

**John Bergs**  
Activities Director  
**Margot Hansen**  
Director of Teaching & Learning  
**Jeff Heine**  
Buildings & Grounds Director



**Chuck Keller**  
Business Director  
**Angie Kahle**  
Student Support Services Director  
**Dorothy Koller**  
Community Education Director

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**REGULAR BOARD MEETING**  
**District Office, 130 South Willow Street, Belle Plaine, MN 56011**  
**6:00 PM Monday, March 18, 2019**

***Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.***

**1. Call to Order:**  
**Time:** \_\_\_\_\_

**Members Absent:** \_\_\_\_\_

**2. Acknowledgment of Visitors and Special Presentations:**

**1. Wrestling:**

**2. One-Act Play:**

**3. Hockey:**

**3. Other Items as Brought Before the Board & Consideration of Agenda:**

**4. Consensus Items:** Chair Kahle

**1. Previous Board Meeting Minutes:** **3**

**2. Approve Monthly Expenditures:** **6**

**3. Personnel:** **32**

**4. Donations:** **37**

**5. Discussion Items:**

**1. Superintendent Update:** Dr. Laager

**1. Parent/Teacher Conference Committee Update:**

**2. Pathways Update:**

**3. Developers Looking for Building Space:**

**4. Facility Improvements:**

**5. Community Facility Use Policy:**

**6. Oak Crest Principal Position:**

**2. Board Member Reports:** Board Members

**3. Building Administrator Reports:** **38**

**6. Action Items:**

**1. Choir Fundraiser:** Bri Velzke

**2. No School Days and E-Learning Days Make-Up Time:** Ryan Laager

**3. Revise 2018-19 School Calendar:** Ryan Laager **44**

**4. Policy Review:** **45**

**7. Upcoming Meetings:**

**8. Adjourn:**

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

\_\_\_\_\_  
Date

# Minutes of Regular Board Meeting

**MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING**

## The Board of Belle Plaine Public Schools

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A Regular Board Meeting of the Board of Belle Plaine Public Schools was held Monday, February 25, 2019, beginning at 5:30 PM in the District Center - Board Room.

1. Call to Order:

Chairperson Kahle will call the meeting to order.

*The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Kahle on Monday, February 25, 2019 at 5:30 pm at the District Center Board Room with the following members present: Kahle, O'Brien, Keup, Lenz, Gregory, Morrison and Supt. Laager.*

2. Acknowledgment of Visitors and Special Presentations:

Chairperson Kahle will ask if visitors wish to be placed on the Agenda.

2. 1. Staff Technology Presentations:

2. 1. 1. Nikki Golio:

Ms. Golio will present 3rd grade literacy lesson planning, instruction, and student activities.

2. 1. 2. Don Fraser:

Mr. Fraser will present 3rd-6th grade STEM activities.

2.1.3. James Mathiowetz:

FFA State Leadership Trip to South Africa

3. Other Items as Brought Before the Board & Consideration of Agenda:

Chairperson Kahle will ask if there are any items that need to be brought before the board and for consideration of the Agenda.

*Motion by O'Brien and second by Lenz to approve the agenda as presented. Motion carried unanimously.*

4. Consensus Items:

If any board member has concerns about the adoption of the following consensus items, please acknowledge the Chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.

Presenter: Chair Kahle

*Motion by Keup and second by Gregory to approve all the following consensus items.*

*Motion carried unanimously.*

4. 1. Previous Board Meeting Minutes:

Enclosed are the January 28, 2019 Regular Board Meeting minutes for your review and adoption.

4. 2. Approve Monthly Expenditures:

At the board finance meeting, expenditures for the month of February were reviewed. Administration recommends approval of the February 2019 disbursements totaling \$863,054.69. This includes board payables of \$132,781.49, hand payments of \$120,899.65, electronic payments of \$566,843.85 and student activity payments of \$42,529.70.

4. 3. Personnel:  
See the attached Personnel Changes spreadsheet.
4. 4. Donations:  
Donations totaling \$1,511.00 were given to the Belle Plaine School District over the past several months. See the attached resolution for a full listing of the donations.  
Thank you to all who made these wonderful donations!
5. Discussion Items:
  5. 1. Superintendent Update:  
Superintendent Laager will provide updates on current school activities,  
Presenter: Dr. Laager
  5. 2. Board Member Reports:  
Board members will have an opportunity to share information about meetings they have attended over the past month.  
Presenter: Board Members
    - *SW Metro – CTE Month, Student Presentations*
    - *Officer Training*
    - *Health Insurance Meeting*
  5. 3. Building Administrator Reports:
6. Action Items:
  6. 1. Approve Move This World:  
Approve the Move This World, a social/emotional learning program, at a cost of approximately \$16K.  
*Motion by O'Brien and second by Gregory to approve the purchase of Move This World. Motion carried unanimously.*
  6. 2. Baseball Out-of-State Trip:  
Belle Plaine Baseball has an out of state trip planned for this spring. Attached is the itinerary. They will be traveling to Cocoa Beach, FL, from March 24-28, 2019. The trip is funded through fundraising or individual payments. The District will not incur any cost.  
*Motion by Morrison and second by Lenz to approve the Baseball trip to Cocoa Beach, FL March 24-28. Motion carried unanimously.*
  6. 3. Resolution Directing Administration to Review Programs:  
This is an annual resolution directing administration to review programs in the event reductions are necessary. This does not mean that reductions will be made but this resolution is necessary in order to review and recommend in case they are needed.  
*Motion by O'Brien and second by Lenz to approve the Resolution Directing Administration to Review Programs. Motion carried unanimously.*
  6. 4. 2018-19 Teacher Seniority List:  
Annual approval of the BPEA seniority list.  
*Motion by O'Brien and second by Gregory to approve the 2018-2019 Teacher Seniority List. Motion carried unanimously.*
  6. 5. 5-Year Projection Assumptions:  
Approve the 5-year projected forecast assumptions. These along with the 2018-19 budget will be used to complete the 5-year forecast.  
*Motion by Keup and second by Lenz to approve the 5-year projected forecast*

*assumptions. Motion carried unanimously.*

6. 6. MOU For Driving District Vehicles:

Approve the MOU's for BPEA and BPESP staff driving the district vehicles.

*Motion by Lenz and second by Gregory to approve the MOU's for the BPEA and BPESP contracts regarding driving district vehicles. Motion carried unanimously.*

6. 7. Policy Review:

The following policies are recommended for approval. These policies have slight changes as recommended by MSBA.

Policy 401 Equal Employment Opportunity

- Change in verbiage from "gender" to "gender identity or expression"

Policy 410 Family and Medical Leave

- Adds definition of "Spouse"

Policy 419 Tobacco-Free Environment

- Adds additional information to the definition of "Tobacco-related devices"

Policy 421 Gifts to Employees and School Board Members

- Addition of plaques with a resale value of \$5 or less to acceptable gifts

Policy 423 Employee-Student Relationships

- Change "Board of Teaching" to "MN Professional Educator Licensing and Standards Board"

Policy 424 License Status

- Change "Department of Education" to "Professional Educator Licensing and Standards Board"

Policy 427 Workload Limits for Certain Special Education Teachers

- Change "Board of Teaching" to "Professional Educator Licensing and Standards Board"

The current policy/form is attached along with the revised red line version.

*Motion by Morrison and second by Lenz to approve the revisions on all of the above policies. Motion carried unanimously.*

7. Upcoming Meetings:

Wednesday, March 6: 3:30 p.m. Insurance Committee Meeting - Board Room

Monday, March 18: 5:30 p.m. Finance Meeting

6:00 p.m. Regular Board Meeting

Wednesday, March 20: 3:25 p.m. Wellness Committee Meeting - Board Room

Monday, April 1: 6:00 p.m. Curriculum Advisory Meeting - Board Room

8. Adjourn:

*Motion by Keup and second by Lenz to adjourn at 6:48 pm. Motion carried unanimously.*

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62924	2649		<b>AARP</b>		Check		
				E 04	005 505 000 321 305	Defensive Driving Course		\$385.00	
		<b>PO#:</b> 17825	<b>Voucher #:</b>	66437	Invoice	<b>Invoice No:</b> 03122019		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$385.00</b>	
							<b>Check Amount:</b>	<b>\$385.00</b>	
0716	SBC	62925	7336		<b>APPLE INC. EDUCATION</b>		Check		
				E 01	005 108 000 000 465	MACBOOK AIR 13-INCH		\$1,978.00	
				E 01	005 108 000 000 465	Duplicate payment of invoice 6788221338		(\$119.90)	
		<b>PO#:</b> 17557	<b>Voucher #:</b>	66406	Invoice	<b>Invoice No:</b> 6792423662		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$1,858.10</b>	
							<b>Check Amount:</b>	<b>\$1,858.10</b>	
0716	SBC	62926	4589		<b>BANC OF AMERICA LEASING</b>		Check		
				E 01	010 850 000 302 581	Interest Cap. Lease		\$1,934.94	
				E 01	010 850 000 302 580	Elem Op Cap. Principal On Lease		\$6,321.80	
		<b>PO#:</b>	<b>Voucher #:</b>	66405	Invoice	<b>Invoice No:</b> 118		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$8,256.74</b>	
							<b>Check Amount:</b>	<b>\$8,256.74</b>	
0716	SBC	62927	1125		<b>BELLE PLAINE HERALD</b>		Check		
				E 01	005 110 000 000 306	LEGAL NOTICE: BOARD MINUTES 1/28/2019		\$89.13	
		<b>PO#:</b>	<b>Voucher #:</b>	66434	Invoice	<b>Invoice No:</b> 26695		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$89.13</b>	
							<b>Check Amount:</b>	<b>\$89.13</b>	
0716	SBC	62928	7184		<b>BOOTH LAW GROUP LLC</b>		Check		
				E 01	005 105 000 000 305	Legal Services Rendered		\$23.00	
		<b>PO#:</b> 17732	<b>Voucher #:</b>	66400	Invoice	<b>Invoice No:</b> 6244		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$23.00</b>	
							<b>Check Amount:</b>	<b>\$23.00</b>	
0716	SBC	62929	7725		<b>BRIAN KOTILA</b>		Check		
				E 01	005 640 000 316 366	SD19.30 B KOTILA - MILEAGE		\$48.72	
		<b>PO#:</b>	<b>Voucher #:</b>	66393	Invoice	<b>Invoice No:</b> 02162019		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$48.72</b>	
				E 01	005 640 000 316 366	SD19.30 B KOTILA - LODGING		\$273.82	
		<b>PO#:</b> 17747	<b>Voucher #:</b>	66394	Invoice	<b>Invoice No:</b> 02162019		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$273.82</b>	
							<b>Check Amount:</b>	<b>\$322.54</b>	
0716	SBC	62930	1197		<b>BRUCE MATHIOWETZ</b>		Check		
				E 01	020 255 000 000 430	Rockler dust collector parts		\$55.69	
				E 01	020 255 000 000 430	ACe dowels		\$5.58	
		<b>PO#:</b> 17770	<b>Voucher #:</b>	66364	Invoice	<b>Invoice No:</b> 03062019		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$61.27</b>	
				E 01	020 255 000 000 430	Bandsaw repair parts		\$96.46	
		<b>PO#:</b> 17769	<b>Voucher #:</b>	66365	Invoice	<b>Invoice No:</b> 03062019		<b>3/19/2019</b>	
							<b>Paid Amt:</b>	<b>\$96.46</b>	
							<b>Check Amount:</b>	<b>\$157.73</b>	
0716	SBC	62931	4514		<b>BSN Sports</b>		Check		
				R 01	020 211 039 000 619	BLACK STEEL UA 1/2 ZIP		\$199.96	

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62931	4514		<b>BSN Sports</b>		<b>Check</b>
				R 01 020 211 039 000 619	Freight		\$9.01
<b>PO#: 17721</b>	<b>Voucher #:</b>	<b>66367</b>	Invoice	<b>Invoice No:</b> 904574336		<b>3/19/2019</b>	<b>Paid Amt: \$208.97</b>
			E 01 020 810 000 000 401	BADGE HOLDERS			\$47.50
			E 01 020 810 000 000 401	FREIGHT			\$6.39
<b>PO#: 17727</b>	<b>Voucher #:</b>	<b>66375</b>	Invoice	<b>Invoice No:</b> 904562550		<b>3/19/2019</b>	<b>Paid Amt: \$53.89</b>
			R 01 020 211 039 000 619	SPRING STOCK - SCHOOL STORE			\$1,874.78
<b>PO#: 17577</b>	<b>Voucher #:</b>	<b>66381</b>	Invoice	<b>Invoice No:</b> 904421201		<b>3/19/2019</b>	<b>Paid Amt: \$1,874.78</b>
			R 01 020 211 039 000 619	VINTAGE ZIP			\$62.35
<b>PO#: 17728</b>	<b>Voucher #:</b>	<b>66384</b>	Invoice	<b>Invoice No:</b> 904504524		<b>3/19/2019</b>	<b>Paid Amt: \$62.35</b>
			E 01 020 296 029 000 430	TRAINING BALLS			\$94.99
			E 01 020 296 029 000 430	TRAINING BALLS STD			\$41.99
			E 01 020 296 029 000 430	EASTON COACH BUCKET			\$29.99
			E 01 020 296 029 000 430	SCHUTT HOME PLATE			\$79.96
			E 01 020 296 029 000 430	ACCUBAT			\$79.99
			E 01 020 296 029 000 430	CATCHER'S EQUIP BAG			\$69.98
			E 01 020 296 029 000 430	CATCHER'S WHEEL BAG			\$119.99
			E 01 020 296 029 000 430	FOLDING BALL CART			\$39.99
			E 01 020 296 029 000 430	PITCHER'S LANE PRO			\$279.99
			E 01 020 296 029 000 430	BSN BUCKET			\$35.98
			E 01 020 296 029 000 430	DIMPLED SOFTBALL			\$29.99
			E 01 020 296 029 000 430	FREIGHT			\$31.37
<b>PO#: 17673</b>	<b>Voucher #:</b>	<b>66385</b>	Invoice	<b>Invoice No:</b> 904461163		<b>3/19/2019</b>	<b>Paid Amt: \$934.21</b>
			E 01 020 294 024 000 430	Wilson baseball			\$69.99
			E 01 020 294 024 000 430	Tanner T			\$72.99
			E 01 020 294 024 000 430	Diamond D1- Pro			\$419.94
			E 01 020 294 024 000 430	Diamond DOL-A			\$287.94
			E 01 020 294 024 000 430	BSN Bucket Bballs			\$119.99
			E 01 020 294 024 000 430	Freight			\$23.37
<b>PO#: 17602</b>	<b>Voucher #:</b>	<b>66386</b>	Invoice	<b>Invoice No:</b> 904362007		<b>3/19/2019</b>	<b>Paid Amt: \$994.22</b>
			E 01 020 211 039 000 401	SCHOOL STORE SIGN			\$274.99
			E 01 020 211 039 000 401	Freight			\$19.36
<b>PO#: 17567</b>	<b>Voucher #:</b>	<b>66387</b>	Invoice	<b>Invoice No:</b> 904470298		<b>3/19/2019</b>	<b>Paid Amt: \$294.35</b>
			R 01 020 211 039 000 619	CLASS OF SHIRTS			\$2,590.56
			R 01 020 211 039 000 619	Freight			\$24.10
<b>PO#: 17575</b>	<b>Voucher #:</b>	<b>66388</b>	Invoice	<b>Invoice No:</b> 904437979		<b>3/19/2019</b>	<b>Paid Amt: \$2,614.66</b>
			E 01 020 296 030 000 430	NIKE TENNIS SKIRTS			\$199.95

