

Regular School Board Meeting

Tuesday, November 14, 2023 5:45 PM

917 Board Room, 130 145th Street East, Rosemount, MN 55068

I. Call to Order - Chair Cindy Nordstrom

II. Conduct Pledge of Allegiance - Chair Cindy Nordstrom *(This was conducted at the Board Work Session prior to this meeting.)*

III. Visitors Opportunity to be Heard - Chair Cindy Nordstrom *(Collaboration)*

IV. Review and Approve the Agenda - Chair Cindy Nordstrom

V. Updates from Student Services - Dr. Melissa Schaller *(Communications)*

VI. Consent Items - Chair Cindy Nordstrom *(Communications)*

VI.A.

- Minutes
- Personnel
- Donations
 - Ottobach Nermi Neo Reverse walker from the family of Evelyn Hansen of Randolph to be used with students between the ages of 4-10 to work on walking in the school setting (Est. value \$275);
 - \$2500 from the Kopp Family Foundation of Bloomington to be used to support students at Lebanon Education Center
 - \$250 from Allina Health System, to be used for the purchase of items for the change to chill room at Lebanon Education Center.
 - \$500 from Transportation and Delivery Inc., South St. Paul, to be used for the purchase of student photos and clothing items at Lebanon Education Center.

VII. Executive Director of Business Services Reports - Nicole Roush *(Stewardship)*

VII.A.

- Investment Reports
- Wire Transfers
- Bills

VIII. New Business - Chair Cindy Nordstrom *(Collaboration)*

VIII.A. Approve Revenue and Expenditures Report - Nicole Roush

VIII.B. Review Accounts Receivable Aging Invoice Report - Nicole Roush

IX. Policies - Supt. Dr. Michael Favor *(Integrity)*
First and final readings:

- 456 - Substitute Instructional Pay Schedule
- 520 - Student Surveys
- 526 - Hazing Prohibition
- 531 - Pledge of Allegiance
- 550 - School Resource Officer

X. First readings:

- 419 Commercial Tobacco Free Environment,

etc.

- 709 Student Transportation

XI. Updates from Member Districts - All

XII. Adjournment - Chair Cindy Nordstrom

Executive Director of Student Services
Board Update
November 2023

Values

Collaboration: Working together to achieve more collectively.

- READ Act and low incidence disabilities: Recently our teaching and learning team met with BrightWorks, the Minnesota Department of Education, and other single districts to discuss the implications of and collaborate on the READ Act for students with low incidence disabilities.
- Compliance monitoring: Recently a small group met with the district's compliance monitor from the Minnesota Department of Education as we are in cohort one which is due for monitoring. MDE is currently completing a risk analysis to determine which components of monitoring will be completed. The district has not had in-person monitoring since 2013.

Empathy: Considering and respecting the perspective and needs of member districts, students, families and staff.

- Fundamental Chef program: As you are likely aware, our instructor for the Fundamental Chef program recently resigned. While the position is posted, we have worked with students to enroll them in alternative career and technical education programs for the upcoming quarter.

Innovation: Ongoing improvement of programs and services.

- TESA Work-Based Learning Program: We are thrilled to share some exciting developments from the TESA Work-Based Learning Program, demonstrating our commitment to creating impactful opportunities for our students. We have successfully established two significant partnerships that hold immense promise for our students' growth and future success.

1. Chick-fil-A in Apple Valley: Our students now have the opportunity to engage in a two-day work experience at Chick-fil-A in Apple Valley. While this experience is unpaid, its focus on essential skills such as money management, customer interaction, general hospitality, order taking, and cash handling is invaluable. Additionally, students are taught the four core values of Chick-fil-A: eye contact, smiling, speaking enthusiastically, and making connections. This initiative is not just about learning specific job skills; it's a pilot project with a broader goal.

The driving force behind this collaboration is Ryan, the operator of Chick-fil-A in Apple Valley. He has a personal connection to the cause, having a son on the autism spectrum. Ryan's dedication to helping students with disabilities learn the complete transaction process, from

customer service to order-taking and cashiering, is truly commendable. Ryan reached out to VRS (Vocational Rehabilitation Services), who in turn extended an open invitation to collaborate. 917's WBL staff embraced this opportunity.

While it's a non-paid experience, students receive a complimentary meal and drink. More importantly, they gain confidence that will be instrumental in pursuing future employment. This collaboration is undoubtedly a win-win situation for all involved.

2. DCTC - Warehouse: Our second exciting initiative involves a partnership with the DCTC. Our students have been offered a six-week paid internship opportunity in the DCTC warehouse. This will be a 6-week rotating internship. This experience promises to impart many transferable skills that will prove invaluable in various job settings. As with our Chick-fil-A collaboration, this is a pilot project set to kick off by mid-October.

The primary objective behind this initiative is to empower our students with meaningful employment prospects. By offering hands-on experience and practical skills, we aim to bridge the gap between education and real-world work, ensuring that our students are well-prepared for successful careers.

We are dedicated to continuing our efforts to provide our students with the best possible opportunities for growth and development. These initiatives exemplify our commitment to fostering collaboration between educational institutions, businesses, and vocational rehabilitation services to create more inclusive and diverse workplaces. We look forward to sharing more details and successes from these programs as they progress.



Stewardship: Managing financial and human resources carefully and responsibly.

- Research: In their Research Rundown for October, EdAllies shared a few articles related to the staffing shortage in special education. One article, [Promises and limitations of financial incentives to address special education staffing challenges](#) concluded:
 - Special education staffing challenges include problems related to the supply, recruitment, distribution, and retention of special educators.
 - Recent evidence from Hawai`i suggests that financial incentives reduced special education teacher shortages but did not improve special educator retention.
 - A multifaceted strategy, including a focus on working conditions, is necessary for addressing long-standing special education teacher shortages.

This is an interesting article to review as we pursue options to address the special education teacher shortage that we are facing in Intermediate School District 917.

Communication: Multi-dimensional, transparent conversation focused on sharing information and creating a positive learning and working environment.

- Listening Circles: We will complete nine Listening Circles by the time of the board meeting and will complete the remaining three of our first round by the end of November. The information gathered will be analyzed and used to develop an initial retention plan. It has been an invaluable experience to connect with staff across the district.

Integrity: Aligning our actions with our values and beliefs.

- Core Values: On Thursday, October 19th, Kate Hulse presented with Charmagne Campbell-Patton from Utilization Focused Evaluation and Sung Ja Shin from the Minnesota Humanities Center at the 2023 National Humanities Conference. The topic was *At the Crossroad of Humanities and Evaluation*. Their presentation focused on the process of developing a core values team to drive systems, especially collaborating with a humanities lens.

Personalization: Building on the strengths and addressing the unique needs of individual students.

- Advisory Hub: The DCALS program is moving forward with the Advisory Hub in addition to the credit tracker that counselors use. It will focus on tracking progress for individual goals that students set.

Equity: Intentionally providing opportunities while removing barriers at all levels of the organization.

- Setting IV Safety Committee: The re-establishment of the Setting IV Safety Committee is underway. There were a great number of applicants. We expect licensed and non-licensed staff representation from each of the setting IV

buildings. In addition, there should be a related service representative as well as a board certified behavior analyst and an administrator. We look forward to reporting more on the goals of this committee in the future.

Diversity: Appreciating and valuing everyone's unique selves.

- Matt Bruns: Recently, academic liaison for DCALS, Matt Bruns, was elected to the school board in Hastings. We look forward to Matt's service to one of our member districts.

INTERMEDIATE SCHOOL DISTRICT 917

A School Board Meeting of the Intermediate School District 917 School Board was held on Tuesday, October 3, 2023, in the Board Room at Dakota County Technical College, 1300 145th Street East, Rosemount, MN.

Members Present: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab, and ex-officio member Superintendent Dr. Michael Favor.

Members Absent: Hannah Simmons and Lisa Ehleringer

Also Present: Melissa Schaller, Linda Berg, Nicolle Roush, Brooke Peterson, Kate Hulse, Lauren Kelly, and Marci Levy-Maguire.

School Board Chair Cindy Nordstrom called the meeting to order at 6:34 PM.

There were no visitors to be heard.

1. Motion by David Anderson, seconded by Tom Bennett to approve the agenda.

Dr. Melissa Schaller reported on Student Services.

2. Motion by Wendy Felton, seconded by Byron Schwab, to approve the consent items, as presented. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.
 - **Minutes:** September 5, 2023, Regular School Board Meeting
 - **Personnel:** *New Hires:* Nicholas Sopkowiak, Classroom Assistant, effective September 25, 2023. Michelle Sutczak, Classroom Assistant, effective September 21, 2023. *Rehires:* Crystal Konen, Classroom Assistant, effective September 11, 2023. *Change in Status:* Lauren Kelly, Human Resources Coordinator to Director of Human Resources, effective September 26, 2023. *Leaves of absence:* Amy Hart, Program Assistant, effective December 18, 2023 through January 1, 2024. *Resignation & Terminations:* Shane Hall, Classroom Assistant, effective October 6, 2023. Suzanne Johnston, Interpreter, effective December 15, 2023.
 - **Donations:** \$250 from the S. Robert Street Business Association to support co-curricular and extra-curricular student activities. Donation of braille/tactile books, foam stickers, and various sorting items for the Blind/Visually Impaired Program from Angie Ardolf of Apple Valley.
 - **Policies:** 601 School District curriculum and Instruction Goals; 603 Curriculum Development; 616 School District System Accountability; 620 Credit for Learning.
3. Motion by Byron Schwab, seconded by David Anderson, to approve the bills from August 31, 2023 to September 28, 2023, investment report, and wire transfers as presented by the Executive Director of Business Services. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.
4. Motion by Tom Bennett, seconded by Lisa Hedin, to approve the Assurance of Compliance, as presented. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum A.) Motion carried.

Dr. Melissa Schaller reviewed the Enrollment Reports for DCALS and Special Education during the work session.

5. Motion by Byron Schwab, seconded by David Anderson, to approve the Temporary Employee Report, as presented. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum B.) Motion carried.
6. Motion by Wendy Felton, seconded by Byron Schwab, to approve a 0% increase for 2024 for Medica premiums and a 0% increase to 2024 rates for dental insurance through Delta Dental. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum C.) Motion carried.
7. Motion by Tom Bennett, seconded by David Anderson, to approve FY24 current employees with a short call sub license filling a teacher role to be the current employees' hourly pay rate plus an additional \$4.00 or \$31.00 per hour which every pay rate is higher. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. (Addendum D.) Motion carried.
8. Motion by Tom Bennett, seconded by Byron Schwab, to close the session to discuss teacher negotiations. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.

Board went into closed session at 6:51 PM. Everyone in the room stated their name: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab, Dr. Michael Favor, Linda Berg, Nicolle Roush, Melissa Schaller.

9. Motion by Wendy Felton, seconded by David Anderson, to come out of closed session and back to regular session. Time was 7:31 PM. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab, Dr. Michael Favor, Linda Berg. Voting naye: All. Voting naye: none. Motion carried. Everyone in the room stated their name: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab, Dr. Michael Favor, Linda Berg, Nicolle Roush, Melissa Schaller.

Board reconvened at 7:33 PM. No updates were made.

10. Motion by Byron Schwab, seconded by Tom Bennett to adjourn the meeting. Voting aye: Tom Bennett, Wendy Felton, David Anderson, Lisa Hedin, Lesley Chester, Cindy Nordstrom, Byron Schwab. Voting naye: none. Motion carried.

There being no further business the meeting adjourned at 7:34 PM.

The next regular School Board Meeting will be Tuesday, November 14, 2023, at 5:45 PM in the Board Room of Dakota County Technical College.

Clerk

**SUMMARY OF PERSONNEL ITEMS RECOMMENDED
FOR ACTION AT BOARD MEETING OF November 14, 2023**

NEW HIRES:

Emil Boysen, Classroom Assistant, effective October 23, 2023.
Debra Merritt, Accounts Payable, effective October 11, 2023.
Joshua Odell, Classroom Assistant, effective November 6, 2023.
Laura Schmidt, Classroom Assistant, effective October 31, 2023.
Shala Skoller-Benson, Classroom Assistant, effective November 6, 2023.
Janani Venkatesan, Classroom Assistant, effective October 2, 2023.

RE-HIRES:

Kenneth Hennes, Classroom Assistant, effective October 23, 2023.
Rachel NaSal, Administrative Assistant II, effective October 9, 2023.
Emily Powers, Program Assistant, effective October 30, 2023.

CHANGE IN STATUS:

Eileen Bohnert, from Classroom Assistant to Health Associate, effective November 8, 2023.

LEAVES OF ABSENCE:

RESIGNATION & TERMINATIONS:

Ashley Gina, Administrative Assistant II, effective November 30, 2023.
Shane Hall, Classroom Assistant, updated effective October 13, 2023.
Katy Lawrence, Classroom Assistant, effective November 9, 2023.
Tianna LeBlanc, Classroom Assistant, effective October 31, 2023.
Araceli Salazar, Program Assistant, effective October 27, 2023.
Missi Thraen, Program Assistant, effective December 19, 2023.
Shannon Todnem, Classroom Assistant, effective October 27, 2023.
Susan Watson, Program Assistant, effective October 17, 2023.
Rozalyn Wenger-Vaughn, Classroom Assistant, effective November 10, 2023.
James Wilczyk, Teacher, effective November 6, 2023.

RETIREMENT:



Intermediate School District 917

Purposeful. Personalized. Partners.

1300 145th Street East, Rosemount, MN 55068

(651) 423-8229 * <http://www.isd917.org>

October 31, 2023

Allina Health System
P.O. Box 1583
Minneapolis, MN 55440

Dear Allina Health System,

Thank you for your generous monetary donation. It will be used for the purchase of items for the change to chill room at Lebanon Education Center. Your donation is greatly appreciated!

Sincerely,

Melissa Schaller
Executive Director of Student Services
651-423-8204

ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

ISD 917 Core Values

Collaboration * Empathy * Innovation * Stewardship * Communication * Integrity * Personalization * Equity *
Diversity



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(651) 423-8229 * <http://www.isd917.org>

September 22nd, 2023

S. Robert Street Business Association
260 Wentworth Avenue East
Suite 230
West St. Paul, MN 55118

Dear Business Association,

Thank you for your generous monetary donation. It will be used to support co-curricular and extra-curricular student activities. Your donation is greatly appreciated!

Sincerely,

Melissa Schaller
Executive Director of Student Services
651-423-8204

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(651) 423-8229 * <http://www.isd917.org>

September 22nd, 2023

Angie Ardolf
432 Walnut Lane
Apple Valley, MN 55124

Dear Angie,

Thank you for your generous of the braille/tactile books, foam stickers, and various sorting items that you donated to the Blind/Visually Impaired Program. These items will be used with learners who receive Blind/Visually Impaired services to encourage literacy, tactile discrimination, art activities and in the creation of tactile materials. Your donation is greatly appreciated!

Sincerely,

Melissa Schaller
Executive Director of Student Services
651-423-8204

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Diversity



Intermediate School District 917

Purposeful. Personalized. Partners.

1300 145th Street East, Rosemount, MN 55068

(651) 423-8229 * <http://www.isd917.org>

November 7th, 2023

South St. Paul Transportation
Attn: Transportation and Delivery Inc.
197 Bridgepoint Drive
South St. Paul, MN 55075-2500

Dear South St. Paul Transportation,

Thank you for your generous monetary donation. It will be used for the purchase of student photos and clothing items at Lebanon Education Center. Your donation is greatly appreciated!

Sincerely,

Melissa Schaller
Executive Director of Student Services
651-423-8204

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Collaboration * Empathy * Innovation * Stewardship * Communication * Integrity * Personalization * Equity *
Diversity



Customer Service
PO Box 11760
Harrisburg, PA 17108-11760

ACCOUNT STATEMENT

For the Month Ending

September 30, 2023

INTERMEDIATE SCHOOL DISTRICT 917

Client Management Team

Amber Cannegieter

Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
1-888-4-MSDLAF
cannegietera@pfmam.com

Brian Johnson

Director
800 Nicollet Mall, 4th Floor
Minneapolis, MN 55402
612-338-3535
johnsonb@pfmam.com

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Individual Accounts

Accounts included in Statement

| | |
|--------|----------------|
| 600430 | STATE PAYMENTS |
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Important Messages

MSDLAF will be closed on 10/09/2023 for Columbus Day.

INTERMEDIATE SCHOOL DISTRICT 917
AMY D ALEXANDER
1300 145TH STREET E
ROSEMOUNT, MN 55068

Online Access www.msdlaf.org

Customer Service 1-888-4-MSDLAF



Account Statement

For the Month Ending **September 30, 2023**

Important Disclosures

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management LLC ("PFMAM") is an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. ("USBAM"). USBAM is a subsidiary of U.S. Bank National Association ("U.S. Bank"). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. PFMAM maintains a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

Proxy Voting PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

Account Control PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. For certain short-term investments or where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Shares of some local government investment programs and TERM funds are marketed through representatives of PFMAM's affiliate, PFM Fund Distributors, Inc. which is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Hotline at 1-800-289-9999 or at the FINRA website address <https://www.finra.org/investors/investor-contacts>. A brochure describing the FINRA Regulation Public Disclosure Program is also available from FINRA upon request.

Key Terms and Definitions

Dividends on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

YTM at Market The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

Managed Account A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management LLC
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

NOT FDIC INSURED NO BANK GUARANTEE MAY LOSE VALUE



Account Statement - Transaction Summary

For the Month Ending **September 30, 2023**

INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

MSDLAF+ Liquid Class

| | |
|----------------------|------------|
| Opening Market Value | 853,375.82 |
| Purchases | 3,689.21 |
| Redemptions | 0.00 |
| Unsettled Trades | 0.00 |
| Change in Value | 0.00 |

Closing Market Value **\$857,065.03**

Cash Dividends and Income 3,689.21

MSDLAF+ MAX Class

| | |
|----------------------|---------------|
| Opening Market Value | 11,144,255.02 |
| Purchases | 2,052,574.19 |
| Redemptions | 0.00 |
| Unsettled Trades | 0.00 |
| Change in Value | 0.00 |

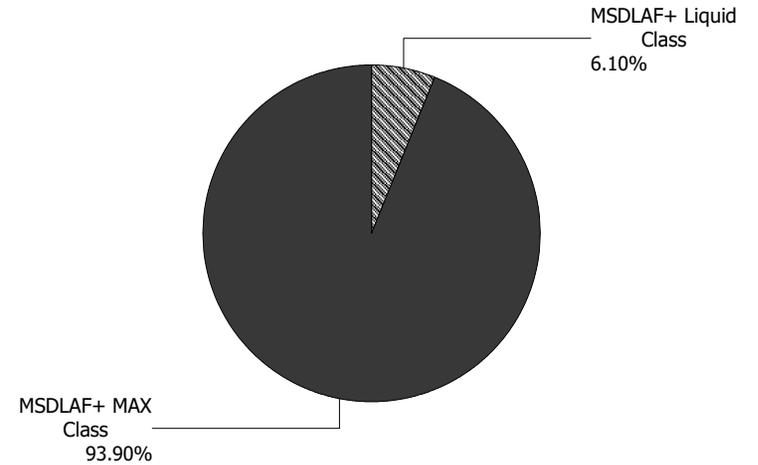
Closing Market Value **\$13,196,829.21**

Cash Dividends and Income 52,574.19

Asset Summary

| | September 30, 2023 | August 31, 2023 |
|-----------------------------|------------------------|------------------------|
| MSDLAF+ Liquid Class | 857,065.03 | 853,375.82 |
| MSDLAF+ MAX Class | 13,196,829.21 | 11,144,255.02 |
| Total | \$14,053,894.24 | \$11,997,630.84 |

Asset Allocation





Account Statement

For the Month Ending **September 30, 2023**

INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

| Trade Date | Settlement Date | Transaction Description | Share or Unit Price | Dollar Amount of Transaction | Total Shares Owned |
|-----------------------------|-----------------|---|---------------------|------------------------------|--------------------|
| MSDLAF+ Liquid Class | | | | | |
| Opening Balance | | | | | 853,375.82 |
| 09/29/23 | 10/02/23 | Accrual Income Div Reinvestment - Distributions | 1.00 | 3,689.21 | 857,065.03 |
| Closing Balance | | | | | 857,065.03 |

| | Month of September | Fiscal YTD July-September | | |
|-----------------------------------|-----------------------|------------------------------|-----------------------------------|------------|
| Opening Balance | 853,375.82 | 845,976.51 | Closing Balance | 857,065.03 |
| Purchases | 3,689.21 | 11,088.52 | Average Monthly Balance | 853,621.77 |
| Redemptions (Excl. Checks) | 0.00 | 0.00 | Monthly Distribution Yield | 5.27% |
| Check Disbursements | 0.00 | 0.00 | | |
| Closing Balance | 857,065.03 | 857,065.03 | | |
| Cash Dividends and Income | 3,689.21 | 11,088.52 | | |

| MSDLAF+ MAX Class | | | | | |
|--------------------------|----------|---|------|--------------|----------------------|
| Opening Balance | | | | | 11,144,255.02 |
| 09/19/23 | 09/19/23 | Purchase - ACH Purchase | 1.00 | 2,000,000.00 | 13,144,255.02 |
| 09/29/23 | 10/02/23 | Accrual Income Div Reinvestment - Distributions | 1.00 | 52,574.19 | 13,196,829.21 |



Account Statement

For the Month Ending **September 30, 2023**

INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

| Trade Date | Settlement Date | Transaction Description | Share or Unit Price | Dollar Amount of Transaction | Total Shares Owned |
|-----------------------------------|-------------------------------|--------------------------------------|-----------------------------------|------------------------------|----------------------|
| Closing Balance | | | | | 13,196,829.21 |
| | Month of September | Fiscal YTD July-September | | | |
| Opening Balance | 11,144,255.02 | 11,045,714.98 | Closing Balance | 13,196,829.21 | |
| Purchases | 2,052,574.19 | 2,151,114.23 | Average Monthly Balance | 11,947,759.97 | |
| Redemptions (Excl. Checks) | 0.00 | 0.00 | Monthly Distribution Yield | 5.37% | |
| Check Disbursements | 0.00 | 0.00 | | | |
| Closing Balance | 13,196,829.21 | 13,196,829.21 | | | |
| Cash Dividends and Income | 52,574.19 | 151,114.23 | | | |

**INTERMEDIATE SCHOOL DISTRICT 917
SCHOOL BOARD REPORT OF
CONSOLIDATED INVESTMENTS (GENERAL & BUILDING)**

September 2023

| ACCOUNT NAME | ACCT NO | BEGINNING BALANCE | PURCHASES CREDITS | SALES TRANSFERS | INVESTMENT FEES | INTEREST EARNED | ENDING BALANCE | YEAR TO DATE INTEREST EARNED |
|---------------------------------------|---------|----------------------|---------------------|-----------------|-----------------|------------------|----------------------|------------------------------|
| MSDLAF Liquid | 01 | 853,375.82 | 0.00 | 0.00 | 0.00 | 3,689.21 | 857,065.03 | 11,088.52 |
| MSDLAF + MAX | 01 | 11,144,255.02 | 2,000,000.00 | 0.00 | 0.00 | 52,574.19 | 13,196,829.21 | 151,114.23 |
| MSDLAF TERM (CD's,Term,Comm) maturity | 01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | | 11,997,630.84 | 2,000,000.00 | 0.00 | 0.00 | 56,263.40 | 14,053,894.24 | 162,202.75 |

EXPLANATION: The above is School District Investments complying with the requirements of Minnesota Statutes 118.01, 471.56 and 475.66.

1. MSDMAX is MSDLAF'S "Max Portfolio" and includes pooled investments plus banker's acceptances, commercial paper, repurchase agreements and US Government obligations.
2. MSDLAF is MSDLAF'S primary clearing "Money Market" fund. All fixed rate investments (FRI) clear through this account as do maturities, interest, and fees.

NOTE: September 2023 Average MSDLAF Liquid Rate was 5.27, MSDLAF+MAX Average Rate was 5.37 %. and the MSDLAF Term Average Rate estimate is .00%.

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

10/13/2023 DIRECT DEPOSITS REGULAR PAY (PR307) \$ 648,217.37

\$ -

NET PAYROLL \$ 648,217.37

Authorized Signature  Date 10.12.23

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR

10/31/2023 DIRECT DEPOSITS REGULAR PAY (PR308) \$ 656,256.57

\$ -

NET PAYROLL \$ 656,256.57

Authorized Signature  Date 11.2.23

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INTERMEDIATE SCHOOL DISTRICT 917
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DISTRIBUTION FUND: 01

| CHECK NUMBER | ISSUE DATE | VENDOR | STATUS | TOTAL | DESCRIPTION |
|--------------|------------|-------------------------------------|--------|----------|------------------------|
| 1907545 | 10/18/2023 | OFFICE OF MN.IT SERVICES | V | -13.05 | VOID MANUAL CHECK |
| * 1907557 | 09/29/2023 | RIVERVIEW LAW OFFICE PLLC | V | -240.55 | VOID MANUAL CHECK |
| * 1907643 | 09/29/2023 | WISCONSIN SCTF | R | 845.39 | ACCOUNTS PAYABLE CHECK |
| 1907644 | 09/29/2023 | 917 PROGRAM ASST EDU ASSOCIATION | R | 3626.42 | ACCOUNTS PAYABLE CHECK |
| 1907645 | 09/29/2023 | FTC | R | 258.33 | ACCOUNTS PAYABLE CHECK |
| 1907646 | 09/29/2023 | O.P.E.I.U., LOCAL 12 | R | 423.58 | ACCOUNTS PAYABLE CHECK |
| 1907647 | 09/29/2023 | RIVERVIEW LAW OFFICE PLLC | R | 161.27 | ACCOUNTS PAYABLE CHECK |
| 1907648 | 09/29/2023 | CENTERPOINT ENERGY | R | 69.63 | ACCOUNTS PAYABLE CHECK |
| 1907649 | 09/29/2023 | CENTURYLINK | R | 1086.55 | ACCOUNTS PAYABLE CHECK |
| 1907650 | 09/29/2023 | CENTURYLINK COMMUNICATONS, LLC | R | 496.21 | ACCOUNTS PAYABLE CHECK |
| 1907651 | 09/29/2023 | CITY OF ROSEMOUNT | R | 4011.66 | ACCOUNTS PAYABLE CHECK |
| 1907652 | 09/29/2023 | CUB FOODS - INVER GROVE HTS | R | 132.95 | ACCOUNTS PAYABLE CHECK |
| 1907653 | 09/29/2023 | CUB FOODS - LAKEVILLE | R | 47.44 | ACCOUNTS PAYABLE CHECK |
| 1907654 | 09/29/2023 | DELL MKTG L.P., C/O DELL USA L.P. | R | 3895.00 | ACCOUNTS PAYABLE CHECK |
| 1907655 | 09/29/2023 | FRONTIER COMMUNICATIONS | R | 516.15 | ACCOUNTS PAYABLE CHECK |
| 1907656 | 09/29/2023 | IND SCH DIST 191 | R | 27937.46 | ACCOUNTS PAYABLE CHECK |
| 1907657 | 09/29/2023 | MARCO INC | R | 124.71 | ACCOUNTS PAYABLE CHECK |
| 1907658 | 09/29/2023 | MAXIM HEALTHCARE STAFFING | R | 20183.20 | ACCOUNTS PAYABLE CHECK |
| 1907659 | 09/29/2023 | MSDSOONLINE DBA VELOCITYEHS | R | 3064.94 | ACCOUNTS PAYABLE CHECK |
| 1907660 | 09/29/2023 | NOVA EDUCATION CONSULTANTS | R | 8550.00 | ACCOUNTS PAYABLE CHECK |
| 1907661 | 09/29/2023 | POLAR ELECTRO, INC | R | 780.00 | ACCOUNTS PAYABLE CHECK |
| 1907662 | 09/29/2023 | PROCARE THERAPY | R | 13701.50 | ACCOUNTS PAYABLE CHECK |
| 1907663 | 09/29/2023 | SONOVA USA INC. | R | 457.99 | ACCOUNTS PAYABLE CHECK |
| 1907664 | 09/29/2023 | TEACHERS ON CALL | R | 13357.32 | ACCOUNTS PAYABLE CHECK |
| 1907665 | 09/29/2023 | TGK AUTOMOTIVE OF ROSEMOUNT, LLC | R | 398.34 | ACCOUNTS PAYABLE CHECK |
| 1907666 | 09/29/2023 | XCEL ENERGY | R | 5538.92 | ACCOUNTS PAYABLE CHECK |
| 1907667 | 10/05/2023 | ADVANCE AUTO PARTS | R | 308.12 | ACCOUNTS PAYABLE CHECK |
| 1907668 | 10/05/2023 | ALL IN ONE TRANSLATION AGENCY, LLC | R | 90.00 | ACCOUNTS PAYABLE CHECK |
| 1907669 | 10/05/2023 | AMAZON CAPITAL SERVICES | V | 0.00 | VOID: MULTI STUB CHECK |
| 1907670 | 10/05/2023 | AMAZON CAPITAL SERVICES | R | 3494.66 | ACCOUNTS PAYABLE CHECK |
| 1907671 | 10/05/2023 | BAYADA HOME HEALTH CARE | R | 3708.00 | ACCOUNTS PAYABLE CHECK |
| 1907672 | 10/05/2023 | BDK ENTERPRISES INC. | R | 407.40 | ACCOUNTS PAYABLE CHECK |
| 1907673 | 10/05/2023 | PRAIRIE FARMS | R | 6220.80 | ACCOUNTS PAYABLE CHECK |
| 1907674 | 10/05/2023 | GENERAL PARTS | R | 349.95 | ACCOUNTS PAYABLE CHECK |
| 1907675 | 10/05/2023 | THE PRINT SHOP | R | 64.00 | ACCOUNTS PAYABLE CHECK |
| 1907676 | 10/05/2023 | JESSE JOHNSON | R | 22.35 | ACCOUNTS PAYABLE CHECK |
| 1907677 | 10/05/2023 | KAREN CASS FELLING, M.A., LP | R | 750.00 | ACCOUNTS PAYABLE CHECK |
| 1907678 | 10/05/2023 | LYN-MAR PRINTING | R | 193.00 | ACCOUNTS PAYABLE CHECK |
| 1907679 | 10/05/2023 | MARCO TECHNOLOGIES LLC. | R | 180.00 | ACCOUNTS PAYABLE CHECK |
| 1907680 | 10/05/2023 | MAXIM HEALTHCARE STAFFING | R | 14399.60 | ACCOUNTS PAYABLE CHECK |
| 1907681 | 10/05/2023 | MIDWEST SPECIAL INSTRUMENTS, CORP | R | 16405.00 | ACCOUNTS PAYABLE CHECK |
| 1907682 | 10/05/2023 | MN CLN SERVICES, INC | R | 5428.00 | ACCOUNTS PAYABLE CHECK |
| 1907683 | 10/05/2023 | NARDINI FIRE EQUIP CO | R | 173.00 | ACCOUNTS PAYABLE CHECK |
| 1907684 | 10/05/2023 | OUTDOOR IMAGES, INC | R | 1302.72 | ACCOUNTS PAYABLE CHECK |
| 1907685 | 10/05/2023 | PROFESSIONAL CRISIS MANAGEMENT ASSO | R | 135.00 | ACCOUNTS PAYABLE CHECK |
| 1907686 | 10/05/2023 | REPUBLIC SERVICES #923 | R | 1017.44 | ACCOUNTS PAYABLE CHECK |
| 1907687 | 10/05/2023 | SAM'S CLUB/SYNCHRONY BANK | R | 1289.72 | ACCOUNTS PAYABLE CHECK |
| 1907688 | 10/05/2023 | SCHOLASTIC, INC | R | 768.58 | ACCOUNTS PAYABLE CHECK |
| 1907689 | 10/05/2023 | TEACHING STRATEGIES, LLC | R | 320.60 | ACCOUNTS PAYABLE CHECK |
| 1907690 | 10/05/2023 | THE MASTER TEACHER, INC. | R | 420.00 | ACCOUNTS PAYABLE CHECK |
| 1907691 | 10/05/2023 | THERAPY NOTES, LLC | R | 325.00 | ACCOUNTS PAYABLE CHECK |
| 1907692 | 10/05/2023 | USI | R | 157.57 | ACCOUNTS PAYABLE CHECK |

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INTERMEDIATE SCHOOL DISTRICT 917
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SELECTION CRITERIA: chkstat.rundate between '20230929' and '20231107'

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|---------|------------|-------------------------------------|---|----------|------------------------|
| 1907693 | 10/05/2023 | VERIZON WIRELESS | R | 1240.31 | ACCOUNTS PAYABLE CHECK |
| 1907694 | 10/05/2023 | XCEL ENERGY | R | 7714.34 | ACCOUNTS PAYABLE CHECK |
| 1907695 | 10/05/2023 | ZANER-BLOSER | R | 612.97 | ACCOUNTS PAYABLE CHECK |
| 1907696 | 10/13/2023 | ARVIG ENTERPRISES, INC | R | 2243.96 | ACCOUNTS PAYABLE CHECK |
| 1907697 | 10/13/2023 | BDK ENTERPRISES INC. | R | 407.40 | ACCOUNTS PAYABLE CHECK |
| 1907698 | 10/13/2023 | CARPENTERS & JOINERS APPRENTICESHIP | R | 620.06 | ACCOUNTS PAYABLE CHECK |
| 1907699 | 10/13/2023 | CKC GOOD FOOD | R | 21430.13 | ACCOUNTS PAYABLE CHECK |
| 1907700 | 10/13/2023 | LOVING GUIDANCE INC | R | 2465.00 | ACCOUNTS PAYABLE CHECK |
| 1907701 | 10/13/2023 | EDI-DOLEJS COSULTING ENGINEERS | R | 525.00 | ACCOUNTS PAYABLE CHECK |
| 1907702 | 10/13/2023 | ESTR PUBLICATIONS | R | 323.00 | ACCOUNTS PAYABLE CHECK |
| 1907703 | 10/13/2023 | GRAINGER W W INC. | R | 190.10 | ACCOUNTS PAYABLE CHECK |
| 1907704 | 10/13/2023 | INCLUSIVE TLC INC | R | 580.00 | ACCOUNTS PAYABLE CHECK |
| 1907705 | 10/13/2023 | INVER HILLS COMMUNITY COLLEGE | R | 280.70 | ACCOUNTS PAYABLE CHECK |
| 1907706 | 10/13/2023 | KAREN CASS FELLING, M.A., LP | R | 750.00 | ACCOUNTS PAYABLE CHECK |
| 1907707 | 10/13/2023 | MRI INTERMEDIATE HOLDINGS, LLC | R | 10.00 | ACCOUNTS PAYABLE CHECK |
| 1907708 | 10/13/2023 | NOVA EDUCATION CONSULTANTS | R | 7320.00 | ACCOUNTS PAYABLE CHECK |
| 1907709 | 10/13/2023 | OFFICE DEPOT | R | 3913.74 | ACCOUNTS PAYABLE CHECK |
| 1907710 | 10/13/2023 | OPG-3 INC | R | 820.00 | ACCOUNTS PAYABLE CHECK |
| 1907711 | 10/13/2023 | PROCARE THERAPY | R | 9880.60 | ACCOUNTS PAYABLE CHECK |
| 1907712 | 10/13/2023 | REGINA MAENDLER, HEART & SCIENCE | R | 6660.00 | ACCOUNTS PAYABLE CHECK |
| 1907713 | 10/13/2023 | ROSEMOUNT AUTO SERVICE | R | 692.53 | ACCOUNTS PAYABLE CHECK |
| 1907714 | 10/13/2023 | SCHMITTY & SONS | R | 435.60 | ACCOUNTS PAYABLE CHECK |
| 1907715 | 10/13/2023 | ST PAUL PIONEER PRESS | R | 23.03 | ACCOUNTS PAYABLE CHECK |
| 1907716 | 10/13/2023 | TEACHERS ON CALL | R | 5738.10 | ACCOUNTS PAYABLE CHECK |
| 1907717 | 10/13/2023 | THE PIN DEPOT NETWORK, LLC | R | 1620.00 | ACCOUNTS PAYABLE CHECK |
| 1907718 | 10/13/2023 | THERAPY NOTES, LLC | R | 265.00 | ACCOUNTS PAYABLE CHECK |
| 1907719 | 10/13/2023 | VOLUNTEERS OF AMERICA MENTAL HEALTH | R | 220.00 | ACCOUNTS PAYABLE CHECK |
| 1907720 | 10/16/2023 | WISCONSIN SCTF | R | 845.39 | ACCOUNTS PAYABLE CHECK |
| 1907721 | 10/16/2023 | 917 PROGRAM ASST EDU ASSOCIATION | R | 3626.42 | ACCOUNTS PAYABLE CHECK |
| 1907722 | 10/16/2023 | EDUCATION MINNESOTA, LOCAL 3904 | R | 8445.87 | ACCOUNTS PAYABLE CHECK |
| 1907723 | 10/16/2023 | FTC | R | 1548.33 | ACCOUNTS PAYABLE CHECK |
| 1907724 | 10/16/2023 | NCPERS GROUP LIFE INS | R | 16.00 | ACCOUNTS PAYABLE CHECK |
| 1907725 | 10/16/2023 | O.P.E.I.U., LOCAL 12 | R | 423.58 | ACCOUNTS PAYABLE CHECK |
| 1907726 | 10/16/2023 | RELATED SERVICES NURSES ESP | R | 163.32 | ACCOUNTS PAYABLE CHECK |
| 1907727 | 10/20/2023 | ANDREA GROSSMAN-OLSON | R | 142.54 | ACCOUNTS PAYABLE CHECK |
| 1907728 | 10/20/2023 | AI TECHNOLOGIES, LLC | R | 5847.50 | ACCOUNTS PAYABLE CHECK |
| 1907729 | 10/20/2023 | BAYADA HOME HEALTH CARE | R | 1668.00 | ACCOUNTS PAYABLE CHECK |
| 1907730 | 10/20/2023 | BENEFIT EXTRAS, INC | R | 480.06 | ACCOUNTS PAYABLE CHECK |
| 1907731 | 10/20/2023 | CLIA LABORATORY PROGRAM | R | 180.00 | ACCOUNTS PAYABLE CHECK |
| 1907732 | 10/20/2023 | COUNCIL FOR EXCEP CHILDREN | R | 400.00 | ACCOUNTS PAYABLE CHECK |
| 1907733 | 10/20/2023 | DAKOTA TRUCK UNDERWRITERS | R | 33105.00 | ACCOUNTS PAYABLE CHECK |
| 1907734 | 10/20/2023 | FRONTIER COMMUNICATIONS | R | 2095.44 | ACCOUNTS PAYABLE CHECK |
| 1907735 | 10/20/2023 | KAREN CASS FELLING, M.A., LP | R | 750.00 | ACCOUNTS PAYABLE CHECK |
| 1907736 | 10/20/2023 | MICROSONIC | R | 316.00 | ACCOUNTS PAYABLE CHECK |
| 1907737 | 10/20/2023 | MINNSPRA | R | 100.00 | ACCOUNTS PAYABLE CHECK |
| 1907738 | 10/20/2023 | MN ENERGY RESOURCES CORPORATION | R | 142.34 | ACCOUNTS PAYABLE CHECK |
| 1907739 | 10/20/2023 | OFFICE OF MN.IT SERVICES | R | 213.81 | ACCOUNTS PAYABLE CHECK |
| 1907740 | 10/20/2023 | PROCARE THERAPY | R | 14613.50 | ACCOUNTS PAYABLE CHECK |
| 1907741 | 10/20/2023 | ROSEMOUNT AUTO SERVICE | R | 55.85 | ACCOUNTS PAYABLE CHECK |
| 1907742 | 10/20/2023 | SONOVA USA INC. | R | 960.38 | ACCOUNTS PAYABLE CHECK |
| 1907743 | 10/20/2023 | SYSCO MINNESOTA | R | 2075.01 | ACCOUNTS PAYABLE CHECK |
| 1907744 | 10/26/2023 | ADVANCE AUTO PARTS | R | 229.90 | ACCOUNTS PAYABLE CHECK |
| 1907745 | 10/26/2023 | AMAZON CAPITAL SERVICES | V | 0.00 | VOID: MULTI STUB CHECK |
| 1907746 | 10/26/2023 | AMAZON CAPITAL SERVICES | R | 4295.43 | ACCOUNTS PAYABLE CHECK |
| 1907747 | 10/26/2023 | ANCHOR PAPER | R | 2988.00 | ACCOUNTS PAYABLE CHECK |
| 1907748 | 10/26/2023 | ANCHOR VINYL LLC | R | 150.00 | ACCOUNTS PAYABLE CHECK |

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INTERMEDIATE SCHOOL DISTRICT 917
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SELECTION CRITERIA: chkstat.rundate between '20230929' and '20231107'

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|---------|------------|-------------------------------------|---|----------|------------------------|
| 1907749 | 10/26/2023 | APPLE COMPUTER, INC | R | 1106.00 | ACCOUNTS PAYABLE CHECK |
| 1907750 | 10/26/2023 | CENTERPOINT ENERGY | R | 98.48 | ACCOUNTS PAYABLE CHECK |
| 1907751 | 10/26/2023 | CUB FOODS - APPLE VALLEY | R | 71.62 | ACCOUNTS PAYABLE CHECK |
| 1907752 | 10/26/2023 | DISTRICT 191 FOOD SERVICE | R | 1208.95 | ACCOUNTS PAYABLE CHECK |
| 1907753 | 10/26/2023 | HITESMANLAW, PA | R | 300.00 | ACCOUNTS PAYABLE CHECK |
| 1907754 | 10/26/2023 | IND SCH DIST 191 | R | 27937.46 | ACCOUNTS PAYABLE CHECK |
| 1907755 | 10/26/2023 | INVER HILLS COMMUNITY COLLEGE | R | 167.55 | ACCOUNTS PAYABLE CHECK |
| 1907756 | 10/26/2023 | LAB MIDWEST | R | 1008.00 | ACCOUNTS PAYABLE CHECK |
| 1907757 | 10/26/2023 | MALLOY, MONTAGUE, KARNOWSKI, RADOSE | R | 9500.00 | ACCOUNTS PAYABLE CHECK |
| 1907758 | 10/26/2023 | MIDWEST BUS PARTS INC | R | 147.35 | ACCOUNTS PAYABLE CHECK |
| 1907759 | 10/26/2023 | MDE-MCIS | R | 1770.00 | ACCOUNTS PAYABLE CHECK |
| 1907760 | 10/26/2023 | NOVA EDUCATION CONSULTANTS | R | 6510.00 | ACCOUNTS PAYABLE CHECK |
| 1907761 | 10/26/2023 | PELLICCI ACE HARDWARE EAGAN | R | 35.91 | ACCOUNTS PAYABLE CHECK |
| 1907762 | 10/26/2023 | PROCARE THERAPY | R | 12841.50 | ACCOUNTS PAYABLE CHECK |
| 1907763 | 10/26/2023 | ROSEMOUNT AUTO SERVICE | R | 1523.73 | ACCOUNTS PAYABLE CHECK |
| 1907764 | 10/26/2023 | SONOVA USA INC. | R | 537.98 | ACCOUNTS PAYABLE CHECK |
| 1907765 | 10/26/2023 | STEALTHWEAR PROTECTIVE CLOTHING INC | R | 139.90 | ACCOUNTS PAYABLE CHECK |
| 1907766 | 10/26/2023 | STICKS TREE SERVICE, INC | R | 1510.00 | ACCOUNTS PAYABLE CHECK |
| 1907767 | 10/26/2023 | STRATEGIC STAFFING SOLUTIONS | R | 16880.50 | ACCOUNTS PAYABLE CHECK |
| 1907768 | 10/26/2023 | SYSCO MINNESOTA | R | 22.48 | ACCOUNTS PAYABLE CHECK |
| 1907769 | 10/26/2023 | TEACHERS ON CALL | R | 15361.87 | ACCOUNTS PAYABLE CHECK |
| 1907770 | 10/26/2023 | ULTIMATE, SLP | R | 139.92 | ACCOUNTS PAYABLE CHECK |
| 1907771 | 10/31/2023 | WISCONSIN SCTF | R | 845.39 | ACCOUNTS PAYABLE CHECK |
| 1907772 | 10/31/2023 | 917 PROGRAM ASST EDU ASSOCIATION | R | 3626.42 | ACCOUNTS PAYABLE CHECK |
| 1907773 | 10/31/2023 | EDUCATION MINNESOTA, LOCAL 3904 | R | 8445.87 | ACCOUNTS PAYABLE CHECK |
| 1907774 | 10/31/2023 | FTC | R | 1548.33 | ACCOUNTS PAYABLE CHECK |
| 1907775 | 10/31/2023 | O.P.E.I.U., LOCAL 12 | R | 423.58 | ACCOUNTS PAYABLE CHECK |
| 1907776 | 10/31/2023 | RELATED SERVICES NURSES ESP | R | 163.32 | ACCOUNTS PAYABLE CHECK |
| 1907777 | 10/31/2023 | RIVERVIEW LAW OFFICE PLLC | R | 273.61 | ACCOUNTS PAYABLE CHECK |
| 1907778 | 10/31/2023 | BAYADA HOME HEALTH CARE | R | 2844.00 | ACCOUNTS PAYABLE CHECK |
| 1907779 | 10/31/2023 | BOUNCYBAND LLC | R | 82.98 | ACCOUNTS PAYABLE CHECK |
| 1907780 | 10/31/2023 | DEPARTMENT OF HUMAN SERVICES | R | 1812.00 | ACCOUNTS PAYABLE CHECK |
| 1907781 | 10/31/2023 | IND SCH DIST 191 | R | 5480.70 | ACCOUNTS PAYABLE CHECK |
| 1907782 | 10/31/2023 | IND SCH DIST 192 | R | 7598.54 | ACCOUNTS PAYABLE CHECK |
| 1907783 | 10/31/2023 | IND SCH DIST 194 | R | 10577.31 | ACCOUNTS PAYABLE CHECK |
| 1907784 | 10/31/2023 | IND SCH DIST 195 | R | 309.71 | ACCOUNTS PAYABLE CHECK |
| 1907785 | 10/31/2023 | IND SCH DIST 197 | R | 3830.24 | ACCOUNTS PAYABLE CHECK |
| 1907786 | 10/31/2023 | IND SCH DIST 199 | R | 3628.95 | ACCOUNTS PAYABLE CHECK |
| 1907787 | 10/31/2023 | IND SCH DIST 200 | R | 4108.15 | ACCOUNTS PAYABLE CHECK |
| 1907788 | 10/31/2023 | IND SCH DIST 271 | R | 6098.16 | ACCOUNTS PAYABLE CHECK |
| 1907789 | 10/31/2023 | MARCO INC | R | 124.71 | ACCOUNTS PAYABLE CHECK |
| 1907790 | 10/31/2023 | MN ASSOC OF SECONDARY SCHOOL PRINC | R | 700.00 | ACCOUNTS PAYABLE CHECK |
| 1907791 | 10/31/2023 | PACER CENTER INC | R | 200.00 | ACCOUNTS PAYABLE CHECK |
| 1907792 | 10/31/2023 | PROCARE THERAPY | R | 7984.00 | ACCOUNTS PAYABLE CHECK |
| 1907793 | 10/31/2023 | PROFESSIONAL WIRELESS COMMUNICATION | R | 200.00 | ACCOUNTS PAYABLE CHECK |
| 1907794 | 10/31/2023 | SCHMITTY & SONS | R | 796.40 | ACCOUNTS PAYABLE CHECK |
| 1907795 | 10/31/2023 | SCHOLASTIC, INC | R | 967.78 | ACCOUNTS PAYABLE CHECK |
| 1907796 | 10/31/2023 | SCHOOL SPECIALTY, LLC | R | 44.18 | ACCOUNTS PAYABLE CHECK |
| 1907797 | 10/31/2023 | SO. ST. PAUL SPECIAL SCHOOL DIST 6 | R | 2870.93 | ACCOUNTS PAYABLE CHECK |
| 1907798 | 10/31/2023 | SOUTHPAW ENTERPRISES | R | 80.00 | ACCOUNTS PAYABLE CHECK |
| 1907799 | 10/31/2023 | SQUIRES, WALDSPURGER & MACE, P.A. | R | 1007.92 | ACCOUNTS PAYABLE CHECK |
| 1907800 | 10/31/2023 | STEINBRECHER PAINTING, INC | R | 3400.00 | ACCOUNTS PAYABLE CHECK |
| 1907801 | 10/31/2023 | TEACHERS ON CALL | R | 4154.01 | ACCOUNTS PAYABLE CHECK |
| 1907802 | 11/03/2023 | COYLE APPLIANCE REPAIR | R | 411.00 | ACCOUNTS PAYABLE CHECK |
| 1907803 | 11/03/2023 | FRONTIER COMMUNICATIONS | R | 518.59 | ACCOUNTS PAYABLE CHECK |
| 1907804 | 11/03/2023 | SAM'S CLUB/SYNCHRONY BANK | R | 644.67 | ACCOUNTS PAYABLE CHECK |

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INTERMEDIATE SCHOOL DISTRICT 917
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SELECTION CRITERIA: chkstat.rundate between '20230929' and '20231107'

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|-----------|------------|-------------------------------------|---|----------|--------------------------|
| 1907805 | 11/03/2023 | SONOVA USA INC. | R | 189.99 | ACCOUNTS PAYABLE CHECK |
| 1907806 | 11/03/2023 | SYSCO MINNESOTA | R | 998.46 | ACCOUNTS PAYABLE CHECK |
| 1907807 | 11/03/2023 | XCEL ENERGY | R | 10287.98 | ACCOUNTS PAYABLE CHECK |
| *V4001997 | 10/10/2023 | 58 CREATIVITY | R | 291.43 | ACCOUNTS PAYABLE VOUCHER |
| *V4001998 | 10/10/2023 | BEND SHAPE MASK, LLC | R | 236.99 | ACCOUNTS PAYABLE VOUCHER |
| *V4001999 | 10/10/2023 | BOSTON CHILDRENS HOSPITAL WALTHAM | R | 180.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002000 | 10/10/2023 | WELLS FARGO | R | 6552.52 | ACCOUNTS PAYABLE VOUCHER |
| *V4002001 | 10/10/2023 | CITY OF INVER GROVE HTS | R | 496.36 | ACCOUNTS PAYABLE VOUCHER |
| *V4002002 | 10/10/2023 | COMMUNITY WORKS | R | 612.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002003 | 10/10/2023 | CRAGUNS LODGE & CONFERENCE CTR | R | 463.94 | ACCOUNTS PAYABLE VOUCHER |
| *V4002004 | 10/10/2023 | DISCOUNT SCHOOL SUPPLY | R | 65.55 | ACCOUNTS PAYABLE VOUCHER |
| *V4002005 | 10/10/2023 | DISCOVERY EDUCATION, INC | R | 23442.60 | ACCOUNTS PAYABLE VOUCHER |
| *V4002006 | 10/10/2023 | EVENTBRITE | R | 195.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002007 | 10/10/2023 | FUN AND FUNCTION | R | 357.42 | ACCOUNTS PAYABLE VOUCHER |
| *V4002008 | 10/10/2023 | GOOD LITE COMPANY | R | 464.75 | ACCOUNTS PAYABLE VOUCHER |
| *V4002009 | 10/10/2023 | HEALTHIEST YOU | R | 3290.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002010 | 10/10/2023 | IMAGINE LEARNING LLC | R | 2400.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002011 | 10/10/2023 | INNOVATIVE OFFICE SOLUTIONS | R | 4191.37 | ACCOUNTS PAYABLE VOUCHER |
| *V4002012 | 10/10/2023 | INTEGRATED PROTECTION SYSTEMS | R | 3405.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002013 | 10/10/2023 | LAKESHORE LEARNING MATERIALS | R | 601.30 | ACCOUNTS PAYABLE VOUCHER |
| *V4002014 | 10/10/2023 | MAD HATTER WELLNESS, LLC | R | 225.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002015 | 10/10/2023 | MASE | R | 319.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002016 | 10/10/2023 | MAXI AIDS, INC | R | 1367.65 | ACCOUNTS PAYABLE VOUCHER |
| *V4002017 | 10/10/2023 | MINNESOTA READING ASSOCIATION | R | 175.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002018 | 10/10/2023 | MNABA | R | 934.50 | ACCOUNTS PAYABLE VOUCHER |
| *V4002019 | 10/10/2023 | MSSWA | R | 1065.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002020 | 10/10/2023 | NAVIGATE360, LLC | R | 230.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002021 | 10/10/2023 | SHEEHAN'S OFFICE INTERIORS INC | R | 984.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002022 | 10/10/2023 | PITNEY BOWES | R | 65.97 | ACCOUNTS PAYABLE VOUCHER |
| *V4002023 | 10/10/2023 | PROFESSIONAL CRISIS MANAGEMENT ASSO | R | 52.50 | ACCOUNTS PAYABLE VOUCHER |
| *V4002024 | 10/10/2023 | REALLY GOOD STUFF | R | 22.49 | ACCOUNTS PAYABLE VOUCHER |
| *V4002025 | 10/10/2023 | SCHOOL NURSE SUPPLY | R | 148.40 | ACCOUNTS PAYABLE VOUCHER |
| *V4002026 | 10/10/2023 | SOCIAL THINKING | R | 296.66 | ACCOUNTS PAYABLE VOUCHER |
| *V4002027 | 10/10/2023 | SOUTHPAW ENTERPRISES | R | 31.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002028 | 10/10/2023 | THE HOME DEPOT PRO | R | 1892.82 | ACCOUNTS PAYABLE VOUCHER |
| *V4002029 | 10/10/2023 | THERAPY NOTES, LLC | R | 325.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002030 | 10/10/2023 | UNITED STATES POSTAL OFFICE | R | 66.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002031 | 10/10/2023 | UNIVERSAL CLEANING SERVICES | R | 10802.13 | ACCOUNTS PAYABLE VOUCHER |
| *V4002032 | 10/10/2023 | WESTONE LABORATORIES INC. | R | 235.77 | ACCOUNTS PAYABLE VOUCHER |
| *V4002033 | 11/07/2023 | AMERICAN SOCIETY FOR DEAF CHILDREN | R | 104.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002034 | 11/07/2023 | ARROWWOOD LODGE AT BRAINERD LAKES | R | 932.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002035 | 11/07/2023 | ASSN FOR CAREER AND TECH EDUC | R | 1200.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002036 | 11/07/2023 | WELLS FARGO | R | 5930.67 | ACCOUNTS PAYABLE VOUCHER |
| *V4002037 | 11/07/2023 | CITY OF APPLE VALLEY | R | 1814.75 | ACCOUNTS PAYABLE VOUCHER |
| *V4002038 | 11/07/2023 | CITY OF INVER GROVE HTS | R | 462.16 | ACCOUNTS PAYABLE VOUCHER |
| *V4002039 | 11/07/2023 | LOVING GUIDANCE INC | R | 261.99 | ACCOUNTS PAYABLE VOUCHER |
| *V4002040 | 11/07/2023 | DEMCO EDUC CORP | R | 81.32 | ACCOUNTS PAYABLE VOUCHER |
| *V4002041 | 11/07/2023 | DIGITAL INSPIRATION | R | 99.90 | ACCOUNTS PAYABLE VOUCHER |
| *V4002042 | 11/07/2023 | DUNGAREES, LLC | R | 161.98 | ACCOUNTS PAYABLE VOUCHER |
| *V4002043 | 11/07/2023 | GOPHER SPORT | R | 1533.06 | ACCOUNTS PAYABLE VOUCHER |
| *V4002044 | 11/07/2023 | HEALTHIEST YOU | R | 3280.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002045 | 11/07/2023 | IDEO U | R | 100.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002046 | 11/07/2023 | INNOVATIVE OFFICE SOLUTIONS | V | 0.00 | VOID: MULTI STUB VOUCHER |
| *V4002047 | 11/07/2023 | INNOVATIVE OFFICE SOLUTIONS | R | 6860.03 | ACCOUNTS PAYABLE VOUCHER |
| *V4002048 | 11/07/2023 | LAKESHORE LEARNING MATERIALS | R | 295.73 | ACCOUNTS PAYABLE VOUCHER |
| *V4002049 | 11/07/2023 | MAD HATTER WELLNESS, LLC | R | 555.00 | ACCOUNTS PAYABLE VOUCHER |

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| *V4002050 | 11/07/2023 | MADDEN BROTHERS, INC | R | 238.38 | ACCOUNTS PAYABLE VOUCHER |
| *V4002051 | 11/07/2023 | MASE | R | 500.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002052 | 11/07/2023 | MASPA/STATE NEGOTIATORS | R | 40.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002053 | 11/07/2023 | MAXIM HEALTHCARE STAFFING | V | 0.00 | VOID: MULTI STUB VOUCHER |
| *V4002054 | 11/07/2023 | MAXIM HEALTHCARE STAFFING | R | 38790.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002055 | 11/07/2023 | MCKESSON MEDICAL | R | 1342.67 | ACCOUNTS PAYABLE VOUCHER |
| *V4002056 | 11/07/2023 | MENARDS | R | 3538.11 | ACCOUNTS PAYABLE VOUCHER |
| *V4002057 | 11/07/2023 | MINNETESOL | R | 205.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002058 | 11/07/2023 | MN EARTH SCIENCE TEACHERS ASSOC. | R | 120.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002059 | 11/07/2023 | MINN SCHOOL COUSELORS ASSOCIATION | R | 350.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002060 | 11/07/2023 | PEARSON ASSESSMENT/NCS PEARSON | R | 200.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002061 | 11/07/2023 | PRO-ED, INC | R | 88.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002062 | 11/07/2023 | PROFESSIONAL CRISIS MANAGEMENT ASSO | R | 175.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002063 | 11/07/2023 | RELIABLE MEDICAL | R | 2426.40 | ACCOUNTS PAYABLE VOUCHER |
| *V4002064 | 11/07/2023 | SCHOOL NURSE SUPPLY | R | 600.95 | ACCOUNTS PAYABLE VOUCHER |
| *V4002065 | 11/07/2023 | SCHOOL SPECIALTY, LLC | R | 755.85 | ACCOUNTS PAYABLE VOUCHER |
| *V4002066 | 11/07/2023 | SOUTHPAW ENTERPRISES | R | 181.09 | ACCOUNTS PAYABLE VOUCHER |
| *V4002067 | 11/07/2023 | STRONGER TREES, INC | R | 40.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002068 | 11/07/2023 | SUPER DUPER SCHOOL CO | R | 199.95 | ACCOUNTS PAYABLE VOUCHER |
| *V4002069 | 11/07/2023 | THE HOME DEPOT PRO | R | 5800.54 | ACCOUNTS PAYABLE VOUCHER |
| *V4002070 | 11/07/2023 | THE INN | R | 261.92 | ACCOUNTS PAYABLE VOUCHER |
| *V4002071 | 11/07/2023 | TRANE U.S. INC. | R | 4239.00 | ACCOUNTS PAYABLE VOUCHER |
| *V4002072 | 11/07/2023 | ULTIMATE, SLP | R | 139.92 | ACCOUNTS PAYABLE VOUCHER |
| *V4002073 | 11/07/2023 | UNIVERSAL CLEANING SERVICES | R | 10802.13 | ACCOUNTS PAYABLE VOUCHER |
| *V4002074 | 11/07/2023 | INTRADO INTERACTIVE SERVICES CORP. | R | 1447.86 | ACCOUNTS PAYABLE VOUCHER |
| *V4002075 | 11/07/2023 | WESTONE LABORATORIES INC. | R | 738.39 | ACCOUNTS PAYABLE VOUCHER |
| *V6606230 | 10/19/2023 | ANGELA ELIZABETH ADELMANN | R | 46.51 | ACCOUNTS PAYABLE VOUCHER |
| *V6606231 | 10/19/2023 | MARTHA JOAN ALLEN | R | 195.85 | ACCOUNTS PAYABLE VOUCHER |
| *V6606232 | 10/19/2023 | ANN CATHERINE ALLEN | R | 264.62 | ACCOUNTS PAYABLE VOUCHER |
| *V6606233 | 10/19/2023 | DAVID ANDERSON | R | 15.72 | ACCOUNTS PAYABLE VOUCHER |
| *V6606234 | 10/19/2023 | ELIZABETH SHAWL ANNONI | R | 93.02 | ACCOUNTS PAYABLE VOUCHER |
| *V6606235 | 10/19/2023 | MELISSA L ARMBRUST | R | 411.34 | ACCOUNTS PAYABLE VOUCHER |
| *V6606236 | 10/19/2023 | GINA MARIE ASHLEY | R | 11.79 | ACCOUNTS PAYABLE VOUCHER |
| *V6606237 | 10/19/2023 | KIM MARIE AUSTIN | R | 248.90 | ACCOUNTS PAYABLE VOUCHER |
| *V6606238 | 10/19/2023 | KEITH JAMES BARTHOLOMAUS | R | 223.37 | ACCOUNTS PAYABLE VOUCHER |
| *V6606239 | 10/19/2023 | THOMAS RICHARD BENNETT | R | 22.27 | ACCOUNTS PAYABLE VOUCHER |
| *V6606240 | 10/19/2023 | LINDA JO BERG | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606241 | 10/19/2023 | STEPHANIE BETLEY | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606242 | 10/19/2023 | MICHAEL JASON BIBRO | R | 637.59 | ACCOUNTS PAYABLE VOUCHER |
| *V6606243 | 10/19/2023 | PAIGE ELIZABETH BJERKE | R | 41.92 | ACCOUNTS PAYABLE VOUCHER |
| *V6606244 | 10/19/2023 | AMANDA JO BOEHMER | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606245 | 10/19/2023 | LOREEN M. BOHNERT | R | 69.24 | ACCOUNTS PAYABLE VOUCHER |
| *V6606246 | 10/19/2023 | TARA LYNN BRENNER | R | 6.55 | ACCOUNTS PAYABLE VOUCHER |
| *V6606247 | 10/19/2023 | MATTHEW KYLE BRUNS | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606248 | 10/19/2023 | DON JAMES BUDACH | R | 283.88 | ACCOUNTS PAYABLE VOUCHER |
| *V6606249 | 10/19/2023 | MICHAEL ROBERT BURGIO | R | 7.21 | ACCOUNTS PAYABLE VOUCHER |
| *V6606250 | 10/19/2023 | JESSICA DAWN CHAMBLIN | R | 343.42 | ACCOUNTS PAYABLE VOUCHER |
| *V6606251 | 10/19/2023 | LESLEY ANNE CHESTER | R | 17.03 | ACCOUNTS PAYABLE VOUCHER |
| *V6606252 | 10/19/2023 | BETHANY LEIGH CHRISTIANSON | R | 21.62 | ACCOUNTS PAYABLE VOUCHER |
| *V6606253 | 10/19/2023 | EMILY MARGARET MATULA | R | 294.10 | ACCOUNTS PAYABLE VOUCHER |
| *V6606254 | 10/19/2023 | FRANCESCA COLLIGNON | R | 113.97 | ACCOUNTS PAYABLE VOUCHER |
| *V6606255 | 10/19/2023 | CRAIG ALAN CURTIS | R | 495.45 | ACCOUNTS PAYABLE VOUCHER |
| *V6606256 | 10/19/2023 | JEANNE MARIE D'ALOIA | R | 91.70 | ACCOUNTS PAYABLE VOUCHER |
| *V6606257 | 10/19/2023 | PEARL SUSAN DEVENOW | R | 151.96 | ACCOUNTS PAYABLE VOUCHER |
| *V6606258 | 10/19/2023 | CHRISTOPHER GORDON DEVINE | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606259 | 10/19/2023 | MARY KAY DISTAD | R | 23.58 | ACCOUNTS PAYABLE VOUCHER |

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| *V6606260 | 10/19/2023 | SHAE K ELLIOTT | R | 693.95 | ACCOUNTS PAYABLE VOUCHER |
| *V6606261 | 10/19/2023 | KATHERINE DIANE ENGEL | R | 85.15 | ACCOUNTS PAYABLE VOUCHER |
| *V6606262 | 10/19/2023 | JONI KAY ERIE | R | 17.36 | ACCOUNTS PAYABLE VOUCHER |
| *V6606263 | 10/19/2023 | MICHAEL LEONARD FAVOR | R | 99.56 | ACCOUNTS PAYABLE VOUCHER |
| *V6606264 | 10/19/2023 | WENDY CATHERINE FELTON | R | 18.34 | ACCOUNTS PAYABLE VOUCHER |
| *V6606265 | 10/19/2023 | AMANDA FERNELIUS | R | 46.51 | ACCOUNTS PAYABLE VOUCHER |
| *V6606266 | 10/19/2023 | ANGELITA LEE FLEMING | R | 80.57 | ACCOUNTS PAYABLE VOUCHER |
| *V6606267 | 10/19/2023 | SHERILYN FAYE FRISQUE | R | 461.79 | ACCOUNTS PAYABLE VOUCHER |
| *V6606268 | 10/19/2023 | ADAM R GHORMLEY | R | 216.41 | ACCOUNTS PAYABLE VOUCHER |
| *V6606269 | 10/19/2023 | CHRISTINA ANN GILLARD | R | 91.70 | ACCOUNTS PAYABLE VOUCHER |
| *V6606270 | 10/19/2023 | MEGAN KRISTINE HAROLDSON | R | 253.22 | ACCOUNTS PAYABLE VOUCHER |
| *V6606271 | 10/19/2023 | LEAH HANISCH HARRIS | R | 51.09 | ACCOUNTS PAYABLE VOUCHER |
| *V6606272 | 10/19/2023 | LISA HEDIN | R | 22.93 | ACCOUNTS PAYABLE VOUCHER |
| *V6606273 | 10/19/2023 | JANA LEE HEIDEMANN | R | 127.07 | ACCOUNTS PAYABLE VOUCHER |
| *V6606274 | 10/19/2023 | HEIDI LEE HELM | R | 81.68 | ACCOUNTS PAYABLE VOUCHER |
| *V6606275 | 10/19/2023 | PETER ALLYN HENDRICKS | R | 465.71 | ACCOUNTS PAYABLE VOUCHER |
| *V6606276 | 10/19/2023 | KATHLEEN ELLEN HENRY | R | 27.51 | ACCOUNTS PAYABLE VOUCHER |
| *V6606277 | 10/19/2023 | SARA ASHLEY HENRY | R | 736.88 | ACCOUNTS PAYABLE VOUCHER |
| *V6606278 | 10/19/2023 | JENNIFER AMY HETLAND | R | 211.18 | ACCOUNTS PAYABLE VOUCHER |
| *V6606279 | 10/19/2023 | MELISSA ROCHELL HO | R | 193.69 | ACCOUNTS PAYABLE VOUCHER |
| *V6606280 | 10/19/2023 | JUSTIN DAVID HOELSCHER | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606281 | 10/19/2023 | DENISE ERIN HORVATH | R | 7.86 | ACCOUNTS PAYABLE VOUCHER |
| *V6606282 | 10/19/2023 | KATE SCHNEEWEIS HULSE | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606283 | 10/19/2023 | SARAH CAITLIN IDEEN | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606284 | 10/19/2023 | JULIE CHRISTINE ILLA | R | 8.52 | ACCOUNTS PAYABLE VOUCHER |
| *V6606285 | 10/19/2023 | COURTNEY ELIZABETH INMAN | R | 70.74 | ACCOUNTS PAYABLE VOUCHER |
| *V6606286 | 10/19/2023 | CINDY LOU JACOBS | R | 92.36 | ACCOUNTS PAYABLE VOUCHER |
| *V6606287 | 10/19/2023 | AMY TAMARAH WOLF KAUFMAN | R | 227.29 | ACCOUNTS PAYABLE VOUCHER |
| *V6606288 | 10/19/2023 | BEVIN ANNE KILPATRICK | R | 4.65 | ACCOUNTS PAYABLE VOUCHER |
| *V6606289 | 10/19/2023 | JENNIFER M. KLAUSTERMEIER | R | 481.07 | ACCOUNTS PAYABLE VOUCHER |
| *V6606290 | 10/19/2023 | LORI ANN KLEIN | R | 228.86 | ACCOUNTS PAYABLE VOUCHER |
| *V6606291 | 10/19/2023 | APRIL NOEL LAFLEX | R | 8.97 | ACCOUNTS PAYABLE VOUCHER |
| *V6606292 | 10/19/2023 | DANIELLE MARIE LAFRANCE-WARNKE | R | 20.31 | ACCOUNTS PAYABLE VOUCHER |
| *V6606293 | 10/19/2023 | CORY LEE LANGENFELD | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606294 | 10/19/2023 | BETSY SUE LARSEN | R | 52.40 | ACCOUNTS PAYABLE VOUCHER |
| *V6606295 | 10/19/2023 | SARAH MARIE LUDEWIG | R | 115.94 | ACCOUNTS PAYABLE VOUCHER |
| *V6606296 | 10/19/2023 | ERIN JEAN MAHNKE | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606297 | 10/19/2023 | CATHLEEN CAROL MATTICE | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606298 | 10/19/2023 | EMMA IRENE KAE MAYES | R | 337.92 | ACCOUNTS PAYABLE VOUCHER |
| *V6606299 | 10/19/2023 | TAYLOR L MCELLIGOTT | R | 9.83 | ACCOUNTS PAYABLE VOUCHER |
| *V6606300 | 10/19/2023 | SHANNON F BRENNAN | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606301 | 10/19/2023 | BOBBI J MEADOR | R | 9.17 | ACCOUNTS PAYABLE VOUCHER |
| *V6606302 | 10/19/2023 | KRISTIN M MESSING | R | 8.52 | ACCOUNTS PAYABLE VOUCHER |
| *V6606303 | 10/19/2023 | MERRIBETH MILLER | R | 36.03 | ACCOUNTS PAYABLE VOUCHER |
| *V6606304 | 10/19/2023 | MACHAYLA T MILLHOUSE | R | 24.24 | ACCOUNTS PAYABLE VOUCHER |
| *V6606305 | 10/19/2023 | EMILY ANNE MOULTON | R | 33.40 | ACCOUNTS PAYABLE VOUCHER |
| *V6606306 | 10/19/2023 | JENNA ANN NACE | R | 186.03 | ACCOUNTS PAYABLE VOUCHER |
| *V6606307 | 10/19/2023 | JO ANN MARISKA NAGY | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606308 | 10/19/2023 | RACHEL LOIS NASAL | R | 6.55 | ACCOUNTS PAYABLE VOUCHER |
| *V6606309 | 10/19/2023 | CINDY L NORDSTROM | R | 11.14 | ACCOUNTS PAYABLE VOUCHER |
| *V6606310 | 10/19/2023 | RACHEL ERIN NOVY | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606311 | 10/19/2023 | JACKIE MARIE PAULEY | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606312 | 10/19/2023 | BRITT EMILY PENNINGTON | R | 14.41 | ACCOUNTS PAYABLE VOUCHER |
| *V6606313 | 10/19/2023 | AMANDA LYNN PETERS | R | 213.99 | ACCOUNTS PAYABLE VOUCHER |
| *V6606314 | 10/19/2023 | JENNIFER MAE PETERSEN | R | 189.10 | ACCOUNTS PAYABLE VOUCHER |
| *V6606315 | 10/19/2023 | BROOKE ALLYSON PETERSON | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |

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| *V6606317 | 10/19/2023 | JESSICA RAE RANDOL | R | 60.92 | ACCOUNTS PAYABLE VOUCHER |
| *V6606318 | 10/19/2023 | MELANIE LAVONNE REINARDY | R | 15.52 | ACCOUNTS PAYABLE VOUCHER |
| *V6606319 | 10/19/2023 | WENDI MARLAINA RENKEN | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606320 | 10/19/2023 | AMY SUE RIESGRAF | R | 17.03 | ACCOUNTS PAYABLE VOUCHER |
| *V6606321 | 10/19/2023 | MELANIE ANN RIX | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606322 | 10/19/2023 | TERRANCE ROBERSON | R | 85.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606323 | 10/19/2023 | NICOLLE KATHERINE ROUSH | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606324 | 10/19/2023 | SARAH CATHERINE ROWLEY | R | 197.81 | ACCOUNTS PAYABLE VOUCHER |
| *V6606325 | 10/19/2023 | EMILY ANN RYAN | R | 62.23 | ACCOUNTS PAYABLE VOUCHER |
| *V6606326 | 10/19/2023 | KRISTA J SARFF | R | 85.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606327 | 10/19/2023 | MELISSA RAE SCHALLER | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606328 | 10/19/2023 | IRENE ELIZABETH SCHULTZ-ALBERT | R | 200.43 | ACCOUNTS PAYABLE VOUCHER |
| *V6606329 | 10/19/2023 | BYRON LEITH SCHWAB | R | 19.65 | ACCOUNTS PAYABLE VOUCHER |
| *V6606330 | 10/19/2023 | LAURA SCHWANZ | R | 11.79 | ACCOUNTS PAYABLE VOUCHER |
| *V6606331 | 10/19/2023 | NANCY B SCHWARTZ | R | 85.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606332 | 10/19/2023 | ROLAND ARTHUR SESSIONS III | R | 193.88 | ACCOUNTS PAYABLE VOUCHER |
| *V6606333 | 10/19/2023 | SYDNEY BROOKE SEUFER | R | 2.62 | ACCOUNTS PAYABLE VOUCHER |
| *V6606334 | 10/19/2023 | LYNETTE C. SPURGIN | R | 11.13 | ACCOUNTS PAYABLE VOUCHER |
| *V6606335 | 10/19/2023 | COREY S STOCCO | R | 22.27 | ACCOUNTS PAYABLE VOUCHER |
| *V6606336 | 10/19/2023 | HEATHER LYNN STOESZ | R | 18.34 | ACCOUNTS PAYABLE VOUCHER |
| *V6606337 | 10/19/2023 | DAVID LEON STOLL | R | 77.95 | ACCOUNTS PAYABLE VOUCHER |
| *V6606338 | 10/19/2023 | AMY LYNN SWANEY | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606339 | 10/19/2023 | TAELYN R SWENSON | R | 85.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606340 | 10/19/2023 | KAYLEEN LAVONNE TAFFE | R | 156.55 | ACCOUNTS PAYABLE VOUCHER |
| *V6606341 | 10/19/2023 | SONIA LYNN TENDRICH | R | 203.44 | ACCOUNTS PAYABLE VOUCHER |
| *V6606342 | 10/19/2023 | TAYLOR MAY LOVIN | R | 90.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606343 | 10/19/2023 | GRETCHEN ANN TOAY | R | 9.17 | ACCOUNTS PAYABLE VOUCHER |
| *V6606344 | 10/19/2023 | SHANYN NICOLE TUFTEE | R | 187.79 | ACCOUNTS PAYABLE VOUCHER |
| *V6606345 | 10/19/2023 | JOHN NATHAN VOLKERT | R | 516.80 | ACCOUNTS PAYABLE VOUCHER |
| *V6606346 | 10/19/2023 | JANEL LYNN VRIEZE | R | 81.48 | ACCOUNTS PAYABLE VOUCHER |
| *V6606347 | 10/19/2023 | GREGORY ALEXANDER WALETSKI | R | 157.20 | ACCOUNTS PAYABLE VOUCHER |
| *V6606348 | 10/19/2023 | ASHLEY LYNNETTE WARD | R | 510.90 | ACCOUNTS PAYABLE VOUCHER |
| *V6606349 | 10/19/2023 | AUDREY SUSAN WEILER | R | 35.37 | ACCOUNTS PAYABLE VOUCHER |
| *V6606350 | 10/19/2023 | CASANDRA JO WOOD | R | 4.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606351 | 10/19/2023 | SCOTT MICHAEL ZEHNDER | R | 45.00 | ACCOUNTS PAYABLE VOUCHER |
| *V6606352 | 10/19/2023 | MICHAEL PATRICK ZICKRICK | R | 44.54 | ACCOUNTS PAYABLE VOUCHER |
| *V7702867 | 09/29/2023 | MEDICA | R | 70124.05 | ACCOUNTS PAYABLE VOUCHER |
| *V7702868 | 09/29/2023 | MN CHILD SUPPORT PAYMENT CENTER | R | 220.80 | ACCOUNTS PAYABLE VOUCHER |
| *V7702869 | 09/29/2023 | AFLAC | R | 1244.10 | ACCOUNTS PAYABLE VOUCHER |
| *V7702870 | 09/29/2023 | AMERIPRISE FINANCIAL ADVISORS | R | 3722.20 | ACCOUNTS PAYABLE VOUCHER |
| *V7702871 | 09/29/2023 | AXA EQUITABLE LIFE INS CO | R | 1385.08 | ACCOUNTS PAYABLE VOUCHER |
| *V7702872 | 09/29/2023 | FIDELITY INVSTMT TAX-EX SVC CO | R | 5970.79 | ACCOUNTS PAYABLE VOUCHER |
| *V7702873 | 09/29/2023 | HEALTHQUITY, INC. | R | 28354.03 | ACCOUNTS PAYABLE VOUCHER |
| *V7702874 | 09/29/2023 | HORACE MANN LIFE INS | R | 591.66 | ACCOUNTS PAYABLE VOUCHER |
| *V7702875 | 09/29/2023 | INTERNAL REVENUE SERVICE | R | 220584.71 | ACCOUNTS PAYABLE VOUCHER |
| *V7702876 | 09/29/2023 | EDUCATION MN ESI BILLING TRUST | R | 4252.57 | ACCOUNTS PAYABLE VOUCHER |
| *V7702877 | 09/29/2023 | MN DEPT OF REVENUE | R | 37356.76 | ACCOUNTS PAYABLE VOUCHER |
| *V7702878 | 09/29/2023 | MN DEPT OF REVENUE(C) | R | 250.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702879 | 09/29/2023 | MN STATE RETIREMENT SYSTEM | R | 270.83 | ACCOUNTS PAYABLE VOUCHER |
| *V7702880 | 09/29/2023 | EXECUTIVE DIRECTOR | R | 51481.29 | ACCOUNTS PAYABLE VOUCHER |
| *V7702881 | 09/29/2023 | STATE TREASURER, TRA | R | 102704.81 | ACCOUNTS PAYABLE VOUCHER |
| *V7702882 | 09/29/2023 | VARIABLE ANNUITY LIFE INS CO | R | 4208.32 | ACCOUNTS PAYABLE VOUCHER |
| *V7702883 | 09/29/2023 | VOYA | R | 315.67 | ACCOUNTS PAYABLE VOUCHER |
| *V7702884 | 10/04/2023 | APPLE VALLEY ISD LLC | R | 42392.46 | ACCOUNTS PAYABLE VOUCHER |
| *V7702885 | 10/04/2023 | NATIONAL INSURANCE SERVICES OF WI, | R | 9520.03 | ACCOUNTS PAYABLE VOUCHER |

SOURCEWELL
DATE: 11/07/2023
TIME: 15:03:19

INTERMEDIATE SCHOOL DISTRICT 917
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 8
ACCTPA21
ACCOUNTING PERIOD: 5/24

SELECTION CRITERIA: chkstat.rundate between '20230929' and '20231107'

| | | | | | |
|--------------|------------|------------------------------------|---|------------|--------------------------|
| *V7702886 | 10/04/2023 | SE ISD, DST | R | 79428.65 | ACCOUNTS PAYABLE VOUCHER |
| *V7702887 | 10/04/2023 | WAGeworks, INC | R | 65.45 | ACCOUNTS PAYABLE VOUCHER |
| *V7702888 | 10/05/2023 | FIDELITY SECURITY LIFE INS CO | R | 2262.54 | ACCOUNTS PAYABLE VOUCHER |
| *V7702889 | 10/05/2023 | MEDICA | R | 85723.97 | ACCOUNTS PAYABLE VOUCHER |
| *V7702890 | 10/05/2023 | WAGeworks, INC | R | 1232.50 | ACCOUNTS PAYABLE VOUCHER |
| *V7702891 | 10/16/2023 | MEDICA | R | 68153.83 | ACCOUNTS PAYABLE VOUCHER |
| *V7702892 | 10/16/2023 | MEDICA | R | 64480.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702893 | 10/16/2023 | MN CHILD SUPPORT PAYMENT CENTER | R | 220.80 | ACCOUNTS PAYABLE VOUCHER |
| *V7702894 | 10/16/2023 | AMERIPRISE FINANCIAL ADVISORS | R | 8100.77 | ACCOUNTS PAYABLE VOUCHER |
| *V7702895 | 10/16/2023 | AXA EQUITABLE LIFE INS CO | R | 3876.79 | ACCOUNTS PAYABLE VOUCHER |
| *V7702896 | 10/16/2023 | FIDELITY INVSTMT TAX-EX SVC CO | R | 11318.81 | ACCOUNTS PAYABLE VOUCHER |
| *V7702897 | 10/16/2023 | HEALTHQUITY, INC. | R | 28138.62 | ACCOUNTS PAYABLE VOUCHER |
| *V7702898 | 10/16/2023 | HORACE MANN LIFE INS | R | 2206.66 | ACCOUNTS PAYABLE VOUCHER |
| *V7702899 | 10/16/2023 | INTERNAL REVENUE SERVICE | R | 218572.18 | ACCOUNTS PAYABLE VOUCHER |
| *V7702900 | 10/16/2023 | EDUCATION MN ESI BILLING TRUST | R | 11111.37 | ACCOUNTS PAYABLE VOUCHER |
| *V7702901 | 10/16/2023 | MN DEPT OF REVENUE | R | 36797.19 | ACCOUNTS PAYABLE VOUCHER |
| *V7702902 | 10/16/2023 | MN DEPT OF REVENUE(C) | R | 250.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702903 | 10/16/2023 | MN STATE RETIREMENT SYSTEM | R | 1208.33 | ACCOUNTS PAYABLE VOUCHER |
| *V7702904 | 10/16/2023 | EXECUTIVE DIRECTOR | R | 52045.55 | ACCOUNTS PAYABLE VOUCHER |
| *V7702905 | 10/16/2023 | STATE TREASURER, TRA | R | 103428.67 | ACCOUNTS PAYABLE VOUCHER |
| *V7702906 | 10/16/2023 | VARIABLE ANNUITY LIFE INS CO | R | 11164.64 | ACCOUNTS PAYABLE VOUCHER |
| *V7702907 | 10/16/2023 | VOYA | R | 1235.69 | ACCOUNTS PAYABLE VOUCHER |
| *V7702908 | 10/23/2023 | DELTA DENTAL OF MINNESOTA | R | 32283.88 | ACCOUNTS PAYABLE VOUCHER |
| *V7702909 | 10/23/2023 | MEDICA | R | 37534.67 | ACCOUNTS PAYABLE VOUCHER |
| *V7702910 | 10/23/2023 | MN DEPT OF EMPLOYMENT & ECON DEV. | R | 206195.25 | ACCOUNTS PAYABLE VOUCHER |
| *V7702911 | 10/30/2023 | MEDICA | R | 157779.68 | ACCOUNTS PAYABLE VOUCHER |
| *V7702912 | 10/30/2023 | WAGeworks, INC | R | 573.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702913 | 10/31/2023 | MN CHILD SUPPORT PAYMENT CENTER | R | 220.80 | ACCOUNTS PAYABLE VOUCHER |
| *V7702914 | 10/31/2023 | AFLAC | R | 1301.30 | ACCOUNTS PAYABLE VOUCHER |
| *V7702915 | 10/31/2023 | AMERIPRISE FINANCIAL ADVISORS | R | 8150.77 | ACCOUNTS PAYABLE VOUCHER |
| *V7702916 | 10/31/2023 | AXA EQUITABLE LIFE INS CO | R | 3876.79 | ACCOUNTS PAYABLE VOUCHER |
| *V7702917 | 10/31/2023 | FIDELITY INVSTMT TAX-EX SVC CO | R | 11568.81 | ACCOUNTS PAYABLE VOUCHER |
| *V7702918 | 10/31/2023 | HEALTHQUITY, INC. | R | 27875.17 | ACCOUNTS PAYABLE VOUCHER |
| *V7702919 | 10/31/2023 | HORACE MANN LIFE INS | R | 2206.66 | ACCOUNTS PAYABLE VOUCHER |
| *V7702920 | 10/31/2023 | INTERNAL REVENUE SERVICE | R | 222689.14 | ACCOUNTS PAYABLE VOUCHER |
| *V7702921 | 10/31/2023 | EDUCATION MN ESI BILLING TRUST | R | 11461.37 | ACCOUNTS PAYABLE VOUCHER |
| *V7702922 | 10/31/2023 | MN DEPT OF REVENUE | R | 37555.10 | ACCOUNTS PAYABLE VOUCHER |
| *V7702923 | 10/31/2023 | MN DEPT OF REVENUE(C) | R | 250.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702924 | 10/31/2023 | MN STATE RETIREMENT SYSTEM | R | 1770.83 | ACCOUNTS PAYABLE VOUCHER |
| *V7702925 | 10/31/2023 | EXECUTIVE DIRECTOR | R | 53088.09 | ACCOUNTS PAYABLE VOUCHER |
| *V7702926 | 10/31/2023 | STATE TREASURER, TRA | R | 102048.96 | ACCOUNTS PAYABLE VOUCHER |
| *V7702927 | 10/31/2023 | VARIABLE ANNUITY LIFE INS CO | R | 10602.14 | ACCOUNTS PAYABLE VOUCHER |
| *V7702928 | 10/31/2023 | VOYA | R | 1235.69 | ACCOUNTS PAYABLE VOUCHER |
| *V7702929 | 11/01/2023 | APPLE VALLEY ISD LLC | R | 42392.46 | ACCOUNTS PAYABLE VOUCHER |
| *V7702930 | 11/01/2023 | SE ISD, DST | R | 82689.32 | ACCOUNTS PAYABLE VOUCHER |
| *V7702931 | 11/03/2023 | MEDICA | R | 33984.05 | ACCOUNTS PAYABLE VOUCHER |
| *V7702932 | 11/03/2023 | NATIONAL INSURANCE SERVICES OF WI, | R | 8731.53 | ACCOUNTS PAYABLE VOUCHER |
| *V7702933 | 11/03/2023 | WA DEPT OF LABOR & INDUSTRIES | R | 492.57 | ACCOUNTS PAYABLE VOUCHER |
| *V7702934 | 11/03/2023 | WA DEPT OF REVENUE | R | 50.00 | ACCOUNTS PAYABLE VOUCHER |
| *V7702935 | 11/03/2023 | WAGeworks, INC | R | 65.45 | ACCOUNTS PAYABLE VOUCHER |
| TOTAL FUND | | | | 3201668.29 | |
| TOTAL REPORT | | | | 3201668.29 | |



