

Work Session

Tuesday, October 7, 2025 4:30 PM

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

I. MISSION

In partnership with member districts, Intermediate School District 917 provides high quality, equitable and specialized programming to meet the needs of all students.

II. Call to Order - Chair Tom Bennett

III. Conduct Pledge of Allegiance - Chair Tom Bennett

IV. Visitors Opportunity to be Heard - Chair Tom Bennett (*Communications*)

V. Introduce New Apprentices through ITRAC program - Nicole Flesner (*Innovation*)

VI. DCALS and CTE, MAAP/STARS - Dr. Frank Herman (*Innovation*) Request for Overnight Trip Policy #555

VII. Finance Director - Mark Johns (*Stewardship*)

VII.A.

- Bills
- Wire Transfers
- Investment Reports

VIII. Review Aged Accounts Receivable Report - Mark Johns (*Communication*)

IX. Review Renewal of Healthcare Benefits 1/1/26-12/31/26 - Mark Johns (*Innovation*)

X. Review Employee Separation Agreement - Melissa Schaller (*Integrity*)

XI. Review Lead Teachers for 2025-2026 - Dr. Melissa Schaller

XII. Review October 1 Enrollment Reports - Dr. Melissa Schaller (*Communications*) (Will be shared at the meeting)

XIII. Review Assurance of Compliance - Dr. Melissa Schaller (*Integrity*)

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

XV. Updates from Member Districts - All

XVI. Adjournment - Chair Tom Bennett



DCALS



Intermediate District 917

The **Minnesota Association of Alternative Programs (MAAP)** sponsors a student organization called **MAAP STARS**, dedicated to building student leadership, voice, and agency across alternative learning schools. As part of this effort, we are excited to have DCALS reengage with MAAP STARS by giving students the opportunity to attend the upcoming Fall Leadership Conference.

Details:

- Where: Long Prairie MN
- When: October 9th and 10th
- Who: 10 students (5 from Main and 5 from North) and 2 staff
- Cost: \$750 (Grant was awarded to offset the cost). Price includes:
 - Lodging
 - Food
 - Activities
- Transportation: Staff will be driving the district van

This two-day overnight conference is designed specifically for student leaders from alternative schools across Minnesota. Each school is invited to bring students who have demonstrated interest or potential in leadership. The purpose of the conference is not only to provide leadership training, but also to develop a strong cohort of student leaders who can return to their schools ready to inspire, organize, and motivate their peers to actively participate in MAAP STARS activities.

Over the course of the two days, students will participate in:

- **Interactive workshops** focused on leadership growth.
- **Team-building activities** that strengthen collaboration and trust.
- **Hands-on leadership development sessions** designed to build confidence and practical skills.

Key focus areas will include:

- **Communication skills** – learning to express ideas clearly and effectively.
- **Problem-solving and decision-making** – navigating challenges with confidence.
- **Collaboration** – understanding the value of teamwork and uniting people toward common goals.

In addition to structured sessions, students will connect with peers from across the state, share ideas, and learn from one another's experiences. These connections help students see themselves as part of a larger statewide network of leaders.

By the conclusion of the conference, each student team will leave with concrete action plans to bring back to their schools. They will be prepared to model leadership, increase student involvement and advocacy, and organize local MAAP STARS activities that align with statewide events such as **Legislative Day**, the **Spring Events Conference** (where students showcase artistic, career, and life skills), and other key gatherings.

The Fall Leadership Conference serves as both a launch point and a catalyst for ongoing student leadership development. It is designed to empower students with the confidence, skills, and vision to make a lasting impact in their schools, communities, and beyond.

Thursday, October 9

9:00am – 12:30pm

12:15 - 12:45

1:00 - 2:00

2:10 – 5:00

5:15 - 5:45

6:00 - 6:50

7:00 - 9:30

9:45 – 10:45

11:00

PRE-CONFERENCE ACTIVITIES

Lunch for participants of pre-conference activities

Speaker: Joe Beckman in the Pine Ridge Building (at the top of the hill)

Breakouts:

- MDE Listening/role with MAAP STARS Leadership
- Low ropes team building
- MAAP STARS Intro - led by Officers

Dinner in Lakeview Dining Hall

Opening session, MSO Candidate Speeches in Pine Ridge

Breakouts:

- "Lights-Out" Dodgeball
- What makes a leader? Who is in my region?(School describe location, number of students what they like about their school...) led by Officers
- Team building games

Campfire, Indoor Games, Team/Cabin Time, Shower Time

CURFEW

Friday, October 10

7:15 -8:00

Breakfast in Lakeview Dining Hall **** Clean & Empty Lodge Rooms/Cabins ****

****Turn in MAAP State Officer Voting Ballots to Patti Haasch**

8:15 - 12:30

Workshops for Students and Advisors

- Joe Beckman
- Derek Greenfield
- Tips and Tricks for a successful STARS Chapter/Program planning time

12:40

Closing Ceremony and Announcement of Officer election results

1:00

Lunch to go will be provided in the Lakeview Dining Hall

DCALS Permission Form

MAAP STARS

Fall Leadership Conference

Dear Parent/Guardian,

Your student has been selected to participate in the MAAP STARS Fall Leadership Conference, an event sponsored by the Minnesota Association of Alternative Programs (MAAP). The Fall Leadership Conference is an opportunity for your student to attend presentations, and participate in activities that will prepare them to lead our MAAP STARS team as they prepare for events in the Spring Conference.

The Fall Leadership conference will be held at Lake Beauty Bible Camp, near Long Prairie, MN on Thursday, October 9 and Friday October 10, 2025.

All meals and transportation will be provided. The group will leave DCALS on Thursday at approximately 9am. Their return will approximately be 4:00pm on Friday. Students will be staying in a lodge during this event with school staff. Please contact Frank Herman with any questions you may have.

Students need to bring their own bedding (or a sleeping bag) and toiletries, including a towel. No linens will be provided. Students need to dress appropriately for the weather. Please wear comfortable clothing and dress in layers. Tennis shoes are suggested. If a student does not have access to any of these items, please contact me and arrangements will be made to provide any item.

I give permission for _____ to participate
Student's Name

in the MAAP STARS Fall 2025 Leadership Conference.

Parent Name (print)

Parent Signature

Date

Parent cell number

Insurance Information

Dakota County Secondary Program
Intermediate School District 917

1300 145th St. E, (County Road 42) Rosemount, MN 55068-2999 651-423-8458

P.O.#:	_____
Cost:	_____
Ordered by:	_____
Date:	_____

PROGRAM ACTIVITY/FIELD TRIP REQUEST

TO BE FILLED OUT WHENEVER AN EVENT REQUIRES THE PROGRAM TO BE OFF-CAMPUS.
(A bus for transportation requires a 10-DAY notice.)

Tim Davis and Jon Mulville
(Teacher/Instructor)

(Program)

Activity Request

Field Trip

1. I REQUEST APPROVAL FOR THE FOLLOWING ACTIVITY OR FIELD TRIP:

Activity: MAPPS STARS Destination: Lake Beauty Camp

Address: 25766 Hummingbird Trl, Long Prairie, MN 56347

Purpose and Objective: 2 Day Leadership skills

Date of Activity: 10-9-25 and 10-10-25 Time - from: 10:00 am Time - to: 4:00 pm
(Departure) (Return)

Number of Students Participating: 10 Number of Students NOT Participating: 0

Lesson Plan for Students NOT Participating: NA

Staff Involved: DCALS English Teachers

2. THIS SECTION IS FILLED-OUT ONLY IF RENTAL VEHICLE IS REQUIRED.

Date and time to begin trip: _____ (Date) _____ (Time)

Building and designated area for vehicle loading: _____ (Building) _____ (Loading Area)

Date, time and departure area for return trip: _____ (Date) _____ (Time) _____ (Location)

Type of transportation required: _____ Estimated miles one way: _____

Charge to budget code number: _____

3. SIGNATURES OF AUTHORIZATION

Submitted by: [Signature] (Instructor) Date: 9/11/25

Approved by: [Signature] (Supervisor/Assistant Director) Date: 9/11/25

Approved by: _____ (Director) Date: _____

MAAP STARS

Fall Leadership Conference 2025

Oct. 9-10, 2025 | 1:00 PM to 1:00 PM
Lake Beauty Camp, Long Prairie, MN

LEADERSHIP SKILLS, STARS
OFFICER ELECTION, & FUN!

REGISTER NOW!