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0716	SBC	62931	4514		<b>BSN Sports</b>		Check
				E 01	020 296 030 000 430	FREIGHT	\$5.68
	<b>PO#:</b> 17752	<b>Voucher #:</b>	<b>66389</b>	Invoice	<b>Invoice No:</b> 904350700	<b>3/19/2019</b>	<b>Paid Amt: \$205.63</b>
							<b>Check Amount: \$7,243.06</b>
0716	SBC	62932	5336		<b>CENTER FOR RESPONSIVE SCHOOLS INC</b>		Check
				E 01	010 203 000 000 430	Elementary Coaching Guide Bundle	\$37.40
	<b>PO#:</b> 17788	<b>Voucher #:</b>	<b>66444</b>	Invoice	<b>Invoice No:</b> INV1327	<b>3/19/2019</b>	<b>Paid Amt: \$37.40</b>
							<b>Check Amount: \$37.40</b>
0716	SBC	62933	5579		<b>EDUCATORS BENEFIT CONSULTANTS</b>		Check
				E 01	005 105 000 000 305	403(b) ADMIN & COMPLIANCE - MARCH	\$215.84
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66374</b>	Invoice	<b>Invoice No:</b> 8631	<b>3/19/2019</b>	<b>Paid Amt: \$215.84</b>
							<b>Check Amount: \$215.84</b>
0716	SBC	62934	7732		<b>FUNDS FOR ALL</b>		Check
				E 01	011 203 111 000 401	Candy Bars	\$9,120.00
	<b>PO#:</b> 17803	<b>Voucher #:</b>	<b>66421</b>	Invoice	<b>Invoice No:</b> INV0402	<b>3/19/2019</b>	<b>Paid Amt: \$9,120.00</b>
							<b>Check Amount: \$9,120.00</b>
0716	SBC	62935	1511		<b>GRAINGER</b>		Check
				E 01	020 810 000 000 401	caster wheels	\$42.40
	<b>PO#:</b> 17756	<b>Voucher #:</b>	<b>66362</b>	Invoice	<b>Invoice No:</b> 9099124852	<b>3/19/2019</b>	<b>Paid Amt: \$42.40</b>
				E 01	020 810 000 000 401	caster wheels	\$71.04
	<b>PO#:</b> 17756	<b>Voucher #:</b>	<b>66363</b>	Invoice	<b>Invoice No:</b> 9099158025	<b>3/19/2019</b>	<b>Paid Amt: \$71.04</b>
				E 01	020 810 000 000 401	40 amp moter switch	\$67.02
	<b>PO#:</b> 17795	<b>Voucher #:</b>	<b>66431</b>	Invoice	<b>Invoice No:</b> 9104264131	<b>3/19/2019</b>	<b>Paid Amt: \$67.02</b>
							<b>Check Amount: \$180.46</b>
0716	SBC	62936	1566		<b>HILLYARD / HUTCHINSON</b>		Check
				E 01	011 810 000 000 401	30 X12' walk off matts	\$1,080.00
	<b>PO#:</b> 17327	<b>Voucher #:</b>	<b>66383</b>	Invoice	<b>Invoice No:</b> 603248114	<b>3/19/2019</b>	<b>Paid Amt: \$1,080.00</b>
				E 01	011 810 000 000 401	sidewalk salt	\$657.00
	<b>PO#:</b> 17725	<b>Voucher #:</b>	<b>66401</b>	Invoice	<b>Invoice No:</b> 603336448	<b>3/19/2019</b>	<b>Paid Amt: \$657.00</b>
							<b>Check Amount: \$1,737.00</b>
0716	SBC	62937	7626		<b>JAGUAR COMMUNICATIONS</b>		Check
				E 04	005 505 000 321 331	CE Telephone	\$50.00
				E 04	005 570 000 321 331	KIDS CO Telephone	\$50.00
				E 04	005 580 000 325 331	ECFE Telephone	\$50.00
				E 04	005 505 035 321 331	PS PALS Telephone	\$50.00
				E 01	020 810 000 000 331	HS Oper & Maint Telephone	\$1,608.00
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66440</b>	Invoice	<b>Invoice No:</b> 106218	<b>3/19/2019</b>	<b>Paid Amt: \$1,808.00</b>

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62937	7626		<b>JAGUAR COMMUNICATIONS</b>		Check		
				E 01 011 810 000 000 331	Oak Crest Telephone			\$1,337.55	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66441</b>	Invoice	<b>Invoice No:</b>	106308	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$1,337.55</b>	
				E 01 010 810 000 000 331	Elem Oper & Maint Telephone			\$1,700.86	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66442</b>	Invoice	<b>Invoice No:</b>	106248	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$1,700.86</b>	
				E 01 005 810 000 000 331	Telephone			\$608.61	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66443</b>	Invoice	<b>Invoice No:</b>	93168	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$608.61</b>	
							<b>Check Amount:</b>	<b>\$5,455.02</b>	
0716	SBC	62938	1202		<b>JANIS BUESGENS</b>		Check		
				E 01 011 203 000 000 366	MILEAGE - J BUESGENS			\$24.36	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66413</b>	Invoice	<b>Invoice No:</b>	01252019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$24.36</b>	
				E 01 011 203 000 000 366	MILEAGE - J BUESGENS			\$19.14	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66414</b>	Invoice	<b>Invoice No:</b>	02282019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$19.14</b>	
							<b>Check Amount:</b>	<b>\$43.50</b>	
0716	SBC	62939	6672		<b>JESSICA EMERSON</b>		Check		
				E 01 005 640 000 316 366	PBIS & SEL			\$122.96	
				E 01 005 420 000 419 366	MASE New Directors & SW Metro LINC			\$77.49	
<b>PO#:</b> 17749	<b>Voucher #:</b>	<b>66398</b>	Invoice	<b>Invoice No:</b>	02232019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$200.45</b>	
							<b>Check Amount:</b>	<b>\$200.45</b>	
0716	SBC	62940	3968		<b>JOHN BERGS</b>		Check		
				E 01 020 292 000 000 366	MILEAGE - J BERGS			\$52.97	
				E 01 020 292 000 000 366	MILEAGE - J BERGS			\$685.44	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66422</b>	Invoice	<b>Invoice No:</b>	03062019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$738.41</b>	
							<b>Check Amount:</b>	<b>\$738.41</b>	
0716	SBC	62941	7596		<b>JP BERGS</b>		Check		
				E 01 005 108 000 000 366	MILEAGE - JP BERGS			\$72.50	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66430</b>	Invoice	<b>Invoice No:</b>	02282019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$72.50</b>	
							<b>Check Amount:</b>	<b>\$72.50</b>	
0716	SBC	62942	7656		<b>KELSEY JANNI</b>		Check		
				E 01 030 416 000 419 366	Mileage - Feb Homebound			\$9.28	
<b>PO#:</b> 17790	<b>Voucher #:</b>	<b>66372</b>	Invoice	<b>Invoice No:</b>	02282019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$9.28</b>	
							<b>Check Amount:</b>	<b>\$9.28</b>	
0716	SBC	62943	3753		<b>KIBBLE EQUIPMENT LLC</b>		Check		
				E 01 020 810 000 000 350	REPAIR YOKES ON 2012 JOHN DEERE			\$690.21	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66448</b>	Invoice	<b>Invoice No:</b>	1741097	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$690.21</b>	
				E 01 020 810 000 000 350	REPAIR YOKE ON 2008 JOHN DEERE			\$590.25	
<b>PO#:</b>	<b>Voucher #:</b>	<b>66449</b>	Invoice	<b>Invoice No:</b>	1741098	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$590.25</b>	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62943	3753		<b>KIBBLE EQUIPMENT LLC</b>		Check		
				E 01	020 810 000 000 350	2018 JOHN DEERE - RE-INSTALL GLASS		\$915.47	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66450</b>	Invoice	<b>Invoice No:</b> 1761862	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$915.47</b>	
				E 01	020 810 000 000 401	roller chain		\$35.92	
	<b>PO#:</b> 17663	<b>Voucher #:</b>	<b>66471</b>	Invoice	<b>Invoice No:</b> 1743477	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$35.92</b>	
								<b>Check Amount:</b>	<b>\$2,231.85</b>
0716	SBC	62944	1707		<b>LANGE'S PLUMBING &amp; HEATING</b>		Check		
				E 01	011 810 000 000 350	repair hot wter pipe leak		\$255.00	
	<b>PO#:</b> 17604	<b>Voucher #:</b>	<b>66456</b>	Invoice	<b>Invoice No:</b> 10712838	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$255.00</b>	
								<b>Check Amount:</b>	<b>\$255.00</b>
0716	SBC	62945	1713		<b>LAVONNE MOORE</b>		Check		
				R 01	000 000 000 000 099	L MOORE - REFUND ON ACCT BAL		\$610.85	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66447</b>	Invoice	<b>Invoice No:</b> 5053	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$610.85</b>	
								<b>Check Amount:</b>	<b>\$610.85</b>
0716	SBC	62946	4535		<b>MATHESON TRI-GAS, INC</b>		Check		
				E 01	020 301 000 830 433	parts for spot welder		\$75.62	
	<b>PO#:</b> 17768	<b>Voucher #:</b>	<b>66382</b>	Invoice	<b>Invoice No:</b> 19188712	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$75.62</b>	
								<b>Check Amount:</b>	<b>\$75.62</b>
0716	SBC	62947	3223		<b>METRO ECSU</b>		Check		
				E 01	005 640 000 316 366	SD19.38 J EMERSON - REGISTRATION		\$75.00	
				E 01	005 640 000 316 366	SD19.38 L HANSON - REGISTRATION		\$40.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66455</b>	Invoice	<b>Invoice No:</b> 01092019	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$115.00</b>	
								<b>Check Amount:</b>	<b>\$115.00</b>
0716	SBC	62948	2762		<b>MN DEPT LABOR &amp; INDUSTRY</b>		Check		
				E 01	020 865 000 347 305	Elevator inspection fee		\$100.00	
	<b>PO#:</b> 17829	<b>Voucher #:</b>	<b>66468</b>	Invoice	<b>Invoice No:</b> ALR0093061I	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$100.00</b>	
				E 01	030 865 000 347 305	elevator inspection fee		\$100.00	
	<b>PO#:</b> 17829	<b>Voucher #:</b>	<b>66469</b>	Invoice	<b>Invoice No:</b> ALR0093058I	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$100.00</b>	
								<b>Check Amount:</b>	<b>\$200.00</b>
0716	SBC	62949	1889		<b>MULTILINGUAL WORD INC</b>		Check		
				E 01	010 203 000 000 305	Spanish Interpreter		\$145.00	
	<b>PO#:</b> 17715	<b>Voucher #:</b>	<b>66369</b>	Invoice	<b>Invoice No:</b> 2656	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$145.00</b>	
				E 01	020 411 000 740 394	Interpreter - Spanish		\$119.00	
	<b>PO#:</b> 17563	<b>Voucher #:</b>	<b>66370</b>	Invoice	<b>Invoice No:</b> 2656	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$119.00</b>	
								<b>Check Amount:</b>	<b>\$264.00</b>

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62950	1950		<b>PAAPE DISTRIB.CO.</b>		Check		
				E 01	030 810 000 000 401	sight glass and gaskets		\$46.97	
	PO#: 17595	Voucher #:	66458	Invoice	Invoice No: 052848	3/19/2019	Paid Amt:	\$46.97	
								Check Amount:	\$46.97
0716	SBC	62951	3944		<b>RACHEL BENSON</b>		Check		
				E 01	005 420 000 419 366	Mileage		\$58.46	
	PO#: 17741	Voucher #:	66399	Invoice	Invoice No: 02222019	3/19/2019	Paid Amt:	\$58.46	
								Check Amount:	\$58.46
0716	SBC	62952	3866		<b>RACHELLE KERKOW</b>		Check		
				E 01	020 211 000 000 366	MILEAGE - R KERKOW		\$44.66	
	PO#:	Voucher #:	66445	Invoice	Invoice No: 02012019	3/19/2019	Paid Amt:	\$44.66	
								Check Amount:	\$44.66
0716	SBC	62953	6827		<b>REINHART FOOD SERVICES, LLC</b>		Check		
				E 01	010 203 110 000 401	Snack Cart Inv #937461		\$451.66	
	PO#: 17785	Voucher #:	66376	Invoice	Invoice No: 937461	3/19/2019	Paid Amt:	\$451.66	
				E 01	011 203 111 000 401	Reinhart - Invoice 930813 Date 2/6/19		\$510.54	
	PO#: 17745	Voucher #:	66395	Invoice	Invoice No: 930813	3/19/2019	Paid Amt:	\$510.54	
				E 01	011 203 111 000 401	Reinhart - Invoice 932816 Date 2/13/19		\$265.88	
	PO#: 17745	Voucher #:	66396	Invoice	Invoice No: 932816	3/19/2019	Paid Amt:	\$265.88	
				E 01	011 203 111 000 401	Reinhart - Invoice 934548 Date 2/20/19		\$161.92	
	PO#: 17745	Voucher #:	66397	Invoice	Invoice No: 934548	3/19/2019	Paid Amt:	\$161.92	
				E 01	010 203 110 000 401	Snack Cart Inv #933517		\$800.24	
	PO#: 17724	Voucher #:	66403	Invoice	Invoice No: 933517	3/19/2019	Paid Amt:	\$800.24	
				E 01	010 203 110 000 401	Snack Cart Inv #939579		\$316.12	
	PO#: 17814	Voucher #:	66438	Invoice	Invoice No: 939579	3/19/2019	Paid Amt:	\$316.12	
				E 01	011 203 111 000 401	Invoice #936526 Date 02/27/19 OC Snack Car		\$275.41	
	PO#: 17812	Voucher #:	66439	Invoice	Invoice No: 936526	3/19/2019	Paid Amt:	\$275.41	
								Check Amount:	\$2,781.77
0716	SBC	62954	6223		<b>RIDGEVIEW MEDICAL CENTER</b>		Check		
				E 01	020 292 000 000 305	SPRING 2018 - MEDICINE COVERAGE		\$3,383.66	
	PO#: 17753	Voucher #:	66391	Invoice	Invoice No: 06182018	3/19/2019	Paid Amt:	\$3,383.66	
				E 01	020 292 000 000 305	Section BBB - 3/4/19		\$90.00	
	PO#: 17818	Voucher #:	66435	Invoice	Invoice No: 05052019	3/19/2019	Paid Amt:	\$90.00	
				E 01	020 292 000 000 305	Winter Sports Coverage 2018-19		\$6,028.55	
	PO#: 17818	Voucher #:	66436	Invoice	Invoice No: 05122019	3/19/2019	Paid Amt:	\$6,028.55	
								Check Amount:	\$9,502.21

