST a Reading assessment and score within the Low Risk and College Pathway categories will increase from 83.3% in the Fall of 2018 to 94.9% in the Spring of 2019. (GOAL NOT MET)

Goal 2) **Professional Development**- Grade levels met monthly to discuss student data from FAST and monthly progress monitoring. (GOAL PARTIALLY MET) Grade levels did meet to discuss data, but were limited in the amount of time due to lunch schedule.

Goal 3) **Technology Goal**: All elementary classrooms will be outfitted with (four) I pads per classroom. (GOAL MET)

Goal 4) **Curriculum Goal**- All students and staff will have participated in STEM related activities and professional development in the DES Imaginarium (GOAL MET). The LA committee researched and selected new materials for Language Arts instruction.



2019-2020 School Improvement Goals

Goal 1- Q Comp Goal

The percentage of all students in grades kindergarten through third grade at Delano Elementary School who are in the “low risk” or “college pathway” categories on the FAST aReading standardized assessment will increase from 84.65% in Spring 2019 to 85.22% in Spring 2020.



2019-2020 School Improvement Goals

Goal 2- Technology

1. Initiate implementation of a teacher designed Technology Curriculum Guide
1. Clevertouch Technology training will be provided to staff that is implementing this new technology
1. Benchmark Universe training for all staff



2019-2020 School Improvement Goal

Goal 3: Professional Development

- 1) Use 2 hour late start days as professional development opportunities (Focus on learning targets, words walls, classroom libraries, and the gradual release of responsibility)
- 2) Create a Team Meeting time to plan, implement, teach, and assess what we have learned.
- 3) Q-Comp Collaborative Groups will use data to guide instructional practice.
- 4) Benchmark Literacy training will be provided 2X per year by certified instructors.



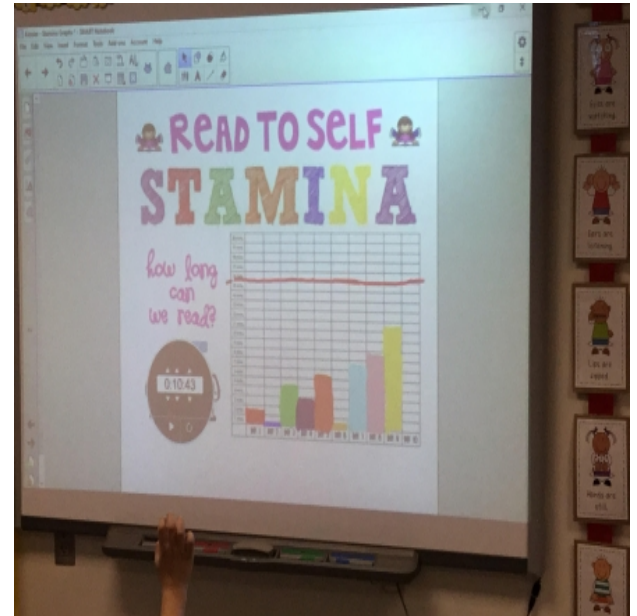
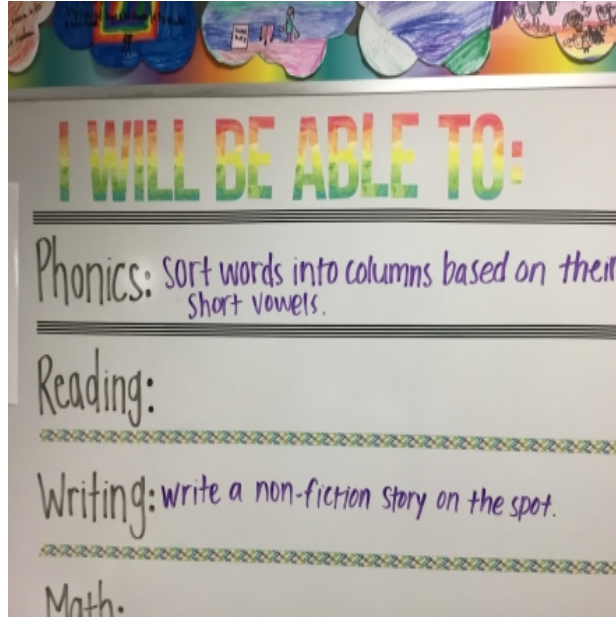
2019-2020 School Improvement Goals

Goal 4: Curriculum



1. Review MN Arts Standards to adjust curriculum and purchase needed curriculum.
2. New learning related to literacy initiative (Learning targets, words walls, classroom libraries, and the gradual release of responsibility)
 1. Implement Read Well by Grade 3/Dyslexia legislation with fidelity K-3.
 1. Facilitate the implementation of Benchmark Literacy in grades K-4

2019-2020 School Improvement Goals





06

Continuous Improvement Plan

2018-19 Results

2019-20 Goals

Overall Community Education

CURRICULUM & PROFESSIONAL DEVELOPMENT

District-wide Diversity Work

2018-2019 Accomplishments

- ★ CE staff participated in diversity training and programs
- ★ Three members of the leadership team served on the district “Humanity First” committee
- ★ Two CE leadership team members were active in the Delano United Diversity Task Force, whose mission is to help make Delano a more welcoming and equitable community

2019-2020 Goals

- CE staff will participate in district diversity related training
- Leadership team members will continue active work as part of the district “Humanity First” committee, the Delano United Diversity Task Force, and the City of Delano’s Spirit of Community Commission
- We will seek opportunities for collaboration between the district and the community in these efforts

Leadership Team

2019-2020 Goals

- CE Leadership team book study: *Leadership from the Inside Out: Becoming a Leader for Life* by Kevin Cashman

TECHNOLOGY

Overall Technology Initiatives

2018-2019 Accomplishments

- ★ Implementation of Eleyo registration software
- ★ Eleyo provides vastly improved childcare / preschool software, including electronic sign-in/sign-out
- ★ Greatly enhanced capabilities for course registration
- ★ Staff completed initial training on the courses, ECFE, and childcare modules of the software

2019-2020 Goals

- Since Eleyo does not support content (only registration), work with Five Technology to develop a new Community Education website with a focus on marketing capabilities
- Learn and implement Eleyo's capabilities fully
- If Eleyo develops a member management software package, evaluate it and their facilities software for use at the TAC (potentially replacing existing software)

Early Childhood Family Education

Delano Public Schools Preschool

Tiger Kids Club

CURRICULUM & PROFESSIONAL DEVELOPMENT

Realignment of Pre-K Programs

2018-2019 Accomplishments

- ★ New name: Delano Public Schools Preschool
- ★ Completed restructuring of preschool programs: scheduling options for families, pricing, new marketing and registration materials, curriculum realignment, staffing, pay schedules, supervision structure, funding streams
- ★ Half Day and Extended Day (year before Kindergarten) options
- ★ Wrap-Around childcare with TKC

Delano Public Schools Preschool

2019-2020 Goals

- District-wide literacy initiative
- Full integration of previous programs
- Mentor three new teachers
- Identify SEL curriculum for future implementation
- Continue to work with Elementary on P-3

CURRICULUM & PROFESSIONAL DEVELOPMENT

World's Best Workforce -- All Students Ready for Kindergarten

2018-2019 Goal & Accomplishment

- ★ The percentage of students who were enrolled in our Community Education Tiger Kids Club and/or Wee Tiger Preschool meeting proficiency on the Delano Kindergarten Entry Profile will increase from 66% in 2018 → 72.5% 2019.
 - Result: Of the 63 students in our Community Education program, 50 were considered Kindergarten Ready. This is 79.4% of the students and therefore GOAL MET