- One Advisor **FREE**
- Mileage Credit toward registration
- Stay Wednesday night, 10/8, for **FREE**
- Cost: \$75 per attendee
- Pre-conference activities: Double Zip Line, Climbing Tower, Archery Tag
- National Leadership Speakers:
 - Joe Beckman
 - Derek Greenfield

Intermediate District 917

Our staff develop and implement programming for students with the following Core Values guiding us:

Integrity, Equity, Communication,
Collaboration, Diversity,
Personalization, Stewardship, Innovation, and
Empathy



Communication:

Dr. Frank Herman

Principal, Secondary Programs

Dakota County Alternative Learning
School (DCALS) & Career and Technical
Education (CTE)



Innovation:

Our goal is to be a partner to area districts – to add value, and enhance what is offered to students and community

- We will be a Center of Excellence
- Compliment, not compete with current programming
- Personal Connections – Being intentional on connecting with member district team, including Superintendents, building administration, Guidance Counselors, and Perkins liaisons



Core Value here: By The Numbers

- Looking at our current students
- Prioritization on efficiency
- Our Focus is on responsiveness



Communication: Design | School and Beyond

Secondary Programming

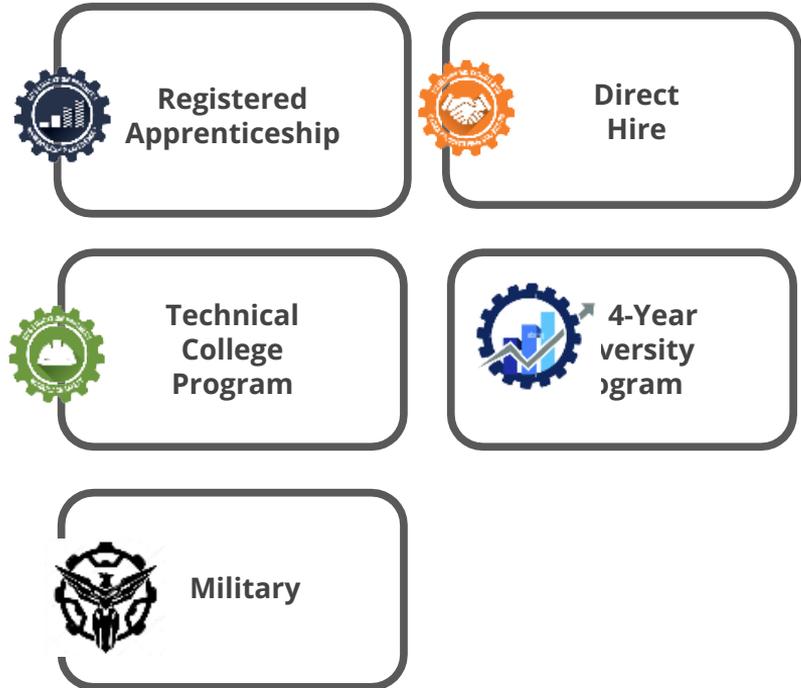


EXPLORE



TRAIN

After The Internship



Integrity:

Students have a
voice in their
education

Industry Credentials/Certifications

- Virtual, free, self-paced courses
- Credentials in areas such as Cybersecurity, OSHA, Communication Skills
- Students who complete required hours may earn elective credit
District 917 manages sign-up, monitoring, and notifications

Internships

Internships offer a hands-on work experience, develop professional skills, and build industry connections.

- Authentic experiences
- Framework in development
- Updates coming soon

Credit Recovery

Site based model using the member districts site, curriculum, and teachers

- After school
- during school breaks (winter, spring)
- Flexible, site-based model

Independent Study

A personalized educational course where a student, guided by a teacher, designs their own research project related to an academic credit.

- Project-based learning
- Academic support through independent pathways

Student Leadership

- Opportunities at DCALS Main and DCALS North
- Field Trip Request: Student Leadership Conference (through MAAP STARS). Bringing 10 students
- Student Legislative Day at the Capitol
- Site-based student leadership teams to increase student voice and developing service-learning experiences

Online Programming

Designed to support academic success through flexible programming options

- Part-time
- Full time
- Summer

Build outcomes
that are student
driven

These align with
the district's core
values

Personalization:



Industry Credentials and Certifications

Through **District 917**, DCALS-CTE, in collaboration with surrounding districts, students have the opportunity to earn **Industry Credentials and Certifications** in areas such as **Cybersecurity, OSHA, Communication Skills**, and more.

Stand out from others * Build your resume* Get a head start on your future

Many of these courses are **virtual, free, and self-paced**, with the added possibility of earning elective credit.

Look inside to learn more about the courses available to you!

- Includes National Certifications
- Self paced/virtual
- Managed by 917
- Open to all students
- Students could earn elective credit
- No cost to district



South St. Paul
Public Schools



RANDOLPH PUBLIC SCHOOLS ISD #195
Home of the Quail



Innovation:

Emerging Work | Student Internships

- Offered to students who are juniors and seniors
- Have expressed interest in an industry aligned to a career pathway.
- Students may have completed or currently be enrolled in related pathway courses at their high school.



Personalization:

MAAP Stars – Student Leadership & Development Program

- We've identified 10 students with emerging leadership qualities to attend
- 10/9 – 10/10/25 in Long Prairie, MN
- Lodging, Food, and Activities are covered by grant funds
- Purpose of the program is to develop a strong cohort of student leaders who can return to school ready to inspire, organize, and motivate peers

1 EXPLORATION

EXPLORE INTERESTS,
SKILLS AND VALUES

MATCH TO
CAREERS

EXPLORE CAREERS
& JOB OUTLOOK

CAREER
VIDEOS

2 EXPOSURE

INFORMATIONAL
INTERVIEWS

TOURS, EVENTS
& JOB SHADOWS

OJT, INTERNSHIPS,
APPRENTICESHIPS

CAREER
GOALS

TRAINING &
EDUCATION

3 EXPERIENCE



Dr. Frank Herman
Principal/Assistant Director
DCALS and CTE
ISD 917



Connect With Me

Account Statement - Transaction Summary

For the Month Ending **August 31, 2025**

INTERMEDIATE SCHOOL DISTRICT 917 - STATE PAYMENTS - 600430

MSDLAF+ Liquid Class	
Opening Market Value	11,336.91
Purchases	39.83
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

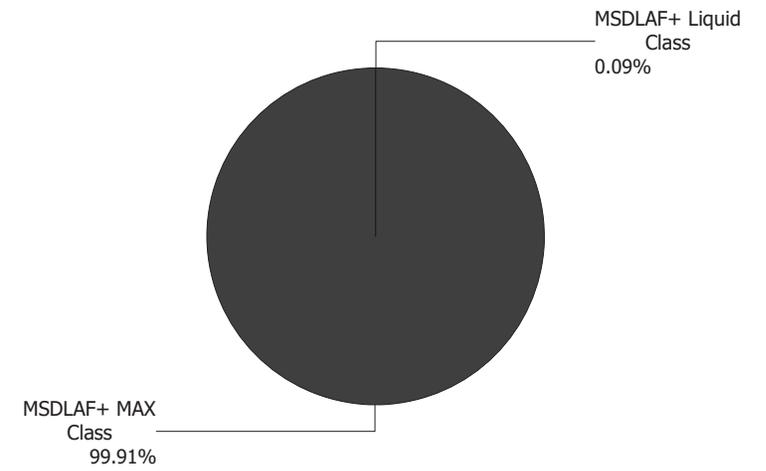
Closing Market Value **\$11,376.74**
 Cash Dividends and Income 39.83

MSDLAF+ MAX Class	
Opening Market Value	12,785,778.87
Purchases	45,946.80
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value **\$12,831,725.67**
 Cash Dividends and Income 45,946.80

Asset Summary		
	August 31, 2025	July 31, 2025
MSDLAF+ Liquid Class	11,376.74	11,336.91
MSDLAF+ MAX Class	12,831,725.67	12,785,778.87
Total	\$12,843,102.41	\$12,797,115.78

Asset Allocation



Account Statement

For the Month Ending **August 31, 2025**

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					11,336.91
08/29/25	09/02/25	Accrual Income Div Reinvestment - Distributions	1.00	39.83	11,376.74
Closing Balance					11,376.74

	Month of August	Fiscal YTD July-August		
Opening Balance	11,336.91	11,297.07	Closing Balance	11,376.74
Purchases	39.83	79.67	Average Monthly Balance	11,340.76
Redemptions (Excl. Checks)	0.00	0.00	Monthly Distribution Yield	4.14%
Check Disbursements	0.00	0.00		
Closing Balance	11,376.74	11,376.74		
Cash Dividends and Income	39.83	79.67		

