

## Agenda

- I. **CALL TO ORDER/WELCOME**
- II. **ADOPTION OF AGENDA**
- III. **COMMUNITY COMMENT**  
Three (3) minute limit per speaker, fifteen (15) minute limit per topic
- IV. **CONSENT AGENDA**  
Consent Agenda items are approved by one (1) motion unless a Board member requests separate action) Please note that we will be approving different items under the consent agenda. If there is a specific item you would like to discuss, you may remove the item from the consent agenda and we will take time to discuss it. Alternatively, we can discuss the item at a future meeting.
  - A. Approval of Bills and Payments 3
    - AUG2023BOARDBILLS 3
    - AUG2023PREPAIDS 7
    - Treasurer's Report 20
  - B. Approval of Regular Board Minutes
  - C. Approval of Contracts/etc.:
    - 1. Aaron Rogers - PE Teacher
    - 2. Madeline Strenke - English Teacher
    - 3. Lucy Nickolay - Elementary Teacher
    - 4. Emily Elverum - Elementary Teacher
    - 5. Casey Wipperling - Paraprofessional Rehire
    - 6. Brady Bosse - Resignation - Science Teacher
    - 7. Madisyn Schuster - Ag Teacher
    - 8. Amber Haack - SAC Coordinator & Paraprofessional
- V. **PRESENTATIONS**
- VI. **NEW BUSINESS**
  - A. eLearning Plan 22
    - Final 2023-2024 Cleveland E-LEARNING DAYS. (1) (1) (1) 22
  - B. Policy Changes 24
    - PolicyServicesNewsletter-June2023- 24
    - 2023MinnesotaLegislativeChanges (1) (1)
  - C. Renewal of District Insurance Coverage 27
    - Documents to be added once received
    - 2023 Hanover Quote Proposal Summary 27

VII. **ITEMS OF INFORMATION / DISCUSSION**

- A. Board Member's Reports
- B. Principal's Report
- C. Transportation Director's Report
- D. Superintendent's Report

VIII. **NEXT MEETING**

- A. Monday, September 18, 2023 - 7:00 pm

IX. **ADJOURN**

## Cleveland Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	2717	N	BARTEN, MIKE	V40222	47986	BBB REF	160.00	0.00	160.00	08/14/2023	08/14/2023	08/14/2023
							Check Amount:		\$160.00			
1	2859	N	BIX PRODUCE COMPANY	V40222	47970	05848895	177.52	0.00	177.52	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$177.52			
1	4407	N	BLK ELECTRIC, INC	V40222	47941	27133	2,809.75	0.00	2,809.75	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$2,809.75			
1	4307	N	BSN SPORTS, LLC	V40222	47958	922132450	2,741.00	0.00	2,741.00	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$2,741.00			
1	1715	N	CENTERPOINT ENERGY	V40222	47990	8/9/2023	98.00	0.00	98.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$98.00			
1	3669	N	CLEVELAND BUS SERVICE	V23P22	47902	6.2023	811.49	0.00	811.49	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$811.49			
1	3012	Y	COLE PAPERS INC	V40222	47943	10318904, 10318911	9,113.10	0.00	9,113.10	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$9,113.10			
1	1937	N	COMPUTER TECHNOLOGY SOLUT	V40222	47919	124212	162.00	0.00	162.00	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$162.00			
1	3811	N	DH ATHLETICS, LLC	V40222	47904	190551	780.20	0.00	780.20	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$780.20			
1	4062	N	DRIESSEN WATER INC	V40222	47987	34002371-07312023	122.75	0.00	122.75	08/14/2023	08/14/2023	08/14/2023
1	4062	N	DRIESSEN WATER INC	V40222	47988	34003698-07312023	449.25	0.00	449.25	08/14/2023	08/14/2023	08/14/2023
							Check Amount:		\$572.00			
1	2609	N	EDUCATORS BENEFIT CONSULTA	V40222	47916	29172	133.46	0.00	133.46	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$133.46			
1	4139	Y	FREEDOM SECURITY AND SURVEI	V40222	47920	1283	570.00	0.00	570.00	08/01/2023	08/01/2023	08/01/2023
1	4139	Y	FREEDOM SECURITY AND SURVEI	V40222	47921	1279	2,825.90	0.00	2,825.90	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$3,395.90			
1	02245	N	HILLYARD / HUTCHINSON	V40222	47935	605176060	698.56	0.00	698.56	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$698.56			
1	2282	N	HOME DEPOT	V40222	47965	3173002	229.00	0.00	229.00	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$229.00			

## Cleveland Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	2371	N	HUBERT COMPANY	V40222	47997	270553	171.93	0.00	171.93	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$171.93			
1	4432	N	HYLAND, CODY & AMANDA	V40222	47962	REFUND	180.00	0.00	180.00	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$180.00			
1	3813	N	JEFF DEHLER PUBLIC RELATIONS, V23P22	V40222	47993	230102	2,890.00	0.00	2,890.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$2,890.00			
1	2711	N	KAUS, JUSTIN	V40222	47898	7/22/23	160.00	0.00	160.00	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$160.00			
1	3414	N	KCHK	V40222	47939	32948-7	675.00	0.00	675.00	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$675.00			
1	00405	Y	LINDE GAS & EQUIPMENT	V40222	47934	37474145	69.02	0.00	69.02	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$69.02			
1	4207	Y	MAIZEE GRACE DESIGNS	V40222	47910	527	38.00	0.00	38.00	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$38.00			
1	00734	N	MASSP	V40222	47995	7751,7765,7780	120.00	0.00	120.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$120.00			
1	00768	N	MEDTOX	V40222	47966	072023665154	55.00	0.00	55.00	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$55.00			
1	00713	N	MEI TOTAL ELEVATOR SOLUTIONS	V40222	47917	1031200	579.05	0.00	579.05	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$579.05			
1	3711	N	MINNESOTA UI	V23P22	47858	16353243	2,831.11	0.00	2,831.11	07/20/2023	07/20/2023	07/20/2023
							Check Amount:		\$2,831.11			
1	2162	N	MN STATE RETIREMENT SYSTEM	V40222	47971	D KOPPELMAN	2,500.00	0.00	2,500.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$2,500.00			
1	1271	N	OLYMPIC FIRE PROTECTION	V40222	47989	10000844	830.00	0.00	830.00	08/14/2023	08/14/2023	08/14/2023
							Check Amount:		\$830.00			
1	2799	N	PERFORMANCE FOODSERVICE - N	V40222	47953	499789, 500675	1,609.04	0.00	1,609.04	08/03/2023	08/03/2023	08/03/2023
							Check Amount:		\$1,609.04			
1	1335	N	PLUNKETTS	V40222	47961	8135552	484.07	0.00	484.07	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$484.07			

## Cleveland Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	3402	Y	QUAVERMUSIC.COM, LLC	V40222	47952	44519-1	10,920.00	0.00	10,920.00	08/03/2023	08/03/2023	08/03/2023
							Check Amount:		\$10,920.00			
1	4405	N	REALITY WORKS	V40222	47903	49224	4,547.54	0.00	4,547.54	08/01/2023	08/01/2023	08/01/2023
							Check Amount:		\$4,547.54			
1	3829	N	RENT-N-SAVE	V40222	47955	17269	210.00	0.00	210.00	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$210.00			
1	2892	Y	ROHLFING, RICHARD	V40222	47960	79	400.00	0.00	400.00	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$400.00			
1	4435	N	SCHABERT, MARLI	V40222	47994	REFUND	180.00	0.00	180.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$180.00			
1	01123	N	SCHOLASTIC INC	V40222	47947	M7383326	208.78	0.00	208.78	08/02/2023	08/02/2023	08/02/2023
1	01123	N	SCHOLASTIC INC	V40222	47857	M7354049	484.00	0.00	484.00	07/20/2023	07/20/2023	07/20/2023
							Check Amount:		\$692.78			
1	2633	N	SCHOOL MATE & STUDENTAGEND	V40222	47894	IN000596197	357.50	0.00	357.50	07/28/2023	07/28/2023	07/28/2023
							Check Amount:		\$357.50			
1	3978	N	SOUTH CENTRAL GLASS INC	V40222	47945	40927	769.00	0.00	769.00	08/02/2023	08/02/2023	08/02/2023
							Check Amount:		\$769.00			
1	3619	N	TEACHER SYNERGY, LLC	V40222	47956	235139198	31.24	0.00	31.24	08/07/2023	08/07/2023	08/07/2023
1	3619	N	TEACHER SYNERGY, LLC	V40222	47968	235626452	75.79	0.00	75.79	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$107.03			
1	2000	Y	TRUGREEN PROCESSING CENTEF	V40222	47996	181196086	922.89	0.00	922.89	08/15/2023	08/15/2023	08/15/2023
1	2000	Y	TRUGREEN PROCESSING CENTEF	V40222	47967	180558722	234.83	0.00	234.83	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$1,157.72			
1	4330	Y	U.S. BANK EQUIPMENT FINANCE	V40222	47992	508150018	877.00	0.00	877.00	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$877.00			
1	1742	N	WASTE MANAGEMENT	V40222	47933	7301284-1779-9	4,076.96	0.00	4,076.96	08/02/2023	08/02/2023	08/02/2023
1	1742	N	WASTE MANAGEMENT	V40222	47957	7302080-1779-0	136.00	0.00	136.00	08/07/2023	08/07/2023	08/07/2023
							Check Amount:		\$4,212.96			
1	4339	N	WEX	V40222	47969	0001789726-IN	96.25	0.00	96.25	08/08/2023	08/08/2023	08/08/2023
							Check Amount:		\$96.25			

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	00919	N	XCEL ENERGY	V40222	47991	839767144	4,224.15	0.00	4,224.15	08/15/2023	08/15/2023	08/15/2023
							Check Amount:		\$4,224.15			
							Report Total:		\$63,826.13			