2019-2020 Goal

- ➔ The percentage of students who were enrolled in our DPS Preschool meeting proficiency on the Delano Kindergarten Entry Profile will increase from 79.4% in 2019 → 82.5% in 2020

CURRICULUM & PROFESSIONAL DEVELOPMENT

Early Childhood Family Education

2019-2020 Goals

- Mentor our two new teachers
- PD will focus on Creative Curriculum and the MN Parent Education Core Curriculum as it relates to Birth-to-Three standards
- Expand our marketing efforts using our new tagline “Play-Learn-Connect”

Tiger Kids Club

2019-2020 Goal

- The majority of our staff are new. We will have a year of onboarding and training basics as it relates to Out of School Time programming for all staff

Enrichment & Recreation Programs

**Tiger Activity Center &
Performing Arts Center**

Facilities

ENRICHMENT & RECREATION PROGRAMS

2018-2019 Accomplishments

- ★ The high school robotics team successfully re-grouped under new leadership and earned a trip to the World Competition in Detroit
- ★ New opportunities were added for youth recreation, often in partnership with community-based organizations
- ★ New in 2018-19: Junior Olympic Volleyball, Little Shooters & Junior Jammers Girls Basketball, Boys Ultimate Athlete Class (gymnastics), Junior Velocity swimming clinic, summer basketball camps, adult pickleball
- ★ In Summer 2019, we hosted 111 youth recreation and enrichment activities, with 1,704 students enrolled

2019-2020 Goals

- The 5th & 6th Grade Football program continues to evolve with significant structural improvements being made for the 2019 season
- Complete a survey to evaluate current youth program offerings and to determine what needs the community still has, especially with the changes in grade configuration of the buildings
- Host and serve as fiscal agent for the 4 Community Theatre season: Shakespeare's "Twelfth Night" in the winter; "Anne of Green Gables: The Musical" in summer 2020.

TIGER ACTIVITY CENTER

2018-2019

Accomplishments

- ★ At the request of school board, a fee schedule was developed and approved for DHS students who are on free/reduced lunch
- ★ New leg press purchased and installed
- ★ Settled into new spaces

2019-2020 Goals

→ Memberships

- ◆ Complete a community survey to determine how we can enhance the benefits we provide to our customers (October 2019)
- ◆ Make appropriate changes based on the results of the survey
- ◆ Continue to grow our membership base as we market the unique advantages of the TAC

→ Programming

- ◆ Expand our fitness class offerings
- ◆ Three new classes this fall: 50/50, Latin Hip Hop, and R.I.P.P.E.D.

→ Facility

- ◆ Develop and implement long-range plan for equipment replacement/upgrades

PERFORMING ARTS CENTER

2018-2019

Accomplishments

- ★ The grand opening was held the weekend of Nov 9-11, 2018
- ★ Rental fees were proposed and adopted by the school board
- ★ Ticketing software was identified and implemented
- ★ Technical manager was hired
- ★ Pay schedule established for PAC technical employees
- ★ First “major” rentals
- ★ Family friendly movies are shown monthly

2019-2020 Goals

→ PAC Programming

- ◆ Develop more programming and special events such as the Tonic Sol Fa performance -- goal of 3 events per year
- ◆ Promotional partnership with Emagine is starting with the school year
- ◆ Summer 2020 - 4 Community Theatre’s summer musical

→ PAC Operations

- ◆ Develop full guidelines / information for PAC rental
- ◆ Recruit and train technical staff
- ◆ Convene an advisory committee that will help establish the vision for fuller utilization of the PAC
- ◆ Develop promotional materials and implement a marketing campaign for the PAC

FACILITIES

Facility Use Policy, Procedure Manual, and Fees

2018-2019 Accomplishments

- ★ As a result of a school board listening session in November 2018, a task force was formed and met for several months
- ★ A review found facility use fees were reasonable and justified by expenses
- ★ The Facility Use Procedure Manual and Fee structure was revised
- ★ The document was approved by the school board at the August 2019 meeting
- ★ The Joint Powers agreement with the City was also updated and approved by the school board

FACILITIES

Work in the Community Education Building

2018-2019 Accomplishments

- ★ Back on the district phone system -- new extensions and short-cut keys
- ★ Maintenance / repair work completed -- focus on first floor and basement
- ★ Rooms reorganized on first floor
- ★ A Mother's Room has been established (in the TKC library)

2019-2020 Goals

- Implement planned security upgrades, including a keypad system
- New signage inside building
- New sign on outside of building to match other district buildings
- Maintenance / repair work in Summer 2020, focusing on 2nd floor
- Anticipate replacement of sidewalk along 2nd Street during Summer 2020

Unofficial

MEEKER AND WRIGHT SPECIAL EDUCATION COOPERATIVE

Board Meeting - Joint Powers Board #0938

Tuesday, September 24, 2019

Cornerstones/Eastern Wright Programs, 1405 3rd Avenue NE, Buffalo, MN 55313

PRESENT: Irene Bender, Gena Jacobson, Amy Johnson, Jessica Johnson, Katie Koch, Chris Paumen.

ABSENT: Julie Rae Pennertz

OTHERS PRESENT: Janell Bullard and Scott LeSage.

MINUTES

I. Call to Order

The meeting was called to order at 6:01 p.m.

II. Pledge of Allegiance

III. Acceptance of Agenda

Motion to accept the agenda as presented was made by Irene Bender, seconded by Gena Jacobson. Carried unanimously.

A tour of the Cornerstones/Eastern Wright Programs was conducted from 6:03 p.m. to 6:27 p.m.

IV. Minutes of Previous Meeting

Motion to approve the minutes of the August 27, 2019 meeting as presented was made by Chris Paumen, seconded by Katie Koch. Carried unanimously.

V. Bills for Payment and other financial reports as attached

Motion to approve the bills for payment and other financial reports for September was made by Irene Bender, seconded by Chris Paumen. Carried unanimously.

VI. Fund Transfers

Motion to approve the fund transfer of \$500,000.00 on August 9, 2019 was made by Katie Koch, seconded by Jessica Johnson. Carried unanimously.

VII. Reports

A. Director Report- Janell Bullard welcomed Scott LeSage, MAWSECO's new business manager and reported that the FY19 audit will be conducted the final week of October. There are still a few open positions and creative ways to draw in the candidates is being explored. Ms. Bullard recommends the Cooperative join MREA (Minnesota Rural Education Association).

VIII. New Business

A. Personnel

Motion to approve the personnel items as listed was made by Jessica Johnson, seconded by Chris Paumen. Carried unanimously.

1. Employment: Ashlee Lundberg, School Psychologist, 182 days at MA+45, 1, effective August 26, 2019.
2. Family Medical Leave: Sarah Case, Paraprofessional (Trek) 3 weeks beginning September 16, 2019.
3. Lane Change: Tanner Schraw, Teacher (Village Ranch Alternative Program), from BA to BA+15 effective September 15, 2019.
4. Employment: Jolene Spike, Paraprofessional (Cornerstones Program), 165 days at Step 3 effective September 16, 2019.

B. Addendum to Business Manager Contract

Motion to approve the addendum to the business manager contract for the relocation and moving expenses was made by Irene Bender, seconded by Katie Koch. Carried unanimously.

IX. Future Board Meetings

- A. October **29**, 2019, **6:30 p.m.**, MAWSECO Education Center, Howard Lake
- B. November 26, 2019, **6:30 p.m.**, MAWSECO Education Center, Howard Lake

X. Adjournment

Motion to adjourn the meeting was made by Chris Paumen, seconded by Jessica Johnson. Carried unanimously at 6:44 p.m.

Submitted by,

Janell Bullard
Executive Secretary

This document is available in the following formats upon request: Braille, Large Print, Audio MP3 file, Computer Disk. Please call (320) 543-1122 for more information or to request a copy.

WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Tuesday October 1, 2019 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: Steffens, Mealey, Lee, McAlpine, Curtis, Briesemeister, Sixberry.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Business Managers-Anh Glewwe, Kelsey Segerstrom-Staff Representative, Dana Watters-Administrative Assistant.

The meeting was called to order by Member Sixberry at 6:32 p.m. followed by the Pledge of Allegiance.

Agenda Review

On motion by Member McAlpine, second by Member Mealey, to approve the agenda as presented. Motion carried by unanimous vote.

Consent Agenda

On motion by Member Curtis, second by Member McAlpine, to approve the consent agenda as presented. Motion carried by unanimous vote. 5.1 September 3rd regular meeting, 5.2 Bills for Payment, 5.3 Approval of the employment agreement for MARSS Coord/Admin Asst, 5.4 Approval of the employment agreement for Tech Tutor II.

Financial Report

Business Manager Glewwe gave an update on the audit and reported on the current finances. On motion by Member Lee, second by Member Briesemeister, to approve the financial report as presented. Motion carried by unanimous vote.

Facility Tour

Principal Report

Principal Karson reported on meetings, Career & College Fair, CTE Conference, 2019-20 enrollment, field trips, program highlights and student support & engagement.

Director's Report

Director Koslofsky reported on the MDE fiscal monitoring, facility tour and updates, Greenhouse Careers, meetings attended/upcoming and confirmed the November 6 Governing Board meeting.

New Business

On motion by Member McAlpine, second by Member Lee, to approve the Restrictive Procedures Plan as presented. Motion carried by unanimous vote.

On motion by Member Mealey, second by Member Curtis, for adjournment. Motion carried by unanimous vote. Meeting was adjourned at 7:52PM.

DISTRICT STAFF DEVELOPMENT

Agenda October 15, 2019

Strategic Plan Vision:

Systematic academic growth to promote educational excellence & continuous improvement for every learner in a digital society.

Four Major Aims for Delano Public Schools:

Technology, Curriculum, Professional Development, and Facilities

Professional Development Vision:

Provide professional development opportunities that are focused in the areas of curriculum alignment, technology and job embedded professional learning communities measured for effectiveness, relevancy and viability over the next five years.

Meghan Gibas (Q-Comp)	Steve Heil (HS Admin)	Darren Schuler (ES Admin)	Meredith Huikko (ES)	Monica Kunkel (HS)
Lauren Kessler (ES)	Heidi O'Donnell (GT)	Josie Sayre(DIS)	Ginny Schuelke (SPED)	Rebecca Seiberlich (TKC)
Nate Uselding (ES)	Joe Vieau (District)	Barry Voight (DIS Admin)	Heather Walberg (ES)	
Al Briesmeister- School Board Member - Sub Jenny Rosenow - Rachel Depa				

BOLD: Present at Meeting

Not in Bold: Did Not Attend

Committee Norms

Admin self report in the document prior to Staff Development meeting

Adding staff comments or concerns section to agenda

Admin or Building Reps? Yes

Decision to leave open for either Admin or Building Reps to add staff comments or concerns.

Sent minutes about a week early and anyone can add to these comments or concerns

Begin meeting on time

Allocate a Time Keeper so we can end on time (7:45)

We understand that we are to properly vet a motion.

We understand the meaning of our vote.

7:00 a.m. Intermediate School Flex Room

1. Call Meeting to Order at 7:05 Nate called the meeting to order

2. Approve the agenda
Motion by: Ginny Second by: Monica Motion: Motion Carried
3. **Approve the Minutes -**
 - a. From [Sept. 17](#) Motion by Barry. Second by: Darren Motion: Motion Carried
4. **Old Business**
 - a. Explore the FIRE Training through Ed MN. - 4 - 2 hour sessions
 - i. Heather Walberg of DIS shared FIRE Training Experience through ED MN. Felt the training spoke many of the same topics in regards to what has been covered to date with Dr. Pastrano. Provided small group work and activities, reflection on where you are as well as sharing from individuals with cultural background. The ED MN Trainer is willing to sit with us and identified what we need as a district and adjust based on our previous training. It needs to be a union invite. This would cover the Cultural Competency relicensure requirement. Facing Inequity and Racism in Education. PELSBI is recommending 8 components for 8 hours each, approved training. Possibly survey staff to see if there is enough interest for the union to request the training. Joe will survey staff and will possibly dates for the training.
 - ii. Review of Sept. 18 2-hour late start
Meghan Gibas reported that 7 - 12 collected list of questions related to last session that they want clarification on. Feedback is too long and is not student friendly - how can we par it down and make it more kid friendly. Bonnie will be addressing it in this session.
Meredith reported on pre-k -6; staff have been focused on classroom library. Some are feeling overwhelmed (Literacy and implementing new reading curriculum), reassuring staff that this is a process and it is about our changes/progress over time. Team conversations are valuable components of the process.
 - iii. Review of first days of school - This was covered at September meeting
 - b. Review of Q-Comp CG meeting related to the 2-hour late start??
Bonnie will be presenting to the HS staff.
 - c. School Improvement plan [Update](#).
 - i. 2019-20 [Work Plan](#)
Largest change will be focusing on Social/Emotional Learning
 - d. [Review](#) of [re-licensure](#) CEU's for this year: License Renewal [Results](#).
 - i. Reading - Dr. Houck's Trainings; ongoing
 - ii. Mental Health Trauma Informed (August 27)
 - iii. Cultural Competency (January 20, 2020)
 - iv. PBIS - Accommodations and Modifications (To be Scheduled Feb. 14)
 - v. Early On-set Mental Health (To be Scheduled Feb. 14)
 - vi. Resource Training and Solutions offering quarterly webinars
 1. [Perennial Learning](#)
 - a. \$25/live webinar
 - b. Interactive
 - c. Presented by current practitioners

Joe will check with Ashley on offering one ELL session, Ginny is willing to do Early On-set Mental Health, Joe will check with Angie on PBIS - Accommodations/Modification, however, it is felt that this should be divided into a K-6 session and 7 - 12 session.

5. New Business

a.

6. Staff Comments or Concerns

a.

7. Future agenda items

- a. Begin discussions on our next 5 year focus and possible district trainings for next year. Some possible topics may be:
 - i. SEL focus - what does this mean? More resources/curriculum or more training? Elementary staff recognizing that while students are academically ready for kindergarten; their SEL needs are going unmet in many ways. Kindergarten has consistently been the highest incidences of reported behaviors. Concerns regarding SEL transcend grade levels/buildings. Ginny will investigate resources - good training upcoming on February 4th (Brad Chapin - self-regulation skills); Dr. Cash has recently been devoting his time to self-regulation skills as well. Boys Town offers a national training for Early Elementary/Elementary for Social/Emotional Learning.
 - ii. Assessment Alignment
 - iii. **Tier 1 (whole class) Interventions**
 - iv. PLC's
 - v. Cultural Competency
 - vi. Building Specific PD
 1. Everyday Math
 2. Reading Curriculum Training
 3. ??
 - vii. Other thoughts/ideas?

8. Administrative Reports (Type in: It is noted that much of the following is entered into the minutes and not necessarily discuss with the PD committee at large) (Time as permitted)

- a. High School - [HS PD Spending](#)
- b. Intermediate School - [Strategic PD planning](#) and [BUDGET tracker](#)
- c. Elementary School- Pre-K - [Financial sheet](#)
- d. Gifted and Talented-Special Education -
- e. Curriculum - Facilitators met to review the curriculum pillar of the strategic planning process. Feedback was received and several questions came about as a result of the discussions.
- f. Q-Comp -
- g. Technology -
- h. District -

9. Other topics

a.