MSDLAF+ MAX Class

Opening Balance					12,785,778.87
08/29/25	09/02/25	Accrual Income Div Reinvestment - Distributions	1.00	45,946.80	12,831,725.67

Account Statement

For the Month Ending **August 31, 2025**

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					12,831,725.67
		Month of August	Fiscal YTD July-August		
Opening Balance		12,785,778.87	13,238,175.67	Closing Balance	12,831,725.67
Purchases		45,946.80	93,550.00	Average Monthly Balance	12,790,225.33
Redemptions (Excl. Checks)		0.00	(500,000.00)	Monthly Distribution Yield	4.23%
Check Disbursements		0.00	0.00		
Closing Balance		12,831,725.67	12,831,725.67		
Cash Dividends and Income		45,946.80	93,550.00		

**Intermediate School District 917
School Board Report
Consolidate Investments (General & Building)**

	MSDLAF: Liquid					MSDLAF: +Max					Total			
	Purchases	Sales	Fees	Interest	Ending Balance	Monthly Yield	Purchases	Sales	Fees	Interest	Ending Balance	Monthly Yield	Ending Balance	Interest
Jun					11,297.07						13,238,175.67		13,249,472.74	
Jul				39.84	11,336.91	4.15%	500,000.00			47,603.20	12,785,778.87	4.24%	12,797,115.78	47,643.04
Aug				39.83	11,376.74	4.14%				45,946.80	12,831,725.67	4.23%	12,843,102.41	45,986.63
Sep					-						-		-	-
Oct					-						-		-	-
Nov					-						-		-	-
Dec					-						-		-	-
Jan					-						-		-	-
Feb					-						-		-	-
Mar					-						-		-	-
Apr					-						-		-	-
May					-						-		-	-
Jun					-						-		-	-
Total FY														
26	-	-	-	79.67	11,376.74		-	500,000.00	-	93,550.00	12,831,725.67		12,843,102.41	93,629.67

