

## Agenda

1. CALL TO ORDER

2. ROLL CALL

3. VISITOR COMMENTS

The school board meeting is a meeting in the public, not a public meeting. Nicollet School Board Policy provides that persons who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent’s office in advance of the school board meeting. The school board chair will recognize one speaker at a time and will rule out of order other speakers who are not recognized, violations of data privacy, or inappropriate comments.

4. APPROVAL OF AGENDA

5. REPORTS AND PRESENTATION

a. Superintendent's Report

5

b. The COVID-19 case information is below.

c.	d. Nicollet Public Schools				e.
					g. Upd
					d
					1
					0
					-
					1
					3
					-
					2
					1
f. COVID-19 Case Information					
h.	i.	j.	k.	l.	m. Activ
n.	o.	p. Con m	q. Acti	r. Ac	s. Case &

			e d			
t.	u.	v. Case	w. Quali i n e	x. Ca	y. Quali i n e	
z. Stu s	aa. 3	bb. 43	cc. 24	dd. 14	ee. 10.1	
ff. Sta	gg. 6	hh. 8	ii. 3	jj. 3	kk. 8.8%	

The school readiness program is closed Oct 12-28 due to COVID-19 related issues and absences. The daycare infant room is closed Oct 11-13 due to COVID-19 related issues and absences.

I am coordinating orientation for new school board candidates to be conducted later this month. MSBA Phase I training will be offered in December.

Most of the construction project is completed. Remaining items include: HVAC controls, mechanical equipment related to the boilers, and miscellaneous (punch-list) items.

The required legal notice and the general information brochure for the election have been mailed. Additional information will be forthcoming for parents. The referendum informational meetings are proceeding on schedule:

- ~~II. Oct 5, 7 p.m. Fire Dept~~
- ~~Oct 6, 6:30 p.m., School Theater~~
- ~~Oct 12, 6:30 p.m., School Theater~~
- Oct 14, 7:30 p.m., Legion
- Oct 18, 7 p.m. Lions
- Oct 26, 6:30 p.m. Conservation Club

mm. Principal's Report

8

nn. Student Representative's Report

oo. Board Committees' Reports

## 6. CONSENT AGENDA

The superintendent recommends approving the consent agenda.

a. Approval of Minutes	10
b. Approval of Bills in the amount of \$	12
c. Approval of Personnel Items	19
The superintendent recommends approving the personnel report.	
d. Accept Donations	20
MS 123B.02, Subd. 6 permits the school board to accept donations or gifts for the benefit of the district. <b>The Superintendent recommends approving the donations received.</b>	
7. DAYCARE INFORMATION	

We have been in need of staff to work in the daycare and latchkey programs for many months. We continue to advertise for help. However, at this time, we do not have enough staff to operate our NECC programs.

The starting salary for new employees was increased twice to attract applicants. We have increased wages for all staff members to retain the staff that we have. We continue to offer free daycare for NECC employees. Nevertheless, the lack of new applicants and higher wages offered by other employers leaves us without enough staff to maintain all of our services. So, we are operating at limited capacity:

- The toddler and preschool rooms were combined August 26.
- The toddler room was temporarily closed effective September 27.
- The infant room was closed for one week and reopened Oct 1.
- The infant room hours were reduced from 11 to 9.5 hours: 7:30 a.m. to 5:00 p.m.
- The preschool room hours were reduced from 11 to 9 hours: 7:30 a.m. to 5:00 p.m.
- Tuition was adjusted to reflect the reduced hours of service:
  - Infant Room Full-Time Contract (weekly) \$168, Daily Rate \$49.
  - Preschool Room Full-Time Contract (weekly) \$151, Daily Rate \$41.

The toddler room will reopen when we can hire enough staff (1 lead teacher, 1 asst. teacher, 1 aide.) A lead teacher and an aide were hired last week. We are tentatively planning to open the toddler room on October 25.

The expense increase resulting from higher staff wages will result in two alternatives to keep the program fiscally viable:

- Increase tuition.

- Subsidize the daycare from the general fund.

This will need to be addressed when we revise the FY 22 budgets next spring.

8. FUNDS TRANSFER

21

The Revised Fiscal Year 2021 Budgets were approved by the school board on May 12<sup>th</sup>. The budgets include a transfer of \$29,131 from the ECFE fund to the Restricted For Community Education (preschool) fund. The purpose of the transfer is to offset the negative fund balance accumulated by the preschool program. The program and tuition adjustments, approved by the school board June 9<sup>th</sup>, should recover the preschool fund balance over time.

9.

Minnesota statutes require the attached resolution to authorize the transfer. **The superintendent recommends authorizing the transfer.**

10. ADJOURNMENT



**NICOLLET PUBLIC SCHOOLS • ISD 507**

One Pine Street • Nicollet, MN 56074  
 District & Elementary Office 507-232-3411  
 High School Office 507-232-3448  
 Fax 507-232-3536 • isd507.k12.mn.us  
 Superintendent: Dr. Stephen Malone • Principal: Mr. Todd Toulouse

Date: July, 9 2021  
 To: School Board  
 From: Dr. Malone  
 RE: Meeting Notes, July 14, 2021

3. Susan Akland, State Representative of District 19A, would like to provide the school board with a legislative update.

5A. Superintendent’s Report

i. The COVID-19 case information is below.

Nicollet Public Schools					
COVID-19 Case Information					Updated 10-7-21
					Active
	Confirmed	Active	Active	Cases &	
	Cases	Quarantine	Cases	Quarantine	
Students	376	43	24	14	10.1%
Staff	68	8	3	3	8.8%

The school readiness program is closed Oct 12-28 due to COVID-19 related issues and absences. The daycare infant room is closed Oct 11-13 due to COVID-19 related issues and absences.

- ii. I am coordinating orientation for new school board candidates to be conducted later this month. MSBA Phase I training will be offered in December.
- iii. Most of the construction project is completed. Remaining items include: HVAC controls, mechanical equipment related to the boilers, and miscellaneous (punch-list) items.

- iv. The required legal notice and the general information brochure for the election have been mailed. Additional information will be forthcoming for parents. The referendum informational meetings are proceeding on schedule:

~~Oct 5, 7 p.m. Fire Dept~~  
~~Oct 6, 6:30 p.m., School Theater~~  
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Oct 14, 7:30 p.m., Legion  
Oct 18, 7 p.m. Lions  
Oct 26, 6:30 p.m. Conservation Club

6. Consent Agenda. **I recommend approving the consent agenda.**

7. We have been in need of staff to work in the daycare and latchkey programs for many months. We continue to advertise for help. However, at this time, we do not have enough staff to operate our NECC programs.