10. Adjournment

a. **Motion: Monica Kunkel Second: Meghan Gibas**

b. **Motion Carried at 7:47 am. Meeting adjourned**

Meeting Dates: Nov. 19, Dec. 17, Jan. 21, Feb. 18, Mar. 17, Apr. 21, May 19.

DAC Minutes

September 26, 2019

Math Commons Room 7:00 p.m.

Attendees: Joe Vieau, Matt Schoen, Steve Heil, Matt LeBeau, Nate Uselding, Bill Weis, Karen Hohenstein, Charlene Warne, Sara Potter, Darren Schuler, Brian Sevigny, Ray Cordes, Jason Koets, Rachel Depa,

1. Call Meeting to order - Meeting called to order at 7:00
2. Introductions - Attendees introduced themselves and their roles.
3. Review the purpose of District Advisory Committee (DAC).
 - a. WBWF involvement - Joe went through the legislative reason for the WBWF group, it's 5 goals, the need for community input as well as a WBWF summary that is to be sent to the department of education annually to address the specific items in statute - Data reports, Goals, Equity for students,
 - b. Curriculum Responsibilities - This committee will hear this year from members of the Science and Art committees regarding their new standards, some of the items we as a district may need to address, and recommendations for curricular purchases in the Arts this year.
 - c. Introduce new concept/purpose of the group - In an effort to streamline some of our communications across the district and to have sort of one "go to" committee, we are going to try to have differing committees begin reporting their progress to the DAC. We will begin tonight by having members from these different committees provide some background information as well as their work plans for the year. Then in February, these members will come back to this committee for a progress update.
4. Approve [minutes](#) from April 22, 2019 Mtg.
Motion by Sevigny Second by Voight Motion carries
5. World's Best Workforce 2018-19 [Summary Report](#) (WBWF)
 - a. Joe went through the presentation linked above and answered questions that arose.
6. 2018-19 [Strategic Plan Update](#) Joe provided some background information regarding the process and input regarding the strategic planning process. This included information
 - a. Curriculum [Work Plan](#) - Facilitators - **Joe Vieau** began this by speaking to the annual goals related to establishing a Multi-Tiered System of Supports (MTSS)

and working toward a Data Driven Decision Making model. **Ray Cordes**, Art Facilitator continues by informing everyone that the visual arts standards are now in final form and that the art committee will need to look at ensuring that we are in alignment. In particular, there was a 7th grade art class last year that was implemented and now they will need to look at alignment to the state standards. The Graphics Design class may consider a new software package since Ray found a very robust package which is open source and therefore free. Ray indicated that there may be purchases needed to support this new software. **Jason Koets**, music facilitator, informed the group regarding the standards in music. This included moving from 6 categories down to 5, even though not much has appeared to change in the content aside from moving some things around. Jason also mentioned that there has been some assignment changes due to the reconfiguration of the buildings, but most teachers are settling in after a year. Purchasing mostly consists of instruments and the elementary has been using a software package called Quavar which will need to be renewed. **Karen Hohenstien**, 7-12 science facilitator, updated the group by stating that the MN science standards worked to align themselves with the Next Generation Science Standards (NGSS) which has been a nationally accepted guide in the area of science. This include shifting some content around, specifically flipping physical science (grade 6 and HS to gr. 8) and earth science (grade 8 to gr. 6 and HS). There are a couple of other shifts within the content areas as well. This will create a careful mapping out of our transition to ensure our students are getting all the content as well as ensuring that our staff has the appropriate licenses during said transition. There is also an increase in the Engineering standards that will need to be addressed. **Sara Potter**, 4-6 science facilitator, reiterated what Ms. Hohenstein mentioned and said that it will take some time to update their curriculum maps. **Charlene Warne**, K-3 science facilitator, informed the group that the Elementary has installed an “Imaginarium” in one of the spaces. This is a space for classes to come and begin looking at coding and other engineering activities. The Elementary is looking to merge the Imaginarium with Science curriculum. There is a new reading curriculum in the Elementary which includes a lot about science. Teachers are being asked to monitor what science standards may be covered in the reading program in order to consolidate future content for efficiency. Ms. Warne also mentioned that she has been in the district 14 years and there has not been and Professional Development at the K-3 level specifically for teaching science and would like to arrange for this to happen.

- b. Professional Development [Work Plan](#) - **Nate Uselding**, Professional Development Chairperson, relayed that the professional development (PD) committee is partnering with the district Q-Comp leadership to drive the districts Literacy Initiative, which is also the reason for the 2-hour late starts across the district. Additionally, Q-Comp is holding 2 meetings implementing practices after the 2-hour late start trainings. Part of the PD committees goals in also to provide training for license renewal. As such, there will be training in the areas of Mental

Health, Cultural Competency, Reading, as well as a couple of other re-licensure areas throughout this school year.

- c. Technology [Work Plan](#) - **Matt Schoen**, Superintendent of Schools, is also the district Technology Committee Chairperson. He indicated that the Technology Committee met yesterday for the first time this year discussing their role. During the course of this year the committee will determine what a 1-to-1 initiative will look like for Delano. Mr. Schoen indicated that there may not even need to be an overt effort to call this an "initiative" as much as utilization of technology already being brought into our schools. He also mentioned that the committee may be looking into staff proximity on the utilization of Google Education as we are a Google School.
 - d. Facilities [Work Plan](#) - **Matt LaBeau**, Director of Buildings and Grounds, reviewed items from the facilities work plan. This includes security upgrades in all of the buildings; updating the climate systems particularly in the IS and HS and reviewing campus traffic logistics. Mr. LaBeau has been in contact with the City of Delano about the possibility of adding flashing lights at some of the crosswalks on campus. Security upgrades will include a "buzz in" system to be installed during the course of this year.
7. Curriculum Update - The updates were included in the previous section.
- a. Arts Standards initial update - Mr. Cordes, Jason Koets
 - b. Science Standards update - Ms. Hohenstein, Ms. Potter, Ms Warne
8. Membership
- a. Review members - We are looking for new members to add as it has been about 3 years since we have added members and we cannot have too many parent representatives as such.
 - b. Term of members
9. Next meeting:
- a. Arts Curriculum Review - Highlights of current curriculum
 - b. Science Review - Highlights of current curriculum
10. Other Issues
11. Meeting Dates: Nov. 14, Feb. 20, Apr. 16
12. Adjournment
- Motion by Schoen second by Hohenstein Motion carried at 8:01

Respectfully Submitted,
Joe Vieau

Adopted: 1996

Revised: April 1998

Revised: May 2003

Revised: December 15, 2008

Revised: March 19, 2012

Revised: June 22, 2015

Revised: October 28, 2019

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. LIMITED EDUCATIONAL PURPOSE

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

IV. USE OF SYSTEM IS A PRIVILEGE

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

district policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under other applicable laws.

V. UNACCEPTABLE USES

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

other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).

b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:

(1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or

c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook,," "Twitter," "Instagram," "Snapchat," and "Reddit," and similar websites or applications.

7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.

8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.

9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
 10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy (MSBA/MASA Model Policy 514). This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations are, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

VI. FILTER

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

reasonably believed to be obscene or child pornography under state or federal law.

- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

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

VIII. LIMITED EXPECTATION OF PRIVACY

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

IX. INTERNET USE AGREEMENT

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.
- B. This policy requires the permission of and supervision of the school's designated professional staff before a student may use a school account or resource to access the Internet.

- C. The Internet Use Agreement form must be read and signed by the user, the parent or guardian, and the supervising teacher. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

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

XI. USER NOTIFICATION

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

financial obligation incurred by a student through the Internet is the sole responsibility of the student or the student's parents.

