

Regular School Board Meeting  
Monday, January 10, 2022 5:30 PM

Austin High School Annex Recital Hall  
205 4th Street NW, Annex Door #1  
Austin, MN 55912

## **Agenda**

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Approval of Agenda - Action  
**Speaker(s):** Chairperson
4. Election of Officers - Action  
**Speaker(s):** Chairperson
  - 4.A. Chairperson
  - 4.B. Vice-Chairperson
  - 4.C. Clerk
  - 4.D. Treasurer
5. Official Newspaper - Action  
**Speaker(s):** Chairperson
6. Columbus Day Resolution - Action  
**Speaker(s):** Chairperson
7. 2022 Meeting Schedule - Action  
**Speaker(s):** Chairperson
8. School District Depositories - Action  
**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams
9. Lease, Purchase and Contract for Services Authorization - Action  
**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams
10. 2022 Committee Assignments  
**Speaker(s):** Chairperson
11. Delegations
12. Superintendent's Report
13. School Board Reports
14. Student Representative Reports  
**Speaker(s):** Elizabeth Osura and Katherine Diaz
15. Elementary and Secondary Principal Reports
16. Department Updates/Committee Reports
  - 16.A. Educational Services - John Alberts
  - 16.B. Community Education - Jennifer Lawhead
  - 16.C. Special Services - Sheri Willrodt
  - 16.D. Information Services - Corey Haugen
17. Consent Agenda: Action
  - 17.A. Regular meeting minutes of 12/13/21
  - 17.B. Personnel report
  - 17.C. Bills as of 1/10/22
  - 17.D. Treasurer's report through August, 2021
18. Donations - Action

**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams

19. First Reading of Revised Policies
  - 19.A. Policy 720 - Vending Machines
  - 19.B. Policy 721 - Uniform Grant Guidance Policy Regarding Federal Revenue Sources
  - 19.C. Policy 722 - Public Data Requests
  - 19.D. Policy 802 - Disposition of Obsolete Equipment and Material

20. Request Emergency Approval of Policy 491 - Mandatory COVID-19 Vaccination or Testing and Face Coverings - Action

**Speaker(s):** Superintendent Page

21. Reminder of the School Board Study Session scheduled for January 24, 2022, at 4:00 pm, in the District Office Conference Room.
22. Request approval to enter closed session for the purpose of discussion on upcoming Principal Unit negotiations - Action
23. Request approval to enter open session - Action
24. Adjournment - Action

## MEMORANDUM

**TO:** Austin School Board Members

**FROM:** Joey Page, Ed.D.

**DATE:** January 5, 2021

**RE:** Christopher Columbus Day

I would like to recommend the following resolution be presented for consideration at the organizational meeting of the Austin School Board scheduled for January 10, 2022.

BE IT RESOLVED, upon motion by \_\_\_\_\_ and second by \_\_\_\_\_, Austin Public Schools authorizes school business to be conducted on Christopher Columbus Day, the second Monday of October, per M.S. 645.44, Subd. 5.

(pass/fail)

## **2022 School Board Meeting Schedule**

Monday, January 10, 2022	5:30 pm Regular Meeting
Monday, January 24, 2022	4:00 pm Study Session
Monday, February 14, 2022	5:30 pm Regular Meeting
Monday, February 28, 2022	4:00 pm Study Session
Monday, March 14, 2022	5:30 pm Regular Meeting
Monday, March 28, 2022	12:00 - 4:00 pm Study Session
Monday, April 11, 2022	5:30 pm Regular Meeting
Monday, April 25, 2022	1:00 - 5:00 pm Study Session
Monday, May 9, 2022	5:30 pm Regular Meeting
Monday, May 23 2022	1:00 – 3:00 pm Study Session
Monday, June 13, 2022	5:30 pm Regular Meeting
Monday, June 27, 2022	4:00 pm Study Session
Monday, July 11, 2022	5:30 pm Regular Meeting
Monday, July 25, 2022	4:00 pm Study Session
Monday, August 8, 2022	5:30 pm Regular Meeting
Monday, August 22, 2022	4:00 pm Study Session
Monday, September 12, 2022	5:30 pm Regular Meeting
Monday, September 26, 2022	4:00 pm Study Session
Monday, October 10, 2022	5:30 pm Regular Meeting
Monday, October 24, 2022	4:00 pm Study Session
Monday, November 14, 2022	5:30 pm Regular Meeting
Monday, November 28, 2022	4:00 pm Study Session
Monday, December 12, 2022	5:30 pm Regular Meeting

**MEMORANDUM**

**TO:** Austin School Board  
Superintendent Page

**FROM:** Andrew Adams, CPA  
Executive Director of Finance and Operations

**DATE:** January 10, 2022

**RE:** Depositories for School District Funds

I recommend the following motion:

Upon motion of Board Member \_\_\_\_\_ and second by Board Member \_\_\_\_\_, designate the following banks as depositories for the school district’s checking accounts:

Main Account. . . . . Bremer Bank  
General/Payroll Account. . . . . Bremer Bank  
Health Insurance Account . . . . . Bremer Bank  
Lease/Purchase Co-Op Bldg . . . . . Old National  
Certificates of Purchase – MacPhail . . . . . US Bank

and the following banks and financial institutions as depositories for the investment of school district funds:

Bremer Bank- Austin  
US Bank – Austin  
Wells Fargo Bank – Austin  
Sterling State Bank – Austin  
Home Federal S & L – Austin  
Security State Bank – Austin  
First Farmer’s State Bank – Austin  
Farmer’s and Merchant’s Bank – Austin  
Wells Fargo Bank – Minneapolis  
Dain Bosworth – Minneapolis

Merrill Lynch, Pierce Fenner & Smith – Minneapolis  
MN School District Liquid Asset Fund Plus – PFM Asset Management – Bohemia, NY  
Putnam Investor Services – Providence, RI  
PMA – Naperville, IL  
MN Trust – Albertville, MN

and that the Superintendent, Executive Director of Finance and Operations, Controller, or the Benefits/Cash Manager be authorized to deposit and withdraw money on behalf of the district to the checking and investment accounts.

## MEMORANDUM

**TO:** Austin School Board  
Superintendent Page

**FROM:** Andrew Adams, CPA  
Executive Director of Finance and Operations

**DATE:** January 10, 2022

**RE:** Authorization

The following resolution is presented for school board approval.

The School Board of Independent School District #492 authorizes Joey Page, Superintendent; Andrew Beenken-Adams, Executive Director of Finance and Operations; and Amy Hauser, Controller, to lease, purchase, and contract for goods and services within the budget as approved by the Board, provided any transaction in an amount exceeding the amount for which bids are required, must first be authorized by the Board and fulfill other applicable requirements pursuant to Minnesota Statutes governing municipal contracting.

# 2022 Austin School Board Committee Appointments

## School Board Committees

Curriculum/World's Best Workforce	John Alberts	Cece Kroc Don Leathers Katie Ulwelling
Facilities	Andrew Adams	Angie Goetz Evan Sorenson Peggy Young
Finance	Andrew Adams	Kathy Green Cece Kroc Don Leathers
Personnel	John Alberts	Angie Goetz Kathy Green Katie Ulwelling
Policy	Joey Page	Evan Sorenson Katie Ulwelling Peggy Young

## Representatives

Austin Albert Lea Area Special Education Cooperative	Don Leathers
Austin Leaders Council	Peggy Young
Austin Park and Recreation Board	Cece Kroc
Austin Public Education Foundation	Cece Kroc
County Collaborative	Angie Goetz
Minnesota School Boards Association	Kathy Green
Minnesota State High School League	Evan Sorenson
Schools for Educational Equity (SEE)	Cece Kroc Don Leathers

## Advisory Committees

Activities Committee	Lisa Quednow	Angie Goetz Don Leathers Evan Sorenson
Area Learning Center Council	Matt Schmit	Cece Kroc Peggy Young
Calendar	John Alberts	Katie Ulwelling Peggy Young
Communications Committee	Joey Page	Angie Goetz
Community Education Committee	Jen Lawhead	Cece Kroc Katie Ulwelling
Early Childhood Family Education	Jen Lawhead	Cece Kroc Don Leathers
Gifted and Talented Advisory Committee	Edwina Harder	Kathy Green Cece Kroc Evan Sorenson
Special Education Advisory Council (SEAC)	Sheri Willrodt	Cece Kroc Don Leathers
Staff Development	John Alberts	Angie Goetz Kathy Green
Technology Advisory Committee	John Alberts	Kathy Green Evan Sorenson
Wellness Committee	Sue Stark	Kathy Green Katie Ulwelling

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD**

**REGULAR MEETING**

Independent School District No. 492

**Monday, December 13, 2021 5:30 p.m.**

Annex Recital Hall

205 4<sup>th</sup> Street NW, Austin, Minnesota

**MEMBERS PRESENT:** Kathy Green Evan Sorenson  
Angie Goetz Katie Ulwelling  
Cece Kroc Peggy Young  
Don Leathers Superintendent Joey Page

**MEMBERS ABSENT:** None

**MEETING CALLED**

**TO ORDER:** Chairperson Green called the meeting to order at 5:30 p.m. in the Annex Recital Hall. The Pledge of Allegiance to the flag was recited.

**AGENDA APPROVED:** Chairperson Green noted the student report has been moved up in the agenda. A motion was made Young, seconded by Goetz and carried unanimously to approve the agenda as presented.

**UPDATE:** Superintendent Page and Austin Police Chief McKichan provided an update on the unsubstantiated threat circulating earlier today.

**STUDENT REPORTS:** Student School Board Representative Katherine Diaz provided an update on the happenings at Austin High School.

**TAX ABATEMENT APPROVED:**

A motion was made by Kroc, seconded by Young and carried unanimously to approve the tax abatement request from Bigelow & Lennon Construction for property located at 2100 14<sup>th</sup> Avenue NE, Austin (PIN 34.467.0070).

(A COPY OF THE TAX ABATEMENT APPLICATION IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**AUDIT REPORT APPROVED:**

A motion was made by Ulwelling, seconded by Leathers and carried unanimously to approve the school district audit report for the year ending 6/30/21 as presented by Craig Popenhagen from CliftonLarsonAllen. The total fund balance at the end of the fiscal year was \$9,152,114 and the unassigned fund balance was \$5,596,169.

(A COMPLETE COPY OF THE AUDIT REPORT IS AVAILABLE ON THE DISTRICT WEBSITE.)

**TRUTH IN TAXATION HEARING – 6:00 PM:**

Executive Director of Finance and Operations Andrew Adams provided a review of the Truth in Taxation information. No members of the public addressed the board.

**SUPERINTENDENT'S REPORT:**

Superintendent Page provided a strategic planning update, shared information on the Minnesota Principal's Academy 2021-23 cohort being offered in Austin, reported work with Center for Applied Research and Educational Improvement (CAREI) will begin in January 2022, COVID update, congratulated Austin's Teacher of the Year John Schneider, recognized Emily Hovland for her work with the Mower County CEO

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD****REGULAR MEETING**

program and also Jessica Cabeen for being named 2021 K-12 Dive Principal of the Year. Dr. Page also presented certificates to Cece Kroc and Katie Ulwelling for their completion of MSBA's Phase I-IV training.

**BOARD REPORTS:**

Katie Ulwelling attended the dedication and presentation of the plaque for the naming of the Bud Higgins Pool at Ellis Middle School. The dedication was organized by the Alumni Association. Angie Goetz congratulated John Schneider on being named Austin's Teacher of the Year and also noted how proud we should be of the beautiful high school auditorium to host school and community events. Don Leathers shared how much he enjoyed the recent band concert.

**PRINCIPAL REPORTS:**

Banfield Elementary Principal Jeff Roland provided the elementary schools report and Austin High School Principal Andrea Malo provided the secondary schools report.

**CENTRAL OFFICE REPORTS:**

Executive Director of Organizational Development and Administrative Services John Alberts, Director of Community Education Jen Lawhead, and Executive Director of Special Services Sheri Willrodt each provided a department update. Information Services Director Corey Haugen provided a CogAT results summary.

**MINUTES APPROVED:**

Young made a motion, seconded by Leathers and carried unanimously to approve the regular meeting minutes of 11/8/21 and special meeting minutes of 11/18/21 and 11/22/21 as printed.

**PERSONNEL REPORT APPROVED:**

A motion was made by Young, seconded by Leathers and carried unanimously to approve the following personnel items:

**Non-unit Contracts** – Administrators, 2021-23 total package 2.53%; non-unit salary, 2021-23 total package 3.76%; and non-unit hourly 2021-22 total package 2.36%.

**Administrators:**

Contracts – John Alberts, Ex Dir of Org Dev & Admin Serv, effective 7/1/21; Katie Baskin, Director of Teaching and Learning, effective 7/1/21; and Sue Stark, Director of Human Resources, effective 7/1/21

Change in Assignment – Sheri Willrodt, contract extended by 10 days, effective 7/1/21

**Certified Staff:**

Contracts – Ashley McLaren, math teacher, effective 11/1/21

Requests for Leave – Zachary Schara, EXCEL teacher, effective 11/5/21-1/14/22 and Diana Wald, ECFE teacher, effective 11/8/21-12/31/21

Resignation – Theran Goodale, SPED teacher, effective 12/10/21

Retirement – Diana Wald, ECFE teacher, effective 12/31/21

**Non-certified Staff:**

Contracts – Matira Balsley, food service helper, 3 hrs/day, effective 12/6/21; Ryan Flanders, SPED para, 6.75 hrs/day, effective 11/10/21;

Maggie James, SPED para, 6.5 hrs/day, effective 11/18/21; Tressie Kinney, SPED para, 6.5 hours/day, effective 12/6/21; Zinnia Ku, Success Coach, 5 hrs/day, effective 1/3/22; Angie Mlenar, ECFE assistant, 6.75 hrs/day, effective 12/6/21; Debra Nelson, SPED para, 6.75 hrs/day,

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD****REGULAR MEETING**

effective 12/6/21; Jamie Norton, HR generalist, effective 7/1/21; Ashlee Voshart, Kids Korner aide, 30 hrs/week, effective 11/16/21; and Rachel Woods, nurse, 7 hrs/day, effective 11/19/21

Requests for Leave – Erica Steinkamp, MHP, effective 11/31/21-12/22/21 and Ann Weydert, nurse, effective 10/6/21-12/29/21

Resignations – Vincent Askelson, SPED para, effective 11/17/21; Hannah Graves, SPED para, effective 11/26/21; Janine Heskett, SPED para, effective 12/3/21; Jill Merten, SPED para, effective 12/31/21; Cassandra Olsen, MHP, effective 11/12/21; Amy Smith, SPED para, effective 11/23/21; Jessica Smith, ECFE assistant, effective 12/2/21 and Paige Wangen, SPED para, effective 12/1/21

(A COMPLETE COPY OF THE PERSONNEL REPORT IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**BILLS APPROVED:**

A motion was made by Young, seconded by Leathers and carried unanimously to approve the bills for payment as of 12/13/21.

(A COMPLETE LISTING OF THE BILLS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**TREASURER'S REPORT APPROVED:**

Young made a motion, seconded by Leathers and carried unanimously to approve the July 2021 treasurer's report.

(A COPY OF THE TREASURER'S REPORT IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**2022-2023 MODIFIED CALENDAR APPROVED:**

Young made a motion, seconded by Leathers and carried unanimously to approve the revised 2022-23 modified calendar as presented.

(A COPY OF THE MODIFIED CALENDAR IS ATTACHED IN THE OFFICIAL MINUTE BOOK AND POSTED ON THE DISTRICT WEBSITE.)

**ROOFING BIDS APPROVED:**

A motion was made by Goetz, seconded by Kroc and carried unanimously to approve the combination of bids in line item 1, line item 2 and add alternates 1 and 2 from Jackson and Associates from White Bear Lake, MN for 2022 roof improvements.

(A COPY OF BIDS RECEIVED IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**LEVY APPROVED:**

Young made a motion, seconded by Sorenson and carried unanimously to certify the 2021 payable 2022 property tax levy at \$8,592,885.85 representing a 2.74% increase.

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD****REGULAR MEETING**

**DONATIONS APPROVED:** Ulwelling made a motion, seconded by Sorenson and carried unanimously to approve the donations as presented by Executive Director of Finance and Operations Andrew Adams.

(A LIST OF DONATIONS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**BUDGET PLANNING  
TIMELINE:**

Andrew Adams provided an overview of the 2022-2023 budget planning timeline.

**COMBINED POLLING  
PLACE RESOLUTION  
APPROVED:**

A motion was made by Leathers, seconded by Kroc and carried unanimously to approve the combined polling place resolution for 2022.

(A COPY OF THE RESOLUTION IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**WORLD'S BEST WORKFORCE  
PLAN REVIEW:**

Executive Director of Organizational Development and Administrative Services provided an overview of the district's World's Best Workforce Plan.

**MSHSL GRANT APPLICATION  
APPROVED:**

A motion was made by Leathers, seconded by Ulwelling and carried unanimously to approve the 2021 Minnesota State High School League Foundation grant application as presented by Superintendent Page for Activities Director Lisa Quednow.

(A COPY OF THE FORM A WORKSHEET IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**POLICY 908 APPROVED:** Young made a motion, seconded by Sorenson and carried unanimously to approve new policy 908 – Memorial Policy as presented by Policy Committee members.

(A COPY OF THE NEW POLICY IS ATTACHED IN THE OFFICIAL MINUTE BOOK AND POSTED ON THE DISTRICT WEBSITE.)

**SUPERINTENDENT PAGE'S  
EVALUATION RESULTS:**

Chairperson Green provided the results of Superintendent Page's recent evaluation. A motion was made by Sorenson, seconded by Kroc to approve the evaluation results.

(A COPY OF THE RESULTS IS ATTACHED IN THE OFFICIAL MINUTE BOOK.)

**NO STUDY SESSION  
IN DECEMBER:**

Chairperson Green issued a reminder of no study session scheduled for December.

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD****REGULAR MEETING****ORGANIZATIONAL  
MEETING SCHEDULED:**

The organizational meeting will be part of the regular meeting scheduled for 5:30 pm on Monday, January 10, 2022.

**ADJOURNED:**

Young made a motion, seconded by Sorenson and carried unanimously to adjourn the meeting at 7:24 pm.

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Angie Goetz, Clerk

**AUSTIN PUBLIC SCHOOLS  
School Board  
Personnel Agenda  
Monday, January 10, 2022**

**ADMINISTRATIVE STAFF****I. RETIREMENT**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Harder, Edwina	Principal on Special Assignment	District	2/3/2022

**CERTIFIED STAFF****II. REQUEST FOR LEAVE**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Aranguren, Megan	SPED Teacher	Holton	01/10 - 06/01/22

**III. RESIGNATION**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Schara, Zachary	EXCEL Teacher	Ellis	12/28/2021

**NON-CERTIFIED STAFF****IV. CONTRACTS FOR APPROVAL**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Rate/Hours</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Getchell, Connor	SPED Para	\$13.80/6.5 per Day	COOP	12/16/2021
Mjoen, Edward	MHP	\$26.37/8 per Day	AHS	01/03/2022
Vargas Jardinez, Monica	SPED Para	\$13.80/6.25 per Day	Neveln	12/20/2021

**V. CHANGE IN ASSIGNMENTS**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Rate/Hours</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Blake, Merilee	SPED Para	7.0 hrs to 6.5 hrs	Banfield	12/13/2021
Christopherson, Sarah	SPED Para	7.0 hrs to 6.5 hrs	Ellis	12/09/2021
Fossey, Amy	SPED Para	6.5 hrs to 7.0 hrs	Ellis	12/09/2021
Stoltz, Allison	SPED Para	6.5 hrs to 7.0 hrs	Banfield	12/13/2021

**VI. RESIGNATIONS**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Erwin, Jack	SPED Para	Banfield	12/22/2021
Sjogren, Baylee	SPED Para	AHS	12/22/2021
Weydert, Ann	Nurse	Banfield	12/31/2021

**VII. RETIREMENT**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Merten, Jill	SPED Para	Southgate	12/31/2021

**CHECKS ISSUED: 12/27/2021-1/10/2022**

**FOR APPROVAL BY THE SCHOOL BOARD ON MONDAY, JANUARY 10, 2022.**

CONTACT ANDREW ADAMS WITH QUESTIONS:

TELEPHONE: (507) 460-1913

E-MAIL: [ANDREW.ADAMS@AUSTIN.K12.MN.US](mailto:ANDREW.ADAMS@AUSTIN.K12.MN.US)



## Board Packet

AP Run: 12/24/21 Payroll AP — Post Date: 2021-12-24 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name				Check Amount
12/24/2021	202002385	Wire Transfer	MINNESOTA DEPT OF REVENUE				0.00
<b>Invoice Number</b>		<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MN.12092021.D.a	MN - MN STATE TAX for 12/9/21 CJ ACH return reissue			12/09/2021	-84.68		
			PAYROLL W/HOLDING-STATE WITHHOLDING			04 L 215 02	-84.68
MN.12092021.D.b	MN - MN STATE TAX for 12/9/21 CJ reissue			12/09/2021	84.68		
			PAYROLL W/HOLDING-STATE WITHHOLDING			04 L 215 02	84.68
12/24/2021	202002386	Wire Transfer	UNITED STATES TREASURY				0.00
<b>Invoice Number</b>		<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
FED.12092021.D.a	FED - FED TAX for 12/9/21 CJ ACH return reissue			12/09/2021	-171.93		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	-171.93
FED.12092021.D.b	FED - FED TAX for 12/9/21 CJ reissue			12/09/2021	171.93		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	171.93
FIC.12092021.B.b	FIC - FICA for 12/9/21 CJ ACH return reissue			12/09/2021	-139.39		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	-139.39
FIC.12092021.B.c	FIC - FICA for 12/9/21 CJ reissue			12/09/2021	139.39		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	139.39
FIC.12092021.D.b	FIC - FICA for 12/9/21 CJ ACH return reissue			12/09/2021	-139.39		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	-139.39
FIC.12092021.D.c	FIC - FICA for 12/9/21 CJ reissue			12/09/2021	139.39		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	139.39
MED.12092021.B.b	MED - MEDICARE-1 for 12/9/21 CJ ACH return reissue			12/09/2021	-32.60		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	-32.60
MED.12092021.B.c	MED - MEDICARE-1 for 12/9/21 CJ reissue			12/09/2021	32.60		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	32.60
MED.12092021.D.b	MED - MEDICARE1 for 12/9/21 CJ ACH return reissue			12/09/2021	-32.60		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	-32.60
MED.12092021.D.c	MED - MEDICARE1 for 12/9/21 CJ reissue			12/09/2021	32.60		
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	32.60

## Board Packet

AP Run: 12/24/21 Payroll AP --- Post Date: 2021-12-24 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/24/2021	45436	Check	A.F.S.C.M.E. COUNCIL 65	1,672.17		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
AFL.12092021.D	AFL - AFSCM EMP AFL-C for 12/9/21		12/09/2021	1,672.17		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		01 L 215 06	736.21
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		02 L 215 06	882.88
			PAYROLL W/HOLDING-UNION DUES PAYABLE		04 L 215 06	47.75
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		05 L 215 06	5.33
12/24/2021	45437	Check	AUSTIN EDUCATION ASSOCIATION	0.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
AEA.12092021.D.a	AEA - UNION DUES1 for 12/9/21 CJ ACH return reissue		12/09/2021	-46.21		
			PAYROLL W/HOLDING-AEA DUES		04 L 215 16	-46.21
AEA.12092021.D.b	AEA - UNION DUES1 for 12/9/21 CJ reissue		12/09/2021	46.21		
			PAYROLL W/HOLDING-AEA DUES		04 L 215 16	46.21
12/24/2021	45449	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	248.56		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
AEF.12092021.D	AEF - AUSTIN EDUC FOU for 12/9/21		12/09/2021	248.56		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS		01 L 215 11	217.56
			PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS		04 L 215 11	31.00
12/24/2021	45450	Check	AUSTIN PUBLIC SCHOOLS ISD 492	15,553.05		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
DENFM.12092021.D	DENFM - FAMILY DENTAL1 for 12/9/21		12/09/2021	5,298.20		
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		01 L 215 08	5,180.93
			PAYROLL W/HOLDING-DENTAL INS PAYABLE		04 L 215 08	109.24
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		05 L 215 08	8.03
FDN.12092021.D	FDN - FLEX DEN PREM for 12/9/21		12/09/2021	2,603.14		
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		01 L 215 08	2,483.92
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		02 L 215 08	15.61
			PAYROLL W/HOLDING-DENTAL INS PAYABLE		04 L 215 08	103.61

## Board Packet

AP Run: 12/24/21 Payroll AP --- Post Date: 2021-12-24 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/24/2021	45450	Check	AUSTIN PUBLIC SCHOOLS ISD 492	15,553.05	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FDN.12092021.D.a	FDN - FLEX DEN PREM for 12/9/21 CJ ACH return reissue	12/09/2021	-13.07		
				PAYROLL W/HOLDING-DENTAL INS PAYABLE 04 L 215 08	-13.07
FDN.12092021.D.b	FDN - FLEX DEN PREM for 12/9/21 CJ reissue	12/09/2021	13.07		
				PAYROLL W/HOLDING-DENTAL INS PAYABLE 04 L 215 08	13.07
HDCF.12092021.D	HDCF - HEALTH CATASTROPHIC DED FAMILY for 12/9/21	12/09/2021	-858.50		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	-858.50
HDCS.12092021.D	HDCS - HEALTH CATASTROPHIC DED SINGLE for 12/9/21	12/09/2021	-922.29		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	-922.29
HDHF.12092021.D	HDHF - HEALTH HIGH DED FAMILY for 12/9/21	12/09/2021	548.84		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	0.00
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	0.00
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	548.84
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 05 L 215 15	0.00
HDHS.12092021.D	HDHS - HEALTH HIGH DED SINGLE for 12/9/21	12/09/2021	53.83		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	0.00
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	53.83
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	0.00
HDLF.12092021.D	HDLF - HEALTH LOW DED FAMILY for 12/9/21	12/09/2021	6,610.63		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	5,967.23
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	51.41
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	591.99
HDLS.12092021.D	HDLS - HEALTH LOW DED SINGLE for 12/9/21	12/09/2021	504.25		
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 01 L 215 15	90.70
				PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE 02 L 215 15	337.04
				PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE 04 L 215 15	76.51
LIFC.12092021.D	LIFC - LIFE INSURANCE - CHILD for 12/9/21	12/09/2021	25.63		
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	23.94

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AP Run: 12/24/21 Payroll AP --- Post Date: 2021-12-24 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/24/2021	45450	Check	AUSTIN PUBLIC SCHOOLS ISD 492	15,553.05	
<b>Invoice Detail</b>					
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE	02 L 215 00 0.73
				PAYROLL W/HOLDING-DEP LIFE PAYABLE	04 L 215 00 0.96
LIFO.12092021.D	LIFO - LIFE-OPTIONAL for 12/9/21	12/09/2021	1,220.17		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	01 L 215 26 1,144.85
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	02 L 215 26 48.97
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR	04 L 215 26 26.35
LIFOA.12092021.D	LIFOA - OPTIONAL LIFE AD&D for 12/9/21	12/09/2021	73.09		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	01 L 215 26 69.86
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	02 L 215 26 1.20
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR	04 L 215 26 2.03
LIFS.12092021.D	LIFS - LIFE INSURANCE- SPOUSE for 12/9/21	12/09/2021	241.09		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE	01 L 215 25 220.14
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE	02 L 215 25 18.73
				PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE	04 L 215 25 2.22
PRL.12092021.D	PRL - PERA LIFE INSUR for 12/9/21	12/09/2021	154.97		
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20 137.99
				PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	02 L 215 20 9.60
				PAYROLL W/HOLDING-PERA LIFE INS PAYABLE	04 L 215 20 7.38
12/24/2021	45451	Check	LOCAL 867	1,143.64	
<b>Invoice Detail</b>					
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UAW.12092021.D	UAW - UAW L. 867 for 12/9/21	12/09/2021	1,143.64		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06 1,106.57
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06 18.20
				PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06 18.87
12/24/2021	45452	Check	UNITED WAY OF MOWER COUNTY	367.35	
<b>Invoice Detail</b>					
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UNF.12092021.D	UNF - UNITED FUND for 12/9/21	12/09/2021	367.35		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	01 L 215 11 271.60

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/24/2021	45452	Check	UNITED WAY OF MOWER COUNTY	367.35	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS	02 L 215 11			40.75
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS	04 L 215 11			55.00
<b>Total:</b>					<b>\$18,984.77</b>

### 12/24/21 Payroll AP Summary

Type	Count	Amount
Regular	6	18,984.77
ACH Checks:	0	0.00
Wire Transfers:	2	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>8</b>	<b>\$18,984.77</b>

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AP Run: 12/24/21 2 Payroll AP --- Post Date: 2021-12-24 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/24/2021	202002387	Wire Transfer	ALLIANCE BENEFIT GROUP	33,749.69		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
HDHSA.12232021.B	HDHSA - HIGH DEDUCTIBLE HSA for 12/23/21		12/23/2021	1,336.22		
			PAYROLL W/HOLDINGS-HSA PAYABLE		01 L 215 40	1,336.22
HDHSA.12232021.D	HDHSA - HIGH DEDUCTIBLE HSA for 12/23/21		12/23/2021	32,413.47		
			PAYROLL W/HOLDINGS-HSA PAYABLE		01 L 215 40	31,551.47
			PAYROLL W/HOLDINGS-HSA PAYABLE		02 L 215 40	392.00
			PAYROLL W/HOLDING-HSA PAYABLE		04 L 215 40	470.00
			PAYROLL W/HOLDINGS-HSA PAYABLE		05 L 215 40	0.00
12/24/2021	202002388	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	43,244.56		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
AIG.12232021.B	AIG - AIG RETIREMENT for 12/23/21		12/23/2021	1,355.29		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	1,230.29
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	125.00
AIG.12232021.D	AIG - AIG RETIREMENT for 12/23/21		12/23/2021	3,449.32		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	3,299.32
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	150.00
HRMA.12232021.B	HRMA - HORACE MANN COMPANY for 12/23/21		12/23/2021	3,981.01		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	3,831.01
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	0.00
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES		04 L 215 05	150.00
HRMA.12232021.D	HRMA - HORACE MANN CO for 12/23/21		12/23/2021	9,685.01		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	9,455.01
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	80.00
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES		04 L 215 05	150.00
MNDPC.12232021.D	MNDPC - MN DEFFERED COMP for 12/23/21		12/23/2021	200.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	200.00
ORC.12232021.D	ORC - ORCHARD TRUST for 12/23/21		12/23/2021	50.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	50.00

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Check Date	Check Number	Payment Type	Name	Check Amount		
12/24/2021	202002388	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	43,244.56		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
SBG.12232021.B	SBG - SECURITY BENEFIT GROUP for 12/23/21		12/23/2021	7,155.51		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	7,054.51
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	21.00
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES		04 L 215 05	0.00
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		05 L 215 05	80.00
SBG.12232021.D	SBG - SECURITY BENEFIT GROUP for 12/23/21		12/23/2021	17,238.42		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	16,656.42
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		02 L 215 05	446.00
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES		04 L 215 05	56.00
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		05 L 215 05	80.00
SBGR.12232021.D	SBGR - SECURITY BENEFIT GROUP ROTH for 12/23/21		12/23/2021	130.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	130.00
12/24/2021	202002389	Wire Transfer	MINNESOTA DEPT OF REVENUE	65,080.27		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MN\$.12232021.D	MN\$ - MN ADD ON for 12/23/21		12/23/2021	1,029.08		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		01 L 215 02	989.08
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	40.00
MN%.12232021.D	MN% - MN STATE TAX% for 12/23/21		12/23/2021	363.59		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		01 L 215 02	281.56
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	82.03
MN.12232021.D	MN - MN STATE TAX for 12/23/21		12/23/2021	63,687.60		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		01 L 215 02	59,827.18
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	1,529.98
			PAYROLL W/HOLDING-STATE WITHHOLDING		04 L 215 02	2,186.54
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		05 L 215 02	142.61
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		11 L 215 02	1.29

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
12/24/2021	202002390	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT			808.01
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MCS.12232021.D	MCS - MN CHILD SUPP1 for 12/23/21		12/23/2021	808.01		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	808.01
12/24/2021	202002391	Wire Transfer	UNITED STATES TREASURY			387,039.83
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
FE\$.12232021.D	FE\$ - FED ADD-ON AMT for 12/23/21		12/23/2021	3,616.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	3,401.75
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	112.25
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	62.00
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	40.00
FE%.12232021.D	FE% - FEDERAL TAX% for 12/23/21		12/23/2021	933.57		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	764.37
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	169.20
FED.12232021.D	FED - FED TAX for 12/23/21		12/23/2021	128,390.50		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	121,471.87
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	2,783.67
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	3,860.52
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	273.97
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		11 L 215 01	0.47
FIC.12232021.B	FIC - FICA for 12/23/21		12/23/2021	102,968.44		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	95,423.70
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	3,207.59
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	4,137.25
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	197.73
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		11 L 215 01	2.17
FIC.12232021.D	FIC - FICA for 12/23/21		12/23/2021	102,968.44		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	95,423.70
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	3,207.59
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	4,137.25

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Check Date	Check Number	Payment Type	Name	Check Amount	
12/24/2021	202002391	Wire Transfer	UNITED STATES TREASURY	387,039.83	
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Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	197.73
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	11 L 215 01	2.17
MED.12232021.B	MED - MEDICARE-1 for 12/23/21	12/23/2021	24,081.44		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	22,316.88
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	750.18
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	967.62
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	46.25
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	11 L 215 01	0.51
MED.12232021.D	MED - MEDICARE1 for 12/23/21	12/23/2021	24,081.44		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	22,316.88
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	750.18
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	967.62
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	46.25
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	11 L 215 01	0.51
12/24/2021	45442	Check	A.F.S.C.M.E. COUNCIL 65		1,669.89
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Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFL.12232021.D	AFL - AFSCM EMP AFL-C for 12/23/21	12/23/2021	1,669.89		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	734.13
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	882.87
			PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06	47.56
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	05 L 215 06	5.33
12/24/2021	45443	Check	AUSTIN EDUCATION ASSOCIATION		18,909.71
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Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEA.12232021.D	AEA - UNION DUES1 for 12/23/21	12/23/2021	18,909.71		
			PAYROLL W/HOLDINGS-AEA DUES	01 L 215 16	18,537.46
			PAYROLL W/HOLDING-AEA DUES	04 L 215 16	372.25

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/24/2021	45444	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	244.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
AEF.12232021.D	AEF - AUSTIN EDUC FOU for 12/23/21		12/23/2021	244.00		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS		01 L 215 11	213.00
			PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS		04 L 215 11	31.00
12/24/2021	45445	Check	AUSTIN PUBLIC SCHOOLS ISD 492	19,922.71		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
DENFM.12232021.D	DENFM - FAMILY DENTAL1 for 12/23/21		12/23/2021	5,433.02		
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		01 L 215 08	5,315.70
			PAYROLL W/HOLDING-DENTAL INS PAYABLE		04 L 215 08	109.29
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		05 L 215 08	8.03
FDN.12232021.D	FDN - FLEX DEN PREM for 12/23/21		12/23/2021	2,797.25		
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		01 L 215 08	2,689.67
			PAYROLL W/HOLDINGS-DENTAL INS PAYABLE		02 L 215 08	15.61
			PAYROLL W/HOLDING-DENTAL INS PAYABLE		04 L 215 08	91.97
HDCF.12232021.D	HDCF - HEALTH CATASTROPHIC DED FAMILY for 12/23/21		12/23/2021	281.17		
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		01 L 215 15	281.17
HDHF.12232021.D	HDHF - HEALTH HIGH DED FAMILY for 12/23/21		12/23/2021	548.84		
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		01 L 215 15	0.00
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		02 L 215 15	0.00
			PAYROLL W/HOLDING-PREMIUM REIMB PAYABLE		04 L 215 15	548.84
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		05 L 215 15	0.00
HDHS.12232021.D	HDHS - HEALTH HIGH DED SINGLE for 12/23/21		12/23/2021	53.83		
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		01 L 215 15	0.00
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		02 L 215 15	53.83
			PAYROLL W/HOLDING-PREMIUM REIMB PAYABLE		04 L 215 15	0.00
HDLF.12232021.D	HDLF - HEALTH LOW DED FAMILY for 12/23/21		12/23/2021	7,608.47		
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		01 L 215 15	6,965.07
			PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE		02 L 215 15	51.41

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Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/24/2021	45445	Check	AUSTIN PUBLIC SCHOOLS ISD 492	19,922.71	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE	04 L 215 15	591.99
HDLS.12232021.D	HDLS - HEALTH LOW DED SINGLE for 12/23/21	12/23/2021	1,607.48		
			PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE	01 L 215 15	1,193.93
			PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE	02 L 215 15	337.04
			PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE	04 L 215 15	76.51
LIFB.12232021.D	LIFB - LIFE BASIC1 for 12/23/21	12/23/2021	-3.78		
			PAYROLL W/HOLDINGS-LIFE INS PAYABLE	01 L 215 13	-3.78
			PAYROLL W/HOLDINGS-LIFE INS PAYABLE	02 L 215 13	0.00
LIFC.12232021.D	LIFC - LIFE INSURANCE - CHILD for 12/23/21	12/23/2021	25.86		
			PAYROLL W/HOLDINGS-DEP LIFE PAYABLE	01 L 215 00	24.17
			PAYROLL W/HOLDINGS-DEP LIFE PAYABLE	02 L 215 00	0.73
			PAYROLL W/HOLDING-DEP LIFE PAYABLE	04 L 215 00	0.96
LIFO.12232021.D	LIFO - LIFE-OPTIONAL for 12/23/21	12/23/2021	1,096.25		
			PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	01 L 215 26	1,032.69
			PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	02 L 215 26	37.21
			PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR	04 L 215 26	26.35
LIFOA.12232021.D	LIFOA - OPTIONAL LIFE AD&D for 12/23/21	12/23/2021	73.22		
			PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	01 L 215 26	69.99
			PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR	02 L 215 26	1.20
			PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR	04 L 215 26	2.03
LIFS.12232021.D	LIFS - LIFE INSURANCE- SPOUSE for 12/23/21	12/23/2021	239.96		
			PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE	01 L 215 25	224.89
			PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE	02 L 215 25	12.85
			PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE	04 L 215 25	2.22
PRL.12232021.D	PRL - PERA LIFE INSUR for 12/23/21	12/23/2021	161.14		
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20	144.16
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	02 L 215 20	9.60
			PAYROLL W/HOLDING-PERA LIFE INS PAYABLE	04 L 215 20	7.38

## Board Packet

AP Run: 12/24/21 2 Payroll AP — Post Date: 2021-12-24 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
12/24/2021	45446	Check	LOCAL 867			1,143.64
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
UAW.12232021.D	UAW - UAW L. 867 for 12/23/21		12/23/2021	1,143.64		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		01 L 215 06	1,106.57
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		02 L 215 06	18.20
			PAYROLL W/HOLDING-UNION DUES PAYABLE		04 L 215 06	18.87
12/24/2021	45447	Check	MN SCHOOL EMPLOYEES ASSN			1,764.08
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MSE.12232021.D	MSE - MSEA UNION DUES for 12/23/21		12/23/2021	1,764.08		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		01 L 215 06	1,764.08
12/24/2021	45448	Check	UNITED WAY OF MOWER COUNTY			367.35
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
UNF.12232021.D	UNF - UNITED FUND for 12/23/21		12/23/2021	367.35		
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS		01 L 215 11	271.60
			PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS		02 L 215 11	40.75
			PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS		04 L 215 11	55.00
<b>Total:</b>						<b>\$573,943.74</b>

### 12/24/21 2 Payroll AP Summary

Type	Count	Amount
Regular	7	44,021.38
ACH Checks:	0	0.00
Wire Transfers:	5	529,922.36
Epayables:	0	0.00
<b>Total:</b>	<b>12</b>	<b>\$573,943.74</b>

## Board Packet

AP Run: AFLAC DEC — Post Date: 2021-12-15 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/15/2021	202002392	Wire Transfer	AFLAC	1,445.52	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFLAC.11102021.D	AFLAC - AFLAC for 11/10/21	11/10/2021	703.43		
				PAYROLL W/HOLDINGS-AFLAC DEDUCTIONS 01 L 215 17	681.76
				PAYROLL W/HOLDING-AFLAC DEDUCTIONS 04 L 215 17	21.67
AFLAC.11242021.D	AFLAC - AFLAC for 11/24/21	11/24/2021	742.09		
				PAYROLL W/HOLDINGS-AFLAC DEDUCTIONS 01 L 215 17	720.42
				PAYROLL W/HOLDING-AFLAC DEDUCTIONS 04 L 215 17	21.67
<b>Total:</b>					<b>\$1,445.52</b>

### AFLAC DEC Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	1,445.52
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$1,445.52</b>

## Board Packet

AP Run: T220604 --- Post Date: 2021-12-28 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/28/2021	45453	Check	AMAZON BUSINESS	400.83	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1KNG-JHMD-GMHV	RETRACTABLE BADGE REELS AND STEP STOOL	12/06/2021	74.91		
		GEN SUPPLIES-ELEM ED--		01 E 145 203 000 000 401	74.91
1MLC-P9XM-V443	STAFF DEVELOPMENT SUPPLIES	12/19/2021	112.36		
		INSTRUCTL SUPPLIES-KINDERGARTEN--		01 E 165 201 000 000 430	45.04
		GEN SUPPLIES-STAFF DEV--STAFF DEV		01 E 165 640 000 316 401	67.32
1R1K-M6XD-G61G	Kids Korner: PPE and items needed for instruction	12/20/2021	71.97		
		GEN SUPPLIES-KIDS KORNER--MISC FED REV INDIRECT		04 E 500 570 000 699 401	71.97
1XFP-DM6H-FDY1	FAMILY DIVIDED-EMILY WAKEFIELD	12/15/2021	5.60		
		GEN SUPPLIES-STAFF DEV--ACHIEVE/INT		01 E 005 640 000 313 401	5.60
1YTQ-NTRK-GQJ9	SUPPLY CLOSET RESTOCK	12/19/2021	135.99		
		INSTRUCTIONAL SUP-ECFE--ECFE		04 E 500 580 000 325 430	135.99
12/28/2021	45454	Check	ANGIE PAULY	18.56	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
5861057791	HYVEE REIM.	12/14/2021	18.56		
		INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	18.56
12/28/2021	45455	Check	AUTO VALUE AUSTIN	373.95	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
46386164	MAINT. SUPPLIES	09/08/2021	26.43		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	26.43
46392636	MAINT. SUPPLIES	11/15/2021	152.59		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	152.59
46393426	MAINT. SUPPLIES	11/23/2021	7.49		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	7.49
46395256	MAINT. SUPPLIES	12/14/2021	124.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	124.99
46395503	MAINT. SUPPLIES	12/16/2021	62.45		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	62.45

## Board Packet

AP Run: T220604 — Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45456	Check	CASSIE LAROCK	15.95		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
5861430928	HYVEE REIM.		12/19/2021	15.95		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	15.95
12/28/2021	45457	Check	DECKER EQUIPMENT	618.86		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
410542A	APS TACK STRIPS		12/10/2021	618.86		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	618.86
12/28/2021	45458	Check	DRIESSEN WATER INC	219.90		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
20447184-11302021	SOUTHGATE SALT		11/30/2021	84.90		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	84.90
33033505-11302021	ELLIS SALT		11/30/2021	135.00		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	135.00
12/28/2021	45459	Check	EMILY HOVLAND	38.90		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
361350824356634	WALMART REIM.		12/16/2021	38.90		
			GEN SUPPLIES-SEC-CEO PROGRAM-		01 E 310 211 206 000 401	38.90
12/28/2021	45460	Check	E-RATE FIRST LLC	7,612.09		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
797	FILING SERVICES		12/18/2021	7,612.09		
			COMPUTER/TECH SVCS-ADM TECH SRV--		01 E 005 108 000 000 319	7,612.09
12/28/2021	45461	Check	HEARTLAND BUSINESS SYSTEMS LLC	7,412.88		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
479835-H	CISCO UMBRELLA - YEAR 3 OF 3 - 10.23-10.24		11/12/2021	7,412.88		
			INST SOFTWARE LIC-ELEM ED--HORMEL TECH GRANT		05 E 005 203 000 099 406	7,412.88

## Board Packet

AP Run: T220604 --- Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45462	Check	HEATHER RUZEK	40.60		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
122221	MILEAGE REIM.		12/22/2021	40.60		
			IN-DISTRICT TRAVEL-ECSE--IDEA SEC 619		01 E 120 412 000 420 367	40.60
12/28/2021	45463	Check	HIEDY MOREY	260.65		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
114-1922181-8942615	AMAZON REIM.		12/22/2021	150.72		
			INSTRUCTL SUPPLIES-KINDERGARTEN--		01 E 165 201 000 000 430	150.72
215122233	PUZZLE REIM.		12/22/2021	109.93		
			INSTRUCTL SUPPLIES-KINDERGARTEN--		01 E 165 201 000 000 430	109.93
12/28/2021	45464	Check	HILLER COMMERCIAL FLOORS	7,890.30		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
2109969	AHS FLOORING		12/07/2021	7,890.30		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	7,890.30
12/28/2021	45465	Check	JANENE LUNNING	20.90		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
001452208606485	WALMART REIM.		12/18/2021	20.90		
			INSTRUCTL SUPPLIES-ELEM ED--		01 E 125 203 000 000 430	20.90
12/28/2021	45466	Check	JASON DENZER	100.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
122121	DOLLAR TREE		12/21/2021	30.00		
			INSTRUCTL SUPPLIES-KINDERGARTEN--		01 E 165 201 000 000 430	30.00
269347897003	STAR FALL REIM.		12/22/2021	70.00		
			INSTRUCTL SUPPLIES-KINDERGARTEN--		01 E 165 201 000 000 430	70.00
12/28/2021	45467	Check	JAYME LAMERS	36.81		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
121421	WALGREENS REIM.		12/14/2021	8.88		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	8.88

## Board Packet

AP Run: T220604 — Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45467	Check	JAYME LAMERS	36.81		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
27465014	HOBBY LOBBY REIM.		12/06/2021	11.97		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	11.97
27493315	HOBBY LOBBY REIM.		12/08/2021	15.96		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	15.96
12/28/2021	45468	Check	JODI VANPELT	277.51		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
101521	SAMS CLUB REIM.		10/15/2021	83.88		
			FOOD-EXT CUR-FFA-SA		88 E 310 298 026 301 490	83.88
128800204522	COSTCO REIM.		10/15/2021	193.63		
			FOOD-EXT CUR-FFA-SA		88 E 310 298 026 301 490	193.63
12/28/2021	45469	Check	KAYLA SELLERS	98.82		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
122021	HOBBY LOBBY REIM.		12/20/2021	13.47		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	13.47
135500550836	WALMART REIM.		12/20/2021	85.35		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	85.35
12/28/2021	45470	Check	KIRBY BUSSMAN	65.52		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
12221	MILEAGE REIM.		12/22/2021	65.52		
			IN-DISTRICT TRAVEL-ECSE--STATE SPED		01 E 120 412 000 740 367	65.52
12/28/2021	45471	Check	KORN, LEIGHANN M	40.18		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
301348846608858	WALMART REIM.		12/14/2021	40.18		
			INDIV INST SUPPLIES-MMMI--STATE SPED		01 E 310 402 000 740 433	40.18

## Board Packet

AP Run: T220604 --- Post Date: 2021-12-28 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
12/28/2021	45472	Check	KRISTEN BECKER			100.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
121321	DOLLAR TREE REIM.	12/13/2021	80.50			
				INSTRUCTL SUPPLIES-KINDERGARTEN-- 01 E 165 201 000 000 430	80.50	
121421	WALGREENS REIM.	12/14/2021	19.50			
				INSTRUCTL SUPPLIES-KINDERGARTEN-- 01 E 165 201 000 000 430	19.50	
12/28/2021	45473	Check	LARSON, ANDREA J			100.00
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
112-4266479-0932264	AMAZON REIM.	12/20/2021	100.00			
				INSTRUCTL SUPPLIES-KINDERGARTEN-- 01 E 165 201 000 000 430	100.00	
12/28/2021	45474	Check	LAWSON PRODUCTS, INC			61.76
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
9309078790	MAINT. SUPPLIES	12/08/2021	61.76			
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	61.76	
12/28/2021	45475	Check	LEA OELFKE			17.82
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
1042000314	SUGAR COOKIES	12/14/2021	17.82			
				SUPPLIES-EXT CUR-STAND-ELLIS-SA 88 E 210 298 002 301 401	17.82	
12/28/2021	45476	Check	MADISON NATIONAL LIFE			17,466.64
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
1474381	JANUARY 2022 LIFE INSURANCE	12/23/2021	17,466.64			
				PAYROLL W/HOLDINGS-DEP LIFE PAYABLE 01 L 215 00	57.27	
				PAYROLL W/HOLDINGS-LTD INS PAYABLE 01 L 215 09	10,025.29	
				PAYROLL W/HOLDINGS-LIFE INS PAYABLE 01 L 215 13	3,813.43	
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	578.25	
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	2,992.40	

## Board Packet

AP Run: T220604 — Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
12/28/2021	45477	Check	MINNESOTA FFA ASSOCIATION	499.00
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
2829	AET SUBSCRIPTION		09/16/2021      211.00	
			DUES & MEMBERSHIPS-EXT CUR-FFA-SA      88 E 310 298 026 301 820	211.00
3048	STATE AND NATIONAL DUES		11/18/2021      288.00	
			DUES & MEMBERSHIPS-EXT CUR-FFA-SA      88 E 310 298 026 301 820	288.00
12/28/2021	45478	Check	MISSISSIPPI WELDERS SUPPLY CO INC	185.00
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
3647882	HYPERTHERM KIT		11/26/2021      185.00	
			REPAIR SUPPLIES-OPERATIONS--      01 E 005 810 000 000 420	185.00
12/28/2021	45479	Check	MK MUSIC REPAIR	71.32
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
27647	TRUMPET REPAIR		11/22/2021      26.00	
			REPAIR & MAINT SVCS-MUSIC--      01 E 185 258 000 000 350	26.00
27648	FLUTE REPAIR		11/22/2021      45.32	
			REPAIR & MAINT SVCS-MUSIC--      01 E 185 258 000 000 350	45.32
12/28/2021	45480	Check	MOSYLE CORPORATION	3,024.00
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
2135871	LICENSES		12/23/2021      3,024.00	
			INST SOFTWARE LIC-ELEM ED--HORMEL TECH GRANT      05 E 005 203 000 099 406	3,024.00
12/28/2021	45481	Check	NASSP	385.00
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
9001537632	NATIONAL JUNIOR HONOR SOCIETY MEMBERSHIP		11/10/2021      385.00	
			DUES & MEMBERSHIPS-EXT CUR-NAT JR HON SO-SA      88 E 210 298 007 301 820	385.00
12/28/2021	45482	Check	NICK'S MEATS	61.31
<b>Invoice Number      Description      Invoice Date      Invoice Amount      Account      Amount</b>				
4424	FOOD FOR TRAINING		12/13/2021      61.31	
			FOOD-STAFF DEV-BUSH FOUNDATION-      01 E 155 640 235 000 490	61.31

## Board Packet

AP Run: T220604 --- Post Date: 2021-12-28 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45483	Check	PAM ANFINSON	14.90		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
122221	MILEAGE REIM.		12/22/2021	14.90		
			IN-DISTRICT TRAVEL-ECSE--IDEA SEC 619		01 E 120 412 000 420 367	14.90
12/28/2021	45484	Check	PAUL WHITE	59.37		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
5871354814457227	WALMART REIM.		12/20/2021	59.37		
			INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY		11 E 145 203 014 121 430	59.37
12/28/2021	45485	Check	REGION VIII FFA	520.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
121921	GREENHAND CAMP		12/19/2021	520.00		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	520.00
12/28/2021	45486	Check	RENT 'N SAVE PORTABLE SERVICES	109.36		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
214989	AIR COMPRESSOR RENTAL		11/01/2021	109.36		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	109.36
12/28/2021	45487	Check	RHONDA REGAN	283.44		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
100921	MENARDS REIM.		10/09/2021	122.27		
			GEN SUPPLIES-SEC-ELLIS-DRAMA		11 E 210 211 030 200 401	122.27
101521	MENARDS REIM.		10/15/2021	62.04		
			GEN SUPPLIES-SEC-ELLIS-DRAMA		11 E 210 211 030 200 401	62.04
102021	MENARDS REIM.		12/20/2021	26.66		
			GEN SUPPLIES-SEC-ELLIS-DRAMA		11 E 210 211 030 200 401	26.66
102121	MENARDS REIM.		12/21/2021	24.84		
			GEN SUPPLIES-SEC-ELLIS-DRAMA		11 E 210 211 030 200 401	24.84
111-1294148-3765033	AMAZON REIM.		11/25/2021	19.65		
			GEN SUPPLIES-SEC--PBIS		11 E 210 211 000 153 401	19.65

## Board Packet

AP Run: T220604 — Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45487	Check	RHONDA REGAN	283.44		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
6930805522	STAPLES REIM.		12/06/2021	27.98		
			GEN SUPPLIES-SEC--PBIS		11 E 210 211 000 153 401	27.98
12/28/2021	45488	Check	SEE SAW	33,340.74		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
2021-65163	RENEWAL - 7.01.2022-6.30.2025		07/01/2021	16,669.30		
			INST SOFTWARE LIC-ELEM ED--HORMEL TECH GRANT		05 E 005 203 000 099 406	16,669.30
2021-65164	RENEWAL - 7.01.2022-6.30.2025		12/01/2021	8,335.72		
			INST SOFTWARE LIC-ELEM ED--HORMEL TECH GRANT		05 E 005 203 000 099 406	8,335.72
2021-65165	RENEWAL - 7.01.2022-6.30.2025		12/01/2021	8,335.72		
			INST SOFTWARE LIC-ELEM ED--HORMEL TECH GRANT		05 E 005 203 000 099 406	8,335.72
12/28/2021	45489	Check	SEEGER, CHRISTINE A	9.80		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
122221	MILEAGE REIM.		12/22/2021	9.80		
			IN-DISTRICT TRAVEL-SPED AGG--IDEA-611		01 E 005 420 000 419 367	9.80
12/28/2021	45490	Check	SEMBDA	150.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
120921	HONOR BAND REGISTRATION		12/09/2021	150.00		
			STU TRV ALLOW/ENT FEE-MUSIC-AHS-BAND		11 E 310 258 040 132 369	150.00
12/28/2021	45491	Check	SHI	79,418.55		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
B14426524	IPAD CASES		11/30/2021	19,286.55		
			INST TECH DEVICE-ELEM ED--HORMEL TECH GRANT		05 E 005 203 000 099 466	19,286.55
B14438350	STUDENT LAPTOPS - ECF		12/02/2021	60,132.00		
			INST TECH DEVICE-SEC--HORMEL TECH GRANT		05 E 005 211 000 099 466	60,132.00

## Board Packet

AP Run: T220604 --- Post Date: 2021-12-28 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/28/2021	45492	Check	SOLIANT HEALTH, LLC	5,535.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
20278850	SLP CONTRACTED SERVICE		12/19/2021	2,610.00		
			PMT FOR ED PURP-SPEECH--STATE SPED		01 E 005 401 000 740 394	2,610.00
20278851	DHH/SLI CONTRACTED SERVICE		12/19/2021	2,925.00		
			PMTS FOR ED PURP-DEAF--STATE SPED		01 E 005 405 000 740 394	2,925.00
12/28/2021	45493	Check	SUPER DUPER PUBLICATIONS	236.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
2703460A	SPEECH MATERIALS		11/30/2021	236.00		
			INDIV INST SUPPLIES-SPEECH--IDEA-611		01 E 005 401 000 419 433	236.00
12/28/2021	45494	Check	TROY WATKINS	36.18		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
120821	MILEAGE REIM.		12/08/2021	36.18		
			TRAVEL CONV & CONF-CTE-GENERAL--CARL PERKINS		12 E 300 399 000 428 366	36.18
12/28/2021	45495	Check	VALENTINA GALLEGOS	90.49		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
0292	ALICIA BAKERY REIM.		12/16/2021	90.49		
			FEES FOR SERVICES-STAFF DEV--ACHIEVE/INT		01 E 005 640 000 313 305	90.49
12/28/2021	45496	Check	WYHE'S CHOICE FUNDRAISING	2,658.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
121110101 R2	BUTTER BRAIDS		12/06/2021	2,658.00		
			COST OF MAT SOLD-EXT CUR-FFA-SA		88 R 310 298 026 301 619	2,658.00
<b>Total:</b>						<b>\$169,976.89</b>

# Board Packet

AP Run: T220604 — Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
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### T220604 Summary

Type	Count	Amount
Regular	44	169,976.89
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>44</b>	<b>\$169,976.89</b>

## Board Packet

AP Run: T220604W --- Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/28/2021	45497	Check	WAL-MART CAPITAL ONE	1,379.15	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
021340765231340	OPEN P.O. FOR AHS FACS DEPT	12/06/2021	230.11		
				INDIV INST SUPPLIES-FACS-HOME EC-CTE 01 E 310 331 459 809 433	230.11
081326614766679	Kids Korner Supplies	11/22/2021	43.26		
				INSTRUCTIONAL SUP-KIDS KORNER--COM ED 04 E 500 570 000 321 430	43.26
112321	ONLINE GAMES	11/23/2021	135.00		
				INST SOFTWARE LIC-MEDIA CENTER-- 01 E 310 620 000 000 406	135.00
291320713552540	ECFE P.O's for Supplies	11/16/2021	99.54		
				INSTRUCTIONAL SUP-ECFE--ECFE 04 E 500 580 000 325 430	99.54
431334821997293	OPEN P.O. FOR SCIENCE SUPPLIES	11/30/2021	32.82		
				INSTRUCTL SUPPLIES-SCIENCE-- 01 E 310 260 000 000 430	32.82
441341745003189	ABE Walmart P.O.'s for Supplies	12/07/2021	100.00		
				INSTRUCTIONAL SUP-ABE--STATE ABE 04 E 500 520 000 322 430	100.00
441341745003189-2	ABE Walmart P.O.'s for Supplies	12/07/2021	98.31		
				INSTRUCTIONAL SUP-ABE--STATE ABE 04 E 500 520 000 322 430	98.31
541336574933395	Kids Korner Supplies	12/02/2021	54.56		
				INSTRUCTIONAL SUP-KIDS KORNER--COM ED 04 E 500 570 000 321 430	54.56
611322762450219	OPEN P.O. FOR AHS FACS DEPT	11/18/2021	143.56		
				INDIV INST SUPPLIES-FACS-HOME EC-CTE 01 E 310 331 459 809 433	143.56
711315559262891	INDEPENDENT LIVING SKILLS	11/11/2021	43.90		
				INDIV INST SUPPLIES-MMMI--STATE SPED 01 E 310 402 000 740 433	43.90
711317592922582	OPEN P.O. FOR AHS HEALTH	11/13/2021	63.58		
				INSTRUCTL SUPPLIES-HEALTH EDUCATION-- 01 E 310 241 000 000 430	63.58
711336575662919	Kids Korner Supplies	12/02/2021	36.13		
				INSTRUCTIONAL SUP-KIDS KORNER--COM ED 04 E 500 570 000 321 430	36.13
711337578682922	LIFE SKILLS	12/03/2021	93.54		
				INDIV INST SUPPLIES-EBD--STATE SPED 01 E 310 408 000 740 433	93.54
711340583112757	SOCIAL SKILLS	12/06/2021	100.50		
				INDIV INST SUPPLIES-EBD--STATE SPED 01 E 185 408 000 740 433	100.50

## Board Packet

AP Run: T220604W --- Post Date: 2021-12-28 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/28/2021	45497	Check	WAL-MART CAPITAL ONE	1,379.15	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
871327594216647	Kids Korner Supplies	11/23/2021	40.79		
				INSTRUCTIONAL SUP-KIDS KORNER--COM ED 04 E 500 570 000 321 430	40.79
871335728656702	POP, BOTTLED WATER, PAPER PRODUCTS	12/01/2021	63.55		
				FOOD-SCHOOL BOARD-- 01 E 005 010 000 000 490	63.55
<b>Total:</b>					<b>\$1,379.15</b>

### T220604W Summary

Type	Count	Amount
Regular	1	1,379.15
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$1,379.15</b>

## Board Packet

AP Run: CB220606 --- Post Date: 2021-12-28 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
12/28/2021	5000000514		INSTITUTE FOR ENVIRONMENTAL ASSESSMENT*			4,690.25
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
00041784	PROF SERVICES NOVEMBER 2021		12/10/2021	4,690.25		
			FEEES FOR SERVICES-LTFM--ENVIRON SAFETY		05 E 005 865 000 352 305	4,690.25
12/28/2021	5000000515		JW PEPPER & SON INC*			182.59
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
363765914	BAND MUSIC		11/08/2021	67.60		
			INSTRUCTL SUPPLIES-MUSIC--		01 E 310 258 000 000 430	67.60
363791779	BAND MUSIC		11/16/2021	114.99		
			INSTRUCTL SUPPLIES-MUSIC--		01 E 310 258 000 000 430	114.99
12/28/2021	5000000516		OLD 218*			1,673.60
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
129703	MUSIC SHIRTS JOB # 133806 QUOTE		12/09/2021	1,673.60		
			GEN SUPPLIES-MUSIC-ELLIS-BAND		11 E 210 258 030 132 401	412.25
			GEN SUPPLIES-MUSIC-ELLIS-CHOIR		11 E 210 258 030 133 401	674.60
			GEN SUPPLIES-MUSIC-ELLIS-ORCHESTRA		11 E 210 258 030 134 401	586.75
<b>Total:</b>						<b>\$6,546.44</b>

### CB220606 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	3	6,546.44
<b>Total:</b>	<b>3</b>	<b>\$6,546.44</b>

## Board Packet

AP Run: VRCB220602 --- Post Date: 2021-12-13 — AP Run Type: V

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/13/2021	5000000478		KIEFER SPECIALTY FLOORING INC	-6,670.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0000280-IN	SYNTHETIC TURF GROOMING	11/16/2021	-6,670.00		
			SITE/GRNDS ACQ-LTFM--SITE PROJECTS	05 E 005 865 000 384 510	-6,670.00
<b>Total:</b>					<b>-\$6,670.00</b>

### VRCB220602 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	-6,670.00
<b>Total:</b>	<b>1</b>	<b>-\$6,670.00</b>

## Board Packet

AP Run: VRCB220602 --- Post Date: 2021-12-13 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/13/2021	45498	Check	KIEFER SPECIALTY FLOORING INC	6,670.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
0000280-IN	SYNTHETIC TURF GROOMING	11/16/2021	6,670.00		
			SITE/GRNDS ACQ-LTFM--SITE PROJECTS	05 E 005 865 000 384 510	6,670.00
<b>Total:</b>					<b>\$6,670.00</b>

### VRCB220602 Summary

Type	Count	Amount
Regular	1	6,670.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$6,670.00</b>

## Board Packet

AP Run: 12/23/21 PERA TRA --- Post Date: 2021-12-24 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
12/23/2021	202002393	Wire Transfer	MN TEACHERS RETIREMENT ASSN	194,219.45		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
TR\$.12232021.B	TR\$ - TRA AMOUNT for 12/23/21		12/23/2021	-156.98		
			PAYROLL W/HOLDINGS-TRA PAYABLE		01 L 215 04	-156.98
TR\$.12232021.D	TR\$ - TRA AMOUNT for 12/23/21		12/23/2021	-141.17		
			PAYROLL W/HOLDINGS-TRA PAYABLE		01 L 215 04	-141.17
TRC.12232021.B	TRC - TRA COORD for 12/23/21		12/23/2021	102,416.63		
			PAYROLL W/HOLDINGS-TRA PAYABLE		01 L 215 04	99,812.40
			PAYROLL W/HOLDING-TRA PAYABLE		04 L 215 04	2,604.23
TRC.12232021.D	TRC - TRA CORD for 12/23/21		12/23/2021	92,100.97		
			PAYROLL W/HOLDINGS-TRA PAYABLE		01 L 215 04	89,759.09
			PAYROLL W/HOLDING-TRA PAYABLE		04 L 215 04	2,341.88
12/23/2021	202002394	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	64,042.60		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
PRC.12232021.B	PRC - PERA CORD for 12/23/21		12/23/2021	34,308.85		
			PAYROLL W/HOLDINGS-PERA PAYABLE		01 L 215 03	27,557.18
			PAYROLL W/HOLDINGS-PERA PAYABLE		02 L 215 03	3,796.63
			PAYROLL W/HOLDING-PERA PAYABLE		04 L 215 03	2,716.60
			PAYROLL W/HOLDINGS-PERA PAYABLE		05 L 215 03	235.81
			PAYROLL W/HOLDINGS-PERA PAYABLE		11 L 215 03	2.63
PRC.12232021.D	PRC - PERA CORD for 12/23/21		12/23/2021	29,733.75		
			PAYROLL W/HOLDINGS-PERA PAYABLE		01 L 215 03	23,882.33
			PAYROLL W/HOLDINGS-PERA PAYABLE		02 L 215 03	3,290.38
			PAYROLL W/HOLDING-PERA PAYABLE		04 L 215 03	2,354.40
			PAYROLL W/HOLDINGS-PERA PAYABLE		05 L 215 03	204.36
			PAYROLL W/HOLDINGS-PERA PAYABLE		11 L 215 03	2.28
<b>Total:</b>						<b>\$258,262.05</b>

# Board Packet

AP Run: 12/23/21 PERA TRA --- Post Date: 2021-12-24 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
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### 12/23/21 PERA TRA Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	258,262.05
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$258,262.05</b>

## Board Packet

AP Run: 12/29/21 Payroll AP — Post Date: 2021-12-29 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
12/29/2021	202002395	Wire Transfer	UNITED STATES TREASURY	113.69	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.12292021.B	FIC - FICA for TLI/INS 12/29/21	12/29/2021	86.18		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	86.18
MED.12292021.B	MED - MEDICARE-1 for TLI/INS 12/29/21	12/29/2021	27.51		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	27.51
<b>Total:</b>					<b>\$113.69</b>

### 12/29/21 Payroll AP Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	113.69
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$113.69</b>

## Board Packet

AP Run: T220701 --- Post Date: 2022-01-04 --- AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
01/04/2022	45499	Check	AMAZON BUSINESS	1,054.62		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
1797-RKFX-H6D4	HOW PEOPLE LEARN-PRINCIPAL ACADEMY		12/19/2021	49.90		
			GEN SUPPLIES-STAFF DEV--STAFF DEV		01 E 005 640 000 316 401	49.90
17CX-1T3V-MLPM	EQUITY AUDIT IN THE CLASSROOM		12/23/2021	25.50		
			GEN SUPPLIES-STAFF DEV--STAFF DEV		01 E 005 640 000 316 401	25.50
19JY-G3T6-7T61	CAT & CAT BOOK		12/18/2021	8.99		
			INDIV INST SUPPLIES-ACAD ACHV-PR YR-TITLE I-D		01 E 005 216 011 406 433	8.99
1CGP-FCY4-H36C	NEVELN SUPPLIES		12/23/2021	551.21		
			GEN SUPPLIES-ELL-PR YR-TITLE III, PT A		01 E 005 205 011 417 401	551.21
1CGP-FCY4-NV44	E1 INSTRUCTION MATERIALS-ACTIVITIES		12/23/2021	331.74		
			INDIV INST SUPPLIES-ACAD ACHV-PR YR-TITLE I-D		01 E 005 216 011 406 433	331.74
1L4G-67YN-6RPL	NAME TAGS & THANK YOU CARDS		12/14/2021	35.28		
			GEN SUPPLIES-SEC-CEO PROGRAM-		01 E 310 211 206 000 401	35.28
1MDF-1D9G-HNKX	1.5" THREE RING BINDERS		12/17/2021	52.00		
			GEN SUPPLIES-ELEM ED--		01 E 145 203 000 000 401	52.00
01/04/2022	45500	Check	ANDERSON, KEVIN	35.34		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
010322	MILEAGE REIM.		01/03/2022	35.34		
			IN-DISTRICT TRAVEL-SPED AGG--IDEA-611		01 E 005 420 000 419 367	35.34
01/04/2022	45501	Check	ANDREA MALO	276.31		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
706920412	GEORGIA BOOK COMPANY REIM.		12/16/2021	276.31		
			INSTRUCTL SUPPLIES-LEP--COMPENS		01 E 310 219 000 317 430	276.31
01/04/2022	45502	Check	BLICK ART MATERIALS	137.70		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
7468356	ART SUPPLIES		11/17/2021	137.70		
			INSTRUCTL SUPPLIES-ART--		01 E 310 212 000 000 430	137.70

## Board Packet

AP Run: T220701 — Post Date: 2022-01-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
01/04/2022	45503	Check	CLIFTON LARSON ALLEN LLP	15,015.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
3116695	SERVICES RENDERED IN CONNECTION WITH YEAR END AUDIT		12/30/2021	15,015.00		
			AUDIT SERVICES -BUSINESS OFFICE--		01 E 005 110 000 000 312	15,015.00
01/04/2022	45504	Check	EDINA HIGH SCHOOL	230.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
010222	EDINA DANCE 4 ROUTINES		01/02/2022	230.00		
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 369	230.00
01/04/2022	45505	Check	FARIBAULT HIGH SCHOOL	175.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
022621	GYMNASTICS MEET 01/08/2022		01/08/2022	175.00		
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 369	175.00
01/04/2022	45506	Check	HY-VEE ACCOUNTS RECEIVABLE	1,502.17		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
4835212366	AM Ed Week Donuts		11/17/2021	639.00		
			FOOD-PERSONNEL--		01 E 005 160 000 000 490	639.00
4835253311	OPEN P.O. FOR CLASS SUPPLIES		11/18/2021	58.00		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	58.00
4835889509	OPEN P.O. FOR CLASS SUPPLIES		12/01/2021	16.57		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	16.57
4836158865	OPEN P.O. FOR CLASS SUPPLIES		12/07/2021	172.06		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	172.06
4836182353	CONCESSIONS COOKIES		12/07/2021	135.67		
			COST OF MAT SOLD-BOY/GIRL--ACTIVITIES REV.		11 R 000 292 000 147 619	135.67
4836262743	AHS CONCESSIONS COOKIES		12/09/2021	129.96		
			COST OF MAT SOLD-BOY/GIRL--ACTIVITIES REV.		11 R 000 292 000 147 619	129.96
5859886614	OPEN P.O. FOR CLASS SUPPLIES		11/11/2021	6.95		
			INDIV INST SUPPLIES-FACS-HOME EC-CTE		01 E 310 331 459 809 433	6.95

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Check Date	Check Number	Payment Type	Name			Check Amount
01/04/2022	45506	Check	HY-VEE ACCOUNTS RECEIVABLE			1,502.17
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
5860798703	CUT OUT COOKIES		12/06/2021	320.00		
			FOOD-FOOD SVC--ALA-CARTE		02 E 005 770 000 707 490	320.00
5860893015	CHRISTMAS PARTY SUPPLIES		12/09/2021	23.96		
			GEN SUPPLIES-KINDERGARTEN-WOODSON-WOODSON		11 E 165 201 020 102 401	23.96
01/04/2022	45507	Check	INFRARED INSPECTIONS, INC.			3,200.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1073	IR ROOF SCANS: ANNEX, BANFIELD, ELLIS & SOUTHGATE		09/15/2021	3,200.00		
			BLDG ACQ/CONSTRUCTION-LTFM--BLDG ENVEVELOPE		05 E 005 865 000 368 520	3,200.00
01/04/2022	45508	Check	LAKEVILLE NORTH PUBLIC SCHOOLS			275.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
082621	GYMNASTICS MEET 01/15/22		08/26/2021	275.00		
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 369	275.00
01/04/2022	45509	Check	LISA QUEDNOW			69.12
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
121721	SAMS CLUB REIM.		12/17/2021	47.45		
			COST OF MAT SOLD-BOY/GIRL--ACTIVITIES REV.		11 R 000 292 000 147 619	47.45
135200144212	WALMART REIM.		12/17/2021	21.67		
			COST OF MAT SOLD-BOY/GIRL--ACTIVITIES REV.		11 R 000 292 000 147 619	21.67
01/04/2022	45510	Check	LUTHER COLLEGE			215.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
010922	DORIAN VOCAL FESTIVAL 7 STUDENTS WITH HOUSING		01/09/2022	215.00		
			STU TRV ALLOW/ENT FEE-MUSIC-AHS-CHOIR		11 E 310 258 040 133 369	215.00
01/04/2022	45511	Check	MANKATO EAST ATHLETICS			275.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
050321	SWIM & DIVE INVITE 12/18/21		12/18/2021	125.00		
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 369	125.00

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01/04/2022	45511	Check	MANKATO EAST ATHLETICS	275.00
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
113021	GYMNASTICS MEET 12/04/21		11/30/2021	150.00
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-	150.00
			01 E 310 292 100 000 369	
01/04/2022	45512	Check	MEYER, NJUS, & TANICK PA	1,667.29
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
201923155	SHEILA STEELE GARNISHMENT		12/29/2021	1,667.29
			PAYROLL W/HOLDING-GARNISHMENTS PAYABLE	1,667.29
			04 L 215 12	
01/04/2022	45513	Check	NEW PRAGUE HIGH SCHOOL	250.00
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
092321	WRESTLING MEET 12/04/21		09/23/2021	250.00
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-	250.00
			01 E 310 292 100 000 369	
01/04/2022	45514	Check	PARK GYMNASTICS BOOSTER CLUB	250.00
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
090921	GYMNASTICS MEET 01/22/22		09/09/2021	250.00
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-	250.00
			01 E 310 292 100 000 369	
01/04/2022	45515	Check	RATWIK ROSZAK & MALONEY PA	1,527.50
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
70049	LEGAL SERVICES NOVEMBER		11/30/2021	1,527.50
			LEGAL SERVICES-SCHOOL BOARD--	681.50
			01 E 005 010 000 000 313	
			LEGAL SERVICES-PERSONNEL--	846.00
			01 E 005 160 000 000 313	
01/04/2022	45516	Check	SAINT AGNES	125.00
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
121721	WRESTLING INVITE 02052022		12/17/2021	125.00
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-	125.00
			01 E 310 292 100 000 369	
01/04/2022	45517	Check	SCHECHINGER, KIMBERLY F	303.62
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>
581289482677917	WALMART REIM.		10/16/2021	53.82
			FOOD-EXT CUR-FFA-SA	53.82
			88 E 310 298 026 301 490	

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01/04/2022	45517	Check	SCHECHINGER, KIMBERLY F	303.62		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
7542	CRACKER BARREL REIM.		10/28/2021	52.83		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	52.83
7548	CRACKER BARREL REIM.		10/28/2021	73.28		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	73.28
7553	CRACKER BARREL REIM.		10/28/2021	56.10		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	56.10
7566	CRACKER BARREL REIM.		10/28/2021	29.55		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	29.55
7664	CRACKER BARREL REIM.		10/28/2021	38.04		
			ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA		88 E 310 298 026 301 369	38.04
01/04/2022	45518	Check	SODEXO	224.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
010922-2	DORIAN MEAL TICKETS		01/09/2022	224.00		
			STU TRV ALLOW/ENT FEE-MUSIC-AHS-CHOIR		11 E 310 258 040 133 369	224.00
01/04/2022	45519	Check	SOUTH ST PAUL HIGH SCHOOL	250.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
040121	WRESTLING MEET 012922		12/29/2021	250.00		
			STU TRV ALLOW/ENT FEE-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 369	250.00
				<b>Total:</b>		<b>\$27,057.67</b>

### T220701 Summary

Type	Count	Amount
Regular	21	27,057.67
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>21</b>	<b>\$27,057.67</b>

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01/04/2022	5000000517		GOPHER SPORT*	459.29	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
CR18624	ELIZA KELLY-APEF GRANT-TABLE TENNIS SUPPLIES	10/21/2021	-384.93		
	INSTRUCTL SUPPLIES-SEC--APEF GRANT			01 E 610 211 000 097 430	-384.93
CR18736	LOCKS FOR STUDENT LOCKERS	10/25/2021	-403.00		
	EQUIPMENT-ELEM ED--OPER CAP			05 E 185 203 000 302 530	-403.00
IN103991	LOCKS FOR STUDENT LOCKERS	10/28/2021	403.00		
	EQUIPMENT-ELEM ED--OPER CAP			05 E 185 203 000 302 530	403.00
IN110525	ELIZA KELLY-APEF GRANT-TABLE TENNIS SUPPLIES	11/13/2021	56.29		
	INSTRUCTL SUPPLIES-SEC--APEF GRANT			01 E 610 211 000 097 430	56.29
IN97872	LOCKS FOR STUDENT LOCKERS	10/14/2021	403.00		
	EQUIPMENT-ELEM ED--OPER CAP			05 E 185 203 000 302 530	403.00
IN98604	ELIZA KELLY-APEF GRANT-TABLE TENNIS SUPPLIES	10/15/2021	384.93		
	INSTRUCTL SUPPLIES-SEC--APEF GRANT			01 E 610 211 000 097 430	384.93
01/04/2022	5000000518		OFFICE DEPOT*	538.09	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
211094289001	SUPPLIES	11/16/2021	489.52		
	GEN SUPPLIES-KINDERGARTEN--			01 E 165 201 000 000 401	302.56
	INSTRUCTL SUPPLIES-KINDERGARTEN--			01 E 165 201 000 000 430	153.12
	INSTRUCTL SUPPLIES-ART--			01 E 165 212 000 000 430	33.84
211094289002	SUPPLIES	11/23/2021	12.57		
	GEN SUPPLIES-KINDERGARTEN--			01 E 165 201 000 000 401	12.57
211094289003	SUPPLIES	12/16/2021	13.99		
	GEN SUPPLIES-KINDERGARTEN--			01 E 165 201 000 000 401	13.99
211094291001	SUPPLIES	11/16/2021	22.01		
	GEN SUPPLIES-KINDERGARTEN--			01 E 165 201 000 000 401	22.01
01/04/2022	5000000519		PRO-ED*	1,099.40	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
2892384	PSYCH MATERIALS	07/08/2021	499.40		
	INST SOFTWARE LIC-SPED AGG--STATE SPED			01 E 005 420 000 740 406	209.00

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Check Date	Check Number	Payment Type	Name	Check Amount	
01/04/2022	5000000519		PRO-ED*	1,099.40	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
				INDIV INST SUPPLIES-SPED AGG--STATE SPED 01 E 005 420 000 740 433	290.40
2909192	EDMARK	10/07/2021	600.00		
				INST SOFTWARE LIC-SPED AGG-PR YR-IDEA-611 01 E 005 420 011 419 406	600.00
<b>Total:</b>					<b>\$2,096.78</b>

### CB220701 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	3	2,096.78
<b>Total:</b>	<b>3</b>	<b>\$2,096.78</b>

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Check Date	Check Number	Payment Type	Name	Check Amount		
01/10/2022	45520	Check	ADAM'S PEST CONTROL	392.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
3416165	AHS		12/16/2021	88.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	88.00
3416166	IJ HOLTON		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416167	CLC		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416168	SUMNER		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416169	BANFIELD		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416170	NEVELN		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416171	ELLIS		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416172	SOUTHGATE		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
3416173	WOODSON		12/16/2021	38.00		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	38.00
01/10/2022	45521	Check	APPLE COMPUTER INC	399,000.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
AG26472852	IPADS - ECF GRANT		11/24/2021	91,770.00		
			INST TECH DEVICE-INST TECH-ASSIGNED TECH-		01 E 005 630 093 000 466	91,770.00
AG26472853	IPADS - ECF GRANT		11/24/2021	307,230.00		
			INST TECH DEVICE-INST TECH-ASSIGNED TECH-		01 E 005 630 093 000 466	307,230.00
01/10/2022	45522	Check	AUSTIN ROTARY CLUB	150.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
3646	ROTARY QUARTERLY DUES JOHN ALBERTS		01/01/2022	150.00		
			DUES & MEMBERSHIPS-ED SERVICES--		01 E 005 030 000 000 820	150.00

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Check Date	Check Number	Payment Type	Name	Check Amount		
01/10/2022	45523	Check	CRESTWOOD FFA	3,288.35		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
121921	NATIONAL FFA CONVENTION EXPENSES		12/19/2021	3,288.35		
	ENTRY FEES/STDT TRVL ALLOW-EXT CUR-FFA-SA				88 E 310 298 026 301 369	3,288.35
01/10/2022	45524	Check	D & G ACE HARDWARE	440.25		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
120033/1	MAINT. SUPPLIES		11/23/2021	48.45		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	48.45
120066/1	MAINT. SUPPLIES		11/24/2021	199.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	199.99
120131/1	MAINT. SUPPLIES		11/30/2021	57.95		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	57.95
120134/1	MAINT. SUPPLIES		11/30/2021	23.95		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	23.95
120180/1	MAINT. SUPPLIES		12/02/2021	4.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	4.99
120206/1	MAINT. SUPPLIES		12/03/2021	16.97		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	16.97
120211/1	MAINT. SUPPLIES		12/03/2021	7.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	7.99
120231/1	MAINT. SUPPLIES		12/06/2021	66.97		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	66.97
120240/1	MAINT. SUPPLIES		12/06/2021	12.99		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	12.99
01/10/2022	45525	Check	EDUCATORS BENEFIT CONSULTANTS, LLC	249.62		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
21885	403B ADMIN & COMPLIANCE SERVICE MONTHLY FEE		01/01/2022	249.62		
			FEES FOR SERVICES-BUSINESS OFFICE--		01 E 005 110 000 000 305	249.62

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01/10/2022	45526	Check	FLR SANDERS, INC	1,015.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
5626	AHS GYM FLOOR RELIEF CUTS		12/15/2021	1,015.00		
			FEES FOR SERVICES-OPERATIONS--		01 E 005 810 000 000 305	1,015.00
01/10/2022	45527	Check	GERARD ACADEMY	971.01		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
123121	LICENSE INSTRUCTION		12/31/2021	796.61		
			FED CNTRCT < \$25K-ACAD ACHV-PR YR-TITLE I-D		01 E 005 216 011 406 303	796.61
123121-2	NON-LICENSE INSTRUCTION		12/31/2021	174.40		
			FED CNTRCT < \$25K-ACAD ACHV-PR YR-TITLE I-D		01 E 005 216 011 406 303	174.40
01/10/2022	45528	Check	GRAINGER	535.32		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
9153653085	MAINT. SUPPLIES		12/16/2021	54.24		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	54.24
9153981460	MAINT. SUPPLIES		12/16/2021	63.90		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	63.90
9156387723	MAINT. SUPPLIES		12/20/2021	91.39		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	91.39
9157632903	MAINT. SUPPLIES		12/21/2021	221.77		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	221.77
9157950362	MAINT. SUPPLIES		12/21/2021	85.71		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	85.71
9158109471	MAINT. SUPPLIES		12/21/2021	18.31		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	18.31
01/10/2022	45529	Check	HILLER COMMERCIAL FLOORS	5,064.99		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
2110250	SUPT. CONFERENCE ROOM		12/07/2021	5,064.99		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	5,064.99

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Check Date	Check Number	Payment Type	Name	Check Amount	
01/10/2022	45530	Check	KEMPS	2,540.80	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
3703460	2021-22 MILK	12/17/2021	50.55	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	50.55
3703466	2021-22 MILK	12/17/2021	252.75	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	252.75
3703629	2021-22 MILK	12/17/2021	113.70	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	113.70
3703677	2021-22 MILK	12/17/2021	265.35	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	265.35
3703753	2021-22 MILK	12/17/2021	63.10	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	63.10
3703790	2021-22 MILK	12/17/2021	88.40	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	88.40
3703799	2021-22 MILK	12/17/2021	555.80	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	555.80
3708073	2021-22 MILK	12/21/2021	151.80	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	151.80
3709461	2021-22 MILK	12/21/2021	101.20	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	101.20
3709723	2021-22 MILK	12/21/2021	177.10	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	177.10
3709882	2021-22 MILK	12/21/2021	303.60	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	303.60
3709971	2021-22 MILK	12/21/2021	75.90	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	75.90
3710010	2021-22 MILK	12/21/2021	164.45	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	164.45
3710043	2021-22 MILK	12/21/2021	177.10	MILK-FOOD SVC--NSLP 02 E 005 770 000 701 495	177.10

## Board Packet

AP Run: B220701 — Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
01/10/2022	45531	Check	KUYPERS CONSULTING, INC	190.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
2861	THE ZONES OF REGULATION STEPPING INTO SCHOOLWIDE ZONES WEBINAR JANUARY 25, 2022, TWO PARTICIPANTS		12/29/2021	190.00		
			FEES FOR SERVICES-STAFF DEV--STAFF DEV	190.00	01 E 145 640 000 316 305	
01/10/2022	45532	Check	LEWIS OUTPATIENT PHYSICAL THERAPY SERVICES, LLC	8,427.80		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
5	PT CONTRACTED SERVICE		12/30/2021	8,427.80		
			PMT FOR ED PURP-SPED AGG--STATE SPED	8,427.80	01 E 005 420 000 740 394	
01/10/2022	45533	Check	MARTIN BROS DISTRIBUTING CO	5,963.14		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
9277813	2021-22 Food & Supplies		12/21/2021	2,480.76		
			GEN SUPPLIES-FOOD SVC--NSLP	961.96	02 E 005 770 000 701 401	
			FOOD-FOOD SVC--NSLP	1,166.89	02 E 005 770 000 701 490	
			FOOD-FOOD SVC--BREAKFAST	351.91	02 E 005 770 000 705 490	
9277814	2021-22 Food & Supplies		12/21/2021	2,885.78		
			FOOD-FOOD SVC--NSLP	1,754.13	02 E 005 770 000 701 490	
			FOOD-FOOD SVC--BREAKFAST	1,131.65	02 E 005 770 000 705 490	
9277815	2021-22 Food & Supplies		12/21/2021	596.60		
			FOOD-FOOD SVC--NSLP	596.60	02 E 005 770 000 701 490	
01/10/2022	45534	Check	PALMER BUS SERVICE	238.77		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
0003599-IN	AHS TO CORNERSTONE		11/30/2021	238.77		
			TRANS CONTRACT-BOY/GIRL ATHL-ACTIVITIES	238.77	11 E 310 292 000 147 360	
01/10/2022	45535	Check	PEPSI-COLA OF ROCHESTER	450.50		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
9318807	CONCESSIONS		12/20/2021	450.50		
			COST OF MAT SOLD-BOY/GIRL--ACTIVITIES REV.	450.50	11 R 000 292 000 147 619	

## Board Packet

AP Run: B220701 --- Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
01/10/2022	45536	Check	RIVERLAND COMMUNITY COLLEGE	21,245.70		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
00178716	CONCURRENT ENROLLMENT FALL 2021 & STUDENT ASSOCIATION FEES		12/22/2021	21,245.70		
			PMT FOR ED PURP-SEC--PSEO CONTRACT		01 E 310 211 000 090 394	21,245.70
01/10/2022	45537	Check	RIVERSIDE INSIGHTS	1,177.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV104038	ASSESSMENTS		12/16/2021	1,177.00		
			INDIV INST SUPPLIES-ECSE-PR YR-IDEA SEC 619		01 E 120 412 011 420 433	1,177.00
01/10/2022	45538	Check	SARA LEE BAKERY GROUP/EARTHGRAINS	697.52		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
52319734919	2021-22 BREAD		12/06/2021	74.79		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	74.79
52319735020	2021-22 BREAD		12/16/2021	36.40		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	36.40
52337134997	2021-22 BREAD		12/06/2021	69.37		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	69.37
52337135043	2021-22 BREAD		12/09/2021	33.25		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	33.25
52337135086	2021-22 BREAD		12/13/2021	26.60		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	26.60
52337135132	2021-22 BREAD		12/16/2021	91.62		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	91.62
52337135134	2021-22 BREAD		12/15/2021	25.48		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	25.48
52337135135	2021-22 BREAD		12/16/2021	54.00		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	54.00
52337135172	2021-22 BREAD		12/20/2021	104.21		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	104.21
52337135174	2021-22 BREAD		12/20/2021	39.24		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	39.24

## Board Packet

AP Run: B220701 — Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
01/10/2022	45538	Check	SARA LEE BAKERY GROUP/EARTHGRAINS	697.52		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
52337135175	2021-22 BREAD		12/20/2021	112.96		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	112.96
52337135176	2021-22 BREAD		12/20/2021	29.60		
			FOOD-FOOD SVC--NSLP		02 E 005 770 000 701 490	29.60
01/10/2022	45539	Check	TOSHIBA FINANCIAL SERVICES	1,397.42		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
5018141665	AHS MAIN OFFICE COPIER		12/17/2021	695.86		
			REPAIR & MAINT SVCS-SEC--		01 E 310 211 000 000 350	212.40
			PRINCIPAL ON CAP LEASE-SEC--		01 E 310 211 000 000 580	483.46
5018141666	AHS MAIN2/ISS/WRITE PLACE		12/17/2021	701.56		
			PRINCIPAL ON CAP LEASE-SEC--		01 E 310 211 000 000 580	701.56
01/10/2022	45540	Check	TOTAL GLASS-LOCK INC	262.08		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
132174	FURNISH & INSTALL GLASS IJ HOLTON ROOM 253		12/20/2021	262.08		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	262.08
01/10/2022	45541	Check	USBANK- A TFS PROGRAM	2,044.51		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
461142374	21-22 PRINTER LEASES		12/24/2021	66.00		
			PRINCIPAL ON CAP LEASE-SEC--		01 E 210 211 000 000 580	66.00
461142549	21-22 PRINTER LEASES		12/24/2021	1,978.51		
			PRINCIPAL ON CAP LEASE-BUSINESS OFFICE--		01 E 005 110 000 000 580	214.34
			PRINCIPAL ON CAP LEASE-OPERATIONS--		01 E 005 810 000 000 580	139.46
			PRINCIPAL ON CAP LEASE-ELEM ED--		01 E 185 203 000 000 580	480.22
			PRINCIPAL ON CAP LEASE-SEC--		01 E 210 211 000 000 580	182.10
			PRINCIPAL ON CAP LEASE-SEC--		01 E 310 211 000 000 580	635.90
			PRINCIPAL ON CAP LEASE-		01 E 310 710 000 000 580	204.00
			PRINCIPAL ON CAP LEASE-SEC--ALC		01 E 610 211 000 303 580	122.49

# Board Packet

AP Run: B220701 --- Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
				Total: \$455,741.78

## B220701 Summary

Type	Count	Amount
Regular	22	455,741.78
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
Total:	22	\$455,741.78

## Board Packet

AP Run: CB220702 — Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
01/10/2022	5000000520		ARROW PRINTING*	116.85	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
69945	SPED PRINTING	12/24/2021	116.85		
		GEN SUPPLIES-SPED AGG--IDEA-611	01 E 005 420 000 419 401	116.85	
01/10/2022	5000000521		BORDER STATES ELECTRIC SUPPLY*	2,747.97	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
923372777	ELECTRICAL SUPPLIES	12/13/2021	172.38		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	172.38	
923381388	ELECTRICAL SUPPLIES	12/14/2021	216.00		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	216.00	
923389985	ELECTRICAL SUPPLIES	12/15/2021	120.23		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	120.23	
923406007	ELECTRICAL SUPPLIES	12/17/2021	295.36		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	295.36	
923422878	ELECTRICAL SUPPLIES	12/21/2021	1,944.00		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1,944.00	
01/10/2022	5000000522		GODFATHER'S PIZZA*	282.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
03274	FURNISS CLASS 6 LARGE PIZZAS	12/22/2021	63.00		
		INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY	11 E 145 203 014 121 430	63.00	
03275	WATKINS CLASS 8 LARGE PIZZAS	12/22/2021	83.00		
		INSTRUCTL SUPPLIES-ELEM ED-SOUTHGT-ALL GRS/SPLY	11 E 145 203 014 121 430	83.00	
03276	LARGE PIZZAS BANFIELD	12/22/2021	83.00		
		FOOD-EXT CUR-STUD CNCL-BAN-SA	88 E 105 298 074 301 490	83.00	
03278	JANE CARLSON LARGE PIZZAS	12/22/2021	53.00		
		FOOD-EXT CUR-AUSTINIAN-SA	88 E 310 298 008 301 490	53.00	
01/10/2022	5000000523		HILLYARD/HUTCHINSON*	3,740.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
604575238	CUST. SUPPLIES	12/17/2021	158.16		
		CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410	158.16	

## Board Packet

AP Run: CB220702 --- Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
01/10/2022	5000000523		HILLYARD/HUTCHINSON*	3,740.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
604575239	CUST. SUPPLIES	12/17/2021	1,374.24		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	1,374.24
604575240	CUST. SUPPLIES	12/17/2021	211.30		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	211.30
604575241	CUST. SUPPLIES	12/17/2021	998.86		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	998.86
604575242	CUST. SUPPLIES	12/17/2021	818.88		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	818.88
604575243	CUST. SUPPLIES	12/17/2021	178.56		
		CUSTODIAL SUPPLIES-OPERATIONS--		01 E 005 810 000 000 410	178.56
01/10/2022	5000000524		LAKESHORE LEARNING MATERIALS*	26.16	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
228536122021	CONSTRUCTION PAPER, RED, 12X18	12/20/2021	26.16		
		GEN SUPPLIES-ELEM ED--		01 E 145 203 000 000 401	26.16
01/10/2022	5000000525		SCHOOL SPECIALTY, LLC*	45.49	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
208129226952	2022 WALL CALENDAR	12/23/2021	45.49		
		GEN SUPPLIES-ELEM ED--		01 E 145 203 000 000 401	45.49
01/10/2022	5000000526		SOUTH CENTRAL ATHLETE*	976.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
023368	BASKETBALL CLOTHING	11/29/2021	976.00		
		GEN SUPPLIES-BOYS ATHL-BASKETBALL-		66 E 310 294 102 000 401	976.00

**Board Packet**

AP Run: CB220702 — Post Date: 2022-01-10 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
				<b>Total:</b> \$7,934.47

**CB220702 Summary**

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	7	7,934.47
<b>Total:</b>	<b>7</b>	<b>\$7,934.47</b>

## Board Packet

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### Summary by Fund

Austin Public Schools ISD 492

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<u>Fund</u>	<u>Total</u>
01 - GENERAL FUND	1,297,835.32
02 - FOOD SERVICE FUND	33,395.39
04 - COMMUNITY SERVICE	33,157.06
05 - CAPITAL EXPENDITURES	146,016.14
11 - SITE & CO-CURRICULAR	3,981.56
12 - AUSTIN AREA CONSORTIUM	36.18
66 - ATHLETICS	976.00
88 - STUDENT ACTIVITY	8,085.30
	<hr/>
	<b>\$1,523,482.95</b>

INDEPENDENT SCHOOL DISTRICT 492			
LISTING OF PAYMENTS MADE BY ELECTRONIC FUNDS TRANSFER			
FOR THE MONTH OF		DECEMBER 2021	
DATE	PAID TO	PAYMENT FOR	AMOUNT
12/2/2021	TRA	TRA EE & ER	\$ 185,630.67
12/3/2021	EDUCATORS BENEFITS	403 (b) CONTRIBUTIONS	\$ 41,148.67
12/3/2021	PERA	PERA EE & ER	\$ 72,061.02
12/3/2021	ALERUS FLEX CHECKS	FSA REPAYMENTS	\$ (89.98)
12/7/2021	BANCORP - BENNY CARD	FSA ACH	\$ 367.07
12/7/2021	VENDORS	P-CARD	\$ 19,848.71
12/9/2021	FEDERAL RESERVE	NET CHECK	\$ 1,346,650.32
12/9/2021	US BANK	DEBT PAYMENT	\$ 823,560.17
12/10/2021	EFTPS	FED, FICA & MEDICARE	\$ 479,353.42
12/10/2021	MN COMM OF REVENUE	STATE WITHHOLDING	\$ 82,845.85
12/13/2021	ALERUS FLEX CHECKS	FSA DEBIT	\$ 550.00
12/13/2021	MN COMM OF REVENUE	CHILD SUPPORT	\$ 808.01
12/13/2021	BANK OF AMERICA	HSA EE CONTRIBUTION	\$ 31,030.49
12/13/2021	BANK OF AMERICA	HSA ER CONTRIBUTION	\$ 116,806.90
12/13/2021	FEDERAL RESERVE	NET CHECK-ACH RETURN	\$ (1,603.79)
12/14/2021	BANCORP - BENNY CARD	FSA ACH	\$ 274.08
12/17/2021	MN COMM OF REVENUE	SALES TAX	\$ 387.00
12/17/2021	EDUCATORS BENEFITS	403 (b) CONTRIBUTIONS	\$ 44,515.67
12/17/2021	AFLAC	INSURANCE PREMIUMS	\$ 1,445.52
12/20/2021	ALERUS FLEX CHECKS	FSA DEBIT	\$ 1,918.58
12/20/2021	PERA	PERA EE & ER	\$ 72,213.48
12/20/2021	TRA	TRA EE & ER	\$ 234,928.03
12/21/2021	ALERUS FLEX CHECKS	FSA DEBIT	\$ 855.05
12/23/2021	FEDERAL RESERVE	NET CHECK	\$ 1,140,622.74
12/23/2021	EFTPS	FED, FICA & MEDICARE	\$ 387,039.83
12/24/2021	FEDERAL RESERVE	NET CHECK-ACH RETURN	\$ (101.82)
12/27/2021	BANK OF AMERICA	HSA EE CONTRIBUTION	\$ 32,413.47
12/27/2021	BANK OF AMERICA	HSA ER CONTRIBUTION	\$ 1,336.22
12/27/2021	MN COMM OF REVENUE	STATE WITHHOLDING	\$ 65,080.27
12/28/2021	MN COMM OF REVENUE	CHILD SUPPORT	\$ 808.01
12/28/2021	ALERUS	FLEX PLAN FEE	\$ 252.00
12/28/2021	ALERUS	HSA PLAN MONTHLY FEE	\$ 1,720.00
12/28/2021	ALERUS FLEX CHECKS	FSA DEBIT	\$ 1,346.17
12/30/2021	EFTPS	FED, FICA & MEDICARE	\$ 113.69
12/30/2021	PERA	PERA EE & ER	\$ 64,042.60
12/31/2021	EDUCATORS BENEFITS	403 (b) CONTRIBUTIONS	\$ 43,244.56
	TOTAL		\$ 5,293,422.68



INDEPENDENT SCHOOL DISTRICT NO. 492 - AUSTIN  
AUGUST 2021 TREASURER'S REPORT

TREASURER'S BOOKS	BALANCE BEGINNING OF MONTH	DEBITS	CREDITS	BALANCE END OF MONTH
<b>CASH</b>				
01 GENERAL FUND	(5,310,924.45)	10,655,622.21	4,962,280.33	382,417.43
05 CAPITAL OUTLAY	560,056.40	2,416.12	492,035.41	70,437.11
11 SITE AND COCURRICULAR	614,602.92	48,739.06	24,800.07	638,541.91
12 AUSTIN AREA CONSORTIUM	(40,055.57)	211.28	79,667.65	(119,511.94)
66 ATHLETICS	80,149.85	2,311.48	244.00	82,217.33
88 ACTIVITY FUND	186,871.59	2,609.12	408.75	189,071.96
02 FOOD SERVICE	344,342.19	138,565.90	133,704.61	349,203.48
04 COMMUNITY SERVICE	648,697.52	170,760.49	170,437.66	649,020.35
06 CONSTRUCTION FUNDS	265,473.92	2.48	3,754.12	261,722.28
07 DEBT SERVICE	1,525,800.87	225,233.85	0.00	1,751,034.72
08 TRUST FUND	47,233.37	0.00	0.00	47,233.37
20 INTERNAL SERVICE FUND	5,959,608.97	168,383.66	753,875.43	5,374,117.20
<b>TOTAL CASH</b>	<b>4,881,857.58</b>	<b>11,414,855.65</b>	<b>6,621,208.03</b>	<b>9,675,505.20</b>
01 CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	3,000.00
06 LEASE PURCHASE - OLD NATIONAL BANK	18,820.04	0.32	0.00	18,820.36
06 CERTIFICATES OF PURCHASE - US BANK	361,416.33	1.98	0.00	361,418.31
<b>INVESTMENTS</b>				
01 OPERATING INVESTMENTS - MN TRUST	9,730,701.31	0.00	487,700.00	9,243,001.31
01 SCHOLARSHIP INVESTMENTS	19,117.23	0.33	0.00	19,117.56
08 SCHOLARSHIP TRUST INVESTMENTS	62,502.54	0.53	0.00	62,503.07
88 ACTIVITY FUND	20,000.00	0.00	0.00	20,000.00
<b>TOTAL INVESTMENTS</b>	<b>9,832,321.08</b>	<b>0.86</b>	<b>487,700.00</b>	<b>9,344,621.94</b>
<b>GRAND TOTAL PER TREASURER'S BOOKS</b>	<b>15,097,415.03</b>	<b>11,414,858.81</b>	<b>7,108,908.03</b>	<b>19,403,365.81</b>

BANK ACCOUNTS	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	DEPOSITS NOT SHOWN ON BANK STATEMENT	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
BREMER - SAVINGS	7,773,674.18	0.00	0.00	0.00	7,773,674.18
BREMER - MAIN	453,181.20	0.00	17,195.00	272.21	470,648.41
BREMER - FINANCE & PAYROLL	0.00	(372,931.66)	0.00	0.00	(372,931.66)
BREMER - HEALTH INSURANCE TRUST	0.00	0.00	0.00	0.00	0.00
MSDLAF+ Liquid Class	554,226.98	0.00	0.00	0.00	554,226.98
MSDLAF+ MAX Class	0.00	0.00	0.00	0.00	0.00
MN TRUST OPERATING ACCOUNT	971,493.97	0.00	0.00	0.00	971,493.97
MN TRUST CAPITAL FACILITY BONDS 2018A	278,393.32	0.00	0.00	0.00	278,393.32
CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	0.00	3,000.00
LEASE PURCHASE - OLD NATIONAL BANK	18,820.36	0.00	0.00	0.00	18,820.36
CERTIFICATES OF PURCHASE - US BANK	361,418.31	0.00	0.00	0.00	361,418.31
OPERATING INVESTMENTS - MN TRUST	9,243,001.31	0.00	0.00	0.00	9,243,001.31
SCHOLARSHIP INVESTMENTS	19,117.56	0.00	0.00	0.00	19,117.56
SCHOLARSHIP TRUST INVESTMENTS	62,503.07	0.00	0.00	0.00	62,503.07
ACTIVITY FUND	20,000.00	0.00	0.00	0.00	20,000.00
<b>BALANCE</b>	<b>19,758,830.26</b>	<b>(372,931.66)</b>	<b>17,195.00</b>	<b>272.21</b>	<b>19,403,365.81</b>

RECONCILIATION OF TREASURER'S BALANCE WITH BANK

0.00

**DONATIONS**  
**January 10, 2021**

School Board Policy 706 - Acceptance of Gifts establishes guidelines for the acceptance of gifts to the District. Following is the list of gifts received December 8, 2021 through January 5, 2022.

<b>DONOR</b>	<b>AMOUNT</b>	<b>RECIPIENT(S)</b>	<b>PURPOSE</b>
Dugan-Scallon Foundation	\$4,000.00	SPED Department	Expenses
Hormel Plant	\$550.00	Gymnastics Program	Expenses
Hormel Employee Match/Alan Bumgardner	\$200.00	Neveln Elementary - \$160.00 Woodson Kindergarten - \$40.00	Expenses
Hormel Employee Match Program/11 Donors	\$1182.00	Southgate Elementary	Expenses
6 Hormel Employee Donations and 11 Matching Donations	\$3,289.70	Girls Basketball – \$1,103.69 Boys Cross Country – \$1,138.00 Girls Cross Country – \$1,138.01	Expenses
Austin Shriners & Masons	\$200.00	AHS Austinaires Program	Expenses
Hormel Plant	\$200.00	Girls Hockey Program	Expenses
Parent Donations	\$1,355.00	Cross Country Program	Expenses
Hormel Plant	\$1,600.00	CLC, Woodson and 4 Elementaries	Expenses

**RECOMMENDATION**

It is recommended that the School Board of Independent School District #492 approve the gifts as presented.

**RESOLUTION**

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District #492 approve the gifts received December 8, 2021 through January 5, 2022.

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 720

Orig. 1996

Revised: \_\_\_\_\_

Rev. ~~2008~~ 2019

## **720 VENDING MACHINES**

### **I. PURPOSE**

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

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

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

### **III. AUTHORIZATION**

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

***[Note: This provision can be narrowed to apply only to specific facilities.]***

### **IV. SUPERVISION; APPROVAL; LOCATION**

- A. All vending machines shall be under the supervision of the school principal or other person in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge of that facility. All food, beverages, or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or other person in charge of the school facility may regulate the hours of operation of any machine.
- D. Vending machines shall be located to meet any applicable building, fire, or life/safety codes and to provide convenience of operation, accessibility, and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

## V. CONTRACT APPROVAL

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

***[Note: These provisions may need to be amended if the school board determines to contract for vending machine services on an exclusive and district-wide basis.]***

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

***[Note: This dollar figure is lower than the ~~\$100,000~~ \$175,000 statutory requirement for sealed bids but is recommended to protect the interests of the public.]***

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

***[Note: This dollar figure is lower than the \$25,000 statutory requirement for quotations but is recommended to protect the interests of the public.]***

- D. The contracting process shall be conducted in compliance with Minn. Stat. § 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- E. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The noncommission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- F. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- G. All contracts for vending machines must be approved by the school board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.
- H. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.

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

**VI. ACCOUNTING**

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

**Legal References:** Minn. Stat. § 123B.20 (Dealing in Supplies)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 471.345 (Contracts)  
Minn. Stat. § 471.87 (Conflict of Interest)

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

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 721

Orig. 2016

Revised: \_\_\_\_\_

Rev. 2019

## 721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

***[Note: School districts are required by the federal Uniform Grant Guidance regulations, 2 C.F.R. Part 200, to have the policies which establish uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities including school districts. ~~In June 2018, the United States Office of Management and Budget published the final regulations December 26, 2013. The Uniform Grant Guidance is effective for new and continuation federal grant awards issued on or after December 26, 2014. The regulations do not affect those grants awarded prior to December 26, 2014, unless funds made available under those grants are carried forward into a new federal fiscal year or a continuation grant. 2 C.F.R. § 200.110 increased the threshold dollar amounts for both simplified acquisition costs (\$250,000) and micro-purchases (\$10,000).]~~***

### I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

### II. DEFINITIONS

#### A. Grants

1. "State-administered grants" are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. "Direct grants" are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

***[Note: All of the requirements outlined in this policy apply to both direct grants and state-administered grants.]***

- B. "Non-federal entity" means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.
- C. "Federal award" has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:
  1. a. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability); or
  - b. The cost-reimbursement contract under the federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability).
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 C.F.R. § 200.40 (Federal Financial Assistance),

or the cost-reimbursement contract awarded under the federal Acquisition Regulations.

3. "Federal award" does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.
- D. "Contract" means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 C.F.R. Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.
- E. Procurement Methods
1. "Procurement by micro-purchase" is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally ~~\$3,000~~ \$10,000, except as otherwise discussed in 48 C.F.R. Subpart 2.1 or as periodically adjusted for inflation).
  2. "Procurement by small purchase procedures" are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than ~~\$150,000~~ \$250,000 (periodically adjusted for inflation).
  3. "Procurement by sealed bids (formal advertising)" is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
  4. "Procurement by competitive proposals" is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.
  5. "Procurement by noncompetitive proposals" is procurement through solicitation of a proposal from only one source.
- F. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.
- G. "Compensation for personal services" includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 C.F.R. § 200.431 (Compensation - Fringe Benefits).
- H. "Post-retirement health plans" refer to costs of health insurance or health services not included in a pension plan covered by 2 C.F.R. § 200.431(g) for retirees and their spouses, dependents, and survivors.
- I. "Severance pay" is a payment in addition to regular salaries and wages by the non-federal entities to workers whose employment is being terminated.
- J. "Direct costs" are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

- K. "Relocation costs" are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.
- L. "Travel costs" are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

### **III. CONFLICT OF INTEREST**

- A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.
- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency policy.

### **IV. ACCEPTABLE METHODS OF PROCUREMENT**

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.
- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.

- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.
- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.
  2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
  3. Procurement by sealed bids (formal advertising).
  4. Procurement by competitive proposals. If this method is used, the following requirements apply:
    - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
    - b. Proposals must be solicited from an adequate number of qualified sources;
    - c. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
    - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
    - e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.
  5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:
    - a. The item is available only from a single source;
    - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

- c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or
  - d. After solicitation of a number of sources, competition is determined inadequate.
- I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
  - 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
  - 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying during the solicitation period.
- K. Non-federal entities are prohibited from contracting with or making subawards under "covered transactions" to parties that are suspended or debarred or whose principals are suspended or debarred. "Covered transactions" include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.
- L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 C.F.R. § 180.215.

**V. MANAGING EQUIPMENT AND SAFEGUARDING ASSETS**

- A. Property Standards. The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property, equipment, supplies, and intangible property set forth in 2 C.F.R. §§ 200.311, 200.314, and 200.315.

- B. Equipment

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

- 1. Property records must be maintained that include a description of the

property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.

2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.
5. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

## **VI. FINANCIAL MANAGEMENT REQUIREMENTS**

A. Financial Management. The school district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.

B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government," issued by the Comptroller General of the United States, or the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with federal statutes, regulations, and the terms and conditions of the federal award.

The school district must also evaluate and monitor the school district's compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must also take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

## **VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES**

- A. Allowable Use of Funds. The school district administration and board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.
- B. Definitions
1. "Allowable cost" means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
  2. "Education Department General Administrative Regulations (EDGAR)" means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at: <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.
  3. "Omni Circular" or "2 C.F.R. Part 200s" or "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
  4. "Advance payment" means a payment that a federal awarding agency or passthrough entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.
- C. Allowable Costs. The following items are costs that may be allowable under the 2 C.F.R. Part 200s under specific conditions:
1. Advisory councils;
  2. Audit costs and related services;
  3. Bonding costs;
  4. Communication costs;
  5. Compensation for personal services;
  6. Depreciation and use allowances;
  7. Employee morale, health, and welfare costs;
  8. Equipment and other capital expenditures;
  9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;

10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;
14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and
22. Travel costs.

D. Costs Forbidden by Federal Law. 2 CFR Part 200s and EDGAR identify certain costs that may never be paid with federal funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 CFR Part 200s; thus, the following list is not exhaustive:

1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
2. Alcoholic beverages;
3. Bad debts;
4. Contingency provisions (with limited exceptions);
5. Fundraising and investment management costs (with limited exceptions);
6. Donations;
7. Contributions;
8. Entertainment (amusement, diversion, and social activities and any associated costs);
9. Fines and penalties;
10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));
11. Goods or services for personal use;
12. Interest, except interest specifically stated in 2 C.F.R. § 200.441 as allowable;
13. Religious use;

14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and
16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allowability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
  - a. Necessary for the proper and efficient performance or administration of the program.
  - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of the cost, needs, and requirements of the program.
  - c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.
  - d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
  - e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

- G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the "supplement, not supplant" provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).
3. Auditors generally presume supplanting has occurred in three situations:
  - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
  - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.
  - c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to nonparticipating students.
4. These presumptions apply differently in different federal programs and also in schoolwide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.
2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.
2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

- J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

**VIII. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING**

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific

requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and
2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entitywide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

**B. Compensation – Fringe Benefits**

1. During leave.

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
  - b. The costs are equitably allocated to all related activities, including federal awards; and
  - c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.
2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and worker's compensation insurance (except as indicated in 2 C.F.R. § 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.
  3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.
  4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.
  5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.
  6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's

part; or circumstances of the particular employment.

- C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.
- D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:
1. Critical and necessary for the conduct of the project;
  2. Allowable under the cost principles set forth in the Uniform Grant Guidance;
  3. Consistent with the school district's cost accounting practices and school district policy; and
  4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.
- E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.
- F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

1. A direct result of the individual's travel for the federal award;
2. Consistent with the school district's documented travel policy for all school district travel; and
3. Only temporary during the travel period.

***[Note: Noncompliance. If a school district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the DOE or MDE may impose additional conditions, as described in 2 C.F.R. § 200.207 (Specific Conditions). If the DOE or MDE determines that noncompliance cannot be remedied by imposing additional conditions, the DOE or MDE may take one or more of the following actions, as appropriate under the circumstances: 1) Temporarily withhold cash payments pending correction of the deficiency by the school district or more severe enforcement action by the DOE or MDE; 2) Disallow (that is, deny both use of***

***funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance; 3) Wholly or partly suspend or terminate the federal award; 4) Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and DOE regulations (or, in the case of MDE, recommend such a proceeding be initiated by the DOE); 5) Withhold further federal awards for the project or program; and/or 6) Take other remedies that may be legally available.]***

**Legal References:** 2 C.F.R. § 200.12 (Capital Assets)  
2 C.F.R. § 200.112 (Conflict of Interest)  
2 C.F.R. § 200.113 (Mandatory Disclosures)  
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by Applicants)  
2 C.F.R. § 200.212 (Suspension and Debarment)  
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)  
2 C.F.R. § 200.302 (Financial Management)  
2 C.F.R. § 200.303 (Internal Controls)  
2 C.F.R. § 200.305(b)(1) (Payment)  
2 C.F.R. § 200.310 (Insurance Coverage)  
2 C.F.R. § 200.311 (Real Property)  
2 C.F.R. § 200.313(d) (Equipment)  
2 C.F.R. § 200.314 (Supplies)  
2 C.F.R. § 200.315 (Intangible Property)  
2 C.F.R. § 200.318 (General Procurement Standards)  
2 C.F.R. § 200.319(c) (Competition)  
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)  
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Firms)  
2 C.F.R. § 200.328 (Monitoring and Reporting Program Performance)  
2 C.F.R. § 200.338 (Remedies for Noncompliance)  
2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)  
2 C.F.R. § 200.430 (Compensation – Personal Services)  
2 C.F.R. § 200.431 (Compensation – Fringe Benefits)  
2 C.F.R. § 200.447 (Insurance and Indemnification)  
2 C.F.R. § 200.463 (Recruiting Costs)  
2 C.F.R. § 200.464 (Relocation Costs of Employees)  
2 C.F.R. § 200.473 (Transportation Costs)  
2 C.F.R. § 200.474 (Travel Costs)

**Cross References:** MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)  
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)  
MSBA/MASA Model Policy 210.1 (Conflict of Interest – Charter School Board Members)  
MSBA/MASA Model Policy 412 (Expense Reimbursement)  
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)  
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)  
MSBA/MASA Model Policy 702 (Accounting)  
MSBA/MASA Model Policy 703 (Annual Audit)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 722  
Orig. 2017

Revised: \_\_\_\_\_

## **722 PUBLIC DATA REQUESTS**

***[Note: School districts are required by statute to establish procedures consistent with the Minnesota Government Data Practices Act for public data requests.]***

### **I. PURPOSE**

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

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

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 (MGDPA), and Minn. Rules Parts 1205.0100-1205.2000 in responding to requests for public data.