The starting salary for new employees was increased twice to attract applicants. We have increased wages for all staff members to retain the staff that we have. We continue to offer free daycare for NECC employees. Nevertheless, the lack of new applicants and higher wages offered by other employers leaves us without enough staff to maintain all of our services. So, we are operating at limited capacity:

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- Increase tuition.
- Subsidize the daycare from the general fund.

This will need to be addressed when we revise the FY 22 budgets next spring.

8. The Revised Fiscal Year 2021 Budgets were approved by the school board on May 12<sup>th</sup>. The budgets include a transfer of \$29,131 from the ECFE fund to the Restricted For Community Education (preschool) fund. The purpose of the transfer is to offset the negative fund balance accumulated by the preschool program. The program and tuition adjustments, approved by the school board June 9<sup>th</sup>, should recover the preschool fund balance over time.

The attached resolution is required to authorize the transfer of \$29,131.



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Superintendent: Dr. Stephen Malone • Principal: Mr. Todd Toulouse



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**Wednesday, October 13, 2021**

### **Beginning of School Update:**

We have been in session now for a little over a month and we are in the full swing of things.

### **Master Schedule Meeting:**

- The first meeting will take place on Oct. 12.
- I am extremely appreciative of how people have been flexible, understanding, and open to changes
- The next Master schedule committee meeting is on Tuesday, Oct. 12
- Many changes and additions (secondary homeroom) as we started the school year
- We will continue to monitor and adjust schedules as needed

### **Technology Meeting:**

The first technology committee meeting took place last week. We discussed this year's apps and programs, next year's tech budget, and additional interactive TV training being set up for staff.

### **Homecoming Week Update:**

Thanks to the student council members and co-advisors Jessica Smieja and Emmelyn King for a fun Homecoming week.



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### **Homecoming Week Update:**

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Independent School District 507 Regular  
School Board Meeting  
Wednesday, September 8, 2021 6:00 PM  
Central

1 Pine St, Nicollet, MN 56074, Community  
Room  
1 Pine St  
Nicollet, MN 56074

Ashley Black: Present  
Adam Erickson: Present  
Scot Osborne: Present  
Mike Slater: Present  
Nick Thom: Present  
Phillip Wills: Absent  
Present: 5, Absent: 1.

#### 1. CALL TO ORDER

#### 2. ROLL CALL

#### 3. VISITOR COMMENTS

#### 4. APPROVAL OF AGENDA

Motion to approve agenda. This motion, made by Scot Osborne and seconded by Mike Slater, Carried.

Phillip Wills: Absent, Ashley Black: Yea, Adam Erickson: Yea, Scot Osborne: Yea, Mike Slater: Yea, Nick Thom: Yea

Yea: 5, Nay: 0, Absent: 1

#### 5. REPORTS AND PRESENTATION

5.a. Superintendent's Report

5.b. Principal's Report

5.c. Student Representative's Report

5.d. Board Committees' Reports

#### 6. CONSENT AGENDA

Move to accept the Consent Agenda as presented. This motion, made by Nick Thom and seconded by Scot Osborne, Carried.

Phillip Wills: Absent, Ashley Black: Yea, Adam Erickson: Yea, Scot Osborne: Yea, Mike Slater: Yea, Nick Thom: Yea

Yea: 5, Nay: 0, Absent: 1

6.a. Approval of Minutes

6.b. Approval of Bills in the amount of \$

6.c. Approval of Personnel Items

6.d. Accept Donations

**7. RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE NOVEMBER 2, 2021  
SCHOOL DISTRICT SPECIAL ELECTION**

Motion to approve. This motion, made by Scot Osborne and seconded by Nick Thom, Carried.

Phillip Wills: Absent, Ashley Black: Yea, Adam Erickson: Yea, Scot Osborne: Yea, Mike Slater: Yea, Nick Thom: Yea  
Yea: 5, Nay: 0, Absent: 1

**8. APPROVE PAYABLE 22 PRELIMINARY LEVY**

Motion to approve the maximum certification. This motion, made by Ashley Black and seconded by Scot Osborne, Carried.

Phillip Wills: Absent, Nick Thom: Abstain (Without Conflict), Ashley Black: Yea, Adam Erickson: Yea, Scot Osborne: Yea, Mike Slater: Yea  
Yea: 4, Nay: 0, Absent: 1, Abstain (Without Conflict): 1

**9. ADJOURNMENT**

Move to Adjourn at 6:24. This motion, made by Nick Thom and seconded by Ashley Black, Carried.

Phillip Wills: Absent, Ashley Black: Yea, Adam Erickson: Yea, Scot Osborne: Yea, Mike Slater: Yea, Nick Thom: Yea  
Yea: 5, Nay: 0, Absent: 1