6. Notification that the collection, creation, reception, maintenance and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
7. Notification that should the user violate the school district's acceptable use policy, the student's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state and federal laws.

XII. PARENT'S RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

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

XIII. IMPLEMENTATION; POLICY REVIEW

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms and procedures shall be an addendum to this policy.

- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district's Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

Legal References: 15 U.S.C. § 6501 *et seq.* (Children's Online Privacy Protection Act)
 17 U.S.C. § 101 *et seq.* (Copyrights)
 47 U.S.C. § 254 (Children's Internet Protection Act of 2000 (CIPA))
 47 C.F.R. § 54.520 (FCC rules implementing CIPA)
 Minn. Stat. § 121A.031 (School Student Bullying Policy)
 Minn. Stat. § 125B.15 (Internet Access for Students)
 Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
United States v. American Library Assoc., 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)
Doninger v. Niehoff, 527 F.3d 41 (2nd Cir. 2008)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff'd* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee's Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Kowalski v. Berkeley County Sch., 652 F.3d 565 (4th Cir. 2011)
Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)

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

MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

INTERNET USE AGREEMENT

STUDENT

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User’s Full Name (please print): _____

User Signature: _____

Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet. I understand that this access is designed for educational purposes. The school district has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the district to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for materials acquired on the Internet. Further, I accept full responsibility for supervision if and when my child’s use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian’s Name (please print): _____

Parent or Guardian’s Signature: _____

SUPERVISING TEACHER

(Must be signed if the applicant is a student)

I have read the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to promote these policies and guidelines with the student. Because the student may use the Internet on the school district computer system for individual work or in the context of another class, I cannot be held responsible for the student use of the Internet on network. As the supervising teacher I do agree to instruct the student on acceptable use of the Internet and network and proper network etiquette.

Teacher’s Name (please print): _____

Teacher’s Signature _____

INTERNET USE AGREEMENT – EMPLOYEE

SCHOOL DISTRICT EMPLOYEE

I have read and do understand the school district policies relating to safety and acceptable use of the school district computer system and the Internet and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print): _____

User Signature _____

Date: _____

Adopted: 1995-96
Revised: 2004
Revised: September 27, 2010
Revised: May 21, 2012
Revised: August 26, 2013
Revised: February 24, 2014
Revised: May 18, 2015
Revised: December 17, 2018
Revised: October 28, 2019

603 CURRICULUM DEVELOPMENT

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and to the extent possible, shall reflect the diversity of the district and its school sites, and shall have parent, teacher, support staff, student, community residents and administration representation, and shall provide translation to the extent appropriate and practicable. Whenever possible, parents and other

community residents shall comprise at least two-thirds of advisory committee members.

- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
1. Provide for articulation of courses of study from kindergarten through grade twelve.
 2. Identify minimum objectives for each course and at each elementary grade level.
 3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.
 4. Provide a program for ongoing monitoring of student progress.
 5. Provide for specific, particular and special needs of all members of the student community.
 6. Develop a local literacy plan to have every child reading at or above grade level no later than the end of grade 3, including English learners, and teachers providing comprehensive, scientifically based reading instruction consistent with law.
 7. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 8. Meet all applicable requirements of the Minnesota Department of Education and federal law.
- D. Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified. See Minn. Stat. § 120B.12, Subd. 2.
- E. Students who do not meet or exceed Minnesota academic standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minn. Stat. § 120A.20, Subd. 1(c). A student's plan under this section shall continue while the student is enrolled.

- F. The superintendent shall be responsible for keeping the school board informed of all state mandated curriculum changes, as well as recommended discretionary changes, and for periodically presenting recommended modifications for school board review and approval.
- G. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References: Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
 Minn. Stat. § 120B.11 (School District Process)
 Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
 Minn. Stat. § 120B.125(f) (Planning for Students’ Successful Transition to Postsecondary Education and Employment)
 Minn. Rules Part 3500.0550 (Inclusive Education Program)
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rule Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
 Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art 2, § 22)
 Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 604 (Instructional Curriculum)
 MSBA/MASA Model Policy 605 (Alternative Programs)
 MSBA/MASA Model Policy 613 (Graduation Requirements)
 MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
 MSBA/MASA Model Policy 615 (Testing, Accommodations, Modifications, and Exemptions for IEP’s, Section 504 Plans and LEP Students)
 MSBA/MASA Model Policy 616 (School District System Accountability)
 MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
 MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
 MSBA/MASA Model Policy 619 (Staff Development for Standards)

MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

Adopted: 1995-96

Revised: March 28, 2016

Revised: October 28, 2019

611 HOME SCHOOLING

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

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Chapter 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 - 123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a

resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Chapter 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 - 123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4).

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

- 1. Minnesota State High School League-sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative

sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
 - b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
 - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)

Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment – Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Chapter 3540 (Textbooks, Individualized Instruction
Materials, Standardized Tests)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

Adopted: _____
Revised: October 27, 2008
Revised: June 25, 2012
Revised: November 18, 2013
Revised: May 18, 2015
Revised: October 24, 2016
Revised: June 25, 2018
Revised: October 28, 2019

618 ASSESSMENT OF STUDENT ACHIEVEMENT

I. PURPOSE

The purpose of this policy is to institute a process for the establishment and revision of assessments to measure achievement toward meeting the Minnesota Academic Standards, track academic progress over time, and provide Minnesota graduates information related to career and college readiness.

II. GENERAL STATEMENT OF POLICY

The school district has established a procedure by which students shall complete Graduation Requirements. This procedure includes the adoption of performance assessment methods to be used in measuring student performance. The school district strives to continually enhance student achievement of Graduation Requirements.

III. DEFINITIONS

- A. “Above-grade level” test items contain subject area content that is above the grade level of the student taking the assessment and is considered aligned with state academic standards to the extent it is aligned with content represented in state academic standards above the grade level of the student taking the assessment. Notwithstanding the student’s grade level, administering above-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- B. “Academic standard” means a summary description of student learning in a required content area or elective content area.
- C. “Below-grade level” test items contain subject area content that is below the grade level of the student taking the test and is considered aligned with state academic standards to the extent it is aligned with content represented in state academic standards below the student’s current grade level. Notwithstanding the student’s grade level, administering below-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- D. “Benchmark” means the specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.

- E. “Career and college ready,” for purposes of statewide accountability, means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment. Students who are career and college ready are able to successfully complete credit-bearing coursework at a two- or four-year college or university or other credit-bearing postsecondary program without need for remediation.
- F. “Computer-adaptive assessments” means fully adaptive assessments.
- G. “Cultural competence,” for purposes of statewide accountability, means the ability and will to interact effectively with people of different cultures, native languages, and socioeconomic backgrounds.
- H. “Elective standards” means a locally adopted expectation for student learning in career and technical education and world languages.
- I. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, or other cooperative work experience, youth apprenticeship, or employment.
- J. “Fully adaptive assessments” include on-grade level test items and items that may be above or below a student’s grade level. *[Note: Fully adaptive mathematics and reading assessments must be used for grades 3 through 7 beginning in the 2015-2016 school year and later.]*
- K. “On-grade level” test items contain subject area content that is aligned to state academic standards for the grade level of the student taking the assessment.
- L. “Required standard” means a statewide adopted expectation for student learning in the content areas of English language arts, mathematics, science, social studies, physical education, and the arts, or a locally adopted expectation for student learning in health or the arts.