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62955	7292		<b>RIVER BEND BUSINESS PRODUCTS</b>		Check		
				E 01	005 108 000 000 455 TONER			\$248.00	
		PO#: 17246	Voucher #: 66432	Invoice	Invoice No: 233100-0	3/19/2019	Paid Amt:	\$248.00	
							Check Amount:	\$248.00	
0716	SBC	62956	4395		<b>RM COTTON COMPANY INC</b>		Check		
				E 01	010 810 000 000 350 service call to repair Chatfield boiler			\$9,027.60	
		PO#: 17687	Voucher #: 66366	Invoice	Invoice No: 0111225-IN	3/19/2019	Paid Amt:	\$9,027.60	
							Check Amount:	\$9,027.60	
0716	SBC	62957	3836		<b>ROSS NELSON</b>		Check		
				E 01	020 211 000 000 403 PBIS WORKSHOP - R NELSON			\$133.40	
		PO#:	Voucher #: 66407	Invoice	Invoice No: 02272019	3/19/2019	Paid Amt:	\$133.40	
							Check Amount:	\$133.40	
0716	SBC	62958	3227		<b>SAMS CLUB</b>		Check		
				E 01	005 110 000 000 820 MEMBERSHIP RENEWAL			\$180.00	
		PO#:	Voucher #: 66433	Invoice	Invoice No: 3411676775315	3/19/2019	Paid Amt:	\$180.00	
							Check Amount:	\$180.00	
0716	SBC	62959	3112		<b>SCHOLASTIC BOOK CLUBS, INC</b>		Check		
				E 01	011 203 111 000 401 6HH 546798 The Lemonade War Book			\$1,885.50	
		PO#: 17539	Voucher #: 66377	Invoice	Invoice No: 52418686	3/19/2019	Paid Amt:	\$1,885.50	
							Check Amount:	\$1,885.50	
0716	SBC	62960	2070		<b>SCHOLASTIC BOOK FAIRS</b>		Check		
				E 01	010 203 110 000 401 Chatfield Book Fair			\$2,268.11	
		PO#: 17723	Voucher #: 66402	Invoice	Invoice No: W3911594BF	3/19/2019	Paid Amt:	\$2,268.11	
							Check Amount:	\$2,268.11	
0716	SBC	62961	2069		<b>SCHOLASTIC READING CLUB</b>		Check		
				E 01	010 203 110 000 401 Birthday Books and I Love to Read month			\$178.00	
		PO#: 17551	Voucher #: 66392	Invoice	Invoice No: 2051420947	3/19/2019	Paid Amt:	\$178.00	
							Check Amount:	\$178.00	
0716	SBC	62962	3336	1	<b>SCHOOL SPECIALTY</b>		Check		
				E 01	011 203 000 000 430 1396808 NOTES SELF STICK POP UP YELLC			\$15.39	
				E 01	011 203 000 000 430 1396810 NOTES SELF STICK POP UP BRIGH			\$15.98	
				E 01	011 203 000 000 430 084472 PAPERCLIPS SMOOTH 1.25" P/100 -			\$2.40	
				E 01	011 203 000 000 430 2008660 MARKER - FLIP - 8CT - AST - SAN22			\$20.78	
				E 01	011 203 000 000 430 2006130 PEN SHARPIE FINE BLACK PACK C			\$19.49	
				E 01	011 203 000 000 430 2005869 PEN BALLPOINT VELOCITY BOLD 1			\$23.39	
				E 01	011 203 000 000 430 1570494 PEN GRIP HYBRID INK RED SCHOC			\$2.79	
				E 01	011 203 000 000 430 075483 TAPE SCOTCH 810 MAGIC VALUE 0.			\$39.90	
				E 01	011 203 000 000 430 1354255 MARKER SCHOOL SMART PERMAN			\$6.49	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62962	3336	1	<b>SCHOOL SPECIALTY</b>		<b>Check</b>
				E 01 011 203 000 000 430	2002987 MARKER ART WASHABLE CONICAL	\$10.33	
				E 01 011 203 000 000 430	1495098 CARDSTOCK INDEX 8.5X11 CANAR	\$23.38	
				E 01 011 203 000 000 430	1495102 CARDSTOCK INDEX 8.5X11 BLUE 9	\$23.38	
				E 01 011 203 000 000 430	1495099 CARDSTOCK INDEX 8.5X11 GREEN	\$23.38	
				E 01 011 203 000 000 430	1438734 COLOR CARD STOCK 8.5X11 65 LB	\$14.10	
				E 01 011 203 000 000 430	084985 BATTERIES ALKALINE AA -PACK OF	\$6.95	
				E 01 011 203 000 000 430	1381200 BATTERY - ENERGIZER 9VOLT - INI	\$21.40	
				E 01 011 203 000 000 430	081038 PENCIL AWARD PENCILS HAPPY BIF	\$90.27	
				E 01 011 203 000 000 430	216776 CONST PPR 12X18 HOLIDAY RED TF	\$11.10	
				E 01 011 203 000 000 430	054069 CONST PPR 12X18 YELLOW TRURA'	\$12.90	
				E 01 011 203 000 000 430	054129 CONST PPR 12X18 BLUE TRURAY 5C	\$13.20	
				E 01 011 203 000 000 430	054108 CONST PPR 12X18 SKY BLUE TRUR,	\$10.55	
				E 01 011 203 000 000 430	054105 CONST PPR 12X18 LT GREEN TRUR	\$11.60	
				E 01 011 203 000 000 430	054078 CONST PPR 12X18 TURQUOISE TRL	\$12.00	
<b>PO#:</b>	17616	<b>Voucher #:</b>	66373	Invoice	<b>Invoice No:</b> 308103259543	<b>3/19/2019</b>	<b>Paid Amt: \$431.15</b>
							<b>Check Amount: \$431.15</b>
0716	SBC	62963	3124		<b>SCHOOLFINANCES.COM</b>		<b>Check</b>
				E 01 005 110 000 000 401	TRUTH IN TAX FILE 2018	\$100.00	
<b>PO#:</b>		<b>Voucher #:</b>	66425	Invoice	<b>Invoice No:</b> 1427	<b>3/19/2019</b>	<b>Paid Amt: \$100.00</b>
							<b>Check Amount: \$100.00</b>
0716	SBC	62964	4423		<b>SCOTT COUNTY TREASURER</b>		<b>Check</b>
				E 01 020 730 000 000 305	4TH QTR 2018 - NON-BILLABLE THERAPIST	\$5,096.50	
<b>PO#:</b>		<b>Voucher #:</b>	66427	Invoice	<b>Invoice No:</b> 1400-4	<b>3/19/2019</b>	<b>Paid Amt: \$5,096.50</b>
							<b>Check Amount: \$5,096.50</b>
0716	SBC	62965	2872		<b>SCOTT RENNE</b>		<b>Check</b>
				E 01 011 810 000 000 366	MILEAGE - S RENNE	\$17.44	
				E 01 011 810 000 000 366	MILEAGE - S RENNE	\$3.48	
<b>PO#:</b>		<b>Voucher #:</b>	66459	Invoice	<b>Invoice No:</b> 01162019	<b>3/19/2019</b>	<b>Paid Amt: \$20.92</b>
							<b>Check Amount: \$20.92</b>
0716	SBC	62966	5308		<b>SHOUT POINT</b>		<b>Check</b>
				E 01 005 108 000 000 405	ENHANCED MESSAGING SERVICE	\$2,070.00	
<b>PO#:</b>		<b>Voucher #:</b>	66379	Invoice	<b>Invoice No:</b> 17593	<b>3/19/2019</b>	<b>Paid Amt: \$2,070.00</b>
							<b>Check Amount: \$2,070.00</b>
0716	SBC	62967	2137		<b>SOUTH CENTRAL ECSU</b>		<b>Check</b>
				E 01 005 108 000 000 405	SOCRATES TELECOM SERVICE - JANUARY	\$500.00	
<b>PO#:</b>		<b>Voucher #:</b>	66368	Invoice	<b>Invoice No:</b> 18604	<b>3/19/2019</b>	<b>Paid Amt: \$500.00</b>
				E 01 005 865 000 363 305	H & S	\$1,363.64	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62967	2137		<b>SOUTH CENTRAL ECSU</b>		Check		
				E 01	005 865 000 358 305	H & S		\$867.77	
				E 01	005 865 000 349 305	H & S		\$27.25	
	PO#: 17828	Voucher #:	66470	Invoice	Invoice No: 18627	3/19/2019	Paid Amt:	\$2,258.66	
								<b>Check Amount:</b>	<b>\$2,758.66</b>
0716	SBC	62968	6138		<b>SOUTHWEST METRO - ISD 288</b>		Check		
				E 01	005 640 000 316 366	SD19.49 S OLSON - REGISTRATION		\$10.00	
	PO#: 17804	Voucher #:	66412	Invoice	Invoice No: 120209	3/19/2019	Paid Amt:	\$10.00	
				E 01	005 420 000 740 396	FY19 QTR 3 ITINERANT BILLING		\$22,794.30	
	PO#:	Voucher #:	66424	Invoice	Invoice No: 1464	3/19/2019	Paid Amt:	\$22,794.30	
				E 01	020 211 000 000 391	FY19 VOCATIONAL BILLING - JANUARY		\$15,485.45	
	PO#:	Voucher #:	66426	Invoice	Invoice No: 1476	3/19/2019	Paid Amt:	\$15,485.45	
				E 01	020 211 000 000 391	FY19 JAF TUITION BILLING - 1ST SEMESTE		\$601.84	
	PO#:	Voucher #:	66428	Invoice	Invoice No: 1500	3/19/2019	Paid Amt:	\$601.84	
								<b>Check Amount:</b>	<b>\$38,891.59</b>
0716	SBC	62969	3287		<b>SPARETIME INVESTMENT GROUP</b>		Check		
				E 01	020 810 000 000 337	snow removal		\$517.50	
	PO#: 17827	Voucher #:	66460	Invoice	Invoice No: 2753	3/19/2019	Paid Amt:	\$517.50	
				E 01	030 810 000 000 337	snow		\$65.00	
	PO#: 17827	Voucher #:	66461	Invoice	Invoice No: 2754	3/19/2019	Paid Amt:	\$65.00	
				E 01	010 810 000 000 337	snow		\$301.25	
	PO#: 17827	Voucher #:	66462	Invoice	Invoice No: 2755	3/19/2019	Paid Amt:	\$301.25	
				E 01	011 810 000 000 337	snow		\$691.25	
	PO#: 17827	Voucher #:	66463	Invoice	Invoice No: 2756	3/19/2019	Paid Amt:	\$691.25	
				E 01	011 810 000 000 337	snow removal		\$3,703.57	
	PO#: 17827	Voucher #:	66464	Invoice	Invoice No: 2782	3/19/2019	Paid Amt:	\$3,703.57	
				E 01	020 810 000 000 337	snow		\$1,801.25	
	PO#: 17827	Voucher #:	66465	Invoice	Invoice No: 2788	3/19/2019	Paid Amt:	\$1,801.25	
				E 01	030 810 000 000 337	snow		\$386.25	
	PO#: 17827	Voucher #:	66466	Invoice	Invoice No: 2789	3/19/2019	Paid Amt:	\$386.25	
				E 01	010 810 000 000 337	snow		\$1,613.75	
	PO#: 17827	Voucher #:	66467	Invoice	Invoice No: 2790	3/19/2019	Paid Amt:	\$1,613.75	
								<b>Check Amount:</b>	<b>\$9,079.82</b>
0716	SBC	62970	3341		<b>SPEED STACKS</b>		Check		
				E 01	010 203 110 000 401	Stacking Cups PE Inv #509136		\$936.00	
	PO#: 17800	Voucher #:	66390	Invoice	Invoice No: 509136	3/19/2019	Paid Amt:	\$936.00	
								<b>Check Amount:</b>	<b>\$936.00</b>

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Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62971	4278		<b>SPRINGSTED INC</b>		Check		
				E 07	005 910 000 000 790	2019 CONTINUING DISCLOSURE SERVICES		\$1,800.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66429</b>	Invoice	<b>Invoice No:</b> 19-024	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$1,800.00</b>	
							<b>Check Amount:</b>	<b>\$1,800.00</b>	
0716	SBC	62972	2153		<b>STASNEY ELECTRIC LLC</b>		Check		
				E 01	011 810 000 000 350	repair lighting contacters		\$569.42	
	<b>PO#:</b> 17542	<b>Voucher #:</b>	<b>66457</b>	Invoice	<b>Invoice No:</b> 34426	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$569.42</b>	
							<b>Check Amount:</b>	<b>\$569.42</b>	
0716	SBC	62973	7711		<b>SUNBELT STAFFING</b>		Check		
				E 01	005 401 000 740 394	Speech Services		\$2,935.54	
	<b>PO#:</b> 17792	<b>Voucher #:</b>	<b>66371</b>	Invoice	<b>Invoice No:</b> 10320352	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$2,935.54</b>	
				E 01	005 401 000 740 394	Speech Services		\$2,954.00	
	<b>PO#:</b> 17811	<b>Voucher #:</b>	<b>66446</b>	Invoice	<b>Invoice No:</b> 10338626	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$2,954.00</b>	
							<b>Check Amount:</b>	<b>\$5,889.54</b>	
0716	SBC	62974	7635		<b>THE MUSIC MART</b>		Check		
				R 01	011 258 000 000 619	Invoice 1046380 Sanitizing Spray		\$12.90	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66415</b>	Invoice	<b>Invoice No:</b> 1046380	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$12.90</b>	
				R 01	011 258 000 000 619	Invoice 1045558 Alto Sax Repair		\$50.50	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66416</b>	Invoice	<b>Invoice No:</b> 1045558	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$50.50</b>	
				R 01	011 258 000 000 619	Invoice 1043251 Tenor Sax Repair		\$94.35	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66417</b>	Invoice	<b>Invoice No:</b> 1043251	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$94.35</b>	
				R 01	011 258 000 000 619	Invoice 1050877 Sanitizing Sprag		\$12.45	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66418</b>	Invoice	<b>Invoice No:</b> 1050877	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$12.45</b>	
				R 01	011 258 000 000 619	Invoice 1049038 Alto Sax Repair		\$42.50	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66419</b>	Invoice	<b>Invoice No:</b> 1049038	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$42.50</b>	
				R 01	011 258 000 000 619	Invoice 1049074 Oboe Repairs		\$177.50	
	<b>PO#:</b> 17746	<b>Voucher #:</b>	<b>66420</b>	Invoice	<b>Invoice No:</b> 1049074	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$177.50</b>	
							<b>Check Amount:</b>	<b>\$390.20</b>	
0716	SBC	62975	3931		<b>TRAILBLAZER TRANSIT</b>		Check		
				E 04	005 505 035 321 360	BUS SERVICE		\$36.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66380</b>	Invoice	<b>Invoice No:</b> 2019-01-1G2	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$36.00</b>	
							<b>Check Amount:</b>	<b>\$36.00</b>	
0716	SBC	62976	7730		<b>US FOODS CULINARY EQUIP &amp; SUPPLIES</b>		Check		
				E 02	005 770 000 701 530	cooler True GDM-49-HC-tsl01 w/ 4" casters		\$3,415.00	
	<b>PO#:</b> 17801	<b>Voucher #:</b>	<b>66423</b>	Invoice	<b>Invoice No:</b> 8568062	<b>3/19/2019</b>	<b>Paid Amt:</b>	<b>\$3,415.00</b>	
							<b>Check Amount:</b>	<b>\$3,415.00</b>	
0716	SBC	62977	7687		<b>WATCH D.O.G.S</b>		Check		
				E 01	011 203 000 000 401	Short sleeve t-shirts		\$121.40	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62977	7687		WATCH D.O.G.S		Check
				E 01 011 203 000 000 401	Adult Large shirts	\$23.90	
				E 01 011 203 000 000 401	Adult XL shirts	\$23.90	
				E 01 011 203 000 000 401	Adult 2XL shirts	\$47.85	
				E 01 011 203 000 000 401	Adult 3XL shirts	\$51.00	
				E 01 011 203 000 000 401	Adult 4XL shirs	\$34.00	
				E 01 011 203 000 000 401	Shp & Hdl	\$16.35	
PO#: 17775		Voucher #:	66378	Invoice	Invoice No: 2003887	3/19/2019	Paid Amt: \$318.40
							Check Amount: \$318.40
							Report Total: \$138,055.36

*Hand Payments*

**Belle Plaine Public Schools  
Detail Payment Register By Check No.**

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62827	1123		BELLE PLAINE ED ASSOC		Check		
				B 01 215 030	MEA DUES			\$4,928.31	
PO#:		Voucher #:	66154	Invoice	Invoice No: S2019160	2/20/2019		Paid Amt:	\$4,928.31
								Check Amount:	\$4,928.31
0716	SBC	62828	1134		BELLE PLAINE SCHOOL		Check		
				B 01 215 027	MED EXP-CAF			\$319.17	
				B 01 215 029	DAY CARE-CAF			\$3,933.35	
PO#:		Voucher #:	66155	Invoice	Invoice No: S2019160	2/20/2019		Paid Amt:	\$4,252.52
								Check Amount:	\$4,252.52
0716	SBC	62829	6482		Belle Plaine Schools Health Ins Acct		Check		
				B 01 215 019	HEALTH INS. FLEXED EMPL DED			\$33,158.20	
				B 01 215 032	HEALTH BD SHARE			\$1,131.08	
				B 01 215 018	Retirees			\$7,659.23	
PO#:		Voucher #:	66158	Invoice	Invoice No: S2019160	2/20/2019		Paid Amt:	\$41,948.51
								Check Amount:	\$41,948.51
0716	SBC	62830	1178		BPESPA		Check		
				B 01 215 080	MESP/NEA DUES NON CE			\$1,002.47	
PO#:		Voucher #:	66156	Invoice	Invoice No: S2019160	2/20/2019		Paid Amt:	\$1,002.47
								Check Amount:	\$1,002.47
0716	SBC	62831	5017		GURSTEL CHARGO		Check		
				B 01 215 084	MN COLLECTION			\$155.13	
PO#:		Voucher #:	66157	Invoice	Invoice No: S2019160	2/20/2019		Paid Amt:	\$155.13
								Check Amount:	\$155.13
0716	SBC	62894	1126		BELLE PLAINE HS ACT FND		Check		
				E 01 020 292 000 000 401	1/12/19 DANCE INVITE PROCEEDS			\$1,357.00	
PO#: 17766		Voucher #:	66210	Invoice	Invoice No: 01122019	3/1/2019		Paid Amt:	\$1,357.00
				E 04 005 505 000 321 305	ARM CARE CAMP			\$240.00	
PO#:		Voucher #:	66211	Invoice	Invoice No: 12042019	3/1/2019		Paid Amt:	\$240.00
								Check Amount:	\$1,597.00
0716	SBC	62895	4514		BSN Sports		Check		
				E 01 020 296 029 000 430	UNIFORMS			\$1,999.80	
				E 01 020 296 029 000 430	T-SHIRT			\$489.65	
				R 01 020 292 000 000 619	VISOR			\$959.40	
				E 01 020 296 029 000 430	FREIGHT			\$43.32	
PO#: 17200		Voucher #:	66206	Invoice	Invoice No: 904054602	3/1/2019		Paid Amt:	\$3,492.17
				E 04 005 505 000 321 401	Tiger Cubs Tshirt			\$740.86	
PO#: 17527		Voucher #:	66207	Invoice	Invoice No: 904328843	3/1/2019		Paid Amt:	\$740.86
				R 01 020 292 000 000 619	POLOS - MUSIC			\$575.64	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62895	4514		<b>BSN Sports</b>		Check		
				R 01	020 292 000 000 619	POLOS - FREIGHT		\$12.37	
	PO#: 17204	Voucher #:	66208	Invoice	Invoice No: 903798058	3/1/2019	Paid Amt:	\$588.01	
				R 01	020 211 039 000 619	BACK PACKS		\$370.31	
	PO#: 17433	Voucher #:	66209	Invoice	Invoice No: 904241977	3/1/2019	Paid Amt:	\$370.31	
							Check Amount:	\$5,191.35	
0716	SBC	62896	7218		<b>DANIEL GRIDER</b>		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$112.00	
	PO#:	Voucher #:	66217	Invoice	Invoice No: 02192019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	
0716	SBC	62897	7236		<b>DAVID THOM</b>		Check		
				E 01	020 296 025 000 305	GBB VS SIBLEY EAST		\$112.00	
	PO#:	Voucher #:	66214	Invoice	Invoice No: 02212019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	
0716	SBC	62898	1613		<b>JACK SHAWN</b>		Check		
				E 01	020 296 025 000 305	GBB VS SIBLEY EAST		\$112.00	
	PO#:	Voucher #:	66215	Invoice	Invoice No: 02212019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	
0716	SBC	62899	2530		<b>JOHN ISTA</b>		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$112.00	
	PO#:	Voucher #:	66216	Invoice	Invoice No: 02192019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	
0716	SBC	62900	1660		<b>JORDAN HIGH SCHOOL</b>		Check		
				E 01	020 291 032 000 369	SPEECH MEET 2/21/19		\$45.00	
	PO#: 17733	Voucher #:	66212	Invoice	Invoice No: 02222019	3/1/2019	Paid Amt:	\$45.00	
							Check Amount:	\$45.00	
0716	SBC	62901	1759		<b>MANKATO EAST HIGH SCHOOL</b>		Check		
				E 01	020 291 032 000 369	SPEECH MEET 2/23/19		\$142.00	
	PO#: 17767	Voucher #:	66205	Invoice	Invoice No: 02222019	3/1/2019	Paid Amt:	\$142.00	
							Check Amount:	\$142.00	
0716	SBC	62902	4145		<b>MEDICAREBLUE RX</b>		Check		
				B 01	215 018	RETIREE INS		\$550.50	
	PO#:	Voucher #:	66219	Invoice	Invoice No: 190370272437	3/1/2019	Paid Amt:	\$550.50	
							Check Amount:	\$550.50	
0716	SBC	62903	3801		<b>PAUL VIZINA</b>		Check		
				E 01	020 296 025 000 305	GBB VS SIBLEY EAST		\$112.00	
	PO#:	Voucher #:	66213	Invoice	Invoice No: 02212019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62904	4914		RUSS ZABEL		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$112.00	
PO#:	Voucher #:	66218	Invoice	Invoice No:	02192019	3/1/2019	Paid Amt:	\$112.00	
							Check Amount:	\$112.00	
0716	SBC	62905	5589		SHAKOPEE HIGH SCHOOL		Check		
				E 01	020 291 032 000 369	SPEECH MEET 2/19		\$175.00	
PO#: 17776	Voucher #:	66220	Invoice	Invoice No:	02282019	3/1/2019	Paid Amt:	\$175.00	
							Check Amount:	\$175.00	
0716	SBC	62906	1123		BELLE PLAINE ED ASSOC		Check		
				B 01	215 030	MEA DUES		\$4,928.31	
PO#:	Voucher #:	66227	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$4,928.31	
							Check Amount:	\$4,928.31	
0716	SBC	62907	1134		BELLE PLAINE SCHOOL		Check		
				B 01	215 027	MED EXP-CAF		\$319.17	
				B 01	215 029	DAY CARE-CAF		\$3,933.35	
PO#:	Voucher #:	66228	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$4,252.52	
							Check Amount:	\$4,252.52	
0716	SBC	62908	6451		Belle Plaine Schools Dental Ins Account		Check		
				B 01	215 025	DENTAL INSURANCE		\$5,358.02	
				B 01	215 031	DENTAL BD SHARE		\$6,069.40	
				B 01	215 017	Retirees		\$1,376.34	
PO#:	Voucher #:	66233	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$12,803.76	
							Check Amount:	\$12,803.76	
0716	SBC	62909	6482		Belle Plaine Schools Health Ins Acct		Check		
				B 01	215 019	HEALTH INS. FLEXED EMPL DED		\$33,285.06	
				B 01	215 032	HEALTH BD SHARE		\$95,909.35	
PO#:	Voucher #:	66234	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$129,194.41	
							Check Amount:	\$129,194.41	
0716	SBC	62910	1178		BPESPA		Check		
				B 01	215 080	MESP/NEA DUES NON CE		\$1,002.47	
PO#:	Voucher #:	66229	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$1,002.47	
							Check Amount:	\$1,002.47	
0716	SBC	62911	7052		FIDELITY SECURITY LIFE INS EYE MED		Check		
				B 01	215 037	EYEMED-EMPLOYEE W/H		\$564.34	
				B 01	215 037	L Green		\$4.17	
				B 01	215 037	K Lajuensee		\$12.27	
PO#:	Voucher #:	66235	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$580.78	
							Check Amount:	\$580.78	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	62912	5017		GURSTEL CHARGO		Check		
				B 01	215 084	MN COLLECTION		\$213.25	
PO#:	Voucher #:	66231	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$213.25	
							Check Amount:	\$213.25	
0716	SBC	62913	6122		NATIONAL INSURANCE SERVICE of WI		Check		
				B 01	215 016	Life Ret/Cobra Ins		\$23.60	
				B 01	215 021	SUPPLEMENTAL LIFE		\$360.00	
				B 01	215 022	LONG TERM DISABILITY		\$1,169.10	
				B 01	215 023	LIFE INSURANCE		\$1,316.70	
				B 01	215 016	Retiree Lie Grn Krus Sell		\$17.70	
				B 01	215 016	Retiree Supp Life Krus		\$7.50	
PO#:	Voucher #:	66232	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$2,894.60	
							Check Amount:	\$2,894.60	
0716	SBC	62914	1836		NCPERS MINNESOTA		Check		
				B 01	215 024	PERA LIFE		\$32.00	
PO#:	Voucher #:	66230	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$32.00	
							Check Amount:	\$32.00	
0716	SBC	62915	5532		ANDREW DEMORETT		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$100.00	
PO#:	Voucher #:	66354	Invoice	Invoice No:	03042019	3/8/2019	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0716	SBC	62916	7731		JEREMY CARTER		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$100.00	
PO#:	Voucher #:	66353	Invoice	Invoice No:	03042019	3/8/2019	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0716	SBC	62917	7727		JOHN NGAIMA		Check		
				R 01	020 292 000 000 052	REFUND FOR ACTIVITY FEE - SPEECH		\$125.00	
PO#: 17789	Voucher #:	66356	Invoice	Invoice No:	03062019	3/8/2019	Paid Amt:	\$125.00	
							Check Amount:	\$125.00	
0716	SBC	62918	5538		MARK JOHNSON		Check		
				E 01	020 294 025 000 305	BBB VS SIBLEY EAST		\$100.00	
PO#:	Voucher #:	66355	Invoice	Invoice No:	03042019	3/8/2019	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0716	SBC	62919	6992		MSOPA		Check		
				E 01	005 110 000 000 366	MSOPA Conference - K Davis		\$250.00	
PO#:	Voucher #:	66410	Invoice	Invoice No:	04252019	3/8/2019	Paid Amt:	\$250.00	
							Check Amount:	\$250.00	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	62920	1992		PRAIRIE TRUCKING INC		Check
				E 01	005 760 000 720 361 Regular Transportation		\$40,826.92
	PO#:	Voucher #:	66408	Invoice	Invoice No: FEBRUARY 2019	3/8/2019	Paid Amt: \$40,826.92
							Check Amount: \$40,826.92
0716	SBC	62921	3866		RACHELLE KERKOW		Check
				R 01	020 292 000 000 052 FAMILY MAX REFUND FR WINTER		\$55.00
	PO#: 17786	Voucher #:	66357	Invoice	Invoice No: 03062019	3/8/2019	Paid Amt: \$55.00
							Check Amount: \$55.00
0716	SBC	62922	2027		REGION 2A - MSHSL		Check
				R 01	020 292 000 000 060 BBB - BP VS SIBLEY EAST - GROSS RECEIF		\$1,962.00
	PO#:	Voucher #:	66352	Invoice	Invoice No: 03042019	3/8/2019	Paid Amt: \$1,962.00
							Check Amount: \$1,962.00
0716	SBC	62923	2164		STIER TRANSPORTATION SERVICES		Check
				E 01	005 760 000 720 361 Regular Transportation		\$91,194.95
	PO#:	Voucher #:	66409	Invoice	Invoice No: FEBRUARY 2019	3/8/2019	Paid Amt: \$91,194.95
							Check Amount: \$91,194.95
<b>Report Total:</b>							<b>\$351,275.76</b>

**Belle Plaine Public Schools**  
**March 2019 Electronic Payments Summary**

February PCARD	32,501.37
Payroll 2/20/2019	249,609.60
Payroll 3/5/2019	255,260.10
Other Electronic Payments (See attached report)	354,033.53
<b>Total</b>	<b>\$ 891,404.60</b>

# Electronic Payments

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	1873			MN.TEACHERS RETIRE.ASSOC		Wire
			B	01	215 004	TEACHER RETIREMENT	\$45,395.94
PO#:	Voucher #:	66159	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$45,395.94
							Check Amount: \$45,395.94
0716	SBC	1977			PERA		Wire
			B	01	215 005	PERA	\$12,156.56
PO#:	Voucher #:	66160	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$12,156.56
							Check Amount: \$12,156.56
0716	SBC	2330			FEDERAL		Wire
			B	01	215 001	FEDERAL	\$22,936.36
PO#:	Voucher #:	66161	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$22,936.36
			B	01	215 003	FICA	\$10,290.66
PO#:	Voucher #:	66162	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$10,290.66
			B	01	215 003	FICA	\$44,001.08
PO#:	Voucher #:	66163	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$44,001.08
							Check Amount: \$77,228.10
0716	SBC	2331			STATE OF MINNESOTA		Wire
			B	01	215 002	STATE TAX	\$12,584.21
PO#:	Voucher #:	66164	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$12,584.21
							Check Amount: \$12,584.21
0716	SBC	2735			MII LIFE - VEBA/HSA		Wire
			B	01	215 038	MFS SERVICE CENTER INC	\$2,207.25
PO#:	Voucher #:	66165	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$2,207.25
							Check Amount: \$2,207.25
0716	SBC	3319			DEPARTMENT OF EMPLOYMENT AND		Wire
			E	01	020 211 000 000 280	4th Qtr 2018 unemp	\$4,239.45
PO#:	Voucher #:	66175	Invoice	Invoice No:	01082019	2/20/2019	Paid Amt: \$4,239.45
							Check Amount: \$4,239.45
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire
			B	01	215 035	AMERIEFX BRD SHARE ANNUITY	\$1,021.31
			B	01	215 065	IDS	\$1,131.31
PO#:	Voucher #:	66166	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$2,152.62
			B	01	215 061	FIDELITY FDS.	\$574.26
PO#:	Voucher #:	66167	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$574.26
			B	01	215 053	HORACE MANN INSURANC	\$5,013.71
PO#:	Voucher #:	66168	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$5,013.71
			B	01	215 008	ING -ANNUITIES	\$34.00
PO#:	Voucher #:	66169	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt: \$34.00