## Nicollet Public Schools Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0507	NSBG	46129	73279	Check	1	07026		ADVANCED OVERHEAD DOOR, INC.	Yes	No	No	USD	09/08/2021	225.00
		46138	73280	Check	1	4945		ARAMARK	Yes	Yes	No	USD	09/08/2021	76.74
		46135	73281	Check	1	3256		BLASHACK, BILL	Yes	Yes	No	USD	09/08/2021	36.99
		46132	73282	Check	1	1467		CLIFTONLARSONALLEN LLP	Yes	Yes	No	USD	09/08/2021	4,585.00
		46128	73283	Check	1	02053		JW PEPPER & SONS, INC.	Yes	Yes	No	USD	09/08/2021	60.00
		46130	73284	Check	1	08327		MAPLE RIVER SCHOOL ISD#2135	Yes	Yes	No	USD	09/08/2021	100.00
		46127	73285	Check	1	00754		MINNESOTA HISTORICAL SOCIETY	Yes	Yes	No	USD	09/08/2021	2,040.00
		46133	73286	Check	1	1678		MSHSCA INC.	Yes	No	No	USD	09/08/2021	245.00
		46134	73287	Check	1	2831		NEW ULM GLASS	Yes	Yes	No	USD	09/08/2021	2,925.00
		46126	73288	Check	1	00245		PROGROWTH BANK FOR CASH	Yes	Yes	No	USD	09/08/2021	100.00
		46131	73289	Check	1	1094		ROSIN, BARB	Yes	Yes	No	USD	09/08/2021	238.70
		46139	73290	Check	1	4995		ST. PETER HIGH SCHOOL	Yes	No	No	USD	09/08/2021	150.00
		46136	73291	Check	1	4456		VIDEO SERVICES, INC	Yes	Yes	No	USD	09/08/2021	155.00
		46137	73292	Check	1	4877		WIENS, ASHLIE	Yes	Yes	No	USD	09/08/2021	88.53
		46140	73293	Check	1	4996		WORKS INTERNATIONAL, INC.	Yes	Yes	No	USD	09/08/2021	3,990.00
		46154	73294	Check	1	07203		A. H. HERMEL COMPANY	Yes	Yes	No	USD	09/15/2021	238.22
		46164	73295	Check	1	2509		A+SECURITY, INC.	Yes	Yes	No	USD	09/15/2021	7,600.00
		46172	73296	Check	1	3279		AVIBEN	Yes	Yes	No	USD	09/15/2021	58.50
		46168	73297	Check	1	3071		BARTEN, MICHAEL	Yes	Yes	No	USD	09/15/2021	60.00
		46201	73298	Check	1	5001		CALSBECK, KEVIN	Yes	Yes	No	USD	09/15/2021	170.00
		46163	73299	Check	1	2162		CDW GOVERNMENT, INC	Yes	Yes	No	USD	09/15/2021	4,761.77
		46158	73300	Check	1	08385		CENTRAL FIRE PROTECTION, INC.	Yes	No	No	USD	09/15/2021	272.95
		46143	73301	Check	1	00059		CITY OF NICOLLET	Yes	Yes	No	USD	09/15/2021	651.15
		46193	73302	Check	1	4932		COLE PAPERS, INC.	Yes	Yes	No	USD	09/15/2021	3,491.58
		46178	73303	Check	1	4096		COURRIER, CHAD	Yes	Yes	No	USD	09/15/2021	60.00
		46151	73304	Check	1	02652		CRYSTAL VALLEY COOP	Yes	Yes	No	USD	09/15/2021	118.48
		46169	73305	Check	1	3139		DEVOS, BRIAN	Yes	No	No	USD	09/15/2021	105.00
		46173	73306	Check	1	3571		DON'S APPLIANCE & TV, INC.	Yes	Yes	No	USD	09/15/2021	969.99
		46186	73307	Check	1	4633		DUFAULT PUBLISHING INC.	Yes	Yes	No	USD	09/15/2021	454.00
		46195	73308	Check	1	4949		EBERT CONSTRUCTION	Yes	Yes	No	USD	09/15/2021	124,467.09
		46161	73309	Check	1	1759		ECOLAB	Yes	Yes	No	USD	09/15/2021	367.98
		46149	73310	Check	1	02289		FREE PRESS	Yes	Yes	No	USD	09/15/2021	365.88
		46166	73311	Check	1	3010		FURTHER	Yes	Yes	No	USD	09/15/2021	56.25
		46199	73312	Check	1	4967		GAG SHEET METAL, INC.	Yes	Yes	No	USD	09/15/2021	302,143.97
		46197	73313	Check	1	4959		GOPHER STATE FIRE EQUIPMENT CO	Yes	Yes	No	USD	09/15/2021	188.00
		46198	73314	Check	1	4960		GUARANTEED ELECTRIC SERVICE	Yes	Yes	No	USD	09/15/2021	267,835.40
		46200	73315	Check	1	4977		HEGGERTY	Yes	No	No	USD	09/15/2021	590.30
		46188	73316	Check	1	4657		HELPSYSTEMS, LLC	Yes	Yes	No	USD	09/15/2021	179.10
		46171	73317	Check	1	3234		HENDRYCKS BUS CO	Yes	Yes	No	USD	09/15/2021	7,605.05
		46147	73318	Check	1	01629		HILLYARD/HUTCHINSON	Yes	Yes	No	USD	09/15/2021	201.56
		46190	73319	Check	1	4739		KWIK TRIP SHOPPING RECEIPT	Yes	Yes	No	USD	09/15/2021	10,642.50

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0507	NSBG	46142	73320	Check	1	00050		LAFAYETTE NICOLLET LEDGER	Yes	Yes	No	USD	09/15/2021	35.00
		46194	73321	Check	1	4938		LAUWAGIE, KARIE	Yes	No	No	USD	09/15/2021	45.27
		46189	73322	Check	1	4720		MALECHA, CRAIG	Yes	No	No	USD	09/15/2021	60.00
		46170	73323	Check	1	3162		MCDOWELL AGENCY, INC.	Yes	No	No	USD	09/15/2021	273.00
		46153	73324	Check	1	07097		MCKINLEY, BECKY	Yes	Yes	No	USD	09/15/2021	7,741.77
		46167	73325	Check	1	3067		MEI TOTAL ELEVATOR SOLUTIONS	Yes	Yes	No	USD	09/15/2021	204.56
		46159	73326	Check	1	1319		MENARDS	Yes	Yes	No	USD	09/15/2021	50.18
		46160	73327	Check	1	1506		MINNESOTA STATE H.S. LEAGUE	Yes	Yes	No	USD	09/15/2021	30.00
		46146	73328	Check	1	01131		MINNESOTA VALLEY EDUCATION DIS	Yes	Yes	No	USD	09/15/2021	14,567.00
		46177	73329	Check	1	4072		MISSISSIPPI WELDERS SUPPLY COM	Yes	Yes	No	USD	09/15/2021	76.26
		46162	73330	Check	1	1780		MK MUSIC REPAIR	Yes	Yes	No	USD	09/15/2021	366.79
		46174	73331	Check	1	3719		MN PEIP	Yes	Yes	No	USD	09/15/2021	54,888.58
		46192	73332	Check	1	4914		Nexus Solutions - Mpls	Yes	Yes	No	USD	09/15/2021	237,405.75
		46176	73333	Check	1	3901		NICKEL TRANSPORTATION, INC.	Yes	Yes	No	USD	09/15/2021	3,029.30
		46144	73334	Check	1	00116		NICKLASSON ATHLETIC CO. INC	Yes	Yes	No	USD	09/15/2021	914.80
		46181	73336	Check	1	4361		OTTO BUS COMPANY, LLC	Yes	Yes	No	USD	09/15/2021	6,904.34
		46191	73337	Check	1	4836		PRAIRIE FARMS DAIRY - WOODBURY	Yes	Yes	No	USD	09/15/2021	724.85
		46175	73338	Check	1	3884		QUADE, JACOB	Yes	Yes	No	USD	09/15/2021	6,075.00
		46150	73339	Check	1	02421		QUILL CORPORATION	Yes	No	No	USD	09/15/2021	268.61
		46184	73340	Check	1	4527		REINHART FOODSERVICE, LLC	Yes	Yes	No	USD	09/15/2021	1,639.86
		46145	73341	Check	1	00271		RUDENICK, SCOTT	Yes	Yes	No	USD	09/15/2021	7,058.17
		46165	73342	Check	1	2731		SCAN AIR FILTER, INC.	Yes	Yes	No	USD	09/15/2021	286.58
		46155	73343	Check	1	07724		SCHEITELS MUSIC	Yes	Yes	No	USD	09/15/2021	43.12
		46179	73344	Check	1	4164		SCHMIDT, JOELA	Yes	Yes	No	USD	09/15/2021	105.00
		46185	73345	Check	1	4631		SCHWAB VOLLHABER LUBRATT SER	Yes	Yes	No	USD	09/15/2021	161,599.75
		46141	73346	Check	1	00020		SCHWICKERT'S TECTA LLC	Yes	Yes	No	USD	09/15/2021	1,287.00
		46157	73347	Check	1	08285		SIBLEY EAST SCHOOLS #2310	Yes	No	No	USD	09/15/2021	135.00
		46187	73348	Check	1	4635		SMIEJA, JESSICA	Yes	Yes	No	USD	09/15/2021	70.20
		46182	73349	Check	1	4399		SUMDOG INC	Yes	Yes	No	USD	09/15/2021	690.00
		46180	73350	Check	1	4286		SYSCO WESTERN MINNESOTA, INC.	Yes	Yes	No	USD	09/15/2021	1,641.27
		46156	73351	Check	1	08028		TWO-WAY RADIO OF MINNESOTA INI	Yes	Yes	No	USD	09/15/2021	27.00
		46196	73352	Check	1	4950		UHL COMPANY, INC.	Yes	Yes	No	USD	09/15/2021	35,504.11
		46152	73353	Check	1	06713		VALLEY CONFERENCE	Yes	No	No	USD	09/15/2021	600.00
		46183	73354	Check	1	4408		WEST SIDE TRANSPORTATION LLC	Yes	Yes	No	USD	09/15/2021	5,996.23
		46210	73355	Check	1	3145		AMAZON CAPITAL SERVICES	Yes	Yes	No	USD	09/22/2021	911.30
		46214	73356	Check	1	4052		ANDERSON, DONALD	Yes	No	No	USD	09/22/2021	110.00
		46225	73357	Check	1	4569		BERNAU, JAMES	Yes	Yes	No	USD	09/22/2021	35.00
		46212	73358	Check	1	3573		Bimbo Bakeries USA	Yes	Yes	No	USD	09/22/2021	279.23
		46215	73359	Check	1	4053		BLAKE, STEVE	Yes	Yes	No	USD	09/22/2021	110.00
		46205	73360	Check	1	2963		BUSINESS CARD	Yes	Yes	No	USD	09/22/2021	1,578.02
		46206	73361	Check	1	2963		BUSINESS CARD	Yes	Yes	No	USD	09/22/2021	4,914.02

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0507	NSBG	46213	73362	Check	1	3776	CENTER CREEK ORCHARD	Yes	Yes	No	USD	09/22/2021	427.00
		46202	73363	Check	1	07230	CENTERPOINT	Yes	No	No	USD	09/22/2021	132.83
		46218	73364	Check	1	4096	COURRIER, CHAD	Yes	No	No	USD	09/22/2021	60.00
		46209	73365	Check	1	3139	DEVOS, BRIAN	Yes	No	No	USD	09/22/2021	105.00
		46203	73366	Check	1	2500	ECOWATER SYSTEMS	Yes	Yes	No	USD	09/22/2021	149.49
		46216	73367	Check	1	4066	EDMENTUM, INC.	Yes	Yes	No	USD	09/22/2021	680.00
		46223	73368	Check	1	4500	ENTERTAINMENT PLUS	Yes	No	No	USD	09/22/2021	390.00
		46230	73369	Check	1	5005	FLECK, JEREMY	Yes	No	No	USD	09/22/2021	110.00
		46207	73370	Check	1	3010	FURTHER	Yes	Yes	No	USD	09/22/2021	183.35
		46208	73371	Check	1	3078	HOFFMAN, CARRIE	Yes	Yes	No	USD	09/22/2021	174.61
		46228	73372	Check	1	4951	HOFFMAN, KENDRA	Yes	No	No	USD	09/22/2021	86.98
		46222	73373	Check	1	4323	JOHNSON, JESSIE	Yes	No	No	USD	09/22/2021	184.80
		46226	73374	Check	1	4578	KAUS, COBEY	Yes	Yes	No	USD	09/22/2021	60.00
		46217	73375	Check	1	4085	KAUS, JUSTIN	Yes	No	No	USD	09/22/2021	60.00
		46231	73376	Check	1	5006	LEWIS, ANNE	Yes	No	No	USD	09/22/2021	105.00
		46211	73377	Check	1	3410	LJP ENTERPRISES WASTE & RECYC	Yes	Yes	No	USD	09/22/2021	966.34
		46229	73378	Check	1	5004	MINER, BERNIE	Yes	No	No	USD	09/22/2021	110.00
		46204	73379	Check	1	2856	PASCO, JEFFREY	Yes	Yes	No	USD	09/22/2021	110.00
		46224	73380	Check	1	4527	REINHART FOODSERVICE, LLC	Yes	Yes	No	USD	09/22/2021	110.08
		46219	73381	Check	1	4164	SCHMIDT, JOELA	Yes	Yes	No	USD	09/22/2021	105.00
		46227	73382	Check	1	4635	SMIEJA, JESSICA	Yes	Yes	No	USD	09/22/2021	265.62
		46220	73383	Check	1	4286	SYSCO WESTERN MINNESOTA, INC.	Yes	Yes	No	USD	09/22/2021	4,484.87
		46221	73384	Check	1	4309	WILMES, LYNN	Yes	Yes	No	USD	09/22/2021	105.00
		46232	73385	Check	1	01674	NICOLLET EDUCATION ASSOCIATION	Yes	No	No	USD	09/22/2021	3,100.00
		46241	73386	Check	1	2509	A+SECURITY, INC.	Yes	No	No	USD	09/29/2021	75.00
		46244	73387	Check	1	3145	AMAZON CAPITAL SERVICES	Yes	No	No	USD	09/29/2021	16.58
		46256	73389	Check	1	4632	BARFKNECHT, ALAN	Yes	No	No	USD	09/29/2021	110.00
		46258	73390	Check	1	4748	BLICK ART MATERIALS	Yes	No	No	USD	09/29/2021	392.08
		46255	73391	Check	1	4622	CANON FINANCIAL SERVICES INC	Yes	No	No	USD	09/29/2021	532.09
		46267	73392	Check	1	4981	CHAPIN, STEVE	Yes	No	No	USD	09/29/2021	250.00
		46265	73393	Check	1	4932	COLE PAPERS, INC.	Yes	No	No	USD	09/29/2021	2,348.28
		46250	73394	Check	1	4177	DAVIS, EMILY	Yes	No	No	USD	09/29/2021	250.00
		46243	73395	Check	1	3139	DEVOS, BRIAN	Yes	No	No	USD	09/29/2021	105.00
		46246	73396	Check	1	3847	DH ATHLETICS LLC	Yes	No	No	USD	09/29/2021	192.00
		46252	73397	Check	1	4432	DRUSCH, MERLYN	Yes	No	No	USD	09/29/2021	110.00
		46269	73398	Check	1	5003	E&G 1084 NORTH MANKATO MN	Yes	No	No	USD	09/29/2021	419.93
		46259	73399	Check	1	4749	FLO-RITE PLUMBING, LLC	Yes	No	No	USD	09/29/2021	713.50
		46238	73400	Check	1	02289	FREE PRESS	Yes	No	No	USD	09/29/2021	88.09
		46260	73401	Check	1	4750	GRAMS, RYAN	Yes	No	No	USD	09/29/2021	110.00
		46251	73402	Check	1	4296	HAAS, CASEY	Yes	No	No	USD	09/29/2021	110.00
		46237	73403	Check	1	01629	HILLYARD/HUTCHINSON	Yes	No	No	USD	09/29/2021	17.60

## Nicollet Public Schools Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0507	NSBG	46257	73404	Check	1	4739		KWIK TRIP SHOPPING RECEIPT	Yes	No	No	USD	09/29/2021	900.00
		46264	73405	Check	1	4907		MALONEY, LEANN	Yes	No	No	USD	09/29/2021	105.00
		46239	73406	Check	1	07097		MCKINLEY, BECKY	Yes	No	No	USD	09/29/2021	397.51
		46236	73407	Check	1	00261		MN SCHOOL BOARDS ASSOCIATION	Yes	No	No	USD	09/29/2021	60.00
		46262	73408	Check	1	4873		MYSTERY SCIENCE	Yes	No	No	USD	09/29/2021	299.00
		46253	73409	Check	1	4502		NEARPOD, INC.	Yes	No	No	USD	09/29/2021	5,100.00
		46235	73410	Check	1	00116		NICKLASSON ATHLETIC CO. INC	Yes	No	No	USD	09/29/2021	81.95
		46261	73411	Check	1	4836		PRAIRIE FARMS DAIRY - WOODBURY	Yes	No	No	USD	09/29/2021	808.15
		46242	73412	Check	1	2931		PRUNTY, MATT	Yes	No	No	USD	09/29/2021	250.00
		46254	73413	Check	1	4527		REINHART FOODSERVICE, LLC	Yes	No	No	USD	09/29/2021	2,663.53
		46249	73415	Check	1	4164		SCHMIDT, JOELA	Yes	No	No	USD	09/29/2021	105.00
		46233	73416	Check	1	00020		SCHWICKERT'S TECTA LLC	Yes	No	No	USD	09/29/2021	652.76
		46248	73417	Check	1	3947		SHRED RIGHT	Yes	No	No	USD	09/29/2021	33.02
		46234	73418	Check	1	00053		SOUTH CENTRAL SERVICES COOP.	Yes	No	No	USD	09/29/2021	1,316.81
		46268	73419	Check	1	4999		Teacher Synergy LLC	Yes	No	No	USD	09/29/2021	34.99
		46240	73420	Check	1	08028		TWO-WAY RADIO OF MINNESOTA INC	Yes	No	No	USD	09/29/2021	50.00
		46245	73421	Check	1	3163		USABLE LIFE	Yes	No	No	USD	09/29/2021	347.50
		46263	73422	Check	1	4877		WIENS, ASHLIE	Yes	No	No	USD	09/29/2021	175.00
		46247	73423	Check	1	3903		YAGER, MICHAEL J	Yes	No	No	USD	09/29/2021	110.00
		46271	73424	Check	1	4945		ARAMARK	Yes	No	No	USD	09/29/2021	94.92
		46272	73425	Check	1	5007		RINGNELL, LAURA	Yes	No	No	USD	09/29/2021	250.00
		46273	73426	Check	1	5007		RINGNELL, LAURA	Yes	No	No	USD	09/29/2021	105.00
		46274	73427	Check	1	4286		SYSCO WESTERN MINNESOTA, INC.	Yes	No	No	USD	09/29/2021	12.60
		46300	73428	Check	1	07203		A. H. HERMEL COMPANY	Yes	No	No	USD	10/06/2021	238.22
		46327	73429	Check	1	4458		ABDO, EICK & MEYERS, LLP	Yes	No	No	USD	10/06/2021	14,000.00
		46312	73430	Check	1	3145		AMAZON CAPITAL SERVICES	Yes	No	No	USD	10/06/2021	791.05
		46297	73431	Check	1	06815		APPLE, INC.	Yes	No	No	USD	10/06/2021	399.80
		46338	73432	Check	1	4945		ARAMARK	Yes	No	No	USD	10/06/2021	94.92
		46316	73433	Check	1	3279		AVIBEN	Yes	No	No	USD	10/06/2021	58.50
		46329	73434	Check	1	4569		BERNAU, JAMES	Yes	No	No	USD	10/06/2021	133.24
		46318	73435	Check	1	3573		Bimbo Bakeries USA	Yes	No	No	USD	10/06/2021	187.79
		46315	73436	Check	1	3256		BLASHACK, BILL	Yes	No	No	USD	10/06/2021	36.40
		46307	73437	Check	1	1756		C & S SUPPLY CO., INC.	Yes	No	No	USD	10/06/2021	94.92
		46339	73438	Check	1	5001		CALSBECK, KEVIN	Yes	No	No	USD	10/06/2021	69.75
		46301	73439	Check	1	07230		CENTERPOINT	Yes	No	No	USD	10/06/2021	140.06
		46306	73440	Check	1	1467		CLIFTONLARSONALLEN LLP	Yes	No	No	USD	10/06/2021	7,185.00
		46322	73441	Check	1	4078		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	10/06/2021	1,631.66
		46303	73442	Check	1	07939		DEEP PORTAGE	Yes	No	No	USD	10/06/2021	3,616.00
		46346	73443	Check	1	5016		DWYER, MEGAN	Yes	No	No	USD	10/06/2021	250.00
		46320	73444	Check	1	4042		FIRST CHOICE SECURITY	Yes	No	No	USD	10/06/2021	118.75
		46317	73445	Check	1	3420		FLUEGGE, MELISSA	Yes	No	No	USD	10/06/2021	668.98

## Nicollet Public Schools Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0507	NSBG	46311	73446	Check	1	2427		GRANADA HUNTLEY EAST CHAIN	Yes	No	No	USD	10/06/2021	100.00
		46348	73447	Check	1	5018		GREINER, BRANDON	Yes	No	No	USD	10/06/2021	105.00
		46347	73448	Check	1	5017		HAUGEN, BRADY	Yes	No	No	USD	10/06/2021	105.00
		46314	73449	Check	1	3234		HENDRYCKS BUS CO	Yes	No	No	USD	10/06/2021	7,605.05
		46343	73450	Check	1	5013		KAVAN, MARY	Yes	No	No	USD	10/06/2021	120.00
		46321	73451	Check	1	4051		KEARNEY, PAT	Yes	No	No	USD	10/06/2021	907.06
		46337	73452	Check	1	4908		KING, EMMELYN	Yes	No	No	USD	10/06/2021	226.81
		46330	73453	Check	1	4739		KWIK TRIP SHOPPING RECEIPT	Yes	No	No	USD	10/06/2021	5,719.50
		46309	73454	Check	1	1792		LAKE CRYSTAL WELCOME MEMORIA	Yes	No	No	USD	10/06/2021	100.00
		46324	73455	Check	1	4288		LEARNING A-Z	Yes	No	No	USD	10/06/2021	566.59
		46313	73456	Check	1	3162		MCDOWELL AGENCY, INC.	Yes	No	No	USD	10/06/2021	374.00
		46298	73457	Check	1	07097		MCKINLEY, BECKY	Yes	No	No	USD	10/06/2021	7,741.77
		46295	73458	Check	1	01131		MINNESOTA VALLEY EDUCATION DIS	Yes	No	No	USD	10/06/2021	14,567.00
		46340	73459	Check	1	5010		MINUTEMAN PRESS	Yes	No	No	USD	10/06/2021	291.90
		46308	73460	Check	1	1780		MK MUSIC REPAIR	Yes	No	No	USD	10/06/2021	26.00
		46334	73461	Check	1	4792		MN FFA ASSOCIATION	Yes	No	No	USD	10/06/2021	276.00
		46325	73462	Check	1	4361		OTTO BUS COMPANY, LLC	Yes	No	No	USD	10/06/2021	6,762.50
		46319	73463	Check	1	3884		QUADE, JACOB	Yes	No	No	USD	10/06/2021	3,675.00
		46335	73464	Check	1	4826		QUADIENT LEASING USA, INC.	Yes	No	No	USD	10/06/2021	684.36
		46296	73465	Check	1	02421		QUILL CORPORATION	Yes	No	No	USD	10/06/2021	335.31
		46302	73466	Check	1	07365		REGION 2A - MSHSL	Yes	No	No	USD	10/06/2021	100.00
		46331	73467	Check	1	4761		REGION VII MAAE	Yes	No	No	USD	10/06/2021	75.00
		46332	73468	Check	1	4761		REGION VII MAAE	Yes	No	No	USD	10/06/2021	3,174.00
		46328	73469	Check	1	4527		REINHART FOODSERVICE, LLC	Yes	No	No	USD	10/06/2021	1,804.69
		46305	73470	Check	1	08229		RENAISSANCE LEARNING, INC.	Yes	No	No	USD	10/06/2021	306.60
		46294	73471	Check	1	00271		RUDENICK, SCOTT	Yes	No	No	USD	10/06/2021	7,058.17
		46344	73472	Check	1	5014		SCHERPING, TALIN	Yes	No	No	USD	10/06/2021	15.90
		46304	73473	Check	1	08107		SCHOOL SPECIALTY, INC.	Yes	No	No	USD	10/06/2021	1,048.51
		46336	73474	Check	1	4880		SCREENCASTIFY, LLC	Yes	No	No	USD	10/06/2021	2,500.00
		46342	73475	Check	1	5012		SEACHANGE PRINT INNOVATIONS	Yes	No	No	USD	10/06/2021	511.50
		46341	73476	Check	1	5011		SIBLEY EAST FFA	Yes	No	No	USD	10/06/2021	56.00
		46333	73477	Check	1	4762		SIMMONS, KAREN	Yes	No	No	USD	10/06/2021	250.00
		46293	73478	Check	1	00053		SOUTH CENTRAL SERVICES COOP.	Yes	No	No	USD	10/06/2021	1,000.00
		46323	73479	Check	1	4286		SYSCO WESTERN MINNESOTA, INC.	Yes	No	No	USD	10/06/2021	2,112.72
		46310	73480	Check	1	1908		UNITED STATES POSTAL SERVICE	Yes	No	No	USD	10/06/2021	194.17
		46299	73481	Check	1	07124		WALMART COMMUNITY/SYNCR	Yes	No	No	USD	10/06/2021	106.68
		46326	73482	Check	1	4408		WEST SIDE TRANSPORTATION LLC	Yes	No	No	USD	10/06/2021	12,137.08
		46345	73483	Check	1	5015		ZEIHER, ANN	Yes	No	No	USD	10/06/2021	250.00

Bank Total: NSBG \$1,451,716.37

Report Total: \$1,451,716.37

## BOARD PACKET SUMMARY

<b>Bank Account Balance as of:</b>	<u>September 30, 2021</u>
Progrowth Bank - Checking	\$ 605,788.43
MSDLAF	1,655,324.14
Petty Cash	750.00
Total	<u>\$ 2,261,862.57</u>