IV. ESTABLISHMENT OF CRITERIA FOR ASSESSMENT

- A. The superintendent shall establish criteria by which student performance of local academic standards and elective standards are to be evaluated and approved. The criteria will be submitted to the school board for approval. Upon approval by the school board, the criteria shall be deemed part of this policy.
- B. The superintendent shall ensure that students and parents or guardians are provided with notice of the process by which academic standards will be assessed.
- C. Staff members will be expected to utilize staff development opportunities to the extent necessary to ensure effective implementation and continued improvement of the implementation of assessments under the Minnesota Academic Standards.

V. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFORMANCE ASSESSMENTS

A. Benchmarks

The school district will offer and students must achieve all benchmarks for an academic standard to satisfactorily complete that state standard. These benchmarks will be used by the school district and its staff in developing tests to measure student academic knowledge and skills.

[School districts are required to formally establish a periodic review cycle for academic standards and related benchmarks in health, world languages, and career and technical education.]

B. Statewide Academic Standards Testing

1. The school district will utilize statewide assessments developed from and aligned with the state's required academic standards as these tests become available to evaluate student progress toward career and college readiness in the context of the state's academic standards.
2. The school district will administer annually, in accordance with the process determined by the Minnesota Department of Education, the state-constructed tests aligned with state standards to all students in grades 3 through 8 and at the high school level as follows:
 - a. computer-adaptive reading and mathematics assessments in grades 3 through 8;
 - b. high school reading in grade 10, mathematics in grade 11, and a high school writing test, when it becomes available; and
 - c. science assessments in one grade in the grades 3 through 5 span, the grades 6 through 8 span, and a life science assessment in the grades 9 through 12 span (a passing score on high school science assessments is not a condition of receiving a diploma).
3. The school district will develop and administer locally constructed tests in social studies, health and physical education, and the arts to determine if a student has met the required academic standards in these areas.
4. The school district may use a student's performance on a statewide assessment as one of the multiple criteria to determine grade promotion or retention. The school district also may use a high school student's performance on a statewide assessment as a percentage of the student's final grade in a course, or place a student's assessment score on the student's transcript.
5. For students in grade 8 in the 2012-2013 school year and later the school district must record on the high school transcript a student's progress

toward career and college readiness. For other students, this record of progress must be made as soon as practicable. In addition, the school district may include a notation of high achievement on the high school diplomas of those graduating seniors who, according to established school board criteria, demonstrate exemplary academic achievement during high school.

6. Students who do not meet or exceed the Minnesota Academic Standards, as measured by the Minnesota Comprehensive Assessments administered in high school, must be informed that admission to a public school is free and available to any resident under 21 years of age. The school district will determine how this notice is given.

C. Student Participation

1. The Commissioner of Education must create and publish a form for parents and guardians that:
 - a. explains the need for state academic standards;
 - b. identifies the state assessments that are aligned with state standards;
 - c. identifies the consequences, if any, the school or student may face if a student does not participate in state or locally required standardized assessments;
 - d. states that students who receive a college ready benchmark on the high school Minnesota Comprehensive Assessment are not required to take a remedial, noncredit course at a Minnesota state college or university in the corresponding subject area;
 - e. summarizes the provisions in Minn. Stat. § 120B.301(a) and (c); and
 - f. notifies a parent of the right to not have the parent's child participate in the state and locally required assessments and asks a parent that chooses to not have a child participate in the assessments the basis for the decision.
2. The school district must post the form created by the Commissioner on the school district website and include it in the school district's student handbook.

VI. RIGOROUS COURSE OF STUDY WAIVER

- A. Upon receiving a student's application signed by the student's parent or guardian, the school district must declare that a student meets or exceeds a specific academic standard required for graduation if the school board determines that the student:

1. is participating in a course of study, including an advanced

placement or international baccalaureate course or program; a learning opportunity outside the curriculum of the school district; or an approved preparatory program for employment or post-secondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district;

2. would be precluded from participating in the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program if the student were required to achieve the academic standard to be waived; and
 3. satisfactorily completes the requirements for the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program.
- B. The school board also may formally determine other circumstances in which to declare that a student meets or exceeds a specific academic standard that the site requires for graduation under this section.
- C. A student who satisfactorily completes a post-secondary enrollment options course or program or an advanced placement or international baccalaureate course or program is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.

VII. CAREER EXPLORATION ASSESSMENT

- A. Student assessments, in alignment with state academic standards, shall include clearly defined career and college readiness benchmarks and satisfy Minnesota's postsecondary admissions requirements. Achievement and career and college readiness in mathematics, reading, and writing must also be assessed. When administering formative or summative assessments used to measure the academic progress, including the oral academic development, of English learners and inform their instruction, schools must ensure that the assessments are accessible to the students and students have the modifications and supports they need to sufficiently understand the assessments.
- B. On an annual basis, the school district must use the career exploration elements in these assessments, beginning no later than grade 9, to help students and their families explore and plan for postsecondary education or careers based on the students' interests, aptitudes, and aspirations. The school district must use timely regional labor market information and partnerships, among other resources, to help students and their families successfully develop, pursue, review, and revise an individualized plan for postsecondary education or a career. This process must help increase students' engagement in and connection to school, improve students' knowledge and skills, and deepen students' understanding of career pathways as a sequence of academic and career courses that lead to an industry-recognized credential, an associate's degree, or a bachelor's degree and are available to all students, whatever their interests and career goals.

- C. All students, except those eligible for alternative assessments, will be encouraged to participate on a nationally normed college entrance exam in grade 11 or 12. A student under this paragraph who demonstrates attainment of required state academic standards on these assessments, which include career and college readiness benchmarks, is academically ready for a career or college and is encouraged to participate in courses awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.

To the extent state funding for college entrance exam fees is available, the school district will pay the cost, one time, for an interested student in grade 11 or 12, who is eligible for a free or reduced-priced meal, to take a nationally recognized college entrance exam before graduating. The school district may require a student who is not eligible for a free or reduced-priced meal to pay the cost of taking a nationally recognized college entrance exam. The school district will waive the cost for a student who is unable to pay.

- D. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.
- D. In developing, supporting, and improving students' academic readiness for a career or college, the school district must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without need for postsecondary remediation.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.31 (System Accountability and Statistical Adjustments)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)

Adopted: 2003
Revised: October 27, 2008
Revised: November 18, 2013
Revised: February 24, 2014
Revised: October 28, 2018

624 ONLINE LEARNING OPTIONS

[Note: The provisions of this policy substantially reflect the statutory requirements of Minn. Stat. § 124D.095 , the On-Line Learning Option Act.]

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in on-line learning.
- B. The school district shall grant academic credit for completing the requirements of an on-line learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. An online learning provider must assist an online learning student whose family qualifies for education tax credit to acquire computer hardware and educational software for online learning purposes.
- D. The school district shall continue to provide non-academic services to on-line learning students.
- E. On-line learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

[Note: The school district may itself offer digital learning to its enrolled students. Such digital learning does not generate online learning funds. To the extent digital learning is offered by the school district only to its enrolled students, it is not subject to the Minnesota Department of Education (MDE) reporting or review requirements unless the school district is a full-time online learning provider. See Minn. Stat. § 124D.095, Subd. 4(d) and (e).]

To the extent the school district provides to resident students curriculum that has

both physical and electronic components, the school district must make the electronic component accessible to a resident student in a home school at the request of the home-schooled student or student's parent or guardian, provided that the school district does not incur more than an incidental cost as a result of providing access electronically. See Minn. Stat. § 123B.42.]

III. DEFINITIONS

- A. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minn. Stat. § 120A.22, Subd. 4, for purposes of compulsory education.
- D. “Full-time online learning provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.
- G. “On-line learning student” is a student enrolled in an on-line learning course or program delivered by an authorized provider.
- H. “On-line learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides on-line learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minn. Stat. §§ 120A.22 and 120A.24.