\*Does not meet minimum amount  
\*\*Exceeds maximum amount

# Cleveland Public Schools Detail Payment Register By Vendor

PREPAIDS

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
3020		A TO Z RENTAL					
			0391	HOM	74753		Check
				E 01 300 294 010 000 401	Lift rental fee for working on scoreboard 2 days	\$400.00	
	PO#: 12387	Voucher #:	47905	Invoice	Invoice No: 308845	8/9/2023	Paid Amt: \$400.00
							Check Amount: \$400.00
							Vendor Total: \$400.00
3983		ADOBE INC.					
			0391	HOM	74754		Check
				E 01 005 257 000 000 405	Creative Cloud ALL MLP Entrprse Lic Sub RnwM	\$2,460.00	
	PO#: 12384	Voucher #:	47923	Invoice	Invoice No: 2504963227	8/9/2023	Paid Amt: \$2,460.00
							Check Amount: \$2,460.00
							Vendor Total: \$2,460.00
00255		ARROW ACE HARDWARE					
			0391	HOM	74755		Check
				E 01 005 810 000 000 420	zip ties playground basketball hoops net	\$11.99	
	PO#: 12392	Voucher #:	47906	Invoice	Invoice No: 106827/1	8/9/2023	Paid Amt: \$11.99
							Check Amount: \$11.99
							Vendor Total: \$11.99
3205		BOND TRUST SERVICES CORPORATION					
			0391	HOM	74651		Check
				E 06 005 910 000 000 790	PAYING AGENT FEE	\$475.00	
	PO#:	Voucher #:	47831	Invoice	Invoice No: 81337	7/17/2023	Paid Amt: \$475.00
				E 06 005 910 000 000 790	PAYING AGENT FEE	\$475.00	
	PO#:	Voucher #:	47832	Invoice	Invoice No: 81338	7/17/2023	Paid Amt: \$475.00
							Check Amount: \$950.00
							Vendor Total: \$950.00
2232		BP					
			0391	HOM	74710		Check
				E 01 005 760 000 720 441	UNLEADED FUEL	\$830.74	
	PO#:	Voucher #:	47839	Invoice	Invoice No: 64724356	7/19/2023	Paid Amt: \$830.74
							Check Amount: \$830.74
							Vendor Total: \$830.74
2403		BUSINESS CARD					
			0391	HOM	74739		Check
				E 04 005 570 000 321 305	Procure - SAC	\$78.75	
				E 01 005 640 000 316 305	EMPLOYEE APPREC.-EL AGAVE	\$92.28	
				E 01 005 110 000 000 329	POSTAGE - IRS APPEAL	\$4.78	
				E 01 005 640 000 316 305	MEMBERSHIP RENEWAL	\$50.00	
	PO#:	Voucher #:	47900	Invoice	Invoice No: 6/18/23-7/17/23	8/3/2023	Paid Amt: \$225.81

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
2403		BUSINESS CARD							
			0391	HOM	74739		Check		
				E 01 005 020 000 000 401	Supt. Supplies		\$51.41		
PO#:		Voucher #:	47896	Invoice	Invoice No: 6/18/23-7/17/23	8/3/2023	Paid Amt:	\$51.41	
							Check Amount:	\$277.22	
							Vendor Total:	\$277.22	
2791	REMIT	CDW GOVERNMENT INC.							
			0391	HOM	74740		Check		
				E 01 005 110 000 000 401	080882 Brother 1/2" Black on White Laminated		\$29.54		
PO#: 12370		Voucher #:	47942	Invoice	Invoice No: KS64445	8/3/2023	Paid Amt:	\$29.54	
				E 01 005 257 000 302 530	Samsung BE75T-H BET-H Pro TV Series - 75"		\$3,666.12		
PO#: 12365		Voucher #:	47918	Invoice	Invoice No: KS07715	8/3/2023	Paid Amt:	\$3,666.12	
				E 01 005 257 000 302 530	Newline 75" 4K UHD LED Multi-Touch Display -		\$8,800.00		
				E 01 005 257 000 302 530	Newline Wall Mount Stand for 650 700 750 800		\$0.00		
PO#: 12364		Voucher #:	47882	Invoice	Invoice No: KR79241	8/3/2023	Paid Amt:	\$8,800.00	
							Check Amount:	\$12,495.66	
							Vendor Total:	\$12,495.66	
4024		CENTER FOR SPORT & PERFORMANCE PSYCHOLOGY							
			0391	HOM	74711		Check		
				E 21 005 298 523 301 305	Mental Training Workshops for the Volleyball Te		\$250.00		
PO#: 12394		Voucher #:	47842	Invoice	Invoice No: 604	7/19/2023	Paid Amt:	\$250.00	
							Check Amount:	\$250.00	
							Vendor Total:	\$250.00	
1715		CENTERPOINT ENERGY							
			0391	HOM			Wire		
				E 01 005 810 000 000 440	SCHOOL GAS		\$26.00		
PO#:		Voucher #:	47887	Invoice	Invoice No: 7/18/2023	8/3/2023	Paid Amt:	\$26.00	
							Check Amount:	\$26.00	
			0391	HOM			Wire		
				E 01 005 810 000 000 440	SCHOOL GAS		\$52.73		
PO#:		Voucher #:	47888	Invoice	Invoice No: 7/18/2023	8/3/2023	Paid Amt:	\$52.73	
							Check Amount:	\$52.73	
			0391	HOM			Wire		
				E 01 005 760 000 720 440	GARAGE GAS		\$39.75		
PO#:		Voucher #:	47889	Invoice	Invoice No: 7/18/2023	8/3/2023	Paid Amt:	\$39.75	
							Check Amount:	\$39.75	

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Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
1715		CENTERPOINT ENERGY					
			0391	HOM			Wire
				E	01 005 810 000 000 440	SCHOOL GAS	\$211.32
PO#:		Voucher #:	47890	Invoice	Invoice No: 7/18/2023	8/3/2023	Paid Amt: \$211.32
							Check Amount: \$211.32
			0391	HOM	74728		Check
				E	01 005 810 000 000 440	SCHOOL GAS	\$98.00
PO#:		Voucher #:	47848	Invoice	Invoice No: 7/12/2023	7/26/2023	Paid Amt: \$98.00
							Check Amount: \$98.00
							Vendor Total: \$427.80
4164		CENTURY LINK					
			0391	HOM	74741		Check
				E	01 005 810 000 000 320	ELEVATOR PHONE	\$89.14
PO#:		Voucher #:	47895	Invoice	Invoice No: 7/19/2023	8/3/2023	Paid Amt: \$89.14
							Check Amount: \$89.14
							Vendor Total: \$89.14
00151		CITY OF CLEVELAND					
			0391	HOM	74756		Check
				E	01 005 760 000 720 331	BUS GARAGE -3191	\$38.50
				E	01 005 810 000 000 331	SCHOOL - 3171	\$38.50
				E	01 005 810 000 000 331	BOILER ROOM - 3181	\$446.60
				E	01 300 292 030 000 331	BALL FIELD - 3231	\$0.00
				E	04 005 505 200 321 331	SUMMER REC BALL FIELD - 3231	\$564.92
				E	01 300 294 010 000 331	FB FOUNTAIN - 3221	\$0.00
				E	01 300 294 010 000 331	FB FIELD - 3201	\$5,167.29
				E	01 005 810 000 000 331	NEW BUILDING - 3481	\$332.74
				E	01 300 292 030 000 331	CONCESSION STAND - 3211	\$91.21
PO#:		Voucher #:	47963	Invoice	Invoice No: 8/1/2023	8/9/2023	Paid Amt: \$6,679.76
							Check Amount: \$6,679.76
							Vendor Total: \$6,679.76
1653		CITY OF LE CENTER					
			0391	HOM	74652		Check
				E	04 005 505 200 321 401	2023 swim lessons fee - 54 students	\$2,700.00
PO#:	12371	Voucher #:	47827	Invoice	Invoice No: 202305	7/17/2023	Paid Amt: \$2,700.00
							Check Amount: \$2,700.00
							Vendor Total: \$2,700.00
3918		CLEARWAY COMMUNITY SOLAR LLC					
			0391	HOM	74757		Check
				E	01 005 760 000 720 330	BUS GARAGE SOLAR - MAY	\$229.93

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Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
3918		CLEARWAY COMMUNITY SOLAR LLC					
		0391	HOM	74757			Check
			E	01 005 810 000 000 330	SCHOOL SOLAR - MAY	\$5,400.35	
			E	01 300 292 030 000 330	BALL FIELD SOLAR - MAY	\$70.75	
PO#:		Voucher #:	47915	Invoice	Invoice No: CLVLDP5-12307	8/9/2023	Paid Amt: \$5,701.03
							Check Amount: \$5,701.03
							Vendor Total: \$5,701.03
3525		CONSOLIDATED COMMUNICATIONS					
		0391	HOM	74758			Check
			E	01 005 760 000 720 320	PHONE BILL - GARAGE	\$65.00	
			E	01 005 810 000 000 320	PHONE BILL - SCHOOL	\$520.14	
PO#:		Voucher #:	47913	Invoice	Invoice No: 7/22/23	8/9/2023	Paid Amt: \$585.14
							Check Amount: \$585.14
							Vendor Total: \$585.14
2871		CREATIVE TEACHING PRESS					
		0391	HOM	74719			Check
			E	04 005 582 000 344 430	Dress for the weather bulletin board set SKU: 16	\$14.99	
			E	04 005 582 000 344 430	Busy Bees Welcome Banner SKU:10664	\$7.99	
			E	04 005 582 000 344 430	Busy Bees Name Plates SKU:10900	\$6.49	
			E	04 005 582 000 344 430	Busy Bees 3" Designer Cut-outs SKU:10882	\$5.49	
			E	04 005 582 000 344 430	Bees Ez Border SKU:10596	\$6.99	
			E	04 005 582 000 344 430	Busy Bees Classroom Essential 3 Chart SKU:1	\$13.47	
			E	04 005 582 000 344 430	Busy Bees Bulletin Board Set SKU:10670	\$14.99	
			E	04 005 582 000 344 430	Shipping	\$11.95	
PO#:	12339	Voucher #:	47853	Invoice	Invoice No: 1056795	7/26/2023	Paid Amt: \$82.36
							Check Amount: \$82.36
							Vendor Total: \$82.36
3407		DEVOS, BRIAN					
		0391	HOM	74712			Check
			E	04 005 505 200 321 305	SB UMP	\$200.00	
PO#:		Voucher #:	47843	Invoice	Invoice No: JUNE 2023	7/19/2023	Paid Amt: \$200.00
							Check Amount: \$200.00
							Vendor Total: \$200.00
4429		DEVOS, DOROTHY					
		0391	HOM	74713			Check
			E	04 005 505 200 321 305	10U SB UMP	\$400.00	

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
4429		DEVOS, DOROTHY							
			0391	HOM	74713		Check		
				E 04 005 505 200 321 305	12U SB UMP		\$600.00		
PO#:		Voucher #:	47844	Invoice	Invoice No: JUNE & JULY 2023	7/19/2023		Paid Amt:	\$1,000.00
								Check Amount:	\$1,000.00
								Vendor Total:	\$1,000.00
4433		DISTRICT OFFICE							
			0391	HOM	74759		Check		
				E 01 005 020 000 000 820	MEMBERSHIP - PHILLIPS		\$35.00		
PO#:		Voucher #:	47964	Invoice	Invoice No: 7992	8/9/2023		Paid Amt:	\$35.00
								Check Amount:	\$35.00
								Vendor Total:	\$35.00
4062		DRIESSEN WATER INC							
			0391	HOM	74653		Check		
				E 02 005 770 000 701 305	KITCHEN WATER		\$34.60		
PO#:		Voucher #:	47833	Invoice	Invoice No: 34004981-06302023	7/17/2023		Paid Amt:	\$34.60
				E 01 005 640 000 316 401	WATER		\$144.25		
PO#:		Voucher #:	47834	Invoice	Invoice No: 34002371-06302023	7/17/2023		Paid Amt:	\$144.25
				E 01 005 810 000 000 410	SOFTNER SALT		\$486.55		
PO#:		Voucher #:	47835	Invoice	Invoice No: 34003698-06302023	7/17/2023		Paid Amt:	\$486.55
								Check Amount:	\$665.40
								Vendor Total:	\$665.40
2609		EDUCATORS BENEFIT CONSULTANTS							
			0391	HOM	74729		Check		
				E 01 005 110 000 000 305	ACT COMPLIANCE SERVICES		\$124.76		
PO#:		Voucher #:	47880	Invoice	Invoice No: 28455	7/26/2023		Paid Amt:	\$124.76
								Check Amount:	\$124.76
								Vendor Total:	\$124.76
			0391	HOM	74760		Check		
				E 01 005 110 000 000 305	ACT COMPLIANCE SERVICES		\$124.76		
PO#:		Voucher #:	47885	Invoice	Invoice No: 28921	8/9/2023		Paid Amt:	\$124.76
								Check Amount:	\$124.76
								Vendor Total:	\$249.52
00326		FAME AWARDS							
			0391	HOM	74654		Check		
				E 01 300 294 112 000 401	varsity baseball awards 2023 season		\$95.00		
				E 01 300 294 112 000 401	S & H		\$11.00		
PO#:	12352	Voucher #:	47829	Invoice	Invoice No: 20230843	11 7/17/2023		Paid Amt:	\$106.00
				E 01 300 292 030 000 401	Track Team Awards Photo Plaques		\$95.00		
				E 01 300 292 030 000 401	Conf./State Awards Standup Plaques		\$120.00		

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
<b>00326 FAME AWARDS</b>									
		<b>0391</b>		<b>HOM</b>	<b>74654</b>		<b>Check</b>		
				E 01	300 292 030 000 401	S & H		\$12.00	
<b>PO#:</b>	12359	<b>Voucher #:</b>		<b>47830</b>	Invoice	<b>Invoice No:</b> 20230922	<b>7/17/2023</b>	<b>Paid Amt:</b>	<b>\$227.00</b>
								<b>Check Amount:</b>	<b>\$333.00</b>
<hr/>									
		<b>0391</b>		<b>HOM</b>	<b>74742</b>		<b>Check</b>		
				E 01	300 292 119 000 401	2023 Trap Team awards		\$224.00	
				E 01	300 292 119 000 401	S & H		\$11.00	
<b>PO#:</b>	12395	<b>Voucher #:</b>		<b>47907</b>	Invoice	<b>Invoice No:</b> 20230770	<b>8/3/2023</b>	<b>Paid Amt:</b>	<b>\$235.00</b>
								<b>Check Amount:</b>	<b>\$235.00</b>
								<b>Vendor Total:</b>	<b>\$568.00</b>
<hr/>									
<b>4127 GREAT AMERICA FINANCIAL SERVICES CORPORATION</b>									
		<b>0391</b>		<b>HOM</b>	<b>74761</b>		<b>Check</b>		
				E 01	005 257 000 302 530	PHONE RENTAL - 34 OF 60		\$825.32	
<b>PO#:</b>		<b>Voucher #:</b>		<b>47912</b>	Invoice	<b>Invoice No:</b> 34561134	<b>8/9/2023</b>	<b>Paid Amt:</b>	<b>\$825.32</b>
								<b>Check Amount:</b>	<b>\$825.32</b>
								<b>Vendor Total:</b>	<b>\$825.32</b>
<hr/>									
<b>4431 HERITAGE EMBROIDERY &amp; DESIGN</b>									
		<b>0391</b>		<b>HOM</b>	<b>74743</b>		<b>Check</b>		
				E 21	005 298 508 301 305	VINYL DIPPED FB KNEE PADS		\$360.00	
				E 21	005 298 508 301 305	S&H		\$40.00	
<b>PO#:</b>		<b>Voucher #:</b>		<b>47946</b>	Invoice	<b>Invoice No:</b> 54498	<b>8/3/2023</b>	<b>Paid Amt:</b>	<b>\$400.00</b>
								<b>Check Amount:</b>	<b>\$400.00</b>
								<b>Vendor Total:</b>	<b>\$400.00</b>
<hr/>									
<b>2371 HUBERT COMPANY</b>									
		<b>0391</b>		<b>HOM</b>	<b>74762</b>		<b>Check</b>		
				E 01	300 331 000 000 433	PEW.ALEIS6624G Alera Industrial Metal Shop :		\$1,181.28	
				E 01	300 331 000 000 433	Shipping		\$271.04	
<b>PO#:</b>	12404	<b>Voucher #:</b>		<b>47948</b>	Invoice	<b>Invoice No:</b> 245307	<b>8/9/2023</b>	<b>Paid Amt:</b>	<b>\$1,452.32</b>
								<b>Check Amount:</b>	<b>\$1,452.32</b>
								<b>Vendor Total:</b>	<b>\$1,452.32</b>
<hr/>									
<b>1838 HYVEE ACCOUNTS RECEIVABLE</b>									
		<b>0391</b>		<b>HOM</b>	<b>74714</b>		<b>Check</b>		
				E 02	005 770 000 709 490	SUMMER LUNCH		\$7.47	
<b>PO#:</b>		<b>Voucher #:</b>		<b>47838</b>	Invoice	<b>Invoice No:</b> 4860203772	<b>7/19/2023</b>	<b>Paid Amt:</b>	<b>\$7.47</b>
								<b>Check Amount:</b>	<b>\$7.47</b>
								<b>Vendor Total:</b>	<b>\$7.47</b>

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
4387		IDEAL ENERGIES SOLAR LEASING 2022 LLC					
			0391	HOM	74720		Check
				E 01 005 810 000 000 330	SCHOOL SOLAR: PMT 6	\$1,563.27	
PO#:		Voucher #:	47849	Invoice	Invoice No: Payment 6: 8/1/2023	7/26/2023	Paid Amt: \$1,563.27
							Check Amount: \$1,563.27
							Vendor Total: \$1,563.27
4430		JD TRUFFLES					
			0391	HOM	74763		Check
				E 21 005 298 503 301 305	Baseball Banquet food for team banquet	\$306.00	
PO#: 12420		Voucher #:	47959	Invoice	Invoice No: 586303	8/9/2023	Paid Amt: \$306.00
							Check Amount: \$306.00
							Vendor Total: \$306.00
3756		KWIK TRIP INC					
			0391	HOM			Wire
				E 02 005 770 000 709 495	MILK	\$141.05	
PO#:		Voucher #:	47954	Invoice	Invoice No: 2408799-2464094	8/7/2023	Paid Amt: \$141.05
							Check Amount: \$141.05
							Vendor Total: \$141.05
00653		LAKESHORE LEARNING MATERIALS					
			0391	HOM	74721		Check
				E 04 005 582 000 344 430	LL585 Smiling Cake Birthday Crowns	\$24.68	
				E 04 005 582 000 344 430	EV214 Brilliant Dot Art Painters - Set of 6	\$18.99	
				E 04 005 582 000 344 430	EV212 Regular Dot Art Painters - Set of 6	\$18.99	
				E 04 005 582 000 344 430	LA712 LA712 - Giant Washable Color Ink Pads	\$72.18	
				E 04 005 582 000 344 430	DD372 DD372 - Nuts About Counting	\$33.24	
				E 04 005 582 000 344 430	PX2016VT PX2016VT - Lakeshore Fully Washa	\$4.08	
				E 04 005 582 000 344 430	PX2016BU PX2016BU - Lakeshore Fully Washa	\$20.40	
				E 04 005 582 000 344 430	PX2016GR PX2016GR - Lakeshore Fully Wash	\$20.40	
				E 04 005 582 000 344 430	PX2016YE PX2016YE - Lakeshore Fully Washa	\$32.64	
				E 04 005 582 000 344 430	PX2016RD PX2016RD - Lakeshore Fully Washa	\$32.64	
				E 04 005 582 000 344 430	PX2016BR PX2016BR - Lakeshore Fully Washa	\$12.24	
				E 04 005 582 000 344 430	PX2016WT PX2016WT - Lakeshore Fully Wash	\$8.16	
				E 04 005 582 000 344 430	PX2016BK PX2016BK - Lakeshore Fully Washa	\$8.16	
				E 04 005 582 000 344 430	RA231 RA231 - Shimmering Scratch Stars - Se	\$18.98	
				E 04 005 582 000 344 430	GA934 GA934 - Smelly Markers - Set of 12	\$28.48	
				E 04 005 582 000 344 430	HL125 HL125 - Jumbo Colored Craft Sticks	\$3.79	
				E 04 005 582 000 344 430	EV214 EV214 - Brilliant Dot Art Painters - Set of	\$18.99	
				E 04 005 582 000 344 430	EV212 EV212 - Regular Dot Art Painters - Set o	\$18.99	
				E 04 005 582 000 344 430	BA8150 BA8150 - Pom-Poms - Set of 300	\$10.44	

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
<b>00653 LAKESHORE LEARNING MATERIALS</b>							
		<b>0391</b>		<b>HOM</b>	<b>74721</b>		<b>Check</b>
				E 04 005	582 000 344 430	LL585 LL585 - Smiling Cake Birthday Crowns	\$24.68
<b>PO#:</b>	<b>12345</b>	<b>Voucher #:</b>		<b>47854</b>	Invoice	<b>Invoice No:</b> 845586070723	<b>7/26/2023</b>
						<b>Paid Amt:</b>	<b>\$431.15</b>
						<b>Check Amount:</b>	<b>\$431.15</b>
<hr/>							
		<b>0391</b>		<b>HOM</b>	<b>74764</b>		<b>Check</b>
				E 04 005	582 000 344 430	HH238 HH238 - Treehouse Imagination Builders	\$56.99
				E 04 005	582 000 344 430	TT253 TT253 - Stretch Connect Builders	\$56.99
				E 04 005	582 000 344 430	LC1657 LC1657 - Size Color Teddy Counters	\$28.49
				E 04 005	582 000 344 430	LL585 LL585 - Smiling Cake Birthday Crowns	\$12.34
				E 04 005	582 000 344 430	LL172BU LL172BU - Lakeshore Washable Ink F	\$4.74
				E 04 005	582 000 344 430	LL172RD LL172RD - Lakeshore Washable Ink F	\$4.74
				E 04 005	582 000 344 430	PX2016BR PX2016BR - Lakeshore Fully Wash	\$8.16
				E 04 005	582 000 344 430	PX2016WT PX2016WT - Lakeshore Fully Wash	\$8.16
				E 04 005	582 000 344 430	PX2016BK PX2016BK - Lakeshore Fully Wash	\$4.08
				E 04 005	582 000 344 430	PX2016BU PX2016BU - Lakeshore Fully Wash	\$12.24
				E 04 005	582 000 344 430	PX2016RD PX2016RD - Lakeshore Fully Wash	\$8.16
				E 04 005	582 000 344 430	PX2016YE PX2016YE - Lakeshore Fully Wash	\$8.16
<b>PO#:</b>	<b>12397</b>	<b>Voucher #:</b>		<b>47949</b>	Invoice	<b>Invoice No:</b> 882711072223	<b>8/9/2023</b>
						<b>Paid Amt:</b>	<b>\$213.25</b>
<b>PO#:</b>	<b>12396</b>	<b>Voucher #:</b>		<b>47950</b>	Invoice	<b>Invoice No:</b> 882709072123	<b>8/9/2023</b>
						<b>Paid Amt:</b>	<b>\$7.59</b>
						<b>Check Amount:</b>	<b>\$220.84</b>
						<b>Vendor Total:</b>	<b>\$651.99</b>
<hr/>							
<b>2465 LE CENTER HARDWARE HANK</b>							
		<b>0391</b>		<b>HOM</b>	<b>74744</b>		<b>Check</b>
				E 01 005	810 000 000 420	SUPPLIES- TEACHERS DESK	\$43.94
<b>PO#:</b>		<b>Voucher #:</b>		<b>47940</b>	Invoice	<b>Invoice No:</b> 308354	<b>8/3/2023</b>
						<b>Paid Amt:</b>	<b>\$43.94</b>
						<b>Check Amount:</b>	<b>\$43.94</b>
						<b>Vendor Total:</b>	<b>\$43.94</b>
<hr/>							
<b>00734 MASSP</b>							
		<b>0391</b>		<b>HOM</b>	<b>74722</b>		<b>Check</b>
				E 01 005	640 000 316 305	MASP Conference Registration	\$615.00
<b>PO#:</b>	<b>12374</b>	<b>Voucher #:</b>		<b>47840</b>	Invoice	<b>Invoice No:</b> ES896,ES897,ES809	<b>7/26/2023</b>
						<b>Paid Amt:</b>	<b>\$615.00</b>
						<b>Check Amount:</b>	<b>\$615.00</b>
						<b>Vendor Total:</b>	<b>\$615.00</b>

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
4050		MEDIA COM							
			0391	HOM	74723		Check		
				E 01	005 760 000 720 320	BUS GARAGE INTERNET	\$229.95		
PO#:		Voucher #:	47859	Invoice	Invoice No: 7/19/2023	7/26/2023	Paid Amt:	\$229.95	
							Check Amount:	\$229.95	
							Vendor Total:	\$229.95	
00851		MENARDS							
			0391	HOM	74724		Check		
				E 01	300 292 030 000 401	Garden hose and supplies for watering baseball/	\$181.88		
PO#: 12375		Voucher #:	47850	Invoice	Invoice No: 50157	7/26/2023	Paid Amt:	\$181.88	
							Check Amount:	\$181.88	
4290		METRO SALES, INC							
			0391	HOM	74725		Check		
				E 01	005 257 000 000 315	MAINTENANCE AGREEMENT	\$564.00		
PO#:		Voucher #:	47852	Invoice	Invoice No: INV2320287	7/26/2023	Paid Amt:	\$564.00	
							Check Amount:	\$564.00	
							Vendor Total:	\$932.27	
			0391	HOM	74730		Check		
				E 01	005 257 000 000 315	MAINTENANCE AGREEMENT	\$368.27		
PO#:		Voucher #:	47851	Invoice	Invoice No: INV2320287	7/26/2023	Paid Amt:	\$368.27	
							Check Amount:	\$368.27	
							Vendor Total:	\$932.27	
3318		MN DRIVERS MANUALS.COM							
			0391	HOM	74765		Check		
				E 04	005 505 046 321 430	Minnesota Drivers Ed. Manual- Class D	\$97.50		

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
3318		MN DRIVERS MANUALS.COM							
		0391		HOM	74765		Check		
				E 04 005 505 046 321 430		Shipping & Handling		\$32.49	
PO#:	12382	Voucher #:		47901	Invoice	Invoice No: 5114	8/9/2023	Paid Amt:	\$129.99
								Check Amount:	\$129.99
								Vendor Total:	\$129.99
2937		NAC MECHANICAL & ELECTRICAL SERVICES							
		0391		HOM	74731		Check		
				E 06 005 870 000 000 305		BOILER REPAIR		\$3,398.66	
PO#:		Voucher #:		47856	Invoice	Invoice No: 214227	7/26/2023	Paid Amt:	\$3,398.66
								Check Amount:	\$3,398.66
								Vendor Total:	\$3,398.66
00902		NORTH AMERICAN SECURITY							
		0391		HOM	74766		Check		
				E 01 005 865 000 363 305		5 TEMP SENORS TESTED		\$261.25	
				E 01 005 715 000 342 530		PANIC BUTTON		\$332.50	
PO#:		Voucher #:		47922	Invoice	Invoice No: P114616, P114645	8/9/2023	Paid Amt:	\$593.75
				E 01 005 865 000 363 305		SECURITY MONITORING		\$149.85	
PO#:		Voucher #:		47886	Invoice	Invoice No: R260958	8/9/2023	Paid Amt:	\$149.85
								Check Amount:	\$743.60
								Vendor Total:	\$743.60
4428		QUALITY INN							
		0391		HOM	74650		Check		
				E 21 005 298 523 301 305		VB CAMP HOTEL ROOM		\$1,360.40	
PO#:		Voucher #:		47836	Invoice	Invoice No: SMSU VB CAMP HOTEL	7/14/2023	Paid Amt:	\$1,360.40
								Check Amount:	\$1,360.40
								Vendor Total:	\$1,360.40
4405		REALITY WORKS							
		0391		HOM	74746		Check		
				E 01 300 331 000 830 433		RealCare Fetal Development Kit		\$1,099.00	
				E 01 300 331 000 830 433		Discount		(\$30.00)	
				E 01 300 331 000 830 433		S&H		\$55.45	
PO#:	12366	Voucher #:		47891	Invoice	Invoice No: 49033	8/3/2023	Paid Amt:	\$1,124.45
								Check Amount:	\$1,124.45
								Vendor Total:	\$1,124.45

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
00280		REGION V					
		0391		HOM	74726		Check
				E 01 005 110 000 000 822	FY2024 QTR 1	\$3,130.50	
PO#:		Voucher #:		47855 Invoice	Invoice No: 15939	7/26/2023	Paid Amt: \$3,130.50
							Check Amount: \$3,130.50
							Vendor Total: \$3,130.50
2857		RENAISSANCE					
		0391		HOM	74747		Check
				E 01 100 203 000 302 460	Renaissance Products & Services Total	\$9,836.39	
				E 01 100 203 000 302 460	Applied Discounts	(\$1,093.14)	
PO#: 12379		Voucher #:		47951 Invoice	Invoice No: INV5293700	8/3/2023	Paid Amt: \$8,743.25
							Check Amount: \$8,743.25
							Vendor Total: \$8,743.25
02181		SCHWICKERT'S					
		0391		HOM	74748		Check
				E 02 005 770 000 701 350	WALK-IN COOLER REPAIR	\$560.00	
PO#:		Voucher #:		47883 Invoice	Invoice No: S510112850	8/3/2023	Paid Amt: \$560.00
				E 02 005 770 000 701 350	WALK-IN FREEZER REPAIR	\$2,280.00	
PO#:		Voucher #:		47884 Invoice	Invoice No: S510112997	8/3/2023	Paid Amt: \$2,280.00
							Check Amount: \$2,840.00
							Vendor Total: \$2,840.00
		0391		HOM	74767		Check
				E 02 005 770 000 701 350	WALK-IN COOLER REPAIR	\$3,905.00	
PO#:		Voucher #:		47911 Invoice	Invoice No: S510113600	8/9/2023	Paid Amt: \$3,905.00
							Check Amount: \$3,905.00
							Vendor Total: \$6,745.00
01230		SOUTH CENTRAL SERVICE COOP					
		0391		HOM	74732		Check
				E 01 005 865 000 347 305	PHYSICAL HAZARD	\$124.78	
				E 01 005 865 000 352 305	ENVIRONMENTAL H&S	\$413.53	
				E 01 005 865 000 358 305	ASBESTOS	\$199.64	
PO#:		Voucher #:		47847 Invoice	Invoice No: 21967	7/26/2023	Paid Amt: \$737.95
							Check Amount: \$737.95
							Vendor Total: \$737.95
3616		SOUTH CENTRAL YOUTH SPORTS					
		0391		HOM	74749		Check
				E 04 005 505 200 321 401	2023 baseball registration fee	\$225.00	
PO#: 12401		Voucher #:		47909 Invoice	Invoice No: 1001	17 8/3/2023	Paid Amt: \$225.00
							Check Amount: \$225.00
							Vendor Total: \$225.00

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type
3543		SPARTAN STORES, LLC					
			0391	HOM	74750		Check
				E 02 005 770 000 709 490	FOOD SERVICE	\$26.94	
PO#:		Voucher #:	47944	Invoice	Invoice No: 28337806	8/3/2023	Paid Amt: \$26.94
							Check Amount: \$26.94
							Vendor Total: \$26.94
3442		SPORT PIX SPX					
			0391	HOM	74655		Check
				E 01 300 296 022 000 401	2023 softball senior banners	\$240.00	
PO#: 12380		Voucher #:	47828	Invoice	Invoice No: 230369	7/17/2023	Paid Amt: \$240.00
							Check Amount: \$240.00
							Vendor Total: \$240.00
02074		THE SHERWIN-WILLIAMS COMPANY					
			0391	HOM	74751		Check
				E 01 005 810 000 000 410	PAINT SUPPLIES	\$30.55	
PO#:		Voucher #:	47893	Invoice	Invoice No: 6586-0	8/3/2023	Paid Amt: \$30.55
				E 01 005 810 000 000 410	PAINT SUPPLIES	\$236.30	
				E 01 005 810 000 000 410	PAINT SUPPLIES - TITLE #1	\$310.08	
PO#:		Voucher #:	47899	Invoice	Invoice No: 3704-8, 3476-3	8/3/2023	Paid Amt: \$546.38
							Check Amount: \$576.93
							Vendor Total: \$576.93
2000		TRUGREEN PROCESSING CENTER					
			0391	HOM	74715		Check
				E 01 005 810 000 000 305	LAWN CARE SERVICE	\$922.89	
PO#:		Voucher #:	47837	Invoice	Invoice No: 179276006	7/19/2023	Paid Amt: \$922.89
							Check Amount: \$922.89
							Vendor Total: \$922.89
4424		TRULY ENGAGING					
			0391	HOM	74716		Check
				E 01 005 110 000 000 401	4" x 7" Magnets - District Calendar	\$623.00	
				E 01 005 110 000 000 401	Freight	\$53.19	
PO#: 12363		Voucher #:	47841	Invoice	Invoice No: EMC1391759	7/19/2023	Paid Amt: \$676.19
							Check Amount: \$676.19
							Vendor Total: \$676.19
4330		U.S. BANK EQUIPMENT FINANCE					
			0391	HOM	74717		Check
				E 01 005 850 000 302 580	OVERAGE 4/1/23-7/1/23	\$1,087.04	
PO#:		Voucher #:	47846	Invoice	Invoice No: 505780189	7/19/2023	Paid Amt: \$1,087.04
							Check Amount: \$1,087.04

## Cleveland Public Schools Detail Payment Register By Vendor

Code	Rcd	Vendor	Co	Bank	Check No	Pmt/Void Date	Pmt Type		
4330		U.S. BANK EQUIPMENT FINANCE							
			0391	HOM	74718		Check		
				E	01 005 850 000 302 580	COPIER RENT AGREEMENT		\$877.00	
PO#:		Voucher #:	47845	Invoice	Invoice No: 505780189	7/19/2023		Paid Amt:	\$877.00
								Check Amount:	\$877.00
								Vendor Total:	\$1,964.04
2598		UNITED STATES TREASURY							
			0391	HOM	74727		Check		
				E	01 005 110 000 000 896	PCORI FEES		\$144.85	
PO#:		Voucher #:	47881	Invoice	Invoice No: 7-2023	7/26/2023		Paid Amt:	\$144.85
								Check Amount:	\$144.85
								Vendor Total:	\$144.85
3656		UNITED TEAM ELITE							
			0391	HOM	74752		Check		
				E	04 005 505 200 321 401	Comm ed summer softball jerseys		\$1,260.00	
				E	04 005 505 200 321 401	Comm ed summer baseball jerseys		\$1,100.00	
PO#: 12402		Voucher #:	47908	Invoice	Invoice No: 7394	8/3/2023		Paid Amt:	\$2,360.00
								Check Amount:	\$2,360.00
								Vendor Total:	\$2,360.00
4212		WALMART - CAPITAL ONE							
			0391	HOM	74768		Check		
				E	04 005 570 000 321 490	SAC FOODS		\$202.44	
PO#:		Voucher #:	47897	Invoice	Invoice No: 1649923121	8/9/2023		Paid Amt:	\$202.44
								Check Amount:	\$202.44
								Vendor Total:	\$202.44
								Report Total:	\$79,051.72

Treasurer's Report to School Board  
 Independent School District #391  
 Cleveland, Minnesota  
 July 2023

FUNDS	BEGINNING OF MONTH	RECEIPTS & TRANSFERS	DISBURSE & TRANSFERS	END OF MONTH
01 GENERAL	\$ 2,471,728.45	\$ 260,846.62	\$ 848,269.72	\$ 1,884,305.35
02 FOOD SERVICE	\$ 137,869.08	\$ 46,328.02	\$ 44,921.91	\$ 139,275.19
04 COMMUNITY ED	\$ (141,935.89)	\$ 16,426.97	\$ 34,272.31	\$ (159,781.23)
06 BUILDING CONSTRUCTION	\$ 165,599.13	\$ 469.21	\$ 7,232.46	\$ 158,835.88
07 DEBT SERVICE	\$ 952,882.47	\$ 43,398.27	\$ 370,810.69	\$ 625,470.05
21 STUDENT ACTIVITIES	\$ 95,158.65	\$ -	\$ 1,610.40	\$ 93,548.25
<b>TOTAL ALL FUNDS</b>	\$ 3,681,301.89	\$ 367,469.09	\$ 1,307,117.49	\$ 2,741,653.49
		<b>BANK ACCOUNTS</b>	<b>INTEREST RATE</b>	<b>**BALANCE ON HAND**</b>
		ICS SAVINGS	0.25%	\$ 562,964.71
		SAVINGS GENERAL	0.10%	\$ 9,658.30
		CHECKING GENERAL	0.20%	\$ 374,487.05
		ICS BUILDING	1.50%	\$ 379,590.49
		MSDLAF+ MAX	5.09%	\$ 2,047,465.41

Jenny Hokanson, Treasurer  
 ISD #391

# Cleveland Public Schools Trial Balance Summary Report

Periods: 202401 To: 202401

Account		Account		Account		Account		Account		Account						
Comp	L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Fin	Sub	Starting	Debits	Credits	Ending	
0391	B	01	101	000						B	100	00	2,471,728.45	260,846.62	848,269.72	1,884,305.35
0391	B	02	101	000					Cash	B	100	00	137,869.08	46,328.02	44,921.91	139,275.19
0391	B	04	101	000					Cash	B	100	00	(141,935.89)	16,426.97	34,272.31	(159,781.23)
0391	B	06	101	000					Cash & Cash Equiv	B	100	00	165,599.13	469.21	7,232.46	158,835.88
0391	B	07	101	000					Cash	B	100	00	952,882.47	43,398.27	370,810.69	625,470.05
0391	B	21	101	000					Cash & Cash Equiv	B	100	00	95,158.65	0.00	1,610.40	93,548.25
Report Total:												\$3,681,301.89	\$367,469.09	\$1,307,117.49	\$2,741,653.49	



## **Statute 120A.414 E-LEARNING DAYS**

### **PLAN:**

Cleveland Public School may use up to five E-Learning Days for inclement weather days as determined by administration. These 5 e-Learning Days will be counted as instructional days and included in hours of instruction. The postponement must be determined before 6:00 AM per state statute.

### **E-LEARNING DEFINED**

"E-learning day" means a school day where a school offers full access to online instruction provided by students' individual teachers due to inclement weather.

### **E-LEARNING DAY EXPECTATIONS FOR CLASSES:**

All students are expected to log in to their Google Meet facilitated by the teacher for each of their regularly scheduled classes at their regularly scheduled times throughout the day. As per the district calendar.

### **EXAMPLES OF QUALITY E-LEARNING:**

- Integrate as seamlessly as possible into the regular instruction that has been occurring.
- Avoid generic, out-of-context tasks. Tasks should be meaningful and important to students.
- Leverage digital tools students are using as part of their regular instruction (Google Classroom)
- Include formative assessment and feedback.
- Provide opportunities for peer interaction.
- Include active instruction by teachers, monitoring progress and providing feedback, facilitating, coaching, clarifying and adjusting the task, and suggesting next steps.
- Class meets synchronously via video chat like Google Meet.

### **ATTENDANCE:**

- Attendance will be taken by logging in to Google Classroom for every scheduled class on time.
- Logging in after the scheduled time will count as tardy.
- Students are required to have their camera on during the Google Meet or they will be considered unexcused.
- 2 hours detention for every unexcused absence.

- Students that are not present during the scheduled class are responsible to coordinate with their teacher(s) to ensure their absence is excused. their teacher(s)

**The following are options to verify attendance for those without internet access:**

- Phone call with teacher
- Activity in classes via phone (pages accessed, discussion participation, formative assessments completed).
- Work submitted at a later date.
- Parents may verify attendance; as per district attendance policy.

**Accommodations for students without sufficient access to the internet, hardware, or software in their homes:**

- At Cleveland Public School most students have access to technology at home which will allow students to log into a Google Meet and Google Classroom from home.
- For students who do not have access they would be allowed two days after school has resumed to complete any assigned work and then they would be considered as present.
- If/when students do not have access to the internet, schools will work with individual students to ensure their learning needs are met.

**Accessible digital instruction for students with disabilities under chapter 125A and meet the needs of each student's Individualized Education Program (IEP)/504 plans:**

- Students will complete e-Learning Day tasks specific to their IEP.
- One on one paraprofessionals' expectations are to log into classes with their student when the class is over they will be available for extra help as necessary.
- Classroom paraprofessionals need to log into the classes that they are assigned to be in and after the classes are done they should meet with the students they normally assist to help them as necessary.

**Teacher access**

Access to teachers via telephone and online during normal school hours. Teachers will be available via telephone and online during these hours (8:00 to 11:15 and 11:55 - 2:56)

**Email and telephone contacts for teachers are listed on the district website.**

**Annual notice.** A school district or charter school must notify parents and students of the e-learning day plan at the beginning of the school year.



## Minnesota Model Policy Revisions

### 2023 Minnesota Legislative Changes

The MSBA/MASA model policies are now updated to reflect Minnesota laws enacted in 2023. Because the revisions potentially concern matters of stakeholder interest, MSBA recommends that, when possible, school boards consider using the multiple meeting revision process set forth in their Model Policy 208.

Because some revisions are effective immediately or in the Summer 2023—and because the revisions are largely taken word-for-word from 2023 legislation—school boards may choose to adopt changes in a single meeting or as an emergency (pursuant to Model Policy 208). This is a local decision for school boards. Whether policy language has been formally adopted, school districts must follow the laws related to the policies.

Number	Title	Primary Revisions
102	Equal Educational Opportunity	Adds equal athletic opportunity paragraph
418	Drug-Free Workplace/Drug-Free School	Reflects marijuana legalization *Education program not required until 26-27 SY
419	Tobacco-Free Environment	Adds loose tobacco/tribal ritual exception
424	License Status	Adds annual report to PELSB requirement
425	Staff Development	Adds paraprofessional paid orientation or professional development
504	Student Appearance <i>(substantially revised)</i>	
506	Student Discipline	Adds substantial revisions: Nonexclusionary disciplinary practices, reasonable force, recess, etc.
507	Corporal Punishment <i>and Prone Restraint</i>	Adds Prohibitions article; prone restraint prohibition
509	Enrollment of Nonresident Students	Adds application provisions
513	Student Promotion, Retention, and Program Design	Adds Gifted and Talented Student provisions; early admissions

514	Bullying Prohibition Policy	Adds malicious and sadistic conduct prohibition; updates General Policy Statement and Notice
516.5	Overdose Medication	Adds school district policy requirements and prescription authorizations
524	Internet Acceptable Use and Safety Policy	Adds cell phone provisions
532	Use of Peace Officers and Crisis Teams	Adds reasonable force provision
534	School Meals Policy	Updates policy to reflect new free meals law
601	School District Curriculum and Instruction Goals	Adds definitions; updates WBWF plan; deletes obsolete provisions on reading
602	Organization of School Calendar and School Day	Adds E-learning provisions
603	Curriculum Development	Updates District Advisory Committee provisions; deletes curriculum development process (Art. VI)
604	Instructional Curriculum	Updates required academic standards; prohibits curriculum discrimination/discipline
613	Graduation Requirements	Updates definitions; adds ethnic studies course provision
616	School District System Accountability	Deletes "graduation standards"; adds reports; updates District Advisory Committee provisions
617	School District Ensurance of Standards	Deletes Profile of Learning reference
618	Assessment of Student Achievement	Updates definitions
620	Credit for Learning	Removes online learning (see updated Policy 624); updates definitions; adds health care credit
621	<i>Literacy and the READ Act (New)</i>	New policy on the READ Act requirements
624	<i>Online Instruction (New)</i>	New policy on online instruction (policy number remains the same)
708	Transportation of Nonpublic School Students	Allows written plan for nonpublic pupil transportation
709	Student Transportation Safety Policy	Adds active transportation safety training requirements; adds Type III bus change
806	Crisis Management Policy	Adds active shooter drill requirements

Please note that Model Policy 621 (Literacy and the READ Act) is an entirely new policy. Model Policy 624 (Online Instruction) maintains an existing policy number, but its text has been entirely deleted and replaced with new Minnesota law.



## Instructions to access the Policy Manual online

1. Please visit [www.mnmsba.org](http://www.mnmsba.org).
2. Go to the Resources tab and select Policies
3. Log into the Members area (access is limited to Policy Services subscribers)
4. Click on a desired policy
5. A clean version (e.g., Policy 418) and a redlined version (e.g., Policy 418 Redline) can be found at the bottom of the policy page, below the Legal References and Cross References.

**NOTE:** If you experience trouble viewing the **redlined** version, please go to the Review tab on Microsoft Word and ensure that “All Markup” is clicked in the Tracking section. If the “Simple Markup” box is checked, one cannot see the redlined changes.

**Redlines:** To clean up the policy library, we removed redlines that are more than ten years old to reduce possible confusion. The removed redlines are available upon request.

The current and recent Policy Services Newsletters can be found on the MSBA website under Services/Policy Services.

If you have questions about Policy Services, how to navigate the online Policy Reference Manual, or the content of the model policies, please contact Terry Morrow at (507) 934-8126 or (800) 324-4459 or by email at [tmorrow@mnmsba.org](mailto:tmorrow@mnmsba.org)

Jaymyson Sillman ([jsillman@mnmsba.org](mailto:jsillman@mnmsba.org)) can assist if technological issues arise related to accessing the model policies or the revisions.



▶ *A Commercial Insurance Proposal*

# Prepared exclusively for Cleveland ISD 391



## Why The Hanover?

- A Fortune 1000® company with over 160 years in business, we are one of the largest property and casualty insurers in the United States.
- We are a rock-solid insurance company with financial strength and stability you can count on
- Our broad range of innovative coverage solutions enable us to provide customers with superior industry-specific solutions
- Our experienced Underwriters, Risk Solutions Specialists, and Claims Professionals are in sync with the unique needs of local markets
  - Our unique loss control programs and highly experienced subject matter experts help clients reduce risks
  - Should a loss occur, our 24/7 claims service is available to help ensure claims are turned around quickly, accurately, and fairly. To report a claim, call us at 800-628-0250 or complete the appropriate web form at [www.hanover.com/claims.html](http://www.hanover.com/claims.html)
- We've selected best-in-class agents to help ensure our customers get the right product at the right price with excellent customer service

RATINGS			
FINANCIAL STRENGTH RATINGS	A.M. Best	Standard & Poor's	Moody's
	The Hanover Insurance Company	A	A
Citizens Insurance Company	A	A	
AIX Specialty Insurance Company	A		
Nova Casualty Company	A		
Professionals Direct Insurance Company	A		
Verlan Fire Insurance Company	A		

(as of January 30, 2015)

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## Why The Hanover for Educational Institutions?

At The Hanover, we're proud to offer expert coverage and services from education experts. Our Education Advantage solution helps to protect against the risks faced by educational institutions. The Hanover can offer the following coverages and services as a part of a total account insurance solution. Unlock the Hanover Advantage:

- Selection of base Property Broadening Endorsements – Bronze, Silver, Gold, Platinum – that add or enhance over 65 separate coverages, including: Personal Effects of Students, Paved Surfaces, Pollutant Cleanup and Removal, Fund raiser Business Income, Property Off Premises, and more
- Educational Institutions Property Broadening Endorsement provides industry-specific coverages, including: Emergency Evacuation Expense, Fundraiser Business Income, Personal Effects of Students, and more
- Data Breach Coverage provides for a timely, orderly, and effective response to the unauthorized acquisition of private personal data that has been entrusted to an Insured, mitigating or avoiding possible damages to the Insured's business, its reputation, and its customers' security
- Emergency Event Management Coverage provides broad protection against actual or attempted violent attacks, certain covered illnesses, specified felonies and other emergency incidents that result in adverse regional or national news coverage of the Insured's business
- General Liability Coverage Endorsements, including: Broadcast and Publication Liability; Professional Services Liability for School Nurses, Psychologists, Therapists, Counselors and Athletic Trainers; Pollution Liability for Classroom Pollution Events; Defense Cost Reimbursement for Innocent Employees who are Charged with Criminal Offenses
- Sexual Misconduct and Sexual Molestation Liability Coverage Endorsement provides bodily injury coverage for acts of multiple, continuous, or repeated acts of sexual misconduct or sexual molestation by one person or two or more persons acting together
- School and Educators Legal Liability (E&O) offers protection from damages the institution is legally obligated to pay because of wrongful acts, misstatements, errors and omissions, or breach of duty; optional forms modify coverage to provide Non Monetary Relief Defense and Consent to Settle provision
- Designed by industry experts, the Hanover Risk Solutions E-Learning Series includes a suite of distinctive e-learning courses, available at no additional cost to policyholders, on a variety of topics relevant to educational institutions, including bullying prevention, mandated reporter responsibilities and more



# Premium Summary

Effective Date: 09/02/2023 Expiration Date: 09/02/2024

COVERAGE	PREMIUM	INSURANCE COMPANY
Package (including taxes/surcharges)	\$95,863.19	Massachusetts Bay Insurance Company
Property	Included	Massachusetts Bay Insurance Company
General Liability	Included	Massachusetts Bay Insurance Company
Inland Marine	Included	Massachusetts Bay Insurance Company
Automobile (including taxes/surcharges)	\$16,256	Allmerica Financial Benefit Insurance Company
Umbrella	\$10,481	The Hanover Insurance Company
Total Estimated Premium	\$122,600.19	

## Please Note:

- This account has been quoted based on information you furnished or information available to us.
- All coverages included in this commercial insurance proposal are optional. Whether or not this quote is for more than one line of insurance, it must be accepted or rejected by the recipient in its entirety. Any change to the quote would require resubmission.
- This proposal is open for consideration for 30 days or until September 02, 2023, whichever is sooner.
- All quotes and rates/pricing are subject to change if exposures change at the time of issuance.

## Additional Notes

Roof limitation endorsement (CP 10 36) applies to buildings with metal roofs

# Property Coverages

## Policy-Level Deductibles and Valuation

WIND/HAIL FLAT DEDUCTIBLE	VALUATION
\$10,000	Replacement Cost

Location level exceptions apply as outlined:  
Greenhouses have \$10,000 wind/hail ded

# Property Coverages

## Gold Property Broadening Endorsement 411-0793

COVERAGE	LIMITS	COVERAGE	LIMITS
Backup of Sewer, Drain or Sump	Included	Inventory & Loss Appraisal	\$250,000
Brands & Labels	Included	Key Replacement & Lock Repair	\$20,000
Broadened Building Coverage	Included	Leasehold Interest	\$150,000
Broadened Business Personal Property Coverage	Included	Lessor's Tenant Move Expenses	\$50,000
BI/EE - Dependent Properties	\$150,000	Marring & Scratchin	Included
Business Income and Extra Expense - Lease Cancellation	\$50,000	Money & Securities	\$50,000
Business Income and Extra Expense - Transit	\$75,000	Money Orders & Counterfeit Money	\$50,000
Business Personal Property in Storage Units	\$25,000	Newly Acquired/Constructed Property - Building	\$2,000,000
		Newly Acquired/Constructed - Business Personal Property	\$1,000,000
Business Personal Property in Transit	\$100,000	Newly Acquired Locations - BI/EE	\$250,000
Business Personal Property Off Premises	\$250,000	Non-Owned Detached Trailers	\$25,000
Catastrophe Allowance	\$50,000	Ordinance or Law - Coverage A	Included
		Ordinance or Law - Coverage B and C	\$500,000
Computer and Funds Transfer Fraud	\$50,000	Pollutant Clean-Up and Removal	\$100,000
Consequential Loss to Stock	Included	Preservation of Property	90 days
Contract Penalties	\$50,000	Preservation of Property - Expense	\$50,000
Debris Removal	\$250,000	Prototypes	Included
Denial of Access to Premises	30 days; 72 hour waiting period	Rewards	75,000
E-Commerce	\$50,000	Sales Representative Samples	\$25,000
Electronic Data Processing Equipment	Included	Soft Costs	\$25,000
Employee Theft including ERISA Compliance	\$250,000	Temporary Relocation of Property	\$100,000
Employee Tools and Work Clothing	\$25,000	Theft Damage to Building	Included
Expediting Expense	\$50,000	Undamaged Tenants Improvements & Betterments	\$50,000
Extended Business Income	180 days	Underground Water Seepage	\$50,000
Extended Coverage on Property — w/in 2,000 feet	Included	Unintentional Property Reporting Errors	\$500,000
Extra Expense	\$300,000	Unnamed Locations Premises	\$150,000
Fire Protection Equipment Recharge	Included	Utility Services – Direct Damage	\$100,000
		Utility Services – Business Income	\$100,000
Food Contamination – Additional Advertising Expense	\$25,000 \$3,000	Voluntary Parting	\$50,000
Forgery or Alteration	\$100,000	Water Damage, Other Liquids, Powder or Molten Material Damage	\$50,000
Foundations & Underground Pipes	Included	Windblown Debris	\$10,000
International Air Shipments	\$50,000	Worldwide Business Personal Property Off Premises	\$75,000

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# Property Coverages

**Coverages Included within a \$500,000 Blanket Limit of Insurance:**

Accounts Receivable, Deferred Payments, Fine Arts, Fire Department Service Charge, Movement of Property, Outdoor Property, Personal Effects & Property of Others, Research & Development Documentation, Valuable Papers & Records

## Educational Institutions Property Broadening Endorsement 411-0812

This endorsement provides Industry specific coverage options and is offered in combination with the Bronze, Silver, Gold, or Platinum Broadening Endorsements.

COVERAGE	LIMITS	COVERAGE	LIMITS
Automated External Defibrillators	\$5,000	Paved Surfaces	\$100,000
Business Income and Extra Expense - Fundraising Event	\$50,000	Personal Effects of Students	\$100,000
Broadened Building Coverage	Included	Real Property of Others Required by Contract	\$5,000
Emergency Evacuation Expense	\$25,000	Special Settlement Provisions - Agreed Value Coverage (Losses <\$25,000) - Replacement Cost – Lease Personal Property	Included Included
Glass Showcases	\$2,500	Spoilage – On Premises Spoilage – In Transit	\$25,000 \$5,000

## Data Breach Coverage Form 411-0669 with Minnesota Changes - Data Breach Coverage Form 411-0938

This coverage form provides a number of valuable services and first-party expense coverages for covered loss, theft, accidental release or accidental publication of private personal data.

SCHEDULE	LIMITS
Data Breach Coverage Aggregate Limit of Insurance	\$10,000
Data Breach Expense Coverages Aggregate Sublimit of Insurance	\$10,000
Additional Expense Coverages Aggregate Sublimit of Insurance	\$10,000
Data Breach Coverage Deductible	\$1,000
Cyber Business Interruption Waiting Period Deductible	24 Hours

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# Property Coverages

## Equipment Breakdown Coverage 451-0038

Equipment Breakdown provides coverage that is excluded under the standard property policy. It covers the sudden and accidental, physical damage to equipment that requires its repair or replacement. Our coverage goes beyond the traditional equipment breakdown coverage. It includes coverages designed to address today’s modern equipment risks:

- Microelectronics Coverage
- Cloud Computing Service Interruption
- Service Interruption Data Restoration
- Off Premises Business Income, Extra Expense and Data Restoration
- Public Relations

COVERAGE	LIMITS
Equipment Breakdown Limit	Follows Building & Personal Property Limit
Business Income	Follows Business Income Limit
Extra Expense	Included
Data Restoration	\$100,000
Expediting Expenses	\$100,000
Fungus, Wet Rot, Dry Rot and Bacteria	\$15,000
Hazardous Substances	\$100,000
Public Relations	\$5,000 included when there is a Business Income loss
Scientific Animals	\$0
Service Interruption	Included in BI, EE and/or Spoilage Limit
Spoilage	\$100,000

COVERAGE	DEDUCTIBLES
Direct Coverages	\$5,000

## Additional Covered Property CP1410

This endorsement removes the below described property from Property Not Covered and adds it to Covered Property on the Building and Personal Property Coverage Form.

DESCRIPTION OF PROPERTY	TYPE OF PROPERTY
Fences-Athletic fields	Business Personal Property
Playground equipment	Business Personal Property

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# General Liability Coverages

## Educational Institution Commercial General Liability Broadening Endorsements

CGL BROADENING ENDORSEMENT 421-2915		CGL ENHANCEMENT ENDORSEMENT - EDUCATIONAL INSTITUTIONS 421-2925	
COVERAGE	LIMIT	COVERAGE	LIMIT
Additional Insured by Contract, Agreement or Permit	Included	Additional Insured — Broad Form Vendors	Included
Additional Insured — Primary and Non -Contributory	Included	Additional Insured — Board Members, Trustees, Student Teachers, Safety Patrol and Approved Groups	Included
Blanket Waiver of Subrogation	Included	Aggregate Limit Per Location	Included
Bodily Injury Redefined	Included	Aircraft, Auto or Watercraft Amendments	Included
Broad Form Property Damage — Borrowed Equipment, Customers Goods & Use of Elevators	Included	Broad Form Named Insured	Included
Knowledge of Occurrence	Included	Broadcasting & Publication – Personal and Advertising Injury	Included
Liberalization Clause	Included	Clinic or Hospital Exclusion	Included
Medical Payments – Extended Reporting Period	Included	Medical Payments – Student Exclusion	Included
Newly Acquired or Formed Organizations — Covered until end of policy period	Included	Mobile Equipment Redefined	Included
Non-Owned Watercraft	51 feet	Personal Injury — Broad Form	Included
Supplementary Payments Increased Limits – Bail Bonds – Loss of Earnings per day	\$2,500 \$1,000	Personal Injury – Televised or Videotaped Publication	Included
Unintentional Failure to Disclose Hazards	Included	Property Damage Legal Liability – Broad Form – Fire, Lightning, Explosion, Smoke and Leakage from Fire Protection Systems Damage Limit	\$1,000,000
Unintentional Failure to Notify	Included	Who Is An Insured Extension – Co-employees and Volunteer Workers	Included

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# General Liability Coverages

## School and Educators Legal Liability Coverage Part

This coverage part provides coverage against claims for the directors and officers of the governing body of the educational institution, employees, substitute teachers, volunteer workers and student teachers for “wrongful acts” while acting in their capacity as such. Coverage is also provided for the insured entity. Coverage is provided on a claims-made basis. Additional exclusions, conditions and definitions apply as outlined in the form.

COVERAGES	EACH CLAIM LIMIT	AGGREGATE LIMIT	DEDUCTIBLE AMOUNT	DEDUCTIBLE TYPE	RETROACTIVE DATES
School and Educators Legal Liability (Claims-Made) 421-0353 with Minnesota Changes (421-1763)	\$1,000,000	\$1,000,000	\$15,000	Loss and Defense Expense	Coverage A – Educators Liability 09/02/2016  Coverage B – Directors & Officers Liability 09/02/2016
Mandatory: School and Educators Legal Liability Coverage Form Declarations 421-0357; Coordination of Coverage 421-3685; Exclusion - Recording and Distribution of Material or Information in Violation of Law 421-1705					

## Educational Institution Employment Practices Liability Endorsement

This endorsement amends the School and Educators Legal Liability Coverage Part to provide employment practices liability coverage on a claims-made basis. The Employment Practices Aggregate Limit is separate from and in addition to the School and Educators Legal Liability Aggregate Limit.

COVERAGE	" CLAIM " LIMIT	AGGREGATE LIMIT	DEDUCTIBLE AMOUNT	DEDUCTIBLE TYPE	RETROACTIVE DATE
Educational Institution Employment Practices Liability With Third Party Coverage Endorsement (Defense Outside Limits) 421-1719 with Minnesota Changes (421-1763)	\$1,000,000	\$1,000,000	\$15,000	Loss and Defense Expense	09/02/2016

## Broadened Bodily Injury and Property Damage for Educational Institutions 421-1729

COVERAGE	LIMIT
This optional endorsement extends the policy to include property damage resulting from the use of reasonable force to protect persons or property and bodily injury arising from the use of reasonable force to restrain or remove a student whose behavior is interfering with the orderly exercise and performance of the school’s function subject to the terms outlined in the endorsement.	Included

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# General Liability Coverages

## Incidental Professional Liability Coverage for Educational Institutions Endorsement

This endorsement provides bodily injury coverage for “covered incidental professional services” provided to your employees or students and incidental to the operations of your educational institution. This includes nursing, psychological, psychometric, guidance counseling, athletic training, speech, hearing, occupational or physical therapy services. Coverage applies to the insured and employees of the insured who perform these services. Additional exclusions, conditions and definitions apply as outlined in the form.

COVERAGE	LIMIT
Incidental Professional Liability Coverage for Educational Institutions Endorsement - Occurrence form 421-1744	Included

## Sexual Misconduct or Sexual Molestation Liability

This endorsement provides coverage for the insured arising from a sexual act of misconduct or molestation injury. Additional exclusions, conditions and definitions apply as outlined in the form. Limits provided are separate and not included in the GL limits.

COVERAGE	LIMIT	
	EACH INCIDENT	AGGREGATE
Sexual Misconduct or Sexual Molestation Liability (Occurrence Separate Aggregate) 421-0334	\$1,000,000	\$2,000,000

COVERAGE	LIMIT
Innocent Party Defense Endorsement 421-0343	\$300,000

## Educational Institution Limited Pollution Liability for Curriculum or Program Endorsement

This coverage endorsement amends the Pollution exclusion to provide “bodily injury” or “property damage” coverage for pollution incidents arising out of activities and functions that are usual to instruction in the school’s educational curriculum or program occurring within nonresidential buildings or structures, including swimming pools, on the named insured's premises. Additional exclusions, conditions and definitions apply as outlined in the form.

COVERAGE	LIMIT
Educational Institution Limited Pollution Liability For Curriculum Or Program Endorsement 421-1735	Included

## Employee Benefits Liability — Claims Made

EACH EMPLOYEE	AGGREGATE	DEDUCTIBLE PER EMPLOYEE	RETROACTIVE DATE
\$1,000,000	\$3,000,000	\$1,000	09/02/2021

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# General Liability Coverages

## Innocent Employee Defense Coverage Endorsement 421-1377

COVERAGE	LIMIT
This coverage endorsement may reimburse the insured for the sums that they voluntarily pay to an employee for the reasonable and necessary defense costs incurred by that employee to defend against criminal charges arising out of their employment. Charges must be dismissed with prejudice or the employee be found not guilty of all criminal charges by a court of law.	\$25,000 per policy period

# Inland Marine Coverages

## Inland Marine

COVERAGE	FORMS	LIMIT	DEDUCTIBLE
Contractors' Equipment	IM7000; IM7005;	\$23,950	\$1,000

## Educational Institution Miscellaneous Property Coverage Form 441-0243

This coverage endorsement provides valuable protection for the special types of property that schools have on or off their premises

COVERAGE	LIMIT
School Band Uniforms, Choir Robes, Similar and Relate Property	\$50,000
School Athletic Equipment, Uniforms, Similar and Related Equipment and Accessories	\$50,000
School Musical Instruments, Similar and Related Equipment and Accessories	\$50,000
School Cameras, Projection Machines, Films, Similar and Related Equipment and Accessories	\$50,000
Dwellings Under Construction by Vocational Shop Classes	\$100,000
Scheduled Covered Property – Description:	
The Deductible amount is \$500 unless otherwise stated	
Agreed Value – applicable to Scheduled Covered Property as described here.	

# Automobile Coverages

## Educational Institution Business Auto Coverage Broadening Endorsement 461-0252

COVERAGE	LIMIT
Temporary Substitute Auto Physical Damage	Included
Broadened Named Insured	Included
Supplementary Payments — Increased Limits	
– Bail Bonds	\$2,500
– Loss of Earnings	\$500 per day
Employees as Insureds	Included
Expense You Incur to Return a Stolen Auto	\$1,000
– Sign Coverage	\$2,000
Glass Deductible Waiver for Repair	Included
Transportation Expense	
– Per Day Limit	\$50
– Maximum Limit	\$1,500
Hired Auto Physical Damage	\$50,000
– Owner’s Actual Loss of Use	\$1,000
Audio, Visual, Data and Global Positioning Electronic Equipment Coverage	\$500
Rental Reimbursement and Material Transfer Expense	
– Number of Days	60 Days
– Limit	\$3,000
Airbag Coverage	Included
Auto Lease or Loan Physical Damage Extension	Included
Towing and Labor	
– Private passenger/light truck	\$50
– Medium truck	\$150
Personal Effects Coverage	\$600
Duties in the Event of Accident, Claim, Suit or Loss	Included
Unintentional Failure to Disclose Information	Included
Bodily Injury Redefined	Included

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# Umbrella Coverages

## Umbrella

COVERAGE	LIMIT
Limits of Liability — Each Occurrence or Each Claim	\$3,000,000
Limits of Liability — General Aggregate	\$3,000,000
Retained Limit	\$0
Follow Form General Liability Coverage when Scheduled on 475-0003	Included
Follow Form Employee Benefits Liability Coverage when Scheduled on 475-0003	Included
Follow Form Automobile Liability Coverage when Scheduled on 475-0003	Included
Follow Form Sexual Misconduct or Sexual Molestation Liability when Scheduled on 475-0003	Included
Follow Form Educational Institution Limited Pollution Liability for Curriculum or Program Endorsement when included in underlying coverage	Included
Follow Form Incidental Professional Liability Coverage for Schools when included in underlying coverage	Included
Follow Form School and Educators Legal Liability when Scheduled on 475-0003	Included
Follow Form Employment Practices Liability when Scheduled on 475-0003	Included

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# Direct Bill—Billing Options

## Register on MyHanoverPolicy

- Login to [www.myhanoverpolicy.com](http://www.myhanoverpolicy.com) for easy access to view and pay your bills
- Save bank account or card information for future use
- View bill images
- Sign up to receive e-mail alerts
- View payment history, including pending payments
- Sign up for recurring payments (EFT) deducted from your checking or savings account
  - Manage bank account information and withdrawal date online
  - Choose any day between 1<sup>st</sup> and 28<sup>th</sup>
  - No installment fees

## Additional Billing Options

### Pay Online

One-time payment options include Visa, MasterCard, Discover, debit card or checking account.