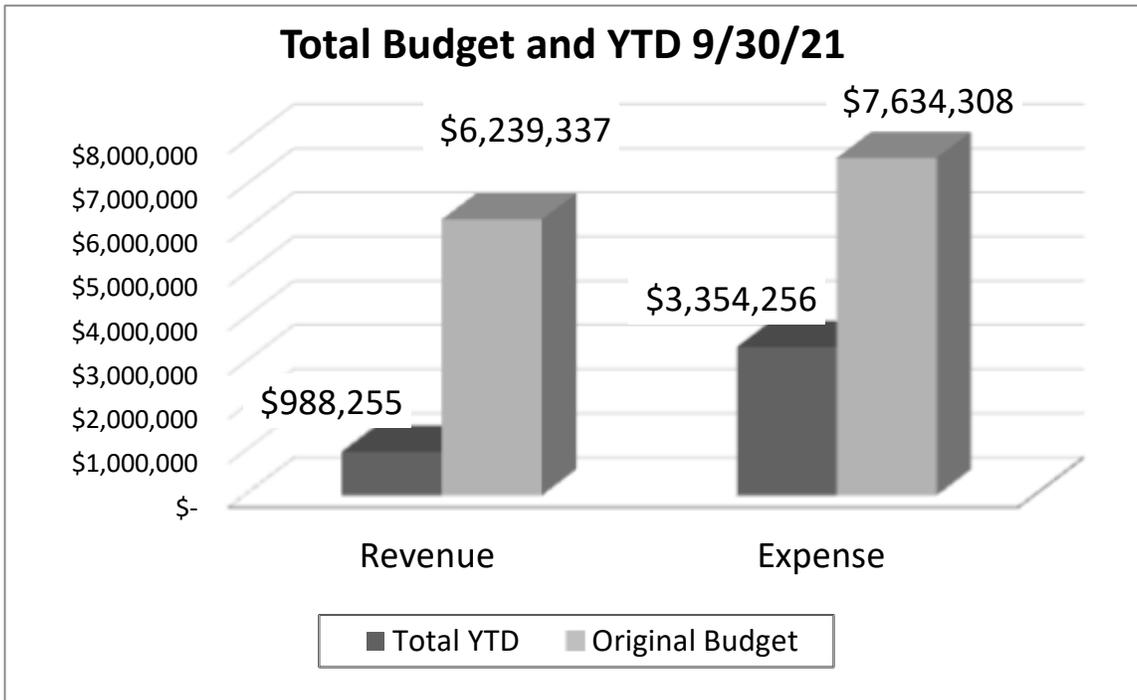
<b>Net September 2021 Payrolls</b>	<u>M202203</u>
Fund 1 General	\$ 126,612.32
Fund 2 Food Service	2,357.07
Fund 4 Community Service	9,224.71
Fund 24 Fitness Center	1,590.29
Fund 34 Daycare	37,852.53
Fund 44 Latchkey	1,797.62
Total	<u>\$ 179,434.54</u>

<b>Paid Bills September - October 2021</b>	
Fund 1 General	\$ 264,179.09
Fund 2 Food Service	18,607.41
Fund 4 Community Service	174.61
Fund 6 Construction Fund	1,139,481.07
Fund 7 Debt Service	-
Fund 18 Custodial	-
Fund 24 Fitness Center	-
Fund 25 Student Activities	27,403.16
Fund 34 Daycare	1,807.04
Fund 44 Latchkey	63.99
Total	<u>\$ 1,451,716.37</u>

TOTAL FINANCE \$ 1,848,097.97

**Nicollet ISD 507  
Monthly Budget Report  
September 30, 2021**

	<u>Revenue</u>	<u>% of Total</u>	<u>Expense</u>	<u>% of Total</u>
<b>Original Budget</b>	\$ 6,239,337		\$ 7,634,308	
<b>Month Ending:</b>				
7/31/2021	\$ (195,527)	-3.1%	\$ 195,747	2.6%
8/31/2021	\$ 650,392	10.4%	\$ 1,535,970	20.1%
9/30/2021	\$ 533,390	8.5%	\$ 1,622,540	21.3%
10/31/2021	\$ -	0.0%	\$ -	0.0%
11/30/2021	\$ -	0.0%	\$ -	0.0%
12/31/2021	\$ -	0.0%	\$ -	0.0%
1/31/2022	\$ -	0.0%	\$ -	0.0%
2/29/2022	\$ -	0.0%	\$ -	0.0%
3/31/2022	\$ -	0.0%	\$ -	0.0%
4/30/2022	\$ -	0.0%	\$ -	0.0%
5/31/2022	\$ -	0.0%	\$ -	0.0%
6/30/2022	\$ -	0.0%	\$ -	0.0%
<b>Total YTD</b>	<u>\$ 988,255</u>	<u>15.8%</u>	<u>\$ 3,354,256</u>	<u>43.9%</u>



<b>Name</b>	<b>Status</b>	<b>Job Title</b>	<b>Location</b>	<b>Position Day/FTE</b>	<b>Group</b>	<b>Replacing</b>	<b>Effective</b>
Darling, Nicole	New Hire	Paraprofessional/Kitchen Assistant	K-12	1 FTE	Para/Kitchen	Siirtola/Amy Otto	9/13/21
Hoffman, Kendra	Transfer	NECC & Latchkey Director	NECC	1 FTE	NECC	Jessie Johnson	9/23/21
Johnson, Jessie	Resignation	NECC & Latchkey Director	NECC	1 FTE	NECC		9/22/21
Kuttner, Gabriella	New Hire	NECC Teacher Aide	NECC	PT	NECC	Extra FT Aide	9/9/21
Madigan, Gabriella	New Hire	Latchkey Assistant	Latchkey	PT	NECC	Beth Schendel	9/9/21
Schendel, Kristin	Resignation	NECC Lead Teacher	NECC	1 FTE	NECC		9/22/21
Wahl, Jillian	New Hire	NECC Teacher Aide	NECC	1 FTE	NECC	Extra FT Aide	9/11/21

I recommend accepting the gifts as described below.

Donor Name	Description of Gift	Value	Purpose of Gift
Nicollet Lions Club	check	\$400	ECFE Halloween Party