- J. “Supplemental online learning” means an online learning course taken in place of a course period at a local district school.

IV. PROCEDURES

A. Dissemination and Receipt of Information

1. The school district shall make available information about on-line learning to all interested people. The school district may utilize the list of approved on-line learning providers and on-line learning courses and programs developed, published, and maintained by MDE.
2. The school district will receive and maintain information provided to it by on-line learning providers.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student’s parents must submit an application to the online learning provider and identify the student’s reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and student’s parent must notify the online learning provider of the student’s intent to enroll in online learning within ten days of being accepted, at which time the student and the student’s parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student’s application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online learning provider whether the student, the student’s parent, and the enrolling district agree or disagree that the course meets the enrolling district’s graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district’s term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.

4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.
5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and a student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.
6. An on-line learning student may complete course work at a grade level that is different from the student's current grade level.
7. An on-line learning student may enroll in additional courses with the on-line learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contract Time

1. The enrolling district may reduce an on-line learning student's regular classroom instructional membership in proportion to the student's membership in on-line learning courses.
2. The school district may reduce the course schedule of an on-line learning student in proportion to the number of on-line learning courses the student takes from an on-line learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment

of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.

4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minn. Stat. § 124D.095, Subd. 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online learning course syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting on-line learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an on-line learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an on-line learning student toward its graduation and credit requirements.
5. If a student completes an on-line learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.
6. Weighted grades will also be applicable if the school district has adopted a policy to offer weighted grades.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 123B.42, Subd.1 (Curriculum; Electronic Components)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (On-Line Learning Option Act)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 608 (Instructional Services - Special Education)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 620 (Credit for Learning)

Image not available

Ms. Johnson's China Tour (Purple Cloud home-stay)

educationaltravel.com/Johnson-2635

June 09 - June 21, 2020

Day 1 Start tour

Day 2 Ni hao Beijing

Meet your Tour Director at the Airport
Transfer to group arranged homestay in Tianjin
End WorldStrides Services until Day 7

Day 3 Group Arranged Homestay

Day 4 Group Arranged Homestay

Day 5 Group Arranged Homestay

Day 6 Group Arranged Homestay

Day 7 Tianjin--Xi'an

Return to Beijing
Resume WorldStrides Services
Great Wall of China visit
Lunch
Tiananmen Square and the Forbidden City visit
Summer Palace visit
Temple of Heaven visit
Overnight train to Xi'an

Day 8 Xi'an

Terracotta Warriors Museum visit
Bell Tower visit
Lunch
Giant Wild Goose Pagoda visit
Huaqing Pool Visit

Day 9 Xi'an--Guilin

Fly to Guilin
Lunch

Day 10 Guilin

Reed Flute Cave visit
Rice Fields Visit
Lunch
Li River cruise

Day 11 Guilin--Shanghai

Fly to Shanghai
Lunch
Shanghai city walk : Bund, Shanghai French Concession , People's Square
Oriental Pearl Tower Observation Deck Visit

Day 12 Shanghai

Shanghai Disneyland Park visit
Dinner on your own

Day 13 End tour

Image not available

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DELANO PUBLIC SCHOOLS

Q-Comp

2019-2020

Changes we implemented

for testing

*Tests were proctored by content area teachers
(Math, Language Arts, Science)*

*Students were provided a healthy snack prior to the
test*

*A modified schedule was developed for 9th-12th
grade students on test days*

ELEMENTARY SITE GOAL 2018-2019

The percentage of all students in grades 1-3 at Delano Elementary who take the FAST aReading who score Low Risk or College Pathway will increase from 83.3% in the Fall of 2018 to 94.9% in the Spring of 2019.

Result: 87.4%

Goal not met, but an improvement was made

Feedback regarding FAST testing vs. MCA

Pros

- * Can take it multiple times in a year
- * Goal can be set from Fall to Spring
- * Test is quicker for short attention spans
- * Students will be more familiar with the test since

Cons

- * Teachers need to become more familiar with FAST testing
- * MCAs - different sets of students
- * In ES, only 3rd graders take MCA

MIDDLE SCHOOL SITE GOAL 2018-2019

The percentage of all students in grades 4-6 at Delano Intermediate School who take the FAST aReading who score Low Risk or College Pathway will increase from 91.0% in the Fall of 2018 to 91.5% in the Spring of 2019.

Result: 87.1%

HIGH SCHOOL SITE GOAL 2018-2019

The percentage of all students in grades 7,8 and 11 at Delano High School who earn an achievement level of Meets the Standards or Exceeds the Standards in Mathematics on all state accountability tests (MCA, MOD, MTAS) will increase from 79.4.0% in the Fall of 2018 to 79.9% in the Spring of 2019.

DISTRICT GOAL 2018-2019

The percentage of all students in grades 3-8 and 10 at Delano School District who earn an achievement level of Meets the Standards or Exceeds the Standards in Reading on all state accountability tests (MCA, MOD, MTAS) will increase from 76.87% in 2018 to 77.3% in 2019.

Result: 79.2%

Q COMP SYMPOSIUMS

Observation Training for New Teachers (Sept 24 and 25)

Dyslexia - provide an overview of dyslexia, how to identify students with characteristics of dyslexia, and how to incorporate evidence-based literacy instruction into the classroom. (Sept 30)



Literacy

Spring of 2019

- District Staff Development, Q Comp leadership, and administration agree to a joint literacy initiative due to stagnant reading scores since 2012
- Leadership team meets with Dr. Bonnie Houck to discuss practices to improve student literacy and learning
- Dr. Houck conducts a literacy audit of the district
- Leadership team meets again to discuss the results of the audit and work with Dr. Houck to create a

2019-20 School Year

- Leadership team and Lead Peer Coaches receive training from Dr. Houck in August
- Dr. Houck presents to all teachers on the August 27 workshop day with an overview of the literacy initiative
- 2 hour late starts throughout the year will focus on the following topics:
 - Learning Targets
 - The Gradual Release teaching method
 - Developing a culture of literacy (k-6)
 - Balanced literacy instruction (k-6)
 - Secondary Literacy Instruction

Adopted: 1995-96

Revised: Oct. 27, 2008

Revised: July 26, 2010

Revised: August 26, 2013

Revised: October 28, 2019

407 EMPLOYEE RIGHT TO KNOW — EXPOSURE TO HAZARDOUS SUBSTANCES

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to provide information and training to employees who may be “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen.

III. DEFINITIONS

- A. “Commissioner” means the Commissioner of Labor and Industry.
- B. “Routinely exposed” means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. “Hazardous substance” means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or

3. is determined by the commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.
- D. “Harmful physical agent” means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes, but is not limited to radiation, whether ionizing or nonionizing.
 - E. “Infectious agent” means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which, according to documented medical or scientific evidence, causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.
 - F. “Blood borne pathogen” means a pathogenic microorganism that is present in human blood and can cause disease in humans. This definition includes, but is not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

IV. TARGET JOB CATEGORIES

Annual training will be provided to all full- and part-time employees who are “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood borne pathogen as set forth above.

V. TRAINING SCHEDULE

Training will be provided to employees before beginning a job assignment as follows:

- A. Any newly-hired employee assigned to a work area where he or she is determined to be “routinely exposed” under the guidelines above.
- B. Any employee reassigned to a work area where he or she is determined to be “routinely exposed” under the above guidelines.