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
1910129	08/28/2025	WISCONSIN SCTF	R	743.50	ACCOUNTS PAYABLE CHECK
1910130	08/28/2025	FTC	R	258.33	ACCOUNTS PAYABLE CHECK
1910131	08/28/2025	WISCONSIN SCTF	R	65.00	ACCOUNTS PAYABLE CHECK
1910132	08/28/2025	IND SCH DIST 192	R	76,245.27	ACCOUNTS PAYABLE CHECK
1910133	08/28/2025	IND SCH DIST 197	R	71,487.19	ACCOUNTS PAYABLE CHECK
1910134	09/03/2025	CENTURYLINK	R	1,724.11	ACCOUNTS PAYABLE CHECK
1910135	09/03/2025	CITY OF INVER GROVE HTS	R	492.21	ACCOUNTS PAYABLE CHECK
1910136	09/03/2025	FRONTIER COMMUNICATIONS	R	671.52	ACCOUNTS PAYABLE CHECK
1910137	09/03/2025	MN DEPT OF HEALTH	R	15.00	ACCOUNTS PAYABLE CHECK
1910138	09/03/2025	OFFICE OF MN.IT SERVICES	R	108.15	ACCOUNTS PAYABLE CHECK
1910139	09/03/2025	OUTDOOR IMAGES, INC	R	1,372.00	ACCOUNTS PAYABLE CHECK
1910140	09/03/2025	STEPHANIE A. ADAMS	R	770.00	ACCOUNTS PAYABLE CHECK
1910141	09/03/2025	VERIZON WIRELESS	R	690.19	ACCOUNTS PAYABLE CHECK
1910142	09/03/2025	XCEL ENERGY	R	8,873.17	ACCOUNTS PAYABLE CHECK
1910143	09/12/2025	ADAPTIVE TECH SOLUTIONS LLC	R	337.28	ACCOUNTS PAYABLE CHECK
1910144	09/12/2025	ARVIG ENTERPRISES, INC	R	1,572.45	ACCOUNTS PAYABLE CHECK
1910145	09/12/2025	CUB FOODS - INVER GROVE HTS	R	431.41	ACCOUNTS PAYABLE CHECK
1910146	09/12/2025	THE HANOVER INSURANCE GROUP	R	21,416.04	ACCOUNTS PAYABLE CHECK
1910147	09/12/2025	LABOR OFFICE	R	10.00	ACCOUNTS PAYABLE CHECK
1910148	09/12/2025	MN ENERGY RESOURCES CORPORATION	R	114.77	ACCOUNTS PAYABLE CHECK
1910149	09/12/2025	STEPHANIE A. ADAMS	R	412.50	ACCOUNTS PAYABLE CHECK
1910150	09/12/2025	WISCONSIN SCTF	R	987.50	ACCOUNTS PAYABLE CHECK
1910151	09/12/2025	FTC	R	258.33	ACCOUNTS PAYABLE CHECK
1910152	09/12/2025	MESSERLI & KRAMER P.A.	R	385.49	ACCOUNTS PAYABLE CHECK
1910153	09/12/2025	O.P.E.I.U., LOCAL 12	R	428.86	ACCOUNTS PAYABLE CHECK
1910154	09/12/2025	WISCONSIN SCTF	R	65.00	ACCOUNTS PAYABLE CHECK
1910155	09/18/2025	INT SCH DIST 287	R	2,315.82	ACCOUNTS PAYABLE CHECK
1910156	09/18/2025	OFFICE OF MN.IT SERVICES	R	71.40	ACCOUNTS PAYABLE CHECK
1910157	09/18/2025	SQUIRES, WALDSPURGER & MACE, P.A.	R	28.00	ACCOUNTS PAYABLE CHECK
1910158	09/18/2025	SUZIE'S KITCHEN	R	225.78	ACCOUNTS PAYABLE CHECK
1910159	09/25/2025	DEPARTMENT OF HUMAN SERVICES	R	1,192.00	ACCOUNTS PAYABLE CHECK
1910160	09/25/2025	SAM'S CLUB/SYNCHRONY BANK	R	1,272.62	ACCOUNTS PAYABLE CHECK
V4002691	09/02/2025	BREDEMUS HARDWARE CO	R	3,146.00	ACCOUNTS PAYABLE VOUCHER
V4002692	09/02/2025	BAYADA HOME HEALTH CARE	R	1,885.50	ACCOUNTS PAYABLE VOUCHER
V4002693	09/10/2025	58 CREATIVITY	R	134.20	ACCOUNTS PAYABLE VOUCHER
V4002694	09/10/2025	ACCELERATED TECHNOLOGIES	R	5,250.00	ACCOUNTS PAYABLE VOUCHER
V4002695	09/10/2025	AMERGIS	V	0.00	VOID: MULTI STUB VOUCHER
V4002696	09/10/2025	AMERGIS	R	27,176.54	ACCOUNTS PAYABLE VOUCHER
V4002697	09/10/2025	BAYADA HOME HEALTH CARE	R	1,878.75	ACCOUNTS PAYABLE VOUCHER
V4002698	09/10/2025	BREDEMUS HARDWARE CO	R	560.00	ACCOUNTS PAYABLE VOUCHER
V4002699	09/10/2025	WELLS FARGO	R	1,868.24	ACCOUNTS PAYABLE VOUCHER
V4002700	09/10/2025	CENTERVENTION	R	400.00	ACCOUNTS PAYABLE VOUCHER
V4002701	09/10/2025	CITY OF APPLE VALLEY	R	1,098.49	ACCOUNTS PAYABLE VOUCHER
V4002702	09/10/2025	DELL MARKETING L.P.	R	1,825.00	ACCOUNTS PAYABLE VOUCHER
V4002703	09/10/2025	DICK'S SANITATION-LAKEVILLE	R	817.10	ACCOUNTS PAYABLE VOUCHER
V4002704	09/10/2025	DIGITAL INSPIRATION	R	149.85	ACCOUNTS PAYABLE VOUCHER
V4002705	09/10/2025	DISCOVERY EDUCATION, INC	R	15,077.20	ACCOUNTS PAYABLE VOUCHER
V4002706	09/10/2025	DODGE NATURE CENTER	R	200.00	ACCOUNTS PAYABLE VOUCHER
V4002707	09/10/2025	FASTSIGNS OF IGH	R	1,279.00	ACCOUNTS PAYABLE VOUCHER
V4002708	09/10/2025	GOOGLE HQ	R	2,575.03	ACCOUNTS PAYABLE VOUCHER
V4002709	09/10/2025	HEALTHIEST YOU	R	3,818.00	ACCOUNTS PAYABLE VOUCHER
V4002710	09/10/2025	INDEED, INC	R	3,687.05	ACCOUNTS PAYABLE VOUCHER
V4002711	09/10/2025	INNOVATIVE OFFICE SOLUTIONS	R	2,162.48	ACCOUNTS PAYABLE VOUCHER
V4002712	09/10/2025	INNOVATIVE PRODUCTS, INC	R	2,357.50	ACCOUNTS PAYABLE VOUCHER
V4002713	09/10/2025	IXL LEARNING	R	1,575.00	ACCOUNTS PAYABLE VOUCHER
V4002714	09/10/2025	JAMF HOLDINGS, INC & SUBSIDIARIES	R	4,532.86	ACCOUNTS PAYABLE VOUCHER
V4002715	09/10/2025	JOB FAIRS	R	199.00	ACCOUNTS PAYABLE VOUCHER
V4002716	09/10/2025	KEYSTONE INTERPRETING SOLUTIONS INC	R	3,205.58	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V4002717	09/10/2025	LARSON KING, LLP	R	36,409.40	ACCOUNTS PAYABLE VOUCHER
V4002718	09/10/2025	MAD HATTER WELLNESS, LLC	R	1,095.00	ACCOUNTS PAYABLE VOUCHER
V4002719	09/10/2025	MAKESTICKERS	R	97.19	ACCOUNTS PAYABLE VOUCHER
V4002720	09/10/2025	MASE	R	500.00	ACCOUNTS PAYABLE VOUCHER
V4002721	09/10/2025	MASPA/STATE NEGOTIATORS	R	605.00	ACCOUNTS PAYABLE VOUCHER
V4002722	09/10/2025	MENARDS	R	1,887.98	ACCOUNTS PAYABLE VOUCHER
V4002723	09/10/2025	ONLY 1 AUTO GLASS	R	75.00	ACCOUNTS PAYABLE VOUCHER
V4002724	09/10/2025	PROFESSIONAL CRISIS MANAGEMENT ASSO	R	1,895.00	ACCOUNTS PAYABLE VOUCHER
V4002725	09/10/2025	ROSEMOUNT AUTO SERVICE	R	149.73	ACCOUNTS PAYABLE VOUCHER
V4002726	09/10/2025	SCHOOL NURSE SUPPLY	R	113.10	ACCOUNTS PAYABLE VOUCHER
V4002727	09/10/2025	SCHOOL SPECIALTY, LLC	R	233.10	ACCOUNTS PAYABLE VOUCHER
V4002728	09/10/2025	SONOVA USA INC.	R	32,793.53	ACCOUNTS PAYABLE VOUCHER
V4002729	09/10/2025	ST PAUL PUBLISHING COMPANY	R	261.68	ACCOUNTS PAYABLE VOUCHER
V4002730	09/10/2025	STARFALL EDUCATION	R	140.00	ACCOUNTS PAYABLE VOUCHER
V4002731	09/10/2025	TARGET APPLE VALLEY SOUTH	R	50.00	ACCOUNTS PAYABLE VOUCHER
V4002732	09/10/2025	TECHNOLOGY BY DESIGN, LLC	R	5,479.48	ACCOUNTS PAYABLE VOUCHER
V4002733	09/10/2025	THE MASTER TEACHER, INC.	R	1,380.00	ACCOUNTS PAYABLE VOUCHER
V4002734	09/10/2025	THERAPY NOTES, LLC	R	299.00	ACCOUNTS PAYABLE VOUCHER
V4002735	09/10/2025	TRANE U.S. INC.	R	2,126.00	ACCOUNTS PAYABLE VOUCHER
V4002736	09/10/2025	UNIVERSAL CLEANING SERVICES	R	10,499.67	ACCOUNTS PAYABLE VOUCHER
V4002737	09/10/2025	USI	R	666.75	ACCOUNTS PAYABLE VOUCHER
V4002738	09/10/2025	VENTRIS LEARNING LLC	R	602.00	ACCOUNTS PAYABLE VOUCHER
V4002739	09/10/2025	VIRCO MFG CORP	R	750.88	ACCOUNTS PAYABLE VOUCHER
V6608425	09/18/2025	ANN CATHERINE ALLEN	R	135.10	ACCOUNTS PAYABLE VOUCHER
V6608426	09/18/2025	TREVOR R BAILEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608427	09/18/2025	KIMBERLY D BAKER	R	21.70	ACCOUNTS PAYABLE VOUCHER
V6608428	09/18/2025	THOMAS RICHARD BENNETT	R	23.80	ACCOUNTS PAYABLE VOUCHER
V6608429	09/18/2025	STEPHANIE BETLEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608430	09/18/2025	MICHAEL JASON BIBRO	R	654.90	ACCOUNTS PAYABLE VOUCHER
V6608431	09/18/2025	AMANDA JO BOEHMER	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608432	09/18/2025	CHRISTINE KLECATSKY CHESSLER	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608433	09/18/2025	LESLEY ANNE CHESTER	R	18.20	ACCOUNTS PAYABLE VOUCHER
V6608434	09/18/2025	BETHANY LEIGH CHRISTIANSON	R	22.40	ACCOUNTS PAYABLE VOUCHER
V6608435	09/18/2025	CRAIG ALAN CURTIS	R	590.50	ACCOUNTS PAYABLE VOUCHER
V6608436	09/18/2025	JEANNE MARIE D'ALOIA	R	122.90	ACCOUNTS PAYABLE VOUCHER
V6608437	09/18/2025	MARY KAY DISTAD	R	12.60	ACCOUNTS PAYABLE VOUCHER
V6608438	09/18/2025	AMANDA R ECKRE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608439	09/18/2025	LISA A EHLERINGER	R	26.60	ACCOUNTS PAYABLE VOUCHER
V6608440	09/18/2025	SHAE K ELLIOTT	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608441	09/18/2025	DAWN MARIE EPPS	R	42.00	ACCOUNTS PAYABLE VOUCHER
V6608442	09/18/2025	MICHAEL LEONARD FAVOR	R	575.40	ACCOUNTS PAYABLE VOUCHER
V6608443	09/18/2025	KATHERINE J FILAS	R	14.70	ACCOUNTS PAYABLE VOUCHER
V6608444	09/18/2025	NICOLE K FLESNER	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608445	09/18/2025	SHERILYN FAYE FRISQUE	R	271.80	ACCOUNTS PAYABLE VOUCHER
V6608446	09/18/2025	ADAM R GHORMLEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608447	09/18/2025	SARA ELIZABETH GROVE	R	30.10	ACCOUNTS PAYABLE VOUCHER
V6608448	09/18/2025	HEIDI LEE HELM	R	30.10	ACCOUNTS PAYABLE VOUCHER
V6608449	09/18/2025	FRANK E HERMAN	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608450	09/18/2025	JENNIFER AMY HETLAND	R	310.50	ACCOUNTS PAYABLE VOUCHER
V6608451	09/18/2025	MELISSA ROCHELL HO	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608452	09/18/2025	JUSTIN DAVID HOELSCHER	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608453	09/18/2025	DENISE ERIN ERICKSON	R	19.60	ACCOUNTS PAYABLE VOUCHER
V6608454	09/18/2025	KATE SCHNEEWEIS HULSE	R	216.84	ACCOUNTS PAYABLE VOUCHER
V6608455	09/18/2025	SARAH CAITLIN IDEEN	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608456	09/18/2025	JULIE CHRISTINE ILLA	R	16.38	ACCOUNTS PAYABLE VOUCHER
V6608457	09/18/2025	COURTNEY ELIZABETH ROBINSON	R	127.10	ACCOUNTS PAYABLE VOUCHER
V6608458	09/18/2025	MACKENZIE M IRWIN	R	165.20	ACCOUNTS PAYABLE VOUCHER
V6608459	09/18/2025	ROBERT J JACOBSON	R	74.20	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V6608460	09/18/2025	MARK W JOHNS	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608461	09/18/2025	AMY TAMARAH WOLF KAUFMAN	R	95.20	ACCOUNTS PAYABLE VOUCHER
V6608462	09/18/2025	CORY LEE LANGENFELD	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608463	09/18/2025	CATHLEEN CAROL MATTICE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608464	09/18/2025	LISA M MAYER	R	49.70	ACCOUNTS PAYABLE VOUCHER
V6608465	09/18/2025	SHARRI HELENE MCGIBBON	R	96.10	ACCOUNTS PAYABLE VOUCHER
V6608466	09/18/2025	NOELLE K MEYER	R	162.74	ACCOUNTS PAYABLE VOUCHER
V6608467	09/18/2025	RACHEL L MILLAGE	R	42.00	ACCOUNTS PAYABLE VOUCHER
V6608468	09/18/2025	JENNA ANN NACE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608469	09/18/2025	RACHEL LOIS NASAL	R	22.82	ACCOUNTS PAYABLE VOUCHER
V6608470	09/18/2025	CINDY L NORDSTROM	R	11.90	ACCOUNTS PAYABLE VOUCHER
V6608471	09/18/2025	RACHEL ERIN NOVY	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608472	09/18/2025	CHARLOTTE ROSE OLSON	R	25.20	ACCOUNTS PAYABLE VOUCHER
V6608473	09/18/2025	JACKIE MARIE PAULEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608474	09/18/2025	EMILY COLLEEN GOODSON	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608475	09/18/2025	BRITT EMILY PENNINGTON	R	17.50	ACCOUNTS PAYABLE VOUCHER
V6608476	09/18/2025	JENNIFER MAE PETERSEN	R	250.80	ACCOUNTS PAYABLE VOUCHER
V6608477	09/18/2025	BROOKE ALLYSON PETERSON	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608478	09/18/2025	EMILY ANN PFISTERER	R	386.40	ACCOUNTS PAYABLE VOUCHER
V6608479	09/18/2025	WENDI MARLAINA RENKEN	R	49.38	ACCOUNTS PAYABLE VOUCHER
V6608480	09/18/2025	MELANIE ANN RIX	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608481	09/18/2025	HAWA D SALAD	R	11.90	ACCOUNTS PAYABLE VOUCHER
V6608482	09/18/2025	MELISSA RAE SCHALLER	R	235.67	ACCOUNTS PAYABLE VOUCHER
V6608483	09/18/2025	BYRON LEITH SCHWAB	R	21.00	ACCOUNTS PAYABLE VOUCHER
V6608484	09/18/2025	HANNAH GRACE SIMMONS	R	11.90	ACCOUNTS PAYABLE VOUCHER
V6608485	09/18/2025	MICHELLE ERIN STROMME	R	61.60	ACCOUNTS PAYABLE VOUCHER
V6608486	09/18/2025	AMY LYNN SWANEY	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608487	09/18/2025	SONIA LYNN TENDRICH	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608488	09/18/2025	TAYLOR MAY LOVIN	R	90.00	ACCOUNTS PAYABLE VOUCHER
V6608489	09/18/2025	MELISSA M TORRES	R	128.90	ACCOUNTS PAYABLE VOUCHER
V6608490	09/18/2025	SHANYN NICOLE TUFTEE	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608491	09/18/2025	KATHERINE L UTTER	R	14.00	ACCOUNTS PAYABLE VOUCHER
V6608492	09/18/2025	MONICA J WEBER	R	20.30	ACCOUNTS PAYABLE VOUCHER
V6608493	09/18/2025	SCOTT MICHAEL ZEHNDER	R	45.00	ACCOUNTS PAYABLE VOUCHER
V6608494	09/18/2025	AMY J ZINS	R	10.50	ACCOUNTS PAYABLE VOUCHER
V6608495	09/18/2025	MARK A. ZUZEK	R	15.40	ACCOUNTS PAYABLE VOUCHER
V6608496	09/18/2025	SHANNON M ZYWIEC	R	74.20	ACCOUNTS PAYABLE VOUCHER
V7704211	08/28/2025	AMAZON CAPITAL SERVICES	R	3,545.58	ACCOUNTS PAYABLE VOUCHER
V7704212	08/28/2025	CDWG	R	11,467.33	ACCOUNTS PAYABLE VOUCHER
V7704213	08/28/2025	EVERWAY LLC	R	1,722.14	ACCOUNTS PAYABLE VOUCHER
V7704214	08/28/2025	IND SCH DIST 191	R	30,010.24	ACCOUNTS PAYABLE VOUCHER
V7704215	08/28/2025	INVER HILLS COMMUNITY COLLEGE	R	21.04	ACCOUNTS PAYABLE VOUCHER
V7704216	08/28/2025	LAKESHORE LEARNING MATERIALS	R	912.52	ACCOUNTS PAYABLE VOUCHER
V7704217	08/28/2025	LB CARLSON, LLP	R	4,500.00	ACCOUNTS PAYABLE VOUCHER
V7704218	08/28/2025	MENARDS	R	25.69	ACCOUNTS PAYABLE VOUCHER
V7704219	08/28/2025	NOVA EDUCATION CONSULTANTS	R	97.50	ACCOUNTS PAYABLE VOUCHER
V7704220	08/28/2025	ODP BUSINESS SOLUTIONS, LLC	R	119.40	ACCOUNTS PAYABLE VOUCHER
V7704221	08/28/2025	POWERSCHOOL GROUP LLC	R	19,871.35	ACCOUNTS PAYABLE VOUCHER
V7704222	08/28/2025	THE HOME DEPOT PRO	R	204.58	ACCOUNTS PAYABLE VOUCHER
V7704223	08/28/2025	MN CHILD SUPPORT PAYMENT CENTER	R	205.50	ACCOUNTS PAYABLE VOUCHER
V7704224	08/28/2025	AFLAC	R	122.86	ACCOUNTS PAYABLE VOUCHER
V7704225	08/28/2025	AMERIPRISE FINANCIAL ADVISORS	R	160.83	ACCOUNTS PAYABLE VOUCHER
V7704226	08/28/2025	AXA EQUITABLE LIFE INS CO	R	56.25	ACCOUNTS PAYABLE VOUCHER
V7704227	08/28/2025	FIDELITY INVSTMT TAX-EX SVC CO	R	200.00	ACCOUNTS PAYABLE VOUCHER
V7704228	08/28/2025	HEALTH EQUITY, INC.	R	3,883.12	ACCOUNTS PAYABLE VOUCHER
V7704229	08/28/2025	INTERNAL REVENUE SERVICE	R	38,168.32	ACCOUNTS PAYABLE VOUCHER
V7704230	08/28/2025	EDUCATION MN ESI BILLING TRUST	R	1,543.74	ACCOUNTS PAYABLE VOUCHER
V7704231	08/28/2025	MN DEPT OF REVENUE	R	5,662.46	ACCOUNTS PAYABLE VOUCHER

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V7704232	08/28/2025	EXECUTIVE DIRECTOR	R	26,619.04	ACCOUNTS PAYABLE VOUCHER
V7704233	08/28/2025	VARIABLE ANNUITY LIFE INS CO	R	334.58	ACCOUNTS PAYABLE VOUCHER
V7704234	08/28/2025	AFLAC	R	1,215.47	ACCOUNTS PAYABLE VOUCHER
V7704235	08/28/2025	AMERIPRISE FINANCIAL ADVISORS	R	3,822.72	ACCOUNTS PAYABLE VOUCHER
V7704236	08/28/2025	AXA EQUITABLE LIFE INS CO	R	666.67	ACCOUNTS PAYABLE VOUCHER
V7704237	08/28/2025	FIDELITY INVSTMT TAX-EX SVC CO	R	6,037.87	ACCOUNTS PAYABLE VOUCHER
V7704238	08/28/2025	HEALTHQUITY, INC.	R	24,464.50	ACCOUNTS PAYABLE VOUCHER
V7704239	08/28/2025	HORACE MANN LIFE INS	R	358.33	ACCOUNTS PAYABLE VOUCHER
V7704240	08/28/2025	INTERNAL REVENUE SERVICE	R	200,318.13	ACCOUNTS PAYABLE VOUCHER
V7704241	08/28/2025	EDUCATION MN ESI BILLING TRUST	R	3,353.74	ACCOUNTS PAYABLE VOUCHER
V7704242	08/28/2025	MN DEPT OF REVENUE	R	35,444.80	ACCOUNTS PAYABLE VOUCHER
V7704243	08/28/2025	MN DEPT OF REVENUE(C)	R	250.00	ACCOUNTS PAYABLE VOUCHER
V7704244	08/28/2025	MN STATE RETIREMENT SYSTEM	R	12,150.00	ACCOUNTS PAYABLE VOUCHER
V7704245	08/28/2025	EXECUTIVE DIRECTOR	R	18,436.45	ACCOUNTS PAYABLE VOUCHER
V7704246	08/28/2025	STATE TREASURER, TRA	R	125,286.90	ACCOUNTS PAYABLE VOUCHER
V7704247	08/28/2025	VARIABLE ANNUITY LIFE INS CO	R	3,425.91	ACCOUNTS PAYABLE VOUCHER
V7704248	08/28/2025	VOYA	R	381.25	ACCOUNTS PAYABLE VOUCHER
V7704249	09/02/2025	APPLE VALLEY ISD LLC	R	38,414.07	ACCOUNTS PAYABLE VOUCHER
V7704250	09/02/2025	FIDELITY SECURITY LIFE INS CO	R	2,361.18	ACCOUNTS PAYABLE VOUCHER
V7704251	09/02/2025	NATIONAL INSURANCE SERVICES OF WI,	R	9,604.69	ACCOUNTS PAYABLE VOUCHER
V7704252	09/02/2025	SE ISD, DST	R	83,123.11	ACCOUNTS PAYABLE VOUCHER
V7704253	09/02/2025	UNITED HEALTHCARE SERVICES, INC	R	52,568.48	ACCOUNTS PAYABLE VOUCHER
V7704254	09/04/2025	MARCO TECHNOLOGIES	R	138.75	ACCOUNTS PAYABLE VOUCHER
V7704255	09/04/2025	MENARDS	R	20.72	ACCOUNTS PAYABLE VOUCHER
V7704256	09/04/2025	MN CLN SERVICES, INC	R	1,098.00	ACCOUNTS PAYABLE VOUCHER
V7704257	09/04/2025	O'NEILL ELECTRIC INC	R	15,177.00	ACCOUNTS PAYABLE VOUCHER
V7704258	09/04/2025	PROCARE THERAPY	R	1,317.50	ACCOUNTS PAYABLE VOUCHER
V7704259	09/05/2025	IND SCH DIST 199	R	120,380.06	ACCOUNTS PAYABLE VOUCHER
V7704260	09/12/2025	MN CHILD SUPPORT PAYMENT CENTER	R	433.00	ACCOUNTS PAYABLE VOUCHER
V7704261	09/12/2025	AMERIPRISE FINANCIAL ADVISORS	R	4,093.97	ACCOUNTS PAYABLE VOUCHER
V7704262	09/12/2025	AXA EQUITABLE LIFE INS CO	R	722.92	ACCOUNTS PAYABLE VOUCHER
V7704263	09/12/2025	FIDELITY INVSTMT TAX-EX SVC CO	R	6,137.87	ACCOUNTS PAYABLE VOUCHER
V7704264	09/12/2025	HEALTHQUITY, INC.	R	32,280.33	ACCOUNTS PAYABLE VOUCHER
V7704265	09/12/2025	HORACE MANN LIFE INS	R	358.33	ACCOUNTS PAYABLE VOUCHER
V7704266	09/12/2025	INTERNAL REVENUE SERVICE	R	293,227.12	ACCOUNTS PAYABLE VOUCHER
V7704267	09/12/2025	EDUCATION MN ESI BILLING TRUST	R	4,922.48	ACCOUNTS PAYABLE VOUCHER
V7704268	09/12/2025	MN DEPT OF REVENUE	R	51,395.21	ACCOUNTS PAYABLE VOUCHER
V7704269	09/12/2025	MN DEPT OF REVENUE(C)	R	250.00	ACCOUNTS PAYABLE VOUCHER
V7704270	09/12/2025	MN STATE RETIREMENT SYSTEM	R	150.00	ACCOUNTS PAYABLE VOUCHER
V7704271	09/12/2025	EXECUTIVE DIRECTOR	R	59,098.66	ACCOUNTS PAYABLE VOUCHER
V7704272	09/12/2025	STATE TREASURER, TRA	R	143,628.16	ACCOUNTS PAYABLE VOUCHER
V7704273	09/12/2025	VARIABLE ANNUITY LIFE INS CO	R	3,760.49	ACCOUNTS PAYABLE VOUCHER
V7704274	09/12/2025	VOYA	R	381.25	ACCOUNTS PAYABLE VOUCHER
V7704275	09/15/2025	360 COMMUNITIES	R	19,106.50	ACCOUNTS PAYABLE VOUCHER
V7704276	09/15/2025	AMAZON CAPITAL SERVICES	V	0.00	VOID: MULTI STUB VOUCHER
V7704277	09/15/2025	AMAZON CAPITAL SERVICES	R	9,533.43	ACCOUNTS PAYABLE VOUCHER
V7704278	09/15/2025	AI TECHNOLOGIES, LLC	R	2,870.40	ACCOUNTS PAYABLE VOUCHER
V7704279	09/15/2025	BAKER TILLY ADVISORY GROUP LP	R	400.00	ACCOUNTS PAYABLE VOUCHER
V7704280	09/15/2025	BAYCOM, INC.	R	8,961.26	ACCOUNTS PAYABLE VOUCHER
V7704281	09/15/2025	BENEFIT EXTRAS, INC	R	497.74	ACCOUNTS PAYABLE VOUCHER
V7704282	09/15/2025	DAKOTA TRUCK UNDERWRITERS	R	30,573.00	ACCOUNTS PAYABLE VOUCHER
V7704283	09/15/2025	MENARDS	R	97.89	ACCOUNTS PAYABLE VOUCHER
V7704284	09/15/2025	MIDWEST PLAYSCAPES, INC	R	10,625.84	ACCOUNTS PAYABLE VOUCHER
V7704285	09/15/2025	MRI INTERMEDIATE HOLDINGS, LLC	R	1,034.45	ACCOUNTS PAYABLE VOUCHER
V7704286	09/15/2025	MSDSONLINE DBA VELOCITYEHS	R	3,499.00	ACCOUNTS PAYABLE VOUCHER
V7704287	09/15/2025	NOVA EDUCATION CONSULTANTS	R	5,707.50	ACCOUNTS PAYABLE VOUCHER
V7704288	09/15/2025	PROCARE THERAPY	R	11,490.48	ACCOUNTS PAYABLE VOUCHER
V7704289	09/15/2025	REGINA MAENDLER, HEART & SCIENCE	R	4,185.00	ACCOUNTS PAYABLE VOUCHER

Intermediate School District 917
 Check Register Including System Voids
 Run Date: 8/27/2025 - 9/25/2025

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
V7704290	09/15/2025	SOURCEWELL	R	7,786.73	ACCOUNTS PAYABLE VOUCHER
V7704291	09/15/2025	UNITED HEALTHCARE SERVICES, INC	R	93,969.46	ACCOUNTS PAYABLE VOUCHER
V7704292	09/15/2025	ZEN EDUCATE INC	R	3,327.13	ACCOUNTS PAYABLE VOUCHER
V7704293	09/15/2025	MEDICA	R	16,344.00	ACCOUNTS PAYABLE VOUCHER
V7704294	09/19/2025	DELTA DENTAL OF MINNESOTA	R	50,633.63	ACCOUNTS PAYABLE VOUCHER
V7704295	09/19/2025	UNITED HEALTHCARE SERVICES, INC	R	101,001.00	ACCOUNTS PAYABLE VOUCHER
V7704296	09/23/2025	AMANDA GROH	R	3,217.50	ACCOUNTS PAYABLE VOUCHER
V7704297	09/23/2025	AMPERSAND THERAPY, LLC	R	11,400.00	ACCOUNTS PAYABLE VOUCHER
V7704298	09/23/2025	APPLE COMPUTER, INC	R	749.00	ACCOUNTS PAYABLE VOUCHER
V7704299	09/23/2025	CDWG	R	10,412.98	ACCOUNTS PAYABLE VOUCHER
V7704300	09/23/2025	CERTIFIED RECYCLING, LLC	R	758.75	ACCOUNTS PAYABLE VOUCHER
V7704301	09/23/2025	CKC GOOD FOOD	R	37.80	ACCOUNTS PAYABLE VOUCHER
V7704302	09/23/2025	IND SCH DIST 191	R	30,010.24	ACCOUNTS PAYABLE VOUCHER
V7704303	09/23/2025	KELLY SERVICES, INC	R	8,338.05	ACCOUNTS PAYABLE VOUCHER
V7704304	09/23/2025	MEGAN CATHERINE MATRAS	R	3,185.00	ACCOUNTS PAYABLE VOUCHER
V7704305	09/23/2025	MIDWEST SPECIAL INSTRUMENTS, CORP	R	1,796.98	ACCOUNTS PAYABLE VOUCHER
V7704306	09/23/2025	NAVIGATE360, LLC	R	130.00	ACCOUNTS PAYABLE VOUCHER
V7704307	09/23/2025	NORTHEAST METRO 916	R	3,526.25	ACCOUNTS PAYABLE VOUCHER
V7704308	09/23/2025	ODP BUSINESS SOLUTIONS, LLC	R	146.75	ACCOUNTS PAYABLE VOUCHER
V7704309	09/23/2025	PHILAM PARTNERS	R	6,000.00	ACCOUNTS PAYABLE VOUCHER
V7704310	09/23/2025	PROCARE THERAPY	R	10,835.23	ACCOUNTS PAYABLE VOUCHER
V7704311	09/23/2025	PROFESSIONAL WIRELESS COMMUNICATION	R	2,928.75	ACCOUNTS PAYABLE VOUCHER
V7704312	09/23/2025	THE HOME DEPOT PRO	R	3,577.80	ACCOUNTS PAYABLE VOUCHER
V7704313	09/23/2025	TRIUMPH EDUCATIONAL CONSULTING	R	275.00	ACCOUNTS PAYABLE VOUCHER
V7704314	09/23/2025	ZEN EDUCATE INC	R	10,805.73	ACCOUNTS PAYABLE VOUCHER
V7704315	09/25/2025	UNITED HEALTHCARE SERVICES, INC	R	99,157.43	ACCOUNTS PAYABLE VOUCHER
Total				2,486,190.32	

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

08/31/2025 DIRECT DEPOSITS REGULAR PAY (PR504)	\$	521,726.20
08/31/2025 DIRECT DEPOSITS SUMMER PAYS (PR4S4)	\$	141,810.55
08/31/2025 DIRECT DEPOSITS EXTRA HOURS PAY (PR5E4)	\$	49,013.90
08/18/2025 MANUAL CHECKS (PR5E3)	\$	1,880.14

NET PAYROLL \$ **714,430.79**

Authorized Signature M. J. Date 9/29/25

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

09/15/2025 DIRECT DEPOSITS REGULAR PAY (PR505)

NET PAYROLL

\$

865,407.69

Authorized Signature  Date 9/29/25

AUDREY WEILER, PAYROLL SPECIALIST

PLEASE APPROVE NET PAYROLL FOR:

09/30/2025 CHECKS REGULAR PAY (PR506)	\$	1,330.57
09/30/2025 DIRECT DEPOSITS REGULAR PAY (PR506)	\$	872,506.70

NET PAYROLL \$ **873,837.27**

Authorized Signature Mal JR Date 9/30/25

Intermediate School District 917
Accounts Receivable Aged Report As of 9/30/25

Member Districts	31-60 Days		61-90 Days		Over 90 Days		Totals
SSD 6	\$	-	\$	936.53	\$	-	\$ 936.53
ISD 192	\$	-	\$	111,287.44	\$	-	\$ 111,287.44
ISD 194	\$	-	\$	11,159.67	\$	-	\$ 11,159.67
ISD 197	\$	-	\$	74,038.67	\$	-	\$ 74,038.67
ISD 200	\$	-	\$	1,885.50	\$	-	\$ 1,885.50
	\$	-	\$	-	\$	-	\$ -
Totals	\$	-	\$	199,307.81	\$	-	\$ 199,307.81
All Others							
SSD 1	\$	-	\$	9,209.57	\$	-	\$ 9,209.57
ISD 196	\$	-	\$	36,706.03	\$	-	\$ 36,706.03
ISD 535	\$	-	\$	4,497.60	\$	-	\$ 4,497.60
ISD 625	\$	-	\$	124,663.12	\$	-	\$ 124,663.12
ISD 719	\$	-	\$	28,715.98	\$	-	\$ 28,715.98
ISD 720	\$	-	\$	10,814.84	\$	-	\$ 10,814.84
ISD 834	\$	-	\$	12,409.60	\$	-	\$ 12,409.60
MDE	\$	-	\$	3,333,769.00	\$	-	\$ 3,333,769.00
Totals	\$	-	\$	3,560,785.74	\$	-	\$ 3,560,785.74
Grand Total	\$	-	\$	3,760,093.55	\$	-	\$ 3,760,093.55
Total Receivables							\$ 3,760,093.55

Prepared by: T. Welch

Note: All receivables over 60 days are dated 6/30/25 but were billed during August & September and are not past due in terms of payment.



To: Dr. Michael Favor
Superintendent

From: Dr. Melissa Schaller *ms*
Executive Director of Student Services

Re: Updated 2025-2026 Lead Teacher Assignments

Date: September 29, 2025

The position of lead teacher provides assistance to the staff and to the administration in a variety of ways including:

- Providing resources, training, and support to staff
- Monitoring due process
- Attending team meetings as an administrative designee
- Completing intake meetings
- Serving as a mentor
- Assisting in crisis management
- Developing curriculum and supporting equipment needs

Based on staffing changes and different needs, I am recommending that the following individuals be appointed as lead staff according to the ISD 917 Local 3904 contract for the 2025-2026 school year:

Assignment	Supervisor	Appointee
Career Technical Education (CTE)*	Herman	Dale Engman
Juvenile Services Center (JSC)*	Herman	Rachel Millage

*These positions will provide direct services to students and/or have other job responsibilities.

These assignments are subject to an annual appointment by the school board.



Contact Us
Kellie Brady

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400 NE Stinson Blvd., Minneapolis, MN 55413

Assurance of Compliance INFORMATION NEEDED TO EVIDENCE COMPLIANCE- School Year: 25-26

* - indicates required fields.

Coordinator Identification Information

	Human Rights Coordinator	Title IX Coordinator	504 Coordinator
Name*	Nicole Flesner	Nicole Flesner	Brocke Peterson
Telephone Number*	651 423 8052	651 423 8052	651 423 8202
Fax Number*			
E-Mail Address*	nicole.flesner@isd917.org	nicole.flesner@isd917.org	Brocke.peterson@isd917.org

Mandated Reporter Training

Minnesota Chapter 260E.30, Subd. 2(b). Districts must inform all mandated reporters of the duties.

I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

Date of Verification *

9/12/25

As part of the Minnesota Department of Education's data collection for the Minnesota Olmstead Plan related to the topic area Prevent and Neglect, please provide the following information;

Total number of school district employees who have received mandated reporter training as of verification date?

495

Number of licensed staff?

192

Number of unlicensed staff?

303

*This information is requested to assist in the prevention of abuse and neglect of students with disabilities through increased awarene education of all school personnel and their duties associated with mandated reporting requirements.

Document Submittal Verification

Does MDE have current and accurate copies of the following documents?
Please submit updated policy if revised since Last Submitted Date.

Document	Last Submitted Date	Upload Document*
Harassment and Violence policy	09/21/2022 4/14/25	Select Upload Document: <input type="button" value="Choose File"/> No file chosen upload

District Compliance Requirements Checklist

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), in installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting informatio by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons who are authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination.

Federal Laws:

Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

- Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.
- Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).
- Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
- The Age Discrimination in Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).
- Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.
- The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.
- Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).
- The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).
- The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).
- Prohibition of Discrimination Based on Blindness (20 USC § 1684).

State Laws:

- The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.
- Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.
- Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.
- Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.
- Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.
- Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided is accurate, and that you have the authority to submit this assurance on behalf of the district. Clicking "Cancel" will clear data entered.

NOTE: When data entry is complete, click "Submit" to send data to The Minnesota Department of Education.

Executive Director of Student Services
Board Update
October 2025

Collaboration: Working together to achieve more collectively.

- Intermediate School District 917 Resource Center: The Social/Emotional Learning & Support and Teaching and Learning Departments recently collaborated on the best way to share resources with our staff. For many years, we have utilized our Instructional Resource Center (IRC) website as a “one-stop shop” for things employees may need, from curriculum to technology tips to our Data Hub and Due Process Site. We have renamed this to the ISD 917 Resource Center and are building in additional resources for Safety and Social/Emotional Learning & Support.
- CEC Core Value of the Month:



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

- Intakes: From September 2nd, 2025, through September 30th, 2025 (21 school days), ISD 917 offered intakes to seven students, or 8% of the students on the combined setting IV programs' waitlist.

Seven students from five of the nine-member districts were offered intakes. (Randolph currently has zero students on the waitlist.) Districts 191 (2) and 197 (2) were offered multiple intakes.

Of the seven intakes that have been offered from 9/2/2025 through 9/30/2025:

- 2 intakes offered between 9/2-9/30 are currently scheduled
- 3 intakes offered between 9/2-9/30 have been completed
- 2 intakes offered were declined due to enrollment change (1), and “other” (1).
- On average, once an intake is offered, it takes 2.7 calendar days to schedule the intake.

From 9/2/2025 to 9/30/2025, there were 19 new Setting IV referrals. Four of these referrals have been placed on a waitlist, one has started, and one has been moved to inactive prior to being able to determine an appropriate program. Of the 13 remaining referrals, we are awaiting additional referral information pertinent to the determination of program placement (i.e., Diagnostic Assessments review (4) and observation (2), and time to review the student's paperwork to determine placement (7)).