**ISD #507 NICOLLET  
FUND BALANCE  
June 30, 2021**

		TOTAL	Revised	Revised		TOTAL
		BALANCE	REVENUES	EXPENDITURES	TRANSFERS	BALANCE
		6/30/20				06/30/21
<b>Fund 1 - General</b>						
403	Restricted for staff development	95,963.52	53,140.00	(110,449.00)		38,654.52
424	Restricted for operating capital	46,316.03	86,056.00	(86,653.00)		45,719.03
428	Restricted for learning & development	59,495.90	77,542.00	(137,038.00)	-	(0.10)
438	Restricted for Gifted and Talented	30,251.99	5,260.00	(31,003.00)		4,508.99
441	Restricted for basic skills programs	33,583.38	37,117.00	(60,036.00)	-	10,664.38
449	Restricted for Safe Schools	64,872.12	15,039.00	(2,500.00)		77,411.12
467	Restricted fo Long-Term Facilities Maintenance	191,609.07	128,934.00	(81,032.00)	-	239,511.07
472	Medical Assistance	41,395.87	500.00	(15.00)		41,880.87
460	Nonspendable - Prepaids	11,436.37			-	11,436.37
401	Student Activities	64,268.02	80,279.00	(72,400.00)		72,147.02
462	Assigned For Vehicles (21)	83,006.70	-	(47,213.00)		35,793.70
422	Unassigned	614,593.47	4,293,322.00	(4,269,074.00)	-	638,841.47
	Total - Fund 1	1,336,792.44	4,777,189.00	(4,897,413.00)	-	1,216,568.44
<b>Fund 2 - Food Service</b>						
460	Nonspendable	8,113.22			-	8,113.22
464	Restricted	47,996.95	178,286.00	(189,827.00)	-	36,455.95
	Total - Fund 2	56,110.17	178,286.00	(189,827.00)	-	44,569.17
<b>Fund 4 - Community Service</b>						
431	04 Restricted for community education	(53,093.18)	95,922.00	(105,255.00)	29,131.00	(33,295.18)
24	Fitness Center	50,308.98	27,345.00	(22,699.00)	-	54,954.98
34	Daycare	(58,849.72)	395,705.00	(421,842.00)	7,111.03	(77,875.69)
44	Latchkey	18,825.29	58,500.00	(46,546.00)	-	30,779.29
432	Restricted for ECFE	24,774.54	23,296.00	(18,938.00)	(29,131.00)	1.54
444	Restricted for school readiness	10,540.43	27,750.00	(32,935.00)		5,355.43
464	Restricted	14,179.02	18,510.00	(9,521.00)	(7,111.03)	16,056.99
	Total - Fund 4	6,685.36	647,028.00	(657,736.00)	-	(4,022.64)
<b>Fund 6 - Building Construction</b>						
464	Restricted	-	3,991,646.00	(2,772,579.00)		1,219,067.00
	Total - Fund 6	-	3,991,646.00	(2,772,579.00)	-	-
<b>Fund 7 - Debt Service</b>						
464	Restricted	101,213.69	558,914.00	(487,473.00)	-	172,654.69
	Total - Fund 7	101,213.69	558,914.00	(487,473.00)	-	172,654.69
<b>Fund 18 - Trust</b>						
422	Unassigned	29,919.66	960.00	(1,000.00)		29,879.66
	Total - Fund 8	29,919.66	960.00	(1,000.00)	-	29,879.66
<b>TOTALS - ALL FUNDS - JUNE 30, 2020</b>		1,530,721.32	10,154,023.00	(9,006,028.00)	-	1,459,649.32
*	for UFARS compliance table must be shown as unreserved					

**NICOLLET SCHOOL DISTRICT #507**

Pursuant to due call and notice thereof, a regular meeting of the Board of Education, Nicollet, Minnesota, was held on the 13th day of October, 2021 at 6:30 am/pm). The following board members were present:

\_\_\_\_\_;  
and the following board members were absent: \_\_\_\_\_.

Board member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION REGARDING FUND BALANCE TRANSFERS**

WHEREAS, Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8, Subdivision 1, which stated in part:

“Section 8. FUND TRANSFERS; FISCAL YEARS 2020 AND 2021 ONLY. Subdivision 1.  
Fund and account transfers allowed. Notwithstanding Minnesota Statutes, section 123B.80, subdivision 3, for fiscal years 2020 and 2021 only, a school district, charter school, or cooperative unit may transfer any funds not already assigned to or encumbered by staff salary and benefits, or otherwise encumbered by federal law, from any accounts or operating fund to the undesignated balance in any other operating fund...”

WHEREAS, a fund transfer is allowed if the transfer meets the criteria set forth in Section 8 of Minnesota Laws 2020, Chapter 116/House File 4415, Article 3:

1. The transfer does not increase state aid obligations to the district or result in additional property tax authority for the district or charter school.
2. A transfer is limited to the operating funds of a district or charter school.
3. A school board must approve a fund transfer by the fiscal year reporting deadline.
4. A district or charter school must maintain accounting records for the purpose of this Executive Order that are sufficient to document both the specific funds transferred and use of those funds. Such accounting records are subject to auditor review.
5. Any execution of this flexibility must not interfere with or jeopardize funding per federal requirements.
6. Any transfer must not interfere with the equitable delivery of distance learning or social distancing models

WHEREAS, the School Board of Nicollet Public School, Independent School District 0507, has determined that that the criteria identified under Section 8 have been satisfied for a fund transfer pursuant to Minnesota Laws 2020, Chapter 116/House File 4415, Article 3;

WHEREAS, the School Board of Independent School District 0507 has reviewed and approved the attached *Request for Fund Transfer*

THEREFORE, BE IT RESOLVED, that the School Board of Independent School District 0507 authorizes the School District administration to submit the attached *Request for Fund Transfer*.

The motion for adoption of the foregoing resolution was duly seconded by Board Member \_\_\_\_\_ and upon vote being taken thereon, the following members voted in favor thereof:

\_\_\_\_\_ and the following members voted against the same: \_\_\_\_\_

\_\_\_\_\_ ; whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
Clerk Signature

\_\_\_\_\_  
Date

Transfer of Funds Request under Minnesota Laws 2020, Chapter 116/House File 4415, Article 3 Section 8

 Please submit this form with attachments via email to [MDE.UFARS-Accounting@state.mn.us](mailto:MDE.UFARS-Accounting@state.mn.us).

### District Information

<b>District Name:</b>	<b>District Number:</b>	<b>District Type:</b>
<u>Nicollet Public School</u>	<u>0507</u>	<u>01</u>
<b>Superintendent's Name:</b>	<b>Fiscal Year:</b>	
<u>Dr. Stephen Malone</u>	<u>2021</u>	
<b>Requested Amount of Transfer: \$ <u>29,131</u></b>		

	Fund	Program Code	Finance Code	Balance Sheet Reserve Account Number	Balance Sheet Reserve Name	Funding Statute
To:	04	505	321	431	Community Education	Minn. Stat. § 124D.20
From:	04	580	325	432	Early Childhood and Family Education	Minn. Stat. § 124D.135

**Summarize the intended purpose and uses of the transferred funds (Please be specific):**

To help with the loss in revenue for tuition based programs due to the pandemic.

The following must be attached:

- Copy of the board resolution stating the fund transfer must not interfere with the equitable delivery of distance learning or social distancing models.
- Copy of the board minutes documenting adoption of the board resolution (above) and board approval for the transfer of funds in the amount of this application.

### Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

 \_\_\_\_\_  
 Superintendent – Signature

 \_\_\_\_\_  
 Date

 \_\_\_\_\_  
 Board Chair or Board Designee – Signature

 \_\_\_\_\_  
 Date