Legal References: Minn. Stat. Ch. 182 (Occupational Safety and Health)
Minn. Rules Ch. 5205 (Safety and Health Standards)
Minn. Rules Ch. 5206 (Employee Right to Know Standards)
29 C.F.R. § 1910.1050, App. B (Substance Technical Guidelines)

Cross References: MSBA/MASA Model Policy 420 (Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions)
MSBA/MASA Model Policy 807 (Health and Safety Policy)

Adopted: 1995-96

Revised: December 15, 2008

Revised: June 28, 2010

Revised: October 28, 2019

408 SUBPOENA OF A SCHOOL DISTRICT EMPLOYEE

I. PURPOSE

The purpose of this policy is to protect the privacy rights of school district employees and students under both state and federal law when requested to testify or provide educational records for a judicial or administrative proceeding.

II. GENERAL STATEMENT OF POLICY

This policy is to provide guidance and direction for school district employees who may be subpoenaed to testify and/or provide educational records for a judicial or administrative proceeding.

III. DATA CLASSIFICATION

A. Educational Data

1. State Law

The Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Ch. 13, classifies all educational data, except for directory information as designated by the school district, as private data on individuals. The state statute provides that private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data or a parent if the subject of the data is a minor.

2. Federal Law

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, provides that educational data may not be released, except pursuant to informed consent by the individual subject of the data or any lawfully issued subpoena. Regulations promulgated under the federal law require that the school district must first make a reasonable effort to notify the parent of the student, or the student if the student is 18 years of age or older, of the subpoena in advance of releasing the information pursuant to the subpoena.

B. Personnel Data

The MGDPA, Minn. Stat. Ch. 13, also classifies all personnel data, except for certain data specifically classified as public, as private data on individuals. The state statute provides

that private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data.

IV. APPLICATION AND PROCEDURES

- A. Any employee who receives a subpoena for any purpose related to employment is to inform the building administrator or designated supervisor when the employee receives the subpoena. The building administrator or designated supervisor shall immediately inform the superintendent that the employee has received a subpoena.
- B. No employee may release educational data, personnel data, or any other data of any kind without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.
- C. Payment for attendance at judicial or administrative proceedings and the retention of witness and mileage fees is to be determined in accordance with the applicable school board policies and collective bargaining agreements.
- D. The administration shall not release any information except in strict compliance with state and federal law and this policy. Recognizing that an unauthorized release may expose the school district or its employees to civil or criminal penalties or loss of employment, the administration shall confer with school district legal counsel prior to release of such data.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Rules 1205.0100, Subp. 5 (Minnesota Rules Regarding Data Practices)
20 U.S.C. §1232g (Family Educational Rights and Privacy Act)

Cross References: MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records-Privacy-Access to Data)

Adopted: 1995-96

Revised: August 24, 2009

Revised: March 17, 2014

Revised: August 24, 2015

Revised: August 22, 2016

Revised: October 28, 2019

410 FAMILY AND MEDICAL LEAVE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FLMA) and also with parenting leave under state law.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota Parenting Leave laws.

III. DEFINITIONS

A. “Covered active duty” means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. § 101(a)(13)(B).

B. “Covered service member” means:

1. a member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
2. a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, and was discharged or released under conditions other than dishonorable, at any time during the period of five years preceding the first date the eligible employee takes FMLA leave to care for the uncovered veteran.

- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling his or her Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 months of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her USERRA-covered service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered servicemember with a serious injury or illness.
- E. “Next of kin of a covered servicemember” means the nearest blood relative other than the covered servicemember’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered service member, all such family members shall be considered the covered servicemember’s next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered service member’s only next of kin.
- F. “Outpatient status” means, with respect to a covered service member who is a current member of the Armed Forces, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. “Qualifying exigency” means a situation where the eligible employee seeks leave for one or more of the following reasons:
1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;

2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
 6. to spend up to 15 calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member,
 8. to address parental care needs; and
 9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or;
 2. continuing treatment by a health care provider.
- I. "Spouse" means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either; (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. "Veteran" has the meaning given in 38 U.S.C. § 101.

IV. LEAVE ENTITLEMENT

- A. Twelve-week Leave under Federal Law
1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:

- a. birth of the employee's child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee's spouse, son, daughter, or parent with a serious health condition;
 - d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job, and/or;
 - e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty in the Armed Forces.
2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.
 3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
 4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.
 5. A "serious injury or illness" in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating; and
 - b. in the case of a covered veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:
 - (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to

perform the duties of the servicemember's office, grade, rank, or rating; or

- (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - (3) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - (4) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.
6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken: by one spouse to care for the other spouse who is seriously ill; to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.
 7. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.
 8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
 9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification

from a health care provider indicating that the employee is able to return to work.

10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, parent, or covered service member being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.
13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

The school district shall comply with written notice requirements as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been

continuously employed during the leave.

B. Twelve-week Leave under State Law

An employee who does not qualify for parenting leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a 12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed by the employer. The employee may qualify if he or she has worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half full time equivalent during the 12-month period immediately preceding the leave. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty-six week Service Member Family Military Leave

1. An eligible employee who is a spouse, son, daughter, parent, or next of kin of a covered service member shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the service member. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a service member includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.

5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered service member and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., IV.A.12., IV.A.13., and IV.A.14. above shall apply to leaves under this section.

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.
- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
 1. take leave for the entire period or periods of the planned medical treatment; or
 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
 1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.
 2. If the employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.
 3. If the employee begins leave for a purpose other than the employee's own

serious health condition during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.

- D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the school district's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.

VI. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.
- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VII. DISSEMINATION OF POLICY

- A. This policy shall be conspicuously posted in each school district building in areas accessible to employees.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
10 U.S.C. § 101 *et. seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et. seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. Part 825 (Family and Medical Leave Act)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “M” (Statutory Provisions Which Grant Leaves to Licensed as well as Non-Licensed School District Employees-Family Medical Leave Act Summary)

Adopted: 1996-97

Revised: December 15, 2008

Revised: September 28, 2009

Revised: November 25, 2019

213 SCHOOL BOARD COMMITTEES

I. PURPOSE

The purpose of this policy is to provide for the general structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain committees facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution, which shall outline the purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has no decision-making authority unless specified by school board resolution.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board reserves the right to limit, create or abolish any committee as it sees fit.
- G. A committee of the school board may not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES and REPRESENTATIVES

- A. The school board hereby appoints the following standing committees:
 - 1. District Advisory Committee
 - 2. Buildings and Grounds
 - 3. Meet and Confer
 - 4. Transportation Negotiations
 - 5. Classified Employee Negotiations

6. Teacher Negotiations
 7. Administrative Negotiations
 8. Finance/Insurance
 9. Delano City/School
 10. Spirit of Community Commission
- B. The school board hereby authorizes the appointment of representatives to the following organizations and committees:
1. Meeker and Wright Special Education Cooperative (MAWSECO)
 2. Wright Technical Center
 3. Community Education Advisory Council
 4. MN High School League & Activities Council
 5. District Professional Development Committee
 6. Site Base Committees (Elementary School, Intermediate School and High School)
 7. Delano Area Sports Association (DASA)
 8. Safe Schools
 9. Schools for Equity in Education (SEE)
- C. For each committee, the school board will establish the number of members and their term.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

- A. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- B. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- C. When appropriate, a committee or subcommittee of the school board will clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat.Ch. 13D (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
 MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
 MSBA Service Manual, Chapter 13, School Law Bulletin “C”
 (Minnesota’s Open Meeting Law)

Adopted: 1995-96
Revised: November 23, 2009
Revised: October 28, 2019

409 EMPLOYEE PUBLICATIONS, INSTRUCTIONAL MATERIALS, INVENTIONS AND CREATIONS

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, computer program, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment and for three years thereafter. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: Minn. Stat. § 181.78 (Agreements; Terms Relating to Inventions)
17 U.S.C. §101 *et seq.* (Copyrights)

Cross References: