

Regular School Board Meeting  
Monday, August 14, 2023 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. PUBLIC HEARING
  - 4.A. Overview and request approval of tax abatement request from Austin Housing and Redevelopment Authority (HRA) - 903 24th Ave NW, Austin (Action)  
**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams
5. Recognition  
**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams
6. Delegations
7. Superintendent's Report  
**Speaker(s):** Dr. Page
8. School Board Reports
9. Consent Agenda (Action)
  - 9.A. Regular meeting minutes of 07/10/23
  - 9.B. Study session minutes of 07/24/23
  - 9.C. Personnel report
  - 9.D. Bills for payment
  - 9.E. Treasurer's report - March 2023
  - 9.F. Cabinet reports
    - 9.F.1. Special Services Report
    - 9.F.2. Community Education
    - 9.F.3. Information Services
    - 9.F.4. Academics and Administrative Services
  - 9.G. Request approval of remaining policies identified by recent MSBA policy audit as having minor edits.
    - 9.G.1. Policy 711 - Video Recording on School Buses
    - 9.G.2. Policy 712 - Video Surveillance Other Than on Buses
    - 9.G.3. Policy 713 - Student Activity Accounting
    - 9.G.4. Policy 720 - Vending Machines
    - 9.G.5. Policy 721 - Uniform Grant Guidance Policy Regarding Federal Revenue Sources
    - 9.G.6. Policy 801 - Equal Access to School Facilities
    - 9.G.7. Policy 802 - Disposition of Obsolete Equipment and Material
    - 9.G.8. Policy 805 - Waste Reduction and Recycling
    - 9.G.9. Policy 807 - Health and Safety Policy
    - 9.G.10. Policy 901 - Community Education
    - 9.G.11. Policy 902 - Use of School District Facilities and Equipment

- 9.G.12. Policy 903 - Visitors to School District Buildings and Sites
- 9.G.13. Policy 906 - Community Notification of Predatory Offenders
- 9.G.14. Policy 907 - Rewards
- 10. Request approval of donations (Action)  
**Speaker(s):** Exec Dir of Finance and Operations Andrew Adams
- 11. Request approval of new policies (Action)
  - 11.A. Policy 621 - Literacy and the READ Act
  - 11.B. Policy 624 - Online Instruction
- 12. First reading of revised policies
  - 12.A. Policy 524 - Acceptable Use Policy
  - 12.B. Policy 536 - Early Entrance and Grade Acceleration
  - 12.C. Policy 609 - Religion
- 13. Reminder of School Board study session scheduled from 12 - 4 pm, Monday, August 28, in the District Office Conference Room
- 14. BOARD TO ENTER CLOSED SESSION (Action)
- 15. Negotiations Update
- 16. BOARD TO ENTER OPEN SESSION (Action)
- 17. Adjournment

# HOUSING TAX ABATEMENT APPLICATION

(Application Period 1-1-2023 through 12-31-2025)

Property Owner / Applicant:

Austin HRA

Current Address:

308 2nd Ave NE - Austin MN 55912

Telephone:

507-433-1866

E-Mail:

taggart@austinhra.org

Has applicant ever defaulted on property taxes?

Yes  No

If Yes, provide details on separate page(s).

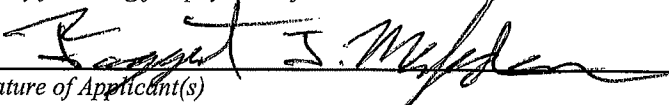
Are property taxes current?

Yes  No

PROJECT (check all that apply)	
<b>Single-Family:</b> <input checked="" type="checkbox"/> New Construction ("stick build") <input type="checkbox"/> Manufactured on permanent foundation	<input type="checkbox"/> Modular <input type="checkbox"/> Shouse
<b>Multi-family Complex</b> <input type="checkbox"/> Duplex <input type="checkbox"/> Townhomes <input type="checkbox"/> Apartment Building <input type="checkbox"/> Other:	
Is this an application for a replacement of an existing housing unit on the same parcel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Is this application for an existing housing unit you intend to move to this parcel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If YES, where is the unit being relocated from? <input type="checkbox"/> Outside Mower County OR <input type="checkbox"/> Within Mower County but currently unlivable	
Project Address: 903 24 <sup>th</sup> Ave NW	
Project Legal Description: 34509 Block 001 Lot 003 North Pointe (subdivision of Austin, MN)	
Parcel Number: 34.509.0030	Estimated Project Valuation: \$ 350,000

**Attach** building plans, site plan, certification from zoning entity that housing project complies with zoning regulations and there are no outstanding land use issues. (Include letter of consent from property owner if subject to purchase agreement or include a copy of the purchase agreement.)

I / We as applicant(s) for the Housing Tax Abatement submit this application having read the policy and understand the provisions as outlined including, but not limited to, the potential of a partial abatement in year one, due to % of completion on January 2<sup>nd</sup>, there are not any non-compliance or non-conformity outstanding land use issues on the parcel, construction must commence within one year of the approval, assessors cannot be refused access to the property for assessment purposes and the abatement is awarded annually following full payment of real estate taxes due.

Signature of Applicant(s): 

Date: 6/28/23

FOR OFFICE USE ONLY: ELIGIBLE / APPLICABLE APPROVALS

Mower County

Date:

City or  Township of

Date:

School District of

Date:

**Disclaimer:** Each taxing entity makes its own decision on approval or denial of application for tax abatement. Applications must comply with all requirements of the policy/program as outlined in the policy/program guidelines and build within allotted timeframe or tax abatement offer will be automatically terminated.

Please submit completed application with attachments to:

Mower County Administration  
201 1<sup>st</sup> Street NE, Suite 9, Austin MN 55912  
507-437-9549  
Office Hours: M-F 8 a.m. – 4:30 p.m.  
deniseb@co.mower.mn.us

**Notice – City of Austin Housing Projects**

This application must be approved prior to the building permit being issued by the City of Austin.



## 2023 School Finance Award Recipients

### For 2022 Financial Reporting

The School Finance Award is awarded annually by the Minnesota Department of Education (MDE), Division of School Finance, to recognize schools for meeting statutory deadlines for submission of audited fiscal financial data and reporting criteria. Out of 575 eligible reporting entities, 424 met the qualifying criteria for the 2023 School Finance Award. There was no application process for the 2023 School Finance Award. Eligibility is based on final Fiscal Year (FY) 2022 Uniform Financial Accounting and Reporting Standards (UFARS) financial data.

#### Criteria for FY 2022 Financial Reporting:

##### A. Timely Submission of Financial Data and Compliance with Minnesota Statutes

- A.1. Preliminary unaudited UFARS data is submitted to MDE by September 15, 2022 (Minn. Stat. 123B.77, subd. 2).
- A.2. Final audited UFARS data is submitted to MDE by November 30, 2022 (Minn. Stat. 123B.77, subd. 3).
- A.3. The Fiscal Compliance Table is completed and error-free by November 30, 2022 (Minn. Stat. 123B.77, subd. 3). Subsequent Fiscal Compliance Table submissions will not be considered.
- A.4. The FY 2022 Audit Report is due on December 31, 2022. If the audit is mailed, it must be postmarked on or before December 31, 2022 (Minn. Stat. 123B.77, subd. 3).
- A.5. District/school uses state-approved financial software (Minn. Stat. 125B.05, subd. 3).

##### B. Presence of Select Indicators of Fiscal Health

- B.1. The district/school has a zero or positive balance in the General Fund Unassigned Fund Balance Account 422. For purposes of this award, Fund Balance Account 422 includes the following: 418 Committed for Separation/Retirement Benefits; 460 Nonspendable Fund Balance; 461 Committed Fund Balance; 462 Assigned Fund Balance; 464 Restricted Fund.
- B.2. The district/school has a zero or positive aggregate fund balance in each of the Funds 2, 4, 7 and 47.
- B.3. The district has positive or zero balances in Restricted/Reserved Fund Balance Accounts having statutory requirements to maintain a positive or zero balance.

## C. Accuracy in Financial Reporting

C.1. The district/school's final UFARS Turnaround Edit Report has no errors.

C.2. The district/school's final audited UFARS data agrees with the independent audit data.

District	Type	District Name
1	3	Minneapolis Public School District
1	1	Aitkin Public School District
2	1	Hill City Public School District
4	1	McGregor Public School District
6	3	South St. Paul Public School District
11	1	Anoka-Hennepin School District
12	1	Centennial Public School District
13	1	Columbia Heights Public School District
15	1	St. Francis Area Schools
16	1	Spring Lake Park Public Schools
22	1	Detroit Lakes Public School District
23	1	Frazee-Vergas Public School District
25	1	Pine Point Public School District
32	1	Blackduck Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
47	1	Sauk Rapids-Rice Public Schools
51	1	Foley Public School District
75	1	St. Clair Public School District
77	1	Mankato Public School District
81	1	Comfrey Public School District
84	1	Sleepy Eye Public School District
85	1	Springfield Public School District
88	1	New Ulm Public School District
91	1	Barnum Public School District
93	1	Carlton Public School District
95	1	Cromwell-Wright Public Schools
97	1	Moose Lake Public School District
100	1	Wrenshall Public School District
108	1	Central Public School District
111	1	Watertown-Mayer Public School District
112	1	Eastern Carver County Public School
113	1	Walker-Hackensack-Akeley School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
116	1	Pillager Public School District
118	1	Northland Community Schools
138	1	North Branch Area Public Schools
150	1	Hawley Public School District
152	1	Moorhead Area Public Schools
162	1	Bagley Public School District
166	1	Cook County Public Schools
173	1	Mountain Lake Public Schools
177	1	Windom Public School District
181	1	Brainerd Public School District
182	1	Crosby-Ironton Public School District
191	1	Burnsville Public School District
192	1	Farmington Public School District
195	1	Randolph Public School District
196	1	Rosemount-Apple Valley-Eagan
199	1	Inver Grove Heights Schools
200	1	Hastings Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
203	1	Hayfield Public School District
204	1	Kasson-Mantorville School District
213	1	Osakis Public School District
229	1	Lanesboro Public School District
238	1	Mabel-Canton Public School District
241	1	Albert Lea Public School District
253	1	Goodhue Public School District
255	1	Pine Island Public School District
256	1	Red Wing Public School District
261	1	Ashby Public School District
264	1	Herman-Norcross School District
271	1	Bloomington Public School District
272	1	Eden Prairie Public School District
273	1	Edina Public School District
276	1	Minnetonka Public School District
277	1	Westonka Public School District
278	1	Orono Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
279	1	Osseo Public School District
280	1	Richfield Public School District
282	1	St. Anthony-New Brighton Schools
283	1	St. Louis Park Public School District
284	1	Wayzata Public School District
286	1	Brooklyn Center School District
287	6	Intermediate School District 287
288	6	Southwest Metro Intermediate 288
297	1	Spring Grove School District
300	1	La Crescent-Hokah School District
306	1	Laporte Public School District
308	1	Nevis Public School District
309	1	Park Rapids Public School District
314	1	Braham Public School District
316	1	Greenway Public School District
317	1	Deer River Public School District
318	1	Grand Rapids Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
319	1	Nashwauk-Keewatin School District
333	1	Ogilvie Public School District
347	1	Willmar Public School District
356	1	Lancaster Public School District
362	1	Littlefork-Big Falls School District
382	52	Nw Region Interdistrict Council
397	52	Lake Agassiz Education Cooperative
398	52	Midwest Special Education Cooperative
403	1	Ivanhoe Public School District
404	1	Lake Benton Public School District
413	1	Marshall Public School District
414	1	Minneota Public School District
415	1	Lynd Public School District
423	1	Hutchinson Public School District
432	1	Mahnomen Public School District
435	1	Waubun-Ogema-White Earth Schools
441	1	Marshall County Central Schools

<b>District</b>	<b>Type</b>	<b>District Name</b>
447	1	Grygla Public School District
463	1	Eden Valley-Watkins School District
465	1	Litchfield Public School District
466	1	Dassel-Cokato Public Schools
477	1	Princeton Public School District
484	1	Pierz Public School District
485	1	Royalton Public School District
486	1	Swanville Public School District
487	1	Upsala Public School District
492	1	Austin Public School District
495	1	Grand Meadow Public School District
497	1	Lyle Public School District
499	1	Leroy-Ostrander Public Schools
500	1	Southland Public School District
505	1	Fulda Public School District
507	1	Nicollet Public School District
511	1	Adrian Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
514	1	Ellsworth Public School District
518	1	Worthington Public School District
531	1	Byron Public School District
534	1	Stewartville Public School District
535	1	Rochester Public School District
545	1	Henning Public School District
548	1	Pelican Rapids Public Schools
549	1	Perham-Dent Public School District
553	1	New York Mills Public School District
561	1	Goodridge Public School District
564	1	Thief River Falls School District
577	1	Willow River Public School District
581	1	Edgerton Public School District
592	1	Climax-Shelly Public Schools
593	1	Crookston Public School District
599	1	Fertile-Beltrami School District
601	1	Fosston Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
621	1	Mounds View Public School District
622	1	North St. Paul-Maplewood Oakdale
630	1	Red Lake Falls Public School District
635	1	Milroy Public School District
640	1	Wabasso Public School District
656	1	Faribault Public School District
659	1	Northfield Public School District
671	1	Hills-Beaver Creek School District
676	1	Badger Public School District
690	1	Warroad Public School District
695	1	Chisholm Public School District
698	1	Floodwood Public School District
700	1	Hermantown Public School District
701	1	Hibbing Public School District
704	1	Proctor Public School District
707	1	Nett Lake Public School District
712	1	Mountain Iron-Buhl School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
716	1	Belle Plaine Public School District
717	1	Jordan Public School District
719	1	Prior Lake-Savage Area Schools
720	1	Shakopee Public School District
721	1	New Prague Area Schools
726	1	Becker Public School District
727	1	Big Lake Public School District
728	1	Elk River School District
738	1	Holdingford Public School District
739	1	Kimball Public School District
740	1	Melrose Public School District
741	1	Paynesville Public School District
742	1	St. Cloud Public School District
743	1	Sauk Centre Public School District
745	1	Albany Public School District
748	1	Sartell-St. Stephen School District
750	1	Rocori Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
756	1	Blooming Prairie Public School District
761	1	Owatonna Public School District
763	1	Medford Public School District
768	1	Hancock Public School District
771	1	Chokio-Alberta Public Schools
801	1	Browns Valley Public School District
803	1	Wheaton Area Public School District
811	1	Wabasha-Kellogg School District
813	1	Lake City Public School District
815	2	Prinsburg Public School District
818	1	Verndale Public School District
820	1	Sebeka Public School District
829	1	Waseca Public School District
831	1	Forest Lake Public School District
832	1	Mahtomedi Public School District
833	1	South Washington County Schools
834	1	Stillwater Area Public Schools

<b>District</b>	<b>Type</b>	<b>District Name</b>
837	1	Madelia Public School District
840	1	St. James Public School District
846	1	Breckenridge Public School District
850	1	Rothsay Public School District
852	1	Campbell-Tintah Public Schools
857	1	Lewiston-Altura Public School District
861	1	Winona Area Public School District
865	82	Region 5
866	82	Region 4
869	82	Region 1 - NWLINKS
876	1	Annandale Public School District
877	1	Buffalo-Hanover-Montrose Public Schools
879	1	Delano Public School District
881	1	Maple Lake Public School District
882	1	Monticello Public School District
885	1	St. Michael-Albertville Schools
891	1	Canby Public School District

<b>District</b>	<b>Type</b>	<b>District Name</b>
911	1	Cambridge-Isanti Public School District
915	52	Southern Plains Education Cooperative
917	6	Intermediate School District 917
919	51	North Country Vocational Cooperative Center
920	83	Region 11-Metro Educ. Service Unit
921	83	Region 10-Southeast Service Cooperative
922	83	Region 9-South Central Service Coop
924	83	Sourcewell
925	82	Sourcewell Technology
926	83	Region 4-Lakes Country Service Cooperative
927	83	Region 3 - Northeast Service Cooperative
928	83	Region 1 And 2-Northwest Service Cooperative
938	52	Meeker And Wright Special Education
966	51	Wright Technical Center
978	52	Minnesota Valley Cooperative
985	51	Pine To Prairie Cooperative Ctr.
991	83	Region 6 And 8-SW/WC Service Cooperative

<b>District</b>	<b>Type</b>	<b>District Name</b>
997	52	Area Special Education Cooperative
2071	1	Lake Crystal-Wellcome Memorial
2125	1	Triton School District
2134	1	United South Central Schools
2135	1	Maple River School District
2137	1	Kingsland Public School District
2144	1	Chisago Lakes School District
2149	1	Minnewaska School District
2155	1	Wadena-Deer Creek School District
2164	1	Dilworth-Glyndon-Felton
2167	1	Lakeview School District
2168	1	NRHEG School District
2169	1	Murray County Central School District
2171	1	Kittson Central School District
2174	1	Pine River-Backus School District
2176	1	Warren-Alvarado-Oslo School District
2190	1	Yellow Medicine East

<b>District</b>	<b>Type</b>	<b>District Name</b>
2198	1	Fillmore Central
2215	1	Norman County East School District
2310	1	Sibley East School District
2311	1	Clearbrook-Gonvick School District
2342	1	West Central Area
2364	1	Belgrade-Brooten-Elrosa School District
2397	1	Le Sueur-Henderson School District
2580	1	East Central School District
2609	1	Win-E-Mac School District
2683	1	Greenbush-Middle River School District
2689	1	Pipestone Area School District
2711	1	Mesabi East School District
2753	1	Long Prairie-Grey Eagle School Dist
2754	1	Cedar Mountain School District
2769	1	Morris Area Public Schools
2805	1	Zumbrota-Mazeppa School District
2835	1	Janesville-Waldorf-Pemberton

<b>District</b>	<b>Type</b>	<b>District Name</b>
2853	1	Lac Qui Parle Valley Schools
2856	1	Stephen-Argyle Central Schools
2859	1	Glencoe-Silver Lake School District
2860	1	Blue Earth Area Public School
2884	1	Red Rock Central School District
2886	1	Glenville-Emmons School District
2888	1	Clinton-Graceville-Beardsley
2890	1	Renville County West Schools
2895	1	Jackson County Central School District
2897	1	Redwood Area School District
2898	1	Westbrook-Walnut Grove Schools
2899	1	Plainview-Elgin-Millville
2902	1	RTR Public Schools
2903	1	Ortonville Public Schools
2904	1	Tracy Area Public School District
2905	1	Tri-City United School District
2906	1	Red Lake County Central Public Schools

<b>District</b>	<b>Type</b>	<b>District Name</b>
2907	1	Round Lake-Brewster Public Schools
4000	7	City Academy
4003	7	New Heights School, Inc.
4005	7	Metro Deaf School
4007	7	Minnesota New Country School
4008	7	Pact Charter School
4011	7	Athlos Leadership Academy
4018	7	Achieve Language Academy
4020	7	Duluth Public Schools Academy
4025	7	Cyber Village Academy
4026	7	E.C.H.O. Charter School
4031	7	Jennings Community School
4036	7	Face To Face Academy
4043	7	Math And Science Academy
4050	7	Lafayette Public Charter School
4053	7	North Lakes Academy
4054	7	La Crescent Montessori & Stem School

<b>District</b>	<b>Type</b>	<b>District Name</b>
4055	7	Nerstrand Charter School
4056	7	Rosa Parks Charter High School
4058	7	Schoolcraft Learning Community Charter
4064	7	Riverway Learning Community Charter
4066	7	Kato Public Charter School
4068	7	Excell Academy Charter
4070	7	Hope Community Academy
4074	7	AFSA High School
4075	7	Avalon School
4079	7	Friendship Academy of the Arts
4080	7	Pillager Area Charter School
4081	7	Discovery Public School - Faribault
4082	7	BlueSky Charter School
4083	7	Ridgeway Community School
4084	7	North Shore Community School
4087	7	Sage Academy Charter School
4088	7	Urban Academy Charter School

<b>District</b>	<b>Type</b>	<b>District Name</b>
4089	7	New City School
4090	7	Prairie Creek Community School
4091	7	Arcadia Charter School
4092	7	Watershed High School
4095	7	Trio Wolf Creek Distance Learning
4097	7	Partnership Academy, Inc.
4100	7	Great Expectations
4103	7	Hmong College Prep Academy
4104	7	Paladin Career And Tech High School
4106	7	TrekNorth High School
4107	7	Voyageurs Expeditionary
4110	7	PIM Arts High School
4111	7	Augsburg Fairview Academy
4112	7	St Paul Conservatory Performing Art
4113	7	Spero Academy
4116	7	Lakes International Language Academy
4119	7	Academic Arts High School

<b>District</b>	<b>Type</b>	<b>District Name</b>
4120	7	St. Croix Preparatory Academy
4121	7	Ubah Medical Academy Charter School
4122	7	Eagle Ridge Academy Charter School
4124	7	Beacon Academy
4126	7	Prairie Seeds Academy
4127	7	Team Academy
4132	7	Twin Cities Academy
4135	7	Rochester Math And Science Academy
4137	7	Swan River Montessori Charter School
4139	7	LoveWorks Academy For Arts
4142	7	Stride Academy
4143	7	New Millennium Academy
4150	7	Minnesota Online High School
4151	7	EdVisions Off Campus School
4152	7	Twin Cities German Immersion Charter School
4155	7	Naytahwaush Community School
4159	7	Seven Hills Preparatory Academy

<b>District</b>	<b>Type</b>	<b>District Name</b>
4160	7	Spectrum High School
4161	7	New Discoveries Montessori Academy
4162	7	Southside Family Charter School
4164	7	Laura Jeffrey Academy Charter
4168	7	Glacial Hills Elementary
4170	7	Hiawatha Academies
4171	7	Noble Academy
4172	7	Clarkfield Charter School
4178	7	Lincoln International High School
4181	7	Community School Of Excellence
4183	7	Lionsgate Academy
4184	7	Aspen Academy
4185	7	Davinci Academy
4186	7	Global Academy
4188	7	Cologne Academy
4191	7	KIPP Minnesota Charter School
4192	7	Best Academy

<b>District</b>	<b>Type</b>	<b>District Name</b>
4198	7	Discovery Woods
4199	7	Parnassus Preparatory Charter School
4201	7	Cornerstone Montessori Elementary
4204	7	Rochester Stem Academy
4205	7	Hennepin Elementary School
4208	7	Nasha Shkola Charter School
4210	7	Upper Mississippi Academy
4213	7	Prodeo Academy
4215	7	Sejong Academy Of Minnesota
4217	7	Technical Academies Of Minnesota
4218	7	Venture Academy
4219	7	Northeast College Prep
4220	7	Agamim Classical Academy
4221	7	Discovery Charter School
4223	7	Saint Cloud Math And Science Academy
4224	7	Star Of The North Academy Charter School
4227	7	Art and Science Academy

<b>District</b>	<b>Type</b>	<b>District Name</b>
4228	7	Woodbury Leadership Academy
4229	7	Jane Goodall Environmental Sciences
4230	7	Minnesota Excellence In Learning Academy
4232	7	Success Academy
4237	7	Career Pathways
4240	7	New Century School
4243	7	North Metro Flex Academy
4244	7	Fit Academy
4250	7	Athlos Academy Of Saint Cloud
4253	7	Phoenix Academy Charter School
4258	7	The Journey School
4261	7	SciTech Academy Charter School
4264	7	Gateway Stem Academy
4266	7	Three Rivers Montessori School
4268	7	Great Oaks Academy Charter School
4269	7	Quantum STEAM Academy Charter
4270	7	STEAM Academy Charter School

<b>District</b>	<b>Type</b>	<b>District Name</b>
4271	7	Aurora Waasakone Community Of Learners Charter School
4273	7	Modern Montessori Charter School
4275	7	St. Paul School Of Northern Lights
4276	7	Notre Ecole Academy
4279	7	Exploration High School
4284	7	Gentry Academy Charter School
4289	7	Oak Hill Montessori Community
4290	7	Kalon Prep Academy
6003	50	East Central MN Ed. Cable Coop.
6004	61	Freshwater Education District
6009	61	St. Croix River Education District
6012	61	Zumbro Education District
6013	61	Hiawatha Valley Ed. District
6014	61	Runestone Area Ed. District
6018	61	MN River Valley Education District
6026	61	West Central Education District
6027	61	Mn Valley Education District

<b>District</b>	<b>Type</b>	<b>District Name</b>
6040	50	Little Crow Tele-Media Network
6048	50	Wasioja Ed. Technology Coop.
6049	61	River Bend Education District
6051	61	Goodhue County Education District
6054	50	Central MN Ed Telecom System
6070	50	Itasca Area Schools Collaborative
6067	62	Equity Alliance MN
6076	50	Northland Learning Center
6078	62	N.W. Suburban Integration District
6079	52	Rum River Special Education Cooperative
6083	52	Southern MN Education Consortium
6085	50	Nobles County Intg Collaborative
6091	50	Education Innovation Partners Cooperative Center
6094	52	Cannon Valley Special Education Cooperative
6095	52	Austin Albert Lea Area Special Education Cooperative (AALASEC)
6096	52	Northern Lights Academy Cooperative
6098	50	Minnesota Healthcare Consortium (MHC)

<b>District</b>	<b>Type</b>	<b>District Name</b>
6383	61	Benton-Stearns Education District
6979	61	Mid State Education District

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD**

**REGULAR MEETING**

Independent School District No. 492

**Monday, July 10, 2023 5:30 pm**

Annex Recital Hall

205 4th Street NW, Austin, Minnesota

**MEMBERS PRESENT:** Kathy Green Evan Sorenson  
Carolyn Dube Peggy Young  
Don Leathers Superintendent Dr. Joey Page  
Carol McAlister

**MEMBERS ABSENT:** Cece Kroc

**MEETING CALLED**

**TO ORDER:** Chairperson Green called the meeting to order at 5:30 p.m. in the Annex Recital Hall.

**AGENDA APPROVED:** A motion was made by McAlister, seconded by Young and carried unanimously to approve the agenda as printed.

**DELEGATION:** Dan Wilson addressed the board regarding sportsmanship.

**SUPERINTENDENT'S REPORT:**

Dr. Page provided highlights of various events and recognitions throughout the month.

**SCHOOL BOARD REPORTS:**

Board members provided highlights of the various school events they have participated in this past month.

**MINUTES APPROVED:**

A motion was made by Sorenson, seconded by Dube and carried unanimously to approve the regular meeting minutes of 6/12/23 and special meeting minutes of 6/26/23 as printed.

(MINUTES ARE ATTACHED IN THE OFFICIAL MINUTE BOOK AND POSTED ON THE DISTRICT WEBSITE.)

**PERSONNEL REPORT APPROVED:**

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

**Administration:**

Contracts for Approval – David Bunn, Assistant Principal, effective 7/1/23 and Rachel Strilaeff, SPED coordinator, effective 7/1/23

Resignation – Paula Ziems, dean of students, effective 6/30/23

**Certified Staff:**

Contacts for Approval – Meghan Erickson, math teacher, effective 8/21/23; Kristen Frana, behavior interventionist, Kyle Hawe, elem ed teacher, effective 8/21/23; Jennifer Noetzel, SPED teacher, effective 8/21/23; Jennifer Schwab, EL teacher, effective 8/21/23; Erica Steinkamp, TOSA case facilitator, effective 8/21/23; Kailey Synoground, ECFE teacher, effective 8/21/23; Kristin Wenum, elem ed teacher, effective 8/21/23 and Emily Whiteis, SPED teacher, effective 8/21/23

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

Requests for Leave – Amy Cauble, grade 3 teacher, effective 11/19/23-2/15/24 and Rachel Kaplan, SPED teacher, effective 11/27/23-1/19/24  
Resignations – Andrew Bussey, social studies teacher, effective 6/1/23 and Ashley Denisen, kindergarten teacher, effective 7/27/23

**Non-certified Staff:**

Contracts for Approval – Brandon Bartness, facilities manager, effective 7/10/23; Avery Hinkley, asst custodial engineer 8 hrs/day, effective 7/25/23; Hsawreh, Success Coach, 8 hrs/day, effective 8/21/23; and Elizabeth Tsoblewu, SPED para, 6.5 hrs/day, effective 8/24/23

Requests for Leave – Melissa Retterath, SPED para, effective 8/21/23-10/6/23 and 1/2/24-3/22/24

Resignation – Brandon Bartness, carpenter foreman, effective 7/10/23

Terminations – Patsy Fontes, SPED para, effective 6/1/23 and Alex Pitzen, facilities coordinator, effective 6/30/23

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

**BILLS APPROVED:**

A motion was made by Sorenson, seconded by Dube, and carried unanimously to approve the bills for payment as of 7/10/23.

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

**TREASURER'S REPORT:**

Sorenson made a motion, seconded by Dube, and carried unanimously to approve the February, 2023 treasurer's report.

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

**TRUTH IN TAXATION HEARING DATE SET:**

A motion was made by Leathers, seconded by McAlister and carried unanimously to approve Monday, December 11, 2023 as the date to hold the annual Truth in Taxation hearing at 6 pm or later in the AHS Annex Recital Hall as part of the regular School Board meeting.

**LEA APPOINTED:**

Dube made a motion, seconded by Young and carried unanimously to appoint Academics and Administrative Services Executive Director Katie Baskin as the Local Education Agent (LEA) for 2023-23.

**FIRST READING OF TWO NEW POLICIES:**

New policies 621 – Literacy and the READ Act and 624 – Online Instruction were presented for first reading. They will be presented for approval at the regular August meeting.

**REVISED POLICIES APPROVED:**

A motion was made by Young, seconded by Dube and carried unanimously to approve the following revised policies which reflect the most recent legislative changes.

102 – Equal Educational opportunity  
 418 – Drug-Free Workplace/Drug-Free School  
 419 – Tobacco-Free Environment

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

424 – License Status  
 425 – Staff Development and Mentoring  
 509 – Enrollment of Nonresident Students  
 515 – Protection and Privacy of Pupil Records  
 602 – Organization of School Calendar and School Day  
 603 – Curriculum Development  
 616 – School District System Accountability  
 708 – Transportation of Nonpublic School Students  
 709 – Student Transportation Safety Policy  
 806 – Crisis Management Policy

Following additional review, Young made a motion, seconded by McAlister and carried unanimously to approve the following revised policies which also reflect the most recent legislative changes.

506 – Student Discipline  
 507 – Corporal Punishment and Prone Restraint  
 514 – Bullying Prohibition Policy  
 516.5 – Overdose Medications (new policy)  
 532 – Use of Peace Officers and Crisis Teams  
 534 – School Meals Policy  
 601 – School District Curriculum and Instruction Goals  
 604 – Instructional Curriculum  
 613 – Graduation Requirements  
 618 – Assessment of Student Achievement  
 620 – Credit for Learning

**STUDY SESSION  
REMINDER:**

Chairperson Green reminded School Board members of the study session scheduled for Monday, July 24, 2023 at from 2:30 – 5 pm in the District Office Conference Room.

**BOARD ENTERS CLOSED  
SESSION:**

A motion was made by Leathers, seconded by Sorenson and carried unanimously to enter closed session at 6:32 pm for the purpose of a negotiations update. Six board members, Superintendent Page, Sue Stark, Andrew Adams, Katie Baskin and Sharon Alms were present for the closed session.

**BOARD ENTERS OPEN  
SESSION:**

A motion was made by Dube, seconded by Young and carried unanimously to enter open session at 7:17 pm.

**MEETING ADJOURNED:**

Young made a motion, seconded by Sorenson and carried unanimously to adjourn the meeting at 7:17 pm.

---

 Carolyn Dube, Clerk

**OFFICIAL MINUTES: AUSTIN SCHOOL BOARD**

**STUDY SESSION**

Independent School District No. 492

**Monday, July 24, 2023 2:30 pm**

District Administration Office Conference Room  
401 Third Avenue NW, Austin, MN

**MEMBERS PRESENT:** Kathy Green Carol McAlister  
Carolyn Dube Evan Sorenson  
Cece Kroc Peggy Young  
Don Leathers Superintendent Dr. Joey Page

**MEMBERS ABSENT:** None

**MEETING CALLED  
TO ORDER:**

Chairperson Green called the meeting to order at 2:30 pm in the District Office Conference Room at Austin High School.

**BOARD SELF-EVALUATION  
WORKSHOP:**

Prior to the board study session, board members were asked to independently complete an online school board self-evaluation questionnaire. Minnesota School Boards Association Director of Strategic Planning and Board Leadership Gail Gillman reviewed the results of the self-evaluation with the board. Discussion followed.

**LEATHERS LEFT  
MEETING AT 4:23 PM**

**GOAL SETTING  
SESSION:**

Ms. Gillman will forward the summary report of today's meeting to the Board Chair and Superintendent which will be used in setting the board's improvement goals at a future meeting.

**ADJOURNMENT:**

A motion was made by Young, seconded by Kroc and carried unanimously to adjourn at 4:46 pm.

---

Carolyn Dube, Clerk

**AUSTIN PUBLIC SCHOOLS**  
**School Board**  
**Personnel Agenda**  
**August 14, 2023**

**ADMINISTRATION**

**I. CONTRACT FOR APPROVAL**

<u>Last,First Name</u>	<u>Position</u>	<u>Rate/Lane Step</u>	<u>Location</u>	<u>Effective Date</u>
Guillaume, Nichelle	Dean of Students	\$95,000	Ellis	08/01/2023
Rembao, Jessica	Food & Nutrition Manager	\$65,000	District	07/01/2023

**CERTIFIED STAFF**

**I. CONTRACT FOR APPROVAL**

<u>Last,First Name</u>	<u>Position</u>	<u>Rate/Lane Step</u>	<u>Location</u>	<u>Effective Date</u>
Aung, Ninn	1.0 FTE Kinder Teacher	\$42,931, BA, Step 1	Woodson	08/21/2023
Biers, Kjirsten	1.0 FTE Kinder Teacher	\$49,694, BA, Step 6	Woodson	08/21/2023
Christian, Lindsey	1.0 FTE ECSE Teacher	\$42,931, BA, Step 1	CLC	08/21/2023
Coyle, Stephanie	0.6 FTE AFNR Teacher	\$33,525, MA, Step 4	AHS	08/21/2023
Durham, Kristina	1.0 FTE SPED Teacher	\$42,931, BA, Step 1	Holton	08/21/2023
Larson, Dale	1.0 FTE Soc. Studies Teacher	\$53,693, MA, Step 3	AHS	08/21/2023
Luschen, Kimberly	1.0 FTE SPED Teacher	\$42,931, BA, Step 1	Holton	08/21/2023
Sand, John	1.0 FTE Phy Ed Teacher	\$60,323, MA, Step 6	Ellis	08/21/2023
Terrazas, Annette	1.0 Soc. Studies Teacher	\$55,875, MA, Step 4	Holton	08/21/2023

**II. REQUEST FOR LEAVE**

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Bergemann, Joann	SLP	Banfield	08/21/2024-11/02/2023
Petersen, Kelly	Gr. 4 Teacher	Neveln	01/22/2024-03/01/2024
Strilaeff, Rachel	SPED Teacher	Ellis/IJ Holton	06/01/2023-06/01/2024
Weis, McKenzie	Science Teacher	Holton	10/18/2023-1/10/2024

**III. RESIGNATIONS**

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Carlson, Mindy	SPED Teacher	COOP	06/01/2023
Larson, Levon	Language Arts Teacher	AHS	06/01/2023
Schwab, Jennifer	EL Teacher (Rescinded offer)	Sumner	07/01/2023
Shirk, Amanda	SPED Teacher	Sumner	06/01/2023
Stotts Thompson, Nicole	EL Teacher	Neveln	06/01/2023

**NON-CERTIFIED STAFF**

**I. CONTRACTS FOR APPROVAL**

<u>Last,First Name</u>	<u>Position</u>	<u>Rate/Hours</u>	<u>Location</u>	<u>Effective Date</u>
Aguilar, Maria	ECFE Assistant	\$12.60/6.75 hrs per day	CLC	08/24/2023

Akemann, Randi	MHP	\$26.90/8 hrs per day	Banfield	08/21/2023
Allas, Emily	Noon Supervisor	\$10.75 /2.5 hrs per day	Ellis	08/28/2023
Basilo Leonardo, Dayami	KK Aide	\$12.50/6 hrs per day	Southgate	08/09/2023
Blake, Hyrum	MHP	\$26.90/8 hrs per day	Banfield	08/21/2023
Brede, Andrew	SPED Para	\$15.00/5hrs per day 4 days	Ellis	08/24/2023
Chamberlin, Ann	SPED Para	\$15.00/6.5 hrs per day	AHS	08/24/2023
Crews, Jessica	Food Service Helper	\$17.86/5.5 hrs per day	Woodson	08/24/2023
Cummings, Kyla	SPED Para	\$15.00/6.5 hrs per day	Southgate	08/24/2023
Deusangeli, Gabriella	MHP	\$26.90/8 hrs per day	Holton	08/21/2023
Flahive, Billy Jr.	Carpenter Foreman	\$26.71/8 hrs per day	District	08/21/2023
Fontes, Patsy	Food Service Helper	\$17.86/3 hrs per day	COOP	08/24/2023
Hernandez, Mayra	Success Coach	\$20.00/8 hrs per day	Banf/Neveln	08/21/2023
Kelly, Jean	Food Service Helper	\$17.86/3 hrs per day	Holton	08/24/2023
Koster, Marilyn	SPED Para	\$15.00/6.5 hrs per day	Ellis	08/24/2023
Mays, Elizabeth	ECFE Assistant	\$12.85/26 hrs per week	CLC	08/24/2023
Lott Gardner, Ryan	KK Site Lead	\$16.00/8 hrs per day	Banfield	08/01/2023
Mejia, Nora	Success Coach	\$20.00/8 hrs per day	Southgate	08/21/2023
Moldenhauer, Julia	ECFE Assistant	\$12.60/35 hrs per week	CLC	08/24/2023
Nelson, Courtney	ECFE Assistant	\$12.85/6.75 hrs per day	CLC	08/24/2023
Pinvaka, Samantha	SPED Para	\$15.00/7 hrs per day	Ellis	08/24/2023
Perez, Rueben	Gen Ed Para	\$15.00/6.5 hrs per day	Ellis	08/24/2023
Roe, Nikole	SPED Para	\$15.00/27 hrs per week	CLC	08/24/2023
Sanchez, Oscar	Noon Supervisor	\$10.75 /2.5 hrs per day	Neveln	08/24/2023
Severson, Nicholas	SPED Para	\$15.40/6.5 hrs per day	Banfield	08/24/2023
Severson, Sue	Food Service Helper	\$17.86/2.75 hrs per day	Woodson	08/24/2023
Shepherd, Jessica	Nurse	\$22.97/7 hrs per day	COOP/CLC	08/21/2023
Tipton, Mary	KK Asst. Lead	\$13.50/8 hrs per day	Banfield	08/09/2023
Underhill, Gage	SPED Para	\$15.00/7 hrs per day	AHS	08/24/2023
Ya, Ymai	Success Coach	\$21.00/8 hrs per day	District	08/24/2023

## II. CHANGE IN ASSIGNMENTS

<u>Last,First Name</u>	<u>Position</u>	<u>Hours</u>	<u>Location</u>	<u>Effective Date</u>
Jacobson, Marge	Noon Supervisor		Southgate	
	Noon Supervisor		Neveln	08/28/2023
Severson, Pam	Noon Supervisor		Neveln	
	Noon Supervisor		Woodson	08/28/2023

## III. REQUEST FOR LEAVE

<u>Last,First Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Hueber, Jim	Custodian	Woodson	07/26/2023-10/26/2023
Newman, Tonia	Custodian	Ellis	08/18/2023-09/29/2023
Wollschlager, Cliff	Custodian	AHS	07/19/2023-08/30/2023
Zuniga, Jorge	Custodian	Ellis	07/25/2023-09/05/2023

**IV. RESIGNATIONS**

<b><u>Last,First Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Aung, Ninn	Success Coach	Sumner	06/01/2023
Bell, Melanie	Nurse	Ellis	06/01/2023
Deusangeli, Gabriela	SPED Para	CLC	06/01/2023
Hoveland, Connie	Noon Supervisor	Banfield	06/01/2023
Hulet, Nicole	MHP	Banfield	06/01/2023
Ifenuk, Annie	SPED Para	AHS	07/10/2023
Kastens, Natalie	SPED Para	COOP	06/01/2023
Larson, Janet	Noon Supervisor	Banfield	06/01/2023
Lopez Chilel, Blanca	SPED Para	Ellis	06/01/2023
Morales, Maria	KK Aide	CLC	07/14/2023
Newell, Julie	SPED Para	COOP	06/01/2023
Reeves, Louis	SPED Para	AHS	06/01/2023
Schaefer, Dawn	SPED Para	Ellis	07/11/2023
Stepp, Morgan	SPED Para	COOP	06/01/2023
Squier, Katie	KK Site Supervisor	CLC	08/11/2023
Zuniga, Arnold	SPED Para	Ellis	06/01/2023



## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
07/06/2023	6000001235	Wire Transfer	1910 FRESH MEXICAN KITCHEN	421.81		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
061223-46	ADMIN RETREAT MEALS		06/13/2023	421.81		
			FOOD-SUPERINTENDENT--		01 E 005 020 000 000 490	421.81
07/06/2023	6000001236	Wire Transfer	BELLA VICTORIA ITALIAN	657.85		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
100343	GT SYMPOSIUM STAFF DINNER		06/15/2023	657.85		
			FOOD-GIFTED-HRML GT-SYMPOSIUM		01 E 005 218 083 064 490	657.85
07/06/2023	6000001237	Wire Transfer	CLIMBZONE MALL OF AMERICA	1,180.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
69206439-2	KIDS KORNER FIELD TRIP		06/13/2023	1,180.00		
			PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED		04 E 500 570 404 321 394	1,180.00
07/06/2023	6000001238	Wire Transfer	DOMINOS PIZZA	566.22		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
052623-26	PIZZAS FOR 2ND GRADE PARTY		05/29/2023	231.64		
			FOOD-ELEM ED-SOUTHGT-ALL GRADES/SPLY		11 E 145 203 014 121 490	231.64
060823-13	SOUTHGATE PIZZA		06/09/2023	167.29		
			FOOD-KIDS KORNER--COM ED		04 E 500 570 000 321 490	167.29
060823-2	SOUTHGATE PIZZA		06/09/2023	167.29		
			FOOD-KIDS KORNER--COM ED		04 E 500 570 000 321 490	167.29
07/06/2023	6000001239	Wire Transfer	EMBASSY SUITES MINNEAPOLIS - BROOKLYN CENTER	2,253.49		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
399216A	STATE TRACK HOTELS		06/12/2023	447.29		
			ENTRY FEES/STDT TRVL-BOYS ATHL-TRACK & FIELD-		01 E 310 294 110 000 369	223.65
			ENTRY FEES/STDT TRAVL-GIRLS ATHL-TRACK & FIELD-		01 E 310 296 110 000 369	223.64
399217A	STATE TRACK HOTEL		06/12/2023	447.29		
			ENTRY FEES/STDT TRVL-BOYS ATHL-TRACK & FIELD-		01 E 310 294 110 000 369	223.65
			ENTRY FEES/STDT TRAVL-GIRLS ATHL-TRACK & FIELD-		01 E 310 296 110 000 369	223.64

## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/06/2023	6000001239	Wire Transfer	EMBASSY SUITES MINNEAPOLIS - BROOKLYN CENTER	2,253.49	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
399218A	STATE TRACK HOTEL	06/12/2023	452.97		
	ENTRY FEES/STDT TRVL-BOYS ATHL-TRACK & FIELD-			01 E 310 294 110 000 369	226.49
	ENTRY FEES/STDT TRAVL-GIRLS ATHL-TRACK & FIELD-			01 E 310 296 110 000 369	226.48
07/06/2023	6000001240	Wire Transfer	FACEBOOK	8.03	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
6252467444870832-12382273	GT SYMPOSIUM/AOA ADS	06/01/2023	8.03		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	1.90
	CONTRACTS<25K-SEC-2ND PR YR-ESSER III 90% FORMULA			01 E 175 211 012 160 303	6.13
07/06/2023	6000001241	Wire Transfer	FRAME USA	556.66	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
US4967291	ALL STATE WALL FRAMES	05/29/2023	556.66		
	EQUIPMENT-BOY/GIRL-ATHLETICS-OPER CAP			05 E 310 292 100 302 530	556.66
07/06/2023	6000001242	Wire Transfer	HYATT REGENCY MINNEAPOLIS	941.40	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
345639	GT SYMPOSIUM LODGING ELEONOR VANGERVEN	06/13/2023	426.33		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	426.33
345639-R	GT SYMPOSIUM REFUND ELEONOR VANGERVEN	06/23/2023	-123.99		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	-123.99
346101	GT SYMPOSIUM LODGING CLAIREE HUGHESLYNCH	06/19/2023	162.63		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	162.63

## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/06/2023	6000001242	Wire Transfer	HYATT REGENCY MINNEAPOLIS	941.40	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
346887	GT SYMPOSIUM LODGING TRACYFORD INMAN	06/22/2023	162.63		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	162.63
346888	GT SYMPOSIUM LODGING VICKIANN PHELPS	06/22/2023	162.63		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	162.63
4130471101-0617	GT SYMPOSIUM LODGING EDITH TREVINO	06/22/2023	151.17		
	FEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305	151.17
07/06/2023	6000001243	Wire Transfer	JIMMY JOHNS	476.62	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
061523-242	PROJECT E3 FOOD	06/16/2023	476.62		
	FOOD-PUPIL SUP-E^3-INTEG INCTV			01 E 005 790 825 318 490	476.62
07/06/2023	6000001244	Wire Transfer	KULLY SUPPLY	80.50	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
613687	VALVE KIT	05/31/2023	80.50		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	80.50
07/06/2023	6000001245	Wire Transfer	KWIK TRIP	49.91	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
9571444	DOME FOOD	06/05/2023	49.91		
	GEN SUPPLIES-OPERATIONS--			01 E 311 810 000 000 401	49.91
07/06/2023	6000001246	Wire Transfer	MINNESOTA BOARD OF SCHOOL ADMINISTRATORS	102.15	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
BSABSA000023180	MN BOSA MEMBERSHIP DISTRICT	06/26/2023	2.15		
	DUES/MEMBERSHIPS-GEN INST SUP--			01 E 450 605 000 000 820	2.15
BSABSA000023180-2	MN BOSA MEMBERSHIP DISTRICT	06/26/2023	100.00		
	DUES/MEMBERSHIPS-GEN INST SUP--			01 E 450 605 000 000 820	100.00

## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/06/2023	6000001247	Wire Transfer	NAGC	424.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
10547	WENDY BEHRENS NAGC	06/23/2023	424.00		
	TRAVEL CONV & CONF-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 366	424.00
07/06/2023	6000001248	Wire Transfer	PENN STATE INDUSTRIES	652.05	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
494994	PERKINS SPINDLE SET	06/12/2023	652.05		
	INSTRUCTL SUPPLIES-CTE-GENERAL--CARL PERKINS			12 E 300 399 000 428 430	652.05
07/06/2023	6000001249	Wire Transfer	PIZZA RANCH	814.55	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
6815278	DOME FOOD	06/05/2023	814.55		
	GEN SUPPLIES-OPERATIONS--			01 E 311 810 000 000 401	814.55
07/06/2023	6000001250	Wire Transfer	PROCARE THERAPY	79.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
PYMT538566	MONTHLY SOFTWARE	06/23/2023	79.00		
	NON-INST SOFTWARE LIC-KIDS KORNER--COM ED			04 E 500 570 000 321 405	79.00
07/06/2023	6000001251	Wire Transfer	RENT 'N SAVE PORTABLE SERVICES	127.56	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
569886	TRAILER FOR MOVING DOME FABRIC	06/05/2023	127.56		
	FEEES FOR SERVICES-OPERATIONS--			01 E 005 810 000 000 305	127.56
07/06/2023	6000001252	Wire Transfer	ROGUE FITNESS	119.25	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
11532158	CLASS SUPPLIES	06/09/2023	119.25		
	INSTRUCTL SUPPLIES-HEALTH EDUCATION--			01 E 310 241 000 000 430	119.25
07/06/2023	6000001253	Wire Transfer	SQUARESPACE INC	296.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
101470443	ACCELERATE AUSTIN	06/14/2023	20.00		
	NON-INST SOFTWARE-OTH ADMN SUP--			01 E 005 107 000 000 405	20.00

## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
07/06/2023	6000001253	Wire Transfer	SQUARESPACE INC	296.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
101480057	ACCELERATE AUSTIN	06/14/2023	276.00	
		NON-INST SOFTWARE-OTH ADMN SUP--	01 E 005 107 000 000 405	276.00
07/06/2023	6000001254	Wire Transfer	STIVERS NURSERY	720.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
157835	DISTRICT MULCH	06/13/2023	720.00	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	720.00
07/06/2023	6000001255	Wire Transfer	SUPPLYHOUSE.COM	116.32
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
15591219	BURNER FLANGE	06/05/2023	116.32	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	116.32
07/06/2023	6000001256	Wire Transfer	THE WESTIN RANCHO MIRAGE GOLF RESORT	-42.76
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
1000326768-R	HOTEL REFUND KIM GOBLIRSCH	05/29/2023	-16.06	
		TRAVEL-STAFF DEV-2ND PR YR-ESSER II 90%	01 E 310 640 012 155 366	-16.06
1000326820-R	HOTEL CREDIT KIM GOBLIRSCH	05/31/2023	-26.70	
		TRAVEL-STAFF DEV-2ND PR YR-ESSER II 90%	01 E 310 640 012 155 366	-26.70
07/06/2023	6000001257	Wire Transfer	WAL-MART CAPITAL ONE	338.79
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
200010996346739	STERILITE 40 GALLON WHEELED INDUSTRIAL TOTE, BLACK SET OF 2	06/12/2023	59.94	
		GEN SUPPLIES-SEC-CEO PROGRAM-	01 E 310 211 206 000 401	59.94
315300588634	DOME FOOD	06/05/2023	83.76	
		GEN SUPPLIES-OPERATIONS--	01 E 311 810 000 000 401	83.76
37853518631049383 5715	DOME FOOD & TOWELS	06/05/2023	110.11	
		GEN SUPPLIES-OPERATIONS--	01 E 311 810 000 000 401	110.11

## Board Packet

AP Run: PC231201 — Post Date: 2023-07-06 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
07/06/2023	6000001257	Wire Transfer	WAL-MART CAPITAL ONE	338.79
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>
79631391024836940 551	DOME FOOD		06/05/2023	84.98
			GEN SUPPLIES-OPERATIONS-- 01 E 311 810 000 000 401	84.98
07/06/2023	6000001258	Wire Transfer	WESTFAX INC	129.35
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>
1422038	FAX SERVICE		06/01/2023	129.35
			TELEPHONE-GEN ADM-- 01 E 005 105 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 005 810 000 000 320	29.85
			TELEPHONE-OPERATIONS-- 01 E 105 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 145 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 155 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 165 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 185 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 210 810 000 000 320	9.95
			TELEPHONE-OPERATIONS-- 01 E 310 810 000 000 320	29.85
<b>Total:</b>				<b>\$11,068.75</b>

PC231201 Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	24	11,068.75
Epayables:	0	0.00
<b>Total:</b>	<b>24</b>	<b>\$11,068.75</b>

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51135	Check	A.F.S.C.M.E. COUNCIL 65	1,537.64	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AFL.07062023.D	AFL - AFSCM EMP AFL-C for 7/6/2023 P1	07/06/2023	521.30		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	517.83
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	3.47
AFL.07062023.D.a	AFL - AFSCM EMP AFL-C for 7/6/2023 Reg PR	07/06/2023	247.52		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	214.18
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	27.78
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 05 L 215 06	5.56
AFL.07202023.D	AFL - AFSCM EMP AFL-C for 7/20/2023 P1	07/20/2023	495.83		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	492.36
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 02 L 215 06	3.47
AFL.07202023.D.a	AFL - AFSCM EMP AFL-C for 7/20/2023 REG PR	07/20/2023	272.99		
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 01 L 215 06	239.65
				PAYROLL W/HOLDING-UNION DUES PAYABLE 04 L 215 06	27.78
				PAYROLL W/HOLDINGS-UNION DUES PAYABLE 05 L 215 06	5.56
07/21/2023	51136	Check	AUSTIN EDUCATION ASSOCIATION	188.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEA ASF.07202023.D	AEA ASF - AEA ASF for 7/20/2023 P1	07/20/2023	188.00		
				PAYROLL W/HOLDINGS-AEA DUES 01 L 215 16	188.00
07/21/2023	51137	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	210.92	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AEF.06082023.D	AEF - AUSTIN EDUC FOU for 6/8/2023 Reg PR	06/08/2023	-345.02		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	-356.02
				PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS 04 L 215 11	11.00
AEF.06222023.D	AEF - AUSTIN EDUC FOU for 6/22/2023 Reg PR	06/22/2023	169.98		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	158.98
				PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS 04 L 215 11	11.00

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51137	Check	AUSTIN PUBLIC EDUCATION FOUNDATION	210.92	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
AEF.06222023.D.a	AEF - AUSTIN EDUC FOU for 6/22/2023 Lump Sum	06/22/2023	50.00		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	50.00
AEF.07062023.D	AEF - AUSTIN EDUC FOU for 7/6/2023 P1	07/06/2023	134.36		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	134.36
AEF.07062023.D.a	AEF - AUSTIN EDUC FOU for 7/6/2023 Reg PR	07/06/2023	33.62		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	22.62
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	11.00
AEF.07202023.D	AEF - AUSTIN EDUC FOU for 7/20/2023 P1	07/20/2023	134.36		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	134.36
AEF.07202023.D.a	AEF - AUSTIN EDUC FOU for 7/20/2023 REG PR	07/20/2023	33.62		
	PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS			01 L 215 11	22.62
	PAYROLL W/HOLDING-CHARITABLE CONTRIBUTIONS			04 L 215 11	11.00
07/21/2023	51138	Check	AUSTIN PUBLIC SCHOOLS ISD 492	29,180.89	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
DENFM.07062023.D	DENFM - FAMILY DENTAL1 for 7/6/2023 P1	07/06/2023	3,962.31		
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	3,962.31
DENFM.07062023.D. a	DENFM - FAMILY DENTAL1 for 7/6/2023 Reg PR	07/06/2023	955.27		
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	890.61
	PAYROLL W/HOLDING-DENTAL INS PAYABLE			04 L 215 08	31.46
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			05 L 215 08	33.20
DENFM.07202023.D	DENFM - FAMILY DENTAL1 for 7/20/2023 P1	07/20/2023	4,017.95		
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	4,017.95
DENFM.07202023.D. a	DENFM - FAMILY DENTAL1 for 7/20/2023 REG PR	07/20/2023	867.76		
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			01 L 215 08	803.17
	PAYROLL W/HOLDING-DENTAL INS PAYABLE			04 L 215 08	31.42
	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE			05 L 215 08	33.17

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51138	Check	AUSTIN PUBLIC SCHOOLS ISD 492	29,180.89	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FDN.07062023.D	FDN - FLEX DEN PREM for 7/6/2023 P1	07/06/2023	1,536.29	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE 01 L 215 08	1,536.29
FDN.07062023.D.a	FDN - FLEX DEN PREM for 7/6/2023 Reg PR	07/06/2023	440.01	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE 01 L 215 08	386.37
				PAYROLL W/HOLDING-DENTAL INS PAYABLE 04 L 215 08	53.64
FDN.07202023.D	FDN - FLEX DEN PREM for 7/20/2023 P1	07/20/2023	1,543.58	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE 01 L 215 08	1,543.58
FDN.07202023.D.a	FDN - FLEX DEN PREM for 7/20/2023 REG PR	07/20/2023	419.04	PAYROLL W/HOLDINGS-DENTAL INS PAYABLE 01 L 215 08	365.40
				PAYROLL W/HOLDING-DENTAL INS PAYABLE 04 L 215 08	53.64
HDHS.07062023.D	HDHS - HEALTH HIGH DED SINGLE for 7/6/2023 Reg PR	07/06/2023	281.50	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	30.00
				PAYROLL W/HOLDING-PREMIUM REIMB PAYABLE 04 L 215 15	251.50
HDHS.07202023.D	HDHS - HEALTH HIGH DED SINGLE for 7/20/2023 REG PR	07/20/2023	281.54	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	30.00
				PAYROLL W/HOLDING-PREMIUM REIMB PAYABLE 04 L 215 15	251.54
HDLF.07062023.D	HDLF - HEALTH LOW DED FAMILY for 7/6/2023 P1	07/06/2023	3,650.26	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	3,650.26
HDLF.07062023.D.a	HDLF - HEALTH LOW DED FAMILY for 7/6/2023 Reg PR	07/06/2023	1,543.15	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	1,491.77
				PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 02 L 215 15	51.38
HDLF.07202023.D	HDLF - HEALTH LOW DED FAMILY for 7/20/2023 P1	07/20/2023	3,650.26	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	3,650.26
HDLF.07202023.D.a	HDLF - HEALTH LOW DED FAMILY for 7/20/2023 REG PR	07/20/2023	1,543.49	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	1,492.08
				PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 02 L 215 15	51.41
HDLS.07062023.D	HDLS - HEALTH LOW DED SINGLE for 7/6/2023 P1	07/06/2023	677.76	PAYROLL W/HOLDINGS-PREMIUM REIMB PAYABLE 01 L 215 15	677.76

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51138	Check	AUSTIN PUBLIC SCHOOLS ISD 492	29,180.89	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDLS.07062023.D.a	HDLS - HEALTH LOW DED SINGLE for 7/6/2023 Reg PR	07/06/2023	251.81		
	PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE			01 L 215 15	98.56
	PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE			04 L 215 15	153.25
HDLS.07202023.D	HDLS - HEALTH LOW DED SINGLE for 7/20/2023 P1	07/20/2023	677.76		
	PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE			01 L 215 15	677.76
HDLS.07202023.D.a	HDLS - HEALTH LOW DED SINGLE for 7/20/2023 REG PR	07/20/2023	251.95		
	PAYROLL W/HOLDINGS-PREIMIUM REIMB PAYABLE			01 L 215 15	98.72
	PAYROLL W/HOLDING-PREIMIUM REIMB PAYABLE			04 L 215 15	153.23
LIFC.07062023.D	LIFC - LIFE INSURANCE - CHILD for 7/6/2023 P1	07/06/2023	15.04		
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			01 L 215 00	15.04
LIFC.07062023.D.a	LIFC - LIFE INSURANCE - CHILD for 7/6/2023 Reg PR	07/06/2023	6.29		
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			01 L 215 00	5.23
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			02 L 215 00	0.28
	PAYROLL W/HOLDING-DEP LIFE PAYABLE			04 L 215 00	0.56
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			05 L 215 00	0.22
LIFC.07202023.D	LIFC - LIFE INSURANCE - CHILD for 7/20/2023 P1	07/20/2023	15.04		
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			01 L 215 00	15.04
LIFC.07202023.D.a	LIFC - LIFE INSURANCE - CHILD for 7/20/2023 REG PR	07/20/2023	6.79		
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			01 L 215 00	5.49
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			02 L 215 00	0.32
	PAYROLL W/HOLDING-DEP LIFE PAYABLE			04 L 215 00	0.64
	PAYROLL W/HOLDINGS-DEP LIFE PAYABLE			05 L 215 00	0.34
LIFO.07062023.D	LIFO - LIFE-OPTIONAL for 7/6/2023 P1	07/06/2023	732.97		
	PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR			01 L 215 26	732.97
LIFO.07062023.D.a	LIFO - LIFE-OPTIONAL for 7/6/2023 Reg PR	07/06/2023	223.90		
	PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR			01 L 215 26	203.09
	PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR			04 L 215 26	13.40
	PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR			05 L 215 26	7.41

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51138	Check	AUSTIN PUBLIC SCHOOLS ISD 492	29,180.89	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
LIFO.07202023.D	LIFO - LIFE-OPTIONAL for 7/20/2023 P1	07/20/2023	639.61		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	639.61
LIFO.07202023.D.a	LIFO - LIFE-OPTIONAL for 7/20/2023 REG PR	07/20/2023	218.30		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	196.64
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	13.48
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 05 L 215 26	8.18
LIFOA.07062023.D	LIFOA - OPTIONAL LIFE AD&D for 7/6/2023 P1	07/06/2023	47.28		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	47.28
LIFOA.07062023.D.a	LIFOA - OPTIONAL LIFE AD&D for 7/6/2023 Reg PR	07/06/2023	20.40		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	17.29
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	1.70
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 05 L 215 26	1.41
LIFOA.07202023.D	LIFOA - OPTIONAL LIFE AD&D for 7/20/2023 P1	07/20/2023	40.20		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	40.20
LIFOA.07202023.D.a	LIFOA - OPTIONAL LIFE AD&D for 7/20/2023 REG PR	07/20/2023	19.92		
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 01 L 215 26	16.77
				PAYROLL W/HOLDING-PRUDENTIAL SUPP ITCR 04 L 215 26	1.66
				PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR 05 L 215 26	1.49
LIFS.07062023.D	LIFS - LIFE INSURANCE- SPOUSE for 7/6/2023 P1	07/06/2023	142.78		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	142.78
LIFS.07062023.D.a	LIFS - LIFE INSURANCE- SPOUSE for 7/6/2023 Reg PR	07/06/2023	37.70		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	32.00
				PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE 04 L 215 25	2.10
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 05 L 215 25	3.60
LIFS.07202023.D	LIFS - LIFE INSURANCE- SPOUSE for 7/20/2023 P1	07/20/2023	130.46		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	130.46
LIFS.07202023.D.a	LIFS - LIFE INSURANCE- SPOUSE for 7/20/2023 REG PR	07/20/2023	37.30		
				PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE 01 L 215 25	31.21
				PAYROLL W/HOLDING-SPOUSE LIFE INS PAYABLE 04 L 215 25	2.22

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51138	Check	AUSTIN PUBLIC SCHOOLS ISD 492	29,180.89	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE	05 L 215 25	3.87
PRL.07062023.D	PRL - PERA LIFE INSUR for 7/6/2023 P1	07/06/2023	58.33		
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20	58.33
PRL.07062023.D.a	PRL - PERA LIFE INSUR for 7/6/2023 Reg PR	07/06/2023	90.00		
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20	82.50
			PAYROLL W/HOLDING-PERA LIFE INS PAYABLE	04 L 215 20	7.50
PRL.07202023.D	PRL - PERA LIFE INSUR for 7/20/2023 P1	07/20/2023	58.33		
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20	58.33
PRL.07202023.D.a	PRL - PERA LIFE INSUR for 7/20/2023 REG PR	07/20/2023	88.56		
			PAYROLL W/HOLDINGS-PERA LIFE INS PAYABLE	01 L 215 20	81.18
			PAYROLL W/HOLDING-PERA LIFE INS PAYABLE	04 L 215 20	7.38
07/21/2023	51139	Check	LOCAL 867	1,922.68	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UAW.07062023.D	UAW - UAW L. 867 for 7/6/2023 Reg PR	07/06/2023	976.98		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	958.77
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	18.21
UAW.07202023.D	UAW - UAW L. 867 for 7/20/2023 REG PR	07/20/2023	945.70		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	927.49
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	02 L 215 06	18.21
07/21/2023	51140	Check	MN SCHOOL EMPLOYEES ASSN	81.04	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MSEA 2%.07202023.D	MSEA 2% - MSEA 2% for 7/20/2023 REG PR	07/20/2023	81.04		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE	01 L 215 06	73.78
			PAYROLL W/HOLDING-UNION DUES PAYABLE	04 L 215 06	7.26

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	51141	Check	UNITED WAY OF MOWER COUNTY	215.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
UNF.07062023.D	UNF - UNITED FUND for 7/6/2023 P1	07/06/2023	73.50		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	73.50
UNF.07062023.D.a	UNF - UNITED FUND for 7/6/2023 Reg PR	07/06/2023	34.00		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	34.00
UNF.07202023.D	UNF - UNITED FUND for 7/20/2023 P1	07/20/2023	73.50		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	73.50
UNF.07202023.D.a	UNF - UNITED FUND for 7/20/2023 REG PR	07/20/2023	34.00		
				PAYROLL W/HOLDINGS-CHARITABLE CONTRIBUTIONS 01 L 215 11	34.00
07/21/2023	202002876	Wire Transfer	ALLIANCE BENEFIT GROUP	31,778.03	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HDHSA.07202023.D	HDHSA - HIGH DEDUCTIBLE HSA for 7/20/2023 P1	07/20/2023	24,212.54		
				PAYROLL W/HOLDINGS-HSA PAYABLE 01 L 215 40	24,212.54
HDHSA.07202023.D.a	HDHSA - HIGH DEDUCTIBLE HSA for 7/20/2023 REG PR	07/20/2023	7,565.49		
				PAYROLL W/HOLDINGS-HSA PAYABLE 01 L 215 40	6,737.69
				PAYROLL W/HOLDINGS-HSA PAYABLE 02 L 215 40	100.00
				PAYROLL W/HOLDING-HSA PAYABLE 04 L 215 40	500.00
				PAYROLL W/HOLDINGS-HSA PAYABLE 05 L 215 40	227.80
07/21/2023	202002877	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	50,373.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AIG.07202023.B	AIG - AIG RETIREMENT for 7/20/2023 P1	07/20/2023	2,675.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	2,675.00
AIG.07202023.B.a	AIG - AIG RETIREMENT for 7/20/2023 REG PR	07/20/2023	400.97		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	400.97
AIG.07202023.D	AIG - AIG RETIREMENT for 7/20/2023 P1	07/20/2023	4,026.00		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	4,026.00
AIG.07202023.D.a	AIG - AIG RETIREMENT for 7/20/2023 REG PR	07/20/2023	468.89		
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 01 L 215 05	468.89

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002877	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	50,373.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
HRMA.07202023.B	HRMA - HORACE MANN COMPANY for 7/20/2023 P1	07/20/2023	5,029.91		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	5,029.91
HRMA.07202023.B.a	HRMA - HORACE MANN COMPANY for 7/20/2023 REG PR	07/20/2023	1,704.85		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,554.85
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	150.00
HRMA.07202023.D	HRMA - HORACE MANN CO for 7/20/2023 P1	07/20/2023	5,844.91		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	5,844.91
HRMA.07202023.D.a	HRMA - HORACE MANN CO for 7/20/2023 REG PR	07/20/2023	1,854.85		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,704.85
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	150.00
ORC.07202023.D	ORC - ORCHARD TRUST for 7/20/2023 P1	07/20/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	50.00
SBG.07202023.B	SBG - SECURITY BENEFIT GROUP for 7/20/2023 P1	07/20/2023	8,735.19		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	8,735.19
SBG.07202023.B.a	SBG - SECURITY BENEFIT GROUP for 7/20/2023 REG PR	07/20/2023	4,106.34		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	3,467.01
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	271.00
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	131.00
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			05 L 215 05	237.33
SBG.07202023.D	SBG - SECURITY BENEFIT GROUP for 7/20/2023 P1	07/20/2023	9,441.19		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	9,441.19
SBG.07202023.D.a	SBG - SECURITY BENEFIT GROUP for 7/20/2023 REG PR	07/20/2023	4,287.68		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	3,956.68
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	271.00
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	56.00
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			05 L 215 05	4.00

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002877	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	50,373.44	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
SBGR.07202023.D	SBGR - SECURITY BENEFIT GROUP ROTH for 7/20/2023 P1	07/20/2023	1,301.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	1,301.00
SBGR.07202023.D.a	SBGR - SECURITY BENEFIT GROUP ROTH for 7/20/2023 REG PR	07/20/2023	446.66		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05	138.33
			PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05	75.00
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	05 L 215 05	233.33
07/21/2023	202002878	Wire Transfer	MINNESOTA DEPT OF REVENUE	52,305.57	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MN\$.07202023.D	MN\$ - MN ADD ON for 7/20/2023 P1	07/20/2023	635.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	635.00
MN\$.07202023.D.a	MN\$ - MN ADD ON for 7/20/2023 REG PR	07/20/2023	270.00		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	240.00
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	30.00
MN%.07202023.D	MN% - MN STATE TAX% for 7/20/2023 P1	07/20/2023	231.43		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	231.43
MN%.07202023.D.a	MN% - MN STATE TAX% for 7/20/2023 REG PR	07/20/2023	13.69		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	13.69
MN.07202023.D	MN - MN STATE TAX for 7/20/2023 P1	07/20/2023	35,027.59		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	34,977.72
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	9.63
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	40.24
MN.07202023.D.a	MN - MN STATE TAX for 7/20/2023 REG PR	07/20/2023	16,127.86		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02	12,979.36
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02	1,788.77
			PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02	1,160.14
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	05 L 215 02	199.59
			PAYROLL W/HOLDINGS-STATE WITHHOLDING	12 L 215 02	0.00

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
07/21/2023	202002879	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT	456.37		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MCS.07202023.D	MCS - MN CHILD SUPP1 for 7/20/2023 P1		07/20/2023	162.43		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	162.43
MCS.07202023.D.a	MCS - MN CHILD SUPP1 for 7/20/2023 REG PR		07/20/2023	293.94		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	293.94
07/21/2023	202002880	Wire Transfer	UNITED STATES TREASURY	309,755.21		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
FE\$.07202023.D	FE\$ - FED ADD-ON AMT for 7/20/2023 P1		07/20/2023	2,195.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	2,192.75
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	2.25
FE\$.07202023.D.a	FE\$ - FED ADD-ON AMT for 7/20/2023 REG PR		07/20/2023	825.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	775.00
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	50.00
FE%.07202023.D	FE% - FEDERAL TAX% for 7/20/2023 P1		07/20/2023	674.47		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	674.47
FE%.07202023.D.a	FE% - FEDERAL TAX% for 7/20/2023 REG PR		07/20/2023	25.59		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	25.59
FED.07202023.D	FED - FED TAX for 7/20/2023 P1		07/20/2023	68,864.59		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	68,841.75
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	19.45
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	3.39
FED.07202023.D.a	FED - FED TAX for 7/20/2023 REG PR		07/20/2023	30,349.94		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	24,690.05
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	3,458.26
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	1,843.50
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	358.13
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		12 L 215 01	0.00
FIC.07202023.B	FIC - FICA for 7/20/2023 P1		07/20/2023	56,076.34		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	55,989.99

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002880	Wire Transfer	UNITED STATES TREASURY	309,755.21	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	13.46
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	72.89
FIC.07202023.B.a	FIC - FICA for 7/20/2023 REG PR	07/20/2023	27,733.20		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	22,053.09
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	2,922.80
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	2,203.48
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	274.83
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	12 L 215 01	279.00
FIC.07202023.D	FIC - FICA for 7/20/2023 P1	07/20/2023	56,076.34		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	55,989.99
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	13.46
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	72.89
FIC.07202023.D.a	FIC - FICA for 7/20/2023 REG PR	07/20/2023	27,733.20		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	22,053.09
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	2,922.80
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	2,203.48
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	274.83
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	12 L 215 01	279.00
MED.07202023.B	MED - MEDICARE-1 for 7/20/2023 P1	07/20/2023	13,114.70		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	13,094.51
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	3.14
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	17.05
MED.07202023.B.a	MED - MEDICARE-1 for 7/20/2023 REG PR	07/20/2023	6,486.07		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	01 L 215 01	5,157.66
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	02 L 215 01	683.54
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS	04 L 215 01	515.34
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	05 L 215 01	64.28
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS	12 L 215 01	65.25

## Board Packet

AP Run: 07/21/2023 Payroll AP — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002880	Wire Transfer	UNITED STATES TREASURY	309,755.21	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MED.07202023.D	MED - MEDICARE1 for 7/20/2023 P1	07/20/2023	13,114.70		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	13,094.51
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	3.14
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	17.05
MED.07202023.D.a	MED - MEDICARE1 for 7/20/2023 REG PR	07/20/2023	6,486.07		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	5,157.66
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	683.54
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	515.34
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	64.28
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		12 L 215 01	65.25
<b>Total:</b>					<b>\$478,004.79</b>

### 07/21/2023 Payroll AP Summary

Type	Count	Amount
Regular	7	33,336.17
ACH Checks:	0	0.00
Wire Transfers:	5	444,668.62
Epayables:	0	0.00
<b>Total:</b>	<b>12</b>	<b>\$478,004.79</b>

## Board Packet

AP Run: 7/21/2023 AP Payroll 2 — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002874	Wire Transfer	MINNESOTA DEPT OF REVENUE	87.04	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MN.07202023.D.b	MN - MN STATE TAX for 7/20/2023 EXTRA PR	07/20/2023	87.04		
	PAYROLL W/HOLDINGS-STATE WITHHOLDING			01 L 215 02	0.00
	PAYROLL W/HOLDING-STATE WITHHOLDING			04 L 215 02	87.04
07/21/2023	202002875	Wire Transfer	UNITED STATES TREASURY	978.90	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
FED.07202023.D.b	FED - FED TAX for 7/20/2023 EXTRA PR	07/20/2023	165.42		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	0.00
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	165.42
FIC.07202023.B.b	FIC - FICA for 7/20/2023 EXTRA PR	07/20/2023	329.64		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	54.29
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	275.35
FIC.07202023.D.b	FIC - FICA for 7/20/2023 EXTRA PR	07/20/2023	329.64		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	54.29
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	275.35
MED.07202023.B.b	MED - MEDICARE-1 for 7/20/2023 EXTRA PR	07/20/2023	77.10		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	12.70
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	64.40
MED.07202023.D.b	MED - MEDICARE1 for 7/20/2023 EXTRA PR	07/20/2023	77.10		
	PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS			01 L 215 01	12.70
	PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS			04 L 215 01	64.40
<b>Total:</b>					<b>\$1,065.94</b>

# Board Packet

AP Run: 7/21/2023 AP Payroll 2 — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
------------	--------------	--------------	------	--------------

### 7/21/2023 AP Payroll 2 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	1,065.94
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$1,065.94</b>

## Board Packet

AP Run: 7/20/2023 PERA TRA — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002881	Wire Transfer	MN TEACHERS RETIREMENT ASSN	176,566.06	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
TRC.07202023.B	TRC - TRA COORD for 7/20/2023 P1	07/20/2023	74,753.41		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	74,753.41
TRC.07202023.B.a	TRC - TRA COORD for 7/20/2023 REG PR	07/20/2023	18,622.04		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	17,453.30
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	774.99
				PAYROLL W/HOLDINGS-TRA PAYABLE 12 L 215 04	393.75
TRC.07202023.B.b	TRC - TRA COORD for 7/20/2023 EXTRA PR	07/20/2023	257.79		
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	257.79
TRC.07202023.D	TRC - TRA CORD for 7/20/2023 P1	07/20/2023	66,210.72		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	66,210.72
TRC.07202023.D.a	TRC - TRA CORD for 7/20/2023 REG PR	07/20/2023	16,493.78		
				PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	15,458.59
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	686.44
				PAYROLL W/HOLDINGS-TRA PAYABLE 12 L 215 04	348.75
TRC.07202023.D.b	TRC - TRA CORD for 7/20/2023 EXTRA PR	07/20/2023	228.32		
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	228.32
07/21/2023	202002882	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	45,260.66	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
PRC.07202023.B	PRC - PERA CORD for 7/20/2023 P1	07/20/2023	6,243.30		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	6,138.84
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	16.28
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	88.18
PRC.07202023.B.a	PRC - PERA CORD for 7/20/2023 REG PR	07/20/2023	17,841.44		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	12,006.11
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	3,520.21
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	2,029.00
				PAYROLL W/HOLDINGS-PERA PAYABLE 05 L 215 03	286.12

## Board Packet

AP Run: 7/20/2023 PERA TRA — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/21/2023	202002882	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	45,260.66	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
PRC.07202023.B.b	PRC - PERA CORD for 7/20/2023 EXTRA PR	07/20/2023	177.79		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	65.68
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	112.11
PRC.07202023.D	PRC - PERA CORD for 7/20/2023 P1	07/20/2023	5,410.93		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	5,320.40
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	14.11
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	76.42
PRC.07202023.D.a	PRC - PERA CORD for 7/20/2023 REG PR	07/20/2023	15,433.10		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	10,405.38
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	3,050.87
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	1,728.88
				PAYROLL W/HOLDINGS-PERA PAYABLE 05 L 215 03	247.97
PRC.07202023.D.b	PRC - PERA CORD for 7/20/2023 EXTRA PR	07/20/2023	154.10		
				PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	56.93
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	97.17
				<b>Total:</b>	<b>\$221,826.72</b>

7/20/2023 PERA TRA Summary		
Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	221,826.72
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$221,826.72</b>

## Board Packet

AP Run: T231304 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
07/25/2023	51142	Check	ANCOM COMMUNICATIONS	50.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
114691	SERVICE REPAIR ON RADIO	05/04/2023	50.00	
		REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	50.00
07/25/2023	51143	Check	AUSTIN FIRE AND SAFETY CO	43.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
41966	SERVICE CALL MAINTENANCE	05/10/2023	43.00	
		BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520	43.00
07/25/2023	51144	Check	CARLSON, JANE	36.33
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
REIMBURSEMENT MEALS	REIMBURSEMENT DECA 3/5-7/23	03/15/2023	36.33	
		TRAVEL CONV & CONF-EXT CUR--	01 E 310 298 000 000 366	36.33
07/25/2023	51145	Check	EGAN COMPANY	18,699.86
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
JC435646N001	FIBER TERMINATION PROJECT	12/19/2022	18,699.86	
		NON-INST TECH EQUIP-INST TECH-ASSIGNED TECH-	01 E 005 630 093 000 555	18,699.86
07/25/2023	51146	Check	ELSA ESQUIVEL-SOTO	33.66
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
072423	MILEAGE REIMBURSEMENT JUNE 2023	06/30/2023	33.66	
		IN-DISTRICT TRAVEL-ECSE--STATE SPED	01 E 120 412 000 740 367	33.66
07/25/2023	51147	Check	HORIZON COMM POOL SUPPLY	648.14
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
INV43215	ELLIS POOL CHEMICALS	06/12/2023	648.14	
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	648.14
07/25/2023	51148	Check	MARTIN BROS DISTRIBUTING CO	4,575.35
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
1045979	SUMMER FOOD & SUPPLIES	06/13/2023	321.80	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	321.80

## Board Packet

AP Run: T231304 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
07/25/2023	51148	Check	MARTIN BROS DISTRIBUTING CO	4,575.35		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1045980	SUMMER FOOD & SUPPLIES		06/13/2023	4,174.16		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	4,174.16
1045981	SUMMER FOOD & SUPPLIES		06/13/2023	79.39		
			FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	79.39
07/25/2023	51149	Check	PALMER BUS SERVICE	45,907.89		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
0004301-IN	E3 PROGRAM - JUNE		06/30/2023	3,063.06		
			TRANS CONTRACT-PUPIL TRANS--DESEG TRANS		01 E 005 760 000 714 360	3,063.06
0004303-IN	SUMMER SCHOOL - JUNE		06/30/2023	41,783.28		
			TRAN CTRT<25K-TRANS-2ND PR YR-ESSER III 90% LL		01 E 220 760 012 161 364	41,783.28
0004304-IN	FUEL JUNE		06/30/2023	521.46		
			TRANS CONTRACT-PUPIL TRANS--REGULAR TRANS		01 E 005 760 000 720 360	521.46
0004316-IN	E3 PROGRAM SHUTTLES		06/30/2023	540.09		
			TRANS CONTRACT-PUPIL TRANS--DESEG TRANS		01 E 005 760 000 714 360	540.09
07/25/2023	51150	Check	RATWIK ROSZAK & MALONEY PA	5,213.50		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
74195	LEGAL SERVICES - JUNE 2023		06/30/2023	5,213.50		
			LEGAL SERVICES-PERSONNEL--		01 E 005 160 000 000 313	5,213.50
07/25/2023	51151	Check	SHERWIN WILLIAMS CO	167.43		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
0184-6	PAINT SUPPLIES		06/29/2023	167.43		
			BLDG ACQ/CONSTRUCTION-LTFM--INTER SURFACES		05 E 005 865 000 379 520	167.43
07/25/2023	51152	Check	SHUTTERFLY LIFETOUCH, LLC	1,347.38		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
55450435	2021 2022 YEARBOOK BALANCE		06/19/2023	1,298.78		
			GEN SUPPLIES-ELEM ED--HOLTON GENERAL		11 E 185 203 000 164 401	1,298.78

## Board Packet

AP Run: T231304 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	51152	Check	SHUTTERFLY LIFETOUCH, LLC	1,347.38	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
56022511	2022-2023 YEARBOOK BALANCE	06/26/2023	48.60		
	GEN SUPPLIES-ELEM ED--HOLTON GENERAL			11 E 185 203 000 164 401	48.60
07/25/2023	51153	Check	SOUND AND MEDIA SOLUTIONS	8,000.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
73767	ANNEX AUDITORIUM SOUND SYSTEM	06/30/2023	8,000.00		
	BLDG IMPROVEMNTS-BLDG CONST-MACPHAIL-LEASE PUR			06 E 310 870 074 791 520	8,000.00
07/25/2023	51154	Check	SUNBELT RENTALS, INC	2,982.22	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
140257218-0001	TELEHANDLER FORKLIFT RENTAL	06/07/2023	2,982.22		
	FEES FOR SERVICES-OPERATIONS--			01 E 311 810 000 000 305	2,982.22
07/25/2023	51155	Check	TRANE	318.67	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
14614521	MAINTENANCE SUPPLY	06/19/2023	318.67		
	REPAIR SUPPLIES-OPERATIONS--			01 E 005 810 000 000 420	318.67
				<b>Total:</b>	<b>\$88,023.43</b>

### T231304 Summary

Type	Count	Amount
Regular	14	88,023.43
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>14</b>	<b>\$88,023.43</b>

## Board Packet

AP Run: CB231306 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	5000001476		BLUUM OF MINNESOTA, LLC*	4,596.31	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
604150-1	AUDIO ENHANCEMENTS SENTINEL SYSTEMS-BANFIELD -2 CLASSROOMS (504, 508)	12/05/2022	4,596.31		
			GEN SUPPLIES-ELEM ED--	01 E 105 203 000 000 401	4,596.31
07/25/2023	5000001477		DIAMOND RIDGE PRINTING*	1,184.22	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
14836	4TH GRADE RECRUITMENT MUSIC HANDOUT	05/24/2023	133.22		
			PAPER TRANSFERS-ELEM ED--	01 E 185 203 000 000 498	133.22
14880	2023 AHS GRADUATION PROGRAM	06/05/2023	1,051.00		
			GEN SUPPLIES-SEC-AHS-POP/VENDING	11 E 310 211 040 100 401	1,051.00
07/25/2023	5000001478		INSTITUTE FOR ENVIRONMENTAL ASSESSMENT*	29,895.95	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
00048826	PROFESSIONAL SERVICES JUNE 2023	06/30/2023	27,810.00		
			BLDG ACQ/CONSTRUCTION-LTFM--ASBESTOS REMOVAL	05 E 005 865 000 358 520	27,810.00
00048829	PROFESSIONAL SERVICES JUNE 2023	06/30/2023	2,085.95		
			FEES FOR SERVICES-LTFM--ENVIRON SAFETY	05 E 005 865 000 352 305	2,085.95
				<b>Total:</b>	<b>\$35,676.48</b>

### CB231306 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	3	35,676.48
<b>Total:</b>	<b>3</b>	<b>\$35,676.48</b>

## Board Packet

AP Run: T240104 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	51156	Check	AUTO VALUE AUSTIN	40.98	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
46447762	EQUIPMENT OIL	07/18/2023	40.98		
		GAS/OIL & GREASE-OPERATIONS--	01 E 005 810 000 000 442	40.98	
07/25/2023	51157	Check	FIREPLACE INC	1,799.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
31266	SMORE TEAM ACCOUNT	07/13/2023	1,799.00		
		NON INST SOFTWARE-SUPERINTENDENT--	01 E 005 020 000 000 405	163.50	
		NON INST SOFTWARE-ELEM--	01 E 105 203 000 000 405	163.55	
		NON INST SOFTWARE-ELEM--	01 E 125 203 000 000 405	163.55	
		NON-INST SOFTWARE LIC-ELEM ED--	01 E 145 203 000 000 405	163.55	
		NON INST SOFTWARE-ELEM--	01 E 155 203 000 000 405	163.55	
		NON-INST SOFTWARE LIC-KINDERGARTEN--	01 E 165 201 000 000 405	163.55	
		NON INST SOFTWARE-ELEM--	01 E 185 203 000 000 405	163.55	
		NON-INST SOFTWARE LIC-SEC--	01 E 210 211 000 000 405	163.55	
		NON INST SOFTWARE-SECONDARY--	01 E 310 211 000 000 405	163.55	
		NON INST SOFTWARE-SECONDARY--ALC	01 E 610 211 000 303 405	163.55	
		NON INST SOFTWARE-ABE--ABE STATE	04 E 500 520 000 322 405	163.55	
07/25/2023	51158	Check	JEFF DUDYCHA	30.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
IMS3760854	BOILER -2ND CLASS C ENGINEER	07/13/2023	30.00		
		DUES & MEMBERSHIPS-OPERATIONS--	01 E 005 810 000 000 820	30.00	
07/25/2023	51159	Check	JENNIFER LAWHEAD	307.69	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
072423	TRAVEL REIMBURSEMENT-NSPRA 7/16-19/23	07/24/2023	307.69		
		TRAVEL CONV & CONF-GEN COM ED--COM ED	04 E 500 505 000 321 366	307.69	

## Board Packet

AP Run: T240104 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	51160	Check	JOSEPH COMPANY	57,400.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
74173	ANNEX-SIDEWALK GRATING DRAINS	07/20/2023	17,400.00		
	BLDG ACQ/CONSTRUCTION-LTFM--BLDG ENVELOPE			05 E 005 865 000 368 520	17,400.00
74174	BANFIELD	07/20/2023	40,000.00		
	BLDG IMPROVEMENT--ELEM--OPER CAPITAL			05 E 105 203 000 302 522	40,000.00
07/25/2023	51161	Check	MESPA	1,894.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
15599	2023-2024 DUES KANE MALO	07/07/2023	932.00		
				DUES & MEMBERSHIPS-PRINCIPAL-- 01 E 185 050 000 000 820	932.00
15770	MESPA MEMBERSHIP JILL ROLLIE	07/20/2023	962.00		
				DUES & MEMBERSHIPS-PRINCIPAL-- 01 E 155 050 000 000 820	962.00
07/25/2023	51162	Check	RYAN MAYERS	1,033.28	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072023	TRAVEL REIMBURSEMENT NSPRA 7/15-19/23	07/20/2023	1,033.28		
				TRAVEL CONV & CONF-SUPERINTENDENT-- 01 E 005 020 000 000 366	1,033.28
07/25/2023	51163	Check	SANVICK, JARED L	60.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
IMS3768243	BOILER - CHIEF C ENGINEER	07/21/2023	60.00		
				DUES & MEMBERSHIPS-OPERATIONS-- 01 E 005 810 000 000 820	60.00
07/25/2023	51164	Check	THOMPSON SANITATION INC	1,126.12	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
50914	MAINTENANCE SHOP ROLL OFF	07/13/2023	675.67		
				REFUSE REMOVAL-OPERATIONS-- 01 E 310 810 000 000 332	675.67
50993	AHS ROLL OFF	07/20/2023	450.45		
				REFUSE REMOVAL-OPERATIONS-- 01 E 310 810 000 000 332	450.45

## Board Packet

AP Run: T240104 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	51165	Check	WCEPS	134.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
4172400002	KINDERGARTEN SCORE SHEETS	07/19/2023	134.00		
		TESTS-ELL--TITLE III, PT A	01 E 005 205 000 417 461	134.00	
07/25/2023	51166	Check	WRITING HELP KC, LLC	300.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
449	DISTRICT COMM AUG 2023	07/17/2023	300.00		
		FEEES FOR SERVICES-SUPERINTENDENT--	01 E 005 020 000 000 305	300.00	
				<b>Total:</b>	<b>\$64,125.07</b>

### T240104 Summary

Type	Count	Amount
Regular	11	64,125.07
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>11</b>	<b>\$64,125.07</b>

## Board Packet

AP Run: CB231307 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	5000001479		RICOH USA INC*	84.97	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
5067716244	SPED ADMIN COPIER	06/30/2023	84.97		
			REPAIR & MAINT SVCS-SPED AGG--IDEA-611	01 E 005 420 000 419 350	84.97
<b>Total:</b>					<b>\$84.97</b>

### CB231307 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	84.97
<b>Total:</b>	<b>1</b>	<b>\$84.97</b>

## Board Packet

AP Run: CB240201 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	5000001480		CUSTOM COMMUNICATIONS INC*	1,099.29	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
551383	NEVELN ALARM MONITORING	07/01/2023	207.33		
				BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY 05 E 005 865 000 363 520	207.33
551384	ALARM MONITORING	07/01/2023	207.33		
				BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY 05 E 005 865 000 363 520	207.33
551459	ALARM MONITORING	07/01/2023	275.04		
				BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY 05 E 005 865 000 363 520	275.04
551585	ALARM MONITORING	07/01/2023	209.01		
				BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY 05 E 005 865 000 363 520	209.01
552138	ALARM MONITORING	07/01/2023	200.58		
				BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY 05 E 005 865 000 363 520	200.58
<b>Total:</b>					<b>\$1,099.29</b>

### CB240201 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	1,099.29
<b>Total:</b>	<b>1</b>	<b>\$1,099.29</b>

## Board Packet

AP Run: T231305 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
08/01/2023	51167	Check	ALBERT LEA STEEL			111.80
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
74929	METAL SCRAP TRANSFER		06/23/2023	111.80		
			REPAIR & MAINT SVCS-OPERATIONS--		01 E 005 810 000 000 350	111.80
08/01/2023	51168	Check	AMAZON BUSINESS			772.22
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
139P-XT7K-4LVY	SPECIAL EVENT SUPPLIES		05/30/2023	772.22		
			GEN SUPPLIES-FOOD SVC--NSLP		02 E 005 770 000 701 401	772.22
08/01/2023	51169	Check	COREY HAUGEN			175.28
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
07192023	MILEAGE REIMBURSEMENT JUNE 2023		06/30/2023	20.70		
			IN-DISTRICT TRAVEL-INST TECH--		01 E 005 630 000 000 367	20.70
07272023	TRAVEL REIMBURSEMENT 6/13-15/23		06/30/2023	154.58		
			TRAVEL CONV & CONF-SUPERINTENDENT--		01 E 005 020 000 000 366	154.58
08/01/2023	51170	Check	CREATIVE NOTEBOOK SOLUTIONS			1,625.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
8752	GENERAL SUPPLIES		04/19/2023	1,625.00		
			INSTRUCTL SUPPLIES-ELEM ED--		01 E 185 203 000 000 430	1,625.00
08/01/2023	51171	Check	DALCO			255.25
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
358579A	CUSTODIAL SUPPLIES		06/30/2023	255.25		
			REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	255.25
08/01/2023	51172	Check	GROVE STREET LLC			1,839.17
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1010	PAES LAB RENT 22-23		06/01/2023	1,839.17		
			PRIN ON LT BLDG/LAND LEASE-CAP FAC--OPER CAP		05 E 005 850 000 302 570	1,839.17

## Board Packet

AP Run: T231305 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	51173	Check	MARTIN BROS DISTRIBUTING CO	1,725.15	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1003300	FOOD & SUPPLIES	05/11/2023	1,618.04		
		GEN SUPPLIES-FOOD SVC--NSLP	02 E 005 770 000 701 401	68.00	
		FOOD-FOOD SVC--NSLP	02 E 005 770 000 701 490	1,276.68	
		FOOD-FOOD SVC--BREAKFAST	02 E 005 770 000 705 490	273.36	
1003301	SUPPLY CHAIN FUNDS	05/11/2023	107.11		
		FOOD-FOOD SVC--SUPPLY CHAIN ASSISTANCE	02 E 005 770 000 710 490	107.11	
08/01/2023	51174	Check	PALMER BUS SERVICE	3,616.41	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
0004312-IN	SENIOR WALK TO ELEMENTRIES	06/30/2023	612.85		
		TRANSPORTATION-SEC-AHS-POP/VENDING	11 E 310 211 040 100 360	612.85	
0004318-IN	JUNE SUMMER KIDS KORNER IN-TOWN SHUTTLES - 1225.70	06/30/2023	3,003.56		
	JUNE SUMMER KIDS KRONER OUT OF TOWN - 1777.86				
		PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394	3,003.56	
08/01/2023	51175	Check	RED BARN LEARNING FARM	216.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
000528	GUPPIES FIELD TRIP 6/20/2023 RED LEARNING BARN	06/30/2023	216.00		
		PMT FOR ED PURP-KIDS KORNER-FIELD TRIP-COM ED	04 E 500 570 404 321 394	216.00	
08/01/2023	51176	Check	RUNNINGS	81.82	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
3219165	BLANKET PO FOR 2022-2023 FY	02/28/2023	59.99		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	59.99	
3302914	BLANKET PO FOR 2022-2023 FY	06/12/2023	21.83		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	21.83	
				<b>Total:</b>	<b>\$10,418.10</b>

# Board Packet

AP Run: T231305 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
------------	--------------	--------------	------	--------------

### T231305 Summary

Type	Count	Amount
Regular	10	10,418.10
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>10</b>	<b>\$10,418.10</b>

## Board Packet

AP Run: T240201 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	51177	Check	3P LEARNING INC	1,350.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV-US-17707	MATHSEEDS	07/03/2023	1,350.00		
			INST SOFTWARE LIC-SPED AGG--STATE SPED	01 E 005 420 000 740 406	1,350.00
08/01/2023	51178	Check	ADAM'S PEST CONTROL	300.80	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
3686571	AHS FY 2023-2024 PEST CONTROL	07/13/2023	91.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	91.80
3686572	BLANKET PO FY 2023-2024 PEST CONTROL	07/13/2023	41.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	41.80
3686573	BLANKET PO FY 2023-2024 PEST CONTROL	07/13/2023	41.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	41.80
3686574	BLANKET PO FY 2023-2024 PEST CONTROL	07/13/2023	41.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	41.80
3686576	BLANKET PO FY 2023-2024 PEST CONTROL	07/13/2023	41.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	41.80
3686577	BLANKET PO FY 2023-2024 PEST CONTROL	07/13/2023	41.80		
			REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	41.80
08/01/2023	51179	Check	AMAZON BUSINESS	1,023.96	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
191T-Y4GG-6RMN	CURRICULUM BOOKS FOR WRITING CLASS	07/05/2023	1,023.96		
			TEXTBOOK/WORKBOOK-SEC--	01 E 210 211 000 000 460	1,023.96
08/01/2023	51180	Check	AUSTIN UTILITIES	84,212.58	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
073123	2023-2024 UTILITIES	07/25/2023	84,212.58		
			UTILITIES-OPERATIONS--	01 E 005 810 000 000 330	806.50
			WATER-OPERATIONS--	01 E 005 810 000 000 333	246.35
			FUELS-OPERATIONS--	01 E 005 810 000 000 440	200.57
			UTILITIES-OPERATIONS--	01 E 105 810 000 000 330	4,823.22
			WATER-OPERATIONS--	01 E 105 810 000 000 333	363.01

## Board Packet

AP Run: T240201 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	51180	Check	AUSTIN UTILITIES	84,212.58	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			FUELS-OPERATIONS--	01 E 105 810 000 000 440	295.57
			UTILITIES-OPERATIONS--	01 E 125 810 000 000 330	2,821.55
			WATER-OPERATIONS--	01 E 125 810 000 000 333	274.00
			FUELS-OPERATIONS--	01 E 125 810 000 000 440	144.13
			UTILITIES-OPERATIONS--	01 E 145 810 000 000 330	6,116.42
			WATER-OPERATIONS--	01 E 145 810 000 000 333	519.85
			FUELS-OPERATIONS--	01 E 145 810 000 000 440	592.20
			UTILITIES-OPERATIONS--	01 E 155 810 000 000 330	4,471.84
			WATER-OPERATIONS--	01 E 155 810 000 000 333	283.55
			FUELS-OPERATIONS--	01 E 155 810 000 000 440	263.15
			UTILITIES-OPERATIONS--	01 E 165 810 000 000 330	3,291.01
			WATER-OPERATIONS--	01 E 165 810 000 000 333	154.17
			FUELS-OPERATIONS--	01 E 165 810 000 000 440	271.18
			UTILITIES-OPERATIONS--	01 E 185 810 000 000 330	9,430.28
			WATER-OPERATIONS--	01 E 185 810 000 000 333	623.27
			FUELS-OPERATIONS--	01 E 185 810 000 000 440	276.16
			UTILITIES-OPERATIONS--	01 E 210 810 000 000 330	11,863.89
			WATER-OPERATIONS--	01 E 210 810 000 000 333	570.20
			FUELS-OPERATIONS--	01 E 210 810 000 000 440	972.99
			UTILITIES-OPERATIONS--	01 E 310 810 000 000 330	31,677.99
			WATER-OPERATIONS--	01 E 310 810 000 000 333	967.87
			FUELS-OPERATIONS--	01 E 310 810 000 000 440	1,891.66
08/01/2023	51181	Check	DAHLSTROM, LINDSEY	12.31	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
072423	MILEAGE REIMBURSEMENT JULY 2023	07/24/2023	12.31		
			IN-DISTRICT TRAVEL-SPED AGG--IDEA-611	01 E 005 420 000 419 367	12.31

