



Jordan School District #717  
Regular Meeting/Truth in Taxation Agenda

Monday, December 9, 2024 at 6:30 PM  
Regular Meeting/Truth in Taxation  
CERC Multi-purpose Room  
500 Sunset Drive; Suite 3  
Jordan, MN 55352

|   |     |
|---|-----|
| 1. Call to Order  |     |
| 2. Pledge of Allegiance   |     |
| 3. Roll Call  |     |
| 4. Consideration of Agenda  |     |
| 5. Public Comments  | 3   |
| 6. Consent Agenda   |     |
| 1. Minutes  | 5   |
| 2. Monthly Finance Reports  | 12  |
| 3. Donations  | 48  |
| 4. Policies   |     |
| 1. 202 School Board Officers  | 49  |
| 2. 203.5 School Board Officers  | 53  |
| 3. 212 School Board Member Review   | 55  |
| 4. 213 School Board Committees  | 56  |
| 5. 214 Out-of-State Travel by School Board Members                                    | 59  |
| 6. 421 Gifts to Employees and School Board Members                                    | 61  |
| 7. 504 Student Dress and Appearance   | 63  |
| 8. 807 Health and Safety Policy   | 66  |
| 9. 825 Animals on School Property   | 71  |
| 10. 904 Distribution of Materials on School District Property by<br>Nonschool Persons | 74  |
| 11. 905 Advertising   | 79  |
| 12. 906 Community notification of predatory offenders                                 | 81  |
| 5. Matters of Employment  | 86  |
| 7. Action / Discussion Items  |     |
| 1. Review and Act FY24 Audit  | 87  |
| 2. Truth in Taxation Presentation   | 116 |
| 3. Review and Act on 2024 Payable 2025 Tax Levy Certification                         | 144 |

|     |   |     |
|-----|---|-----|
| 4.  | Review and Act on 2025 - 2026 Calendar and modification to 2024 - 2025 calendar | 147 |
| 5.  | Review and Act on MOU 284   | 149 |
| 6.  | Review and Act on Vending Machine Services                                      | 157 |
| 8.  | Board and Administrative Reports  |     |
| 1.  | Superintendent's Report   | 162 |
| 2.  | HS Principal's Report   | 164 |
| 3.  | MS Principal's Report   | 165 |
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| 5.  | Director of Teaching and Learning's Report                                      | 168 |
| 6.  | Activities Director's Report  | 171 |
| 7.  | Community Education & Recreation Director's Report                              | 172 |
| 8.  | Communication Director's Report   | 174 |
| 9.  | Nutritional Services Director's Report  | 176 |
| 10. | Special Services Director's Report  | 177 |
| 11. | Facilities Director's Report  | 179 |
| 12. | School Board Member Reports / Committee Reports                                 | 180 |
| 9.  | Adjourn Regular Meeting   |     |



## **Request to Address the School Board**

According to School Board Policies 206 & 207, if a citizen wishes to speak to the School Board about an agenda item, the Superintendent's office must be notified.

Citizens must complete the 'Request to Address the School Board' form, which must be submitted in person or email to the School District Clerk, or other designee, by noon the day of the School Board meeting. The form may be dropped off at the District Office at 500 Sunset Drive, Jordan, MN 55352 or emailed to [jfremming@isd717.org](mailto:jfremming@isd717.org).

*During the public comment part of each regular board meeting, up to 30 minutes of time will be allowed for district constituents to address the board. Each person may have up to 3 minutes of time to speak. The board is here to listen only and will not take action or discuss topics brought forward during the open forum. It may, at its discretion, ask questions for clarification of issues. The board may, if it deems appropriate, bring said issues forward at a subsequent meeting.*

The following conduct is prohibited during the public comment period:

- *Speakers may not discuss or disclose any private educational data on any current or former student. As a result, speakers may not identify any current or former student during public comment. The only exception is that a parent who is speaking may choose to discuss private educational data on his or her own child.*
- *Speakers may not make allegations, charges or complaints against any student or employee. If a person wishes to make an allegation or to file a charge or complaint against a student or employee, the person should make the allegation, charge, or complaint to the Superintendent in writing or in a private meeting, or to the individual designated in District policy to receive the allegation, charge or complaint.*
- *Speakers may not make comments or gestures that are threatening, profane, lewd, vulgar, obscene, harassing, or abusive.*
- *Speakers may not make personal attacks against others, including, but not limited to, any student, parent, community member, employee, or School Board member.*
- *Speakers may not make comments that are defamatory or that would violate federal or state law, including laws protecting the privacy rights of an individual.*
- *Speakers may not make comments related to pending contract negotiations or to pending litigation to which the District is a party, including grievance proceedings.*
- *Speakers may not campaign for or against a political candidate during any part of a public School Board meeting.*
- *Speakers may not promote or advertise products that are for sale or purchase, unless the Board has invited the speaker to present the product as an agenda item.*



**The open forum is the only opportunity for members of the audience to speak out during the meeting. Please attach the form and follow the guidelines for presenting your topic.**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

*\*This will only be used for follow-up to your shared issue/concern.*

Please specify the agenda Item you will be speaking to: \_\_\_\_\_

Please specifically state your purpose for addressing the School Board.

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**It is highly recommended to first speak to a district employee to discuss your issue/concern.**

Have you previously contacted a School Board member and/or school employee about this issue/concern?    YES        NO

If so, please state name of board member/school employee: \_\_\_\_\_

**If proper procedures have been followed and the School District Clerk, or other designee, has determined that proper communication channels have been followed, your request will be submitted to the Board Chair. The Board Chair will then call you by name, state the purpose of your address, and invite you to the podium during the scheduled time for open forum/public comments.**

\_\_\_\_\_  
School District Clerk

\_\_\_\_\_  
Date/Time Received



## Regular Meeting

Tuesday, November 12, 2024 at 6:30 PM  
 Regular Meeting  
 CERC Multi-purpose Room  
 500 Sunset Drive; Suite 3  
 Jordan, MN 55352

1. Call to Order
  - D. Pauly called the meeting to order at 6:31pm
2. Pledge of Allegiance
3. Roll Call
  - Present: Deb Pauly, Sara Lehnen, Lauren Pedersen, Molly Monyok,, Corinne Hennen, Jenny Kusske, Student Rep - Henry Brick
  - Absent: Rob Langheim
4. Consideration of Agenda
  - Motion to approve the agenda made by Molly Monyok, Seconded by Corinne Hennen Passed 6/0
5. Consent Agenda
  - 5.1. Minutes
    - 10/14/24 Regular Meeting Minutes
    - 10/28/24 Workshop Meeting Minutes
  - 5.2. Monthly Finance Reports
    - Amy Hafemann prepared reports for the board to review.
  - 5.3. Donations

| Donor                     | Designated Purpose                          | Amount/Items |
|---------------------------|---|--------------|
| Mighycause                | JES Backpack Program                        | \$45.00      |
| JMS Capital Co            | CERC Scoreboard                             | \$400.00     |
| Jordan Pride Booster Club | Subsidizing various activity expenses       | \$33,374.61  |
| Jacob & Samantha Pauly    | JES Music Program                           | \$10.00      |
| Mary Kauzlarich           | JES- Jordan Family Outreach for Winter wear | \$250.00     |
| Jordan Fire Department    | JHS Trap Team                               | \$1,000.00   |
| Jordan Commercial Club    | Wheels Up Holiday Tour of Llights           | \$350.00     |
| Jordan Area Lions Club    | Wheels Up Holiday Tour of Llights           | \$350.00     |

|                 |                                  |          |
|-----------------|----------------------------------|----------|
| Jordaness Lions | Wheels Up Holiday Tour of Lights | \$350.00 |
|-----------------|----------------------------------|----------|

5.4. New Hire - ES Special Education Paraprofessional - Brooklynn Bedney

5.5. New Hire - HS Assistant Wrestling Coach - Melissa Jacobs

5.6. Leave of Absence - MS Principal- Benjamin Bakeberg

- Motion to approve the consent agenda made by Molly Monyok, Seconded by Lauren Pedersen Passed 6/0

**6. Action / Discussion Items**

6.1. Review and Act Scott West Wrestling Overnight Trip

- Superintendent Ranae Case Evenson brought to the board on behalf of the Activities Director John Buteyn, an overnight trip to Alexandria.
- Motion to approve Scott West Wrestling overnight trip made by Lauren Pedersen, Seconded by Corinne Hennen Passed 6/0

6.2. Review and Act Scott West Nordic Ski Overnight Trip

- Superintendent Ranae Case Evenson brought to the board on behalf of the Activities Director John Buteyn, an overnight trip to Biwabik.
- Motion to approve Scott West Nordic Ski overnight trip made by Molly Monyok Seconded by Lauren Pedersen Passed 6/0

6.3. Jeff Horton - SW Metro Superintendent Introduction and Update

- SW Metro Superintendent Jeff Horton provided an overview of programs, services, and goals at SW Metro.

6.4. Review and Act on Annual Comprehensive Achievement and Civic Readiness Plan

- Erin Hjelmeland shared the district's 24-25 CACR plan ( Formerly the WBWF plan). The plan focuses on continuous improvement on instruction and achievement for all students. She also reviewed the goals and action steps.

6.5. Achievement and Integration

- Erin Hjelmeland shared the Achievement and Integration Plan for 2023-26. Erin described the goals for JPS year two of this plan. Erin pointed out that JPS is on Track with the set goals.

6.6. Review and Act on annual AIPAC Plan

- Chad Williams shared the American Indian Education Aid Application SY24-25. Chad also provided a program overview of goals and achievements. He also explained the importance of these supportive programs for students and highlighted recent events and upcoming events.
- Motion to approve the AIPAC Plan and budget made by Molly Monyok Seconded by Jenny Kusske Passed 6/0

6.7. Review and Act on the Required Sunset Drive Project Easements

- Superintendent Ranae Case Evenson discussed the easements agreement as required by the Sunset Drive Project, requesting board approval as written.
- Motion to approve the Sunset Drive Easements Project made by Corinne Hennen Seconded by Sara Lehnen Passed 6/0

**7. Board and Administrative Reports**

7.1. Superintendent's Report

7.2. HS Principal's Report

7.3. MS Principal's Report

7.4. ES Principal's Report

7.5. Teaching and Learning Director's Report

7.6. Activities Director's Report

7.7. Community Education & Recreation Director's Report

7.8. Communications and Marketing Director's Report

7.9. Nutritional Services Director's Report

7.10. Special Services Director's Report

7.11. Facilities Director's Report

7.12. School Board Member Reports / Committee Reports

- Board Student Rep discussed the happenings throughout the JPS campus. He also discussed the MSBA Student Rep Workshop.
- Calendar
- AIPAC
- Booster Club
- Educational Foundation
- Legislative
- Scale
- SW Metro Intermediate District

**8.** Adjourn Regular Meeting

- Motion to adjourn the meeting at 7:55 pm made by Sara Lehnen

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

\_\_\_\_\_  
Date



## School Board Special Meeting Minutes

Friday, November 15, 2024 at 5:00 PM

Special Meeting

500 Sunset Drive; Suite 3

Jordan, MN 55352

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1. Call to Order
  - Deb Pauly called the meeting to order at 5:02 pm.
2. Pledge of Allegiance
3. Roll Call
  - Present: Deb Pauly, Molly Monyok, Corinne Hennen, Jenny Kusske
  - Absent: Sara Lehnen, Lauren Pedersen, Rob Langheim
4. Consideration of Agenda
  - Motion to approve the agenda made by Molly Monyok, Seconded Corinne Hennen Passed 4-0
5. Consent Agenda
  - Motion to approve the consent agenda made by Molly Monyok, Seconded Corinne Hennen Passed 4-0
6. Action / Discussion Items
  - 6.1. Review and Act on Resolution Canvassing Return of Votes of School Board Election
    - Board Chair Deb Pauly read the Resolution Authorization Issuance of Certificates of Election, indicating the three elected board members are; Molly Monyok, Lauren Pedersen, and Christina Olson.
    - Motion to approve Resolution Authorization Issuance of Certificates of Election made by Corinne Hennen, Seconded Molly Monyok
    - Roll Call Vote: Deb Pauly – Aye, Molly Monyok – Aye, Corinne Hennen – Aye, Jenny Kusske – Aye, Passed 4-0
  - 6.2. Review and Act on Clerk's Certificate as to Abstract and Return of Votes Cast
    - Motion to approve Clerk's Certificate as to Abstract and Return of Votes Cast made by Molly Monyok, Seconded Jenny Kusske

- Roll Call Vote: Molly Monyok – Aye, Corinne Hennen – Aye, Jenny Kusske – Aye, Deb Pauly – Aye Passed 4-0

7. Adjourn Special Meeting

- Motion to adjourn at 5:12 pm made by Molly Monyok

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

\_\_\_\_\_  
Date



## School Board Special Meeting Minutes

Monday, November 25, 2024 at 5:30 PM

Special Meeting

500 Sunset Drive; Suite 3

Jordan, MN 55352

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1. Call to Order
  - Deb Pauly called the meeting to order at 5:31 pm.
2. Pledge of Allegiance
3. Roll Call
  - Present: Deb Pauly, Sara Lehnen, Molly Monyok, Corinne Hennen
  - Absent: Lauren Pedersen, Rob Langheim, Jenny Kusske
4. Consideration of Agenda
  - Motion to approve the agenda made by Molly Monyok, Seconded Sara Lehnen, Passed 4-0
5. Action / Discussion Items
  - 5.1. Review and Act on Employment
    - Superintendent Evenson discussed the personnel items for review.
    - Motion to approve Resignations made by Molly Monyok, Seconded Corinne Hennen, Passed 4-0
6. Adjourn Special Meeting
  - Motion to adjourn at 5:34 pm made by Sara Lehnen

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School Board Clerk

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Date



## Work Session Meeting Minutes

Monday, November 25, 2024 at 5:35 PM

Work Session Meeting

CERC Multi-purpose Room

500 Sunset Drive; Suite 3

Jordan, MN 55352

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### 1. School Board Planning

Chair Pauly and Superintendent Evenson led a discussion on the creation of a school board handbook. They also discussed attendance at the annual MSBA Leadership Conference.

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School Board Clerk

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Date



District Office  
500 Sunset Drive, Suite #1  
Jordan, Minnesota 55352  
952-492-6200 main | 952-492-4445 fax

**AMY HAFEMANN**  
Director of Finance  
ahafemann@isd717.org

December 3, 2024

Board of Education Meeting

### **Finance Report**

December, 2024 financial reports show activity that has been completed for the new FY2024-2025 thru November, 2024. There will be more invoices that will be paid out in the next couple of months.

The Vendor Payment Register gives the detailed activity of all vendors that have been paid in the month of September. The Payroll Payment Register gives detailed activity of the Payroll Liability companies that have been paid for the month of November.

The pie chart shows the expenses by object codes in the General Fund that were paid thru November, 2024. This chart is as current as can be at this time and is for the current year – FY2024-2025.

The FY2023-2024 Audit is being presented at the December 9, 2024 board meeting. The district finished the year on a positive note. Our Unassigned Fund Balance increased very slightly.

As always, if there are any questions, please feel free to contact me.

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor     | Co   | Bank   | Check No | Pmt/Void Date               | Pmt Type      |                      |                    |
|-------|-----|------------|------|--------|----------|-----------------------------|---------------|----------------------|--------------------|
| 24385 |     | AFLAC      |      |        |          |                             |               |                      |                    |
|       |     |            | 0717 | 001    |          |                             | Wire          |                      |                    |
|       |     |            |      | B 01   | 215 060  | American Family/Flex Cancer | \$40.15       |                      |                    |
| PO#:  |     | Voucher #: |      | 131877 | Invoice  | Invoice No: S2025090        | 11/30/2024    | Paid Amt:            | \$40.15            |
|       |     |            |      | B 01   | 215 060  | American Family/Flex Cancer | \$40.15       |                      |                    |
|       |     |            |      | B 01   | 215 060  | AFLAC-Retiree               | \$25.60       |                      |                    |
| PO#:  |     | Voucher #: |      | 131944 | Invoice  | Invoice No: S2025100        | 11/30/2024    | Paid Amt:            | \$65.75            |
|       |     |            |      |        |          |                             |               | <b>Check Amount:</b> | <b>\$105.90</b>    |
|       |     |            |      |        |          |                             |               | <b>Vendor Total:</b> | <b>\$105.90</b>    |
| 28892 |     | AVIBEN     |      |        |          |                             |               |                      |                    |
|       |     |            | 0717 | 001    |          |                             | Wire          |                      |                    |
|       |     |            |      | B 01   | 215 077  | Modern Woodmen              | \$125.67      |                      |                    |
| PO#:  |     | Voucher #: |      | 131896 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$125.67           |
|       |     |            |      | B 01   | 215 068  | ING/Aetna                   | \$10,169.75   |                      |                    |
| PO#:  |     | Voucher #: |      | 131888 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$10,169.75        |
|       |     |            |      | B 01   | 215 067  | Valic                       | \$809.71      |                      |                    |
|       |     |            |      | B 01   | 215 068  | ING/Aetna                   | \$98.16       |                      |                    |
| PO#:  |     | Voucher #: |      | 131903 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$907.87           |
|       |     |            |      | B 01   | 215 055  | Equitable Life              | \$3,267.73    |                      |                    |
|       |     |            |      | B 01   | 215 068  | ING/Aetna                   | \$1,315.00    |                      |                    |
| PO#:  |     | Voucher #: |      | 131881 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$4,582.73         |
|       |     |            |      | B 01   | 215 053  | Fidelity Investment         | \$1,418.34    |                      |                    |
| PO#:  |     | Voucher #: |      | 131884 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$1,418.34         |
|       |     |            |      | B 01   | 215 078  | Horace Mann                 | \$4,129.81    |                      |                    |
| PO#:  |     | Voucher #: |      | 131887 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$4,129.81         |
|       |     |            |      | B 01   | 215 056  | American Express            | \$4,701.64    |                      |                    |
| PO#:  |     | Voucher #: |      | 131876 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$4,701.64         |
|       |     |            |      | B 01   | 215 050  | ECONOMIC SERVICES           | \$850.02      |                      |                    |
| PO#:  |     | Voucher #: |      | 131882 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$850.02           |
|       |     |            |      | B 01   | 215 057  | Thrivent Financial          | \$1,027.80    |                      |                    |
| PO#:  |     | Voucher #: |      | 131901 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$1,027.80         |
|       |     |            |      | B 01   | 215 068  | ING/Aetna                   | \$167.84      |                      |                    |
|       |     |            |      | B 01   | 215 080  | First Investors Corporation | \$316.68      |                      |                    |
| PO#:  |     | Voucher #: |      | 131885 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$484.52           |
|       |     |            |      | B 01   | 215 064  | Franklin Templeton          | \$3,295.49    |                      |                    |
|       |     |            |      | B 01   | 215 068  | ING/Aetna                   | \$946.96      |                      |                    |
| PO#:  |     | Voucher #: |      | 131886 | Invoice  | Invoice No: S2025090        | 11/15/2024    | Paid Amt:            | \$4,242.45         |
|       |     |            |      | B 01   | 215 061  | New York Life               | \$205.55      |                      |                    |
| PO#:  |     | Voucher #: |      | 131898 | Invoice  | Invoice No: S2025090        | 13 11/15/2024 | Paid Amt:            | \$205.55           |
|       |     |            |      |        |          |                             |               | <b>Check Amount:</b> | <b>\$32,846.15</b> |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor                   | Co   | Bank   | Check No | Pmt/Void Date               | Pmt Type    |                      |                    |
|-------|-----|--------------------------|------|--------|----------|-----------------------------|-------------|----------------------|--------------------|
| 28892 |     | AVIBEN                   |      |        |          |                             |             |                      |                    |
|       |     |                          | 0717 | 001    |          |                             | Wire        |                      |                    |
|       |     |                          |      | B 01   | 215 078  | Horace Mann                 | \$4,192.31  |                      |                    |
| PO#:  |     | Voucher #:               |      | 131954 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$4,192.31         |
|       |     |                          |      | B 01   | 215 056  | American Express            | \$4,951.64  |                      |                    |
| PO#:  |     | Voucher #:               |      | 131943 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$4,951.64         |
|       |     |                          |      | B 01   | 215 055  | Equitable Life              | \$3,467.73  |                      |                    |
|       |     |                          |      | B 01   | 215 068  | ING/Aetna                   | \$1,315.00  |                      |                    |
| PO#:  |     | Voucher #:               |      | 131948 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$4,782.73         |
|       |     |                          |      | B 01   | 215 050  | ECONOMIC SERVICES           | \$850.02    |                      |                    |
| PO#:  |     | Voucher #:               |      | 131949 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$850.02           |
|       |     |                          |      | B 01   | 215 057  | Thrivent Financial          | \$1,027.80  |                      |                    |
| PO#:  |     | Voucher #:               |      | 131967 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$1,027.80         |
|       |     |                          |      | B 01   | 215 053  | Fidelity Investment         | \$1,418.34  |                      |                    |
| PO#:  |     | Voucher #:               |      | 131951 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$1,418.34         |
|       |     |                          |      | B 01   | 215 061  | New York Life               | \$205.55    |                      |                    |
| PO#:  |     | Voucher #:               |      | 131963 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$205.55           |
|       |     |                          |      | B 01   | 215 068  | ING/Aetna                   | \$167.84    |                      |                    |
|       |     |                          |      | B 01   | 215 080  | First Investors Corporation | \$316.68    |                      |                    |
| PO#:  |     | Voucher #:               |      | 131952 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$484.52           |
|       |     |                          |      | B 01   | 215 068  | ING/Aetna                   | \$10,169.75 |                      |                    |
| PO#:  |     | Voucher #:               |      | 131955 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$10,169.75        |
|       |     |                          |      | B 01   | 215 077  | Modern Woodmen              | \$125.67    |                      |                    |
| PO#:  |     | Voucher #:               |      | 131961 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$125.67           |
|       |     |                          |      | B 01   | 215 064  | Franklin Templeton          | \$3,285.49  |                      |                    |
|       |     |                          |      | B 01   | 215 068  | ING/Aetna                   | \$818.44    |                      |                    |
| PO#:  |     | Voucher #:               |      | 131953 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$4,103.93         |
|       |     |                          |      | B 01   | 215 067  | Valic                       | \$809.71    |                      |                    |
|       |     |                          |      | B 01   | 215 068  | ING/Aetna                   | \$98.16     |                      |                    |
| PO#:  |     | Voucher #:               |      | 131969 | Invoice  | Invoice No: S2025100        | 11/30/2024  | Paid Amt:            | \$907.87           |
|       |     |                          |      |        |          |                             |             | <b>Check Amount:</b> | <b>\$33,220.13</b> |
|       |     |                          |      |        |          |                             |             | <b>Vendor Total:</b> | <b>\$66,066.28</b> |
| 11747 |     | BLUE CROSS & BLUE SHIELD |      |        |          |                             |             |                      |                    |
|       |     |                          | 0717 | 001    |          |                             | Wire        |                      |                    |
|       |     |                          |      | B 01   | 215 020  | Health Ins                  | \$94,974.87 |                      |                    |
| PO#:  |     | Voucher #:               |      | 131878 | Invoice  | Invoice No: S2025090        | 11/30/2024  | Paid Amt:            | \$94,974.87        |
|       |     |                          |      | B 01   | 215 020  | Health Ins                  | \$94,215.55 |                      |                    |
|       |     |                          |      | B 01   | 215 024  | Health Ins-Retiree          | \$7,582.25  |                      |                    |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor                       | Co     | Bank         | Check No                          | Pmt/Void Date | Pmt Type |               |               |              |
|-------|-----|------------------------------|--------|--------------|-----------------------------------|---------------|----------|---------------|---------------|--------------|
| 11747 |     | BLUE CROSS & BLUE SHIELD     |        |              |                                   |               |          |               |               |              |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 020 | Health Ins-adj to premium         |               |          | (\$14,166.26) |               |              |
| PO#:  |     | Voucher #:                   | 131945 | Invoice      | Invoice No: S2025100              | 11/30/2024    |          |               | Paid Amt:     | \$87,631.54  |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$182,606.41 |
|       |     |                              |        |              |                                   |               |          |               | Vendor Total: | \$182,606.41 |
| 6368  |     | COLONIAL LIFE                |        |              |                                   |               |          |               |               |              |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 051 | Colonial Life - Liability Account |               |          | \$79.77       |               |              |
| PO#:  |     | Voucher #:                   | 131879 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$79.77      |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$79.77      |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 051 | Colonial Life - Liability Account |               |          | \$79.77       |               |              |
| PO#:  |     | Voucher #:                   | 131946 | Invoice      | Invoice No: S2025100              | 11/30/2024    |          |               | Paid Amt:     | \$79.77      |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$79.77      |
|       |     |                              |        |              |                                   |               |          |               | Vendor Total: | \$159.54     |
| 24229 |     | EDUCATION MINNESOTA - JORDAN |        |              |                                   |               |          |               |               |              |
|       |     |                              | 0717   | 001          | 111027                            |               | Check    |               |               |              |
|       |     |                              |        | B 01 215 039 | Jea                               |               |          | \$13,440.03   |               |              |
| PO#:  |     | Voucher #:                   | 131889 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$13,440.03  |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$13,440.03  |
|       |     |                              |        |              |                                   |               |          |               | Vendor Total: | \$13,440.03  |
| 22350 |     | FRANDSEN BANK AND TRUST      |        |              |                                   |               |          |               |               |              |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 003 | Fed Tax                           |               |          | \$52,556.48   |               |              |
| PO#:  |     | Voucher #:                   | 131883 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$52,556.48  |
|       |     |                              |        | B 01 215 010 | FICA                              |               |          | \$20,836.36   |               |              |
| PO#:  |     | Voucher #:                   | 131892 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$20,836.36  |
|       |     |                              |        | B 01 215 010 | FICA                              |               |          | \$89,093.82   |               |              |
| PO#:  |     | Voucher #:                   | 131899 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$89,093.82  |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$162,486.66 |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 002 | State Tax                         |               |          | \$28,700.28   |               |              |
| PO#:  |     | Voucher #:                   | 131895 | Invoice      | Invoice No: S2025090              | 11/15/2024    |          |               | Paid Amt:     | \$28,700.28  |
|       |     |                              |        |              |                                   |               |          |               | Check Amount: | \$28,700.28  |
|       |     |                              | 0717   | 001          |                                   |               | Wire     |               |               |              |
|       |     |                              |        | B 01 215 010 | FICA                              |               |          | \$87,895.64   |               |              |
| PO#:  |     | Voucher #:                   | 131964 | Invoice      | Invoice No: S2025100              | 11/30/2024    | 15       |               | Paid Amt:     | \$87,895.64  |
|       |     |                              |        | B 01 215 003 | Fed Tax                           |               |          | \$51,939.85   |               |              |
| PO#:  |     | Voucher #:                   | 131950 | Invoice      | Invoice No: S2025100              | 11/30/2024    |          |               | Paid Amt:     | \$51,939.85  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor                       | Co     | Bank         | Check No             | Pmt/Void Date | Pmt Type |               |              |
|-------|-----|------------------------------|--------|--------------|----------------------|---------------|----------|---------------|--------------|
| 22350 |     | FRANDSEN BANK AND TRUST      |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          |                      |               | Wire     |               |              |
|       |     |                              |        | B 01 215 010 | FICA                 |               |          | \$20,556.24   |              |
| PO#:  |     | Voucher #:                   | 131957 | Invoice      | Invoice No: S2025100 | 11/30/2024    |          | Paid Amt:     | \$20,556.24  |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$160,391.73 |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          |                      |               | Wire     |               |              |
|       |     |                              |        | B 01 215 002 | State Tax            |               |          | \$28,226.89   |              |
| PO#:  |     | Voucher #:                   | 131960 | Invoice      | Invoice No: S2025100 | 11/30/2024    |          | Paid Amt:     | \$28,226.89  |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$28,226.89  |
|       |     |                              |        |              |                      |               |          | Vendor Total: | \$379,805.56 |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
| 4689  |     | JORDAN EDUCATION FOUNDATION  |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          | 111028               |               | Check    |               |              |
|       |     |                              |        | B 01 215 073 | Jordan Ed Foundation |               |          | \$62.00       |              |
| PO#:  |     | Voucher #:                   | 131890 | Invoice      | Invoice No: S2025090 | 11/15/2024    |          | Paid Amt:     | \$62.00      |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$62.00      |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          | 111054               |               | Check    |               |              |
|       |     |                              |        | B 01 215 073 | Jordan Ed Foundation |               |          | \$62.00       |              |
| PO#:  |     | Voucher #:                   | 131956 | Invoice      | Invoice No: S2025100 | 11/30/2024    |          | Paid Amt:     | \$62.00      |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$62.00      |
|       |     |                              |        |              |                      |               |          | Vendor Total: | \$124.00     |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
| 26288 |     | LOCAL 284                    |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          | 111029               |               | Check    |               |              |
|       |     |                              |        | B 01 215 071 | Local 284 Dues       |               |          | \$1,283.81    |              |
| PO#:  |     | Voucher #:                   | 131891 | Invoice      | Invoice No: S2025090 | 11/15/2024    |          | Paid Amt:     | \$1,283.81   |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$1,283.81   |
|       |     |                              |        |              |                      |               |          | Vendor Total: | \$1,283.81   |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
| 24948 |     | MN CHILD SUPPORT PYMT CENTER |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          |                      |               | Wire     |               |              |
|       |     |                              |        | B 01 215 029 | Child Support        |               |          | \$778.90      |              |
| PO#:  |     | Voucher #:                   | 131893 | Invoice      | Invoice No: S2025090 | 11/15/2024    |          | Paid Amt:     | \$778.90     |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$778.90     |
| <hr/> |     |                              |        |              |                      |               |          |               |              |
|       |     |                              | 0717   | 001          |                      |               | Wire     |               |              |
|       |     |                              |        | B 01 215 029 | Child Support        |               |          | \$778.90      |              |
| PO#:  |     | Voucher #:                   | 131958 | Invoice      | Invoice No: S2025100 | 11/30/2024    |          | Paid Amt:     | \$778.90     |
|       |     |                              |        |              |                      |               |          | Check Amount: | \$778.90     |
|       |     |                              |        |              |                      |               |          | Vendor Total: | \$1,557.80   |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor                                 | Co     | Bank    | Check No             | Pmt/Void Date                | Pmt Type      |             |                                 |
|-------|-----|--|--------|---------|----------------------|------------------------------|---------------|-------------|---------------------------------|
| 27742 |     | MN DEPT OF REVENUE                     |        |         |                      |                              |               |             |                                 |
|       |     |  | 0717   | 001     |                      |                              | Wire          |             |                                 |
|       |     |  |        | B 01    | 215 074              | Garnishment                  | \$72.00       |             |                                 |
| PO#:  |     | Voucher #:                             | 131894 | Invoice | Invoice No: S2025090 | 11/15/2024                   | Paid Amt:     | \$72.00     |                                 |
|       |     |  |        |         |                      |                              | Check Amount: | \$72.00     |                                 |
|       |     |  |        |         |                      |                              |               |             | <b>Vendor Total: \$144.00</b>   |
| 23795 |     | NATIONAL INSURANCE SERVICES OF WI, INC |        |         |                      |                              |               |             |                                 |
|       |     |  | 0717   | 001     | 111055               |                              | Check         |             |                                 |
|       |     |  |        | B 01    | 215 027              | Supplemental Life Ins        | \$39.21       |             |                                 |
|       |     |  |        | B 01    | 215 027              | Supp Life Ins-adj to premium | (\$19.62)     |             |                                 |
|       |     |  |        | B 01    | 215 035              | Life                         | \$1,070.91    |             |                                 |
|       |     |  |        | B 01    | 215 035              | Life Ins-adj to premium      | \$169.62      |             |                                 |
|       |     |  |        | B 01    | 215 026              | Retiree Life Ins             | \$112.00      |             |                                 |
|       |     |  |        | B 01    | 215 065              | Disability                   | \$1,930.79    |             |                                 |
|       |     |  |        | B 01    | 215 065              | Disability-adj to premium    | (\$213.96)    |             |                                 |
| PO#:  |     | Voucher #:                             | 131962 | Invoice | Invoice No: S2025100 | 11/30/2024                   | Paid Amt:     | \$3,088.95  |                                 |
|       |     |  |        | B 01    | 215 027              | Supplemental Life Ins        | \$39.21       |             |                                 |
|       |     |  |        | B 01    | 215 035              | Life Ins                     | \$1,084.91    |             |                                 |
|       |     |  |        | B 01    | 215 065              | Disability Ins               | \$1,947.07    |             |                                 |
| PO#:  |     | Voucher #:                             | 131972 | Invoice | Invoice No: S2025090 | 11/30/2024                   | Paid Amt:     | \$3,071.19  |                                 |
|       |     |  |        |         |                      |                              | Check Amount: | \$6,160.14  |                                 |
|       |     |  |        |         |                      |                              |               |             | <b>Vendor Total: \$6,160.14</b> |
| 24384 |     | NCPERS MINNESOTA                       |        |         |                      |                              |               |             |                                 |
|       |     |  | 0717   | 001     | 111056               |                              | Check         |             |                                 |
|       |     |  |        | B 01    | 215 032              | PERA Life                    | \$37.34       |             |                                 |
| PO#:  |     | Voucher #:                             | 131966 | Invoice | Invoice No: S2025100 | 11/30/2024                   | Paid Amt:     | \$37.34     |                                 |
|       |     |  |        |         |                      |                              | Check Amount: | \$37.34     |                                 |
|       |     |  |        |         |                      |                              |               |             | <b>Vendor Total: \$37.34</b>    |
| 21993 |     | PUBLIC EMPLOYEES RETIREMENT ASSN       |        |         |                      |                              |               |             |                                 |
|       |     |  | 0717   | 001     |                      |                              | Wire          |             |                                 |
|       |     |  |        | B 01    | 215 014              | PERA                         | \$28,234.86   |             |                                 |
| PO#:  |     | Voucher #:                             | 131900 | Invoice | Invoice No: S2025090 | 11/15/2024                   | Paid Amt:     | \$28,234.86 |                                 |
|       |     |  |        |         |                      |                              | Check Amount: | \$28,234.86 |                                 |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd | Vendor                           | Co     | Bank         | Check No                    | Pmt/Void Date | Pmt Type |               |              |
|-------|-----|----------------------------------|--------|--------------|-----------------------------|---------------|----------|---------------|--------------|
| 21993 |     | PUBLIC EMPLOYEES RETIREMENT ASSN |        |              |                             |               |          |               |              |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 014 | PERA                        |               |          | \$27,837.52   |              |
| PO#:  |     | Voucher #:                       | 131965 | Invoice      | Invoice No: S2025100        | 11/30/2024    |          | Paid Amt:     | \$27,837.52  |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$27,837.52  |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$56,072.38  |
| 21994 |     | TEACHERS RETIREMENT ASSN         |        |              |                             |               |          |               |              |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 018 | TRA                         |               |          | \$86,174.71   |              |
| PO#:  |     | Voucher #:                       | 131902 | Invoice      | Invoice No: S2025090        | 11/15/2024    |          | Paid Amt:     | \$86,174.71  |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$86,174.71  |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$171,441.74 |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 018 | TRA                         |               |          | \$85,267.03   |              |
| PO#:  |     | Voucher #:                       | 131968 | Invoice      | Invoice No: S2025100        | 11/30/2024    |          | Paid Amt:     | \$85,267.03  |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$85,267.03  |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$171,441.74 |
| 5942  |     | WEX                              |        |              |                             |               |          |               |              |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 092 | Dep Care                    |               |          | \$958.33      |              |
|       |     |                                  |        | B 01 215 092 | Dep Care                    |               |          | \$958.33      |              |
|       |     |                                  |        | B 01 215 092 | Dep Care-adj to claims      |               |          | (\$1,291.67)  |              |
|       |     |                                  |        | B 01 215 093 | Med Flex                    |               |          | \$734.73      |              |
|       |     |                                  |        | B 01 215 093 | Med Flex                    |               |          | \$734.73      |              |
|       |     |                                  |        | B 01 215 093 | Med Flex-adj to claims      |               |          | (\$482.65)    |              |
| PO#:  |     | Voucher #:                       | 131975 | Invoice      | Invoice No: S2025100A       | 11/30/2024    |          | Paid Amt:     | \$1,611.80   |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$1,611.80   |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$1,611.80   |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 028 | Flex Employee Contributions |               |          | \$4,187.12    |              |
| PO#:  |     | Voucher #:                       | 131973 | Invoice      | Invoice No: S2025090        | 11/30/2024    |          | Paid Amt:     | \$4,187.12   |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$4,187.12   |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$10,048.54  |
|       |     |                                  | 0717   | 001          |                             |               | Wire     |               |              |
|       |     |                                  |        | B 01 215 028 | Flex Employee Contributions |               |          | \$4,249.62    |              |
| PO#:  |     | Voucher #:                       | 131974 | Invoice      | Invoice No: S2025100        | 11/30/2024    |          | Paid Amt:     | \$4,249.62   |
|       |     |                                  |        |              |                             |               |          | Check Amount: | \$4,249.62   |
|       |     |                                  |        |              |                             |               |          | Vendor Total: | \$10,048.54  |
|       |     |                                  |        |              |                             |               |          | Report Total: | \$889,053.47 |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd        | Vendor                                  | Co     | Bank    | Check No                   | Pmt/Void Date                                 | Pmt Type |          |               |          |
|-------|------------|---|--------|---------|----------------------------|---|----------|----------|---------------|----------|
| 27127 |            | AARP SMART DRIVER COURSE                |        |         |                            |   |          | Check    |               |          |
|       |            | 0717                                    | 001    |         | 110995                     |   |          |          |               |          |
|       |            |   |        | E 04    | 005 507 321 305 000        | AARP Class #C32784 10/22/24                   |          | \$245.00 |               |          |
|       | PO#: 60728 | Voucher #:                              | 131820 | Invoice | Invoice No: 10/22/24       | 11/13/2024                                    |          |          | Paid Amt:     | \$245.00 |
|       |            |   |        |         |                            |   |          |          | Check Amount: | \$245.00 |
|       |            |   |        |         |                            |   |          |          | Vendor Total: | \$245.00 |
| 4381  |            | ADVANTAGE COLLECTION PROFESSIONALS, LLC |        |         |                            |   |          | Check    |               |          |
|       |            | 0717                                    | 001    |         | 110996                     |   |          |          |               |          |
|       |            |   |        | E 01    | 005 110 000 305 000        | Oct 2024 Commission Due                       |          | \$43.33  |               |          |
|       | PO#: 60783 | Voucher #:                              | 131821 | Invoice | Invoice No: 8632808        | 11/13/2024                                    |          |          | Paid Amt:     | \$43.33  |
|       |            |   |        |         |                            |   |          |          | Check Amount: | \$43.33  |
|       |            |   |        |         |                            |   |          |          | Vendor Total: | \$43.33  |
| 26895 |            | AMAZON CAPITAL SERVICES                 |        |         |                            |   |          | Check    |               |          |
|       |            | 0717                                    | 001    |         | 110917                     |   |          |          |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B0BL7HFV9S 12x12 Digital Multiplication Table |          | \$9.99   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | Amazon Shipping Charge                        |          | \$0.00   |               |          |
|       | PO#: 60527 | Voucher #:                              | 131598 | Invoice | Invoice No: 1RDY-RTGL-36V9 | 11/1/2024                                     |          |          | Paid Amt:     | \$9.99   |
|       |            |   |        | E 01    | 100 203 000 401 164        | 0142403520 The World According to Humphrey    |          | \$6.96   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | 0142406333 Friendship According to Humphrey   |          | \$6.50   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | 0142410896 Trouble According to Humphrey      |          | \$7.43   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | 052802759X Rand McNally Large Scale Road A    |          | \$26.99  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | 142631695X 5,000 Awesome Facts (About Ever    |          | \$9.60   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B00QC5545S SmartDealsPro 10-Pack 20 Sidec     |          | \$5.99   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B00U2KYUAY PURELL Advanced Hand Sanitiz       |          | \$19.93  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B075NRXJHP Presentation Remote Clicker, Wii   |          | \$9.59   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B09CKW47QV Clipboards Bulk, EZZGOL 36 P.      |          | \$37.49  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B09VZ6N9GL 50 Pieces Colored Dice, 6 Sided    |          | \$6.86   |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B09X1YCBQ4 HUIZDQ 1500 Pieces Building B      |          | \$25.59  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B0CJR2XNKN Black 24-Pack Desk Dividers for    |          | \$49.98  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B0CJR4TTDK 6-Pack Desk Dividers for Studen    |          | \$18.99  |               |          |
|       |            |   |        | E 01    | 100 203 000 401 164        | B0D78PSB6Z The Most Amazing Fact Book for     |          | \$11.99  |               |          |
|       | PO#: 60527 | Voucher #:                              | 131597 | Invoice | Invoice No: 19LQ-VJLV-NW3M | 11/1/2024                                     |          |          | Paid Amt:     | \$243.89 |
|       |            |   |        | E 01    | 100 422 740 433 000        | 0744051479 Mrs Wordsmith Phonics Blah Blah    |          | \$21.63  |               |          |
|       |            |   |        | E 01    | 100 422 740 433 000        | Amazon Shipping Charge                        |          | \$0.00   |               |          |
|       | PO#: 60538 | Voucher #:                              | 131599 | Invoice | Invoice No: 13KW-34T9-NJPX | 11/1/2024                                     |          |          | Paid Amt:     | \$21.63  |
|       |            |   |        |         |                            |   |          |          | Check Amount: | \$275.51 |
|       |            | 0717                                    | 001    |         | 110930                     |   |          | 19       | Check         |          |
|       |            |   |        | E 06    | 100 870 024 530 500        | Microwave                                     |          | \$199.99 |               |          |

## Jordan Public Schools Detail Payment Register By Vendor

| Code              | Rcd               | Vendor                  | Co      | Bank               | Check No            | Pmt/Void Date                                     | Pmt Type                      |  |
|-------------------|-------------------|-------------------------|---------|--------------------|---------------------|---|-------------------------------|--|
| 26895             |                   | AMAZON CAPITAL SERVICES |         |                    |                     |   |                               |  |
|                   |                   | 0717                    | 001     |                    | 110930              |   | Check                         |  |
|                   |                   |                         |         | E 06               | 100 870 024 530 500 | Discount  | (\$6.00)                      |  |
| <b>PO#:</b>       | <b>Voucher #:</b> | <b>131613</b>           | Invoice | <b>Invoice No:</b> | 1NQG-7KWC-CDCG      | <b>11/5/2024</b>                                  | <b>Paid Amt: \$193.99</b>     |  |
|                   |                   |                         |         |                    |                     |   | <b>Check Amount: \$193.99</b> |  |
|                   |                   | 0717                    | 001     |                    | 110954              |   | Check                         |  |
|                   |                   |                         |         | E 01               | 100 203 000 401 164 | B01DIC5GA0 Large Barn Owl Pellets (Pack of 1      | \$62.99                       |  |
| <b>PO#:</b> 60541 | <b>Voucher #:</b> | <b>131641</b>           | Invoice | <b>Invoice No:</b> | 1CRL-JTLH-1QLM      | <b>11/7/2024</b>                                  | <b>Paid Amt: \$62.99</b>      |  |
|                   |                   |                         |         | E 04               | 005 505 321 401 550 | CE Yoga Mat Return                                | \$235.70                      |  |
| <b>PO#:</b>       | <b>Voucher #:</b> | <b>131643</b>           | Credit  | <b>Invoice No:</b> | 1XH6-44KH-C3JY      | <b>11/7/2024</b>                                  | <b>Paid Amt: (\$235.70)</b>   |  |
|                   |                   |                         |         | E 01               | 100 203 000 401 164 | B077TL9ZQ5 School Smart Dry Erase Boards,         | \$771.95                      |  |
|                   |                   |                         |         | E 01               | 100 203 000 401 164 | Amazon Shipping Charge                            | \$0.00                        |  |
| <b>PO#:</b> 60444 | <b>Voucher #:</b> | <b>131636</b>           | Invoice | <b>Invoice No:</b> | 17F6-LXK6-GCT9      | <b>11/7/2024</b>                                  | <b>Paid Amt: \$771.95</b>     |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | B00006IDR3 Wausau Astrobrights 24# Writing        | \$16.02                       |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | B00HS4L2CQ amscan Party Favors 12/Pkg-Ka          | \$6.99                        |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | B014VDJMSM OnlineEEI Base Plate, Zinc Coat        | \$76.00                       |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | B07G4FQP7B Skeleteen Arabian Genie Oil Larr       | \$19.90                       |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | B0B9MMHMSN Jiuguva 6 Pcs Blaze Orange Ve          | \$20.79                       |  |
|                   |                   |                         |         | E 01               | 128 291 000 430 375 | Amazon Shipping Charge                            | \$0.00                        |  |
| <b>PO#:</b> 60535 | <b>Voucher #:</b> | <b>131640</b>           | Invoice | <b>Invoice No:</b> | 1GGD-G1HX-G643      | <b>11/7/2024</b>                                  | <b>Paid Amt: \$139.70</b>     |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0316381993 The Wild Robot (Volume 1) (The W       | \$32.02                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0316382043 The Wild Robot Escapes (Volume :       | \$32.02                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0316669415 The Wild Robot Protects (Volume :      | \$14.98                       |  |
| <b>PO#:</b> 60526 | <b>Voucher #:</b> | <b>131637</b>           | Invoice | <b>Invoice No:</b> | 1C19-QK7R-6L4L      | <b>11/7/2024</b>                                  | <b>Paid Amt: \$79.02</b>      |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0062989189 Secondhand Dogs                        | \$17.75                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0063113929 A Rover's Story                        | \$6.99                        |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0063221128 The One and Only Family                | \$61.60                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0316494747 Across the Desert                      | \$7.49                        |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0345538374 J.R.R. Tolkien 4-Book Boxed Set: T     | \$20.39                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0374314713 The Adventure Is Now                   | \$16.99                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0374360960 The Pout-Pout Fish (A Pout-Pout F      | \$26.37                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0448487411 Worm Weather (Penguin Core Cor         | \$15.98                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0545217709 Who Will See Their Shadows This        | \$6.34                        |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0545515165 Bone Collection: 10 Book Set: Incl     | \$85.90                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0593302672 How to Win a Slime War                 | \$29.64                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0593350707 How to Talk Like a Chicken             | \$18.99                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0593564537 Buffalo Fluffalo (A Buffalo Fluffalo : | \$16.79                       |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0593658485 What Is the Story of Godzilla?         | \$7.99                        |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0763696048 Rescue and Jessica: A Life-Chang       | \$8.24                        |  |
|                   |                   |                         |         | E 01               | 100 620 000 470 292 | 0803741715 The Book with No Pictures              | \$28.80                       |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code              | Rcd               | Vendor                  | Co      | Bank                              | Check No                                    | Pmt/Void Date                                   | Pmt Type                    |
|-------------------|-------------------|-------------------------|---------|-----------------------------------|---|---|-----------------------------|
| 26895             |                   | AMAZON CAPITAL SERVICES |         |                                   |   |   |                             |
|                   |                   |                         | 0717    | 001                               | 110954                                      |   | Check                       |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 0823416038 Kite Day: A Bear and Mole Story      | \$14.41                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1250147425 Odder: The Novel: The Novel          | \$10.34                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1250259622 Frizzy                               | \$12.99                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1250345006 Mouse and His Dog: A Dogtown Bc      | \$17.85                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1250843669 The Most Boring Book Ever            | \$16.99                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338568949 Squished: A Graphic Novel            | \$19.34                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338654586 Hummingbird                          | \$8.99                      |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338662198 Better With Butter                   | \$12.59                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338680528 Attack of the Black Rectangles       | \$11.78                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338880314 The Owllympic Games: A Branches      | \$24.99                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1338896431 Dog Man: The Scarlet Shedder: A C    | \$32.96                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1426336896 It's a Numbers Game! Basketball: ~   | \$10.59                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1442402970 Creepy Carrots! (Creepy Tales!)      | \$36.87                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1442402989 Creepy Pair of Underwear! (Creepy    | \$34.92                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1524880914 Big Nate: No Worries!: Two Books     | \$9.39                      |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 153446588X Creepy Crayon! (Creepy Tales!)       | \$33.48                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1534467564 Alone                                | \$7.59                      |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1536213616 The Beatryce Prophecy                | \$11.44                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1684057795 Godzilla: History's Greatest Monste  | \$22.40                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1684059135 Godzilla Rivals: Round One           | \$16.29                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 172826393X How to Catch a Class Pet: A Funny    | \$11.88                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1733035982 Kindness is a Kite String: The Uplif | \$15.76                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 177952529X Justice League vs. Godzilla vs. Kor  | \$24.49                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | 1953458211 The Gentle Bulldozer                 | \$13.49                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B01N2YRC4J Neliblu Sensory Fidget Snake Cu      | \$8.88                      |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B07HFKB7D6 Swiss Miss Milk Chocolate Flavo      | \$17.12                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B07N8SKCMJ Dixie PerfecTouch WiseSize Cof       | \$37.64                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B0BHSM7LX4 300PCS Animal Bulk Bookmarks         | \$35.18                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B0BRT4WS64 Rubik's, Tiled Trio Bundle 2x2 M     | \$26.97                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B0CQM47L9S Magnetic Blocks - Build Mine Ma      | \$143.97                    |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | B0CRB26L44 120 Pieces Animal Bulk Bookmarl      | \$29.97                     |
|                   |                   |                         |         | E 01                              | 100 620 000 470 292                         | Amazon Shipping Charge                          | \$53.97                     |
| <b>PO#:</b> 60526 | <b>Voucher #:</b> | <b>131638</b>           | Invoice | <b>Invoice No:</b> 13KW-34T9-G3XG | <b>11/7/2024</b>                            |   | <b>Paid Amt: \$1,161.77</b> |
|                   |                   |                         | E 01    | 128 291 000 430 375               | B002970EQC Luxurious Gold Royal Crowns - 0  | \$10.59   |                             |
| <b>PO#:</b> 60535 | <b>Voucher #:</b> | <b>131639</b>           | Invoice | <b>Invoice No:</b> 176W-PJHY-WYVN | <b>11/7/2024</b>                            |   | <b>Paid Amt: \$10.59</b>    |
|                   |                   |                         | E 01    | 100 203 000 401 164               | B00006IDQS Neenah Astrobrights(R) Bright Co | \$16.70   |                             |
|                   |                   |                         | E 01    | 100 203 000 401 164               | B08YXYZMK6 Adeweave 1 Inch 300 Pom poms     | \$29.97   |                             |

## Jordan Public Schools Detail Payment Register By Vendor

| Code        | Rcd   | Vendor                         | Co     | Bank    | Check No                          | Pmt/Void Date                                 | Pmt Type                        |  |
|-------------|-------|--------------------------------|--------|---------|-----------------------------------|---|---------------------------------|--|
| 26895       |       | <b>AMAZON CAPITAL SERVICES</b> |        |         |                                   |   |                                 |  |
|             |       |                                | 0717   | 001     | 110954                            |   | Check                           |  |
|             |       |                                | E      | 01      | 100 203 000 401 164               | Amazon Shipping Charge                        | \$0.00                          |  |
| <b>PO#:</b> | 60541 | <b>Voucher #:</b>              | 131642 | Invoice | <b>Invoice No:</b> 1Q1D-H67M-V3YH | 11/7/2024                                     | <b>Paid Amt: \$46.67</b>        |  |
|             |       |                                |        |         |                                   |   | <b>Check Amount: \$2,036.99</b> |  |
|             |       |                                | 0717   | 001     | 110997                            |   | Check                           |  |
|             |       |                                | E      | 04      | 005 505 321 401 550               | B00LY9LBR2 SPRI Wall-Mounted Rack for Han     | \$26.46                         |  |
|             |       |                                | E      | 04      | 005 505 321 401 550               | Amazon Shipping Charge                        | \$0.00                          |  |
|             |       |                                | E      | 04      | 005 505 321 401 550               | Yoga Mats                                     | \$236.20                        |  |
| <b>PO#:</b> | 60558 | <b>Voucher #:</b>              | 131806 | Invoice | <b>Invoice No:</b> 1DNN-1JKH-FVP1 | 11/13/2024                                    | <b>Paid Amt: \$262.66</b>       |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 0143129988 The Importance of Being Little: Wh | \$9.99                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 0345472322 Mindset: The New Psychology of S   | \$7.21                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 0545174805 The Spooky Wheels on the Bus: (A   | \$5.99                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 0593655036 The Anxious Generation: How the C  | \$15.24                         |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 0975259903 Parenting on Purpose: Red, Yellow, | \$13.41                         |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | 198214968X Hunt, Gather, Parent: What Ancier  | \$7.93                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B000J09OLM EXPO Low Odor Dry Erase Mark       | \$8.97                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B019QBOG3U Paper Mate InkJoy Gel Pens, M      | \$11.19                         |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B07B7FZWCG Paper Mate InkJoy 100ST Ballp      | \$5.62                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B09998VYR2 Halloween Stickers for Kids, 1000  | \$9.98                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B09BW36FW6 Kinetic Sand, 6lb Mega Mixin' B    | \$28.04                         |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B09ZHYMYMM JOLLY PARTY 6 Inch White Pa        | \$23.78                         |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | B0CLGW65FB Fly Swatter,Plastic Flyswatters M  | \$5.99                          |  |
|             |       |                                | E      | 04      | 005 580 325 401 000               | Amazon Shipping Charge                        | \$0.00                          |  |
| <b>PO#:</b> | 60572 | <b>Voucher #:</b>              | 131801 | Invoice | <b>Invoice No:</b> 1LM9-GVDC-44LC | 11/13/2024                                    | <b>Paid Amt: \$153.34</b>       |  |
|             |       |                                | E      | 01      | 300 211 000 401 217               | Where Wolves Don't Die                        | \$42.54                         |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131815 | Credit  | <b>Invoice No:</b> 1NVW-HJ9J-6RFY | 11/13/2024                                    | <b>Paid Amt: (\$42.54)</b>      |  |
|             |       |                                | E      | 02      | 005 770 707 401 000               | Patriotic Centerpieces                        | \$11.90                         |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131807 | Credit  | <b>Invoice No:</b> 1TK6-6KGG-9RH7 | 11/13/2024                                    | <b>Paid Amt: (\$11.90)</b>      |  |
|             |       |                                | E      | 04      | 005 505 321 401 550               | B00A3DHTGC Pedestal Sign Holder Stand with    | \$427.96                        |  |
|             |       |                                | E      | 04      | 005 505 321 401 550               | Amazon Shipping Charge                        | \$33.45                         |  |
| <b>PO#:</b> | 60546 | <b>Voucher #:</b>              | 131803 | Invoice | <b>Invoice No:</b> 1F7Y-7HWQ-FL7M | 11/13/2024                                    | <b>Paid Amt: \$461.41</b>       |  |
|             |       |                                | E      | 01      | 300 211 000 401 217               | Where Wolves DON't Die                        | \$241.06                        |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131808 | Credit  | <b>Invoice No:</b> 1R4V-X4L4-6P9R | 11/13/2024                                    | <b>Paid Amt: (\$241.06)</b>     |  |
|             |       |                                | E      | 01      | 300 211 000 401 217               | Where Wolves Don't Die                        | \$141.80                        |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131818 | Credit  | <b>Invoice No:</b> 1RR3-KKWT-6QXQ | 11/13/2024                                    | <b>Paid Amt: (\$141.80)</b>     |  |
|             |       |                                | E      | 01      | 300 211 000 401 217               | Where Wolves Don't Die                        | \$70.90                         |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131819 | Credit  | <b>Invoice No:</b> 1CXJ-MCXJ-6R99 | 22 11/13/2024                                 | <b>Paid Amt: (\$70.90)</b>      |  |
|             |       |                                | E      | 01      | 300 211 000 401 217               | Where Wolves Don't Die                        | \$56.72                         |  |
| <b>PO#:</b> |       | <b>Voucher #:</b>              | 131809 | Credit  | <b>Invoice No:</b> 1D9X-L4K3-7P14 | 11/13/2024                                    | <b>Paid Amt: (\$56.72)</b>      |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor                          | Co     | Bank    | Check No                   | Pmt/Void Date                                | Pmt Type      |            |  |
|-------|-------|---------------------------------|--------|---------|----------------------------|--|---------------|------------|--|
| 26895 |       | AMAZON CAPITAL SERVICES         |        |         |                            |  |               |            |  |
|       |       |                                 | 0717   | 001     | 110997                     |  | Check         |            |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | 1646143817 Where Wolves Don't Die            | \$1,276.20    |            |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Amazon Shipping Charge                       | \$0.00        |            |  |
| PO#:  | 60581 | Voucher #:                      | 131804 | Invoice | Invoice No: 1W1T-63KX-F7NY | 11/13/2024                                   | Paid Amt:     | \$1,276.20 |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$113.44      |            |  |
| PO#:  |       | Voucher #:                      | 131810 | Credit  | Invoice No: 1H3D-QP3M-6K1P | 11/13/2024                                   | Paid Amt:     | (\$113.44) |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$198.52      |            |  |
| PO#:  |       | Voucher #:                      | 131817 | Credit  | Invoice No: 13GN-WTJR-73VC | 11/13/2024                                   | Paid Amt:     | (\$198.52) |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$113.44      |            |  |
| PO#:  |       | Voucher #:                      | 131811 | Credit  | Invoice No: 1H3D-QP3M-6JYR | 11/13/2024                                   | Paid Amt:     | (\$113.44) |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$99.26       |            |  |
| PO#:  |       | Voucher #:                      | 131812 | Credit  | Invoice No: 14Q1-QVKG-6MCH | 11/13/2024                                   | Paid Amt:     | (\$99.26)  |  |
|       |       |                                 |        | E 04    | 005 505 321 350 550        | B00ENLEPF8 Ice-O-Matic Ice O Matic 9161076   | \$199.95      |            |  |
|       |       |                                 |        | E 04    | 005 505 321 350 550        | Amazon Shipping Charge                       | \$0.00        |            |  |
| PO#:  | 60643 | Voucher #:                      | 131805 | Invoice | Invoice No: 1VC9-DVM1-JDYP | 11/13/2024                                   | Paid Amt:     | \$199.95   |  |
|       |       |                                 |        | E 01    | 100 203 000 401 000        | 1634022351 Teaching Reading Sourcebook (Co   | \$149.28      |            |  |
|       |       |                                 |        | E 01    | 100 203 000 401 000        | 1634022432 Assessing Reading: Multiple Meas  | \$142.96      |            |  |
|       |       |                                 |        | E 01    | 100 203 000 401 000        | Amazon Shipping Charge                       | \$0.00        |            |  |
| PO#:  | 60576 | Voucher #:                      | 131802 | Invoice | Invoice No: 1XMR-TH11-3X4X | 11/13/2024                                   | Paid Amt:     | \$292.24   |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$85.08       |            |  |
| PO#:  |       | Voucher #:                      | 131813 | Credit  | Invoice No: 1M7F-Y6MR-6J11 | 11/13/2024                                   | Paid Amt:     | (\$85.08)  |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$99.26       |            |  |
| PO#:  |       | Voucher #:                      | 131814 | Credit  | Invoice No: 11QQ-CQYR-6N13 | 11/13/2024                                   | Paid Amt:     | (\$99.26)  |  |
|       |       |                                 |        | E 01    | 300 211 000 401 217        | Where Wolves Don't Die                       | \$14.18       |            |  |
| PO#:  |       | Voucher #:                      | 131816 | Credit  | Invoice No: 1G3N-974V-747M | 11/13/2024                                   | Paid Amt:     | (\$14.18)  |  |
|       |       |                                 |        |         |                            |  | Check Amount: | \$1,357.70 |  |
|       |       |                                 |        |         |                            |  | Vendor Total: | \$3,864.19 |  |
| 6622  |       | ASCHBRENNER, BRETT              |        |         |                            |  |               |            |  |
|       |       |                                 | 0717   | 001     | 110955                     |  | Check         |            |  |
|       |       |                                 |        | E 01    | 300 292 000 305 300        | JHS Door Interior/Exterior Graphics Install  | \$1,200.00    |            |  |
| PO#:  |       | Voucher #:                      | 131658 | Invoice | Invoice No: 092524J        | 11/7/2024                                    | Paid Amt:     | \$1,200.00 |  |
|       |       |                                 |        |         |                            |  | Check Amount: | \$1,200.00 |  |
|       |       |                                 |        |         |                            |  | Vendor Total: | \$1,200.00 |  |
| 6543  |       | ATMOSPHERE COMMERCIAL INTERIORS |        |         |                            |  |               |            |  |
|       |       |                                 | 0717   | 001     | 110998                     |  | Check         |            |  |
|       |       |                                 |        | E 02    | 128 770 701 530 000        | MSE1012-Mobile Stool Table-elliptical        | \$53,697.00   |            |  |
|       |       |                                 |        | E 02    | 128 770 701 530 000        | MSR608-Mobile Stool Table - Round 60" Round  | \$12,707.20   |            |  |
|       |       |                                 |        | E 02    | 128 770 701 530 000        | MSR605-ADA Accessible - Mobile Stool Table - | \$10,716.20   |            |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor                          | Co     | Bank    | Check No                   | Pmt/Void Date                           | Pmt Type |               |             |
|-------|-------|---------------------------------|--------|---------|----------------------------|---|----------|---------------|-------------|
| 6543  |       | ATMOSPHERE COMMERCIAL INTERIORS |        |         |                            |   |          |               |             |
|       |       |                                 | 0717   | 001     | 110998                     |   | Check    |               |             |
|       |       |                                 |        | E 02    | 128 770 701 530 000        | Labor to deliver and install            |          | \$3,201.00    |             |
| PO#:  | 59888 | Voucher #:                      | 131800 | Invoice | Invoice No: 91892          | 11/13/2024                              |          | Paid Amt:     | \$80,321.40 |
|       |       |                                 |        |         |                            |   |          | Check Amount: | \$80,321.40 |
|       |       |                                 |        |         |                            |   |          | Vendor Total: | \$80,321.40 |
| 6469  |       | AUTUMN RIDGE LANDSCAPING, INC   |        |         |                            |   |          |               |             |
|       |       |                                 | 0717   | 001     | 110931                     |   | Check    |               |             |
|       |       |                                 |        | E 06    | 100 870 024 510 000        | Application #2                          |          | \$62,567.00   |             |
| PO#:  |       | Voucher #:                      | 131635 | Invoice | Invoice No: Application #2 | 11/5/2024                               |          | Paid Amt:     | \$62,567.00 |
|       |       |                                 |        |         |                            |   |          | Check Amount: | \$62,567.00 |
|       |       |                                 |        |         |                            |   |          | Vendor Total: | \$62,567.00 |
| 6641  |       | AYINDE, WAHEED                  |        |         |                            |   |          |               |             |
|       |       |                                 | 0717   | 001     | 110918                     |   | Check    |               |             |
|       |       |                                 |        | E 01    | 300 294 000 305 326        | Boys-Fall 2024 Soccer Referee Assignor  |          | \$199.50      |             |
|       |       |                                 |        | E 01    | 300 296 000 305 326        | Girls-Fall 2024 Soccer Referee Assignor |          | \$199.50      |             |
| PO#:  | 60690 | Voucher #:                      | 131600 | Invoice | Invoice No: 117            | 11/1/2024                               |          | Paid Amt:     | \$399.00    |
|       |       |                                 |        |         |                            |   |          | Check Amount: | \$399.00    |
|       |       |                                 |        |         |                            |   |          | Vendor Total: | \$399.00    |
| 6018  |       | BACKER, KARRIGAN                |        |         |                            |   |          |               |             |
|       |       |                                 | 0717   | 001     | 110919                     |   | Check    |               |             |
|       |       |                                 |        | E 01    | 128 296 000 305 342        | 9/15/22                                 |          | \$75.00       |             |
|       |       |                                 |        | E 01    | 128 296 000 305 342        | 9/20/22                                 |          | \$75.00       |             |
|       |       |                                 |        | E 01    | 128 296 000 305 342        | 10/6/22                                 |          | \$75.00       |             |
|       |       |                                 |        | E 01    | 128 296 000 305 342        | 10/11/22                                |          | \$75.00       |             |
| PO#:  |       | Voucher #:                      | 121892 | Invoice | Invoice No: MS VB Official | 11/1/2024                               |          | Paid Amt:     | \$300.00    |
|       |       |                                 |        | E 04    | 005 505 321 305 515        | Youth VB Camp 7/25/22-7/28/22           |          | \$60.00       |             |
| PO#:  | 55103 | Voucher #:                      | 121660 | Invoice | Invoice No: Youth VB Camp  | 11/1/2024                               |          | Paid Amt:     | \$60.00     |
|       |       |                                 |        |         |                            |   |          | Check Amount: | \$360.00    |
|       |       |                                 |        |         |                            |   |          | Vendor Total: | \$360.00    |
| 11220 |       | BENJAMIN BUS                    |        |         |                            |   |          |               |             |
|       |       |                                 | 0717   | 001     | 110999                     |   | Check    |               |             |
|       |       |                                 |        | E 01    | 005 760 720 360 000        | Nov 2024 Contract                       |          | \$78,051.70   |             |
| PO#:  |       | Voucher #:                      | 131822 | Invoice | Invoice No: Nov 2024       | 11/13/2024                              |          | Paid Amt:     | \$78,051.70 |
|       |       |                                 |        |         |                            |   |          | Check Amount: | \$78,051.70 |
|       |       |                                 |        |         |                            |   |          | Vendor Total: | \$78,051.70 |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                            | Co     | Bank    | Check No                      | Pmt/Void Date                        | Pmt Type                  |
|------------|-----|-----------------------------------|--------|---------|-------------------------------|--------------------------------------|---------------------------|
| 6441       |     | BEN'S STRUCTURAL FABRICATION, INC |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 110932                        |                                      | Check                     |
|            |     |                                   |        | E 06    | 100 870 024 520 000           | Application #5                       | \$67,161.20               |
| PO#:       |     | Voucher #:                        | 131619 | Invoice | Invoice No: Application #5    | 11/5/2024                            | Paid Amt: \$67,161.20     |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$67,161.20 |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$67,161.20 |
| 26156      |     | BIFFS, INC.                       |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 111000                        |                                      | Check                     |
|            |     |                                   |        | E 01    | 300 292 000 335 300           | FB Stadium                           | \$771.00                  |
|            |     |                                   |        | E 04    | 005 505 321 305 000           | MS Playground                        | \$91.00                   |
| PO#: 60740 |     | Voucher #:                        | 131823 | Invoice | Invoice No: INV#224640/224641 | 11/13/2024                           | Paid Amt: \$862.00        |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$862.00    |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$862.00    |
| 11747      |     | BLUE CROSS & BLUE SHIELD          |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 111001                        |                                      | Check                     |
|            |     |                                   |        | B 01    | 215 024                       | Dec 2024 D. Swenson                  | \$282.50                  |
| PO#:       |     | Voucher #:                        | 131824 | Invoice | Invoice No: 241101196817      | 11/13/2024                           | Paid Amt: \$282.50        |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$282.50    |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$282.50    |
| 3657       |     | BOTHUN, DYLAN                     |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 110956                        |                                      | Check                     |
|            |     |                                   |        | E 01    | 300 294 000 305 303           | FB Official 10/11/24-Fee Adj         | \$16.00                   |
| PO#:       |     | Voucher #:                        | 131666 | Invoice | Invoice No: FB Official       | 11/7/2024                            | Paid Amt: \$16.00         |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$16.00     |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$16.00     |
| 5105       |     | BRAUN INTERTEC CORPORATION        |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 110979                        |                                      | Check                     |
|            |     |                                   |        | E 06    | 100 870 024 305 000           | JES Construction & Materials Testing | \$5,037.50                |
| PO#: 60002 |     | Voucher #:                        | 131758 | Invoice | Invoice No: B406850           | 11/13/2024                           | Paid Amt: \$5,037.50      |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$5,037.50  |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$5,037.50  |
| 4048       |     | CAHILL, TED                       |        |         |                               |                                      |                           |
|            |     |                                   | 0717   | 001     | 110957                        |                                      | Check                     |
|            |     |                                   |        | E 01    | 300 296 000 305 326           | 9/26/24                              | \$70.00                   |
|            |     |                                   |        | E 01    | 300 296 000 305 326           | 9/28/24                              | \$155.00                  |
| PO#:       |     | Voucher #:                        | 131664 | Invoice | Invoice No: Soccer Official   | 11/7/2024                            | Paid Amt: \$225.00        |
|            |     |                                   |        |         |                               |                                      | Check Amount: \$225.00    |
|            |     |                                   |        |         |                               |                                      | Vendor Total: \$225.00    |

## Jordan Public Schools Detail Payment Register By Vendor

| Code | Rcd   | Vendor                  | Co     | Bank    | Check No                     | Pmt/Void Date                                | Pmt Type                   |
|------|-------|-------------------------|--------|---------|------------------------------|--|----------------------------|
| 4669 |       | CAPS NETWORK, INC       |        |         |                              |  |                            |
|      |       |                         | 0717   | 001     | 110920                       |  | Check                      |
|      |       |                         |        | E 01    | 300 211 000 406 211          | FY25   | \$1,000.00                 |
|      |       |                         |        | B 01    | 131 000                      | FY26   | \$500.00                   |
| PO#: | 60485 | Voucher #:              | 131601 | Invoice | Invoice No: CAPS NW 505      | 11/1/2024                                    | Paid Amt: \$1,500.00       |
|      |       |                         |        |         |                              |  | Check Amount: \$1,500.00   |
|      |       |                         |        |         |                              |  | Vendor Total: \$1,500.00   |
| 4373 |       | CARCIOFINI COMPANY INC  |        |         |                              |  |                            |
|      |       |                         | 0717   | 001     | 110933                       |  | Check                      |
|      |       |                         |        | E 06    | 100 870 024 520 000          | Application #2                               | \$29,078.55                |
| PO#: |       | Voucher #:              | 131628 | Invoice | Invoice No: Application #2   | 11/5/2024                                    | Paid Amt: \$29,078.55      |
|      |       |                         |        |         |                              |  | Check Amount: \$29,078.55  |
|      |       |                         |        |         |                              |  | Vendor Total: \$29,078.55  |
| 6443 |       | CENTRAL ROOFING COMPANY |        |         |                              |  |                            |
|      |       |                         | 0717   | 001     | 110934                       |  | Check                      |
|      |       |                         |        | E 06    | 100 870 024 520 000          | Application #006                             | \$769,232.24               |
| PO#: |       | Voucher #:              | 131626 | Invoice | Invoice No: Application #006 | 11/5/2024                                    | Paid Amt: \$769,232.24     |
|      |       |                         |        |         |                              |  | Check Amount: \$769,232.24 |
|      |       |                         | 0717   | 001     | 110980                       |  | Check                      |
|      |       |                         |        | E 06    | 100 870 024 520 000          | Application #7                               | \$39,910.16                |
| PO#: |       | Voucher #:              | 131765 | Invoice | Invoice No: Application #7   | 11/13/2024                                   | Paid Amt: \$39,910.16      |
|      |       |                         |        |         |                              |  | Check Amount: \$39,910.16  |
|      |       |                         |        |         |                              |  | Vendor Total: \$809,142.40 |
| 2629 |       | COMCAST                 |        |         |                              |  |                            |
|      |       |                         | 0717   | 001     | 111002                       |  | Check                      |
|      |       |                         |        | E 04    | 005 505 321 320 550          | Service 11/4/24-12/3/24                      | \$2.27                     |
| PO#: |       | Voucher #:              | 131825 | Invoice | Invoice No: 10/25/24         | 11/13/2024                                   | Paid Amt: \$2.27           |
|      |       |                         |        |         |                              |  | Check Amount: \$2.27       |
|      |       |                         |        |         |                              |  | Vendor Total: \$2.27       |
| 6323 |       | CUSEY, ELIZABETH        |        |         |                              |  |                            |
|      |       |                         | 0717   | 001     | 110958                       |  | Check                      |
|      |       |                         |        | E 04    | 005 507 321 305 000          | 10/9/24 All Occasion Hand Stamped Card Class | \$84.00                    |
| PO#: | 60759 | Voucher #:              | 131656 | Invoice | Invoice No: 10/9/24          | 11/7/2024                                    | Paid Amt: \$84.00          |
|      |       |                         |        |         |                              |  | Check Amount: \$84.00      |
|      |       |                         |        |         |                              |  | Vendor Total: \$84.00      |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor                   | Co     | Bank    | Check No                   | Pmt/Void Date | Pmt Type                               |               |              |
|-------|-------|--------------------------|--------|---------|----------------------------|---------------|--|---------------|--------------|
| 5617  |       | DECORY, TRAVIS           |        |         |                            |               |  |               |              |
|       |       |                          | 0717   | 001     | 110959                     |               | Check                                  |               |              |
|       |       |                          |        | E 01    | 005 211 320 305 000        | 11/6/24       | Cultural Group Drum Instruction/Langua | \$800.00      |              |
| PO#:  |       | Voucher #:               | 131670 | Invoice | Invoice No: 11/6/24        | 11/7/2024     |  | Paid Amt:     | \$800.00     |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$800.00     |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$800.00     |
| 6643  |       | DUET RESOURCE GROUP, INC |        |         |                            |               |  |               |              |
|       |       |                          | 0717   | 001     | 110935                     |               | Check                                  |               |              |
|       |       |                          |        | E 06    | 100 870 024 530 500        |               | Discounted Art Table for JMS           | \$3,000.00    |              |
| PO#:  |       | Voucher #:               | 131612 | Invoice | Invoice No: 17035          | 11/5/2024     |  | Paid Amt:     | \$3,000.00   |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$3,000.00   |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$3,000.00   |
| 3409  |       | EBERT COMPANIES          |        |         |                            |               |  |               |              |
|       |       |                          | 0717   | 001     | 110936                     |               | Check                                  |               |              |
|       |       |                          |        | E 06    | 100 870 024 520 000        |               | Application #7                         | \$20,006.71   |              |
| PO#:  |       | Voucher #:               | 131623 | Invoice | Invoice No: Application #7 | 11/5/2024     |  | Paid Amt:     | \$20,006.71  |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$20,006.71  |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$20,006.71  |
|       |       |                          | 0717   | 001     | 110981                     |               | Check                                  |               |              |
|       |       |                          |        | E 06    | 100 870 024 520 000        |               | Application #8                         | \$82,692.94   |              |
| PO#:  |       | Voucher #:               | 131763 | Invoice | Invoice No: Application #8 | 11/13/2024    |  | Paid Amt:     | \$82,692.94  |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$82,692.94  |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$102,699.65 |
| 28817 |       | FARMINGTON HIGH SCHOOL   |        |         |                            |               |  |               |              |
|       |       |                          | 0717   | 001     | 110921                     |               | Check                                  |               |              |
|       |       |                          |        | E 01    | 300 296 000 369 342        |               | VB Tourney 9/14/24                     | \$200.00      |              |
| PO#:  | 60695 | Voucher #:               | 131602 | Invoice | Invoice No: 9/14/24        | 11/1/2024     |  | Paid Amt:     | \$200.00     |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$200.00     |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$200.00     |
| 3544  |       | FRANSEN DECORATING INC   |        |         |                            |               |  |               |              |
|       |       |                          | 0717   | 001     | 110982                     |               | Check                                  |               |              |
|       |       |                          |        | E 06    | 100 870 024 520 000        |               | Application #4                         | \$15,033.74   |              |
| PO#:  |       | Voucher #:               | 131769 | Invoice | Invoice No: Application #4 | 11/13/2024    |  | Paid Amt:     | \$15,033.74  |
|       |       |                          |        |         |                            |               |  | Check Amount: | \$15,033.74  |
|       |       |                          |        |         |                            |               |  | Vendor Total: | \$15,033.74  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor                   | Co     | Bank    | Check No                        | Pmt/Void Date                        | Pmt Type                  |
|-------|-------|--------------------------|--------|---------|---------------------------------|--------------------------------------|---------------------------|
| 6638  |       | GIESEKE, CORY            |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 110960                          |                                      | Check                     |
|       |       |                          |        | E 01    | 300 292 000 305 311             | Section Football Official 10/22/24   | \$130.00                  |
| PO#:  |       | Voucher #:               | 131661 | Invoice | Invoice No: Section FB Official | 11/7/2024                            |                           |
|       |       |                          |        |         |                                 |                                      | Paid Amt: \$130.00        |
|       |       |                          |        |         |                                 |                                      | Check Amount: \$130.00    |
|       |       |                          |        |         |                                 |                                      | Vendor Total: \$130.00    |
| 27120 |       | GOPHER STATE ONE-CALL    |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 111003                          |                                      | Check                     |
|       |       |                          |        | E 01    | 005 810 000 305 000             | Oct 2024 Emailed Tickets             | \$13.50                   |
| PO#:  |       | Voucher #:               | 131826 | Invoice | Invoice No: 4101090             | 11/13/2024                           |                           |
|       |       |                          |        |         |                                 |                                      | Paid Amt: \$13.50         |
|       |       |                          |        |         |                                 |                                      | Check Amount: \$13.50     |
|       |       |                          |        |         |                                 |                                      | Vendor Total: \$13.50     |
| 3271  |       | GRIDER, DANIEL           |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 110961                          |                                      | Check                     |
|       |       |                          |        | E 01    | 300 294 000 305 303             | FB Official 10/11/24-Fee Adj         | \$35.00                   |
| PO#:  |       | Voucher #:               | 131669 | Invoice | Invoice No: FB Official         | 11/7/2024                            |                           |
|       |       |                          |        |         |                                 |                                      | Paid Amt: \$35.00         |
|       |       |                          |        |         |                                 |                                      | Check Amount: \$35.00     |
|       |       |                          |        |         |                                 |                                      | Vendor Total: \$35.00     |
| 6577  |       | H2I GROUP, INC           |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 110983                          |                                      | Check                     |
|       |       |                          |        | E 06    | 100 870 024 520 000             | Application #1 Gym Contract          | \$96,532.73               |
| PO#:  |       | Voucher #:               | 131770 | Invoice | Invoice No: Application #1 Gym  | 11/13/2024                           |                           |
|       |       |                          |        |         |                                 |                                      | Paid Amt: \$96,532.73     |
|       |       |                          |        |         |                                 |                                      | Check Amount: \$96,532.73 |
|       |       |                          |        |         |                                 |                                      | Vendor Total: \$96,532.73 |
| 6476  |       | HALLBERG ENGINEERING INC |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 110937                          |                                      | Check                     |
|       |       |                          |        | E 06    | 100 870 024 305 000             | 2024 Bldg Proj-Commissioning Service | \$3,000.00                |
| PO#:  | 60342 | Voucher #:               | 131615 | Invoice | Invoice No: 35512               | 11/5/2024                            |                           |
|       |       |                          |        |         |                                 |                                      | Paid Amt: \$3,000.00      |
|       |       |                          |        |         |                                 |                                      | Check Amount: \$3,000.00  |
|       |       |                          |        |         |                                 |                                      | Vendor Total: \$3,000.00  |
| 1327  |       | HEGER'S DAIRY LLC        |        |         |                                 |                                      |                           |
|       |       |                          | 0717   | 001     | 111004                          |                                      | Check                     |
|       |       |                          |        | E 02    | 100 770 701 495 000             | JES                                  | \$3,209.42                |
|       |       |                          |        | E 02    | 300 770 701 495 000             | JHS                                  | \$723.75                  |
|       |       |                          |        | E 02    | 128 770 701 495 000             | JMS                                  | \$769.80                  |
|       |       |                          |        | E 02    | 300 770 701 495 000             | River Valley                         | \$372.82                  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                   | Co     | Bank    | Check No                   | Pmt/Void Date             | Pmt Type                  |
|------------|-----|--------------------------|--------|---------|----------------------------|---------------------------|---------------------------|
| 1327       |     | HEGER'S DAIRY LLC        |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 111004                     |                           | Check                     |
|            |     |                          |        | E 02    | 128 770 701 495 000        | St John's                 | \$423.07                  |
| PO#:       |     | Voucher #:               | 131827 | Invoice | Invoice No: Oct 2024       | 11/13/2024                | Paid Amt: \$5,498.86      |
|            |     |                          |        |         |                            |                           | Check Amount: \$5,498.86  |
|            |     |                          |        |         |                            |                           | Vendor Total: \$5,498.86  |
| 6516       |     | HENDERSON INDEPENDENT    |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 111005                     |                           | Check                     |
|            |     |                          |        | E 01    | 005 199 000 305 000        | Week One                  | \$138.00                  |
|            |     |                          |        | E 01    | 005 199 000 305 000        | Week Two                  | \$102.00                  |
| PO#: 60742 |     | Voucher #:               | 131828 | Invoice | Invoice No: Oct 2024       | 11/13/2024                | Paid Amt: \$240.00        |
|            |     |                          |        |         |                            |                           | Check Amount: \$240.00    |
|            |     |                          |        |         |                            |                           | Vendor Total: \$240.00    |
| 6644       |     | HENRICKSON.              |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 110938                     |                           | Check                     |
|            |     |                          |        | E 06    | 100 870 024 520 000        | Application #1            | \$41,815.49               |
| PO#:       |     | Voucher #:               | 131618 | Invoice | Invoice No: Application #1 | 11/5/2024                 | Paid Amt: \$41,815.49     |
|            |     |                          |        |         |                            |                           | Check Amount: \$41,815.49 |
|            |     |                          |        |         |                            |                           | Vendor Total: \$41,815.49 |
| 4523       |     | HIGH POINT NETWORKS, LLC |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 110939                     |                           | Check                     |
|            |     |                          |        | E 06    | 100 870 024 455 500        | Transceiver for Aruba     | \$442.50                  |
|            |     |                          |        | E 06    | 100 870 024 455 500        | Axiom Network Cable       | \$27.50                   |
| PO#: 60524 |     | Voucher #:               | 131614 | Invoice | Invoice No: 256034         | 11/5/2024                 | Paid Amt: \$470.00        |
|            |     |                          |        |         |                            |                           | Check Amount: \$470.00    |
|            |     |                          |        |         |                            |                           | Vendor Total: \$470.00    |
| 1195       |     | HILLYARD, INC.           |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 110984                     |                           | Check                     |
|            |     |                          |        | E 06    | 100 870 024 530 500        | Trash Cans-New ES Areas   | \$1,474.20                |
|            |     |                          |        | E 06    | 100 870 024 530 500        | Recycle Cans-New ES Areas | \$312.80                  |
| PO#: 60692 |     | Voucher #:               | 131760 | Invoice | Invoice No: 605589705      | 11/13/2024                | Paid Amt: \$1,787.00      |
|            |     |                          |        |         |                            |                           | Check Amount: \$1,787.00  |
|            |     |                          |        |         |                            |                           | Vendor Total: \$1,787.00  |
| 6217       |     | I & S GROUP, INC         |        |         |                            |                           |                           |
|            |     |                          | 0717   | 001     | 110940                     |                           | Check                     |
|            |     |                          |        | E 06    | 100 870 024 305 000        | Construction Admin        | \$9,679.90                |
|            |     |                          |        | E 06    | 100 870 024 305 000        | Furniture Design 29       | \$8,041.00                |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                      | Co     | Bank    | Check No                        | Pmt/Void Date                       | Pmt Type                   |
|------------|-----|-----------------------------|--------|---------|---------------------------------|-------------------------------------|----------------------------|
| 6217       |     | I & S GROUP, INC            |        |         |                                 |                                     |                            |
|            |     |                             | 0717   | 001     | 110940                          |                                     | Check                      |
|            |     |                             |        | E 06    | 100 870 024 305 000             | K-1 Additional Renderings           | \$480.00                   |
| PO#:       |     | Voucher #:                  | 131616 | Invoice | Invoice No: 110032              | 11/5/2024                           | Paid Amt: \$18,200.90      |
|            |     |                             |        |         |                                 |                                     | Check Amount: \$18,200.90  |
|            |     |                             |        |         |                                 |                                     | Vendor Total: \$18,200.90  |
| 6645       |     | INTEREUM HOLDINGS LL        |        |         |                                 |                                     |                            |
|            |     |                             | 0717   | 001     | 110985                          |                                     | Check                      |
|            |     |                             |        | E 06    | 100 870 024 520 000             | Application #1                      | \$126,488.99               |
| PO#:       |     | Voucher #:                  | 131759 | Invoice | Invoice No: Application #1      | 11/13/2024                          | Paid Amt: \$126,488.99     |
|            |     |                             |        |         |                                 |                                     | Check Amount: \$126,488.99 |
|            |     |                             |        |         |                                 |                                     | Vendor Total: \$126,488.99 |
| 24970      |     | JORDAN ACE HARDWARE         |        |         |                                 |                                     |                            |
|            |     |                             | 0717   | 001     | 110962                          |                                     | Check                      |
|            |     |                             |        | E 01    | 300 810 000 350 199             | HS Upkeep of Grounds                | \$13.99                    |
|            |     |                             |        | E 01    | 005 810 000 401 000             | Maintenance Supplies                | \$22.95                    |
|            |     |                             |        | E 01    | 300 810 000 401 000             | HS Maintenance Supplies             | \$20.90                    |
|            |     |                             |        | E 01    | 128 810 000 401 000             | MS Maintenance Supplies             | \$20.98                    |
|            |     |                             |        | E 01    | 100 810 000 401 000             | ES Maintenance Supplies             | \$23.76                    |
|            |     |                             |        | E 04    | 005 505 321 401 550             | CERC                                | \$26.35                    |
|            |     |                             |        | E 01    | 300 361 830 430 000             | CTE Supplies                        | \$15.16                    |
| PO#:       |     | Voucher #:                  | 131646 | Invoice | Invoice No: Sept 2024           | 11/7/2024                           | Paid Amt: \$144.09         |
|            |     |                             |        | E 01    | 100 810 000 350 274             | ES In House Repairs                 | \$20.58                    |
|            |     |                             |        | E 01    | 300 810 000 401 000             | HS Maintenance Supplies             | \$20.35                    |
|            |     |                             |        | E 01    | 128 810 000 401 000             | MS Maintenance Supplies             | \$44.68                    |
|            |     |                             |        | E 01    | 100 810 000 401 000             | ES Maintenance Supplies             | \$69.51                    |
|            |     |                             |        | E 04    | 005 505 321 350 550             | CERC                                | \$9.56                     |
|            |     |                             |        | E 01    | 300 361 830 430 000             | CTE Supplies                        | \$73.36                    |
|            |     |                             |        | E 04    | 005 505 321 350 507             | Drivers Ed                          | \$9.59                     |
| PO#:       |     | Voucher #:                  | 131645 | Invoice | Invoice No: Oct 2024            | 11/7/2024                           | Paid Amt: \$247.63         |
|            |     |                             |        |         |                                 |                                     | Check Amount: \$391.72     |
|            |     |                             |        |         |                                 |                                     | Vendor Total: \$391.72     |
| 4998       |     | JORDAN FOOTBALL ASSOCIATION |        |         |                                 |                                     |                            |
|            |     |                             | 0717   | 001     | 110963                          |                                     | Check                      |
|            |     |                             |        | E 04    | 005 505 321 305 515             | 2024 Youth Football 8/27/24-10/5/24 | \$21,362.00                |
| PO#: 60737 |     | Voucher #:                  | 131644 | Invoice | Invoice No: 2024 Youth Football | 11/7/2024                           | Paid Amt: \$21,362.00      |
|            |     |                             |        |         |                                 |                                     | Check Amount: \$21,362.00  |
|            |     |                             |        |         |                                 |                                     | Vendor Total: \$21,362.00  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code | Rcd | Vendor                              | Co     | Bank    | Check No                        | Pmt/Void Date                                 | Pmt Type |                            |  |
|------|-----|-------------------------------------|--------|---------|---------------------------------|---|----------|----------------------------|--|
| 6299 |     | KAMRAN CULINEX, LLC                 |        |         |                                 |   |          |                            |  |
|      |     |                                     | 0717   | 001     | 110929                          |   | Check    |                            |  |
|      |     |                                     |        | E 02    | 100 770 701 530 000             | Application #3 Food Service Equipment         |          | \$61,099.90                |  |
| PO#: |     | Voucher #:                          | 131611 | Invoice | Invoice No: APPLICATION #3      | 11/5/2024                                     |          | Paid Amt: \$61,099.90      |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$61,099.90  |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$61,099.90  |  |
| 3462 |     | KENDELL DOORS AND HARDWARE          |        |         |                                 |   |          |                            |  |
|      |     |                                     | 0717   | 001     | 110941                          |   | Check    |                            |  |
|      |     |                                     |        | E 06    | 100 870 024 520 000             | Application #4                                |          | \$2,731.82                 |  |
| PO#: |     | Voucher #:                          | 131627 | Invoice | Invoice No: Application #4      | 11/5/2024                                     |          | Paid Amt: \$2,731.82       |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$2,731.82   |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$8,549.59   |  |
|      |     |                                     | 0717   | 001     | 110986                          |   | Check    |                            |  |
|      |     |                                     |        | E 06    | 100 870 024 520 000             | Application #5                                |          | \$5,817.77                 |  |
| PO#: |     | Voucher #:                          | 131766 | Invoice | Invoice No: Application #5      | 11/13/2024                                    |          | Paid Amt: \$5,817.77       |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$5,817.77   |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$8,549.59   |  |
| 2254 |     | KOHLHARDT, DEB                      |        |         |                                 |   |          |                            |  |
|      |     |                                     | 0717   | 001     | 111006                          |   | Check    |                            |  |
|      |     |                                     |        | E 04    | 005 508 321 305 000             | Evening Gentle Yoga Session 1 9/17/24-10/29/2 |          | \$532.00                   |  |
| PO#: |     | Voucher #:                          | 131873 | Invoice | Invoice No: Gentle Yoga Session | 11/13/2024                                    |          | Paid Amt: \$532.00         |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$532.00     |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$532.00     |  |
| 6445 |     | KRAFT CONTRACTING & MECHANICAL LLC  |        |         |                                 |   |          |                            |  |
|      |     |                                     | 0717   | 001     | 110942                          |   | Check    |                            |  |
|      |     |                                     |        | E 06    | 100 870 024 520 000             | Application #8                                |          | \$469,772.42               |  |
| PO#: |     | Voucher #:                          | 131632 | Invoice | Invoice No: Application #8      | 11/5/2024                                     |          | Paid Amt: \$469,772.42     |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$469,772.42 |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$765,887.42 |  |
|      |     |                                     | 0717   | 001     | 110987                          |   | Check    |                            |  |
|      |     |                                     |        | E 06    | 100 870 024 520 000             | Application #9                                |          | \$296,115.00               |  |
| PO#: |     | Voucher #:                          | 131772 | Invoice | Invoice No: Application #9      | 11/13/2024                                    |          | Paid Amt: \$296,115.00     |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$296,115.00 |  |
|      |     |                                     |        |         |                                 |   |          | Vendor Total: \$765,887.42 |  |
| 5637 |     | KRAUS-ANDERSON CONSTRUCTION COMPANY |        |         |                                 |   |          |                            |  |
|      |     |                                     | 0717   | 001     | 110943                          |   | Check    |                            |  |
|      |     |                                     |        | E 06    | 100 870 024 305 000             | Construction Manager Fee                      |          | \$32,255.00                |  |
|      |     |                                     |        | E 06    | 100 870 024 305 000             | Site Services & Reimbursables                 |          | \$74,062.00                |  |
|      |     |                                     |        | E 06    | 100 870 024 305 000             | General Conditions 31                         |          | \$50,433.32                |  |
| PO#: |     | Voucher #:                          | 131617 | Invoice | Invoice No: KA66940             | 11/5/2024                                     |          | Paid Amt: \$156,750.32     |  |
|      |     |                                     |        |         |                                 |   |          | Check Amount: \$156,750.32 |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                              | Co     | Bank    | Check No                       | Pmt/Void Date                                | Pmt Type                   |
|------------|-----|-------------------------------------|--------|---------|--------------------------------|--|----------------------------|
| 5637       |     | KRAUS-ANDERSON CONSTRUCTION COMPANY |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 110988                         |  | Check                      |
|            |     |                                     |        | E 06    | 100 870 024 305 000            | Construction Management Services Thru 10/31/ | \$135,151.11               |
| PO#:       |     | Voucher #:                          | 131761 | Invoice | Invoice No: KA67310            | 11/13/2024                                   | Paid Amt: \$135,151.11     |
|            |     |                                     |        |         |                                |  | Check Amount: \$135,151.11 |
|            |     |                                     |        |         |                                |  | Vendor Total: \$291,901.43 |
| 6089       |     | L.C.S.C                             |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 110922                         |  | Check                      |
|            |     |                                     |        | E 01    | 128 298 000 401 373            | KB Pocket Box                                | \$295.00                   |
|            |     |                                     |        | E 01    | 128 298 000 401 373            | Pressure Strips-Set of 3                     | \$185.00                   |
|            |     |                                     |        | E 01    | 128 298 000 401 373            | Shipping                                     | \$10.00                    |
| PO#: 60715 |     | Voucher #:                          | 131603 | Invoice | Invoice No: JMS Knowledge Bowl | 11/1/2024                                    | Paid Amt: \$490.00         |
|            |     |                                     |        |         |                                |  | Check Amount: \$490.00     |
|            |     |                                     |        |         |                                |  | Vendor Total: \$490.00     |
| 6470       |     | LAKETOWN ELECTRIC, INC-WACONIA      |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 110944                         |  | Check                      |
|            |     |                                     |        | E 06    | 100 870 024 520 000            | Application #7                               | \$165,618.21               |
| PO#:       |     | Voucher #:                          | 131633 | Invoice | Invoice No: Application #7     | 11/5/2024                                    | Paid Amt: \$165,618.21     |
|            |     |                                     |        |         |                                |  | Check Amount: \$165,618.21 |
|            |     |                                     |        |         |                                |  | Vendor Total: \$397,771.29 |
|            |     |                                     | 0717   | 001     | 110989                         |  | Check                      |
|            |     |                                     |        | E 06    | 100 870 024 520 000            | Application #8                               | \$232,153.08               |
| PO#:       |     | Voucher #:                          | 131773 | Invoice | Invoice No: Application #8     | 11/13/2024                                   | Paid Amt: \$232,153.08     |
|            |     |                                     |        |         |                                |  | Check Amount: \$232,153.08 |
|            |     |                                     |        |         |                                |  | Vendor Total: \$397,771.29 |
| 6554       |     | LINGRO, LLC                         |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 111007                         |  | Check                      |
|            |     |                                     |        | E 01    | 300 211 302 406 000            | Lingro Hub Basic Language Course Access      | \$2,700.00                 |
| PO#: 59993 |     | Voucher #:                          | 131829 | Invoice | Invoice No: LL1547             | 11/13/2024                                   | Paid Amt: \$2,700.00       |
|            |     |                                     |        |         |                                |  | Check Amount: \$2,700.00   |
|            |     |                                     |        |         |                                |  | Vendor Total: \$2,700.00   |
| 5383       |     | LUCAS/AUDREY                        |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 111008                         |  | Check                      |
|            |     |                                     |        | E 04    | 005 508 321 305 000            | MOX Fitness Session 19 9/9/24-10/31/24       | \$1,183.50                 |
| PO#:       |     | Voucher #:                          | 131874 | Invoice | Invoice No: MOX Fitness 19     | 11/13/2024                                   | Paid Amt: \$1,183.50       |
|            |     |                                     |        |         |                                |  | Check Amount: \$1,183.50   |
|            |     |                                     |        |         |                                |  | Vendor Total: \$1,183.50   |
| 5867       |     | METRONET                            |        |         |                                |  |                            |
|            |     |                                     | 0717   | 001     | 111009                         |  | Check                      |
|            |     |                                     |        | E 04    | 005 582 344 320 000            | School Readiness                             | \$27.07                    |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                                 | Co     | Bank    | Check No                   | Pmt/Void Date            | Pmt Type                  |
|------------|-----|--|--------|---------|----------------------------|--------------------------|---------------------------|
| 5867       |     | METRONET                               |        |         |                            |                          |                           |
|            |     |  | 0717   | 001     | 111009                     |                          | Check                     |
|            |     |  |        | E 04    | 005 570 321 320 000        | Kids Co                  | \$7.74                    |
|            |     |  |        | E 02    | 005 770 701 320 000        | ES Food Service          | \$3.87                    |
|            |     |  |        | E 01    | 100 203 000 320 000        | ES                       | \$348.08                  |
|            |     |  |        | E 04    | 005 505 321 320 550        | CERC                     | \$18.31                   |
|            |     |  |        | E 02    | 005 770 701 320 000        | MS Food Service          | \$4.58                    |
|            |     |  |        | E 01    | 128 211 000 320 000        | MS                       | \$434.78                  |
|            |     |  |        | E 02    | 005 770 701 320 000        | HS Food Service          | \$9.53                    |
|            |     |  |        | E 01    | 300 211 000 320 000        | HS                       | \$467.05                  |
| PO#:       |     | Voucher #:                             | 131852 | Invoice | Invoice No: Nov 2024       | 11/13/2024               | Paid Amt: \$1,321.01      |
|            |     |  |        |         |                            |                          | Check Amount: \$1,321.01  |
|            |     |  |        |         |                            |                          | Vendor Total: \$1,321.01  |
| 5358       |     | MN STATE COMMUNITY & TECHNICAL COLLEGE |        |         |                            |                          |                           |
|            |     |  | 0717   | 001     | 111010                     |                          | Check                     |
|            |     |  |        | E 01    | 300 211 000 394 000        | General Psychology       | \$682.45                  |
| PO#: 60605 |     | Voucher #:                             | 131830 | Invoice | Invoice No: 00874902       | 11/13/2024               | Paid Amt: \$682.45        |
|            |     |  |        |         |                            |                          | Check Amount: \$682.45    |
|            |     |  |        |         |                            |                          | Vendor Total: \$682.45    |
| 27111      |     | NORMANDALE COMMUNITY COLLEGE           |        |         |                            |                          |                           |
|            |     |  | 0717   | 001     | 111011                     |                          | Check                     |
|            |     |  |        | E 01    | 300 211 000 394 000        | Intro to Education       | \$3,000.00                |
|            |     |  |        | E 01    | 300 211 000 394 000        | College Writing          | \$3,000.00                |
| PO#: 60606 |     | Voucher #:                             | 131853 | Invoice | Invoice No: C10000002531   | 11/13/2024               | Paid Amt: \$6,000.00      |
|            |     |  |        |         |                            |                          | Check Amount: \$6,000.00  |
|            |     |  |        |         |                            |                          | Vendor Total: \$6,000.00  |
| 3542       |     | NORTHERN GLASS & GLAZING               |        |         |                            |                          |                           |
|            |     |  | 0717   | 001     | 110990                     |                          | Check                     |
|            |     |  |        | E 06    | 100 870 024 520 000        | Application #4           | \$60,800.00               |
| PO#:       |     | Voucher #:                             | 131767 | Invoice | Invoice No: Application #4 | 11/13/2024               | Paid Amt: \$60,800.00     |
|            |     |  |        |         |                            |                          | Check Amount: \$60,800.00 |
|            |     |  |        |         |                            |                          | Vendor Total: \$60,800.00 |
| 5626       |     | NOVAK, HEATHER                         |        |         |                            |                          |                           |
|            |     |  | 0717   | 001     | 110964                     |                          | Check                     |
|            |     |  |        | E 04    | 005 505 321 305 503        | 10/25/24 Creepy Cupcakes | \$218.69                  |
| PO#: 60760 |     | Voucher #:                             | 131657 | Invoice | Invoice No: 10/25/24       | 11/7/2024                | Paid Amt: \$218.69        |
|            |     |  |        |         |                            |                          | Check Amount: \$218.69    |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                  | Co     | Bank    | Check No                        | Pmt/Void Date                             | Pmt Type |               |          |
|------------|-----|-------------------------|--------|---------|---------------------------------|---|----------|---------------|----------|
| 5626       |     | NOVAK, HEATHER          |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 111012                          |   | Check    |               |          |
|            |     |                         |        | E 04    | 005 507 321 305 000             | Kolacky 11/2/24                           |          | \$123.25      |          |
| PO#:       |     | Voucher #:              | 131872 | Invoice | Invoice No: 11/2/24             | 11/13/2024                                |          | Paid Amt:     | \$123.25 |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$123.25 |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$341.94 |
| 27526      |     | NYA COMMUNITY EDUCATION |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 110965                          |   | Check    |               |          |
|            |     |                         |        | E 04    | 005 505 321 369 515             | 6TH Grade VB Tourney 11/2/24              |          | \$200.00      |          |
| PO#: 60750 |     | Voucher #:              | 131652 | Invoice | Invoice No: 11/2/24             | 11/7/2024                                 |          | Paid Amt:     | \$200.00 |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$200.00 |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$200.00 |
| 5340       |     | OFFICE OF MNIT SERVICES |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 110966                          |   | Check    |               |          |
|            |     |                         |        | E 01    | 005 420 740 394 000             | SpEd Phone Interpretation September 2024  |          | \$2.10        |          |
|            |     |                         |        | E 01    | 005 211 000 358 000             | GenEd Phone Interpretation September 2024 |          | \$218.40      |          |
| PO#: 60663 |     | Voucher #:              | 131647 | Invoice | Invoice No: W24090746           | 11/7/2024                                 |          | Paid Amt:     | \$220.50 |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$220.50 |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$220.50 |
| 5472       |     | OLIVER, JOSEPH          |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 110967                          |   | Check    |               |          |
|            |     |                         |        | E 01    | 300 292 000 305 311             | Section FB Official 10/22/24              |          | \$130.00      |          |
| PO#:       |     | Voucher #:              | 131662 | Invoice | Invoice No: Section FB Official | 11/7/2024                                 |          | Paid Amt:     | \$130.00 |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$130.00 |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$130.00 |
| 3766       |     | PETERSON, SCOTT         |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 110968                          |   | Check    |               |          |
|            |     |                         |        | E 01    | 300 294 000 305 303             | FB Official 10/11/24-Fee Adj              |          | \$16.00       |          |
| PO#:       |     | Voucher #:              | 131668 | Invoice | Invoice No: FB Official         | 11/7/2024                                 |          | Paid Amt:     | \$16.00  |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$16.00  |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$16.00  |
| 6636       |     | PEXA, MARK              |        |         |                                 |   |          |               |          |
|            |     |                         | 0717   | 001     | 110969                          |   | Check    |               |          |
|            |     |                         |        | E 01    | 300 294 000 305 303             | FB Official 10/11/24-Fee Adj              |          | \$10.00       |          |
| PO#:       |     | Voucher #:              | 131667 | Invoice | Invoice No: FB Official         | 11/7/2024                                 |          | Paid Amt:     | \$10.00  |
|            |     |                         |        |         |                                 |   |          | Check Amount: | \$10.00  |
|            |     |                         |        |         |                                 |   |          | Vendor Total: | \$10.00  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor                       | Co     | Bank    | Check No                     | Pmt/Void Date              | Pmt Type |                           |  |
|-------|-------|------------------------------|--------|---------|------------------------------|----------------------------|----------|---------------------------|--|
| 6584  |       | PLAYCRAFT SYSTEMS            |        |         |                              |                            |          |                           |  |
|       |       |                              | 0717   | 001     | 110991                       |                            | Check    |                           |  |
|       |       |                              |        | E 06    | 100 870 024 510 501          | JES Playground-Balance Due |          | \$9,571.84                |  |
| PO#:  |       | Voucher #:                   | 131762 | Invoice | Invoice No: INV-00011768B    | 11/13/2024                 |          | Paid Amt: \$9,571.84      |  |
|       |       |                              |        |         |                              |                            |          | Check Amount: \$9,571.84  |  |
|       |       |                              |        |         |                              |                            |          | Vendor Total: \$9,571.84  |  |
| 25600 |       | POSTMASTER                   |        |         |                              |                            |          |                           |  |
|       |       |                              | 0717   | 001     | 110978                       |                            | Check    |                           |  |
|       |       |                              |        | E 01    | 005 110 000 329 000          | District                   |          | \$344.09                  |  |
|       |       |                              |        | E 04    | 005 505 321 329 000          | CE                         |          | \$344.09                  |  |
| PO#:  |       | Voucher #:                   | 131757 | Invoice | Invoice No: Winter 2024-2025 | 11/12/2024                 |          | Paid Amt: \$688.18        |  |
|       |       |                              |        |         |                              |                            |          | Check Amount: \$688.18    |  |
|       |       |                              |        |         |                              |                            |          | Vendor Total: \$688.18    |  |
| 6498  |       | RAMSEY EXCAVATING CO         |        |         |                              |                            |          |                           |  |
|       |       |                              | 0717   | 001     | 110945                       |                            | Check    |                           |  |
|       |       |                              |        | E 06    | 100 870 024 510 000          | Application #4             |          | \$5,198.87                |  |
| PO#:  |       | Voucher #:                   | 131620 | Invoice | Invoice No: Application #4   | 11/5/2024                  |          | Paid Amt: \$5,198.87      |  |
|       |       |                              |        |         |                              |                            |          | Check Amount: \$5,198.87  |  |
|       |       |                              |        |         |                              |                            |          | Vendor Total: \$5,198.87  |  |
| 6475  |       | RAPTOR TECHNOLOGIES, LLC     |        |         |                              |                            |          |                           |  |
|       |       |                              | 0717   | 001     | 111026                       |                            | Check    |                           |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Raptor Visitor Management  |          | \$5,940.00                |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Implementation Fee         |          | \$1,050.00                |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Remote Training            |          | \$405.00                  |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Raptor 2D Barcode Reader   |          | \$1,020.00                |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Raptor Printer             |          | \$690.00                  |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Raptor Visitor Badges Box  |          | \$255.00                  |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Shipping/Handling          |          | \$42.00                   |  |
|       |       |                              |        | E 06    | 005 870 024 555 500          | Building License           |          | \$2,691.00                |  |
| PO#:  | 59381 | Voucher #:                   | 131875 | Invoice | Invoice No: INV119503        | 11/13/2024                 |          | Paid Amt: \$12,093.00     |  |
|       |       |                              |        |         |                              |                            |          | Check Amount: \$12,093.00 |  |
|       |       |                              |        |         |                              |                            |          | Vendor Total: \$12,093.00 |  |
| 20698 |       | RATWIK, ROSZAK & MALONEY, PA |        |         |                              |                            |          |                           |  |
|       |       |                              | 0717   | 001     | 111013                       |                            | Check    |                           |  |
|       |       |                              |        | E 01    | 005 160 000 305 000          | Misc                       |          | \$371.00                  |  |
|       |       |                              |        | E 01    | 005 160 000 305 000          | Teacher Social Media Post  |          | \$53.00                   |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd        | Vendor                       | Co      | Bank                            | Check No            | Pmt/Void Date                | Pmt Type                   |
|------------|------------|------------------------------|---------|---------------------------------|---------------------|------------------------------|----------------------------|
| 20698      |            | RATWIK, ROSZAK & MALONEY, PA |         |                                 |                     |                              |                            |
|            |            |                              | 0717    | 001                             | 111013              |                              | Check                      |
|            |            |                              |         | E 01                            | 005 160 000 305 000 | Custodian Vacation Pay Claim | \$2,173.00                 |
| PO#: 60773 | Voucher #: | 131855                       | Invoice | Invoice No: 77579               | 11/13/2024          |                              | Paid Amt: \$2,597.00       |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$2,597.00   |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$2,597.00   |
| 25188      |            | REGION 2A-MSHSL              |         |                                 |                     |                              |                            |
|            |            |                              | 0717    | 001                             | 110923              |                              | Check                      |
|            |            |                              |         | E 01                            | 300 292 000 305 311 | Section VB 10/21/24          | \$2,335.00                 |
| PO#: 60658 | Voucher #: | 131604                       | Invoice | Invoice No: 10/21/24            | 11/1/2024           |                              | Paid Amt: \$2,335.00       |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$2,335.00   |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$2,335.00   |
|            |            |                              | 0717    | 001                             | 110970              |                              | Check                      |
|            |            |                              |         | E 01                            | 300 292 000 305 311 | Section Football 10/22/24    | \$7,165.00                 |
| PO#: 60739 | Voucher #: | 131648                       | Invoice | Invoice No: Section FB 10/22/24 | 11/7/2024           |                              | Paid Amt: \$7,165.00       |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$7,165.00   |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$9,500.00   |
| 24638      |            | REGION V COMPUTER SERVICES   |         |                                 |                     |                              |                            |
|            |            |                              | 0717    | 001                             | 111014              |                              | Check                      |
|            |            |                              |         | E 01                            | 005 110 302 316 000 | Region V Fee to Oper Capital | \$3,452.35                 |
|            |            |                              |         | E 01                            | 005 110 000 316 000 | Region V User Fee            | \$3,452.40                 |
| PO#: 60611 | Voucher #: | 131854                       | Invoice | Invoice No: 16972               | 11/13/2024          |                              | Paid Amt: \$6,904.75       |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$6,904.75   |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$6,904.75   |
| 6576       |            | RICKWAY CARPET               |         |                                 |                     |                              |                            |
|            |            |                              | 0717    | 001                             | 110946              |                              | Check                      |
|            |            |                              |         | E 06                            | 100 870 024 520 000 | Application #2               | \$33,060.00                |
| PO#:       | Voucher #: | 131630                       | Invoice | Invoice No: Application #2      | 11/5/2024           |                              | Paid Amt: \$33,060.00      |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$33,060.00  |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$33,060.00  |
| 6468       |            | RTL CONSTRUCTION, INC        |         |                                 |                     |                              |                            |
|            |            |                              | 0717    | 001                             | 110947              |                              | Check                      |
|            |            |                              |         | E 06                            | 100 870 024 520 000 | Application #6               | \$93,160.80                |
| PO#:       | Voucher #: | 131629                       | Invoice | Invoice No: 24-103-6            | 11/5/2024           |                              | Paid Amt: \$93,160.80      |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$93,160.80  |
|            |            |                              | 0717    | 001                             | 110992              |                              | Check                      |
|            |            |                              |         | E 06                            | 100 870 024 520 000 | Application #7               | \$26,313.12                |
| PO#:       | Voucher #: | 131768                       | Invoice | Invoice No: Application #7      | 36 11/13/2024       |                              | Paid Amt: \$26,313.12      |
|            |            |                              |         |                                 |                     |                              | Check Amount: \$26,313.12  |
|            |            |                              |         |                                 |                     |                              | Vendor Total: \$119,473.92 |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                  | Co     | Bank    | Check No            | Pmt/Void Date                                   | Pmt Type      |            |
|------------|-----|-------------------------|--------|---------|---------------------|---|---------------|------------|
| 3354       |     | S.M. HENTGES & SONS INC |        |         |                     |   |               |            |
|            |     |                         | 0717   | 001     | 110948              |   | Check         |            |
|            |     |                         |        | E 06    | 100 870 024 510 000 | Application #6                                  | \$7,440.54    |            |
| PO#:       |     | Voucher #:              | 131634 | Invoice | Invoice No:         | Application #6                                  | 11/5/2024     |            |
|            |     |                         |        |         |                     |   | Paid Amt:     | \$7,440.54 |
|            |     |                         |        |         |                     |   | Check Amount: | \$7,440.54 |
|            |     |                         |        |         |                     |   | Vendor Total: | \$7,440.54 |
| 6512       |     | SAMPSON, LUMHE          |        |         |                     |   |               |            |
|            |     |                         | 0717   | 001     | 111032              |   | Check         |            |
|            |     |                         |        | E 01    | 005 211 320 305 000 | 60 Min Wrkshp 11/26/24                          | \$1,000.00    |            |
|            |     |                         |        | E 01    | 005 211 320 305 000 | Performance                                     | \$6,250.00    |            |
| PO#:       |     | Voucher #:              | 131906 | Invoice | Invoice No:         | 00240012  | 11/25/2024    |            |
|            |     |                         |        |         |                     |   | Paid Amt:     | \$7,250.00 |
|            |     |                         |        |         |                     |   | Check Amount: | \$7,250.00 |
|            |     |                         |        |         |                     |   | Vendor Total: | \$7,250.00 |
| 5898       |     | SCIENCE EXPLORERS INC   |        |         |                     |   |               |            |
|            |     |                         | 0717   | 001     | 111015              |   | Check         |            |
|            |     |                         |        | E 04    | 005 505 321 305 503 | Crazy Chemistry Part 1 Oct 14th & Oct 21st, 20. | \$315.00      |            |
| PO#: 60784 |     | Voucher #:              | 131861 | Invoice | Invoice No:         | 5063  | 11/13/2024    |            |
|            |     |                         |        |         |                     |   | Paid Amt:     | \$315.00   |
|            |     |                         |        |         |                     |   | Check Amount: | \$315.00   |
|            |     |                         |        |         |                     |   | Vendor Total: | \$315.00   |
| 27328      |     | SCOTT COUNTY            |        |         |                     |   |               |            |
|            |     |                         | 0717   | 001     | 111016              |   | Check         |            |
|            |     |                         |        | E 01    | 005 850 302 896 000 | 2024 2nd Half Property Tax #229300490           | \$4,735.00    |            |
| PO#: 59703 |     | Voucher #:              | 131856 | Invoice | Invoice No:         | 229300490                                       | 11/13/2024    |            |
|            |     |                         |        |         |                     |   | Paid Amt:     | \$4,735.00 |
|            |     |                         |        |         |                     |   | Check Amount: | \$4,735.00 |
|            |     |                         |        |         |                     |   | Vendor Total: | \$4,735.00 |
| 5648       |     | SELECT PRODUCTS COMPANY |        |         |                     |   |               |            |
|            |     |                         | 0717   | 001     | 111017              |   | Check         |            |
|            |     |                         |        | E 02    | 300 770 701 401 000 | J. Anderson                                     | \$50.60       |            |
|            |     |                         |        | E 02    | 100 770 701 401 000 | B. Symanitz                                     | \$25.30       |            |
|            |     |                         |        | E 02    | 100 770 701 401 000 | S. Gander                                       | \$27.30       |            |
|            |     |                         |        | E 02    | 005 770 701 401 000 | District  | \$136.50      |            |
|            |     |                         |        | E 02    | 005 770 701 401 000 | Freight   | \$15.88       |            |
|            |     |                         |        | E 02    | 100 770 701 401 000 | Freight   | \$6.12        |            |
|            |     |                         |        | E 02    | 300 770 701 401 000 | Freight   | \$5.89        |            |
| PO#: 60618 |     | Voucher #:              | 131859 | Invoice | Invoice No:         | 51324   | 11/13/2024    |            |
|            |     |                         |        |         |                     |   | Paid Amt:     | \$267.59   |
|            |     |                         |        |         |                     |   | Check Amount: | \$267.59   |
|            |     |                         |        |         |                     |   | Vendor Total: | \$267.59   |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd        | Vendor                                | Co     | Bank    | Check No                   | Pmt/Void Date                  | Pmt Type                  |             |
|-------|------------|---------------------------------------|--------|---------|----------------------------|--------------------------------|---------------------------|-------------|
| 2203  |            | SONNEBURG, GARY                       |        |         |                            |                                |                           |             |
|       |            |                                       | 0717   | 001     | 110971                     |                                | Check                     |             |
|       |            |                                       |        | E 01    | 300 294 000 305 303        | FB Official 10/11/24           | \$141.00                  |             |
|       | PO#:       | Voucher #:                            | 131663 | Invoice | Invoice No: FB Official    | 11/7/2024                      | Paid Amt: \$141.00        |             |
|       |            |                                       |        |         |                            |                                | Check Amount: \$141.00    | \$141.00    |
|       |            |                                       |        |         |                            |                                | Vendor Total: \$141.00    | \$141.00    |
| 16835 |            | SOUTH CENTRAL SERVICE COOP.           |        |         |                            |                                |                           |             |
|       |            |                                       | 0717   | 001     | 111018                     |                                | Check                     |             |
|       |            |                                       |        | E 18    | 005 298 301 401 020        | MASA Mtg Catering 10/9/24      | \$373.91                  |             |
|       | PO#: 60595 | Voucher #:                            | 131858 | Invoice | Invoice No: 23170          | 11/13/2024                     | Paid Amt: \$373.91        |             |
|       |            |                                       |        | E 01    | 005 865 352 305 000        | Emergency Maps                 | \$1,059.73                |             |
|       | PO#: 60609 | Voucher #:                            | 131857 | Invoice | Invoice No: 23153          | 11/13/2024                     | Paid Amt: \$1,059.73      |             |
|       |            |                                       |        |         |                            |                                | Check Amount: \$1,433.64  | \$1,433.64  |
|       |            |                                       |        |         |                            |                                | Vendor Total: \$1,433.64  | \$1,433.64  |
| 10214 |            | SOUTHWEST METRO INTERMEDIATE DISTRICT |        |         |                            |                                |                           |             |
|       |            |                                       | 0717   | 001     | 111019                     |                                | Check                     |             |
|       |            |                                       |        | E 01    | 305 361 830 390 000        | Construction                   | \$3,150.00                |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Photo                          | \$1,050.00                |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Auto                           | \$2,800.00                |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Criminal Justice               | \$700.00                  |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Computer                       | \$700.00                  |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Cosmo                          | \$3,500.00                |             |
|       |            |                                       |        | E 01    | 305 365 830 390 000        | Graphics                       | \$700.00                  |             |
|       |            |                                       |        | E 01    | 305 321 830 390 000        | Medical Careers                | \$1,050.00                |             |
|       | PO#: 60696 | Voucher #:                            | 131860 | Invoice | Invoice No: 0002500020     | 11/13/2024                     | Paid Amt: \$13,650.00     |             |
|       |            |                                       |        | E 01    | 998 203 000 390 000        | Summer Programs - admin costs  | \$3,476.80                |             |
|       |            |                                       |        | E 01    | 998 211 000 390 000        | Summer Programs - admin costs  | \$1,757.16                |             |
|       |            |                                       |        | E 01    | 998 211 000 390 000        | FY24/25 Summer Credit Recovery | \$2,234.16                |             |
|       | PO#: 60775 | Voucher #:                            | 131862 | Invoice | Invoice No: 0002500069     | 11/13/2024                     | Paid Amt: \$7,468.12      |             |
|       |            |                                       |        |         |                            |                                | Check Amount: \$21,118.12 | \$21,118.12 |
|       |            |                                       |        |         |                            |                                | Vendor Total: \$21,118.12 | \$21,118.12 |
| 6442  |            | SPECIALTY SYSTEMS                     |        |         |                            |                                |                           |             |
|       |            |                                       | 0717   | 001     | 110949                     |                                | Check                     |             |
|       |            |                                       |        | E 06    | 100 870 024 520 000        | Application #4                 | \$25,422.00               |             |
|       | PO#:       | Voucher #:                            | 131625 | Invoice | Invoice No: Application #4 | 11/5/2024                      | Paid Amt: \$25,422.00     |             |
|       |            |                                       |        |         |                            |                                | Check Amount: \$25,422.00 | \$25,422.00 |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd | Vendor                        | Co     | Bank    | Check No            | Pmt/Void Date                           | Pmt Type   |               |              |
|------------|-----|-------------------------------|--------|---------|---------------------|---|------------|---------------|--------------|
| 6442       |     | SPECIALTY SYSTEMS             |        |         |                     |   |            |               |              |
|            |     |                               | 0717   | 001     | 110993              |   | Check      |               |              |
|            |     |                               |        | E 06    | 100 870 024 520 000 | Application #5                          |            | \$59,527.00   |              |
| PO#:       |     | Voucher #:                    | 131764 | Invoice | Invoice No:         | Application #5                          | 11/13/2024 | Paid Amt:     | \$59,527.00  |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$59,527.00  |
|            |     |                               |        |         |                     |   |            | Vendor Total: | \$84,949.00  |
| 6347       |     | SPIELMAN, PATRICK             |        |         |                     |   |            |               |              |
|            |     |                               | 0717   | 001     | 110972              |   | Check      |               |              |
|            |     |                               |        | E 01    | 300 292 000 305 311 | Section FB Official 10/22/24            |            | \$130.00      |              |
| PO#:       |     | Voucher #:                    | 131660 | Invoice | Invoice No:         | Section FB Official                     | 11/7/2024  | Paid Amt:     | \$130.00     |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$130.00     |
|            |     |                               |        |         |                     |   |            | Vendor Total: | \$130.00     |
| 25711      |     | STAR GROUP, LLC               |        |         |                     |   |            |               |              |
|            |     |                               | 0717   | 001     | 110924              |   | Check      |               |              |
|            |     |                               |        | E 01    | 300 361 830 433 000 | 16-PB-DS Penetrant (200)                |            | \$13.98       |              |
| PO#: 60455 |     | Voucher #:                    | 131605 | Invoice | Invoice No:         | 903742                                  | 11/1/2024  | Paid Amt:     | \$13.98      |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$13.98      |
|            |     |                               | 0717   | 001     | 110973              |   | Check      |               |              |
|            |     |                               |        | E 01    | 300 361 830 433 000 | PX Ultra Grey Silicon                   |            | \$5.99        |              |
| PO#: 60734 |     | Voucher #:                    | 131649 | Invoice | Invoice No:         | 908262                                  | 11/7/2024  | Paid Amt:     | \$5.99       |
|            |     |                               |        | E 01    | 005 810 000 401 000 | Antifreeze                              |            | \$64.35       |              |
| PO#: 60761 |     | Voucher #:                    | 131650 | Invoice | Invoice No:         | 906740                                  | 11/7/2024  | Paid Amt:     | \$64.35      |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$70.34      |
|            |     |                               |        |         |                     |   |            | Vendor Total: | \$84.32      |
| 6499       |     | STEENBERG-WATRUD CONSTRUCTION |        |         |                     |   |            |               |              |
|            |     |                               | 0717   | 001     | 110950              |   | Check      |               |              |
|            |     |                               |        | E 06    | 100 870 024 520 000 | Application #6                          |            | \$121,223.80  |              |
| PO#:       |     | Voucher #:                    | 131621 | Invoice | Invoice No:         | Application #6                          | 11/5/2024  | Paid Amt:     | \$121,223.80 |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$121,223.80 |
|            |     |                               |        |         |                     |   |            | Vendor Total: | \$121,223.80 |
| 28453      |     | STENSLAND, TAMMY              |        |         |                     |   |            |               |              |
|            |     |                               | 0717   | STUD    | 2042                |   | Check      |               |              |
|            |     |                               |        | R 27    | 300 298 301 050 963 | Chloe Stensland refund for Ecuador trip |            | \$1,189.00    |              |
| PO#: 60711 |     | Voucher #:                    | 131607 | Invoice | Invoice No:         | Spanish Trip Refund                     | 11/1/2024  | Paid Amt:     | \$1,189.00   |
|            |     |                               |        |         |                     |   |            | Check Amount: | \$1,189.00   |
|            |     |                               |        |         |                     |   |            | Vendor Total: | \$1,189.00   |

## Jordan Public Schools Detail Payment Register By Vendor

| Code | Rcd   | Vendor                  | Co     | Bank    | Check No                    | Pmt/Void Date               | Pmt Type                  |
|------|-------|-------------------------|--------|---------|-----------------------------|-----------------------------|---------------------------|
| 6547 |       | STEVENS INDUSTRIES, INC |        |         |                             |                             |                           |
|      |       |                         | 0717   | 001     | 110951                      |                             | Check                     |
|      |       |                         |        | E 06    | 100 870 024 520 000         | Application #3              | \$37,460.28               |
| PO#: |       | Voucher #:              | 131624 | Invoice | Invoice No: Application #3  | 11/5/2024                   | Paid Amt: \$37,460.28     |
|      |       |                         |        |         |                             |                             | Check Amount: \$37,460.28 |
|      |       |                         |        |         |                             |                             | Vendor Total: \$37,460.28 |
| 2172 |       | SUMMIT FIRE PROTECTION  |        |         |                             |                             |                           |
|      |       |                         | 0717   | 001     | 110952                      |                             | Check                     |
|      |       |                         |        | E 06    | 100 870 024 520 000         | Application A10300106200006 | \$11,609.95               |
| PO#: |       | Voucher #:              | 131631 | Invoice | Invoice No: A10300106200006 | 11/5/2024                   | Paid Amt: \$11,609.95     |
|      |       |                         |        |         |                             |                             | Check Amount: \$11,609.95 |
|      |       |                         | 0717   | 001     | 110994                      |                             | Check                     |
|      |       |                         |        | E 06    | 100 870 024 520 000         | A10300106200007             | \$45,898.30               |
| PO#: |       | Voucher #:              | 131771 | Invoice | Invoice No: A10300106200007 | 11/13/2024                  | Paid Amt: \$45,898.30     |
|      |       |                         |        |         |                             |                             | Check Amount: \$45,898.30 |
|      |       |                         |        |         |                             |                             | Vendor Total: \$57,508.25 |
| 4700 |       | TEACHERS ON CALL INC    |        |         |                             |                             |                           |
|      |       |                         | 0717   | 001     | 111020                      |                             | Check                     |
|      |       |                         |        | E 01    | 100 203 000 394 999         | JES                         | \$1,190.58                |
|      |       |                         |        | E 01    | 100 203 000 394 999         | JES                         | \$99.22                   |
|      |       |                         |        | E 01    | 100 408 740 307 999         | JES Para SPED               | \$61.59                   |
|      |       |                         |        | E 01    | 100 411 740 307 999         | JES Para SPED               | \$143.71                  |
|      |       |                         |        | E 01    | 100 408 740 307 999         | JES SPED Para               | \$143.71                  |
|      |       |                         |        | E 01    | 100 411 740 307 999         | JES Para SPED               | \$148.84                  |
|      |       |                         |        | E 01    | 100 400 000 307 999         | JES SPED Non Licensed       | \$99.22                   |
|      |       |                         |        | E 01    | 300 402 740 307 999         | JHS SPED Para               | \$461.94                  |
|      |       |                         |        | E 01    | 300 400 000 307 999         | JHS SPED Non Licensed       | \$198.43                  |
|      |       |                         |        | E 01    | 300 211 000 394 999         | JHS                         | \$198.43                  |
| PO#: | 60777 | Voucher #:              | 131864 | Invoice | Invoice No: 160939          | 11/13/2024                  | Paid Amt: \$2,745.67      |
|      |       |                         |        | E 04    | 005 582 344 394 999         | Preschool                   | \$99.22                   |
|      |       |                         |        | E 04    | 005 582 344 394 999         | Para ECFE                   | \$82.12                   |
|      |       |                         |        | E 01    | 100 203 000 394 999         | JES                         | \$396.88                  |
|      |       |                         |        | E 01    | 100 203 000 394 999         | JES                         | \$198.43                  |
|      |       |                         |        | E 01    | 100 400 000 307 999         | JES SPED Non Licensed       | \$99.22                   |
|      |       |                         |        | E 01    | 100 411 740 307 999         | JES SPED Para               | \$744.20                  |
|      |       |                         |        | E 01    | 100 203 000 394 999         | JES Para Playground         | \$82.12                   |
|      |       |                         |        | E 01    | 300 402 740 307 999         | JHS Para SPED 40            | \$769.90                  |
|      |       |                         |        | E 01    | 300 640 316 305 999         | JHS Staff Dev               | \$793.72                  |
|      |       |                         |        | E 01    | 300 211 000 394 999         | JHS                         | \$396.86                  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd        | Vendor               | Co     | Bank    | Check No                       | Pmt/Void Date                           | Pmt Type   |               |             |
|-------|------------|----------------------|--------|---------|--------------------------------|---|------------|---------------|-------------|
| 4700  |            | TEACHERS ON CALL INC |        |         |                                |   |            |               |             |
|       |            |                      | 0717   | 001     | 111020                         |   |            |               | Check       |
|       |            |                      |        | E 01    | 300 211 000 394 999            | JHS                                     | \$396.88   |               |             |
|       |            |                      |        | E 01    | 300 400 000 307 999            | JHS SPED Non Licensed                   | \$396.86   |               |             |
|       |            |                      |        | E 01    | 300 407 740 307 999            | JHS Para SPED                           | \$431.13   |               |             |
|       |            |                      |        | E 01    | 128 400 000 307 999            | JMS SPED Non Licensed                   | \$198.43   |               |             |
|       |            |                      |        | E 01    | 128 211 000 394 999            | JMS                                     | \$198.43   |               |             |
|       | PO#: 60778 | Voucher #:           | 131865 | Invoice | Invoice No: 161179             | 11/13/2024                              |            | Paid Amt:     | \$5,284.40  |
|       |            |                      |        | E 01    | 100 203 000 394 999            | JES                                     | \$793.72   |               |             |
|       |            |                      |        | E 01    | 100 203 000 394 999            | JES                                     | \$99.22    |               |             |
|       |            |                      |        | E 01    | 100 411 740 307 999            | JES SPED Para                           | \$148.84   |               |             |
|       |            |                      |        | E 04    | 005 582 344 394 999            | Para ELS                                | \$82.12    |               |             |
|       |            |                      |        | E 01    | 100 400 000 307 999            | JES SPED Non Licensed                   | \$199.43   |               |             |
|       |            |                      |        | E 01    | 300 211 000 394 999            | JHS                                     | \$595.29   |               |             |
|       |            |                      |        | E 01    | 300 400 000 307 999            | JHS SPED Non-Licensed                   | \$595.29   |               |             |
|       |            |                      |        | E 01    | 300 211 000 394 999            | JHS                                     | \$99.22    |               |             |
|       |            |                      |        | E 01    | 300 640 316 305 999            | JHS Staff Dev                           | \$396.86   |               |             |
|       |            |                      |        | E 01    | 128 400 000 307 999            | JMS SPED Non-Licensed                   | \$396.86   |               |             |
|       |            |                      |        | E 01    | 128 211 000 394 999            | JMS                                     | \$396.86   |               |             |
|       |            |                      |        | E 01    | 128 400 000 307 999            | JMS SPED Non Licensed                   | \$99.22    |               |             |
|       | PO#: 60779 | Voucher #:           | 131866 | Invoice | Invoice No: 161426             | 11/13/2024                              |            | Paid Amt:     | \$3,902.93  |
|       |            |                      |        |         |                                |   |            | Check Amount: | \$11,933.00 |
|       |            |                      |        |         |                                |   |            | Vendor Total: | \$11,933.00 |
| 26451 |            | THE MUSIC MART       |        |         |                                |   |            |               |             |
|       |            |                      | 0717   | 001     | 111021                         |   |            |               | Check       |
|       |            |                      |        | E 01    | 300 258 000 350 000            | ESMB Smith ES Marimba Bass Inv. 1761670 | \$37.99    |               |             |
|       |            |                      |        | E 01    | 300 258 000 350 000            | Discount Inv 1761670                    | (\$18.99)  |               |             |
|       | PO#: 60703 | Voucher #:           | 131850 | Invoice | Invoice No: 1761670            | 11/13/2024                              |            | Paid Amt:     | \$19.00     |
|       |            |                      |        | E 01    | 300 258 000 350 000            | Inv. 1755779                            | \$57.35    |               |             |
|       | PO#: 60647 | Voucher #:           | 131837 | Invoice | Invoice No: 1755779            | 11/13/2024                              |            | Paid Amt:     | \$57.35     |
|       |            |                      |        | E 01    | 300 259 000 430 000            | Inv. 1764281E                           | \$42.75    |               |             |
|       | PO#: 60646 | Voucher #:           | 131836 | Invoice | Invoice No: 1764281            | 11/13/2024                              |            | Paid Amt:     | \$42.75     |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Mapex Quantum Marching Bass Drum        | \$435.00   |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Pearl CX Airframe Carrier Bass          | \$1,460.00 |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Bass Drum 26"                           | \$137.47   |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Bass Drum 24"                           | \$133.50   |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Bass Drum 22"                           | \$117.22   |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Bass Drum 20"                           | \$113.25   |               |             |
|       |            |                      |        | E 01    | 300 258 000 530 000            | Bass Drum 16"                           | \$101.16   |               |             |
|       | PO#: 60046 | Voucher #:           | 131846 | Invoice | Invoice No: See Invoices Below | 11/13/2024                              |            | Paid Amt:     | \$2,497.60  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd   | Vendor         | Co   | Bank | Check No            |  |  | Pmt/Void Date |           | Pmt Type  |          |  |
|-------|-------|----------------|------|------|---------------------|--|--|---------------|-----------|-----------|----------|--|
| 26451 |       | THE MUSIC MART |      |      |                     |  |  |               |           |           |          |  |
|       |       |                | 0717 | 001  | 111021              |  |  |               |           | Check     |          |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | A0141220 Trumpet/Sax Lyre Screw - Lacquer I    |  |               | \$11.80   |           |          |  |
| PO#:  | 60703 | Voucher #:     |      |      | 131849              | Invoice Invoice No: 1742203                    |  | 11/13/2024    |           | Paid Amt: | \$11.80  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | inv 1743336                                    |  |               | \$63.50   |           |          |  |
| PO#:  | 60647 | Voucher #:     |      |      | 131841              | Invoice Invoice No: 1743336                    |  | 11/13/2024    |           | Paid Amt: | \$63.50  |  |
|       |       |                |      | E 01 | 300 258 000 401 000 | Inv 1757153                                    |  |               | \$128.00  |           |          |  |
| PO#:  | 60648 | Voucher #:     |      |      | 131844              | Invoice Invoice No: 1757153                    |  | 11/13/2024    |           | Paid Amt: | \$128.00 |  |
|       |       |                |      | E 01 | 300 258 000 401 000 | Inv 1754781                                    |  |               | \$272.00  |           |          |  |
| PO#:  | 60648 | Voucher #:     |      |      | 131843              | Invoice Invoice No: 1754781                    |  | 11/13/2024    |           | Paid Amt: | \$272.00 |  |
|       |       |                |      | E 01 | 300 258 000 401 000 | Inv 1756247                                    |  |               | \$64.00   |           |          |  |
| PO#:  | 60648 | Voucher #:     |      |      | 131845              | Invoice Invoice No: 1756247                    |  | 11/13/2024    |           | Paid Amt: | \$64.00  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | Inv 1751402                                    |  |               | \$93.25   |           |          |  |
| PO#:  | 60647 | Voucher #:     |      |      | 131839              | Invoice Invoice No: 175402                     |  | 11/13/2024    |           | Paid Amt: | \$93.25  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | Inv 1748059                                    |  |               | \$30.00   |           |          |  |
| PO#:  | 60647 | Voucher #:     |      |      | 131840              | Invoice Invoice No: 1748059                    |  | 11/13/2024    |           | Paid Amt: | \$30.00  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | 506N Ap&m Middlejoint Bb Chalrinet Lyre Inv 17 |  |               | \$31.80   |           |          |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | Discount Inv 1761861                           |  |               | (\$12.72) |           |          |  |
| PO#:  | 60703 | Voucher #:     |      |      | 131847              | Invoice Invoice No: 1761861                    |  | 11/13/2024    |           | Paid Amt: | \$19.08  |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | Inv.1759061                                    |  |               | \$39.15   |           |          |  |
| PO#:  | 60646 | Voucher #:     |      |      | 131835              | Invoice Invoice No: 1759061                    |  | 11/13/2024    |           | Paid Amt: | \$39.15  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | Inv 1743334                                    |  |               | \$117.75  |           |          |  |
| PO#:  | 60647 | Voucher #:     |      |      | 131842              | Invoice Invoice No: 1743334                    |  | 11/13/2024    |           | Paid Amt: | \$117.75 |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | Inv. 1765281                                   |  |               | \$23.72   |           |          |  |
| PO#:  | 60646 | Voucher #:     |      |      | 131834              | Invoice Invoice No: 1765281                    |  | 11/13/2024    |           | Paid Amt: | \$23.72  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | Inv 1751401                                    |  |               | \$52.50   |           |          |  |
| PO#:  | 60647 | Voucher #:     |      |      | 131838              | Invoice Invoice No: 1751401                    |  | 11/13/2024    |           | Paid Amt: | \$52.50  |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | CFCM9229 Ring in the Holidays SATB             |  |               | \$50.00   |           |          |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | Discount                                       |  |               | (\$10.00) |           |          |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | CFBL210 Born,m Born in Bethlehem TB            |  |               | \$22.50   |           |          |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | Discount                                       |  |               | (\$4.50)  |           |          |  |
| PO#:  | 60765 | Voucher #:     |      |      | 131832              | Invoice Invoice No: 1769383                    |  | 11/13/2024    |           | Paid Amt: | \$58.00  |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | HL00156680 Someday at Christmas SATB ( To      |  |               | \$25.00   |           |          |  |
|       |       |                |      | E 01 | 300 259 000 430 000 | Discount                                       |  |               | (\$5.00)  |           |          |  |
| PO#:  | 60764 | Voucher #:     |      |      | 131831              | Invoice Invoice No: 1770090                    |  | 11/13/2024    |           | Paid Amt: | \$20.00  |  |
|       |       |                |      | E 01 | 300 258 000 350 000 | N2041711 Yamaha Key Gueard Screw - Nickel I    |  |               | \$39.00   |           |          |  |
| PO#:  | 60703 | Voucher #:     |      |      | 131851              | Invoice Invoice No: 1767878                    |  | 11/13/2024    |           | Paid Amt: | \$39.00  |  |
|       |       |                |      | E 01 | 300 250 000 350 000 | Service Srl #9248 Bassoon , ConvOrphan / Lea   |  |               | \$65.00   |           |          |  |
|       |       |                |      | E 01 | 300 250 000 350 000 | B105 shop supplies 42                          |  |               | \$2.50    |           |          |  |
| PO#:  | 60747 | Voucher #:     |      |      | 131833              | Invoice Invoice No: 1762100                    |  | 11/13/2024    |           | Paid Amt: | \$67.50  |  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code  | Rcd        | Vendor                           | Co     | Bank    | Check No                | Pmt/Void Date                                  | Pmt Type                 |
|-------|------------|----------------------------------|--------|---------|-------------------------|--|--------------------------|
| 26451 |            | THE MUSIC MART                   |        |         |                         |  |                          |
|       |            |                                  | 0717   | 001     | 111021                  |  | Check                    |
|       |            |                                  |        | E 01    | 300 258 000 350 000     | 596N Ligature/Lyre Scres Inv 1762166 - nickel  | \$23.80                  |
|       | PO#: 60703 | Voucher #:                       | 131848 | Invoice | Invoice No: 1762166     | 11/13/2024                                     | Paid Amt: \$23.80        |
|       |            |                                  |        |         |                         |  | Check Amount: \$3,739.75 |
|       |            |                                  |        |         |                         |  | Vendor Total: \$3,739.75 |
| 6313  |            | THOMPSON, GENE                   |        |         |                         |  |                          |
|       |            |                                  | 0717   | 001     | 111022                  |  | Check                    |
|       |            |                                  |        | E 02    | 128 770 701 490 000     | JMS  | \$1,375.00               |
|       |            |                                  |        | E 02    | 300 770 701 490 000     | JHS  | \$1,375.00               |
|       | PO#:       | Voucher #:                       | 131870 | Invoice | Invoice No: 2421        | 11/13/2024                                     | Paid Amt: \$2,750.00     |
|       |            |                                  |        |         |                         |  | Check Amount: \$2,750.00 |
|       |            |                                  |        |         |                         |  | Vendor Total: \$2,750.00 |
| 6237  |            | TRUE MECHANICAL LLC              |        |         |                         |  |                          |
|       |            |                                  | 0717   | 001     | 110974                  |  | Check                    |
|       |            |                                  |        | E 01    | 100 810 000 350 272     | JES  | \$160.00                 |
|       |            |                                  |        | E 01    | 128 810 000 350 272     | JMS  | \$160.00                 |
|       | PO#: 60700 | Voucher #:                       | 131651 | Invoice | Invoice No: 1630        | 11/7/2024                                      | Paid Amt: \$320.00       |
|       |            |                                  |        |         |                         |  | Check Amount: \$320.00   |
|       |            |                                  |        |         |                         |  | Vendor Total: \$320.00   |
| 6325  |            | TWIN CITIES THANKSGIVING TIP OFF |        |         |                         |  |                          |
|       |            |                                  | 0717   | 001     | 111031                  |  | Check                    |
|       |            |                                  |        | E 01    | 300 296 000 369 306     | Varsity entry fee-11/29-11/30 GBB Tournament - | \$250.00                 |
|       |            |                                  |        | E 01    | 300 292 000 302 000     | JV entry fee-11/29-11/30 GBB Tournament - JV   | \$250.00                 |
|       | PO#: 60795 | Voucher #:                       | 131905 | Invoice | Invoice No: TWICT-Nov24 | 11/22/2024                                     | Paid Amt: \$500.00       |
|       |            |                                  |        |         |                         |  | Check Amount: \$500.00   |
|       |            |                                  |        |         |                         |  | Vendor Total: \$500.00   |
| 5999  |            | TWIN CITY HARDWARE COMPANY       |        |         |                         |  |                          |
|       |            |                                  | 0717   | 001     | 110925                  |  | Check                    |
|       |            |                                  |        | E 01    | 005 810 000 401 000     | Operating Key                                  | \$285.00                 |
|       |            |                                  |        | E 01    | 005 810 000 401 000     | Labor Key Stamp                                | \$37.50                  |
|       |            |                                  |        | E 01    | 005 810 000 401 000     | Shipping                                       | \$28.23                  |
|       | PO#: 60621 | Voucher #:                       | 131606 | Invoice | Invoice No: PSI2291446  | 11/1/2024                                      | Paid Amt: \$350.73       |
|       |            |                                  |        |         |                         |  | Check Amount: \$350.73   |
|       |            |                                  | 0717   | 001     | 111023                  |  | Check                    |
|       |            |                                  |        | E 01    | 005 810 000 401 000     | L-Series LFIC Cam                              | \$22.93                  |
|       |            |                                  |        | E 01    | 005 810 000 401 000     | Part Spring Cage L-500es                       | \$60.12                  |

## Jordan Public Schools Detail Payment Register By Vendor

| Code       | Rcd        | Vendor                     | Co      | Bank        | Check No            | Pmt/Void Date                                | Pmt Type                  |
|------------|------------|----------------------------|---------|-------------|---------------------|--|---------------------------|
| 5999       |            | TWIN CITY HARDWARE COMPANY |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 111023              |  | Check                     |
|            |            |                            |         | E 01        | 005 810 000 401 000 | Shipping                                     | \$19.44                   |
| PO#: 60755 | Voucher #: | 131863                     | Invoice | Invoice No: | PSI2297599          | 11/13/2024                                   | Paid Amt: \$102.49        |
|            |            |                            |         |             |                     |  | Check Amount: \$102.49    |
|            |            |                            |         |             |                     |  | Vendor Total: \$453.22    |
| 26155      |            | UNIVERSITY OF MINNESOTA    |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 111024              |  | Check                     |
|            |            |                            |         | E 01        | 300 211 000 394 000 | Fall 2024 CIS Tuition                        | \$8,265.00                |
| PO#: 60604 | Voucher #: | 131867                     | Invoice | Invoice No: | 0000322439          | 11/13/2024                                   | Paid Amt: \$8,265.00      |
|            |            |                            |         |             |                     |  | Check Amount: \$8,265.00  |
|            |            |                            |         |             |                     |  | Vendor Total: \$8,265.00  |
| 4395       |            | VOGT, JASON                |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 110975              |  | Check                     |
|            |            |                            |         | E 01        | 300 294 000 305 303 | FB Official 10/4/24                          | \$125.00                  |
| PO#:       | Voucher #: | 131659                     | Invoice | Invoice No: | FB Official         | 11/7/2024                                    | Paid Amt: \$125.00        |
|            |            |                            |         |             |                     |  | Check Amount: \$125.00    |
|            |            |                            |         |             |                     |  | Vendor Total: \$125.00    |
| 6548       |            | VOS CONSTRUCTION           |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 110953              |  | Check                     |
|            |            |                            |         | E 06        | 100 870 024 520 000 | Application #5                               | \$39,774.53               |
| PO#:       | Voucher #: | 131622                     | Invoice | Invoice No: | Application #5      | 11/5/2024                                    | Paid Amt: \$39,774.53     |
|            |            |                            |         |             |                     |  | Check Amount: \$39,774.53 |
|            |            |                            |         |             |                     |  | Vendor Total: \$39,774.53 |
| 1309       |            | WILMES, LYNN               |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 110976              |  | Check                     |
|            |            |                            |         | E 01        | 300 292 000 305 311 | Section VB Official 10/21/24                 | \$115.00                  |
| PO#:       | Voucher #: | 131665                     | Invoice | Invoice No: | Section VB Official | 11/7/2024                                    | Paid Amt: \$115.00        |
|            |            |                            |         |             |                     |  | Check Amount: \$115.00    |
|            |            |                            |         |             |                     |  | Vendor Total: \$115.00    |
| 6646       |            | WOODBURY HIGH SCHOOL       |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 111025              |  | Check                     |
|            |            |                            |         | E 01        | 300 292 000 302 000 | Entry fee-11/16 - GBB Varsity Scrimmage      | \$150.00                  |
| PO#: 60796 | Voucher #: | 131871                     | Invoice | Invoice No: | 11/16/24            | 11/13/2024                                   | Paid Amt: \$150.00        |
|            |            |                            |         |             |                     |  | Check Amount: \$150.00    |
|            |            |                            |         |             |                     |  | Vendor Total: \$150.00    |
| 6493       |            | ZOOM DRAIN TWIN CITIES     |         |             |                     |  |                           |
|            |            |                            | 0717    | 001         | 110977              |  | Check                     |
|            |            |                            |         | E 01        | 100 810 000 350 272 | JES Main Drain Root,Grease,Scale Removal 9/2 | \$1,371.00                |

## Jordan Public Schools Detail Payment Register By Vendor

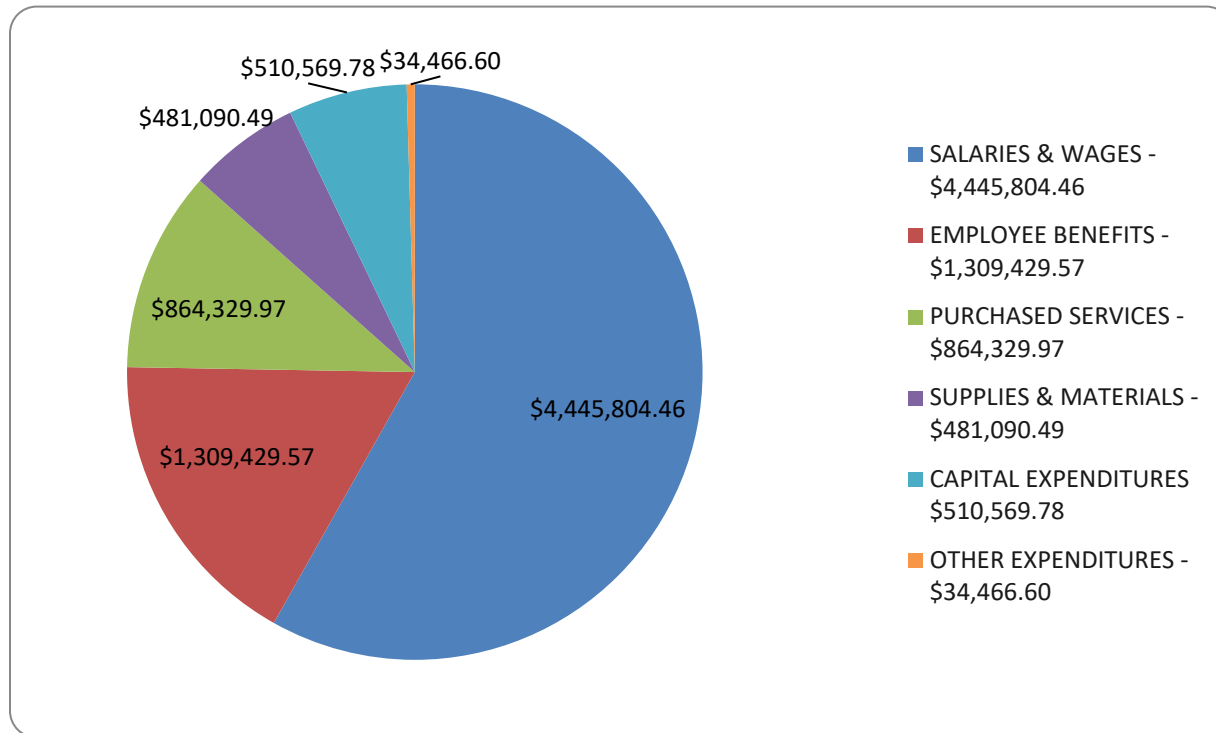
| Code       | Rcd        | Vendor                 | Co      | Bank                | Check No                       | Pmt/Void Date | Pmt Type             |                       |
|------------|------------|------------------------|---------|---------------------|--------------------------------|---------------|----------------------|-----------------------|
| 6493       |            | ZOOM DRAIN TWIN CITIES |         |                     |                                |               |                      |                       |
|            |            |                        | 0717    | 001                 | 110977                         |               | Check                |                       |
|            |            |                        |         | E 01                | 100 810 000 350 272            | Discount      | (\$137.10)           |                       |
| PO#: 60752 | Voucher #: | 131654                 | Invoice | Invoice No:         | 79644710                       | 11/7/2024     | Paid Amt: \$1,233.90 |                       |
|            |            |                        | E 01    | 100 810 000 350 272 | JES Powersnake Bathroom Drain  | 11/4/24       | \$524.00             |                       |
| PO#: 60753 | Voucher #: | 131655                 | Invoice | Invoice No:         | 80218022                       | 11/7/2024     | Paid Amt: \$524.00   |                       |
|            |            |                        | E 01    | 100 810 000 350 272 | JES Main Drain-Inside Cleanout | 8/29/24       | \$875.00             |                       |
| PO#: 60751 | Voucher #: | 131653                 | Invoice | Invoice No:         | 79483430                       | 11/7/2024     | Paid Amt: \$875.00   |                       |
|            |            |                        |         |                     |                                |               | <b>Check Amount:</b> | <b>\$2,632.90</b>     |
|            |            |                        |         |                     |                                |               | <b>Vendor Total:</b> | <b>\$2,632.90</b>     |
|            |            |                        |         |                     |                                |               | <b>Report Total:</b> | <b>\$3,793,071.15</b> |

**Jordan Public Schools**  
**Detail Payment Register By Vendor**  
**Fund Summary**

| <b>Fund</b>         | <b>Description</b>        | <b>Total</b>          |
|---------------------|---------------------------|-----------------------|
| 01                  | General Fund              | \$180,726.97          |
| 02                  | Food Service Fund         | \$149,943.83          |
| 04                  | Community Education       | \$25,964.54           |
| 06                  | Building Fund             | \$3,434,872.90        |
| 18                  | Custodial Fund            | \$373.91              |
| 27                  | Student Activity Accounts | \$1,189.00            |
| <b>Report Total</b> |                           | <b>\$3,793,071.15</b> |

**FUND 01 - EXP GUIDELINE BY OBJECT**

**DECEMBER, 2024**



The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_

**RESOLUTION ACCEPTING DONATIONS**

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Jordan Public Schools ISD 717 gratefully accepts the following donations as identified below:

| <b>Donor</b>              | <b>Designated Purpose</b>             | <b>Amount/Items</b> |
|---------------------------|---------------------------------------|---------------------|
| Mighycause                | JES Backpack Program                  | \$45.00             |
| Burnsville Women of Today | JHS Reach Program                     | \$75.00             |
| Harold & Nita Schobert    | JHS Band                              | \$150.00            |
| Cynthia & Joseph Mee      | JHS Band                              | \$150.00            |
| Kristine Rausch           | JHS Band                              | \$150.00            |
| Jordan Pride Booster Club | Subsidizing various activity expenses | \$40,000.00         |

The vote on adoption of the Resolution was as follows:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Absent: \_\_\_\_\_

Whereupon, said Resolution was declared duly adopted.

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

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9<sup>th</sup>, 2024*

**202 SCHOOL BOARD OFFICERS**

**I. PURPOSE**

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

**II. GENERAL STATEMENT OF POLICY**

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

**III. ORGANIZATION**

The school board shall meet annually on the first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.

**IV. OFFICER'S RESPONSIBILITIES**

- A. Chair
  - 1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school<sup>49</sup> district in all actions, and perform all duties a

chair usually performs.

2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Treasurer

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 123B.12.

C. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
  - a. file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
  - b. make and transmit to the commissioner certified reports, showing:
    - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
    - (2) length of school term and enrollment and attendance by grades; and
    - (3) other items of information as called for by the commissioner.
4. The clerk shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the proceedings of any meeting, and keep an itemized account of all expenses of the school district.

5. The clerk shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and the vice-chair's temporary absences.

D. Vice-Chair [Optional]

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
  - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
  - b. recommend to the school board employment and dismissal of teachers;
  - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
  - d. superintend school grading practices and examinations for promotions;
  - e. make reports required by the commissioner; and
  - f. perform other duties prescribed by the school board.

**Legal References:** Minn. Stat. § 123B.12 (Finance)

Minn. Stat. § 123B.14 (Officers)  
Minn. Stat. § 123B.143 (Superintendent)  
Minn. Stat. § 126C.17 (Referendum Revenue)  
Minn. Stat. Ch. 205A (School District Elections)

***Cross References:*** MSBA/MASA Model Policy 101 (Legal Status of the School District)  
MSBA/MASA Model Policy 201 (Legal Status of the School Board)  
MSBA/MASA Model Policy 203 (Operation of the School Board –  
Governing Rules)  
MSBA Service Manual, Chapter 1, School District Governance, Powers  
and Duties

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9<sup>th</sup>, 2024*

**203.5 SCHOOL BOARD MEETING AGENDA**

**I. PURPOSE**

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

**II. GENERAL STATEMENT OF POLICY**

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

**III. PROCEDURES**

- A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
- C. The tentative agenda and supporting documents shall be sent to the school board members three (3) days prior to the scheduled school board meeting.
- D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
- E. At least one copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available

in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

***Legal References:*** Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)  
Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)  
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)  
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)  
Dept. of Admin. Advisory Op. No. 13-015 (December 23, 2013)

***Cross References:*** MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)  
MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)  
MSBA/MASA Model Policy 203.6 (Consent Agendas)  
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)  
MSBA/MASA Model Policy 207 (Public Hearings)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9, 2024*

**212 SCHOOL BOARD MEMBER DEVELOPMENT**

**I. PURPOSE**

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

**II. GENERAL STATEMENT OF POLICY**

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

***Legal References:*** Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

***Cross References:*** MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)  
MSBA/MASA Model Policy 412 (Expense Reimbursement)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9, 2024*

**213 SCHOOL BOARD COMMITTEES**

**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

- A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.
- B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.
- C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.
- D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.
- E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.
- G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

**III. APPOINTMENT OF COMMITTEES**

A. The school board hereby appoints the following standing committees:

1. Budget / Finance Committee
2. Calendar Committee
3. City / School Committee
4. Community Education / Recreation Committee
5. District Advisory Council Committee
6. Facilities Committee
7. Meet and Confer / Continuing Education / Staff Development / Personnel Committee
8. Negotiations Committee
9. Policy Committee

The school board hereby appoints the following Ad-Hoc committees:

1. American Indian Parent Advisory Council (AIPAC) Committee
2. Booster Club Committee
3. Education Foundation Committee
4. Legislative Committee
5. MSHSL Committee
6. SCALE Committee
7. Special Education Advisory Council (SEAC) Committee
8. SW Metro Intermediate District Committee

B. The school board will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.

C. The school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

#### **IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES**

- A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.
- B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.
- C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.
- D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the school board committee.
- E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

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

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

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9, 2024*

**214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS**

**I. PURPOSE**

The purpose of this policy is to control out-of-state travel by school board members as required by law.

**II. GENERAL STATEMENT OF POLICY**

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

**III. APPROPRIATE TRAVEL**

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

**IV. REIMBURSABLE EXPENSES**

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

**V. REIMBURSEMENT**

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

## **VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES**

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

***Legal References:*** Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)  
Minn. Stat. § 471.661 (Out-of-State Travel)  
Minn. Stat. § 471.665 (Mileage Allowances)  
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)  
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

***Cross References:*** MSBA/MASA Model Policy 212 (School Board Member Development)  
MSBA/MASA Model Policy 412 (Expense Reimbursement)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: September 12, 2007*

*Revised: December 9, 2024*

**421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS**

**I. PURPOSE**

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.

**II. GENERAL STATEMENT OF POLICY**

- A. The school district recognizes that students, parents, and others may wish to show appreciation to school district employees. The policy of the school district, however, is to discourage gift-giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives, either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is “insignificant.”
- D. Teachers may accept from publishers free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the school district. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee’s employment with the school district.
- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.

### III. DEFINITIONS

- A. “Gift” means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or greater value being received in return.
- B. “Interested person” means a person or a representative of a person or association that has a direct financial interest in a decision that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.
- C. “Financial interest” means any ownership or control in an asset which has the potential to produce a monetary return.

### IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

### V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

**Legal References:** Minn. Stat. § 10A.07 (Conflicts of Interest)  
Minn. Stat. § 10A.071 (Prohibition of Gifts)  
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)  
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

**Cross References:** MSBA/MASA Model Policy 209 (Code of Ethics)  
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)  
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: Sept. 12, 2007*

*Revised: December 9<sup>th</sup>, 2024*

**504 STUDENT DRESS AND APPEARANCE**

**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing and appearance includes, but is not limited to, the following:
  - 1. Clothing appropriate for the weather.
  - 2. Clothing that does not create a health or safety hazard.
  - 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
  - 4. Hair, including but not limited to hair texture and hair styles such as braids, locks, and twists.
- C. Inappropriate clothing and appearance includes, but is not limited to, the following:
  - 1. "Short shorts," skimpy tank tops, tops that expose the midriff, are strapless or backless, exposure to underwear, and other clothing that is not in keeping with community standards.
  - 2. Clothing bearing a message that is lewd, vulgar, or obscene.
  - 3. Apparel promoting products or activities that are illegal for use by minors.
  - 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang

membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in MSBA/MASA Model Policy 413.

5. Any apparel or footwear that would damage school property.
  6. Clothing, outfits, make-up, hairpieces/wigs, decorative hats/headbands, accessories/non-traditional forms of jewelry or adornment, props or similar attire that are worn as a costume or to create the appearance or characteristic of a particular period, person, animal, place, or thing, have an appropriate time, place, and purpose in school. For example, such items are proper and essential attire in theatrical or similar school productions, planned classroom activities, and school spirit events such as pep fests or school contests/games that may include the presence of a costumed mascot or the wearing of costume-related items by fans. Such attire also may be appropriate for special events such as classroom parties celebrating various seasons or events such as Valentine's Day, St. Patrick's Day, or Halloween. Outside of these types of planned activities and events, such apparel is often a distraction in the regular classroom/school setting and disruptive of the learning environment. In some instances, certain accessories can become a danger or hazard to students, staff, and school property. As noted in section III, administration may recommend, approve, or permit certain forms of dress on these occasions. Outside of these occasions, administrators may direct students to modify their form of dress if it is not compliant with these expectations.
- D. Headgear, including hats or head coverings, are not allowed in the building except with the approval of the building principal (e.g., student undergoing chemotherapy, medical situations, student religious practice or belief).
- E. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, or do not advocate violence or harassment against others.
- F. "Gang," as defined in this policy, means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. "Pattern of gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

### III. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

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

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

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: July 10, 2014*

*Revised: December 9, 2024*

**807 HEALTH AND SAFETY POLICY**

**I. PURPOSE**

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

**II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
  
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minn. Stat. § 182.676 carry out all or part of the duties of the

advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minn. Stat § 182.676.

### **III. PROCEDURES**

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.
- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

### **IV. PROGRAM AND PLANS**

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
  - 1. Asbestos
  - 2. Fire and Life Safety
  - 3. Employee Right to Know
  - 4. Emergency Action Planning
  - 5. Combustible and Hazardous Materials Storage
  - 6. Indoor Air Quality
  - 7. Mechanical Ventilation
  - 8. Mold Cleanup and Abatement
  - 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
  - 10. Infectious Waste/Bloodborne Pathogens
  - 11. Community Right to Know
  - 12. Compressed Gas Safety

13. Confined Space Standard
14. Electrical Safety
15. First Aid/CPR/AED
16. Food Safety Inspection
17. Forklift Safety
18. Hazardous Waste
19. Hearing Conservation
20. Hoist/Lift/Elevator Safety
21. Integrated Pest Management
22. Laboratory Safety Standard/Chemical Hygiene Plan
23. Lead
24. Control of Hazardous Energy Sources (Lockout/Tagout)
25. Machine Guarding
26. Safety Committee
27. Personal Protection Equipment (PPE)
28. Playground Safety
29. Radon
30. Respiratory Protection
31. Underground and Above Ground Storage Tanks
32. Welding/Cutting/Brazing
33. Fall Protection
34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
35. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.

- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

## V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

## VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

**Legal References:** Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)  
Minn. Stat. § 123B.57 (Capital Expenditure; Health and Safety)  
Minn. Stat. § 182.676 (Safety Committees)  
Minn. Rules Part 5208.0010 (Applicability)  
Minn. Rules Part 5208.0070 (Alternative Forms of Committee)

**Cross References:** MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to Hazardous Substances)  
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)

MSBA/MASA Model Policy 806 (Crisis Management Policy)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: August 11, 2014*

*Revised: December 9, 2024*

**825 ANIMALS ON SCHOOL PROPERTY**

**I. PURPOSE**

The purpose of this policy is to define what animals are allowed on District #717 school property.

**II. GENERAL STATEMENT OF POLICY**

Due to health and air quality concerns, dogs, cats, rodents, rabbits, reptiles, fish, birds or exotic animals are not allowed in indoor spaces and at all outdoor events on school property, unless pre-arranged with the principal. The animal must be confined or on a leash and under adult supervision. Certified service animals will be permitted based on a person's disability as defined by Minn. Stat 28 C.F.R. § 35.136.

**III. PROCEDURES FOR NON-CERTIFIED SERVICE ANIMALS**

- A. For purposes of instruction, the teaching staff is encouraged to use alternative methods and avoid the use of live animals when possible.
- B. Request permission in writing from the building administrator by using form labeled Appendix A.
- C. Habitats must be cleaned regularly (including vacations and holidays) according to the guidelines associated with the particular animal. Waste must be disposed of properly (double bagged and immediately removed to outside dumpster).
- D. Locate animals and their habitats as far away from ventilation systems as possible to avoid circulating allergens.
- E. When approval has been given for an animal to be brought into a school, notification will be given to parents of the students who will be present. Upon notification of sensitivity by students or teacher, a classroom will be kept animal free, or the student/students with a sensitivity will be given an alternate activity to participate in outside of the classroom.
- F. If an administrator feels that the animals in the classroom are not in the best interest of the district, the animal must be removed from the classroom.
- G. Students and staff are not allowed to bring or keep animals in school without the permission of the building administrator.

- H. Animals are not allowed on buses.
- I. Animals used for the purposes of assisting individuals must be registered in the building office upon arrival.
- J. Animal use for administrative purposes is allowed.
- K. Organizations that may be approved for presentations may include, but are not limited to Critters & Co., Raptor Center, and Humane Society. Students with a sensitivity will be given an alternate activity to participate in outside of the classroom.
- L. Animals brought in for “show and tell” should be scheduled for fall or spring, thus permitting the viewing of these animals in an outside location of the school.

**Appendix A to Policy 825  
Jordan District Schools  
Request for Animals on School Property**

School \_\_\_\_\_ Date \_\_\_\_\_

Staff Person \_\_\_\_\_ Room # \_\_\_\_\_

Type of animal(s) to be used in classroom \_\_\_\_\_

Number of animals \_\_\_\_\_

Date animal is to be brought into classroom \_\_\_\_\_

Date animal is to be removed from classroom \_\_\_\_\_

Are animal's vaccinations up to date? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_ *If no, animal will not be allowed into the building. Please attach proof of vaccinations.*

Who will be responsible for cleaning cages? \_\_\_\_\_

What is the educational purpose of having the animal in your classroom?

Request Approved \_\_\_\_\_ Denied \_\_\_\_\_

Site Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

**AS DISTRICT POLICY STATE:**

Use alternatives to animals if possible for purpose of instruction. Request in writing permission from the building administrator using form labeled Appendix A. Cages must be cleaned regularly (including vacations and holidays) and according to the guidelines associated with the particular animal. Dispose of waste properly (double bagged and removed immediately to outside dumpster). Locate animal habitats away from ventilation systems to avoid circulating allergens. Students sensitive to animals will be located away from animals and habitats. If an administrator feels that the animals in the classroom are not in the best interest of the district, the animal must be removed from the classroom. Students are not allowed to bring animals to school without the permission of the building administrator. Animals are not allowed on buses with the exception of service animals. Animals used for the purpose of assisting individuals must be registered in the building office upon arrival. Animals may be used for administrative purposes.

Staff Person Signature \_\_\_\_\_ Date \_\_\_\_\_

**JORDAN PUBLIC SCHOOLS  
POLICY**

*Adopted: September 12, 2007*

*Revised: December 9, 2024*

**904 DISTRIBUTION OF MATERIALS ON SCHOOL DISTRICT PROPERTY BY  
NONSCHOOL PERSONS**

**I. PURPOSE**

The purpose of this policy is to provide for distribution of materials appropriate to the school setting by non-staff and nonstudents on school district property in a reasonable time, place, and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

**II. GENERAL STATEMENT OF POLICY**

- A. The school district intends to provide a method for nonschool persons and organizations to distribute materials appropriate to the school setting within the limitations and provisions of this policy.
- B. To provide for orderly and non-disruptive distribution of materials, the school board adopts the following regulations and procedures.

**III. DEFINITIONS**

- A. “Distribution” means circulation or dissemination of materials by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying materials, or placing materials in internal staff or student mailboxes.
- B. “Materials” includes all materials and objects intended by nonschool persons or nonschool organizations for distribution. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, underground newspapers whether written by students, employees or others, and tangible objects.
- C. “Nonschool person” means any person who is not currently enrolled as a student in or employed by the school district.
- D. “Obscene to minors” means:
  - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of

minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

E. “Minor” means any person under the age of eighteen (18).

F. “Material and substantial disruption” of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

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

G. “School activities” means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, other theatrical productions, and in-school lunch periods.

H. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower him or her in the esteem of the community.

#### **IV. GUIDELINES**

A. Nonschool persons and organizations may, within the provisions of this policy, be granted permission to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, materials and objects which are appropriate to

the school setting.

- B. Requests for distribution of materials will be reviewed by the administration on a case-by-case basis. However, distribution of the following materials is always prohibited. Material is prohibited that:
1. is obscene to minors;
  2. is libelous;
  3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
  4. advertises any product or service not permitted to minors by law;
  5. advocates violence or other illegal conduct;
  6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religion, or ethnic origin);
  7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.
- C. Permission for nonschool persons to distribute materials on school district property is a privilege and not a right. In making decisions regarding permission for such distribution, the administration will consider factors including, but not limited to, the following:
1. whether the material is educationally related;
  2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;
  3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;
  4. the quantity or size of materials to be distributed;
  5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;

6. whether distribution would require that nonschool persons be present on the school grounds;
7. whether the materials are a solicitation for goods or services not requested by the recipients.

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

If permission is granted pursuant to this policy for the distribution of any materials, the time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

## **VI. PROCEDURES**

- A. Any nonschool person wishing to distribute materials must first submit for approval a copy of the materials to the administration at least five days in advance of desired distribution time, together with the following information:
  1. Name and phone number of the person submitting the request.
  2. Date(s) and time(s) of day of requested distribution.
  3. If material is intended for students, the grade(s) of students to whom the distribution is intended.
  4. The proposed method of distribution.
- B. The administration will review the request and render a decision. The administration will assign a location and method of distribution and will inform the persons submitting the request whether nonschool persons may be present to distribute the materials. In the event that permission to distribute the materials is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.
- C. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.
- D. In the event that permission to distribute materials is denied, the nonschool person or organization may request reconsideration of the decision by the superintendent. The request for reconsideration must be in writing and must set forth the reasons why distribution is desirable and in the interest of the school community.
- E. The following disclaimer shall be included on all posted documents:  
*'Not a school sponsored event. This has been reviewed by a school administrator*

and is in accordance with Policy 904. \_\_\_\_\_' (signature of school administrator)

## VII. VIOLATION OF POLICY

Any party violating this policy or distributing materials without permission will be directed to leave the school property immediately and, if necessary, the police will be called.

## VIII. IMPLEMENTATION

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

**Legal References:** U. S. Const., amend. I  
*Hazelwood School District v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Doe v. South Iron R-1 School District*, 498 F.3d 878 (8<sup>th</sup> Cir. 2007)  
*Bystrom v. Fridley High School*, 822 F.2d 747 (8<sup>th</sup> Cir. 1987)  
*Cornelius v. NAACP Legal Defense and Educational Fund, Inc.*, 473 U.S. 788, 105 S.Ct. 3439, 87 L.Ed.2d 567 (1985)  
*Perry Education Ass'n v. Perry Local Educators' Ass'n*, 460 U.S. 37, 103 S.Ct. 948, 74 L.Ed.2d 794 (1983)  
*Roark v. South Iron R-1 School Dist.*, 573 F.3d 556 (8<sup>th</sup> Cir. 2009)  
*Victory Through Jesus Sports Ministry Foundation v. Lee's Summit R-7 School Dist.*, 640 F.3d 329 (8<sup>th</sup> Cir. 2011), cert. denied 565 U.S. 1036, 132 S.Ct. 592 (2011)

**Cross References:** MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
MSBA/MASA Model Policy 512 (School-Sponsored Student Publications)

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: September 12, 2007*

*Revised: December 9, 2024*

**905 ADVERTISING**

**I. PURPOSE**

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

**II. GENERAL STATEMENT OF POLICY**

The school district's policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

**III. ADVERTISING GUIDELINES**

- A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the appropriate administrator. In no instance shall publications accept advertising or advertising images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic, or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectives of the school district or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, racial, and religious harassment.
- B. The school board may approve advertising in school district facilities or on school district property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A. above will apply. Advertising will not be allowed outside the specific area approved by the school board. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.
- C. Donations which include or carry advertisements must be approved by the school

board.

- D. The school district or a school may acknowledge a donation it has received from an organization by displaying a “donated by,” “sponsored in part by,” or a similar by-line with the organization’s name and/or symbol on the item. Examples include activity programs or yearbooks.
- E. Nonprofit entities and organizations may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the superintendent, school board, or designee. Advertising will be limited to the specific event or purpose approved by the superintendent, school board, or designee.
- F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.
- G. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, service, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

#### **IV. ACCOUNTING**

Advertising revenues must be accounted for and reported in compliance with UFARS. A periodic report shall be made to the school board by the superintendent regarding the scope and amount of such revenues.

***Legal References:*** Minn. Stat. § 123B.93 (Advertising on School Buses)  
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)  
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

***Cross References:*** MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)  
MSBA/MASA Model Policy 702 (Accounting)

## JORDAN DISTRICT SCHOOLS POLICY

*Adopted: April 2016*

*Revised: December 9, 2024*

### **906 COMMUNITY NOTIFICATION OF PREDATORY OFFENDERS**

#### **I. PURPOSE**

The purpose of this policy is to assist school administrators and staff members in responding to a notification by a law enforcement agency that a convicted predatory offender is moving into the school district so that they may better protect individuals in the school's care while they are on or near the school district premises or under the control of the school district.

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

- A. The policy of the school district is to provide information to staff regarding known predatory offenders that are moving into the school district so that they may monitor school premises for the safety of the school, its students, and employees. Staff will be notified as appropriate and have access to Offender Fact Sheets.
- B. The superintendent, in cooperation with appropriate school transportation officials, will evaluate bus routes and bus stops. Bus drivers will have access to Offender Fact Sheets. If necessary, bus stops may be moved if they place children in close proximity to a predatory offender who has been convicted of crimes against children of similar ages.
- C. The superintendent, in conjunction with the building principal or designee, shall prepare or provide safety information for distribution to students regarding protecting themselves from abuse, abduction, or exploitation. The school district will prepare a list of available resources. Staff will provide safety information to students on how to protect themselves against abuse, abduction, or exploitation. School officials may ask their police liaison officer or local law enforcement officials for assistance in providing instruction to staff and students.

#### **III. DEFINITIONS**

- A. The "Sex Offender Community Notification Act," Minn. Stat. § 244.052, as amended, allows law enforcement agencies to disclose information about certain predatory offenders when they are released into the community. The information disclosed and to whom it is disclosed will depend upon their assessment of the level of risk posed by the predatory offender.
- B. "Risk Level Assessment" is the level of danger to the community as established

by the Minnesota Department of Corrections following a review by a committee of experts. The level of risk assigned to a soon-to-be-released offender determines the scope of notification. (Minn. Stat. § 244.052, Subds. 2, 3)

C. “Risk Levels”

1. “Level I” – Risk Level I is assigned to a predatory offender whose risk assessment score indicates a low risk of re-offense.
2. “Level II” – Risk Level II is assigned to a predatory offender whose risk assessment score indicates a moderate risk of re-offense.
3. “Level III” – Risk Level III is assigned to a predatory offender whose risk assessment score indicates a high risk of re-offense.

(Minn. Stat. § 244.052, Subd. 3(e))

D. “Notification or Disclosure by Law Enforcement Agency”

1. Risk Level I – The local law enforcement agency may disclose certain information to other law enforcement agencies and to any victims of or witnesses to the offense committed by the offender. There will be no disclosure to school districts.
2. Risk Level II – In addition to those notified in Level I, a law enforcement agency may notify agencies and groups the offender is likely to encounter that the offender is about to move into the community and provide to those agencies and groups an Offender Fact Sheet on the offender. School districts, private schools, day care centers, and other institutions serving those likely to be victimized by the predatory offender are included in a Level II notification.
3. Risk Level III – In most cases, the local law enforcement agencies will hold a community meeting and distribute an Offender Fact Sheet with information concerning and a photograph of the soon-to-be-released Level III offender.

(Minn. Stat. § 244.052, Subd. 4)

E. “Offender Fact Sheet” is a data sheet compiled by the Department of Corrections or local law enforcement agency. The Offender Fact Sheet contains both public and private data including a photograph and physical description of the predatory offender, as well as the general location of the offender’s residence.

1. A local law enforcement agency will generally provide Offender Fact Sheets for Level II predatory offenders directly to the school district.

2. Level III Offender Fact Sheets will be distributed at a community meeting conducted by the local law enforcement agency.
- F. “Law enforcement agency” means the law enforcement agency having primary jurisdiction over the location where the offender expects to reside upon release. (Minn. Stat. § 244.052, Subd. 1(3))
- G. “Criminal history conviction data” is public data on a convicted criminal which is compiled by the State Bureau of Criminal Apprehension (BCA). (Minn. Stat. § 13.87)

#### **IV. PROCEDURES**

##### **A. Level II Notification**

In keeping with the statutorily designated purpose that Offender Fact Sheets are to be used by staff members to secure the school and protect individuals in the school district’s care while they are on or near the school district’s premises or under the control of the school district, the school district will take the following steps:

1. The superintendent shall notify the law enforcement agencies within the school district that all appropriate Level II and Level III notifications are to be provided at least to the superintendent of schools.
2. Upon notification of the release of a Level II predatory offender, the superintendent shall forward the Offender Fact Sheet to all building principals and central office administrators. This would include transportation, food service and buildings and grounds supervisors.
3. Principals of schools in close proximity to the Level II predatory offender’s residence shall meet with staff and show the Offender Fact Sheet to persons within the buildings who supervise students or who would be in a position to observe if the Level II offender was in or around the school. This includes, but is not limited to, administrators, teachers, coaches, paraprofessionals, custodians, clerical and office workers, food service workers, volunteers, and transportation providers.
4. The school district shall request criminal history conviction data on the Level II predatory offender from its local law enforcement agency. On a case-by-case basis, the superintendent may determine whether to send a letter to parents with general information regarding release of the Level II offender and a copy of the criminal history conviction data that the school district obtained from its local law enforcement agency. The offender fact sheet contains data classified as private or not public under Minnesota law and may only be distributed to parents, students, or others outside the school district if it determines the release is for the purpose of securing the

schools and protecting individuals under the school district's care while they are on or near school premises.

5. The building administrator shall cause the Offender Fact Sheet to be posted in each building in an area accessible to staff and employees but not the general public unless a determination has been made that public posting will help secure the school or protect students.
6. The school district shall not distribute or provide access to Level II Offender Fact Sheets to parents, students, or others outside the school district unless a determination has been made that dissemination of the data will help secure the school or protect students.

B. Level III Notification

1. The superintendent shall notify the law enforcement agencies within the school district that all Level III notifications of community meetings are to be provided to the superintendent of schools.
2. When a Level III predatory offender is released into a community, generally the local law enforcement agency will notify the school district of the time and location of the community meeting at which the Level III Offender Fact Sheet will be distributed to the community.
3. When the school district receives this information, the superintendent shall determine on a case-by-case basis whether the school district will notify parents and students of the time, date, and location of the community meeting.
4. When notified of a Level III predatory offender community meeting the superintendent or another school district administrator designated by the superintendent shall attend the community notification meeting.
5. When the school district receives information that a Level III predatory offender is moving into the school district, in addition to following the procedures specified above, the school district shall follow the procedures outlined for a Level II notification.
6. If the predatory offender is participating in programs offered by the school district that require or allow the person to interact with children other than the person's children, the superintendent shall notify parents of children in the school district of the contents of the Offender Fact Sheet.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 244.052 (Community Notification)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

42 U.S.C. § 16901 *et seq.* (Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Program)  
Dept. of Admin. Advisory Op. No. 98-004

***Cross References:*** MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)

**PERSONNEL ITEMS:**

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

**Resignations**

| <b>NAME</b>        | <b>STATUS</b> | <b>ASSIGNMENT</b>       | <b>LOCATION</b> | <b>EFFECTIVE DATE</b> |
|--------------------|---------------|-------------------------|-----------------|-----------------------|
| Williams, Kimberly | Resignation   | Para, Special Education | High School     | 11/8/2024             |

**Leave of Absence**

| <b>NAME</b>        | <b>STATUS</b> | <b>ASSIGNMENT</b>       | <b>LOCATION</b>         | <b>EFFECTIVE DATE</b> |                  |
|--------------------|---------------|-------------------------|-------------------------|-----------------------|------------------|
| McDonald, Jennifer | LOA           | Teacher, SLP            | Elementary School       | 7/1/2025 - TBD        | 3-5 year request |
| Houdek, Sarah      | LOA           | Teacher, Grade 1        | Elementary School       | 1/7/2025 - 3/4/2025   |                  |
| Johnson, Abigail   | LOA           | Para, Special Education | Early Learning Services | 12/29/2024 - 3/3/2025 |                  |



# INDEPENDENT SCHOOL DISTRICT NO. 717

Executive Summary - June 30, 2024

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CPAs & BUSINESS ADVISORS



# AUDIT RESULTS

# AUDIT OPINION

- The District received a “clean” audit opinion
  - Unmodified opinion – financial statements are prepared using accounting principles generally accepted in the U.S. (GAAP)
  - Financial statements do not contain material misstatements and are fairly presented
- Opinion is merely the auditor’s professional opinion, based on audit work, on whether the financial statements were prepared in accordance with GAAP, free from material misstatement, and fairly presented



# AUDIT OF FEDERAL FUNDS

- All entities with federal award expenditures of \$750,000+ in a year are required to obtain an annual audit
- Single audit – considers compliance with rules and regulation of applicable federal awards
- The District received an unmodified opinion on compliance for the major federal awards programs report:
  - Child Nutrition Cluster
  - COVID-19 Education Stabilization Fund (ESSER)



During 2024, the District expended approximately \$1,740,000 in Federal awards.



# AUDIT FINDINGS

# FINDINGS

## **Financial Statements:**

1. Preparation of Financial Statements
2. Material Journal Entry

## **Federal Awards:**

1. None

## **Minnesota Legal Compliance:**

1. Unclaimed Property Not Reported to State



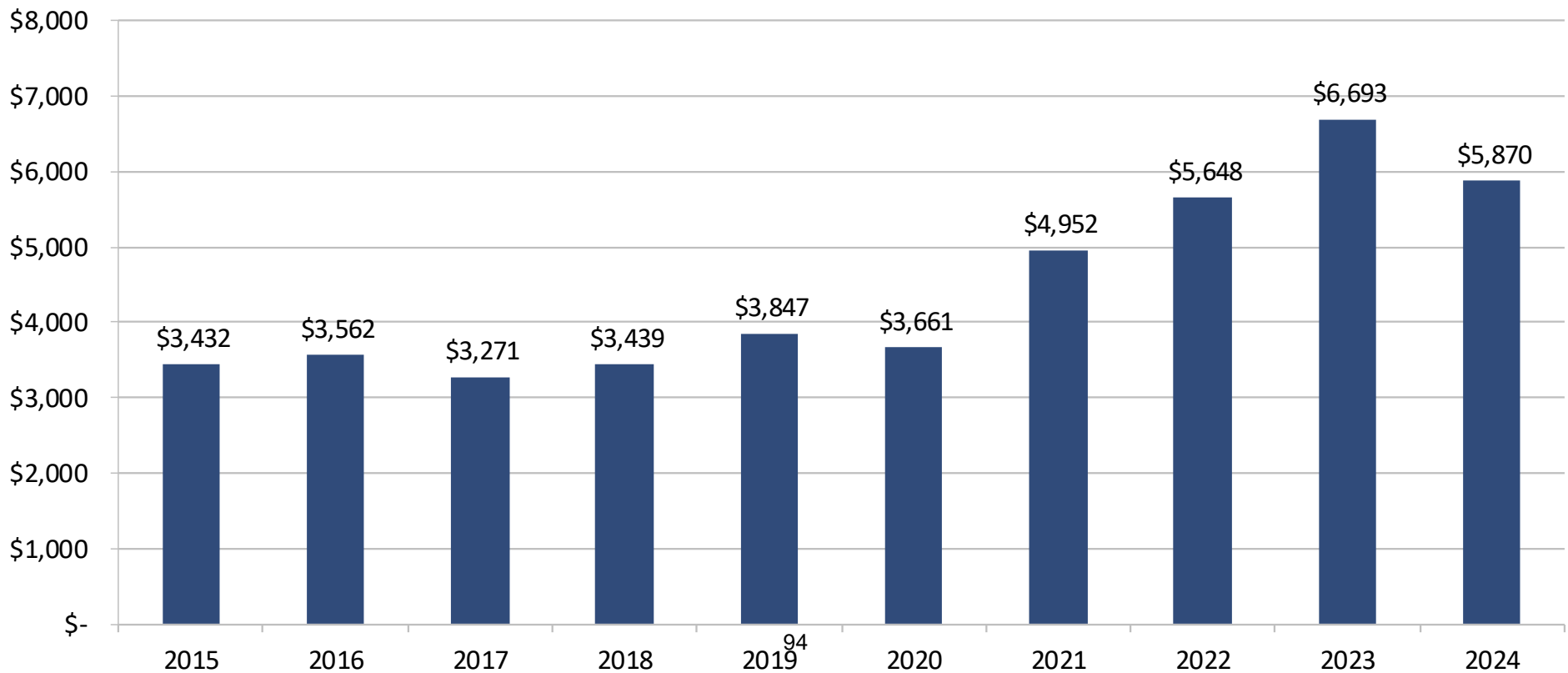


# CASH AND INVESTMENTS

# CASH/INVESTMENTS

Most significantly affected by the state aid payments structure. The following graph excludes Debt Service and Capital Project funds due to inconsistency of the funds from year to year.

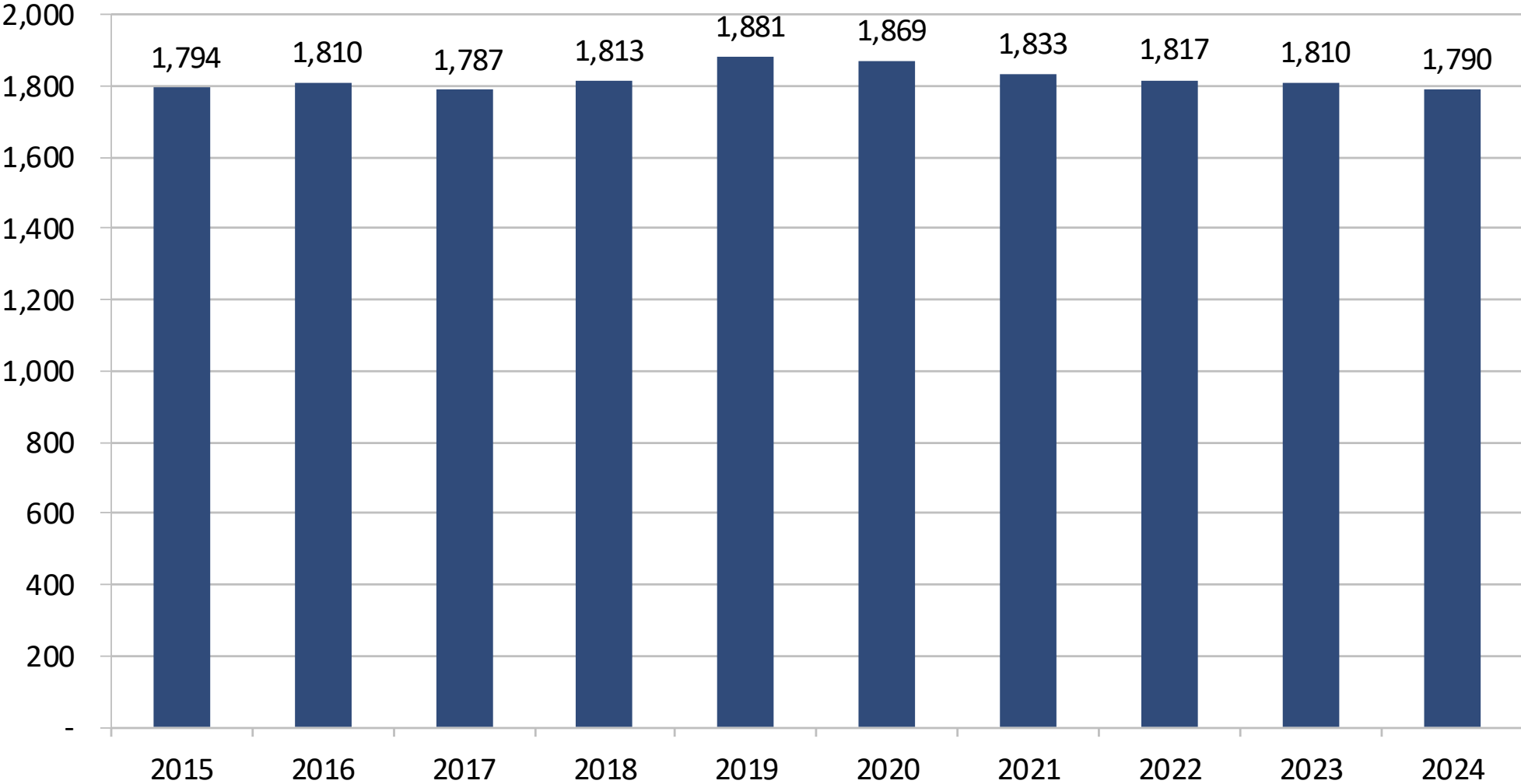
Balances (in thousands) of the District for the past ten years:





# GENERAL FUND

# ADM SERVED



# BUDGET TO ACTUAL

|   | Original<br>Budget | Final<br>Budget     | Actual              | Variance With<br>Final Budget |
|---|--------------------|---------------------|---------------------|-------------------------------|
| <b>Revenues</b>                                 |                    |                     |                     |                               |
| Local levies                                    | \$ 2,623,796       | \$ 2,616,767        | \$ 2,635,253        | \$ 18,486                     |
| Federal sources                                 | 556,000            | 1,002,112           | 1,080,808           | 78,696                        |
| State sources                                   | 19,824,606         | 20,349,843          | 20,459,101          | 109,258                       |
| Other   | 835,813            | 1,004,714           | 1,318,176           | 313,462                       |
|   | <u>23,840,215</u>  | <u>24,973,436</u>   | <u>25,493,338</u>   | <u>519,902</u>                |
|   |                    |                     |                     | <b>2.1%<br/>Positive</b>      |
| <b>Expenditures</b>                             |                    |                     |                     |                               |
| Regular instruction                             | 10,808,527         | 11,308,120          | 11,362,415          | (54,295)                      |
| Administration and district<br>support services | 2,081,373          | 1,876,559           | 2,079,359           | (202,800)                     |
| Special education instruction                   | 5,150,404          | 5,581,159           | 5,577,266           | 3,893                         |
| Instructional and<br>pupil support services     | 2,764,393          | 2,835,805           | 3,128,588           | (292,783)                     |
| Sites and buildings                             | 2,201,293          | 3,566,529           | 3,357,581           | 208,948                       |
| Other   | 700,259            | 745,571             | 718,330             | 27,241                        |
|   | <u>23,706,249</u>  | <u>25,913,743</u>   | <u>26,223,539</u>   | <u>(309,796)</u>              |
|   |                    |                     |                     | <b>-1.2%<br/>Negative</b>     |
| Revenues Over (Under) Expenditures              | 133,966            | (940,307)           | (730,201)           | 210,106                       |
| <b>Other Financing Sources</b>                  |                    |                     |                     |                               |
| Insurance proceeds                              | 10,000             | 204,166             | 204,167             | 1                             |
| Gain on sale of assets                          | 1,000              | 1,000               | 1,524               | 524                           |
|   | <u>11,000</u>      | <u>205,166</u>      | <u>205,691</u>      | <u>525</u>                    |
| Total other financing sources                   | 11,000             | 205,166             | 205,691             | 525                           |
| Net Change in Fund Balance                      | <u>\$ 144,966</u>  | <u>\$ (735,141)</u> | <u>(524,510)</u>    | <u>\$ 210,631</u>             |
| Fund Balance, Beginning of Year                 |                    | 97                  | 4,504,793           |                               |
| Fund Balance, End of Year                       |                    |                     | <u>\$ 3,980,283</u> |                               |

# A POSITIVE FUND BALANCE:

- 1** Contributes to a favorable bond rating
- 2** Produces investment income and provides a source of working capital to meet cash flow needs
- 3** Offers a cushion for unexpected expenditures or revenue shortfalls



# CHANGES IN FUND BALANCES

Fund Balance: cumulative difference between fund assets and fund liabilities

|   | Fund Balance<br>Beginning of Year | Net Change in<br>Fund Balance | Fund Balance<br>End of Year |
|---|-----------------------------------|-------------------------------|-----------------------------|
| Nonspendable                                    | \$ 161,229                        | \$ (22,638)                   | \$ 138,591                  |
| Restricted for student activities               | 78,141                            | (11,203)                      | 66,938                      |
| Restricted for scholarships                     | 139,480                           | (725)                         | 138,755                     |
| Restricted for staff development                | 26,421                            | (14,509)                      | 11,912                      |
| Restricted for literacy incentive aid           | -                                 | 41,752                        | 41,752                      |
| Restricted for area learning center             | 134,839                           | 71,496                        | 206,335                     |
| Restricted for gifted and talented              | 58,242                            | (30,721)                      | 27,521                      |
| Restricted for safe schools                     | 10,789                            | 29,936                        | 40,725                      |
| Restricted for basic skills extended time       | 6,189                             | (6,189)                       | -                           |
| Restricted for long-term facilities maintenance | 946,735                           | (708,113)                     | 238,622                     |
| Restricted for medical assistance               | 97,997                            | (48,928)                      | 49,069                      |
| Unassigned                                      | 2,844,731                         | 175,332                       | 3,020,063                   |
|   | \$ <sup>99</sup> 4,504,793        | \$ (524,510)                  | \$ 3,980,283                |

# FUND BALANCE CATEGORIES

## Nonspendable

Represents amounts that cannot be spent

Not in spendable form

Inventory, prepaid expenses

## Restricted

Legally restricted by outside parties

Cannot be appropriated for other spending

## Committed

Intended for a specific activity

Imposed by formal action of the school board but is not legally restricted

## Assigned

Intended for a specific activity by school board or designated individuals

Not legally restricted

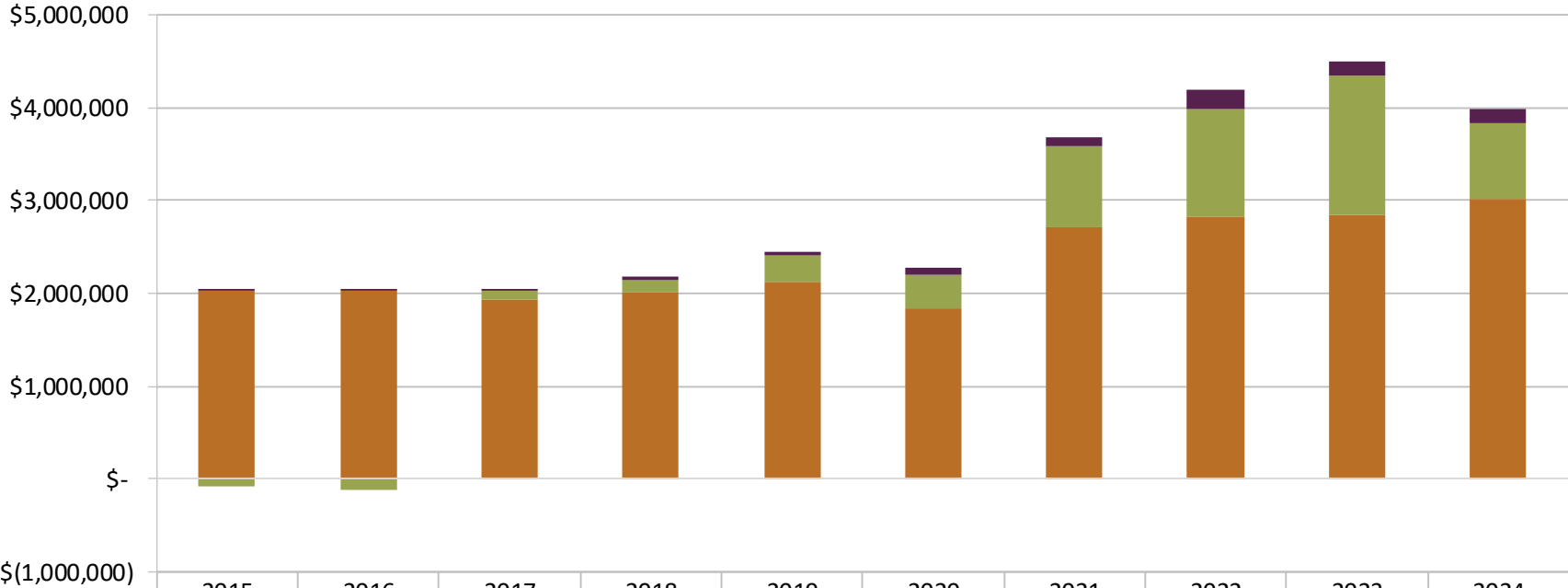
## Unassigned

Reserves

“Rainy day” fund

# TOTAL FUND BALANCES

Total fund balances of the General Fund for the past 10 years:



|                | 2015        | 2016        | 2017        | 2018        | 2019        | 2020        | 2021        | 2022        | 2023        | 2024        |
|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| ■ Nonspendable | \$10,893    | \$3,702     | \$8,211     | \$55,498    | \$25,884    | \$68,167    | \$93,796    | \$206,937   | \$161,229   | \$138,591   |
| ■ Restricted   | \$(74,122)  | \$(108,618) | \$99,168    | \$123,080   | \$291,721   | \$363,553   | \$873,123   | \$1,161,544 | \$1,498,833 | \$821,629   |
| ■ Unassigned   | \$2,026,266 | \$2,026,207 | \$1,928,525 | \$2,011,985 | \$2,121,731 | \$1,836,776 | \$2,719,616 | \$2,820,750 | \$2,844,731 | \$3,020,063 |

# RECOMMENDATIONS REGARDING FUND BALANCES

**State of Minnesota Office of the State Auditor (OSA):** at year-end, local governments maintain an unrestricted fund balance in their general fund

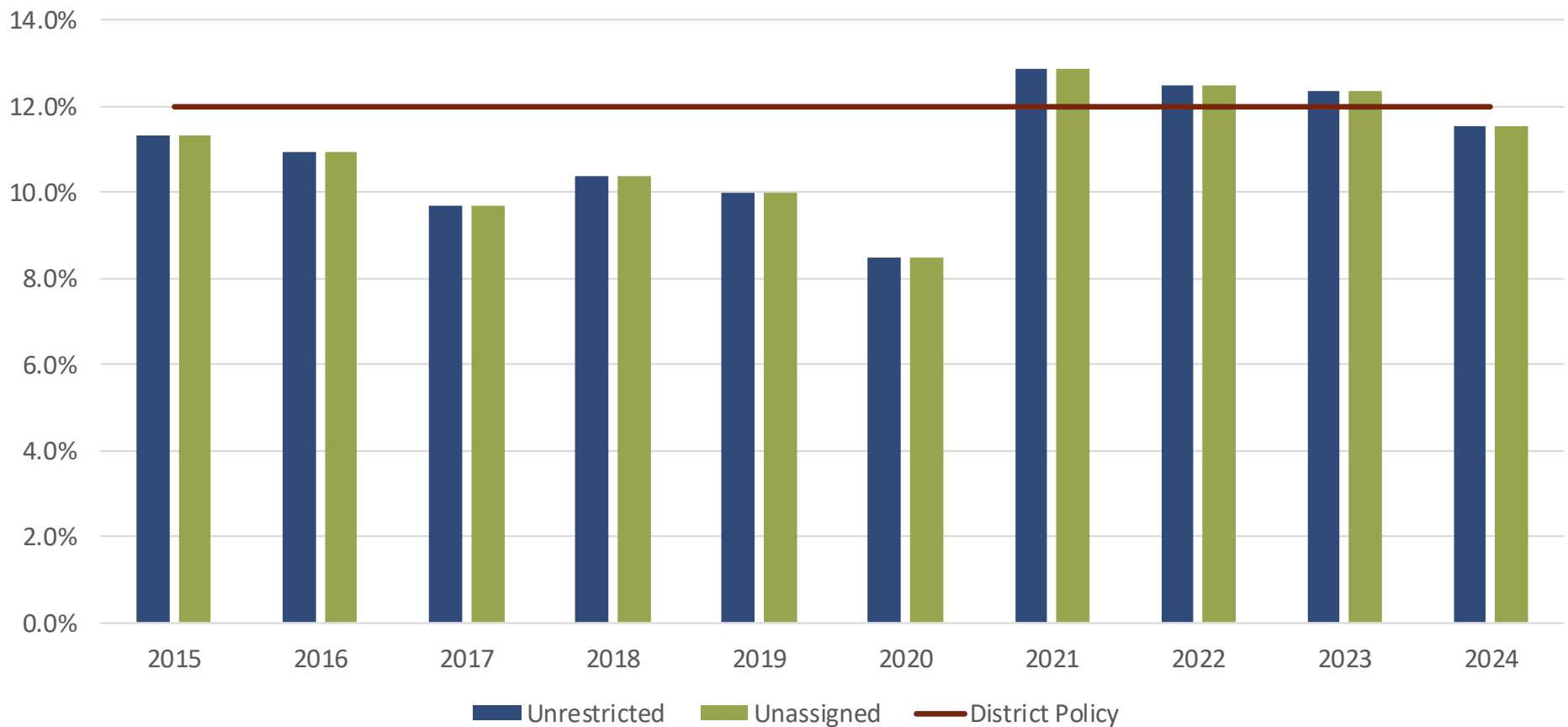
- Special Revenue Funds: approximately 35-50% of fund operating funds
- No less than 5 months of operating expenditures

Because MN school districts experience a more reliable flow of cash to fund operations, a recommended unrestricted fund balance for school districts may be less than the amounts recommended for other local governments.

**The District's Policy:** strive to maintain a minimum unassigned general fund balance or 12% of the annual budget). For the current year that target amount is \$3.1M.

# UNASSIGNED/UNRESTRICTED FUND BALANCE

The District's unassigned fund balance as a percentage of expenditures in the General Fund for the last 10 years



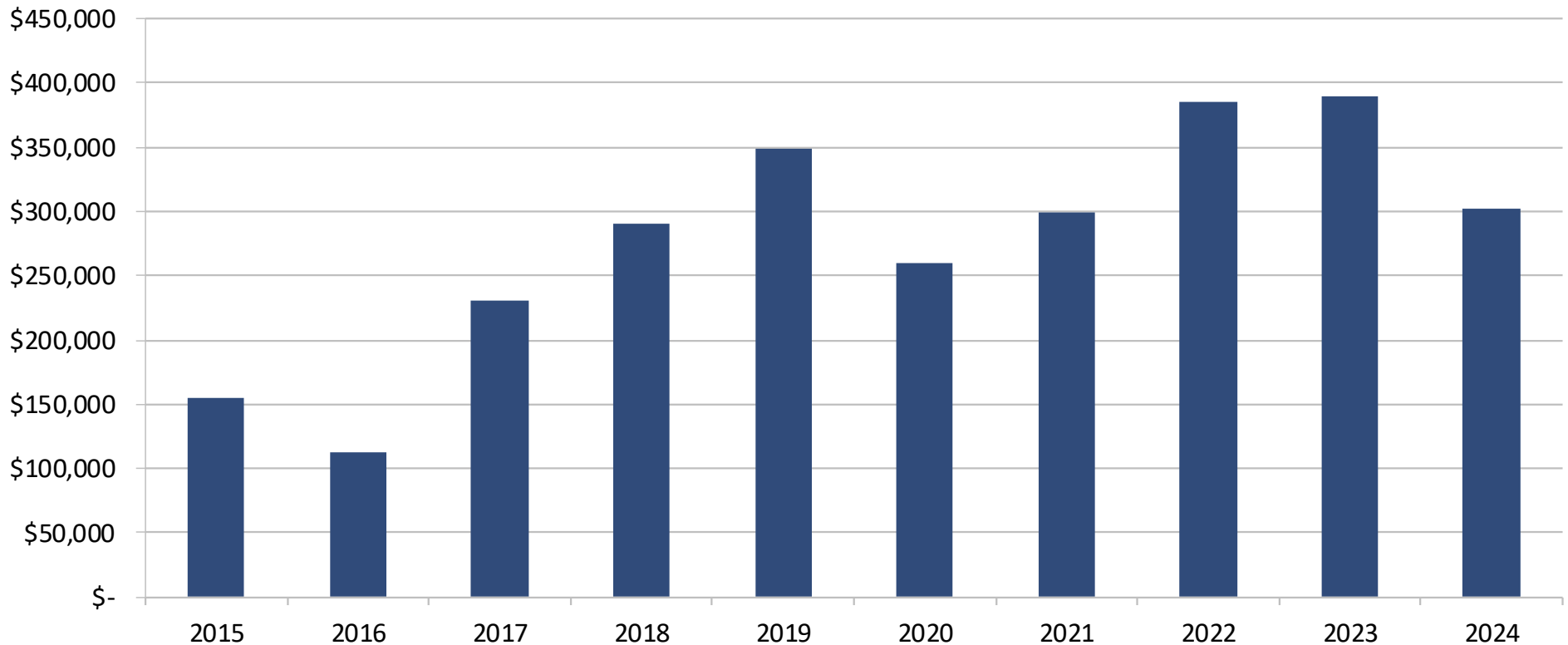
The maroon line indicates the District's fund balance policy of maintaining a minimum unassigned fund balance of 12%<sup>103</sup> of expenditures



# OTHER FUNDS

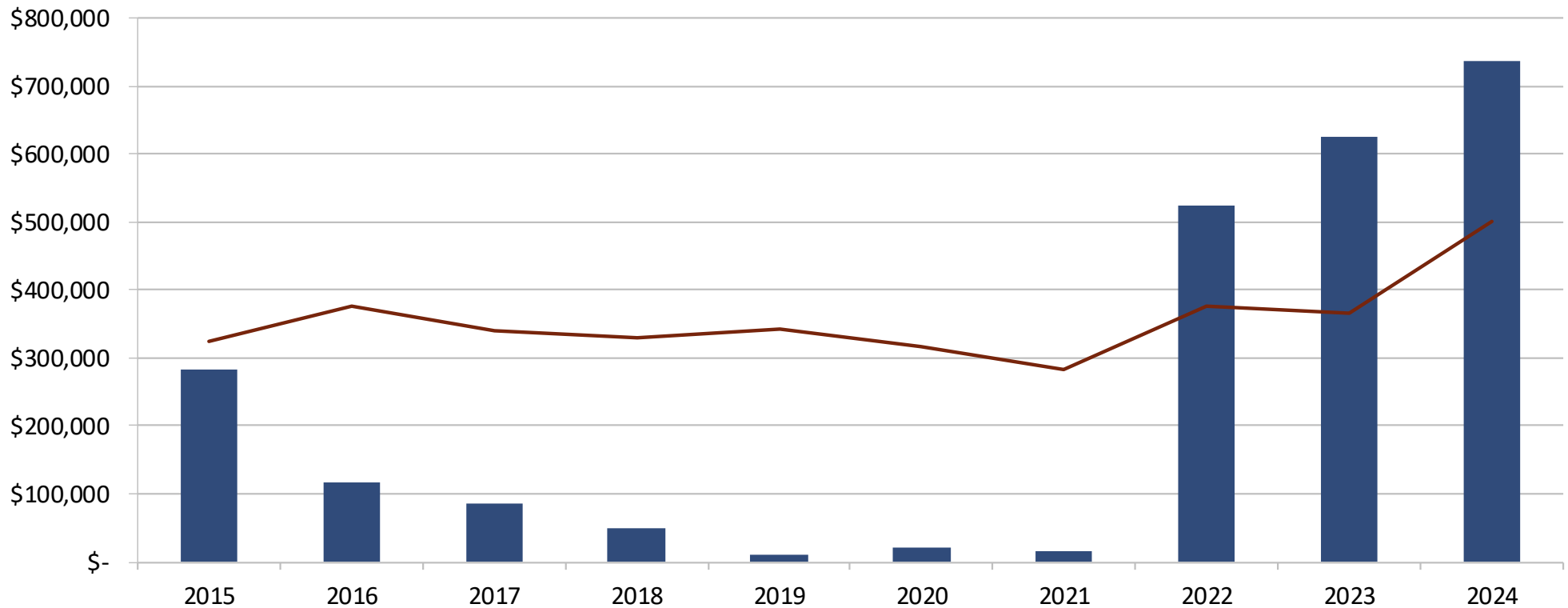
# YEAR-END FUND BALANCE – COMMUNITY SERVICE FUND

Positive fund balance indicates that revenues of the community service programs are sufficient to cover the expenditures of the programs.



# YEAR END FUND BALANCE – FOOD SERVICE FUND

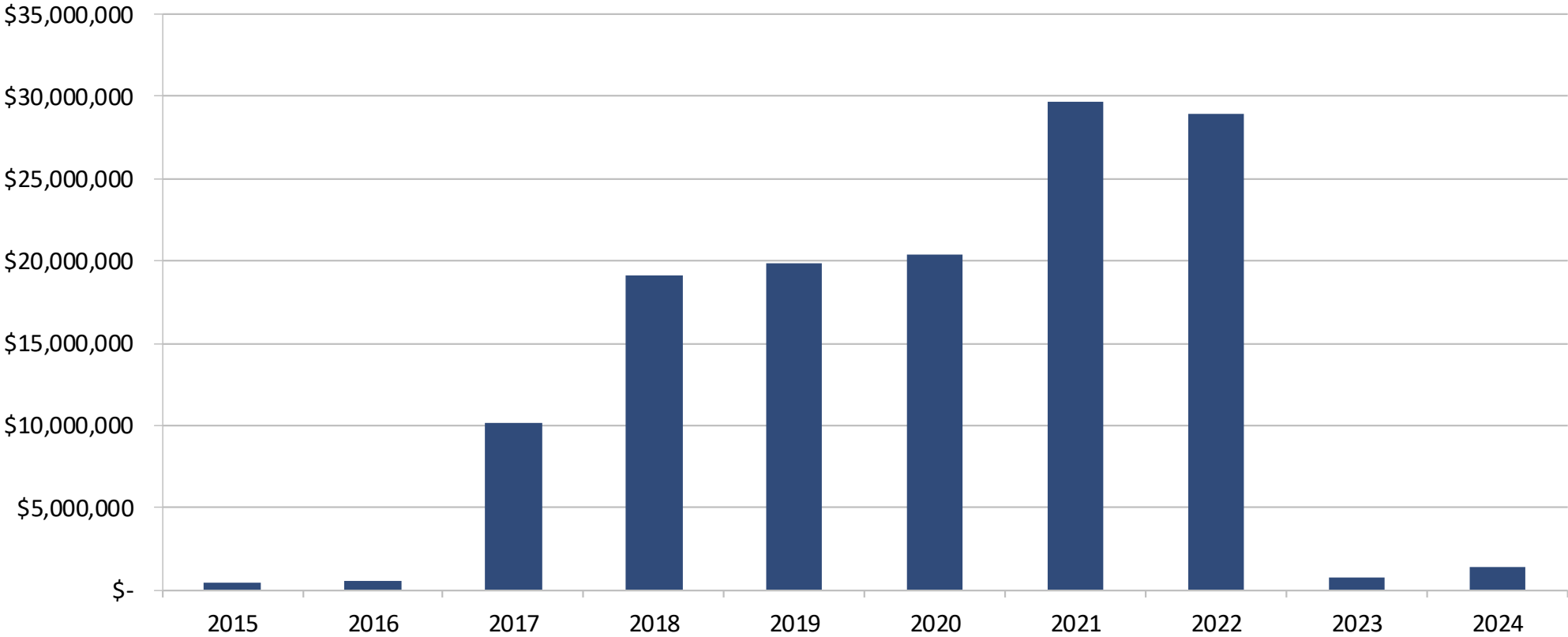
Positive fund balance indicates that revenues of the food service program are sufficient to cover the expenditures of the program.



The maroon line indicates the maximum allowable fund balance of three months expenditures.

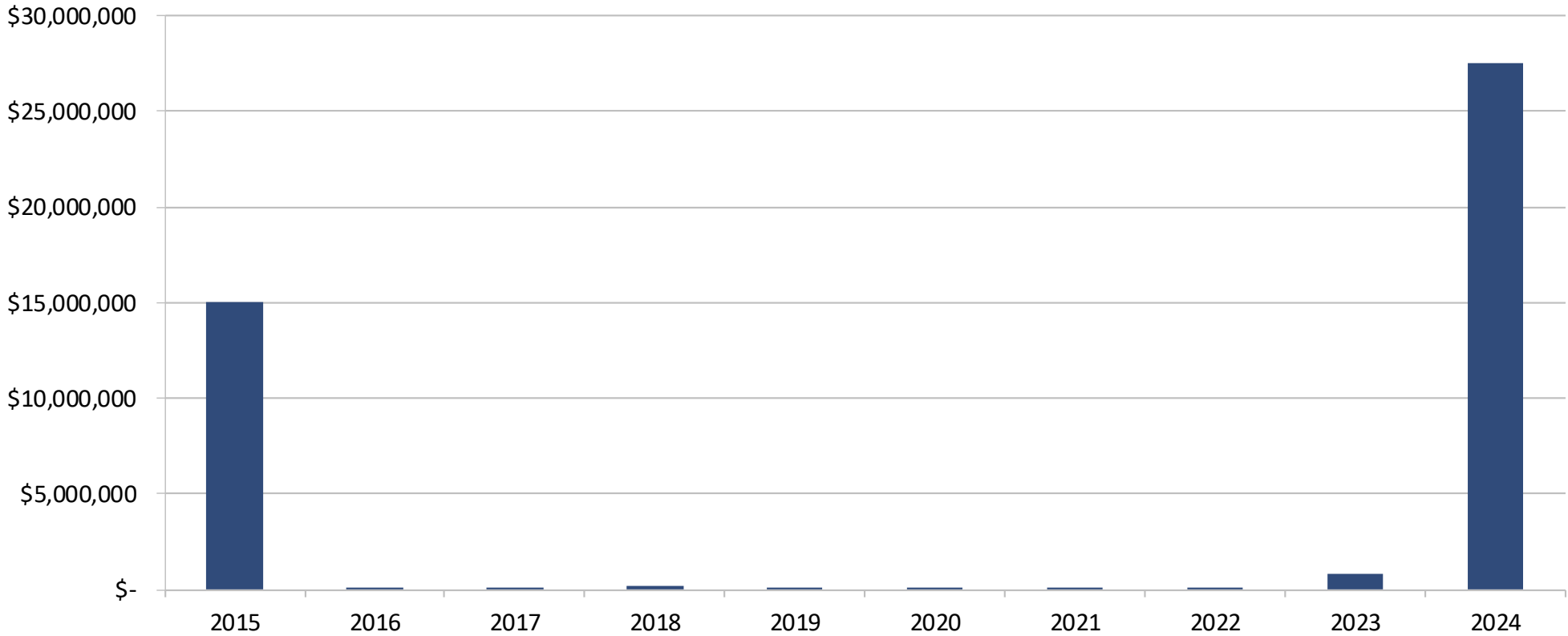
# YEAR END FUND BALANCE – DEBT SERVICE FUND

Positive fund balance indicates that revenues from property tax levies, state sources, and federal sources have been sufficient to meet the required debt service payments.

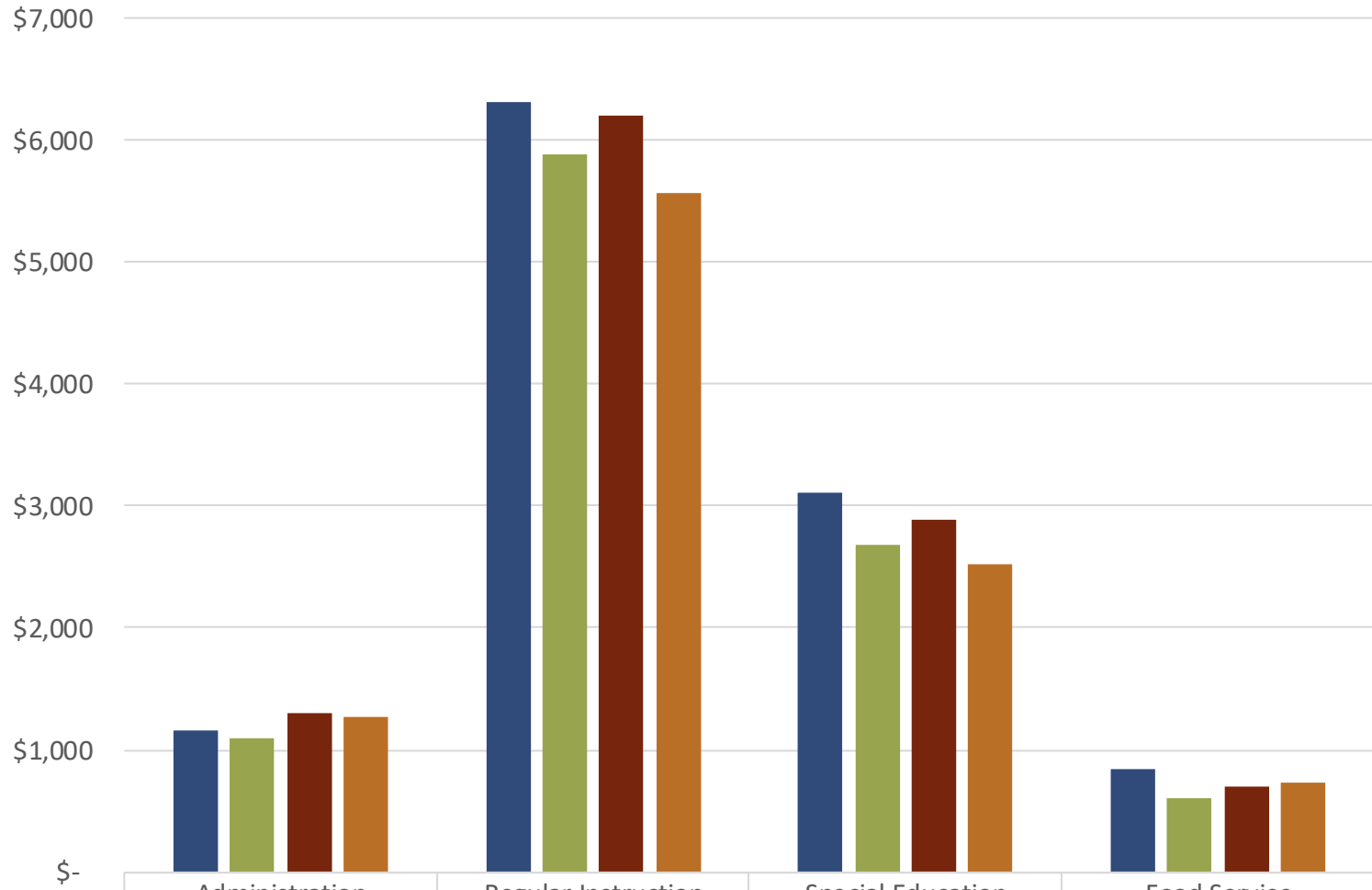


# YEAR END FUND BALANCE – CAPITAL PROJECT FUND

Positive fund balance indicates that revenues from the debt issuance and other sources have been sufficient to cover the expenditures of the on-going building projects.



# EXPENDITURES PER ADM



|                               | Administration | Regular Instruction | Special Education | Food Service |
|-------------------------------|----------------|---------------------|-------------------|--------------|
| ■ 2024                        | \$1,162        | \$6,309             | \$3,116           | \$839        |
| ■ 2023                        | \$1,094        | \$5,881             | \$2,680           | \$607        |
| ■ 2023 State Average          | \$1,300        | \$6,196             | \$2,891           | \$706        |
| ■ 2023 State Avg Similar Size | \$1,274        | \$5,571             | \$2,516           | \$731        |



# QUESTIONS?

This presentation is presented with the understanding that the information contained does not constitute legal, accounting or other professional advice. It is not intended to be responsive to any individual situation or concerns, as the contents of this presentation are intended for general information purposes only. Viewers are urged not to act upon the information contained <sup>119</sup> this presentation without first consulting competent legal, accounting or other professional advice regarding implications of a particular factual situation. Questions and additional information can be submitted to your Eide Bailly representative, or to the presenter of this session.



**THANK YOU**

**eidebailly.com**<sup>111</sup>



November 26, 2024

To the Members of the School Board  
Independent School District No. 717  
Jordan, Minnesota

We have audited the financial statements of the Independent School District No. 717 (the District) as of and for the year ended June 30, 2024, and have issued our report thereon dated November 26, 2024. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and Government Auditing Standards and our Compliance Audit under the Uniform Guidance**

As communicated in our letter dated August 19, 2024, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America and to express an opinion on whether the District complied with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs. Our audit of the financial statements and major program compliance does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Our responsibility, as prescribed by professional standards as it relates to the audit of the District's major federal program compliance, is to express an opinion on the compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. An audit of major program compliance includes consideration of internal control over compliance with the types of compliance requirements referred to above as a basis for designing audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, as a part of our major program compliance audit, we considered internal control over compliance for these purposes and not to provide any assurance on the effectiveness of the District's internal control over compliance.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls during our audit in our Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated November 26, 2024. We have also provided our comments regarding compliance with the types of compliance requirements referred to above and internal controls over compliance during our audit in our Independent Auditor’s Report on Compliance with Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance dated November 26, 2024.

**Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

**Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

**Qualitative Aspects of the Entity’s Significant Accounting Practices**

*Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

*Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management’s current judgments.

The most sensitive accounting estimates affecting the financial statements are the estimated state aid receivables, estimated other post-employment benefits and net pension liability, and estimated incurred, but not reported liabilities relating to health and dental insurance.

Management’s estimate of the state aid receivables is based on estimated state revenues as provided by the State of Minnesota and projected student pupil units at year end. We evaluated the key factors and assumptions used to develop the state aid receivables balance and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management’s estimate of the other post-employment benefits and net pension liability are based on an actuary’s calculation in accordance with the employment contracts. We evaluated the key factors and assumptions used to develop the other post-employment benefits and net pension liability and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management’s estimate of the self-insurance claims incurred but not reported are based on the insurance provider’s calculation in accordance with the self-insurance claims incurred. We evaluated the claim payments and timing of those payments related to the self-insurance claims incurred but not reported and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

*Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District’s financial statements relate to net pension liability.

**Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

**Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

The following misstatements that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management:

Adjustment to correct overstatement of interest receivable and revenue:

|                                      |           |           |
|--------------------------------------|-----------|-----------|
| Overstatement of revenue             | \$320,552 |           |
| Overstatement of interest receivable |           | \$320,552 |

Adjustment to correct understatement of investment value and revenue:

|                               |           |           |
|-------------------------------|-----------|-----------|
| Understatement of investments | \$124,673 |           |
| Understatement of revenue     |           | \$124,673 |

The following summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Passed adjustment for understatement of right-of-use asset and accumulated amortization for prepaid subscription-based IT arrangements under GASB 96 (Governmental Activities):

|  |           |          |
|--|-----------|----------|
| Understatement of right-of-use asset                   | \$170,273 |          |
| Understatement of accumulated amortization             |           | \$72,974 |
| Understatement of governmental activities net position |           | \$97,299 |

The effect of this uncorrected misstatement, including the effect of the reversal of prior year uncorrected misstatements as of and for the year ended, if any, is an understatement of governmental activities net position of \$97,299.

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the financial statements or the auditor’s report. No such disagreements arose during the course of the audit.

**Circumstances that Affect the Form and Content of the Auditor’s Report**

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor’s report. We did not identify and circumstances that affect the form and content of the auditor’s report.

**Representations Requested from Management**

We have requested certain written representations from management, which are included in the management representation letter dated November 26, 2024.

**Management’s Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

**Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District’s auditors.

This report is intended solely for the information and use of the school board and management of the District and is not intended to be and should not be used by anyone other than these specified parties.



Mankato, Minnesota

# 2024 Payable 2025 Truth In Taxation Public Meeting

6:30 PM

Monday, December 9, 2024

Community Ed and Rec Center Multipurpose Room

500 Sunset Drive, Suite 3

Jordan, MN 55352



# Truth in Taxation Law

Minnesota's Truth in Taxation Law requires that cities, counties and school districts follow certain steps before adopting a tax levy for the following year.

One important part of that law requires a mailed notice to each property owner in the county, which describes the tax levies proposed by the city, county and school district and what percent increase such a levy would mean in dollars.

# Truth in Taxation Meeting

A second part of the law pertains to a “Truth in Taxation” public meeting for each taxing jurisdiction.

You are here tonight as part of the school district’s public meeting process.

Earlier this evening, community members had the opportunity to speak during the public comment portion of the board meeting.

# Requirements

1. Discuss proposed property tax levy for taxes payable 2025.
2. Provide and discuss information on the current budget (2024-2025).
3. Public must be given a reasonable amount of time to comment on the proposed property tax levy and budget and to ask questions.

- Minnesota Statute 275.065

# Points to Remember

1. Revenue formulas are set by the State Legislature except for voter approved referendums.
2. Local Levy and State Aid mix are set by the State Legislature.
3. An increase in local taxes does not necessarily mean an increase in revenues for the school district.

# School District Budget

*Current School Year*  
*2024-2025*

# Requirements from MDE

**Our school district is required to use a “Fund Accounting” system, meaning we account for our revenues and expenditures using five separate funds:**

- **General Fund\***
- **Food Service Fund**
- **Community Service Fund\***
- **Building Construction Fund**
- **Debt Service Fund\***
  
- **\*These Funds have a Tax Levy Component**

# Fund Accounting Overview

## 2024-2025

### **GENERAL FUND (Fund 01)**

- Revenue is based on student enrollment
- The local referendum levy is part of the General Fund
- Provides for:
  - Classroom instruction, instructional supplies, equipment and other educational activities
  - Special Education and State/Federally Mandated Programs
  - Extra-Curricular Activities
  - Pupil Transportation
  - Facilities Operations and Maintenance
  - Capital Expenditures and Improvements
  - Long Term Facilities Maintenance

### **FOOD SERVICE (Fund 02)**

- School Breakfast and Lunch Program

# Fund Accounting Overview

## 2024-2025 (continued)

### **COMMUNITY SERVICE (Fund 04)**

- Levy is based on adult population in the District
- Early childhood levy is based on the number of children under 5 years of age
- Provides for:
  - Enrichment programs for any age level that are not part of the K-12 education program
  - Early Childhood Family Education
  - School Readiness
  - Adult Basic Education

# Fund Accounting Overview

## 2024-2025 (continued)

### **DEBT SERVICE (Fund 07)**

- Based on annual debt retirement schedules for the district's outstanding bonded indebtedness.
- Annual levy is for the payment of principal and interest on bonds as due.
  - 2014 Middle School remodel and the addition of the CERC. The district has since refunded those bonds saving the taxpayers millions of \$s in interest over the life of the bond repayment
  - 2023 Abatement Bond project to redo the CERC and high school parking lots and also the high school sidewalks

# 2024-2025 Budget Overview

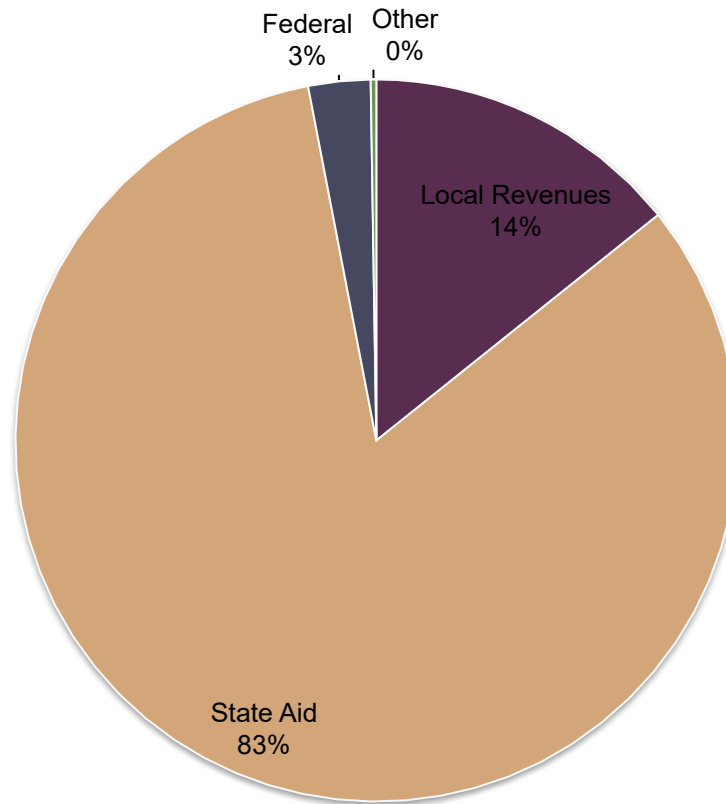
## 2024-2025 Original BUDGET OVERVIEW REVENUES

|                            | <b>23-24<br/>Actual</b> | <b>24-25<br/>Adopted Budget</b> | <b>Percent<br/>Change</b> |
|----------------------------|-------------------------|---------------------------------|---------------------------|
| <b>General Fund</b>        | 25,589,716.27           | 24,785,434                      | -3.24%                    |
| <b>Food Service</b>        | 1,611,805.25            | 1,426,196                       | -13.01%                   |
| <b>Community Education</b> | 1,786,910.50            | 1,810,257                       | 1.29%                     |
| <b>Debt Service</b>        | 3,769,699.06            | 5,117,812                       | 26.34%                    |
| <b>Totals</b>              | 32,758,131.08           | 33,139,699                      | <b>1.15%</b>              |

**\*\*The 2023-2024 are actual audited #s. The 2024-2025 Adopted Budget #s are only a projection, and a revised budget will be done in the upcoming months. When the adopted budget was approved, there were legislative items not known at that time.**

# General Fund Revenue Budget

Where Does Our School Revenues Come From for 2024-2025?



# 2024-2025 Budget Overview

## 2024-2025 ORIGINAL BUDGET OVERVIEW EXPENDITURES

|                            | <b>23-24<br/>Actual</b> | <b>24-25<br/>Adopted Budget</b> | <b>Percent<br/>Change</b> |
|----------------------------|-------------------------|---------------------------------|---------------------------|
| <b>General Fund</b>        | 26,103,023.96           | 23,732,838                      | -9.9%                     |
| <b>Food Service</b>        | 1,501,564.93            | 1,421,770                       | -5.61%                    |
| <b>Community Education</b> | 1,873,338.68            | 1,899,632                       | 1.38%                     |
| <b>Debt Service</b>        | 3,142,610.65            | 5,521,065                       | 43.08%                    |
|                            | 32,620,538.22           | 32,575,305                      | -.14%                     |

**\*\*The 2023-2024 are actual audited #s. The 2024-2025 Adopted Budget #s are only a projection, and a revised budget will be done in the upcoming months. The 2024-2025 Adopted Budget overall shows a decrease in expenditures because of projects that were done in 2023-2024; and those expenditures will not be there for the 2024-2025 school year.**

# 2023-2024 Budget Overview

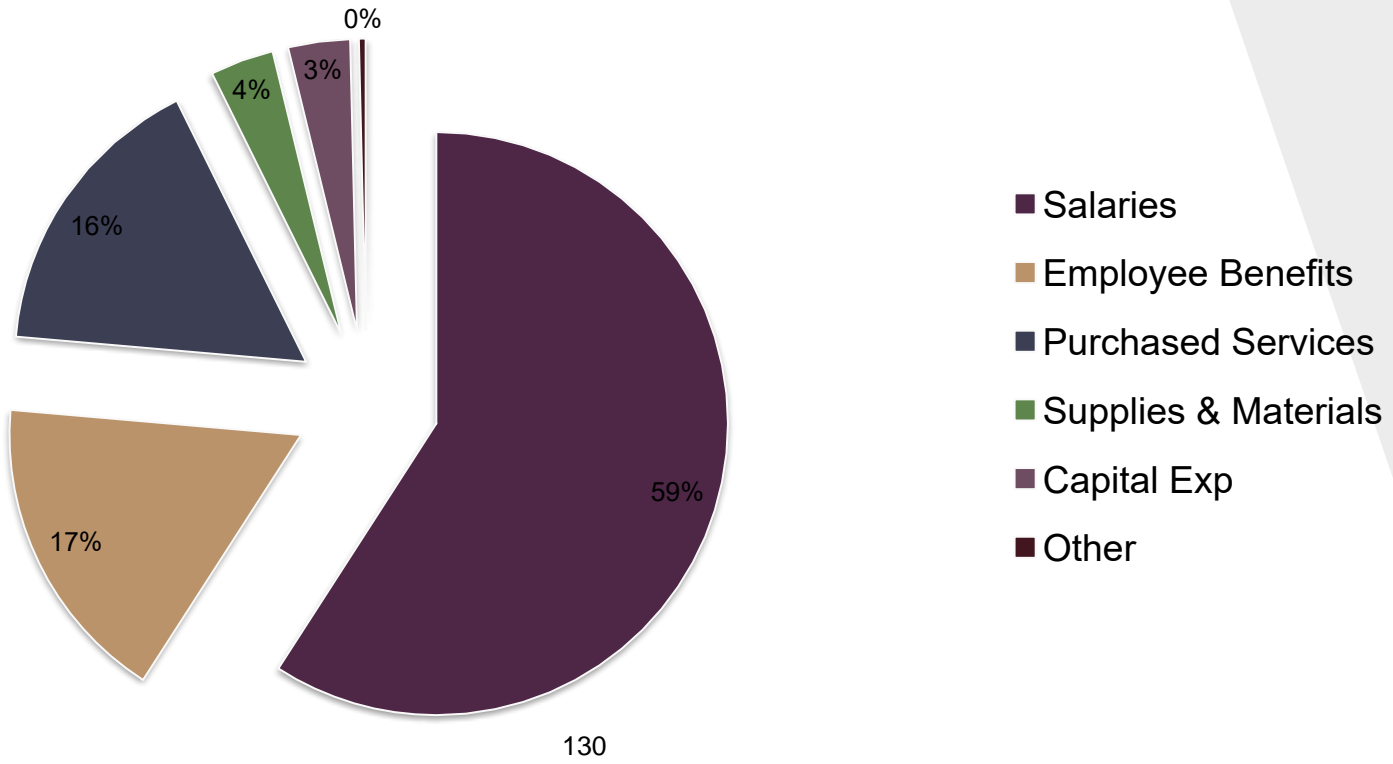
## HOW ARE GENERAL FUND DOLLARS SPENT?

Expenses incurred in the operation of the district are paid from the General Fund. The following schedule relates how the dollars allocated to the General Fund will be spent by Program:

|                            |                |              |
|----------------------------|----------------|--------------|
| Elem & Sec Reg Instr       | 10,846,171.00  | 45.70%       |
| Spec Ed Instr              | 5,074,390.00   | 21.38%       |
| Sites & Buildings          | 2,606,815.00   | 10.98%       |
| Pupil Support Services     | 1,754,298.00   | 7.39%        |
| Administrative             | 1,175,964.00   | 4.96%        |
| Instr Support Services     | 980,650.00     | 4.13%        |
| Support Services           | 636,969.00     | 2.68%        |
| Voc Instr                  | 442,566.00     | 1.86%        |
| Fiscal & Other Fixed Costs | 129 215,015.00 | <u>0.91%</u> |
|                            |                | <u>100%</u>  |

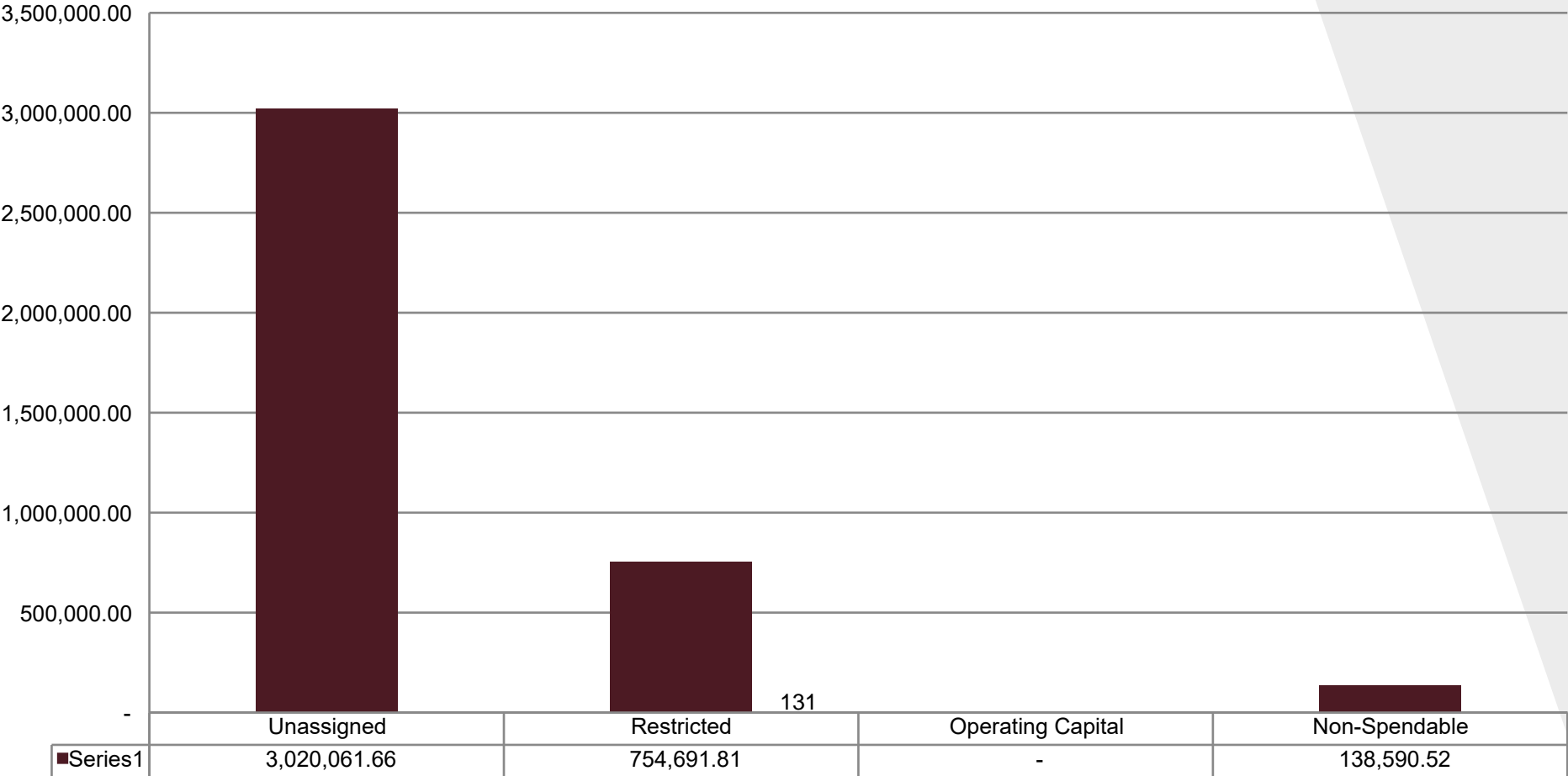
# General Fund Expenditure Budget

Expenditures for FY2024-2025 are for?



# General Fund Balance

## GENERAL FUND BALANCE - JUNE 30, 2024



# School District Levy

- *2024 Payable 2025*
- *Certified in 2024*
- *Collected in 2025*
- *Recognized as revenue –  
FY2025-2026*

# Authority for School Levies

*A School District Tax Levy must be either:*

*Set by State Formula*

*-or-*

*Voter Approved*

# Factors Impacting Tax Change

## Issues Driven by Legislative Decisions:

- Change in sales ratio (impacting ANTC)
- Change in tax capacity rate structure
- Laws mandating code compliance (Long Term Facilities Maintenance plan)

## Issues Determined by District Voters:

- Voter approved building bond issue
- Voter approved excess levy referendum

## Local Factors:

- Inflationary pressure on real estate market
- Abatements
- Property improvements not previously taxed
- Change in individual assessed market value
- Possible change in property classification (e.g. *homestead to rental*)

# Current Levy

**Local Operating Referendum:           \$ 724.00/PPU**

**\*\*This is the amount that every school district receives if no voter approved operating levy is in place**

# Certified 2024 vs Proposed Payable 2025

## Comparison of Certified Payable 2024 Levy with Proposed Payable 2025 Levy

| <b>GROSS LEVIES<br/>BY FUND</b> | <b>ACTUAL<br/>23 PAY 24</b> | <b>PROPOSED<br/>24 PAY 25</b> | <b>DOLLAR<br/>DIFFERENCE</b> | <b>PERCENT<br/>DIFFERENCE</b> |
|---------------------------------|-----------------------------|-------------------------------|------------------------------|-------------------------------|
| <b>General Fund</b>             | <b>2,831,422.45</b>         | <b>2,935,906.17</b>           | <b>104,483.72</b>            | <b>3.69%</b>                  |
| Community Services              | 124,955.86                  | 131,608.95                    | 6,653.09                     | 5.32%                         |
| Debt Redemption                 | 5,117,811.74                | 5,090,545.51                  | -27,266.23                   | -53%                          |
| <b>Total</b>                    | <b>8,074,190.05</b>         | <b>8,158,060.63</b>           | <b>83,870.58</b>             | <b>1.04%</b>                  |

# General Fund Levy \$'s

| General Fund              |                     |                     |                   |              |
|---------------------------|---------------------|---------------------|-------------------|--------------|
|                           | Proposed Levy       | Proposed Levy       |                   | Percent      |
| Levy Category             | Payable 2024        | Payable 2025        | Changes           | Change       |
| Local Optional Revenue    | 1,378,892.83        | 1,454,937.34        | 76,044.51         | 5.23%        |
| Transition                | 30,465.88           | 31,097.53           | 631.65            | 2.07%        |
| Board Approved Referendum |                     |                     |                   |              |
| Equity                    | 330,781.83          | 337,635.43          | 6,853.60          | 2.07%        |
| Operating Capital         | 195,275.45          | 221,026.62          | 25,751.17         | 13.19%       |
| Achievement & Integration | 55,692.47           | 54,919.09           | -773.38           | -1.39%       |
| Reemployment Ins          | 5,000.00            | 5,000.00            | 0.00              |              |
| Health & Safety           | 0.00                | 0.00                | 0.00              |              |
| LTFM                      | 478,148.93          | 493,618.45          | 15,469.52         | 3.24%        |
| Safe Schools              | 82,707.77           | 87,550.23           | 4,842.46          | 5.85%        |
| Career & Tech Levy        | 142,798.01          | 142,798.01          | 0.00              | 0.00%        |
| OPEB                      | 124,691.64          | 95,414.00           | -29,277.64        | -23.48%      |
| Building Lease            | 25,615.37           | 30,354.19           | 4,738.89          | 18.50%       |
| Adj for P/Y Taxes         | (18,647.66)         | (18,444.72)         | 202.94            | -1.09%       |
| <b>Total General Fund</b> | <b>2,831,422.45</b> | <b>2,935,906.17</b> | <b>104,483.72</b> | <b>3.69%</b> |

# Community Education & Debt Service Levy \$'s

## Community Education

| Levy Category                         | Actual Levy Payable 2024 | Proposed Levy Payable 2025 | Changes  | Percent Change |
|---------------------------------------|--------------------------|----------------------------|----------|----------------|
| Basic Community Education             | 75,444.36                | 74,841.38                  | (602.98) | -0.80%         |
| Early Childhood Family Ed             | 40,291.71                | 45,364.81                  | 5,073.10 | 12.59%         |
| Home Visiting                         | 1,078.92                 | 1,269.87                   | 190.95   | 17.70%         |
| School Age Care                       | 10,000.00                | 10,000.00                  | 0.00     | 0.00%          |
| Adj from Prior Years                  | (1,859.13)               | 132.89                     | 1,992.02 | -107.15%       |
| <b>Total Community Education Fund</b> | 124,955.86               | 131,608.95                 | 6,653.09 | 5.32%          |

## Debt Service

| Levy Category                  | Actual Levy Payable 2024  | Proposed Levy Payable 2025 | Changes        | Percent Change |
|--------------------------------|---------------------------|----------------------------|----------------|----------------|
| Voter Approved Debt Service    | 2951797.76                | 5,287,096.24               | 2,335,298.48   | 79.11%         |
| Debt Service Aid-Inelig        | 2232699.55 <sup>138</sup> | -                          | (2,232,699.55) | 100.00%        |
| Debt Excess Adj                | (66685.57)                | (196,550.73)               | (129,865.16)   | 194.74%        |
| <b>Total Debt Service Fund</b> | 5,117,811.74              | <b>5,090,545.51</b>        | -27,266.23     | -0.53%         |

# Levy Statistics

## **Total Levy increases by 1.04%**

- The majority of the homes in the Jordan School District had an increase in their property value of an estimated 3.5%
- Because of the increase in property values:
  - Referendum Market Value increased by an estimated 6.60%
  - Net Tax Capacity decreased by an estimated 4.93%

# Estimated Tax Impacts

## Estimated Tax Impacts

Residential & Commercial  
With 6.5% increase

Agricultural with 5%  
Increase

### Jordan Public School District Estimated Tax Impacts - Pay 2025 Levy Total School Taxes

| Summary                 |                  |                  |          |
|-------------------------|------------------|------------------|----------|
|                         | Pay 2024         | Est. Pay 2025    | % Change |
| Referendum Market Value | \$ 1,598,912,500 | \$ 1,704,424,700 | 6.60%    |
| RMV Tax Rate            | 0.09810%         | 0.09514%         | -3.02%   |
| Net Tax Capacity        | \$ 18,608,546    | \$ 19,525,398    | 4.93%    |
| NTC Tax Rate            | 31.86%           | 28.88%           | -9.34%   |

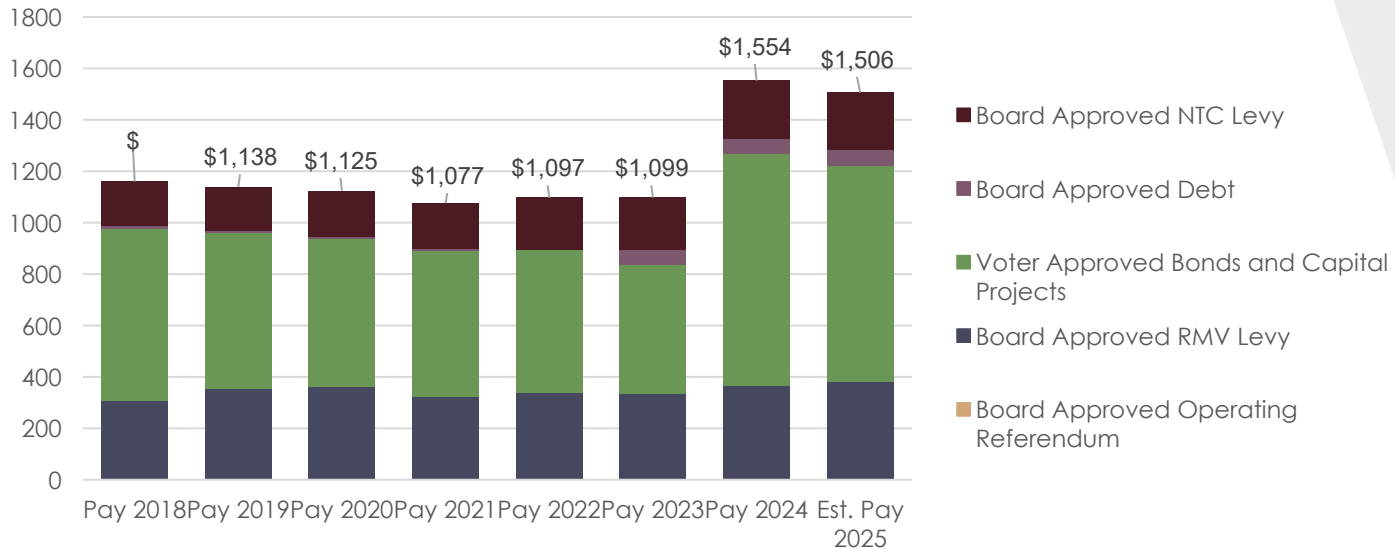
| Types of Property                                  | Pay 2024 Value | Pay 2025 Est. Value | Pay 2024 | Pay 2025 | \$ Change | % Change |
|--|----------------|---------------------|----------|----------|-----------|----------|
| Residential Homestead<br>(Value Increase 6.5%)     | \$187,800      | \$200,000           | \$718    | \$686    | (\$32)    | -4.49%   |
|  | 234,700        | 250,000             | 927      | 891      | (36)      | -3.89%   |
|  | 281,700        | 300,000             | 1,136    | 1,096    | (40)      | -3.55%   |
|  | 375,600        | 400,000             | 1,554    | 1,506    | (49)      | -3.13%   |
|  | 469,500        | 500,000             | 1,956    | 1,916    | (41)      | -2.09%   |
|  | 563,400        | 600,000             | 2,398    | 2,376    | (22)      | -0.93%   |
| Commercial / Industrial**<br>(Value Increase 6.5%) | 751,200        | 800,000             | 3,330    | 3,288    | (42)      | -1.26%   |
|  | \$93,900       | \$100,000           | \$400    | \$393    | (\$8)     | -1.90%   |
|  | 234,700        | 250,000             | 1,093    | 1,080    | (12)      | -1.12%   |
|  | 469,500        | 500,000             | 2,350    | 2,310    | (40)      | -1.72%   |
| Agricultural Homestead<br>(Value Increase 5%)      | 939,000        | 1,000,000           | 4,864    | 4,768    | (96)      | -1.98%   |
|  | \$5,700        | \$6,000             | \$3.95   | \$3.80   | (\$0.15)  | -3.86%   |
|  | 6,700          | 7,000               | 4.65     | 4.44     | (0.21)    | -4.57%   |
|  | 7,600          | 8,000               | 5.27     | 5.07     | (0.20)    | -3.86%   |
| Agricultural Non-Homestead<br>(Value Increase 5%)  | 8,600          | 9,000               | 5.97     | 5.70     | (0.26)    | -4.41%   |
|  | \$5,700        | \$6,000             | \$7.91   | \$7.60   | (\$0.30)  | -3.86%   |
|  | 6,700          | 7,000               | 9.30     | 8.87     | (0.43)    | -4.57%   |
|  | 7,600          | 8,000               | 10.54    | 10.14    | (0.41)    | -3.86%   |
|  | 8,600          | 9,000               | 11.93    | 11.40    | (0.53)    | -4.41%   |

\*Actual taxes may be lower in certain taxing districts due to Disparity Reduction Aid.

\*\*Commercial Industrial taxes will have small variations from one taxing City/township to the next due to differences in the Twin Cities Metropolitan Area Fiscal Disparities Program

# School Tax Trends

## Jordan Public School District Residential Homestead School Tax Trend



|   | Pay 2018       | Pay 2019       | Pay 2020       | Pay 2021       | Pay 2022       | Pay 2023       | Pay 2024       | Est. Pay 2025  |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Home Value*                               | 261,300        | 269,100        | 277,200        | 285,500        | 294,100        | 364,700        | 375,600        | 400,000        |
| Board Approved Operating Referendum       | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              |
| Board Approved RMV Levy                   | 309            | 355            | 360            | 322            | 340            | 334            | 368            | 381            |
| Voter Approved Bonds and Capital Projects | 666            | 605            | 578            | 569            | 554            | 503            | 899            | 842            |
| Board Approved Debt                       | 11             | 10             | 141            | 9              | 0              | 55             | 57             | 60             |
| Board Approved NTC Levy                   | 174            | 169            | 177            | 176            | 203            | 206            | 229            | 223            |
| <b>Total School Taxes</b>                 | <b>\$1,161</b> | <b>\$1,138</b> | <b>\$1,125</b> | <b>\$1,077</b> | <b>\$1,097</b> | <b>\$1,099</b> | <b>\$1,554</b> | <b>\$1,506</b> |

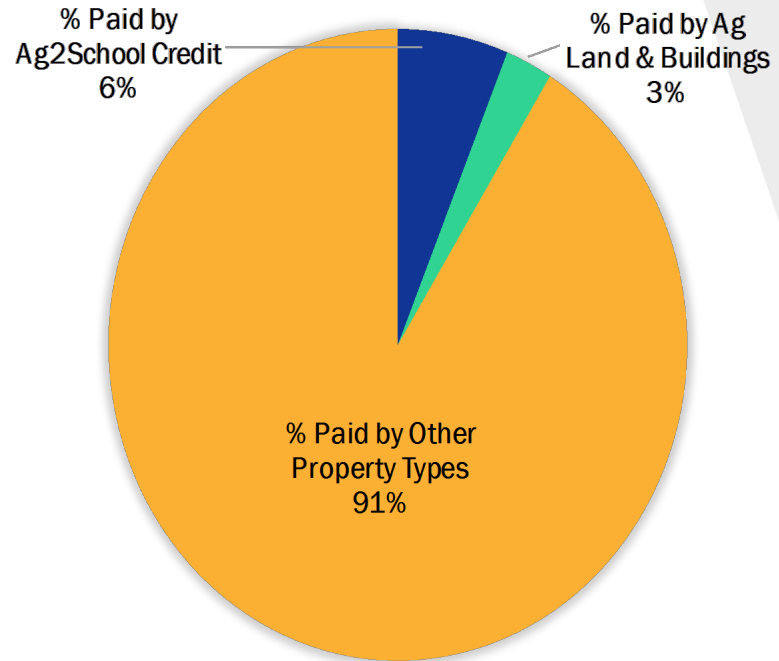
# Ag2School Impact

## ISD No. 717, Jordan Public School District

### Source of Debt Service Payments

(Assuming 70% Ag2School Credit)

(Based on Valuations for taxes payable in 2024)



The state will pay for  
Approximately \$314,000  
Of the \$5,090,546 debt  
Service levy for Pay 2025 via  
The Ag2School Credit

#### Notes:

1. The Ag2School credit applies to agricultural land and buildings. The house, garage and first acre of land do not benefit from the Ag2School credit.
2. The Ag2School credit does not increase or decrease the tax impact on all other property types.

# Levy Certification

**Whereas**, Pursuant to Minnesota Statutes the School Board of the Jordan School District, Jordan, Minnesota, is authorized to make the following proposed tax levies for general purposes:

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Maintenance (General Fund)</b>     | <b>\$2,935,906.17</b> |
| <b>Community Service</b>              | <b>131,608.95</b>     |
| <b>Debt Service</b>                   | <b>5,090,545.51</b>   |
| <i>(Includes Referendum)</i>          |                       |
| <b>Total Proposed School Tax Levy</b> | <b>\$8,158,060.63</b> |

**Now Therefore**, Be it resolved by the School Board of Jordan School District, Jordan, Minnesota, that the levy to be levied in 2025 to be collected in 2026 is set at \$8,158,060.63. The clerk of the Jordan School Board is authorized to certify the proposed levy to the County Auditor of Scott County, Minnesota.



## **Executive Summary: Levy Certification**

### **Amy Hafemann, Finance Director**

The Final 2024 Payable 2025 Levy needs to be Board Certified by December 28, 2024. This is a process that is completed annually.

The 2024 Pay 2025 Levy had a percentage increase of overall funds of 1.04%. The majority of homes in the Jordan School District had an increase to their property value of an estimated 3.5%. The Referendum Market Value increased by an estimated 6.60%; and the Net Tax Capacity decreased by an estimated 4.93%.

It is my recommendation that the Board of Education certify the total Levy \$ amount of \$8,158,060.63

**Minnesota Department of Education  
Levy Limitation and Certification Report  
2024 Payable 2025**

District Number-Type: 0717-01  
 District Name: Jordan Public School District  
 Home County: Scott County

Date Printed: 12/2/24  
 Limits Updated: 11/20/24  
 Certified Submitted: 12/2/24

|  | LIMIT        | PROPOSED     | CERTIFIED    |
|--|--------------|--------------|--------------|
| <b>SUBTOTALS BY LEVY CATEGORY</b>              |              |              |              |
| GENERAL - RMV VOTER                            | 0.00         | 0.00         | 0.00         |
| GENERAL - RMV OTHER                            | 1,809,346.34 | 1,809,346.34 | 1,809,346.34 |
| GENERAL - NTC VOTER                            | 0.00         | 0.00         | 0.00         |
| GENERAL - NTC OTHER                            | 1,126,559.83 | 1,126,559.83 | 1,126,559.83 |
| COMMUNITY SERVICE - NTC OTHER                  | 131,608.95   | 131,608.95   | 131,608.95   |
| GENERAL DEBT - NTC VOTER                       | 4,752,818.51 | 4,752,818.51 | 4,752,818.51 |
| GENERAL DEBT - NTC OTHER                       | 337,727.00   | 337,727.00   | 337,727.00   |
| OPEB DEBT - NTC VOTER                          | 0.00         | 0.00         | 0.00         |
| OPEB DEBT - NTC OTHER                          | 0.00         | 0.00         | 0.00         |
| <b>SUBTOTALS BY FUND</b>                       |              |              |              |
| GENERAL FUND                                   | 2,935,906.17 | 2,935,906.17 | 2,935,906.17 |
| COMMUNITY SERVICES FUND                        | 131,608.95   | 131,608.95   | 131,608.95   |
| GENERAL DEBT SERVICE FUND                      | 5,090,545.51 | 5,090,545.51 | 5,090,545.51 |
| OPEB/PENSION DEBT SERVICE FUND                 | 0.00         | 0.00         | 0.00         |
| <b>SUBTOTALS BY TAX BASE</b>                   |              |              |              |
| REFERENDUM MARKET VALUE                        | 1,809,346.34 | 1,809,346.34 | 1,809,346.34 |
| NET TAX CAPACITY                               | 6,348,714.29 | 6,348,714.29 | 6,348,714.29 |
| <b>SUBTOTALS BY TRUTH IN TAXATION CATEGORY</b> |              |              |              |
| VOTER APPROVED                                 | 4,752,818.51 | 4,752,818.51 | 4,752,818.51 |
| OTHER  | 3,405,242.12 | 3,405,242.12 | 3,405,242.12 |
| <b>TOTAL LEVY</b>                              |              |              |              |
| TOTAL LEVY                                     | 8,158,060.63 | 8,158,060.63 | 8,158,060.63 |

The school district must submit the completed original of this form to the home county auditor by December 28, 2024. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 400 NE Stinson Blvd., Minneapolis, MN 55413, by January 7, 2025.

The certified levy listed above is the levy voted by the school board for taxes payable in 2025.

Signature of School Board Clerk

\_\_\_\_\_

Date of Certification

\_\_\_\_\_

I. COMPUTATION OF 2024 PAYABLE 2025 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

| FUND                | INITIAL LEVY LIMITATION | LIMITATION ADJUSTMENTS | ABATEMENT ADJUSTMENTS | OFFSET ADJUSTMENTS | TAC/MAX EFF ADJUSTMENT | MAXIMUM LEVY LIMITATION |
|---------------------|-------------------------|------------------------|-----------------------|--------------------|------------------------|-------------------------|
| GEN-RMV VOTER-EXEMP |                         |                        | N/A                   |                    |                        |                         |
| GEN-RMV OTHER-EXEMP | 1,790,062.19            | 19,284.15              | N/A                   |                    |                        | 1,809,346.34            |
| GEN-NTC VOTER-EXEMP |                         |                        | N/A                   |                    |                        |                         |
| GEN-NTC OTHER-GENED | N/A                     | N/A                    | N/A                   | N/A                | N/A                    | N/A                     |
| GEN-NTC OTHER-EXEMP | 1,130,680.59            | 8,434.59-              | 4,313.83              |                    |                        | 1,126,559.83            |
| TOTAL GENERAL       | 2,920,742.78            | 10,849.56              | 4,313.83              |                    |                        | 2,935,906.17            |
| COM SERV-EXEMP      | 131,476.06              | 64.92-                 | 197.81                |                    |                        | 131,608.95              |
| DEBT-VOTER-NONEXEMP | 4,929,660.00            | 183,493.73-            | 6,652.24              |                    |                        | 4,752,818.51            |
| DEBT-OTHER-NONEXEMP | 350,784.00              | 13,057.00-             |                       |                    |                        | 337,727.00              |
| TOTAL DEBT SERV     | 5,280,444.00            | 196,550.73-            | 6,652.24              |                    |                        | 5,090,545.51            |
| OPEB-VOTER-NONEXEMP |                         |                        |                       |                    |                        |                         |
| OPEB-OTHER-NONEXEMP |                         |                        |                       |                    |                        |                         |
| TOTAL OPEB/PENSION  |                         |                        |                       |                    |                        |                         |
| TOTAL               | 8,332,662.84            | 185,766.09-            | 11,163.88             |                    |                        | 8,158,060.63            |

II. COMPARISON OF 2023 PAYABLE 2024 LEVY LIMITATION WITH 2024 PAYABLE 2025 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

| FUND                 | 2023 PAY 2024 LIMITATION | 2024 PAY 2025 LIMITATION | INCREASE (DECREASE) | PERCENT CHANGE |
|----------------------|--------------------------|--------------------------|---------------------|----------------|
| GENERAL              | 2,831,422.45             | 2,935,906.17             | 104,483.72          | 3.69           |
| COMMUNITY SERVICE    | 124,955.86               | 131,608.95               | 6,653.09            | 5.32           |
| GENERAL DEBT SERVICE | 5,117,811.74             | 5,090,545.51             | 27,266.23-          | .53-           |
| OPEB DEBT SERVICE    |                          |                          |                     |                |
| TOTAL                | 8,074,190.05             | 8,158,060.63             | 83,870.58           | 1.04           |

III. COMPARISON OF 2023 PAYABLE 2024 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2024 PAYABLE 2025 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

| FUND                    | 2023 PAY 2024 CERTIFIED LEVY + ADJUSTMENTS | 2024 PAY 2025 CERTIFIED LEVY + ADJUSTMENTS | INCREASE (DECREASE) | PERCENT CHANGE |
|-------------------------|--|--|---------------------|----------------|
| GENERAL                 | 2,831,422.45                               |  |                     |                |
| COMMUNITY SERVICE       | 124,955.86                                 |  |                     |                |
| GENERAL DEBT SERVICE    | 5,117,811.75                               |  |                     |                |
| OPEB DEBT SERVICE       |  |  |                     |                |
| TOTAL AFTER ADJUSTMENTS | 8,074,190.06                               |  |                     |                |



**Final Draft  
District Calendar 2025-2026**

**July 2025**

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

**July**  
4 4th of July  
22 Flex Workshop

**January 2026**

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

**January**  
1-2 No School: Winter Break  
16 End of 2nd Quarter and 1st Semester  
19 No School: MLK Day / Professional Development

**August 2025**

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

**August**  
5 Flex Workshop  
18 New Staff Workshop  
19 Flex Workshop  
20-28 No School: Professional Development  
28 K-4 Back to School Conferences, Middle and High School Open House

**February 2026**

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

**February**  
16 No School: President's Day  
17 MS Invitation Conferences (Digital Learning Day Gr. 5-8)

**September 2025**

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

**September**  
1 No School - Labor Day  
2 Grade 5 WEB / Grade 9 Freshman Focus / 6-8 & 10-12 Digital Learning Day  
3 First Day Gr. K-4 and Preschool / First Day in building grades 6-8 & 10-12  
17 Middle School Curriculum Night

**March 2026**

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

**March**  
12 HS Conferences PM  
26 End of 3rd Qtr / ES Conf. PM  
27 No School: Professional Development / ES Conf. AM  
30-31 No School: Spring Break

**October 2025**

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

**October**  
14 MS Invitation Conferences PM  
15 MS Invitation Conferences (Digital Learning Day Gr. 5-8)  
16-17 No School: Education Minnesota Conference  
23 HS Invitation Conferences PM  
31 End of 1st Quarter

**April 2026**

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

**April**  
1-3 No School: Spring Break

**November 2025**

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

**November**  
3 No School: Professional Development / ES Conferences  
6 MS & HS Conferences PM  
27-28 No School: Thanksgiving Break

**May 2026**

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

**May**  
22 Commencement  
25 No School: Memorial Day  
28 Last Student Day / Early Out  
29 No School: Professional Development

**December 2025**

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

**December**  
22-31 No School: Winter Break

**June 2026**

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

**June**

**Student Contact Day Summary**

| <b>Quarter Summary</b>    |            |
|---------------------------|------------|
| 1st Quarter               | 42         |
| 2nd Quarter               | 42         |
| 3rd Quarter               | 47         |
| 4th Quarter               | 38         |
| <b>Total Student Days</b> | <b>169</b> |

\*Instructional minutes = 174 traditional days

|                           |            |
|---------------------------|------------|
| Teacher Workshop Days     | 12         |
| Async Flex Days           | 3          |
| Conferences               | 2          |
| <b>Total Teacher Days</b> | <b>186</b> |

\*Async Flex Days accounted for within teacher duty day

|   |  |
|---|--|
| <span style="background-color: #ADD8E6;"> </span> | No School  |
| <span style="background-color: #90EE90;"> </span> | No School (Professional Development Day)                                   |
| <span style="background-color: #90EE90;"> </span> | New Staff Workshop / Flex Workshop   |
| <span style="background-color: #FFD700;"> </span> | Elementary, Middle and High School Back to School Conferences / Open House |
| <span style="background-color: #FFD700;"> </span> | Parent-Teacher Conferences   |
| <span style="background-color: #FF0000;"> </span> | End of Quarter   |

**District Office:** 952-492-6200  
**Jordan ES:** 952-492-2336  
**Jordan MS:** 952-492-2332  
**Jordan HS:** 952-492-4400

**DATE:** December 9, 2024

**CLASSIFICATION:** Review and Act

**AUTHOR:**

Ranae Case Evenson, Superintendent

**SUBJECT:** 2024-2025 Calendar Adjustment Request

**PURPOSE:**

To request a shift in student contact for May 29, 2025 to accommodate preparation for construction.

**BACKGROUND:**

Our 2024-2025 District Calendar was formally adopted in December 2023. At that time, it was unknown what our Phase 2 timeline would be for the building projects at Jordan Elementary School and Jordan Early Learning Services. Our last student day is noted as Thursday, May 29, 2025 and is a half-day for students and a full day for staff.

**CONSIDERATIONS:**

Since the adoption of the 2024-2025 District Calendar, we have more defined information regarding our construction timeline and phasing. We have begun developing a Phase 2 packing plan for our staff, as we need to completely empty significant portions of the elementary school and early learning services. This Phase 2 packing will begin in late April and continue right up to the last day of school.

**OPTIONS/CONCLUSIONS:**

For our buildings to be prepped for Phase 2 construction to start right away, we need to ensure staff have enough time to clear areas for construction. We need to maximize each day of summer to ensure we can start on time in the Fall.

Currently staff have 1.5 staff workshop days at the end of the year to ensure areas are cleared. We believe we can accomplish this if we have the flexibility to utilize all staff at our construction sites for packing and moving boxes, by shifting May 29th to no student contact/staff workshop. This would allow for 2 full days for staff to pack vs 1.5 days.

We will continue to meet the state requirements for student attendance, even with this minor shift. We would like to make this decision as soon as possible, so we can communicate to our families well ahead of time.

**RECOMMENDATIONS/NEXT STEPS:**

- Shift May 29th, 2025 to no student contact/ full day staff workshop.
- Shift May 28th, 2025 to last student day. It will be a full day of school.

**MEMORANDUM OF UNDERSTANDING  
AND SETTLEMENT AGREEMENT**

This Memorandum of Understanding and Settlement Agreement (“MOU”) is entered into among Independent School District No. 717, Jordan, Minnesota (hereinafter the “School District”) and Service Employees International Local 284 (hereinafter the “Union”), specifically representing Union employees: Tami Hartman (“Hartman”), Norman Hull (“Hull”), Linda Nesbitt (“Nesbitt”), Robert Fimon (“Fimon”), Herbert Kohout (“Kohout”) and James Lehnert (“Lehnert”). The individually identified Union employees are referred to collectively as the “Employees.” The School District, Union, and Employees are referred to collectively as the “Parties.”

WHEREAS, the School District and Union are parties to a collective bargaining agreement for the period of July 1, 2024 to June 30, 2026 (“CBA”) that governs the terms and conditions of employment of custodians who are part of the bargaining unit represented by the Union, including the Employees; and

WHEREAS, the Union and Employees raised a concern that the Employees were not provided the full amount of vacation to which they were entitled based upon the language in Article X, Section 2 of the CBAs with the acknowledgement that no grievances related to any such alleged miscalculations were made within the time period required in the applicable CBAs at the time the alleged discrepancies arose; and

WHEREAS, Article X, Section 2, of the CBA provides the terms and conditions related to vacation benefits for bargaining unit members and is a term that the Parties desire to clarify based on claims that one or more of the Employees were not accurately provided the vacation benefits to which they were entitled since the start of their employment; and

WHEREAS, the Parties wish to enter into this MOU to amend the CBA to clarify the application of its terms with respect to accrual of vacation as set out in Article X, Section 2, and to address past alleged inconsistencies as to how these terms have been applied to the Employees.

NOW, THEREFORE, IT IS HEREBY UNDERSTOOD AND AGREED by and between the Parties as follows:

1. Article X, Section 2, of the current 2024-2026 CBA, is hereby amended, effective 15 days following ratification of this MOU by the Parties, as follows:

Section 2. Vacation:

Subd. 1. Only employees working 5 days, 52 weeks yearly are eligible for vacation. Days will be pro-rated from 2080 hours.

Subd. 2. Only 10 vacation days every two years may be taken on student attendance or teacher workshop days.

Subd. 3. All vacation days must be approved in advance by the Director or superintendent. The decision of the superintendent is final.

Subd. 4. ~~Vacation earned in one fiscal year, must be used within 6 months of the year earned, or it will be forfeited.~~ Vacation earned for the upcoming school year shall be allotted to employees in the anticipated amount to be earned, pursuant to subdivisions 1 and 5, as of July 1 of each school year. Employees who commence employment during the school year shall be allotted a pro-rated amount of vacation upon commencement of employment. Vacation that was allotted as of July 1 and not earned during the school year due to the employee working fewer hours than set forth in Subdivision 1, shall have an adjustment made to reduce the allotment on a pro-rated basis, in accordance with Subdivisions 1 and 5, at the end of the school year on June 30.

Subd. 5. Vacation Schedule:

10 days beginning 1st year of employment

15 days beginning 5th year of employment

20 days beginning 10th year of employment

Vacation is based off 2080 hours, yearly. Any employee using their vacation during the year, but who terminates their employment prior to completion of the 2080 hours will have their used, but unearned vacation deducted from their final paycheck, pro-rated from 2080 hours.

Subd. 6. Employees shall not be permitted to accrue more than two times their yearly allotment of vacation. If allotment of earned vacation on July 1 will result in the employee exceeding the maximum accruable vacation amount, the employee shall be allotted only that amount of vacation on

July 1 that does not exceed the maximum accruable amount (i.e., an employee who has 15 days/120 hours of accrued vacation as of June 30 and earns 10 days/80 hours each year shall only be allotted an additional 5 days/40 hours of vacation as of July 1 as the total accumulation of 20 days/160 hours has been met/exceeded).

2. The remainder of Article X, and all other provisions of the CBA shall remain the same.
3. This MOU shall remain in effect during the duration of the CBA and until such time as a successor to the CBA takes effect.
4. The Parties examined the application of Article X, Section 2, as it presently exists and formerly existed to the Employees. With respect to any alleged inconsistencies, the Parties agree to rectify these discrepancies as follows:
  - a. Hull. Hull was employed starting on September 19, 2002. On September 19, 2002, the School District mistakenly allotted a prorated amount of 62 hours of vacation to Hull on the first day of his employment. Pursuant to the terms of the collective bargaining agreement in place during the 2002-2003 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus, Hull was improperly credited with 62 hours of vacation upon the commencement of his employment. The correct amount of vacation was thereafter allotted on July 1, 2003, and each school year thereafter. While Hull received fewer than the 20 day/160 hour allotment of vacation on July 1, 2024, to which he was otherwise entitled pursuant to his years of service, his allotment was properly reduced as he had not used his prior year allotment of vacation as required by Article X, Section 2, subdivision 4. Thus, he forfeited any additional allotment above the two year maximum. The School District, Union, and Hull agree that the School District shall not reduce Hull's vacation accrual to account for the School District's erroneous allotment of 62 hours on September 19, 2002, given that Hull's current accrual has already been reduced as of July 1, 2024, due to the maximum allotment and also to account for any prejudice to Hull in relying upon his initial vacation accrual.
  - b. Hartman. Hartman was employed starting on April 1, 2002. Pursuant to the terms of the collective bargaining agreement in place during the 2001-2002 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus,

Hartman was not entitled to an allotment of vacation at the commencement of employment. The correct amount of vacation was thereafter allotted on July 1, 2002, and thereafter, except as noted below with respect to the 2016-2017 school year. While Hartman received fewer than the 20 day/160 hour allotment of vacation on July 1 of 2017, 2018, 2020, 2022, 2023 and 2024, her allotments were properly reduced as she had not used her prior year allotment of vacation as required by Article X, Section 2, Subdivision 4 . Thus, she forfeited any additional allotment above the two year maximum. With respect to her accrual on July 1, 2016, Hartman should have been allotted 20 days/160 hours of vacation up to a maximum accrual of 40 days/320 hours. Based on her accrual of 173 hours as of July 1, 2016, she should have been allotted 147 hours but only received 67 hours. The School District, Union and Hartman agree that Hartman should have accrued an additional 80 hours of vacation on July 1, 2016, and said amount shall be credited to her vacation accrual. However, due to her present accrual of 303 hours, the amount of 17 hours shall be added to Hartman's current vacation accrual within 15 days of the approval of this MOU by the Parties. Then, on July 1, 2025, 63 hours will be added to Hartman's vacation accrual on top of any vacation she is due under the CBA and her accrual cap under Article X, Section 2, Subdivision 6 shall be raised by 63 hours for July 1, 2025 – June 30, 2026.

- c. Nesbitt. Nesbitt was employed starting on August 18, 2002. Pursuant to the terms of the collective bargaining agreement in place during the 2002-2003 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus, Nesbitt was not entitled to an allotment of vacation at the commencement of employment. While Nesbitt was allotted the correct amount of vacation following her first year of employment, she did not receive this allotment on July 1, 2006, but rather on July 18, 2006. The School District, Union and Nesbitt agree that as Nesbitt received the correct allotment of vacation after her first year of employment, the delay in receiving this allotment did not prejudice Nesbitt and no restitution is required.
- d. Fimon. Fimon was employed starting on December 19, 2014. Pursuant to the terms of the collective bargaining agreement in place during the 2014-2015 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus, Fimon was not entitled to an allotment of vacation at the commencement of employment. While Fimon was allotted the

correct amount vacation on July 1, 2016, and thereafter, he received an allotment of only 41 vacation hours on July 1, 2015, for the 2015-2016 school year and should have received 10 days/80 hours of vacation. The School District, Union and Fimon agree that Fimon should have accrued an additional 39 hours of vacation on July 1, 2015, and said amount shall be credited to his current vacation accrual as of July 1, 2024, increasing his accrual of 26.5 hours to a total of 65.5 hours. In addition to this amount, Fimon should be credited with an additional prorated amount of his vacation benefits from July to the date of his resignation of July 5, 2024, of an additional 3 hours, for a total of 68.5 hours of vacation. The School District paid Fimon for his accrual of 29.5 hours of vacation upon the termination of his employment. Thus, the School District, Union and Fimon agree that Fimon shall be paid for additional accrued vacation in the amount of 39 hours within 15 days of the approval of this MOU by the Parties.

- e. Kohout. Kohout was employed starting on March 12, 2015. Pursuant to the terms of the collective bargaining agreement in place during the 2014-2015 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus, Kohout was not entitled to an allotment of vacation at the commencement of employment. While Kohout was allotted the correct amount of vacation on July 1, 2016, and thereafter, he received an allotment of zero days/hours of vacation on July 1, 2015, for the 2015-2016 school year and should have received 10 days/80 hours of vacation. The School District, Union, and Kohout agree that Kohout should have accrued an additional 10 days/80 hours of vacation on July 1, 2015, and said amount shall be credited to his vacation accrual. However, due to his present accrual of 177 hours and maximum accrual of 240 hours, only 63 hours shall be added to Kohout's vacation accrual within 15 days of the approval of this MOU by the Parties. Then, on July 1, 2025, 17 hours will be added to Kohout's vacation accrual on top of any vacation he is due under the CBA and his accrual cap under Article X, Section 2, Subdivision 6 shall be raised by 17 hours for July 1, 2025 – June 30, 2026.
- f. Lehnen. Lehnen was employed starting on September 19, 2017. Pursuant to the terms of the collective bargaining agreement in place during the 2017-2018 school year, bargaining unit members did not receive vacation benefits during the first year of employment. Thus, Lehnen was not entitled to an allotment of vacation at the commencement of employment. The correct amount of vacation was

thereafter allotted on July 1, 2018, and thereafter, except as noted below with respect to the 2024-2025 school year. While Lehnen received fewer than the 10 day/80 hour allotment of vacation on July 1 of 2022 and 2023, his allotments were properly reduced as he had not used his prior year allotment of vacation as required by Article X, Section 2, Subdivision 4. Thus, he forfeited any additional allotment above the two year maximum. With respect to his accrual on July 1, 2024, Lehnen should have been allotted 15 days/120 hours of vacation up to a maximum accrual of 30 days/240 hours. Based on his accrual of 136 hours as of July 1, 2024, he should have been allotted 104 hours but only received 40 hours. The School District, Union, and Lehnen agree that Lehnen should have accrued an additional 8 days/64 hours of vacation on July 1, 2024, and said amount shall be credited to his vacation accrual. Thus, the amount of 8 days/64 hours shall be added to Lehnen's vacation accrual within 15 days of the approval of this MOU by the Parties.

5. In consideration of the School District making the agreed upon modifications to vacation accruals, the Union and Employees agree not to commence and to waive any right the Union, the Employees or any other members of the bargaining unit may have, either individually or collectively, to file a grievance, request a hearing, or otherwise further challenge the vacation allotments made to date to the Employees or any other bargaining unit member. The Union agrees that to the best of its knowledge, there are no other bargaining unit members, known or unknown, who may have existing claims for vacation accrual.
6. Nothing in this MOU shall be deemed to establish a precedent or practice or to alter any established precedent or practice arising out of or relating to the CBAs between the School District and the Union. No party may submit this MOU, or any testimony regarding this MOU, in any proceeding as evidence of a precedent or practice, except for purposes of enforcing the terms of this MOU. This MOU is subject to the grievance and arbitration procedure in the CBA.
7. This MOU shall for all purposes be deemed to have been mutually drafted.
8. This MOU constitutes the entire agreement between the Parties relating to the subject matter described in this document. No party has relied upon any statements or promises that are not set forth in this document. This MOU controls to the extent that it conflicts with the terms of the current CBA. No changes to this MOU are valid unless they are in writing and signed by all Parties.

9. The provisions of this MOU shall be severable if any provision hereof or the application of any such provision under any circumstances is held invalid by a court of competent jurisdiction it shall not affect any other provisions of this agreement or the application of any other provision hereof.
10. This Agreement may be signed in counterpart, and once executed by all of the Parties, whether in a single instrument or several instruments, shall constitute the agreement of the Parties for any and all purposes.

IN WITNESS WHEREOF, the Parties have entered into this MOU on the dates shown below. By signing below, each party specifically acknowledges that it has read this agreement and that it understands and voluntarily agrees to be legally bound by all terms of the agreement.

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 Tami Hartman

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 Norman Hull

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 Linda Nesbitt

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 Robert Fimon

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 Herbert Kohout

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 James Lehnen

**Service Employees International Local 284**

Dated: \_\_\_\_\_, 2024  
 \_\_\_\_\_  
 By: \_\_\_\_\_  
 Its: \_\_\_\_\_

**Independent School District No. 717, Jordan**

Dated: \_\_\_\_\_, 2024

\_\_\_\_\_  
Its Chair

Dated: \_\_\_\_\_, 2024

\_\_\_\_\_  
Its Clerk

**DATE:** December 9, 2024

**CLASSIFICATION:** Action

**AUTHOR:**

Kelly Raser, Director of Nutrition Services

**SUBJECT:** Vending Machines

**PURPOSE:**

To provide an update to the Board on Jordan Public School vending and seek approval on new vending services.

**BACKGROUND:**

Recently, Pepsi, who was our JPS main provider for vending options removed their machines, due to a company wide shift in vending services, we are in need of additional vending machines to be added to the JHS Staff Lounge, JHS Commons, JMS Staff Lounge and JES Staff Lounge. These vending machines will replace the machines that were previously removed by Pepsi.

Director of Finance, Amy Hafemann and I reached out to every local vending machine supplier to seek information regarding services and costs associated. C&S was the sole company offering to provide service.

**CONSIDERATIONS:**

- We currently have two machines through C&S, and would add an additional 6 machines.
- C&S is local out of Faribault, MN.
- C&S does not require a contract, they will service the machines weekly and provide the district with commission on the sales of the machines.
- There is no cost to the school district associated with C&S vending services.
- Jordan Public Schools Policy 720 requires Board approval for vending services as stated below:

**V. CONTRACT APPROVAL**

*A. All contracts for the purchase or rental of vending machines shall be considered by the school board on a facility-by-facility basis.*

*B. If the estimated aggregate receipts from all vending machines located in a school facility will be \$10,000 or more in a fiscal year, the contract for any vending machine in that facility must be awarded after the receipt of sealed bids and compliance with Minnesota Statutes section 123B.52.*

*C. If the estimated aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with Minnesota Statutes section 123B.52.*

*D. The contracting process shall be conducted in compliance with Minnesota*

Statutes section 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.

E. Any bid or quotation must specify all commissions to be paid from the machine and any other non commission amounts to be paid as a result of the award of the contract. The non commission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The non commission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.

F. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.

G. All contracts for vending machines must be approved by the school board. Any contracts not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.

H. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.

I. No teacher, administrator, school district employee, or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

#### **OPTIONS/CONCLUSIONS:**

- With approval, we will remain in alignment with board policy related to approval of vending services.
  - Because we do not generate \$10,000 or excess, we are not required to proceed through a formal bid process.
  - Only one company, C&S, responded to our inquiries.

#### **RECOMMENDATIONS/NEXT STEPS:**

In alignment with Policy 720, it is our recommendation that the board approves the services provided by C&S for vending.

**JORDAN DISTRICT SCHOOLS  
POLICY**

*Adopted: September 12, 2007*

*Revised: July 10<sup>th</sup>, 2023*

**720 VENDING MACHINES**

**I. PURPOSE**

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

**II. GENERAL STATEMENT OF POLICY**

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

**III. AUTHORIZATION**

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

**IV. SUPERVISION; APPROVAL; LOCATION**

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

hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or other person in charge of the school facility may regulate the hours of operation of any machine.

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

## **V. CONTRACT APPROVAL**

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

that it does not conflict with other contracts of the school district.

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

## **VI. ACCOUNTING**

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

**Legal References:** Minn. Stat. § 123B.20 (Dealing in School Supplies)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)  
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty)

**Cross References:** MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)  
MSBA/MASA Model Policy 702 (Accounting)

## December 9, 2024 Board Report

- Thank you for your incredible support and partnership! Below you will find the Superintendent's Monthly Board Report.

## Sharing Our Story

- It is holiday concert season at Jordan Public Schools! I encourage our community to come and enjoy the musical talents of our wonderful students! Additionally, winter activities are off and running, which means delicious Jordan Popcorn for dinner, which is a community favorite! For full schedules, check out our activities calendar at [www.jordanactivities.org](http://www.jordanactivities.org). Go Hubmen! Go Jags! Go Panthers!
- Jordan Community Education is excited to host the second annual The Wheels Up Holiday Tour of Lights on December 17th. In partnership with Benjamin Bus, they will ride in style (and extra comfort) this year with a coach bus as they tour the beautiful Jordan community. Thanks to the Jordan Lioness, Jordan Lions, and Jordan Commercial Club who contributed to make this happen. Thank you to Jordan Fire and Rescue who will lead the Wheels Up Crew through the community! Families with interested seniors in Brentwood Court, Brentwood Terrace or Schule Haus should tell them to get signed up asap! Donations of cookies are welcomed! Contact Jordan Community Ed with any questions!
- Mark your calendars for the 2nd Annual Boots and Bling Gala on Saturday, February 1st at Ridges at Sand Creek. The Jordan Education Association and Boosters are joining forces to provide a fun night that is focussed on supporting Jordan students! I attended last year and it really was a fun night! Tickets are on sale now [here!](#)

## Building Projects Update

- Our construction project continues through Phase 1.5 at JES
  - new secure entrance
  - cafeteria
  - kitchen
  - elementary office
  - nurse office
  - gymnasium addition
- As Phase 1.5 spaces are completed and punch lists approved, we will be transitioning into these spaces.
- Phase 2 construction in the Early Learning Services wing of Jordan

Elementary School, the remainder of the elementary roof, as well as our Kindergarten and 1st grade classroom and surrounding spaces will be completed this coming summer, parallel to the City of Jordan's Sunset Drive Project. Additional communications will be shared as we get closer to the start of these projects.

- Our projects continue to remain on budget and on time. Thank you to the Jordan community for supporting these projects!
- How can the board and community stay connected and informed?
  - Check out the Spark Page linked to our Jordan Public Schools Construction Web Page for on-going updates and photos of the work progress. (<https://www.jordan.k12.mn.us/Page/2072>)

### **Important Dates and Upcoming Events**

- December 10 - JMS Choir Concerts
- December 11 - Preschool Holiday Concert
- December 12 - Grades One and Two Music Concerts
- December 16 - JHS Band Concert
- December 17 - JMS Band Concerts
- December 23 - January 1 - No School: Winter Break
- January 6 - School Board Organizational Meeting/Regular School Board Meeting
- January 17 and 18 - One Act Play Festival
- January 25 - Board and Leadership Retreat

### **Enrollment Update**

- As of December 1, 2024: 1816 students - EC through grade 12.



**High School Board Notes  
December 9, 2024**

**Improve Student Achievement, Learning and Career and College Readiness**

- After winter break we will begin preparing juniors for the ACT test which they will have an opportunity to take in April.
- We use an adjusted schedule for the end of the semester. We have extended block classes over a two day period to allow more time for projects, presentations, and exams. There will also be time for intervention and extension built into these two days.

**Provide a safe and collaborative culture in which to learn and work**

- We have done multiple things within the building to honor our students that are showing their Jordan "PRIDE", including lunchtime prizes. We have focused weekly on one of the PRIDE letters to emphasize positive behaviors and reinforce the good behaviors we see in so many of our students.
- Our grade level meetings continue to bring out good discussions on ways to improve student performance and success, both academically and socially.

**Improve Community Connection, Satisfaction, and Engagement**

- Our support staff continues to work with outside organizations to support our students in all facets of their well being. This month Jordan Family Outreach has organized a coat drive and gifts for students.
- Our support staff continues to work with NAMI, Duck Cup, and Scott County to offer resources to students and families to support them. We are excited to have a really good speaker come to talk to our community and student body in January or February.
- We will host a parent information session (virtual) in February as a lead in to the registration process for next school year.

**Integrate data-informed instruction, assessment and learning as a core competency in every classroom**

- We will have some 9th grade staff that will go through the BARR (Building Assets/Reducing Risks) training in the future. It is incredible training. BARR has been a good addition and we look to continue to grow this program.
- Teachers have completed the course registration descriptions and final touches are being put on the registration guide for the 2025-2026 school year. This guide will be shared with the Curriculum and Technology committee in December. We will look to approve the course registration book in January of 2025.

**Jordan Middle School Board Report  
December 9<sup>th</sup>, 2024**

**Improve Student Achievement, Learning and Career and College Readiness**

- The student support team and MTSS team meets to review student data and adjust accordingly at ongoing meetings.
- We continue to focus on effective tier one instruction, strong relationships, clear expectations and community building.
- Staff continue to implement IXL to support students at all levels during WIN and advisory time.

**Integrate data-informed instruction, assessment, and learning as a core competency in every classroom**

- As a building we continue to focus on practices that will support building level goals.
  - 80% of students will meet their individual growth goal in reading, as measured on FASTBridge from fall to spring.
  - 80% of students will meet their individual growth goal in math, as measured on FASTBridge from fall to spring.
  - PBIS/Grade level teams will review monthly discipline data and plan instruction to address behaviors.
  - Grade level team will communicate monthly with families in a proactive manner.
- JMS will continue to focus on effective Tier 1 instructional strategies.
  - PBIS committee continues planning and implementation of best practice approaches to address student needs.
  - WIN will be utilized for additional reading and math time instructional at the students level.
  - Weekly Advisory reading time has been implemented at least once per week.

**Provide a safe and collaborative culture in which to learn and work**

- December building-wide theme is Integrity.
  - Grade level advisory focus will be on teaching what "integrity" looks like at JMS.
- Staff meetings focused on an overview of the following topics
  - 2025-2026 scheduling feedback and brainstorming.
  - Legal Updates
  - Tier 1 behavior/classroom management

**Improve community connections, satisfaction, and engagement**

- Lots of activities happening soon including winter concerts!
  - December 7th-Jordan Dazzle Parade
  - December 10th-JMS Choir Concerts
  - December 17th-JMS Band Concert
  - December 23rd-January 1st-Winter Break
- The 6th grade team is planning for Wolf Ridge.
  - Wolf Ridge costs continue to go up. [Linked](#) is a breakdown of historical costs.
- Hosted our first Student of the Month celebration, Dem-Con Companies, and Sampson Brothers on November 26th.
- Hosted Open House Conferences for parents and students.
  - [Linked](#) is the breakdown of conference attendance data.

## **Jordan Elementary School Principal Update December 9, 2024**

Staff and students have enjoyed all of the special events and activities the holiday season brings this time of year. Our staff continues to show and grow our **JORDAN PRIDE** in our efforts of supporting students, families and fellow colleagues. It's a pleasure to work with such an amazing group of dedicated people!

Below is an executive summary of what we have done in November and the work coming up in December to address the JPS Strategic Plan and JES Building Goals:

### **PRIDE in Student Achievement; PRIDE in Student and Staff Support**

- Teachers are meeting on a regular basis in professional learning communities and at MTSS meetings to review data and discuss the next steps in supporting students' academic and behavioral needs.
- We held Fall Parent/Teacher Conferences on Nov. 21st and 25th, with overall 90% of families attending to discuss academic and social-emotional learning progress for the school year.
- We are gearing up for winter benchmark assessments and our mid-year data retreat in January. Our Math and Reading FastBridge assessments will provide data to support instructional and programming decisions, and allow us to see how students are performing midway through the school year.
- Our JHS Summit Academy Healthcare students visited Kindergarten classrooms for the annual Teddy Bear Clinic to share with students what they can expect when visiting the clinic if they are ill or need shots. This is always a great teaching and learning opportunity for our HS and K students!
- Our JHS Intro to Education students started observing and working in several elementary classrooms just before Thanksgiving Break. We are excited for them to be a part of our school and to learn more about the profession from our amazing teachers.

### **PRIDE in a Caring and Committed Culture**

- Our Special Events committee is hard at work bringing holiday cheer into the building for staff to participate in during and after school.
- We enjoyed having the "WHOA Show" performers at JES for our mystery assembly that students earned for the PTO Kindness fundraiser. The kids had a blast and heard a great message on being a kind person in and outside of school.
- The 1st and 2nd grade music concert will be held at the JHS Auditorium on December 12th. We are very excited to see students ring in the holiday season with laughter and

song. Thanks to music teacher, Mindy Foyer, and our 1st and 2nd grade teachers and staff for helping to create a wonderful holiday program!

- Shout out to our JHS Spanish students who have been volunteering at JES to support our new-to-country students in the classroom.
- It's been great to recognize students and staff at our all-school Harambees for the successes they are having in school.

### **PRIDE in Facilities-Indoor/Outdoor Spaces**

- We continue to have parts of Phase 1.5 completed in the new addition, along with furniture and other items replaced and installed from Phase 1 (markerboards, tackboards). Some of our new SPED rooms were also completed recently, with those teachers moving into their new spaces during the month of December. We can't wait to see what the New Year brings with other areas possibly being completed in Phase 1.5, such as the main office, gym and kitchen/cafeteria. It's hard to imagine we will be planning to pack up Phase II rooms this coming spring as we look to our project being completed by the fall.

### **Pride in Communications, Marketing and Outreach**

- Jordan Family Outreach has been doing amazing things for our families, and we are very fortunate so many community members donate to this organization during the holiday season and throughout the rest of the school year.
- The district will be sending Countdown to Kindergarten 2025-2026 postcards to families in late December, early January, regarding the January Family Informational Night and K Round Up happening in February.
- It was a ton of fun participating in the Jordan Dazzle parade this past weekend. The event was well-attended by students, families and staff members.

**Executive Summary**  
**Director of Teaching and Learning**  
**December 2024**

**Improve Student Achievement, Learning, and Career and College Readiness**

**Summit Academy: Introduction to Education Field Experience --**

- The 25 Introduction to Education students started their Field Experience placements in the elementary and middle schools!
- **Background:** This course offers Jordan students real-world experiences aimed at better preparing learners for the challenges of the professional world. Under the direction of licensed teachers and in partnership with current professionals, the students gain invaluable experiences in today's world outside of the traditional school structure. Introduction to Education provides an overview of the education profession with a culminating student teaching experience, or what we call the "Field Experience" that is designed to give the student a full time internship under the supervision of a cooperating teacher. The broad goal of student teaching is that the **students have the best possible introduction to the teaching field.**
  - The Introduction to Education students started their field experience on Friday, November 22, and they are fully immersed in their assigned elementary and middle school classrooms until December 20! **Watching them work with Jordan's amazing staff and students while learning about the profession is truly amazing!**

**Achievement and Integration / World's Best Workforce**

- The final A&I and CACR progress reports were submitted to MDE via their various reporting systems.

**The Read Act**

- Continuing to monitor the professional development guidelines for phase one teachers.
- Professional Development – Our PHASE ONE teachers are all currently enrolled CORE or LETRS. We are set to meet the PHASE ONE professional development requirements in Science of Reading per legislation.
  - CORE modules 4-6 are due for the synchronous session on January 20.
  - LETRS - the schedule varies based on enrollments.

**OUR MISSION**

Inspire a caring community to ignite learning, innovation, and success for all!

## **Integrate Data-Informed Instruction, Assessment, and Learning as a Core Competency in Every Classroom**

**ML Professional Development -** With more new to country students joining our district, it is important to give all teachers the support they need to meet the diverse needs of these students.

- I have been working with PB Learning Lab to offer TIER ONE ML support for all our teachers in an asynchronous setting delivered by building principals.

### **District Testing --**

- The process for pretest editing has started in order to request test accommodations and take care of the “back end” work required by MDE before the testing season begins.
  - SpEd teachers will start working on specific accommodations and communicating those needs with me during the pretest edition phase.
  - The Access Testing window opens on January 30, 2023
    - Specific test ordering and accommodations have already begun.
  - The MCA Testing window opens on March 6, 2023.

## **Provide a Safe and Collaborative Culture in which to Learn and Work.**

### **Personal Professional Development**

- A personal professional development goal of mine for this school year is to take part in more networking and growth opportunities working with other educators with roles similar to mine.
  - Continuing to attend events at SW Metro and South Central Service Coop.

### **SW Metro Elevate (online learning option)**

- Continually working with SW Metro to track enrollment and work through any issues with programming, etc.
- Currently Jordan has 29 students attending Elevate either full-time or part-time.

### **Collaborative Culture --**

- District Staff Development -- The quarter two district staff development meeting will take place in mid December.
  - The meeting agenda focused on building budgets, professional development planning, CEU tracking, and committee procedures and planning.

### **Equity Leadership Team**

- The Equity Leadership Team meets once a month to focus on goals related to

Achievement and Integration.

- The November meeting focused on A&I programming, student support, and continuously working on solidifying programming and student leadership opportunities.
- The December meeting will take place later in the month.

### **Calendar Committee Work**

- I have been serving on the district calendar committee working to build the frameworks for calendar options moving forward into the next academic years.
  - The calendar club has agreed on a calendar to be reviewed by the school board for approval.

## **Improve Community Connection, Satisfaction, and Engagement.**

### **District Advisory Committee --**

- Information Available on the Website - [HERE](#)
- All meetings will take place in the Middle School Quotation Lab (enter through the CERC) from 5:00-6:00pm –
  - October 7, 2024 - Meeting Norms and CACR Overview
  - November 18, 202 - Building Project Update and A&I Progress Review
  - December 16, 2024 - Course programming and updates in all three buildings.
  - February 3, 2025
  - March 3, 2025
  - April 7, 2025

## Activities Director's Board Report 12/9/24

- **Academic Support**
  - Academic Support for Winter Activities started December 2nd. Students with a failing or incomplete grade will be called in on Mondays to track weekly progress for eligibility. We are reminding these students that we hold our student-athletes to a high standard and they won't play if they aren't successful in the classroom.
- **Concert Season**
  - December is a busy month for concert season! The JHS Choir is performing tonight, and the JMS Choir will be performing tomorrow night. Thursday night of this week is the JES Music concert with performances at 5:00 and 6:30. Next week, the JHS Band has a concert on Monday at 7:00 with Comfort & Carols in the Commons beforehand. Things wrap up with the JMS Band next Tuesday night with performances at 5:30, 6:30 and 7:30.
- **Winter Sports Update**
  - Each of our winter sports are now underway between girls basketball, boys basketball, wrestling, and nordic skiing. The only team yet to compete is our nordic skiing team, but they have now had one practice on man made snow and hope that competition is not far out. As of this report, Jaguar Basketball is 3-2, Hubmen Basketball is 1-0, and Scott West Wrestling is 2-0 on the season.
- **Fall Coach Renewals**
  - Fall coach renewals will be on the agenda for the January Board meeting as a consent item.



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**CULLEN BAHN**  
Community Education and Recreation Director  
cbahn@isd717.org

### **Director's Message:**

#### **Winter Brochure:**

Winter Community Ed Winter Brochure has been delivered to mailboxes! Special thanks to Andi and Elise for all their work with the brochure!

#### **Celebrate Jordan:**

A reminder that Celebrate Jordan will be on April 13 from 1-4 pm. Please help spread the word! In January the first round of invites to businesses will be sent.

#### **Seniors - Wheels Up Jorda Holiday Light Tour:**

On December 17th with support from Benjamin Bus, Jordaness Lions, Jordan Lions Club and Jordan Commercial Club we are hosting the 2nd annual Jordan Holiday Tour of Lights for our seniors. This year we have a coach bus with a lift reserved so everyone can be on one bus and the seats are more comfortable! Special thanks to Jordan Fire and Rescue who will be taking on the role of "Rudolph" as they will be our lead reindeer for our trip. If you don't have your holiday lights up yet, better get them up before the 17th!

#### **JBA Tournament:**

Thanks to JBA for an outstanding tournament that was held in November at the CERC and JMS. Special thanks to Brad Hanzel and Katie Staloch for their help in making it a very successful tournament. The Boys' Tournament will be December 7th and 8th.

#### **OUR MISSION**

Inspire a caring community to ignite learning, innovation, and success for all!

**Kids Company:**

- Kids Co will not be open over winter break.

**Preschool and ECFE:**

- Preschool: Our 4/5 classes are working so hard on their holiday songs for their upcoming concert. It will be Wednesday, December 11 from 6-7 at the high school auditorium. With the community education brochure hitting homes this week, we have our classes listed for the 25-26 school year. Registration opens on February 3. We added a few additional days to the early childhood screening schedule to make sure families have some options. As always, we encourage screening as close to three years of age, but families often realize the requirement when registering for Kindergarten.
- We will be starting the winter session with a few new classes (at different times) in hopes to generate interest and continue to meet the needs of our community.



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**ELISE PICKLE**  
Communications Director  
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## Communications and Marketing Monthly Summary

### Projects Completed / Highlights:

- Created Kindergarten enrollment marketing collateral to include ads in Winter Brochure, postcard, Peachjar flyer and website updates.
- Assisted Calendar Committee with the creation of the 25-26 school year academic calendar.
- Created and posted November building project update video highlighting completed classroom and flexible learning spaces.

### Events Attended for Photography Needs:

- JES Building Photography/video
- Veteran's Day Programming at JES & JHS
- JHS Fall Play
- JES Balloon Parade
- Sampson Brothers performance at JHS

### Projects / Events In-Progress:

- Planning for website transition to FinalSite platform.
- Planning for Kindergarten enrollment communications for the 25-26 school year.
- Planning for a general district enrollment video.
- Planning for additional general enrollment advertising.
- Planning additional advertising and communications for ECFE and Preschool enrollment for the 2025-2026 school year.
  - Jordan Early Learning Services enrollment packets - in progress.
- Planning for ongoing signage needs across the District.

### Ongoing (Daily/Weekly Activities):

- Meeting with district leadership to determine upcoming communication needs.

### OUR MISSION

Inspire a caring community to ignite learning, innovation, and success for all!

- Craft district messaging.
- Creating communications plans for activities and potential crisis communications scenarios, as needs arise.
- Draft talking points for Superintendent KCHK radio interviews on a monthly basis.
- Manage content for District [Facebook](#), [Twitter](#), [Instagram](#), and [YouTube](#).
- Continual maintenance of District [website](#) and Smartphone App.
- Maintain updated postings for lighted marquee sign.
- Updating school board policies, following policy committee work, on an as needed basis.
- Planning new school store inventory and designs on an as needed basis.

## **Nutritional Services Director's Report**

**12/09/24**

### **November Highlights**

- Catering events: Cookies & Milk for Veterans Day at JES, taco meat for the Girl's JBA Tournament, Cookies & Punch for the JEF Grant Show & Tell, Cookies & Punch for a CERC meeting and a BBQ Buffet for the Football End of Season Banquet.
- In November, I hired one more Substitute Cook's Helper. At that time, we were able to turn the posting off for new substitutes! We have plenty! This is the first time we have been in this position since I became Director. Such a great feeling!
- Myself and the three Kitchen Leads were all CPR certified for the first time!
- Myself and the three Kitchen Leads met with Demcon to continue our work to compost and recycle our kitchen and meal products. We are in the process of brainstorming a way to make this process easier for our students!
- The annual process of Verification (where we randomly select families to verify their income for their free or reduced benefit status) was completed and submitted to MDE.

### **Upcoming projects**

- District Advisory catering 12-16
- Preparing for vendor bids for the 25-26 SY. Our current contracts with bread, milk and our primary vendor will all expire at the end of SY 24-25.



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**CHAD WILLIAMS**  
Director of Special Services  
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## **Board Meeting 12.09.24**

### **Jordan School District #0717 Special Services Department Update:**

#### **Improve Student Achievement, Learning and Career and College Readiness:**

- Our American Indian Parent Advisory Council met on November 14<sup>th</sup>. We reviewed the expense report and Sarah Miller gave an update on activities and services provided for our identified American Indian students. On November 26<sup>th</sup>, the Sampson Brothers, who are known for their Hoop Dancing, performed for our elementary, middle and high school students.
- Targeted Services started in at the end of October. We currently have over 30 students participating in our after-school program at the elementary and middle school. Kevin Sayers and staff have been doing a great job so far this fall with our students!

#### **Provide a safe and collaborative culture in which to learn and work**

- I continue to be a part of committees for the Minnesota Administrators for Special Education or MASE. The one group I am proud to be a part of is our legislative committee. The MASE board and the legislative committee are still primarily focusing on the following key areas in sped:
  - Fair and Sustainable Funding Systems
  - Qualified Special Education Workforce
  - Special Education Paperwork Reduction
- I am continuing to meet with the different departments throughout the district monthly; building sped departments, OT & PT, nurses, paraprofessionals, ELL, SOAR transition program, mental health, school psychologists, assistive technology, and district administration to ensure we are providing and receiving the same message.

#### **Improve Community Connection, Satisfaction, and Engagement**

#### **OUR MISSION**

Inspire a caring community to ignite learning, innovation, and success for all!

- I have been attending regular MDE Director Forums. We have been provided updates of “what is happening” with MDE, fiscal updates, monitoring and compliance updates, and ECSE updates.

### **Be Fiscally Responsible and Maintain Quality Facilities**

- Amy and I continue to meet and review our state and federal special education budget for the 24-25 school year. We are ensuring we are working within our budget and will continue to monitor our budget as we get half way through the school year!



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**DAN LEHMAN**  
Facilities Director  
dlehman@isd717.org

## **FACILITIES UPDATE**

### **Director's message to the board:**

Hello all,

We are into one of our busiest months for the custodial team. With basketball games, winter choir and band concerts to set up for, we are excited to see the buildings being used. We have been navigating through some staffing challenges with an open position, and staff time off. We are currently searching for a Building Engineer for the middle school, this has been posted to MASMS's website as well. We are also looking for another sub or two, to help with staff absences.

### **December Focus:**

- Support staff with setup/teardown of events
- Move a few teaching staff around for construction as spaces become available to us
- District Health and Safety meeting 12/5
- Continue to support construction needs
- Yearly Boiler Inspections 12/14

## 2024 Board Committee & Liaison Assignments

### Standing Committee Assignments

| Committee Name   | School Board Member   |
|--|---|
| Budget/Finance   | Deb Pauly, Lauren Pedersen, Sara Lehnen, Molly Monyok, Rob Langheim, Jenny Kusske, Corinne Hennen |
| Calendar   | Jenny Kusske  |
| City/School  | Deb Pauly, Lauren Pedersen, Sara Lehnen   |
| Community Education/Recreation                                   | Lauren Pedersen, Corinne Hennen   |
| Curriculum & Technology Integration Committee                    | Deb Pauly, Jenny Kusske (Student Board representative)  |
| Facilities   | Deb Pauly, Molly Monyok   |
| Meet and Confer/Continuing Education/Staff Development/Personnel | Deb Pauly, Sara Lehnen  |
| Negotiations   | Deb Pauly, Lauren Pedersen (Alternate - Sara Lehnen)  |
| Policy   | Deb Pauly, Sara Lehnen, Corinne Hennen  |

### Liaison/Points of Contact and Ad-Hoc Assignments

| Committee Name                                  | School Board Member                                     |
|---|---|
| American Indian Parent Advisory Council (AIPAC) | Rob Langheim, Deb Pauly                                 |
| Booster Club                                    | Sara Lehnen, Rob Langheim (alternate - Lauren Pedersen) |
| Education Foundation                            | Molly Monyok, Rob Langheim                              |
| Legislative                                     | Deb Pauly   |
| MSHSL   | Deb Pauly   |
| SCALE   | Lauren Pedersen   |
| Special Education Advisory Council (SEAC)       | Molly Monyok  |
| SW Metro Intermediate District                  | Deb Pauly (alternate - Rob Langheim)                    |

The Jordan Board of Education is comprised of seven elected members who govern the Jordan School District #717. The board hires the superintendent, sets policy, collaboratively sets the strategic plan for the district, approves staff hirings, resignations, terminations and leaves of absence, sets the annual local school levy, approves expenditures, oversees the district's budget and district facilities and equipment. **Learn more about each member by clicking on their Board Member Profile page.**

School Board Meetings are the 2nd and 4th Monday of each month unless posted differently. The meeting on the second Monday is a regular business meeting. The fourth Monday meeting is a workshop meeting.