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 043	ING ANNUITY			\$108.80	
PO#:	Voucher #:	66170	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt:	\$108.80	
				B 01 215 033	MEA ESI BRD SHARE ANNUITY			\$238.71	
				B 01 215 076	MEA-ESI			\$463.71	
PO#:	Voucher #:	66171	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt:	\$702.42	
				B 01 215 095	OPPENHEIMER FUNDS			\$7,235.88	
PO#:	Voucher #:	66172	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt:	\$7,235.88	
				B 01 215 059	LUTHERAN BROTHERHOOD			\$1,918.20	
PO#:	Voucher #:	66173	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt:	\$1,918.20	
				B 01 215 034	VALIC BRD SHARE ANNUITY			\$217.55	
				B 01 215 042	VALIC ANNUITY CO			\$342.55	
PO#:	Voucher #:	66174	Invoice	Invoice No:	S2019160	2/20/2019	Paid Amt:	\$560.10	
							Check Amount:	\$18,299.99	
0716	SBC	1873			MN.TEACHERS RETIRE.ASSOC		Wire		
				B 01 215 004	TEACHER RETIREMENT			\$45,884.70	
PO#:	Voucher #:	66236	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$45,884.70	
							Check Amount:	\$45,884.70	
0716	SBC	1977			PERA		Wire		
				B 01 215 005	PERA			\$12,959.80	
PO#:	Voucher #:	66237	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$12,959.80	
							Check Amount:	\$12,959.80	
0716	SBC	2330			FEDERAL		Wire		
				B 01 215 001	FEDERAL			\$23,072.94	
PO#:	Voucher #:	66238	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$23,072.94	
				B 01 215 003	FICA			\$10,629.84	
PO#:	Voucher #:	66239	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$10,629.84	
				B 01 215 003	FICA			\$45,452.24	
PO#:	Voucher #:	66240	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$45,452.24	
							Check Amount:	\$79,155.02	
0716	SBC	2331			STATE OF MINNESOTA		Wire		
				B 01 215 002	STATE TAX			\$12,688.50	
PO#:	Voucher #:	66241	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$12,688.50	
							Check Amount:	\$12,688.50	
0716	SBC	2735			MII LIFE - VEBA/HSA		Wire		
				B 01 215 038	MFS SERVICE CENTER INC			\$2,207.25	
PO#:	Voucher #:	66242	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$2,207.25	
							Check Amount:	\$2,207.25	

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	SBC	5579			EDUCATORS BENEFIT CONSULTANTS		Wire		
				B 01 215 035	AMERIEXF BRD SHARE ANNUITY		\$1,021.31		
				B 01 215 065	IDS		\$1,131.31		
PO#:	Voucher #:	66243	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$2,152.62	
				B 01 215 061	FIDELITY FDS.		\$574.26		
PO#:	Voucher #:	66244	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$574.26	
				B 01 215 053	HORACE MANN INSURANC		\$4,943.71		
PO#:	Voucher #:	66245	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$4,943.71	
				B 01 215 008	ING -ANNUITIES		\$34.00		
PO#:	Voucher #:	66246	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$34.00	
				B 01 215 043	ING ANNUITY		\$108.80		
PO#:	Voucher #:	66247	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$108.80	
				B 01 215 033	MEA ESI BRD SHARE ANNUITY		\$238.71		
				B 01 215 076	MEA-ESI		\$463.71		
PO#:	Voucher #:	66248	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$702.42	
				B 01 215 095	OPPENHEIMER FUNDS		\$7,105.88		
PO#:	Voucher #:	66249	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$7,105.88	
				B 01 215 059	LUTHERAN BROTHERHOOD		\$1,918.20		
PO#:	Voucher #:	66250	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$1,918.20	
				B 01 215 034	VALIC BRD SHARE ANNUITY		\$217.55		
				B 01 215 042	VALIC ANNUITY CO		\$342.55		
PO#:	Voucher #:	66251	Invoice	Invoice No:	S2019170	3/5/2019	Paid Amt:	\$560.10	
							Check Amount:	\$18,099.99	
0716	SBC	1262			CITY OF BELLE PLAINE		Wire		
				E 01 010 810 000 000 332	Elem Oper & Maint Water/Sewer		\$3.74		
PO#:	Voucher #:	66252	Invoice	Invoice No:	01-00000374-55-7	2/21/2019	Paid Amt:	\$3.74	
				E 01 011 810 000 000 332	Oak Crest Water-sewer		\$33.26		
PO#:	Voucher #:	66253	Invoice	Invoice No:	01-00002265-00-6	2/21/2019	Paid Amt:	\$33.26	
				E 01 030 810 000 000 332	Jr Hi Oper & Maint Water/Sewer		\$221.13		
PO#:	Voucher #:	66254	Invoice	Invoice No:	01-00000352-00-9	2/21/2019	Paid Amt:	\$221.13	
				E 01 011 810 000 000 332	Oak Crest Water-sewer		\$1,077.91		
PO#:	Voucher #:	66255	Invoice	Invoice No:	01-00002232-00-4	2/21/2019	Paid Amt:	\$1,077.91	
				E 01 010 810 000 000 332	Elem Oper & Maint Water/Sewer		\$1,999.02		
PO#:	Voucher #:	66256	Invoice	Invoice No:	01-00000374-00-7	2/21/2019	Paid Amt:	\$1,999.02	
				E 01 020 810 000 000 332	HS Oper & Maint Water/Sewer		\$2,976.73		
PO#:	Voucher #:	66257	Invoice	Invoice No:	01-00002187-00-7	2/21/2019	Paid Amt:	\$2,976.73	
							Check Amount:	\$6,311.79	
0716	SBC	2800			FURTHER		Wire		
				E 01 010 203 000 000 260	Elem Other Employee Ins		\$283.50		

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0716	SBC	2800			FURTHER		Wire
			E 01	011 203	000 000 260	Oak Crest Other Employee Ins	\$285.80
			E 01	030 211	000 000 260	Jr High Gen Ed Other Employee Ins	\$47.40
			E 01	020 211	000 000 260	HS General Flex	\$395.50
			E 04	005 505	000 321 260	CE Flex Fees	\$31.60
<b>PO#:</b>	<b>Voucher #:</b>	<b>66258</b>	Invoice	<b>Invoice No:</b>	JAN/FEB 2019	<b>2/22/2019</b>	<b>Paid Amt: \$1,043.80</b>
							<b>Check Amount: \$1,043.80</b>
0716	SBC	3414			CENTERPOINT ENERGY		Wire
			E 01	030 810	000 000 440	Jr Hi Oper & Maint Fuel-Gas	\$3,072.40
<b>PO#:</b>	<b>Voucher #:</b>	<b>66451</b>	Invoice	<b>Invoice No:</b>	6024226-0	<b>3/7/2019</b>	<b>Paid Amt: \$3,072.40</b>
			E 01	020 810	000 000 440	Fuel-Gas	\$221.40
<b>PO#:</b>	<b>Voucher #:</b>	<b>66452</b>	Invoice	<b>Invoice No:</b>	6124633-6	<b>3/7/2019</b>	<b>Paid Amt: \$221.40</b>
			E 01	011 810	000 000 440	Oak Crest Gas	\$165.97
<b>PO#:</b>	<b>Voucher #:</b>	<b>66453</b>	Invoice	<b>Invoice No:</b>	7216495-7	<b>3/7/2019</b>	<b>Paid Amt: \$165.97</b>
			E 01	010 810	000 000 440	Elem Oper & Maint Fuel-Gas	\$111.41
<b>PO#:</b>	<b>Voucher #:</b>	<b>66454</b>	Invoice	<b>Invoice No:</b>	6024140-3	<b>3/7/2019</b>	<b>Paid Amt: \$111.41</b>
							<b>Check Amount: \$3,571.18</b>
							<b>Report Total: \$354,033.53</b>

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	CSBA	2081	4721		<b>BELLE PLAINE SCHOOL DISTRICT</b>		Check		
				E 20	200 298 922 000 401	CONCESSIONS - BPHS BE RED GROUP		\$250.00	
	<b>PO#:</b> 17682	<b>Voucher #:</b>	<b>66026</b>	Invoice	<b>Invoice No:</b> 01042019	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$250.00</b>	
				E 20	200 298 922 000 401	CONCESSIONS - REIMBURSE SCHOOL STC		\$67.00	
	<b>PO#:</b> 17683	<b>Voucher #:</b>	<b>66027</b>	Invoice	<b>Invoice No:</b> 12112018	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$67.00</b>	
				E 20	200 298 912 000 401	VISUAL ARTS - HOME DEPOT		\$13.55	
				E 20	200 298 912 000 401	VISUAL ARTS - BLICK ART		\$134.57	
				E 20	200 298 921 000 401	CHOIR - MABES PIZZA		\$66.00	
				E 20	200 298 921 000 401	CHOIR - HOTEL WINNESHIEK		\$133.28	
				E 20	200 298 921 000 401	CHOIR - CHAN DINNER THEATRE		\$3,557.99	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66028</b>	Invoice	<b>Invoice No:</b> 02052019	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$3,905.39</b>	
				E 20	200 298 922 000 401	CONCESSIONS - JAN 1529		\$2,830.71	
				E 20	200 298 945 000 401	TRACK - REGISTER.CORDONCO		\$47.50	
				E 20	200 298 945 000 401	TRACK - REGISTER.CORDONCO		\$10.00	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66029</b>	Invoice	<b>Invoice No:</b> 02052019	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$2,888.21</b>	
				E 20	200 298 926 000 401	FFA - Reimbursement for sweatshirts		\$250.00	
	<b>PO#:</b> 17632	<b>Voucher #:</b>	<b>66032</b>	Invoice	<b>Invoice No:</b> 68377	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$250.00</b>	
				E 20	200 298 921 000 401	CHOIR TRANSPORTATION REIMBURSEMEN		\$341.29	
	<b>PO#:</b>	<b>Voucher #:</b>	<b>66039</b>	Invoice	<b>Invoice No:</b> 01242019	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$341.29</b>	
								<b>Check Amount:</b>	<b>\$7,701.89</b>
0716	CSBA	2082	1528		<b>GROTH MUSIC</b>		Check		
				E 20	200 298 937 000 401	SHOWMAN - BAND MUSIC		\$67.50	
	<b>PO#:</b> 17705	<b>Voucher #:</b>	<b>66038</b>	Invoice	<b>Invoice No:</b> 2862381	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$67.50</b>	
								<b>Check Amount:</b>	<b>\$67.50</b>
0716	CSBA	2083	7138		<b>HEGGIES PIZZA</b>		Check		
				E 20	200 298 949 000 401	SS CLUB - DC/NY FUNDRAISER HEGGIES		\$7,027.29	
	<b>PO#:</b> 17651	<b>Voucher #:</b>	<b>66031</b>	Invoice	<b>Invoice No:</b> 157919	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$7,027.29</b>	
								<b>Check Amount:</b>	<b>\$7,027.29</b>
0716	CSBA	2084	5186		<b>KWIK TRIP INC</b>		Check		
				E 01	020 292 025 000 401	FUNDRAISER CAR WASH CARDS		\$8,316.00	
	<b>PO#:</b> 17410	<b>Voucher #:</b>	<b>66040</b>	Invoice	<b>Invoice No:</b> 10107389	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$8,316.00</b>	
								<b>Check Amount:</b>	<b>\$8,316.00</b>
0716	CSBA	2085	4012		<b>MEDCO SUPPLY COMPANY</b>		Check		
				E 20	200 298 936 000 401	WRESTLING - GATORADE WATER BOTTLE:		\$70.00	
	<b>PO#:</b> 17431	<b>Voucher #:</b>	<b>66033</b>	Invoice	<b>Invoice No:</b> IN90941678	<b>2/15/2019</b>	<b>Paid Amt:</b>	<b>\$70.00</b>	
								<b>Check Amount:</b>	<b>\$70.00</b>

## Belle Plaine Public Schools Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0716	CSBA	2086	4848		<b>PEPSI-COLA</b>		Check		
				E 20	200 298 922 000 401	CONCESSIONS - POP		\$504.15	
	PO#: 16714	Voucher #:	66030	Invoice	Invoice No: 34782803	2/15/2019	Paid Amt:	\$504.15	
				E 20	200 298 922 000 401	CONCESSIONS - POP		\$504.15	
	PO#: 16714	Voucher #:	66035	Invoice	Invoice No: 30127503	2/15/2019	Paid Amt:	\$504.15	
								<b>Check Amount:</b>	<b>\$1,008.30</b>
0716	CSBA	2087	7636		<b>SEAN ALANDER</b>		Check		
				E 20	200 298 940 000 401	SH STD CNCL - SNOFEST DANCE DJ		\$375.00	
	PO#: 17601	Voucher #:	66034	Invoice	Invoice No: 01182019	2/15/2019	Paid Amt:	\$375.00	
								<b>Check Amount:</b>	<b>\$375.00</b>
0716	CSBA	2089	6374		<b>WORLDSTRIDES</b>		Check		
				E 20	200 298 949 000 401	DC/NY TRIP		\$5,726.71	
	PO#: 17701	Voucher #:	66036	Invoice	Invoice No: 157523	2/15/2019	Paid Amt:	\$5,726.71	
								<b>Check Amount:</b>	<b>\$5,726.71</b>
0716	CSBA	2090	7720		<b>ZACHARY BROWN</b>		Check		
				E 20	200 298 937 000 401	DRUMLINE INSTRUCTION		\$500.00	
	PO#: 17684	Voucher #:	66041	Invoice	Invoice No: 01182019	2/15/2019	Paid Amt:	\$500.00	
								<b>Check Amount:</b>	<b>\$500.00</b>
0716	CSBA	2091	7635		<b>THE MUSIC MART</b>		Check		
				E 20	200 298 937 000 401	DRUMLINE/BAND MUSIC		\$19.30	
	PO#: 17706	Voucher #:	66037	Invoice	Invoice No: 1045975	2/15/2019	Paid Amt:	\$19.30	
								<b>Check Amount:</b>	<b>\$19.30</b>
								<b>Report Total:</b>	<b>\$30,811.99</b>

## February 2019 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle P Activities	2/8/2019	2/27/2019	Saint Catherin20234019	132.98	OAP - State Meal
Belle P Activities	2/8/2019	2/27/2019	Casper Runyons Nook	140.00	ONE ACT PLAY - Bowling
Belle P Activities	2/8/2019	2/27/2019	Saint Catherin20234019	121.81	OAP - State Meal
Belle P Activities	2/8/2019	2/27/2019	Cossetta S	335.37	OAP - State Meal
Belle P Activities	2/8/2019	2/27/2019	Casper Runyons Nook	379.35	OAP - State Meal
Belle P Activities	2/11/2019	2/27/2019	Courtyard Roseville	2,014.01	OAP - State Lodging
Belle P Activities	2/11/2019	2/27/2019	Saint Catherin20234019	146.34	OAP - State Meal
Belle P Activities	2/11/2019	2/27/2019	Saint Catherin20234019	105.92	OAP - State Meal
Belle P Activities	2/15/2019	2/27/2019	Stage Accents	93.00	CHOIR - Dress
Belle P Activities	2/18/2019	2/27/2019	Cub Foods #31354	30.35	FFA - Pies, Syrup
Belle P Activities	2/18/2019	2/27/2019	Sams Club #6311	523.72	FFA - Tables, Cookies, Coffee, etc
Belle P Activities	2/18/2019	2/27/2019	Wal-Mart #3513	161.23	FFA - Pudding, Juice, Pretzels, etc
Belle P Activities	2/21/2019	2/27/2019	Coborn S #2038	70.08	FFA - Chesecake, Cups
Belle P Activities	2/22/2019	2/27/2019	Coborn S Superstore	12.79	FFA - Pudding, Sugar
Belle P Activities	2/22/2019	2/27/2019	Coborn S Superstore	10.03	FFA - Pudding, Pie Filling
Belle P Activities	2/25/2019	2/27/2019	Kwik Trip 33000003301	42.84	FFA - Milk
Belle P Activities	2/26/2019	2/27/2019	Walgreens #12972	12.94	FFA - Markers
Belle P Activities	2/26/2019	2/27/2019	Coborn S #2038	27.80	FFA - Kerr Jars, Cups
Belle Plaine Act	1/28/2019	2/27/2019	Pizza Plus	69.00	CONCESSIONS - Pizza
Belle Plaine Act	1/31/2019	2/27/2019	A. H. Hermel Company	252.71	CONCESSIONS -
Belle Plaine Act	2/4/2019	2/27/2019	Pizza Plus	37.00	CONCESSIONS - Pizza
Belle Plaine Act	2/4/2019	2/27/2019	Pizza Plus	53.00	CONCESSIONS - Pizza
Belle Plaine Act	2/5/2019	2/27/2019	Pizza Plus	37.00	CONCESSIONS - Pizza
Belle Plaine Act	2/7/2019	2/27/2019	Rucks Meats Llc	170.31	CONCESSIONS - Wieners, Jerky
Belle Plaine Act	2/14/2019	2/27/2019	A. H. Hermel Company	406.69	CONCESSIONS - Candy, Water
Belle Plaine Act	2/18/2019	2/27/2019	Samsclub #4787	74.10	SH CLUB - ACT Snacks
Belle Plaine Act	2/19/2019	2/27/2019	Rucks Meats Llc	40.21	CONCESSIONS - Wieners
Belle Plaine Act	2/19/2019	2/27/2019	Coborn S Superstore	20.94	CONCESSIONS - Buns, Pickles
Belle Plaine Act	2/19/2019	2/27/2019	Pizza Plus	53.00	CONCESSIONS - Pizza
Belle Plaine Act	2/20/2019	2/27/2019	Pizza Plus	69.00	CONCESSIONS - Pizza
Belle Plaine Act	2/20/2019	2/27/2019	Goldmedal Minneapolis	780.60	CONCESSIONS - Pretzels, Nachos, Popcorn
Belle Plaine Act	2/21/2019	2/27/2019	A. H. Hermel Company	148.96	CONCESSIONS - Candy, Gatorade
Belle Plaine Act	2/22/2019	2/27/2019	Pizza Plus	53.00	CONCESSIONS - Pizza
Belle Plaine Act	2/26/2019	2/27/2019	7300 Dominos Pizza	128.69	BBB - JH Pizza Party
Belle Plaine Act	2/27/2019	2/27/2019	7300 Dominos Pizza	88.81	GBB - JH Pizza Party
Belle Plaine High School	2/1/2019	2/27/2019	Apl*apple Online Store	574.77	Human Atlas App
Belle Plaine High School	2/6/2019	2/27/2019	Fertimix	264.00	Landscape Deicer
Belle Plaine High School	2/11/2019	2/27/2019	Harbor Freight Tools 7	346.69	Ad Ed Supplies
Belle Plaine High School	2/11/2019	2/27/2019	Tractor Supply #1156	239.97	Welding Helmets
Belle Plaine High School	2/14/2019	2/27/2019	Sp * Stage Partners	240.00	Wild Waves Whist - Script
Belle Plaine High School	2/15/2019	2/27/2019	Theatrical Costume Co	96.25	OAP Costume Rental
Belle Plaine High School	2/15/2019	2/27/2019	Dramatists Play Serv	13.49	Speech Supplies
Belle Plaine High School	2/15/2019	2/27/2019	Pioneer Drama Service	381.00	Death Aboard the Duchess - Script
Belle Plaine High School	2/15/2019	2/27/2019	Dramaticpublishing.Com	200.92	The Yellow Boat - Royalty Fee
Belle Plaine High School	2/15/2019	2/27/2019	Spk*spokeo Search	0.95	Reverse Phone Lookup
Belle Plaine High School	2/15/2019	2/27/2019	Welders Supply Company	385.00	Welding Jackets
Belle Plaine High School	2/15/2019	2/27/2019	Playscripts Inc	406.39	Survive the Zombie Apocalypse - Script
Belle Plaine High School	2/18/2019	2/27/2019	Samuel French Inc.	13.69	Speech Supplies

## February 2019 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle Plaine High School	2/20/2019	2/27/2019	Bureau Of Education An	(259.00)	Cancelled Registration - SD19.34 A Kalal
Belle Plaine High School	2/20/2019	2/27/2019	Bureau Of Education An	(259.00)	Cancelled Registration - SD19.34 A Endres
Belle Plaine High School	2/21/2019	2/27/2019	Homedepot.Com	99.00	Formica Sheet
Belle Plaine High School	2/22/2019	2/27/2019	Spk*spokeo Search	24.95	Monthly Subscription - Cancelled going forward
Belle Plaine Sd	1/29/2019	2/27/2019	Sp * Eazyhold	80.97	2 Five Packs
Belle Plaine Sd	1/30/2019	2/27/2019	Amzn Mktp Us*mb4b737z0	28.28	Tubes Teethers
Belle Plaine Sd	1/30/2019	2/27/2019	Ncs Pearson	355.50	Sensory Profiles
Belle Plaine Sd	1/30/2019	2/27/2019	Amzn Mktp Us*mb0e53kd0	49.40	Abilitations Handi-Writers
Belle Plaine Sd	2/1/2019	2/27/2019	Amzn Mktp Us*mb47k5qm2	148.94	Grips, Crayons, Chewy Tubes
Belle Plaine Sd	2/5/2019	2/27/2019	Coborn S Superstore	15.95	Bowls, Snacks
Belle Plaine Sd	2/6/2019	2/27/2019	Reliable Medical Suppl	1,776.00	Adaptive Tricycle
Belle Plaine Sd	2/7/2019	2/27/2019	Marcus Southbridge Box	45.00	SOAR Movie Tickets
Belle Plaine Sd	2/7/2019	2/27/2019	Marcus Southbridge Box	45.00	SOAR Movie Tickets
Belle Plaine Sd	2/7/2019	2/27/2019	Amzn Mktp Us*mi7v934q1	58.10	SOAR - Card Supplies
Belle Plaine Sd	2/7/2019	2/27/2019	Coborn S Superstore	19.31	Life Skills Groceries
Belle Plaine Sd	2/7/2019	2/27/2019	Amzn Mktp Us*mi1pi34x1	5.30	SOAR - Cricut Blades
Belle Plaine Sd	2/7/2019	2/27/2019	Coborn S Superstore	97.88	SOAR Groceries
Belle Plaine Sd	2/21/2019	2/27/2019	Rvrside Edu *testing	576.80	Woodcock Johnson Test Record
Belle Plaine Sd	2/22/2019	2/27/2019	Everyday Speech	49.99	Everyday Speech Subscription
Chuck Keller	2/1/2019	2/27/2019	Eb The Equity Factor	149.00	Equity Conference - R Laager - Registration
Chuck Keller	2/8/2019	2/27/2019	Usps Po 2607300172	42.00	ECS Postage
Chuck Keller	2/13/2019	2/27/2019	Kwik Trip 85400008540	13.32	HS - Conference Meal
Chuck Keller	2/13/2019	2/27/2019	Subway 03164670	196.61	HS - Conference Meal
Chuck Keller	2/14/2019	2/27/2019	Sprint *wireless	45.00	Unlimited Tablets
Chuck Keller	2/15/2019	2/27/2019	Office Depot #415	111.39	D Kreft - Office Chair, Pens
Chuck Keller	2/15/2019	2/27/2019	Menards Burnsville Mn	144.71	MISC Supplies
Kris Davis	1/29/2019	2/27/2019	Genesis - Belle Plaine	921.52	Fuel, Salt, OAP Supplies, Misc
Kris Davis	2/6/2019	2/27/2019	Waste Mgmt Wm Ezpay	1,048.49	CF Garbage Service
Kris Davis	2/6/2019	2/27/2019	Waste Mgmt Wm Ezpay	546.11	OC Garbage Service
Kris Davis	2/6/2019	2/27/2019	Amazon.Com*mi8ot4ow0	226.36	Books for Chatfield Library
Kris Davis	2/6/2019	2/27/2019	Waste Mgmt Wm Ezpay	489.51	HS Garbage Service
Kris Davis	2/6/2019	2/27/2019	Waste Mgmt Wm Ezpay	273.12	DO Garbage Service
Kris Davis	2/6/2019	2/27/2019	Amazon.Com*mi92s0ok1	16.96	Differentiation Instruction with Menus: Math
Kris Davis	2/7/2019	2/27/2019	Tri County Water Condi	70.00	Quarterly RO Rental
Kris Davis	2/7/2019	2/27/2019	Tri County Water Condi	70.00	Quarterly RO Rental
Kris Davis	2/7/2019	2/27/2019	Amazon.Com*mi95634t1	23.70	Challenge Math for the Elementary and Middle School Student
Kris Davis	2/7/2019	2/27/2019	Tri County Water Condi	70.00	Quarterly RO Rental
Kris Davis	2/7/2019	2/27/2019	Tri County Water Condi	70.00	Quarterly RO Rental
Kris Davis	2/8/2019	2/27/2019	Metro Sales Inc.	602.57	Copier Lease/Maintenance
Kris Davis	2/12/2019	2/27/2019	Matt Saxe Chevrolet Bu	93.93	Key, Blades
Kris Davis	2/12/2019	2/27/2019	Amzn Mktp Us*mi24u1n00	118.99	Headphones
Kris Davis	2/13/2019	2/27/2019	Amzn Mktp Us*mi4g87j60	508.00	Calculators
Kris Davis	2/13/2019	2/27/2019	Amazon.Com*mi72o2ji1	36.51	SD Card
Kris Davis	2/14/2019	2/27/2019	Amazon.Com*mi1rb8o82	147.00	BBB - Senior Gifts
Kris Davis	2/14/2019	2/27/2019	Amzn Mktp Us*mi25l2ep1	48.43	Painting Craft Kit, Stamp Pads
Kris Davis	2/15/2019	2/27/2019	Amzn Mktp Us*mi4du0ex0	22.61	Earphone
Kris Davis	2/18/2019	2/27/2019	Metro Sales Inc.	3,685.18	Copier Lease/Maintenance/PAPERCUT
Kris Davis	2/22/2019	2/27/2019	Amzn Mktp Us*mi3ah8hn1	68.97	Water Bottles - Wellness

## February 2019 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Kris Davis	2/22/2019	2/27/2019	Usps Po 2607300172	785.00	Postage - Permit Renewal
Kris Davis	2/25/2019	2/27/2019	Innovative Office Solu	74.15	Envelopes
Kris Davis	2/26/2019	2/27/2019	Vzwrlls*apocc Visb	1,310.60	Cell Phone Usage
Kris Davis	2/27/2019	2/27/2019	Genesis - Belle Plaine	4,693.29	January Transactions
Oak Crest Elementary	2/1/2019	2/27/2019	Subway 00999912	167.22	Chatfield - Conference Meal
Oak Crest Elementary	2/1/2019	2/27/2019	7300 Dominos Pizza	1,034.69	Oak Crest - Watch Dogs
Oak Crest Elementary	2/1/2019	2/27/2019	The Ordway	580.00	Oak Crest - G6 Field Trip
Oak Crest Elementary	2/11/2019	2/27/2019	Doubletree Bloomington	318.38	MESPA Lodging - L Hanson
Oak Crest Elementary	2/12/2019	2/27/2019	Domino S 7300	156.65	Oak Crest - Conference Meal
Oak Crest Elementary	2/12/2019	2/27/2019	Coborn S Superstore	144.81	Chatfield - Conference Meal
Oak Crest Elementary	2/13/2019	2/27/2019	Sams Club #6311	115.66	Napkins, Cups, Snacks
Oak Crest Elementary	2/13/2019	2/27/2019	Party City 1155	34.95	Balloons, ribbon
Oak Crest Elementary	2/15/2019	2/27/2019	Subway 03164670	229.17	Oak Crest - Conference Meal
Oak Crest Elementary	2/15/2019	2/27/2019	Coborn S Superstore	31.74	Oak Crest - Conference Meal

<b>Total</b>	<b>32,501.37</b>
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PERSONNEL CONSENSUS ITEMS:

(New Hires, Resignations, Retirements, Terminations, Leave Requests, Assignment Changes)

**HIRES/REHIRES/CONTRACT RENEWALS**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>SALARY PLACEMENT/HOURLY RATE</b>	<b>REASON</b>	<b>GROUP</b>	<b>EFFECTIVE DATE</b>
Marc Marispini	1.0 FTE Network/Technology Support Specialist District Wide	2018-2019 \$45,000 (prorated based on start date) 2019-2020 \$46,125	Replacement	Administration	March 11, 2019

**Belle Plaine Public Schools**  
**ISD #716**

**CONDITIONS OF EMPLOYMENT**

**NETWORK AND TECHNOLOGY  
SUPPORT SPECIALIST**

**July 1, 2019 – June 30, 2020**

Approved by School Board on \_\_\_\_\_

These Conditions of Employment are for the position of Network/Technology Support Specialist for Belle Plaine Public Schools. This contract can be terminated by either party, for any reason, upon 90 days written notification from one party to the other.

## ARTICLE I

### Salary

#### Section I. Salary (260 days (2080 hours):

Network/Technology Support Specialist: 2018-2019 Salary (260days) \$45,000\*  
-will be prorated depending on start date  
Network/Technology Support Specialist: 2019-2020 Salary (260days) \$46,125

## ARTICLE II

### Insurance

Section 1. The District shall pay for health insurance as per the Belle Plaine Education Support Personnel Master Agreement in effect for the corresponding year. The District offers a Health Savings Account (HSA) plan. The employee may choose between 0%, 50% or 100% of the deductible to be funded from the district's contribution to health insurance.

Section 2. The District will provide \$50,000 of term life insurance coverage at district expense. Employees may purchase additional coverage at their own expense.

Section 3. The District will provide a single policy for a dental health. Employees may purchase additional coverage at their own expense.

Section 4. The School District will pay the premium for income protection insurance under the district insurance plan.

Section 5. The School Board shall provide Errors & Omissions Insurance for public liability.

## ARTICLE III

### Leaves

Section 1. Sick Leave: The Network/Technology Support Specialist shall be granted twelve (12) contract days of sick leave (disability/illness) per school year to be used any time during the school year upon notification to the Superintendent. Sick Leave may be accumulated to 90 days.

Subd. 1. Accumulated sick leave is to be used for absences from work necessitated by illness or injury.

Subd. 2. Sick leave may be used for serious family illness. Immediate family is defined as an employee and/or spouse and the following related to either: child, parent, brother, sister, grandparents or grandchildren.

Section 2. Vacation: The Information Technology Specialist will receive ten (10) days of vacation per year. Vacation shall be approved in advance by the Superintendent of Schools.

Subd. 1. Unused Vacation Days: In the event Information Technology Specialist does not use all of their available vacation days, the unused days may be carried over for a period of six months.

Section 3. Paid Holidays: The Network/Technology Support Specialist will receive ten (10) paid holidays: New Year's Day, Good Friday, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve Day, Christmas Day, and New Year's Eve.

Section 4. Funeral Leave:

Subd. 1. A maximum of three (3) days of funeral leave will be granted to each employee at the time of death of a member of the employee's immediate family.

Subd. 2. In those cases where more than three (3) days are necessary for a funeral because of distance, arrangements, legal involvements, or extraordinary circumstances an additional days (not to exceed ten (10) days) of funeral leave may be granted and deducted from the employee's accumulated disability/illness leave or vacation.. Such leave shall be requested of and approved or denied by the Superintendent.

Subd. 3. Immediate family is defined as the Information Technology Specialist and/or spouse and the following related to either: child and spouse, stepchild and spouse, ward, parent, brother, brother-in-law, sister, sister-in-law, grandparents, and grandchildren.

Subd. 4. Leave may be granted to attend a funeral of other close relatives/or friends as determined in special situations. Such leave is to be requested of and approved or denied by the Superintendent. Such leave will be deducted from the Information Technology Specialist's disability/illness leave or vacation.

Section 5. Other Leaves:

Subd.1. The School District will comply with federal and state statutes regarding Parental or Family-Medical Leaves and jury duty.

**ARTICLE IV**

**Matching Annuity Program**

Section 1. Matching Annuity Program:

Subd. 1. The Network/Technology Support Specialist may participate in the district matching annuity program as provided in M.S. 356.24.

Subd. 2. District Contribution: The District shall match annually up to \$1,300 to an appropriate 403(b) annuity on a dollar for dollar basis.

Subd. 3. District procedures with district approved vendors will be followed when participating in the matching annuity program.

**ARTICLE V**

**Grievance**

Section 1. The procedure for filing of a grievance is provided by law.

Signatures:

Network/Technology Support Specialist \_\_\_\_\_

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

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

**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*



**Chuck Keller**  
*Business Manager*  
**Jessica Emerson**  
*Student Support Services Director*  
**Mindy Chevalier**  
*Community Ed Director*

DATE OF BOARD MEETING: March 18, 2019  
 SUBJECT: Gifts and Donations  
 RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

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

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

BE IT RESOLVED that the School Board of Independent School District No. 716 accept with appreciation the following gifts/donation and permit their use as designated by the donor(s).

**DETAIL OF GIFTS/DONATIONS:**

Date	Donor	Item and Nature of Donation/Gift	Amount
02.01.2019	Belle Plaine PTO	Chatfield – Conference Meal	150.00
02.01.2019	Belle Plaine PTO	Oak Crest – 5 <sup>th</sup> Grade Calculators	500.00
02.01.2019	Belle Plaine PTO	Oak Crest – Books for all Students	1,800.00
02.01.2019	Belle Plaine PTO	Oak Crest – Conference Meal	150.00
02.04.2019	Kirk Anderson	Community Ed – Basketball Jerseys	989.07
02.22.2019	Your Cause – Anonymous	General Support	70.00
02.08.2019	Sparetime	Robotics	200.00

Board Report  
March 2019  
Chatfield Elementary  
Kimberly DeWitte

**Appreciation:**

- Thank you to the teachers, PTO, TAHER, Reading Corp, and custodians for helping with Kindergarten and Kindergarten Information Nights. The new format for Kindergarten info night was a HUGE success.
- Thank you to the preschool team, wrap around, and ECFE for being in attendance during Preschool open house. This was also a HUGE success.
- Thank you to the PTO for providing a bag of books for every child that came to Kindergarten Information Night.
- Thank you to the PTO, Title Program, and all volunteers who helped with Math Night on March 12. Awesome night for kids and families!
- Thank you to all of the second grade students, families, teachers, and Mrs. McDonald for an AWESOME 2nd grade music program.

**Acceleration:**

- We are continuing to use ENVoY throughout the building. During all of the staff meetings this year, we have watched videos of staff using the gems, sharing out positives of how these gems help kids and teachers, and continuing to reflect and refine the gems so they become habit.
- In the next two weeks, teachers will have the opportunity to visit various classrooms throughout the building to see their peers using ENVoY.

**Anticipation:**

- March 19th is the first grade music program. The program starts at 2:15.
- All School Morning Meeting on April 5th.
- Jump into Oak Crest will be on April 17th for all of our second grade students. Thank you to Katie and Chelsey for creating such an awesome event for the students. The second grade students will have a tour of Oak Crest after the event.
- The Kindergarten Students will be attending the Mankato Children's Museum on March 20th. Thank you to PTO for helping sponsor this function.
- SPRING BREAK!
- Preschool registration for all new families will open on April 1. Check out the website to register.
- First Grade Bring Someone Special to Breakfast is April 9th.
- Kindergarten Music program is April 9th at 2:15.

**Dave Kreft**  
*Jr/Sr High Principal*  
**Mindy Chevalier**  
*Asst. Jr/Sr High Principal*  
*Community Ed Director*  
**Liann Hanson, Ph.D.**  
*Oak Crest Elementary Principal*  
**Kim DeWitte**  
*Chatfield Elementary Principal*



**Ryan Laager, Ed.D., Superintendent**

**Jessica Emerson**  
*Student Support Services Director*  
**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*  
**Chuck Keller**  
*Business Manager*

## March 2019 Board Report

Student Support Services Update  
Jessica Emerson

### Appreciation

- Thank you to Emily Aust for her work and leadership with the Early Childhood Special Education team.
- Thank you to Cayla Menke and Kristy Konopacki for your passion, dedication, skills and knowledge you bring to the Early Childhood team.

### Acceleration

- Attended the MASE Board Meeting on 3/6/19 in Brooklyn Park. I attended as a member of the Olmstead Act work group.
- Observed an ENVoY Green Chair Coaching Session at the Jr. High.
- Continued to attend Child Study, PLC meetings, related services and IEP meetings with special education staff.
- Continued work with the Student Support Team to develop a plan to support Social Emotional Learning (SEL).
- Working on establishing Extended School Year plans.
- Attended RDC and Southwest Directors Meeting on 3/15/19
- Attended learning sessions on both EL and Special Education curriculums. EL curriculum is called Language Power and the Special Education curriculum is called Unique Learning Systems.

### Anticipation

- Will be attending my first Olmstead Act meeting on March 25th.
- Continued work on Extended School Year planning

**Community Education  
City Council Report  
Mindy Chevalier  
March 2019**

**Youth Rec/Youth Enrichment/Drivers Training -**

- Little League baseball and softball registration is open! This is for kids going into 3rd-6th grade
- Spring Break Softball Camp, March 27th, 8:30am-11am.
- Happy Feet K-2 Soccer - April - May
- Floor Hockey Grades 3-6 begins April 1st and runs Monday's the month of April.
- Princess Tea Party with the Belle Plaine BBQ Days Royalty is always a big hit! Ages 3-10 on Saturday, April 6th - 9:00am-11:30am

**Preschool/Kids Co/ECFE**

- PreSchool Pals Open House was March 5th and registrations are now flooding in!
- Join us Monday, May 6th - Wednesday, May 8th for a *Peek Into Preschool!* Ages 2 ½ to Preschool. 8:30am-10:30am

**Adult Rec/Enrichment**

- Painting with Lana Beck! Tuesday, March 19th @ 1:30pm.
- Caveman Yoga with Pat Krings - Monday's at KingsPath Senior Living
- Pickleball at the Belle Plaine Tennis Courts starts May 6th - June 24 on Monday's. 6:30-8:00pm!
  - Pickleball Tournament on Saturday, May 18th - Fundraiser for the BPHS Tennis Team

**Outreach & City Programs & Communication**

- Tatiana Fields Cricket Charity Event is rescheduled for Sunday, April 14th from 12:00pm-3:00pm @ Oak Crest Elementary. (location change) All proceeds go to Masonic Cancer Research.
- The Spring/Summer brochure is out and registrations are coming in!
- Community Conversations Dates Hosted by the Belle Plaine City Council and Staff
  - Wednesday, May 15 - Downtown Plaza
  - Wednesday, June 5 - Union Square Park
  - Wednesday, July 10 - Aquatic Center
  - Tuesday, August 6th - National Night Out at Heritage Park
  - Wednesday, September 4th - Food Truck Night at the Downtown Plaza



## CRICKET FOR CANCER FUNDRAISER EVENT

In partnership with  
Belle Plaine Public Schools  
and Community

**When: Rescheduled for April 14<sup>th</sup> 12:00 – 3:00 PM**

**Where: Oak Crest Elementary School Gym, Belle Plaine**

**All proceeds from this event benefit the:**

**Masonic Cancer Center, University of Minnesota**

Register at: <https://tfcricquet.typeform.com/to/qLIXlu>  
Come play/watch fun, exciting cricket matches!!

Bring your team of 4-6  
players and be paired  
with a “pro”

Paid participants  
receive a custom  
event t-shirt!  
These cool Ts can be  
purchased on site too!

Test your luck in  
ongoing 50/50  
raffles to support  
cancer research!!

Would like to support, but can't make it? Donations can be  
made online at: <https://tfcricquet.typeform.com/to/tpnTIM>

**Belle Plaine High School  
School Board Report  
Submitted by Dave Kreft and Mindy Chevalier  
March 2019**

**Appreciation:**

- We are in the middle of Mental Health Awareness Month. Thanks to our counselling staff for organizing the activities and planning activities that are simple for our staff to execute and meaningful for our students. Some of the activities have included:
  - Staff members posting their personal coping skills
  - Students completing index cards with their personal coping skills
  - A “March REDness” competition with each grade level competing each week to attain the most Be Red tickets. The focus of each week changes with the first week being “Respect”, then 2nd week being “Engagement”, and the 3rd week being “Dependable.”
  - Words on encouragement shared during advisory to support emotional well being
  - Visuals in the building to demonstrated the coping skills and tools students can utilize to support themselves and each other
  
- We have completed the ACT and Accuplacer test day! After being rescheduled from February, the tests were held on March 12th. All juniors who were taking the ACT arrived several minutes early so we were able to start the testing promptly and did not have to worry about students not showing up. The test administration went well, with our staff demonstrating significant flexibility with spaces for classes and showing strong support for student achievement. Thanks also to the parents and students for meeting the expectations of the earlier start.

**Acceleration:**

- Each month at our staff meeting we engage in activities to support our implementation of ENVoY. We have worked together administratively so staff are exposed to similar content at the elementary as they are at the secondary level. This has been our process:
  - ENVoY training for district leaders
  - ENVoY training for all staff
  - Self selection of which of the 7 Gems to focus on
  - Video analysis of the gems in action (viewing videos of colleagues)
  - Activity at a staff meeting to reinforce the knowledge base on ENVoY practices and terminology
  - Hearing from colleagues who have received ENVoY coaching (testimonials)
  - At our last staff meeting (elementaries had done this previously), I led our staff meeting and the staff saw me receive ENVoY coaching from another administrator. This was done to demonstrate the process and to showcase the type of feedback one receives during a coaching session.

**Anticipation:**

- MCA testing season is right around the corner. Some items of note:
  - Staff members will be more engaged in the proctoring of the tests
  - Students will be utilizing their iPads to complete the tests
  - Students, most often, will remain in the learning space where they are comfortable with the content to test (i.e. math test taking place in the math room)

Board Report  
March 15<sup>th</sup>, 2019  
Oak Crest Elementary  
Liann Hanson

### **Appreciation:**

- **Candy Sales** Thanks to Janis who spearheaded our candy says this past month! It went well and the proceeds go to help support Wolf Ridge and our playground!
- **4<sup>th</sup> Grade Influential Americans** Thanks to our fabulous 4<sup>th</sup> grade staff and students who did a fantastic job of presenting their learning of presidents, entrepreneurs, and Olympians!
- **I LOVE TO READ Committee** Thanks to our I Love to Read Committee who did a fabulous job of making our February filled with reading!
- **Parent/Teacher Conferences** Our Parent/Teacher Conferences were a success!. Teachers, parents, and students talked about goal setting for the MCA tests.

### **Acceleration:**

- **Young Writer's Conference** We had about 100 students and parents attend a Young Writer's Conference in Mankato!
- **Writer's Round Table** We had our monthly Writer's Round Table on Friday, March 15<sup>th</sup>. Students excitedly shared their writing about different research they had done!
- **Be Red Breakfast** The Be Red Breakfast was again a success! We had hundreds of parents and students come out to celebrate our wonderful students on Friday, 1<sup>st</sup>.

### **Anticipation:**

- **Jump Rope for Heart** 2<sup>nd</sup> and 3<sup>rd</sup> grade students will be jumping away sometime in April!
- **Spring Pictures** Oak Crest will be doing their spring pictures on Tuesday, April 16<sup>th</sup>.
- **2<sup>nd</sup> to 3<sup>rd</sup> Grade Transition Meetings** Ms. Treml and I will be meeting with 2<sup>nd</sup> grade students on Monday, April 22<sup>nd</sup> to meet with 2<sup>nd</sup> graders to support their transition to Oak Crest. We show them a student made video and go over questions they may have.



# Independent School District No. 716

<http://www.belleplaine.k12.mn.us>  
District Calendar 2018-2019

*District Contact Information*  
District Office: (952) 873-2400  
Chatfield Elementary: (952) 873-2401  
Oak Crest Elementary: (952) 873-2402  
Junior-Senior High: (952) 873-2403

Jul-18

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Jan-19

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Aug-18

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Feb-19

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

Sep-18

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

Mar-19

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Oct-18

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Apr-19

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

Nov-18

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May-19

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Dec-18

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

Jun-19

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

	No School (Holiday)
	No School (Teacher Workshop Day)
10	Parent-Teacher Conferences
10	End of Quarter
10	E-Learning Day

## August

21-23	Professional Development Days
20	New Teacher Workshop
27-30	Teacher Workshop
29	7-12 Parent Teacher Conferences

## September

3	No School - Labor Day
4	School Begins 7-12
4-5	K-6 Conferences (4th: 12-8:00, 5th: 10-6:00)
6	School Begins K-6

## October

18-19	No Scho Education MN Conference
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## November

2	End of 1st Quarter
12, 15	K-6 Parent Teacher Conferences
13, 20	7-12 Parent Teacher Conferences
21-23	No School - Thanksgiving Break

## December

24-31	No School - Holiday Break
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## January

1	No School - Holiday Break
2	School Resumes
18	End 2nd Quarter/1st Semester
28-30	School Closed due to weather conditions

## February

11, 14	K-6 Parent Teacher Conferences
12	7-12 Parent Teacher Conferences

## March

22	End 3rd Quarter
25-29	No School - Spring Break

## April

19	No School - Good Friday
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## May

27	No School - Memorial Day
30	Last student day, end of 4th Quarter
31	Teacher workshop

## June

2	Graduation
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## Quarter Summary

	In-School	E-Learning	Quarter Total		Days
1st Quarter	42		42	Teacher Workshop	8
2nd Quarter	44	1	45	Parent-Teacher Conferences	2
3rd Quarter	39	3	42	Student Days	171
4th Quarter	42		42	Snow Days	3
Total Student Days	167	4	171	Total Teacher Days	184

*1<sup>st</sup> Reading: 12/18/2006*

*2<sup>nd</sup> Reading: 03/26/2007*

*Approved: 04/23/2007*

*Reviewed: 08/26/2013, 11/27/2017*

## **504 STUDENT DRESS AND APPEARANCE**

### **I. PURPOSE**

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

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

- A. It is the policy of this school district to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
  - 1. Clothing appropriate for the weather.
  - 2. Clothing that does not create a health or safety hazard.
  - 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
  - 1. "Short shorts," skimpy tank tops, tops that expose the midriff, and other clothing that is not in keeping with community standards.
  - 2. Clothing bearing a message that is lewd, vulgar, or obscene.
  - 3. Apparel promoting products or activities that are illegal for use by minors.
  - 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413.
  - 5. Any apparel or footwear that would damage school property.
- D. Hats are not allowed in the building except with the approval of the building principal (i.e., student undergoing chemotherapy; medical situations).
- E. The intention of this policy is not to abridge the rights of students to express political,

religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane or do not advocate violence or harassment against others.