### Pay by Phone: 800-573-1187

Make a payment 24 hours a day with your Visa, MasterCard, Discover, debit card or checking account.

### Write a Check

If you prefer, The Hanover can send you paper bills via U.S. mail. When paying your bill by check, please allow sufficient time for mailing.

### Important Information

- Payments made by phone or online by 6:00 pm (EST) are applied the same day
- Payments made after 6:00 pm (EST) will be posted the following business day

## Set Up Hanover EZPay for Workers' Compensation Customers

Hanover EZPay is an innovative, pay-as-you-go solution for Workers' Comp, where premiums are based on actual payroll figures generated in real time. The Hanover's approach of using real time data in Workers' Comp billing allows you to pay what they actually owe. This means you can relax and manage cash flow more effectively.

## Learn More

We offer a wide variety of payment plans to meet your client's individual needs. To access additional details, go to [www.hanover.com/billing](http://www.hanover.com/billing) or call us at 800-922-8427.

# Electronic Funds Transfer Authorization Form

## A Few Minutes Can Save You Money

EFT eliminates direct bill service fees, check fees and postage! Fill out the information below to start paying your bill by EFT. Or go to MyHanoverPolicy on hanover.com to enroll and manage your EFT account. It only takes a few minutes and could save you a lot.

### Bank Account Holder Name and Address

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

OR

Company Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

### Bank Account Information (Select one)

The information provided will be used by Hanover or Citizens for processing your payment and will be kept confidential.

Bank Name: \_\_\_\_\_

Personal Account – Checking  Personal Account – Savings  Business Account – Checking  Business Account – Savings

ABA/ACH Routing Number: \_\_\_\_\_

Checking or Savings Account Number: \_\_\_\_\_

Payment Plan\*:  Full Pay  2 Pay\*\*  3 Pay\*\*\*  4 Pay  
 10 Pay (for 12 Month Policies only)  Monthly

\*If no payment plan is indicated, your policy will be defaulted to a Monthly payment plan.

\*\*Available in all states except MA & RI.

\*\*\*Available in all states except MA & RI. (Personal Lines only)



Withdrawal Date: (select a day between the 1st and 28th) \_\_\_\_\_

Write the policy numbers of the policies you wish to enroll in the EFT program in the spaces below:

Policy #1: \_\_\_\_\_ Policy #2: \_\_\_\_\_ Policy #3: \_\_\_\_\_ Policy #4: \_\_\_\_\_

Item	Amount	Balance	Due	Paid	Unpaid	Interest	Service
Auto Policy #11 1234567	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00
Home Policy #12 2345678	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
Commercial Policy #13 3456789	\$2,300.00	\$0.00	\$2,300.00	\$0.00	\$2,300.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## Deduction Authorization

By signing below, you are enrolling in The Hanover Insurance Company ("Hanover") and Citizens Insurance Company of America ("Citizens") Electronic Funds Transfer ("EFT") Payment Program to pay your insurance premium. You authorize the Hanover or Citizens, as applicable, to initiate withdrawals from the bank account provided above to pay the premiums for the indicated policy(ies) and any renewals thereof. The enrollment will become effective when you receive written confirmation from your insuring Hanover or Citizens company. Any overpayment or refunds of the paid premiums may be returned to the bank account. This authorization will remain in effect until your insuring Hanover or Citizens company and your bank receives a written notice of termination from you and a reasonable time to cancel your enrollment. The information provided in this form will be used by The Hanover or Citizens to process your premium payment and will be kept confidential. We may also use the email address provided to communicate with you periodically about your policy or other Hanover offerings and services. If you fail to provide a date for your EFT withdrawal, you agree for the payment to be made on the 10th of the month in which it's due. Please note all payments returned for insufficient funds or closed account will be assessed a fee. If your EFT payment is dishonored by your bank due to lack of funds or for any other reason, we may terminate your EFT enrollment. Any amount you owe shall not be waived by termination of your EFT enrollment. Implementing your EFT request may take up to 30 days. Please continue to make scheduled direct bill payments to avoid an interruption in coverage until you receive a written notice of EFT enrollment confirmation in the mail.

Account holder's signature \_\_\_\_\_ Date \_\_\_\_\_

Mail to: The Hanover Insurance Company  
 PO Box 15083  
 Worcester, MA 01653-0083  
 Email: hanovereft@hanover.com Fax number: \_\_\_\_\_ 508-926-5438

**If this fax or email has been received in error, please forward it to 508-926-5438 or email it to hanovereft@hanover.com and destroy all copies**

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# Direct Bill—Commercial Lines

## Minnesota

### 12 Month Policies

PAYMENT OPTIONS	NEW BUSINESS	RENEWAL BUSINESS	BILLING FEES
Full Payment	Full Payment: <ul style="list-style-type: none"> <li>100% down payment</li> </ul>	Full Payment: <ul style="list-style-type: none"> <li>One installment</li> </ul>	Late—\$25 NSF—\$25
Two Payments	Two Installments: <ul style="list-style-type: none"> <li>50% down payment</li> <li>One installment is due at a 6 month interval</li> </ul>	Two Installments: <ul style="list-style-type: none"> <li>Two equal installments due at a 6 month interval</li> </ul>	Late—\$25 Invoice—\$6 NSF—\$25
Four Payments	Four Installments: <ul style="list-style-type: none"> <li>25% down payment</li> <li>Three equal installments due at quarterly intervals</li> </ul>	Four Installments: <ul style="list-style-type: none"> <li>Four equal installments due at quarterly intervals</li> </ul>	Late—\$25 Invoice—\$6 NSF—\$25
Ten Payments	Ten Installments: <ul style="list-style-type: none"> <li>20% down payment</li> <li>Nine equal installments due at monthly intervals</li> </ul>	Ten Installments: <ul style="list-style-type: none"> <li>Ten equal installments due at monthly intervals</li> </ul>	Late—\$25 Invoice—\$6 NSF—\$25
Monthly EFT Only	Twelve Installments: <ul style="list-style-type: none"> <li>One month down payment</li> <li>Eleven equal installments due at monthly intervals</li> </ul>	Twelve Installments: <ul style="list-style-type: none"> <li>Twelve equal installments due at monthly intervals</li> </ul>	Late—\$25 NSF—\$25
Pay As You Go (Hanover EZPay)	Hanover EZ Pay allows businesses to pay their Workers' Compensation premium in real-time as they run their payroll. <ul style="list-style-type: none"> <li>No down payment required</li> <li>Automatic premium withdrawals with frequency determined by payroll cycle</li> </ul> <i>Payroll vendor may charge an additional fee for reporting on insured's behalf</i>		NSF—\$25

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### Payment Methods Available in Minnesota

PAYMENT OPTION	PAYMENT METHOD	DETAILS
Online	Checking, Debit Card, and Credit Card*	<a href="http://hanover.com">hanover.com</a> **
Phone	Checking, Debit Card, and Credit Card*	1-800-573-1187
Automatic (EFT)	Checking and Savings	hanover.com <a href="#">EFT Authorization Form</a>
Online Banking	Checking and Savings	Customer's Bank Site
Mail	Check or Money Order	The Hanover Insurance Group PO Box 850045 Charlotte, NC 28258-0045

\* MasterCard, Visa, and Discover accepted.

\*\* Register at [hanover.com](http://hanover.com) for email alerts, My Wallet, and more!

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THIS NOTICE IS PROVIDED IN RESPONSE TO THE DISCLOSURE REQUIREMENTS OF THE TERRORISM RISK INSURANCE ACT. THIS NOTICE DOES NOT GRANT COVERAGE OR CHANGE THE TERMS AND CONDITIONS OF COVERAGE UNDER THE POLICY. IF THERE IS A CONFLICT BETWEEN THIS NOTICE AND THE POLICY, THE PROVISIONS OF THE POLICY SHALL APPLY.

## DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT

SCHEDULE	
Disclosure of Premium:	
Total Terrorism Premium	\$750
Fire Following Premium	
Other than Fire Following Premium	\$750

### Disclosure of Terrorism Coverage Available

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from “acts of terrorism” defined in Section 102(1) of the Act as follows:

Any act or acts that are certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security and the Attorney General of the United States, to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States government by coercion.

The premium charged for this coverage is provided in the Schedule above and does not include any charges for the portion of loss that may be covered by the Federal Government as described below.

Your policy may contain other exclusions which could affect your coverage, such as an exclusion for Nuclear Events or Pollution. **Please read your policy carefully.**

**Note for Commercial Property or Commercial Inland Marine Policyholders in Standard Fire States:**

In your state, a terrorism exclusion makes an exception for (and therefore provides coverage for) fire losses resulting from an act of terrorism. If you reject the offer of terrorism coverage, therefore, that rejection does not apply to fire losses resulting from an act of terrorism. Coverage for such fire losses will be provided in your policy. The additional premium just for such fire coverage is shown in the Schedule above.

## Disclosure of Federal Participation in Payment of Terrorism Losses

The United States government through the Department of the Treasury may pay a share of terrorism losses insured under the federal program under a formula set forth in the Act. Under this formula, the United States government generally reimburses the following percentage of covered terrorism loss which exceeds the statutorily established deductible paid by the insurance company providing the coverage: 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019; and 80% beginning on January 1, 2020.

## Cap on Insurer Participation in Payment of Terrorism Losses

The Act contains a \$100 billion cap that limits the reimbursement by the United States government as well as insurers' liability for losses resulting from certified acts of terrorism. If the aggregate of insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed \$100 billion in a calendar year and we have met our insurer deductible under the Act, we will not be liable for the payment of any portion of the amount of such losses that exceeds \$100 billion. In such case, insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

## Rejection of Terrorism Insurance Coverage

I decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

\_\_\_\_\_  
Applicant/Policyholder Signature

\_\_\_\_\_  
Insurance Company

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Quote or Policy Number

\_\_\_\_\_  
Date

## Thank You!

Thank you for the opportunity to design a total account insurance solution for your client's educational institution.

While The Hanover is widely recognized for its broad range of coverages, our company's underwriting, claims, and loss control professionals continue to set the industry standard for overall excellence and expertise. Our team is committed to helping all of our agency partners with industry-specific solutions, innovative coverages, and superb services, with the end goal being to provide added value that helps you win and retain more business.

We strive to make sure these coverages add value, are cost-effective, and convenient. Our total account solution provides protection for today, plus the ability to evolve to meet tomorrow's challenges.

I'll be contacting you soon to discuss this proposal and to answer any questions you may have. Meanwhile, if I can be of any assistance, please don't hesitate to contact me in advance.

Caitlin Lawrence  
MM Sales UW Specialist  
clawrence@hanover.com  
952-897-3016

Thank you for considering The Hanover. Our entire team looks forward to working with you.



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