### **III. DEFINITIONS**

#### **A. Government Data**

"Government data" means all recorded information that the school district has, including paper, email, flash drives, CDs, DVDs, photographs, etc.

#### **B. Inspection**

"Inspection" means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public's own computer equipment.

#### **C. Public Data**

"Public data" means all government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

#### **D. Responsible Authority**

"Responsible authority" means the individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

#### **E. Summary Data**

"Summary data" means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable.

#### **IV. REQUESTS FOR PUBLIC DATA**

- A. All requests for public data must be made in writing directed to the responsible authority.
  - 1. A request for public data must include the following information:
    - a. Date the request is made;
    - b. A clear description of the data requested;
    - c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
    - d. Method to contact the requestor (such as phone number, address, or email address).
  - 2. A requestor is not required to explain the reason for the data request.
  - 3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
  - 4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- B. The responsible authority will respond to a data request at reasonable times and places as follows:
  - 1. The responsible authority will notify the requestor in writing as follows:
    - a. The requested data does not exist; or
    - b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
      - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.
      - (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
    - c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.
  - 2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

## **V. REQUEST FOR SUMMARY DATA**

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
  1. A request for the preparation of summary data must include the following information:
    - a. Date the request is made;
    - b. A clear description of the data requested;
    - c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
    - d. Method to contact requestor (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
  1. The estimated costs of preparing the summary data, if any; and
  2. The summary data requested; or
  3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or
  4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

## **VI. COSTS**

- A. Public Data
  1. The school district will charge for copies provided as follows:
    - a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.
    - b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

- (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
- (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for in cash in advance of receiving the copies.

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
  - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
  - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

**Data Practices Contacts**

**Responsible Authority:**

[Name]  
[Location]  
[Phone number; email address]

**Data Practices Compliance Official:**

[Name]  
[Location]  
[Phone number; email address]

**Data Practices Designee(s):**

[Name]  
[Location]  
[Phone number; email address]

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

**Cross References:**

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 802

Orig. 1995

Revised: \_\_\_\_\_

Rev. ~~2018~~ 2019

## **802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL**

***[Note: The provisions of this policy substantially reflect statutory requirements.]***

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

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

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

### **III. DEFINITIONS**

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

### **IV. MANNER OF DISPOSITION**

#### **A. Authorization**

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

#### **B. Contracts Over \$175,000**

1. If the value of the equipment or materials is estimated to exceed \$175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.
2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.

4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:

~~1~~ a. another school district;

~~2~~ b. the state department of corrections;

~~3~~ c. the board of trustees of Minnesota State Colleges and Universities; ~~or~~

~~4~~ d. the family of a student residing in the district whose total family income meets the federal definition of poverty; or

e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.

2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

- Legal References:** Minn. Stat. § 13.591 (Business Data)  
Minn. Stat. § 15.054 (Public Employees Not to Purchase Merchandise from Governmental Agencies; Exceptions; Penalty)  
Minn. Stat. § 123B.29 (Sale of School Building at Auction)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)  
Minn. Stat. § 645.11 (Published Notice)
- Cross References:** MSBA Service Manual, Chapter 13, School Law Bulletin "F" (School District Contract and Bidding Procedures)

**I. PURPOSE**

The purpose of this policy is to comply with federal and state legal requirements related to the health and safety of school district students, staff and visitors due to the COVID-19 pandemic. The school district's intent is that this policy meet, and should be read consistent with, the procedures mandated by the Occupational Safety and Health Administration's ("OSHA's") Emergency Temporary Standard on Vaccination and Testing ("ETS") (*see* 29 C.F.R. § 1910.501) as adopted by the Minnesota Occupational Safety and Health Administration ("MNOSHA"), to the extent these regulations are adopted and enforceable. This policy shall be governed by the laws of, and applicable to, the State of Minnesota. If any part of this policy is construed to be in violation of any law, it shall not be enforced, but portions remaining valid shall remain in full force and effect.

**II. SCOPE**

This policy applies to all employees of the school district, both full and part-time. For purposes of this policy, the term "employees" includes all part-time employees, student employees, and temporary or seasonal employees, but does not apply to volunteers, independent contractors, employees who are employed through a staffing agency, or employees who do not report to a workplace where other employees or students are present, except as modified by law.

**III. DEFINITIONS**

- A. "Authorized telehealth proctor" means someone who is trained to observe sample collection and provide instructions and result interpretation assistance to individuals taking a COVID-19 test.
- B. "COVID-19 antigen test" means an in vitro diagnostic test used to detect active SARS-CoV-2 infection approved or authorized for emergency use by the U.S. Food and Drug Administration ("FDA").
- C. "COVID-19 nucleic acid amplification test ("NAAT")" means a molecular test that detects the ribonucleic acid ("RNA") sequences that compromise the genetic material of the virus approved or authorized for emergency use by the FDA.

**IV. OVERVIEW AND GENERAL INFORMATION**

- A. Any employee that chooses to be vaccinated against COVID-19 must be fully vaccinated no later than January 10, 2022. Any employee not fully vaccinated by January 10, 2022, will be subject to the regular testing and face covering requirements of this policy until fully vaccinated.

- B. Employees must provide the District with proof of vaccination. Employees will be considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine. Employees will be considered partially vaccinated if they received only one dose of a two-dose vaccine. This policy does not require booster vaccinations.
- C. Employees are responsible for scheduling their own vaccination appointments through their medical provider or pharmacy. The school district may hold vaccine clinics that the employee may attend, but the availability of a vaccine clinic does not shift the responsibility of obtaining a vaccination from the employee.
- D. An employee who does not comply with this policy will be subject to disciplinary action as set forth in School District policy and the employee's collective bargaining agreement ("CBA") or employment contract or other agreement, to the extent applicable.

**V. VACCINATION STATUS AND ACCEPTABLE FORMS OF PROOF OF VACCINATION**

- A. All vaccinated employees are required to provide proof of full COVID-19 vaccination, regardless of where they are vaccinated, and even if employees received a vaccination through a school district sponsored clinic. Proof must be provided before January 10, 2022. If the school district does not receive proof of full vaccination from an employee by January 10, 2022, that employee will be considered unvaccinated until such proof is received.
- B. Proof of vaccination must be submitted to Executive Director of Organizational Development and Administrative Services, John Alberts, or designee. Acceptable submissions include emailing a copy of the proof of vaccination, providing a physical copy of the proof of vaccination, or bringing the proof of vaccination for the Executive Director of Organizational Development and Administrative Services, John Alberts, or designee to copy.
- C. Acceptable Proof of Vaccination Status

The following forms of proof of vaccination status will be accepted:

1. The record of immunization from a healthcare provider or pharmacy;
2. A copy of the COVID-19 vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare

professional(s) or clinic site(s) administering the vaccine(s).

- D. Proof of vaccination must include the employee's name and should include the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site. In those circumstances the school district will accept the state immunization record as acceptable proof of vaccination.
- E. If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to his/her vaccination status (fully vaccinated or partially vaccinated); attesting that the employee lost and is otherwise unable to produce one of the other forms of acceptable proof; and including the following language:

“I declare (or certify, verify, or state) that this statement about my vaccination status is true and accurate. I understand that knowingly providing false information regarding my vaccination status on this form may subject me to criminal penalties.”

Employees who attest to their vaccination status in this manner shall, to the best of their recollection, include in their attestation the type of vaccine administered, the date(s) of the administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine.

- F. To satisfy this policy, the COVID-19 vaccine must be approved or authorized for emergency use by the Federal Food and Drug Administration (“FDA”) or listed for emergency use by the World Health Organization (“WHO”).

## **VI. SUPPORTING COVID-19 VACCINATION**

- A. An employee may take up to four hours of paid leave per dose to travel to the vaccination site, receive a COVID-19 vaccination, and return to work. A maximum of eight hours of paid leave will be provided for employees receiving two primary doses. Paid leave provided for obtaining a COVID-19 vaccination will not affect or reduce any accrued leave time (e.g., vacation or sick leave). If an employee does not require the full use of four or eight hours to obtain the vaccine, only the necessary amount of duty time will be granted. Employees who take longer than four or eight hours to obtain the vaccine must send their supervisor an email documenting the reason for the additional time. Any additional time requested will be granted, if reasonable, but will not be paid by the school district. An employee may elect, however, to substitute accrued paid leave in lieu of unpaid leave. Employees vaccinated outside of their approved work hours will not be compensated unless previously agreed to in writing by the school district.
- B. Employees may utilize up to two workdays of accrued paid sick leave immediately following receipt of each primary dose if they experience side effects from the

COVID-19 vaccination that prevent them from working. Employees who have no accrued sick leave will be granted up to two days of additional paid sick leave immediately following each primary dose, if necessary, upon written approval by the school district.

- C. Employees are to follow the school district procedures in requesting sick leave for duty time missed to obtain the COVID-19 vaccine or sick leave to recover from side effects.
- D. Paid leave will not be provided by the school district for booster shots for employees who have been fully vaccinated.
- E. Nothing in this policy should be construed to create a right to paid leave for any vaccination other than the one or two primary COVID-19 vaccination doses.

## **VII. ACCOMMODATION REQUESTS**

Employees may request an accommodation from this vaccination policy if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated, test for COVID-19, and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions in this policy for vaccination, and/or testing for COVID-19, and/or wearing a face covering conflict with a sincerely held religious belief, practice, or observance. Requests for reasonable accommodations must be initiated by the employees by submitting a written request to Executive Director of Organizational Development and Administrative Services, John Alberts, or designee. All such requests will be handled in accordance with applicable laws and regulations.

## **VIII. COVID-19 TESTING**

- A. Effective January 10, 2022, all employees who are not fully vaccinated and who have not received a reasonable accommodation pursuant to Section VII. of this policy will be required to comply with Sections VIII. and IX. of this policy.
- B. Effective February 9, 2022, employees who report to the workplace at least once every seven days:
  - 1. Must be tested for COVID-19 at least once every seven days; and
  - 2. Must provide documentation of the most recent COVID-19 test result to Executive Director of Organizational Development and Administrative Services, John Alberts or designee no later than the seventh day following the date on which the employee last provided a test result.
- C. An employee who does not report to the workplace during a period of seven or more days (e.g., teleworking or on vacation for two weeks):

1. Must be tested for COVID-19 within seven days prior to returning to the workplace; and
  2. Must provide documentation of that test result to Executive Director of Organizational Development and Administrative Services, John Alberts or designee upon return to the workplace.
- D. Employees who do not provide documentation of a COVID-19 test result as required by this policy, will be removed from the workplace until a test result is provided.
- E. Employees who received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis. Employees must provide proof of the positive test result or diagnosis to Executive Director of Organizational Development and Administrative Services, John Alberts or designee.
- F. Approved COVID-19 Tests

Approved COVID-19 tests are tests for SARS-CoV-2 that are:

1. Cleared, approved, or authorized, including in an Emergency Use Authorization (EUA), by the FDA to detect current infection with the SARS-CoV-2 virus;
  2. Administered in accordance with the authorized instructions; and
  3. Not both self-administered and self-read unless observed by the school district or an authorized telehealth proctor.
- G. Employees who elect to complete weekly testing in lieu of getting fully vaccinated may test during the regular workday. Employees must abide by the following testing procedures:

Austin Public Schools FDA approved rapid testing on the employer's premises for hourly employees, during what are otherwise working hours (e.g., the employee reports to work at the "normal" time and proceeds directly to the testing location).

Employees may be responsible for paying the cost of testing depending on the employee's CBA or contract with the school district.

## **IX. FACE COVERINGS**

- A. Employees covered by this policy who are not fully vaccinated will be required to wear a face covering. Face coverings must (1) completely cover the nose and mouth; (2) be made with two or more layers of a breathable fabric that is tightly

woven (i.e. fabrics that do not let light pass through when held up to a light source); (3) be secured to the head with ties, ear loops, or elastic bands that go behind the head; (4) fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and (5) be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively. If gaiters are worn, they should have two layers of fabric or be folded to make two layers.

- B. Employees must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes.
- C. Employees are responsible for providing their own face covering that complies with this policy.
- D. The following are exceptions to the school district's requirements for face coverings required by this policy:
  - 1. When an employee is alone in a room with floor-to-ceiling walls and a closed door.
  - 2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
  - 3. When an employee is wearing a respirator or facemask, as those terms are defined by 29 C.F.R. § 1910.501(c) or other applicable OSHA/MNOSHA regulation.
  - 4. Where the school district has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to the employee's job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).
- E. The face covering requirements are applicable regardless of any other school district policy, resolution, regulation or administrative directives regarding face coverings.

## **X. EMPLOYEE NOTIFICATION OF COVID-19 AND REMOVAL FROM THE WORKPLACE**

- A. The school district will require employees to promptly notify Executive Director of Organizational Development and Administrative Services, John Alberts, or

designee when they test positive for COVID-19 or are diagnosed with COVID-19 by a licensed healthcare provider.

Employees will notify the District COVID-19 Coordinator and their direct supervisor of a positive COVID-19 diagnosis.

For employees who test positive or are diagnosed with COVID-19, sick leave will be used to cover the required leave. If an employee runs out of sick leave, personal leave or vacation leave may be used. If an employee expends all available leave, the employee may take unpaid leave.

#### B. Medical Removal from the Workplace

The school district also implemented a policy for keeping COVID-19 positive employees from the workplace in certain circumstances. The school district will immediately remove employees from the workplace if they received a positive COVID-19 test or are diagnosed with COVID-19 by a licensed healthcare provider (i.e., immediately send them home or to seek medical care, as appropriate).

Employees who test positive or are diagnosed with COVID-19 will be on sick leave and not return to work until a negative test or diagnosis is received.

#### C. Return to Work Criteria

1. For employees removed because they are COVID-19 positive, the school district will keep them removed from the workplace until the employees receive a negative result on a COVID-19 nucleic acid amplification test (“NAAT”) following a positive result on a COVID-19 antigen test if the employees choose to seek a NAAT test for confirmatory testing; meet the return to work criteria in the “Isolation Guidance” of the Centers for Disease Control and Prevention (“CDC”); or receive a recommendation to return to work from a licensed healthcare provider.
2. Under the CDC’s “Isolation Guidance,” asymptomatic employees may return to work once 10 days have passed since a positive test, and symptomatic employees may return to work after all the following are true:
  - a. At least 10 days have passed since symptoms first appeared, and
  - b. At least 24 hours have passed with no fever without fever-reducing medication, and
  - c. Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).

If an employee has severe COVID-19 or an immune disease, the school district will follow the guidance of a licensed healthcare provider regarding

return to work.

## **XI. NEW HIRES**

All new employees are required to be in compliance with this policy before arriving at the workplace as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

## **XII. CONFIDENTIALITY AND PRIVACY**

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and policy.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. Ch. 182 (Occupational Safety and Health)  
Minn. Stat. § 363A.20 (Exemption Based on Employment)  
Minn. R. Pt. 5205.0010, subp. 2, QQ (Adoption of Federal Occupational Health and Safety Standards by Reference)  
29 C.F.R. § 1910.501 (Emergency Temporary Standard on Vaccination and Testing)  
42 U.S.C. § 2000-e, et seq. (Equal Employment Opportunity)  
42 U.S.C. § 12101, et seq. (Americans with Disabilities Act)  
29 C.F.R. § 1630.14(d)(4) (Medical Examinations and Inquiries Specifically Permitted)

***Cross References:*** MSBA/MASA Model Policy 401 (Equal Employment Opportunity)  
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)  
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)  
MSBA/MASA Model Policy 412 (Expense Reimbursement)  
MSBA/MASA Model Policy 807 (Health and Safety)  
Centers for Disease Control’s “Isolation Guidance” found at:  
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>.