Intermediate School District 917

Purposeful. Personalized. Partners.

1300 145th Street East, Rosemount, MN 55068

(651) 423-8229 * <http://www.isd917.org>

To: ISD 917 School Board Members
Michael Favor Superintendent

From: Nicolle Roush Executive Director of Business Services

Date: November 13, 2023

Re: District Revenue and Expenditures for your approval

Information:

- Enclosed for your review and approval are the fiscal year 2023 and 2024 revenue and expenditure budgets to be published in the board approved St. Paul Pioneer Press and will be posted to our ISD 917 website per Minn. Stat. section 123B.10.
- Information provided is based on the audited information for FY23 which will be presented to the board during the December 5th, 2023, board meeting. FY24 information is based on the adopted revenues and expenditures approved by the board on June 13, 2023
- FY23 operating fund balances came in higher than anticipated in comparison to the revised budget projection by an additional \$388,238 due to higher than anticipated FY22 special education tuition revenues calculated by MDE and higher than anticipated interest earnings from our investment accounts in FY23. Internal Service Fund balances came in higher than anticipated in comparison to the FY23 revised budget due to lower than projected medical claims.
- FY23 total operating expenditures increased by \$2,126,460 or 5.19% in comparison to the FY22 MDE expenditures reported.
- FY23 total ADM's served reporting experienced a decrease of (128.86) ADM's or (12.93%) in comparison to FY22. The decrease in ADM's is attributable to a decrease in our Alternative Learning Center's ADM's (85.48), Special Education ADM's (42.18) and our member school districts targeted services (.75) ADM's.
- FY23 total operating cost per ADM increased by \$8,553 or 20.81% as reported on MDE revenues and expenditures report which is due to the increase in operating expenditures as ADM's were declining.

ISD 917 Vision

Intermediate School District 917 models an innovative culture with diverse pathways serving students and families through equitable practices with highly trained staff.

ISD 917 Core Values

Collaboration * Empathy * Innovation * Stewardship * Communication * Integrity * Personalization * Equity *
Diversity



Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

District Revenues and Expenditures Budget for Fiscal Year (FY) 2023 and FY 2024

ED-00110-46

General Information: Minnesota Statutes 2021, section 123B.10, requires that every school board shall publish the subject data of this report.

| District Name: | | Intermediate School District 917 | | | | | District Number: | 0917-06 |
|-------------------------------|---------------------------------|--|---|------------------------------------|--|---|---------------------------------------|---------------|
| Fund | FY 2023 Beginning Fund Balances | FY 2023 Actual Revenues and Transfers In | FY 2023 Actual Expenditures and Transfers Out | June 30, 2023 Actual Fund Balances | FY 2024 Budget Revenues and Transfers In | FY 2024 Budget Expenditures and Transfers Out | June 30, 2024 Projected Fund Balances | |
| General Fund/Restricted | \$ 50,573 | \$ 1,747,634 | \$ 1,748,094 | \$ 50,113 | \$ 2,140,631 | \$ 2,146,639 | \$ 44,105 | |
| General Fund/Other | \$ 10,151,874 | \$ 41,192,382 | \$ 41,314,913 | \$ 10,029,344 | \$ 44,936,230 | \$ 45,479,152 | \$ 9,486,422 | |
| Food Service Fund | \$ 17,670 | \$ 131,987 | \$ 149,657 | \$ (0) | \$ 203,430 | \$ 203,430 | \$ (0) | |
| Community Service Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Building Construction Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Debt Service Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Trust Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Internal Service Fund | \$ 4,700,175 | | | \$ 5,827,548 | | | \$ 6,439,926 | |
| * OPEB Revocable Trust Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| OPEB Irrevocable Trust Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| OPEB Debt Service Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Total - All Funds | \$ 14,920,292 | \$ 43,072,002 | \$ 43,212,663 | \$ 15,907,004 | | \$ 47,829,221 | \$ 15,970,452 | |
| Long-Term Debt | | Current Statutory Operating Debt per Minnesota Statutes, section 123B.81 | | | | | | |
| Outstanding July 1, 2022 | \$ 6,630,000 | Amount of General Fund Deficit, if any, in excess of 2.5% of expenditures 06/30/2023 | | | | | \$ | - |
| Plus: New Issues | \$ - | | | | | | | |
| Less: Redemmed Issues | \$ 315,000 | Cost per student - Average Daily Membership (ADM) 06/30/2023 | | | | | | |
| Outstanding June 30, 2023 | \$ 6,315,000 | | | | | | | |
| Short-Term Debt | | Total Operating Expenditures | | | | | \$ | 43,084,798.04 |
| Certificates of Indebtedness | \$ - | FY 2023 Total ADM Served + Tuitioned Out ADM + Adjusted Extended ADM | | | | | | 867.77 |
| Other Short-Term Indebtedness | \$ - | FY 2023 Operating Cost per ADM | | | | | \$ | 49,650.02 |

The complete budget may be inspected upon request to the superintendent.

Comments:
FY23 audited data final submission due November 30, 2023. MN Department of Education. Due to special nature of our student population operating cost per ADM is not relevant for reporting purposes. FY24 data is based on adopted approved by the board on June 14, 2023.

* Other Post-Employment Benefits (OPEB)

Intermediate School District 917
Accounts Receivable Aged Report As of 10/31/23

| Member Districts | 31-60 Days | 61-90 Days | Over 90 Days | Totals |
|---------------------------|-------------------|-------------------|------------------------|------------------------|
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| | \$ - | \$ - | \$ - | \$ - |
| Totals | \$ - | \$ - | \$ - | \$ - |
| All Others | | | | |
| MDE | \$ - | \$ - | \$ 1,472,752.06 | \$ 1,472,752.06 |
| Misc employee receivables | \$ - | \$ - | \$ 3,956.58 | \$ 3,956.58 |
| 196 | \$ - | \$ - | \$ 1,636.32 | \$ 1,636.32 |
| 276 | \$ - | \$ - | \$ 840.40 | \$ 840.40 |
| 279 | \$ - | \$ - | \$ 3,019.73 | \$ 3,019.73 |
| 281 | \$ - | \$ - | \$ 2,563.12 | \$ 2,563.12 |
| 625 | \$ - | \$ - | \$ 3,148.18 | \$ 3,148.18 |
| | \$ - | \$ - | \$ - | \$ - |
| Totals | \$ - | \$ - | \$ 1,487,916.39 | \$ 1,487,916.39 |
| Grand Total | \$ - | \$ - | \$ 1,487,916.39 | \$ 1,487,916.39 |
| Total Receivables | | | | \$ 1,487,916.39 |

Prepared by: T. Welch



Intermediate School District 917

Purposeful. Personalized. Partners.

1300 145th Street East, Rosemount, MN 55068 (651) 423-8229 *

<http://www.isd917.org>

Dr. Michael Favor

TO: School Board

FROM: Dr. Michael Favor

DATE: November 14, 2023

RE: First reading and first and final readings on policies

The policy listed below is a first and final reading:

- **520 Student Surveys** – Statute changes
- **526 Hazing** – One change on page 3
- **531 Pledge of Allegiance** – no changes
- **550 School Resource Officer** – minimal changes
- **456 Substitute Instructional Pay Schedule** – minor changes.

The policies listed below are a first reading:

- **709 Student Transportation** – various changes
- **419 Commercial Tobacco Free environment; possession and use of commercial tobacco, etc.**
Many changes due to disposing of e-cigarettes

456 SUBSTITUTE INSTRUCTOR PAY SCHEDULE

I. Definition

A daily substitute teacher is a person hired to replace an absent teacher on a daily basis to cover the teacher's regular assignment for that day pursuant to the direction of the building principal or assigned supervisor.

A long-term substitute teacher is a person hired to replace an absent teacher on a long-term basis to cover the teacher's regular assignment performing all duties of the absent teacher pursuant to the direction of the building principal or assigned supervisor. ~~In accordance with Minn. Stat. section 179.03, a~~ **A** licensed long-term substitute shall be considered a long-term substitute when they are in the same position for 31 days or more.

II. Compensation

Daily substitute teachers shall be paid an established hourly rate consistent with the portion of the day actually worked or required by the payment policies if the District uses a contracted service.

Long-term substitute teachers will be paid as determined by the agreed upon placement on the teacher salary schedule.

The Board of Education shall annually approve the daily substitute hourly rate prior to the beginning of each school year.

III. Benefits

Regular daily ~~and long-term~~ teacher substitutes are not entitled to insurance benefits granted to ~~regular or part-time~~ **permanent** district teachers. Long-term substitute teachers **directly employed by the district** are eligible for ~~pro-rated~~ leave benefits **in accordance with Minnesota State Law and their long-term substitute contract with the district.**

IV. Internal Substitute Instructor

District 917 teachers assigned by their principal/supervisor to teach beyond their normal student contact hours shall be paid their hourly rate pro rata to the employee's contract for the additional student contact time.

District 917 program assistants with teacher licensure who agree to a substitute assignment for a short-term assignment shall be paid their program assistant's hourly rate or teacher daily substitute hourly rate whichever is greater. The program assistant will also maintain their insurance and leave benefits. When a program assistant agrees to a long-term substitute assignment, hourly pay will be determined by the agreed upon placement on the teacher salary schedule. The program assistant will also maintain their insurance and leave benefits when in a long-term teacher substitute assignment.

V. Summer School Substitute Instructor Pay

Summer school substitute instructors shall be paid the daily substitute teacher rate. District 917 contracted teachers who substitute during summer school sessions shall be paid their hourly rate pro rata to the employee's contract.

520 STUDENT SURVEYS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent **or guardian** for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in ~~his or her~~ **their** responses to a survey, the school district will take appropriate steps to ensure the

data is protected in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations Part 99.

- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

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

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent **or guardian**, to submit to a survey that reveals information concerning:
 - 1. political affiliations or beliefs of the student or the student's parent **or guardian**;
 - 2. mental and psychological problems of the student or the student's family;
 - 3. sex behavior or attitudes;
 - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
 - 5. critical appraisals of other individuals with whom respondents have close family relationships;
 - 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - 7. religious practices, affiliations, or beliefs of the student or the student's parent **or guardian**; or
 - 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections

IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents **or guardians**:

a. The right of a parent **or guardian** to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent **or guardian**'s request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent **or guardian** of a student to inspect, on request, any such survey.

c. The right of a parent **or guardian** of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent **or guardian** for such access within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 United States Code section 1400, *et seq.*).

e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for

that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.

- (1) “Personal information” means individually identifiable information including a student or parent **or guardian**’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
 - (a) college or other post-secondary education recruitment or military;
 - (b) book clubs, magazines, and programs providing access to low cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.
- (3) The right of a parent **or guardian** to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent **or**

guardian for reasonable access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents **or guardians** of students enrolled in or served by the school district.
 - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b. The notice will provide parents **or guardians** with an opportunity to opt out of participation in the following activities:
 - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
 - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
 - (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
 - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.
 - d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or

required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

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

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273, (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

Cross References: MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil
Records)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination,
Grievance Procedure and Process)

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.
- H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.
- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any

other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. "Student" means a student enrolled in a public school or a charter school.
- F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any person who believes ~~he or she has~~ **they have** been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately the school district human rights officer or alternates to a school district administrator. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

The program administrator or their designee, or the district human rights officer or an alternate is a person responsible for receiving reports of hazing. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform a program administrator immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves a program administrator, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The program administrator or human rights officer shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall

be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall inform the school district human rights officer or an administrator immediately. School district personnel who fail to inform the human rights officer or administrator of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, or work assignments, or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three (3) days of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

- A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 525 (Violence Prevention [Applicable to
Students and Staff])

*ISD 917 Policy 531 The Pledge of Allegiance
Board approved October 5, 2004
Board reviewed November 5, 2019
Board reviewed, first and final reading, November 14, 2023*

531 THE PLEDGE OF ALLEGIANCE

I. PURPOSE

The School Board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide guidance for the instructional staff and administration in conducting such instruction and to waive the requirement to recite the pledge during class.

II. GENERAL STATEMENT OF POLICY

Students in this school district are either in attendance on a part-time basis or for a full school day.

- A. In the case of part-time students, the pledge policy and the actual recitation of the pledge is within the purview of the resident school district where the students spend the majority of their instructional day. Therefore, the provisions of M.S. 121A.11 have already been satisfied.
- B. In the case of full-time students; the majority of these students are enrolled in either an alternative educational program or are students with disabilities including serious emotional or behavioral disabilities. In either case, it is the judgment of the School Board that regular recitation of the pledge of allegiance has the high probability of creating a serious disruption of the school day and could result in emotional trauma for some students.
- C. Therefore, it is the policy of this district that the requirement to recite the Pledge of Allegiance be waived.

III. INSTRUCTION

Notwithstanding the waiver under section II C of this policy, the Board expects all appropriate teaching staff to provide instruction in the proper respect for the flag and etiquette in its display and use.

Legal References: Minn. Stat. § 121A.11, subd. 3 (Pledge of Allegiance)
Minn. Stat. § 121A.11, subd. 4 (Instruction)

550 SCHOOL RESOURCE OFFICER DUTIES

I. PURPOSE

The purpose of this policy is to clarify the duties, responsibilities and limitations of the School Resource officer assigned to District 917.

II. POSITION ON DUTIES AND RESPONSIBILITIES OF SCHOOL RESOURCE OFFICER

The School Resource Officer is an employee of Dakota County Law Enforcement. It is the intent of the district that the School Resource Officer act in a cooperative role with district staff in addressing potential criminal issues and security issues that arise within the district, as well as providing school safety and education about law enforcement systems and processes. The School Resource Officer is to serve as a peace officer at district sites. The School Resource Officer should not be considered as part of district administration, teaching staff, or support staff. The School Resource Officer shall be assigned no duties or responsibilities for carrying out or assisting with student behavior interventions, routine discipline, or educational planning.

III. DUTIES AND RESPONSIBILITIES OF SCHOOL RESOURCE OFFICER

- A. Provides security for students and staff.
- B. Takes statements regarding criminal activities and completes police reports.
- C. Facilitates communication and cooperation between district officials and County juvenile authorities and local police officials.
- D. Assists district staff in understanding the Dakota County Juvenile Court system, law enforcement issues, and the court referral process.
- E. Provides an in-house law enforcement source for school staff and students in processing criminal matters that arise in district setting.
- F. Serves as a role model and endeavors to build rapport with students and staff.
- G. School Resource Officers are considered “school officials” only when performing their duties as a School Resource Officer.

District 917 shall provide training to its educational staff on the proper role of the School Resource Officer in the district.

FYI -This has not been changed yet by MSBA. This change is coming from Dakota County and relates to disposing of hazardous waste – the e-cigarettes.

419 COMMERCIAL TOBACCO-FREE ENVIRONMENT; POSSESSION AND USE OF COMMERCIAL TOBACCO, TOBACCO-RELATED DEVICES, AND ELECTRONIC DELIVERY DEVICES; VAPING AWARENESS—AND PREVENTION—INSTRUCTION—AND RELATED HAZARDOUS WASTE DISPOSAL

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco free **and safe from tobacco product waste.**

II. GENERAL STATEMENT OF POLICY

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes, ~~or~~ uses **or carries any** tobacco, **tobacco product**, tobacco-related devices, or ~~carries or uses an~~ activated electronic delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased by Intermediate School District 917. This prohibition extends to all vehicles that the District owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation. This prohibition includes all school district property, parking lots, or facilities owned or leased for use by Intermediate School District 917 and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, **tobacco product**, tobacco-related devices, or electronic delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes during hours of school operation if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

- D. The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, tobacco-related devices, or electronic delivery devices. The school district will not promote or allow promotion of tobacco products or electronic delivery devices on school property or at school-sponsored events.

III. TOBACCO AND TOBACCO-RELATED DEVICES DEFINED

- A. “Electronic delivery device” means any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.

“Heated tobacco product: as defined here is included in the suggested definition of “tobacco product” below. You may consider deleting this definition.

- B. “Heated tobacco product” means a tobacco product that produces aerosols containing nicotine and other chemicals which are inhaled by users through the mouth.

- C. **“Tobacco” means any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including but not limited to cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.**

- D. **“Tobacco product” means:**

(1) any product that is made from or derived from tobacco, or that contains nicotine or lobelia, whether natural or synthetic, or an analogue thereof, that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, “Heated tobacco product” as defined here is included in the suggested definition of “tobacco product” below. You may consider deleting this definition. This definition of “tobacco” reflects state law . We have included a more comprehensive alternative from our model policy. “Tobacco-related devices” as defined here is included in the suggested definition of “tobacco product” below. 419-3 including but not

limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus;

(2) any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or

(3) any component, part, or accessory of (1) or (2), whether or not any of these contains tobacco or nicotine, including but not limited to filters, rolling papers, blunt or hemp wraps, hookahs, mouthpieces, and pipes.

E. “Tobacco product waste” means any component, part, or remnant of any tobacco product. Tobacco product waste includes any waste that is produced from the use of a tobacco product, including all tobacco product packaging and incidental waste such as lighters or matches, whether or not it contains tobacco or nicotine.

~~C. “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.~~

~~D. “Tobacco related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. Tobacco related devices include components of tobacco related devices which may be marketed or sold separately.~~

F. “Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated **tobacco** product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking includes carrying or using an activated electronic delivery device.

G. “Vaping” means using an activated electronic delivery device or heated tobacco product.

IV. EXCEPTIONS

A. A violation of this policy does not occur when an Indigenous adult lights tobacco on school district property as a part of a traditional Indigenous spiritual or cultural ceremony. An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices.

An Indigenous person is a person who is a member of an Indigenous tribe as defined under Minnesota law.

- B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.

V. VAPING PREVENTION INSTRUCTION AND RELATED HAZARDOUS WASTE DISPOSAL

- A. The school district must provide vaping prevention instruction at least once to students in grades 6 through 8.
- B. The school district may use instructional materials based upon the Minnesota Department of Health's school e-cigarette toolkit or may use other smoking prevention instructional materials with a focus on vaping and the use of electronic delivery devices and heated tobacco products. The instruction may be provided as part of the school district's locally developed health standards.
- C. School district administrators must ensure proper disposal of all tobacco product waste in its possession in accordance with Minnesota and federal law, and school district policies.**

V. ENFORCEMENT

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to

Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.

- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VI. DISSEMINATION OF POLICY

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 120B.238 (Vaping Awareness and Prevention)
Minn. Stat. §§ 144.411-144.417 (Minnesota Clean Indoor Air Act)
Minn. Stat. § 609.685 (Sale of Tobacco to Children)
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and Behavior

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of Intermediate School District 917.

II. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding in a school van is a privilege, not a right. The school district's general student behavior rules are in effect for students in district vans.

1. Student School Bus Safety Training.

The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training.

2. School Van Rules.

The school district van safety rules are to be posted in every vehicle. If these rules are broken, the school district's discipline procedures are to be followed. Consequences are progressive and may include suspension of van privileges. It is the school van driver's responsibility to report unacceptable behavior to the program administrator.

2.3. Rules on the Van.

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the van.
- e. Keep your arms, legs and belongings to yourself.
- f. No fighting, harassment, intimidation or horseplay.

- g. Do not throw any object.
- h. No eating, drinking or use of tobacco, alcohol, or drugs.
- i. Do not bring any weapons or dangerous objects on the school van.
- j. Do not damage the vehicle.
- k. No electronic smoking devices allowed.

~~3.~~ **4.** Consequences.

Consequences for van misconduct will apply to all students. Decisions regarding a student's ability to ride the van in connection with co-curricular and extra-curricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of van privileges.

1) Discipline

Violations of the van rules and student conduct violations will be addressed by appropriate administrator, in conjunction with the student's educational team. Factors to be considered when assessing any penalty for misconduct will include (1) the severity of the offense; (2) the student's prior record; and (3) for a student with a disability, the students' needs, as articulated in their IEP or section 504 plan.

2) Records

Records of school van misconduct will be forwarded to the appropriate administrator and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a van that causes an immediate and substantial danger to the student or surrounding persons or property will be provided by the school district to the Department of Public Safety in accordance with state and federal law.

3) Vandalism

Students damaging school vehicles will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of van privileges until damages are paid.

4) Notice

School van rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School van rules are to be posted in each vehicle.

5) Criminal Conduct

In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school district personnel and local law enforcement officials will be informed.

III. PARENT AND GUARDIAN INVOLVEMENT

A. Parent and Guardian Notification

The school district van rules will be included with student handbooks. Parents and guardians are asked to review the rules with their children.

B. Parents or Guardians Responsibilities for Transportation Safety

Parents or Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of van safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators.

IV. SCHOOL VAN AND TYPE III SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

- A. Under Minnesota law, Intermediate School District 917 vans are considered to be Type III school buses.
- B. A school district employee, whose normal duties do not include operating a school van, who holds a class D driver's license without a school bus endorsement, may operate a Type III school bus.
- C. The school district business office requires a copy of the driver's valid driver's license and will annually obtain a copy of the driver's motor vehicle report. A driver who has had more than three moving violations in three years is not eligible to drive a Type III school bus. The ~~Business Manager~~ **Executive Director of Business Services** will determine if the school van driver's authorization to transport students is revoked and will notify the school van driver's immediate supervisor.
- D. Drivers shall report all moving violations they receive, even in a personal vehicle, to the Executive Director of Business Services as soon as possible after the violation ~~6.93-4~~ occurs. A person who sustains a conviction, as defined under Minnesota Statutes section 609.02, of violating Minnesota

Statutes section 169A.25, section 169A.26, section 169A.27 (driving while impaired offenses), or 69A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes section 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction. The report must be made in writing to the Executive Director of Business Services within 10 days of the conviction.

- E. The school district may conduct pre-employment, random, and reasonable suspicion drug and alcohol testing of all school district van drivers and driver applicants in accordance with school district policy 416 Drug and Alcohol Testing.

V. SCHOOL VAN DRIVER TRAINING

A. Training.

All bus drivers operating a type III vehicle will be provided with annual training and certification **evaluated** as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district. Such training shall, at a minimum, include:

1. Safe operation of the Type III (van) bus.
2. Knowledge and understanding of the safety equipment, including proper use of seat belts and child restraints, required for Type III vehicles.
3. Understanding student behavior, including issues related to students with disabilities.
4. Encouraging orderly conduct of students on the van and handling incidents of misconduct appropriately.
5. Knowledge and understanding of relevant laws, rules of the road, and ISD 917 school van safety policies.
6. Handling emergency situations, including accidents.
7. Safe loading and unloading of students including students with disabilities.
8. Performance of pre-trip vehicle inspections.
9. Defensive driving techniques.
- 10. Pass the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.**
- 11. The evaluation must include completion of an individual "school bus driver evaluation form" (road test evaluation) as contained in the Model School Bus Driver Training Manual.**

~~B. All school van drivers shall receive in-service training annually. Such training shall, at a minimum, include a comprehensive review of the topics included in Section A, above.~~

VI. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School vans shall be operated in accordance with state traffic and safety laws.
2. Only students assigned to the school van by the school district shall be transported. The number of students or other authorized passengers transported in a District van shall not exceed ten (10) including the driver, or the number of seats with restraints (whichever is smaller). No person shall be allowed to stand when the van is in motion.
3. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minnesota Statutes section 169.011, Subd. 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school district. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people, including the driver, and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. ~~A Type III vehicle cannot be older than 12 years old, unless waived according to state and federal law.~~ **Vehicles older than 15 years must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor**

vehicle safety standard 222, Code of Federal Regulations, title 49, part 571.

5. The school district name will be clearly marked on the side of the vehicle. The Type III vehicle must not have the words “school bus” in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A “Type III school bus” must not be outwardly equipped and identified as a Type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on Type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any Type III vehicle used to transport students must carry emergency equipment including:
 - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver’s compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - b. First aid kit and body fluids cleanup kit. A minimum of a ten-unit first aid kit, and a body fluids cleanup kit is required. They must be contained in removable, moisture and dust-proof containers mounted in an accessible place within the driver’s compartment and must be marked to indicate their identity and location.
 - c. Passenger cars and station wagons may carry a fire extinguisher **and** a first aid kit, ~~and warning triangles~~ in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.

11. Students will not be regularly transported in private vehicles that are not state inspected as Type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a Type III vehicle. The school district has no system of inspection for private vehicles.
12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a Type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

VII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school van drivers or their supervisors shall call (911) or the local emergency phone number in the event of a serious emergency. ~~District owned cell phones are provided for emergency calls.~~
- ~~B. School van drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).~~
- ~~C.~~ **B.** Van drivers and assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of pupils with disabilities, assist pupils with disabilities on and off the bus when necessary for their safe ingress and egress from the van, and ensure that protective safety devices are in use and fastened properly.
- ~~D.~~ **C.** Emergency Health Information shall be maintained on the van for students requiring special transportation service because of their handicapping condition. The information shall state:
 1. the pupil's name and address;
 2. the nature of the pupil's disabilities;
 3. emergency health care information; and
 4. the names and telephone numbers of the pupil's physician, parents, guardians, or custodians, and some person other than the pupil's parents, guardians, or custodians who can be contacted in case of an emergency.

VIII. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the van. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

IX. SCHOOL TRANSPORTATION SAFETY DIRECTOR

Inasmuch as Intermediate School District 917 does not transport students to and from school, does not operate its own or any leased school buses, does not contract for school bus services except for occasional field trips and does not transport any non-public students, it has not appointed a "Transportation Safety Director." In the absence of an individual with specific transportation safety responsibilities, those responsibilities fall to the superintendent of schools.

Legal References:

Minn. Stat. § 123B.935 (Active Transportation Safety Training)

Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)

Minn. Stat. § 169.01 (subd. 6(5) (Definitions)

Minn. Stat. § 169.454 (Type III Vehicle Standards)

Minn. Stat. § 169.4582 (Reportable Offense on School Buses)

Minn. Stat. § 171.02, Subd. 2a (Licenses; Types, Endorsements, Restrictions)

Minn. Rules Part 7470.1000-7470-1700 (School Bus Inspection)

49 C.F.R. Part 571 (Federal Motor Vehicle Safety Standards)

Cross References:

Policy 416 (Drug and Alcohol Testing)