Finally, **36** new students physically began attending programming in ISD 917, setting IV programs since 9/2/2025 (the start of the 25-26 school year), and **four** more students are expected to start soon.

At TESA (BTC & DCTC), there have been 55 new students who started the 25-26 SY. An additional 4 intakes have been completed, with two students starting after the start of the year. There have been six total referrals for TESA programming since the start of the 2025-2026 school year.

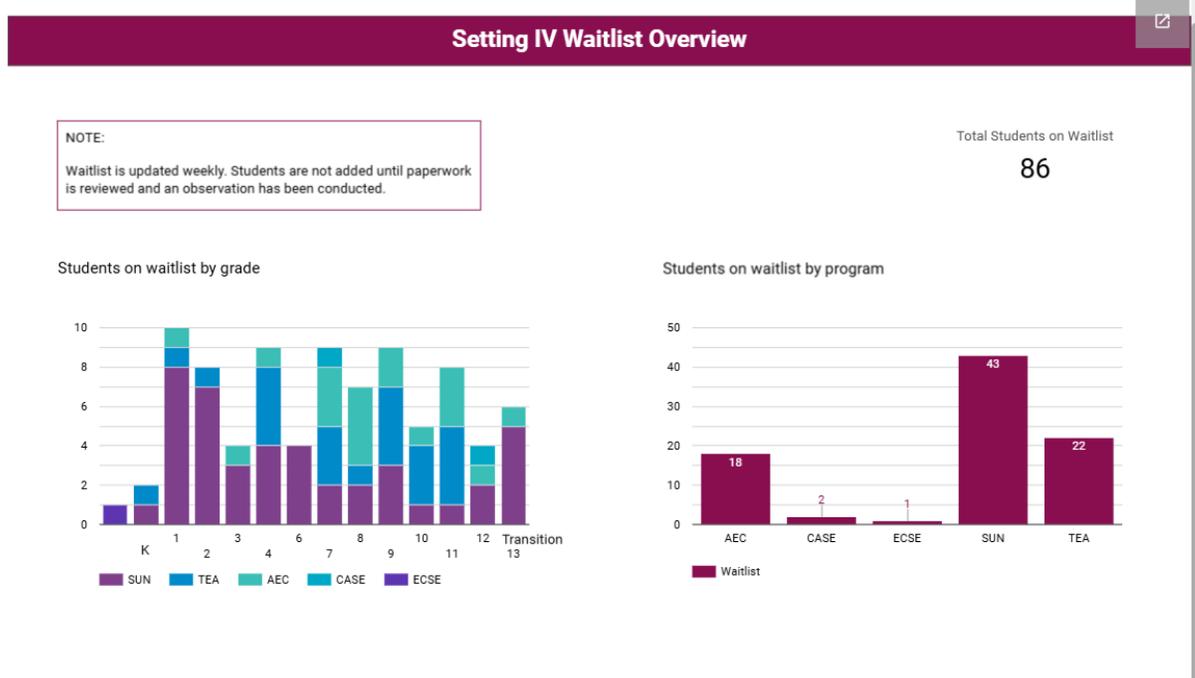
In the DASH program, 4 new students started the 2025-2026 school year: two at Lincoln Center, one at Lakeville North, and one at Hastings High School.

There have been 24 referrals for Itinerant services since 9/2/2025. There are 33 individual services requested.

Month	Referrals Received	Intakes Offered	Intakes Held	Students Started	Declined (Inactive) (ISO*)
July	1	14	0	NA	3(1)
August	7	19	16	NA	7 (2)
September	19	7	12	36	3
October					
November					
December					
January					

February					
March					
April					
May					
June					
Totals	27	40	28	36	16 (3)

*ISO: Inactive Since Offered
Updated 9/29/2025



Innovation: Ongoing improvement of programs and services.

- **Expansion:** We are considering what steps we would need to follow in order to expand programming in Intermediate School District 917, specifically in the SUN program. As we began our discussion, it became evident that the history of expansion rests with one person. To address this, [a timeline and steps](#) for the process has been assembled. We are excited to be in a position to consider addressing the next steps in meeting the needs of our member districts.

Stewardship: Managing financial and human resources carefully and responsibly.

- New, highly qualified staff: On Wednesday, September 17th, we welcomed four new, highly qualified staff. Melissa Torres, Jennifer Hetland, and Nicole Flesner welcomed them at the airport and got them settled. Nicole picked them up on Thursday, September 18th to take care of a few things like state identification cards and bank accounts. Of course, she also made sure they experienced Target too. They began on Monday, September 22nd with orientation and will soon be at our sites teaming with teachers to further acclimate to our district.



Our efforts to hire highly qualified staff has yielded positive results for our district. For the 2025-2026 school year we have only two open positions for licensed teachers. We have 13 highly qualified teachers in the district this year. Without them, our vacancies would number 15 and the impact would be 78 students that we would be unable to accommodate in our district programs.

- ESP staffing update: Below is an update on our ESP staffing.

Program/Site	Role	Openings
DASH	ESP	1
DHH	ESP	(to be reported)
	ISP	(to be reported)
IDEA/SUN-AEC	ESP	7
SUN-Cedar	ESP	7
SUN-CEC	ESP	12
TEA	ESP	6.5

TESA-BTC	ESP	0
TESA-DCTC	ESP	1

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

- Staff communication: Our administrators send regular communication to their staff often using the Smore platform. A few examples of this are [The Road Report](#) developed by Jeanne D’Aloia, Special Education Coordinator/Assistant Principal for the Deaf/Hard of Hearing and Itinerant programs, sent to Itinerant staff. Also supervising the same programs, Taylor Lovin, Assistant Director/Principal, sends [Peek of the Week](#) to the staff in the Deaf/Hard of Hearing Resource Program.

Integrity: Aligning our actions with our values and beliefs.

- Expanded Core Values Committee for 2025-26: The ISD 917 Core Values Committee is growing! The committee recently accepted nominations for new committee members from across sites and programs throughout ISD 917, increasing in size to sixteen active members for the first time since its founding in January 2023. With more members comes the ability to take on new projects and increased communication and idea sharing between the sites and the committee. The group is looking forward to the first large committee meeting in October.

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

- Updates to ISD 917’s Threat Assessment Procedures: ISD 917’s eight trained threat assessment facilitators met in mid-September to make updates to the district’s threat assessment forms and processes to align with updated statutory language as well as best practices. MN §121A.06 requires the gathering and reporting of particular student information under specific circumstances, and our procedures now reflect those requirements. Additionally, the group made additional updates to portions of the threat assessment process based on guidance from the MN Fusion Center and from the latest research and updates from the National Association of School Psychologists. We continue to refine and improve our threat assessment process as a means to keep students, staff, and school communities safe while also identifying opportunities for additional support and intervention for students who are struggling.

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

- ISD 917 Presentation at MN Legislative Working Group on Seclusion: Adrienne Turzynski, ISD 917 Lead BCBA, and Justin Hoelscher, Central Intake Coordinator, recently presented to the MN Legislative Working Group on Seclusion. They highlighted examples of seclusion being used as one tool in a continuum of services,

supports, and interventions used by staff in the intermediate districts to keep students and staff safe in emergencies. Their presentation was a collaborative effort with NE Metro Intermediate District 916. Kate Hulse, Director of Social/Emotional Learning & Support, an appointed member of the Seclusion Working Group, continues to participate in twice-monthly meetings of the group as they work to draft recommendations about the use of seclusion to be considered in the 2026 legislative session. The work of the group was written about in a recent update from the Association of Metropolitan School Districts (AMSD) (see below).



Seclusion Working Group

The Legislative Coordinating Commission Seclusion Working Group met Wednesday this week to hear an overview from MDE about the history and current use of seclusion and restrictive procedures in schools in Minnesota, as well as presentations from Intermediate District 917 and NE Metro Intermediate District 916, who provided examples and context where seclusion or restrictive procedures had been used, and the impact of those uses on staff and students.

- [ISD 916 & 917 Presentation](#)
- [Department of Education Presentation](#)
- [Districts Reporting Use of Seclusion in 2024-25 School Year](#)
- [Minnesota Local Education Agency Seclusion Rooms](#)
- <https://www.lcc.mn.gov/seclusion/meetings.html>

Diversity: Appreciating and valuing everyone's unique selves.

- **Shout Outs:** Many of our leaders regularly recognize their staff. Steph Betley, assistant director/principal for the TESA program sends a weekly email to all of her staff (see the heading below) on Fridays sharing recognition submitted from colleagues. Additionally, individual emails are sent from Steph and her leadership team articulating specific, notable efforts of the last week that they want to specifically recognize.