- F. “Gang,” as defined in this policy, means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. “Pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

### III. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

**Legal References:** U. S. Const., amend. I  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*B.W.A. v. Farmington R-7 Sch. Dist.*, 554 F.3d 734 (8<sup>th</sup> Cir. 2009)  
*Lowry v. Watson Chapel Sch. Dist.*, 540 F.3d 752 (8<sup>th</sup> Cir. 2008)  
*Stephenson v. Davenport Cmty. Sch. Dist.*, 110 F.3d 1303 (8<sup>th</sup> Cir. 1997)  
*B.H. ex rel. Hawk v. Easton Area School Dist.*, 725 F.3d 293 (3<sup>rd</sup> Cir. 2013)  
*D.B. ex rel. Brogdon v. Lafon*, 217 Fed.Appx. 518 (6<sup>th</sup> Cir. 2007)  
*Hardwick v. Heyward*, 711 F.3d 426 (4<sup>th</sup> Cir. 2013)  
*Madrid v. Anthony*, 510 F.Supp.2d 425 (S.D. Tex. 2007)  
*McIntire v. Bethel School, I.S.D. No. 3*, 804 F.Supp. 1415 (W.D. Okla. 1992)  
*Hicks v. Halifax County Bd. of Educ.*, 93 F.Supp.2d 649 (E.D. N.C. 1999)  
*Olesen v. Board of Educ. of Sch. Dist. No. 228*, 676 F.Supp. 820 (N.D. Ill. 1987)

**Cross References:** MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 525 (Violence Prevention)

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

MSBA/MASA Model Policy 504

Orig. 1995

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

Rev. ~~2002~~ 2017

## **504 STUDENT DRESS AND APPEARANCE**

### **I. PURPOSE**

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

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

- A. The policy of the school district is to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
1. Clothing appropriate for the weather.
  2. Clothing that does not create a health or safety hazard.
  3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
1. "Short shorts," skimpy tank tops, tops that expose the midriff, and other clothing that is not in keeping with community standards.
  2. Clothing bearing a message that is lewd, vulgar, or obscene.
  3. Apparel promoting products or activities that are illegal for use by minors.
  4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413.
  5. Any apparel or footwear that would damage school property.
- D. Headgear, including hats or head coverings, Hats are not allowed in the building

except with the approval of the building principal (i.e., student undergoing chemotherapy, medical situations, student religious practice or belief).

- E. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, or do not advocate violence or harassment against others.
- F. “Gang,” as defined in this policy, means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. “Pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

### III. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

**Legal References:** U. S. Const., amend. I  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*B.W.A. v. Farmington R-7 Sch. Dist.*, 554 F.3d 734 (8<sup>th</sup> Cir. 2009)  
*Lowry v. Watson Chapel Sch. Dist.*, 540 F.3d 752 (8<sup>th</sup> Cir. 2008)  
*Stephenson v. Davenport Cmty. Sch. Dist.*, 110 F.3d 1303 (8<sup>th</sup> Cir. 1997)  
*B.H. ex rel. Hawk v. Easton Area School Dist.*, 725 F.3d 293 (3<sup>rd</sup> Cir. 2013)  
*D.B. ex rel. Brogdon v. Lafon*, 217 Fed.Appx. 518 (6<sup>th</sup> Cir. 2007)  
*Hardwick v. Heyward*, 711 F.3d 426 (4<sup>th</sup> Cir. 2013)  
*Madrid v. Anthony*, 510 F.Supp.2d 425 (S.D. Tex. 2007)  
*McIntire v. Bethel School, Indep. Sch. Dist. No. 3*, 804 F.Supp. 1415

(W.D. Okla. 1992)

*Hicks v. Halifax County Bd. of Educ.*, 93 F.Supp.2d 649 (E.D. N.C. 1999)

*Olesen v. Bd. of Educ. of Sch. Dist. No. 228*, 676 F.Supp. 820 (N.D. Ill. 1987)

***Cross References:*** MSBA/MASA Model Policy 413 (Harassment and Violence)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 525 (Violence Prevention)

1<sup>st</sup> Reading: 12/18/2006

2<sup>nd</sup> Reading: 03/26/2007

Approved: 04/23/2007

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

### **I. PURPOSE**

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

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

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

### **III. DEFINITIONS**

- A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.
- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include but are not limited to leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:
  - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
  3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
  2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

- F. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

#### **IV. GUIDELINES**

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

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

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

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

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

the school grounds;

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

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

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

## **VI. PROCEDURES**

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

submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays and holidays) of submitting the appeal, the person shall contact the office of the Superintendent to verify that the lack of response is not due to an inability to locate the person.

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

## **VII. DISCIPLINARY ACTION**

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

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

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

## **IX. IMPLEMENTATION**

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

**Legal References:** U. S. Const., amend. I  
*Hazelwood School District v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Bethel Sch. Dist. No. 403 v. Fraser*, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)  
*Tinker V. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*Bystrom v. Fridley High School*, 822 F.2d 747 (8th Cir. 1986)

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal)

of School District Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)

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

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

MSBA/MASA Model Policy 505

Orig. 1995

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

Rev. 2002

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

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- B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.
- C. "Obscene to minors" means:
  - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
  3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
  2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

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#### **IV. GUIDELINES**

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

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

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

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

the school grounds;

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

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

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

## **VI. PROCEDURES**

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

submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

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

## **VII. DISCIPLINARY ACTION**

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

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

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

## **IX. IMPLEMENTATION**

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

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

**Legal References:** U. S. Const., amend. I  
*Hazelwood School District v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Bethel Sch. Dist. No. 403 v. Fraser*, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986)

*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*Bystrom v. Fridley High School*, 822 F.2d 747 (8<sup>th</sup> Cir. 1987)  
*Roark v. South Iron R-1 School Dist.*, 573 F.3d 556 (8<sup>th</sup> Cir. 2009)  
*Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist.*, 640 F.3d 329 (8<sup>th</sup> Cir. 2011), cert. denied [565 U.S. 1036](#), 132 S.Ct. 592 (2011)

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

*1<sup>st</sup> Reading: 12/18/2006*

*2<sup>nd</sup> Reading: 03/26/2007*

*Approved: 04/23/2007*

*Reviewed: 09/23/2013, 9/22/2014, 4/24/2017, 8/28/2017*

## **509 ENROLLMENT OF NONRESIDENT STUDENTS**

### **I. PURPOSE**

The school district desires to participate in the Enrollment Options Program established by Minn. Stat. § 124D.03. The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making said determination.

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

A. Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school building as established by school board resolution and provided that:

1. space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
2. in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minn. Stat. § 124D.03.
3. the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.

B. Standards that may be used for rejection of application. In addition to the provisions of Paragraph II.A., the school district may refuse to allow a pupil who is expelled under Minn. Stat. § 121A.45 to enroll during the term of the expulsion if the student was expelled for:

1. possessing a dangerous weapon, including a weapon, device, instruments, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, with the exception of a pocket knife with a blade less than two and one-half inches in length, at school or a school function;
2. possessing or using an illegal drug at school or a school function;
3. selling or soliciting the sale of a controlled substance while at school or a school function; or

4. committing a third-degree assault involving assaulting another and inflicting substantial bodily harm.
- C. Standards that may not be used for rejection of application. The school district may not use the following standards in determining whether to accept or reject an application for open enrollment:
1. previous academic achievement of a student;
  2. athletic or extracurricular ability of a student;
  3. disabling conditions of a student;
  4. a student's proficiency in the English language;
  5. the student's district of residence except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
  6. previous disciplinary proceedings involving the student. This shall not preclude the school district from proceeding with exclusion as set out in Section F. of this policy.
- D. Application. The student and parent or guardian must complete and submit an Application for Enrollment School District Enrollment Options Program developed by the Minnesota Department of Education (that enrollment form follows this policy).
- E. Lotteries. If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. Siblings of currently enrolled students, applications related to an approved integration and achievement plan, and children of the school district's staff must receive priority in the lottery. The process for the school district lottery must be established by school board policy and posted on the school district's website.
- F. Exclusion
1. Administrator's initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.
  2. Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an

application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

G. Termination of Enrollment

1. The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch. 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 17 years of age who is absent from attendance at school without lawful excuse for seven school days in a school year if the child is in elementary school or for one or more class periods on seven school days in a school year if the child is in middle school, junior high school or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days in a school year and who has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.
2. The school district may also terminate the enrollment of a nonresident student over 17 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.
3. A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents of the opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.

- H. Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

**Legal References:** Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)  
Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)  
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)

Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District)  
Minn. Stat. § 124D.68 (High School Graduation Incentives Program)  
Minn. Ch. 260A (Truancy)  
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)  
Op. Minn. Atty. Gen. No. 169-f (August 13, 1986)  
*Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ.*, Co. No. A05-361, 2005 WL 3111963 (Minn. Ct. App. 2005) (unpublished)

***Cross References:*** MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 517 (Student Recruiting)  
MSBA Service Manual, Chapter 5, Various Educational Programs

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

MSBA/MASA Model Policy 509

Orig. 1995

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

Rev. ~~2016~~ 2017

## 509 ENROLLMENT OF NONRESIDENT STUDENTS

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

### I. PURPOSE

The school district desires to participate in the Enrollment Options Program established by Minn. Stat. § 124D.03. The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making said determination.

### II. GENERAL STATEMENT OF POLICY

A. Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school building as established by school board resolution and provided that:

1. space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
2. in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minn. Stat. § 124D.03.
3. the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.

B. Standards that may be used for rejection of application. In addition to the provisions of Paragraph II.A., the school district may refuse to allow a pupil who is expelled under Minn. Stat. § 121A.45 to enroll during the term of the expulsion if the student was expelled for:

1. possessing a dangerous weapon, including a weapon, device, instruments, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, with the exception of a pocket knife with a blade less than two and one-half inches in length, at school or a school function;
2. possessing or using an illegal drug at school or a school function;

3. selling or soliciting the sale of a controlled substance while at school or a school function; or
  4. committing a third-degree assault involving assaulting another and inflicting substantial bodily harm.
- C. Standards that may not be used for rejection of application. The school district may not use the following standards in determining whether to accept or reject an application for open enrollment:
1. previous academic achievement of a student;
  2. athletic or extracurricular ability of a student;
  3. disabling conditions of a student;
  4. a student's proficiency in the English language;
  5. the student's district of residence except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
  6. previous disciplinary proceedings involving the student. This shall not preclude the school district from proceeding with exclusion as set out in Section F. of this policy.
- D. Application. The student and parent or guardian must complete and submit a School District Enrollment Options Program application developed by the Minnesota Department of Education ~~(that enrollment form follows this policy).~~ and available on their website (education.mn.gov). Go to "Students and Families," then, under "School Choice," select "Open Enrollment." The form is entitled, "General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education."
- E. Lotteries. If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. ~~Siblings of currently enrolled students, applications related to an approved integration and achievement plan, and children of the school district's staff must receive priority in the lottery.~~ The district must give priority to enrolling siblings of currently enrolled students, students whose applications are related to an approved integration and achievement plan, children of the school district's staff, and students residing in that part of a municipality (a statutory or home rule charter city or town) where:
1. the student's resident district does not operate a school building;
  2. the municipality is located partially or fully within the boundaries of at

least five school districts;

3. the nonresident district in which the student seeks to enroll operates one or more school buildings within the municipality; and
4. no other nonresident, independent, special, or common school district operates a school building within the municipality.

The process for the school district lottery must be established by school board policy and posted on the school district's website.

F. Exclusion

1. Administrator's initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.
2. Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

G. Termination of Enrollment

1. The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch. 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 17 years of age who is absent from attendance at school without lawful excuse for seven school days in a school year if the child is in elementary school or for one or more class periods on seven school days in a school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days in a school year and who has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.

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- H. Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

**Legal References:** Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)  
Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)  
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)  
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**Cross References:** MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 517 (Student Recruiting)  
MSBA Service Manual, Chapter 5, Various Educational Programs

1<sup>st</sup> Reading: 12/18/2006

2<sup>nd</sup> Reading: 03/26/2007

Approved: 04/23/2007

## **510 SCHOOL ACTIVITIES**

### **I. PURPOSE**

The purpose of this policy is to impart to students, employees and the community the school district's policy related to the student activity program.

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

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

### **III. RESPONSIBILITY**

- A. The school board expects all students who participate in school sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal or unsportsmanlike behavior at these activities or events.
- C. It shall be the responsibility of the superintendent to disseminate information needed to inform students, parents, staff and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. It shall be the responsibility of those employees who conduct MSHSL activities to familiarize students and parents with all applicable rules, penalties, and opportunities.
- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.

**Legal References:** Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

***Cross References:*** MSBA/MASA Model Policy 503 (Student Attendance)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA Service Manual, Chapter 5, Various Educational Programs

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

MSBA/MASA Model Policy 510

Orig. 1995

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

Rev. 2000

## 510 SCHOOL ACTIVITIES

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- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.

***Legal References:*** Minn. Stat. § 123B.49 (~~Cocurricular~~ and Extracurricular Activities;  
Insurance)

***Cross References:*** MSBA/MASA Model Policy 503 (Student Attendance)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 713 (Student Activity Accounting)  
MSBA Service Manual, Chapter 5, Various Educational Programs

## **511 STUDENT FUNDRAISING**

### **I. PURPOSE**

The purpose of this policy is to address student fundraising efforts.

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

The school board recognizes a desire and a need by some student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.

### **III. RESPONSIBILITY**

- A. It shall be the responsibility of the building administrators to develop recommendations to the superintendent that will result in a level of activity deemed acceptable by employees, parents and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.
- B. All fundraising activities must be approved in advance by the administration. Participation in nonapproved activities shall be considered a violation of school district policy.
- C. It shall be the responsibility of the superintendent to provide coordination of student fundraising throughout the school district as deemed appropriate.
- D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

### **IV. ANNUAL REPORT**

The superintendent shall report to the school board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.

**Legal References:** Minn. Stat. § 123B.36 (Authorized Fees)

**Cross References:** MSBA/MASA Model Policy 506 (Student Discipline)

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

MSBA/MASA Model Policy 511

Orig. 1995

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

Rev. 2003

## 511 STUDENT FUNDRAISING

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- C. ~~It shall be the responsibility of the~~ The superintendent shall be responsible for ~~to~~ providing coordination of student fundraising throughout the school district as deemed appropriate.
- D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization, and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

### IV. ANNUAL REPORT

The superintendent shall report to the school board, at least annually, on the nature and

scope of student fundraising activities approved pursuant to this policy.

***Legal References:*** Minn. Stat. § 120A.20 (Age Limitations; Pupils)  
Minn. Stat. § 123B.09, Subd. 8 (Duties)  
Minn. Stat. § 123B.36 (Authorized Fees)

***Cross References:*** MSBA/MASA Model Policy 506 (Student Discipline)  
[MSBA/MASA Model Policy 713 \(Student Activity Accounting\)](#)