## Board Packet

AP Run: T240201 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	51182	Check	DALCO	7,977.65	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
4107237	CUSTODIAL SUPPLIES FOR AHS	07/12/2023	1,417.32		
				CUSTODIAL SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 410	1,417.32
4107263	CUSTODIAL SUPPLIES FOR AHS	07/12/2023	814.42		
				CUSTODIAL SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 410	814.42
4110117	CUSTODIAL SUPPLIES FOR AHS	07/19/2023	5,745.91		
				CUSTODIAL SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 410	5,745.91
08/01/2023	51183	Check	M J O'CONNOR INC	1,750.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
46706	EYEWASH STATIONS	07/19/2023	1,750.00		
				REPAIR & MAINT SVCS-OPERATIONS-- 01 E 005 810 000 000 350	1,750.00
08/01/2023	51184	Check	METRO FIBERNET, LLC	2,320.70	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
JULY 2023	JULY 2023 SERVICE	07/16/2023	2,320.70		
				TELEPHONE-GEN ADM-- 01 E 005 105 000 000 320	339.84
				TELEPHONE-OPERATIONS-- 01 E 005 810 000 000 320	1,341.34
				TELEPHONE-OPERATIONS-- 01 E 105 810 000 000 320	14.98
				TELEPHONE-OPERATIONS-- 01 E 125 810 000 000 320	14.98
				TELEPHONE-OPERATIONS-- 01 E 145 810 000 000 320	14.98
				TELEPHONE-OPERATIONS-- 01 E 155 810 000 000 320	14.98
				TELEPHONE-OPERATIONS-- 01 E 185 810 000 000 320	29.95
				TELEPHONE-OPERATIONS-- 01 E 310 810 000 000 320	549.65
08/01/2023	51185	Check	MNVBCA	450.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
COACHESCLINIC	COACHES CLINIC	07/31/2023	450.00		
				TRAVEL CONF & CONF-GIRLS ATHL-VOLLEYBALL 01 E 310 296 116 000 366	150.00
				TRAVEL CONV & CONF-GIRLS ATHL-VOLLEYBALL 66 E 310 296 116 000 366	300.00

## Board Packet

AP Run: T240201 — Post Date: 2023-08-01 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/01/2023	51186	Check	RYAN MAYERS	131.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
072723	TRAVEL REIMBURSEMENT MINNSPRA BOARD RETREAT 7/26/23	07/27/2023	131.00		
			TRAVEL CONV & CONF-SUPERINTENDENT--	01 E 005 020 000 000 366	131.00
08/01/2023	51187	Check	THE ONLINE ITINERANT	224.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
F676DAF4-0001	DHH MATERIAL ACCESS	07/05/2023	224.00		
			INST SOFTWARE-DEAF-HA--STATE SPED	01 E 005 405 000 740 406	224.00
08/01/2023	51188	Check	ULTIMATESLP	1,056.96	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
19567678	SLP ACCESS	07/03/2023	1,056.96		
			INST SOFTWARE LIC-SPEECH--STATE SPED	01 E 005 401 000 740 406	528.48
			INST SOFTWR LIC-SPEECH IMPAIRED--SPED EARLY CHILD	01 E 120 401 000 420 406	528.48
<b>Total:</b>					<b>\$100,809.96</b>

### T240201 Summary

Type	Count	Amount
Regular	12	100,809.96
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>12</b>	<b>\$100,809.96</b>

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/04/2023	51189	Check	AUSTIN EDUCATION ASSOCIATION	188.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
AEA ASF.08032023.D	AEA ASF - AEA ASF for 8/3/2023 P1		08/03/2023	188.00		
			PAYROLL W/HOLDINGS-AEA DUES		01 L 215 16	188.00
08/04/2023	51190	Check	MN SCHOOL EMPLOYEES ASSN	106.54		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MSEA 2%.08032023.D	MSEA 2% - MSEA 2% for 8/3/2023 Reg PR		08/03/2023	106.54		
			PAYROLL W/HOLDINGS-UNION DUES PAYABLE		01 L 215 06	94.88
			PAYROLL W/HOLDING-UNION DUES PAYABLE		04 L 215 06	11.66
08/04/2023	202002883	Wire Transfer	ALLIANCE BENEFIT GROUP	30,298.03		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
HDHSA.08032023.D	HDHSA - HIGH DEDUCTIBLE HSA for 8/3/2023 P1		08/03/2023	22,965.54		
			PAYROLL W/HOLDINGS-HSA PAYABLE		01 L 215 40	22,965.54
HDHSA.08032023.D.a	HDHSA - HIGH DEDUCTIBLE HSA for 8/3/2023 Reg PR		08/03/2023	7,332.49		
			PAYROLL W/HOLDINGS-HSA PAYABLE		01 L 215 40	6,504.69
			PAYROLL W/HOLDINGS-HSA PAYABLE		02 L 215 40	100.00
			PAYROLL W/HOLDING-HSA PAYABLE		04 L 215 40	500.00
			PAYROLL W/HOLDINGS-HSA PAYABLE		05 L 215 40	227.80
08/04/2023	202002884	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	45,757.95		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
AIG.08032023.B	AIG - AIG RETIREMENT for 8/3/2023 P1		08/03/2023	1,297.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	1,297.00
AIG.08032023.B.a	AIG - AIG RETIREMENT for 8/3/2023 Reg PR		08/03/2023	1,400.97		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	1,400.97
AIG.08032023.D	AIG - AIG RETIREMENT for 8/3/2023 P1		08/03/2023	3,026.00		
			PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES		01 L 215 05	3,026.00

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002884	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	45,757.95	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
AIG.08032023.D.a	AIG - AIG RETIREMENT for 8/3/2023 Reg PR	08/03/2023	1,468.89		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,468.89
HRMA.08032023.B	HRMA - HORACE MANN COMPANY for 8/3/2023 P1	08/03/2023	3,654.91		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	3,654.91
HRMA.08032023.B.a	HRMA - HORACE MANN COMPANY for 8/3/2023 Reg PR	08/03/2023	1,604.85		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,454.85
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	150.00
HRMA.08032023.D	HRMA - HORACE MANN CO for 8/3/2023 P1	08/03/2023	5,569.91		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	5,569.91
HRMA.08032023.D.a	HRMA - HORACE MANN CO for 8/3/2023 Reg PR	08/03/2023	1,879.85		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	1,729.85
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	150.00
ORC.08032023.D	ORC - ORCHARD TRUST for 8/3/2023 P1	08/03/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	50.00
SBG.08032023.B	SBG - SECURITY BENEFIT GROUP for 8/3/2023 P1	08/03/2023	7,452.70		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	7,452.70
SBG.08032023.B.a	SBG - SECURITY BENEFIT GROUP for 8/3/2023 Reg PR	08/03/2023	2,881.34		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	2,567.01
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	21.00
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES			04 L 215 05	56.00
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			05 L 215 05	237.33
SBG.08032023.B.b	SBG - SECURITY BENEFIT GROUP for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	50.00
SBG.08032023.B.c	SBG - SECURITY BENEFIT GROUP for 8/3/2023 1/5/23HM8633	08/03/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05	50.00
SBG.08032023.D	SBG - SECURITY BENEFIT GROUP for 8/3/2023 P1	08/03/2023	9,336.19		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			01 L 215 05	9,336.19

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002884	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	45,757.95	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
SBG.08032023.D.a	SBG - SECURITY BENEFIT GROUP for 8/3/2023 Reg PR	08/03/2023	4,287.68		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05			3,956.68
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05			271.00
	PAYROLL W/HOLDING-TAX SHELTER ANNUITIES	04 L 215 05			56.00
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	05 L 215 05			4.00
SBG.08032023.D.b	SBG - SECURITY BENEFIT GROUP for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05			50.00
SBG.08032023.D.c	SBG - SECURITY BENEFIT GROUP for 8/3/2023 1/5/23HM8633	08/03/2023	50.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	02 L 215 05			50.00
SBGR.08032023.D	SBGR - SECURITY BENEFIT GROUP ROTH for 8/3/2023 P1	08/03/2023	1,276.00		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05			1,276.00
SBGR.08032023.D.a	SBGR - SECURITY BENEFIT GROUP ROTH for 8/3/2023 Reg PR	08/03/2023	371.66		
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	01 L 215 05			138.33
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES	05 L 215 05			233.33
08/04/2023	202002885	Wire Transfer	MINNESOTA DEPT OF REVENUE	53,331.25	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MN\$.08032023.D	MN\$ - MN ADD ON for 8/3/2023 P1	08/03/2023	635.00		
	PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02			635.00
MN\$.08032023.D.a	MN\$ - MN ADD ON for 8/3/2023 Reg PR	08/03/2023	495.00		
	PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02			240.00
	PAYROLL W/HOLDING-STATE WITHHOLDING	04 L 215 02			255.00
MN%.08032023.D	MN% - MN STATE TAX% for 8/3/2023 P1	08/03/2023	231.43		
	PAYROLL W/HOLDINGS-STATE WITHHOLDING	01 L 215 02			231.43
MN%.08032023.D.a	MN% - MN STATE TAX% for 8/3/2023 Reg PR	08/03/2023	27.05		
	PAYROLL W/HOLDINGS-STATE WITHHOLDING	02 L 215 02			27.05

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/04/2023	202002885	Wire Transfer	MINNESOTA DEPT OF REVENUE	53,331.25		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MN.08032023.D	MN - MN STATE TAX for 8/3/2023 P1		08/03/2023	33,594.26		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		01 L 215 02	33,584.63
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	9.63
MN.08032023.D.a	MN - MN STATE TAX for 8/3/2023 Reg PR		08/03/2023	18,250.64		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		01 L 215 02	15,991.85
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	452.60
			PAYROLL W/HOLDING-STATE WITHHOLDING		04 L 215 02	1,496.70
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		05 L 215 02	167.31
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		12 L 215 02	142.18
MN.08032023.D.b	MN - MN STATE TAX for 8/3/2023 Reis 12/8/22 HM8564		08/03/2023	55.86		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	55.86
MN.08032023.D.c	MN - MN STATE TAX for 8/3/2023 1/5/23HM8633		08/03/2023	42.01		
			PAYROLL W/HOLDINGS-STATE WITHHOLDING		02 L 215 02	42.01
08/04/2023	202002886	Wire Transfer	MN CHILD SUPPORT PAYMENT CENT	456.37		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
MCS.08032023.D	MCS - MN CHILD SUPP1 for 8/3/2023 P1		08/03/2023	162.43		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	162.43
MCS.08032023.D.a	MCS - MN CHILD SUPP1 for 8/3/2023 Reg PR		08/03/2023	293.94		
			PAYROLL W/HOLDINGS-MISC DED PAYABLE		01 L 215 14	293.94
08/04/2023	202002887	Wire Transfer	UNITED STATES TREASURY	314,540.01		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
FE\$.08032023.D	FE\$ - FED ADD-ON AMT for 8/3/2023 P1		08/03/2023	2,070.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	2,067.75
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	2.25
FE\$.08032023.D.a	FE\$ - FED ADD-ON AMT for 8/3/2023 Reg PR		08/03/2023	1,365.00		
			PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	900.00
			PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	465.00

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002887	Wire Transfer	UNITED STATES TREASURY	314,540.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FE%.08032023.D	FE% - FEDERAL TAX% for 8/3/2023 P1	08/03/2023	674.47		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	674.47
FE%.08032023.D.a	FE% - FEDERAL TAX% for 8/3/2023 Reg PR	08/03/2023	50.56		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	50.56
FED.08032023.D	FED - FED TAX for 8/3/2023 P1	08/03/2023	66,183.27		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	66,163.81
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	19.46
FED.08032023.D.a	FED - FED TAX for 8/3/2023 Reg PR	08/03/2023	33,142.25		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	29,545.59
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	735.23
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	2,295.33
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 05 L 215 01	313.77
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 12 L 215 01	252.33
FED.08032023.D.b	FED - FED TAX for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	106.46		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	106.46
FED.08032023.D.c	FED - FED TAX for 8/3/2023 1/5/23HM8633	08/03/2023	78.40		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	78.40
FIC.08032023.B	FIC - FICA for 8/3/2023 P1	08/03/2023	53,884.35		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	53,870.89
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	13.46
FIC.08032023.B.a	FIC - FICA for 8/3/2023 Reg PR	08/03/2023	31,406.56		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	27,101.06
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	1,071.77
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	2,841.10
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 05 L 215 01	237.63
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 12 L 215 01	155.00
FIC.08032023.B.b	FIC - FICA for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	92.76		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	92.76

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002887	Wire Transfer	UNITED STATES TREASURY	314,540.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.08032023.B.c	FIC - FICA for 8/3/2023 1/5/23HM8633	08/03/2023	66.73		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	66.73
FIC.08032023.D	FIC - FICA for 8/3/2023 P1	08/03/2023	53,884.35		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	53,870.89
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	13.46
FIC.08032023.D.a	FIC - FICA for 8/3/2023 Reg PR	08/03/2023	31,406.56		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	27,101.06
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	1,071.77
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	2,841.10
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	237.63
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		12 L 215 01	155.00
FIC.08032023.D.b	FIC - FICA for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	92.76		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	92.76
FIC.08032023.D.c	FIC - FICA for 8/3/2023 1/5/23HM8633	08/03/2023	66.73		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	66.73
MED.08032023.B	MED - MEDICARE-1 for 8/3/2023 P1	08/03/2023	12,602.05		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	12,598.91
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	3.14
MED.08032023.B.a	MED - MEDICARE-1 for 8/3/2023 Reg PR	08/03/2023	7,345.05		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		01 L 215 01	6,338.11
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	250.64
		PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS		04 L 215 01	664.47
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		05 L 215 01	55.58
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		12 L 215 01	36.25
MED.08032023.B.b	MED - MEDICARE-1 for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	21.69		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	21.69
MED.08032023.B.c	MED - MEDICARE-1 for 8/3/2023 1/5/23HM8633	08/03/2023	15.61		
		PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS		02 L 215 01	15.61

## Board Packet

AP Run: 8/4/2023 Payroll AP checks — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002887	Wire Transfer	UNITED STATES TREASURY	314,540.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MED.08032023.D	MED - MEDICARE1 for 8/3/2023 P1	08/03/2023	12,602.05		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	12,598.91
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	3.14
MED.08032023.D.a	MED - MEDICARE1 for 8/3/2023 Reg PR	08/03/2023	7,345.05		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	6,338.11
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	250.64
				PAYROLL W/HOLDING-FEDERAL WITHHOLDINGS 04 L 215 01	664.47
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 05 L 215 01	55.58
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 12 L 215 01	36.25
MED.08032023.D.b	MED - MEDICARE1 for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	21.69		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	21.69
MED.08032023.D.c	MED - MEDICARE1 for 8/3/2023 1/5/23HM8633	08/03/2023	15.61		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	15.61
				<b>Total:</b>	<b>\$444,678.15</b>

### 8/4/2023 Payroll AP checks Summary

Type	Count	Amount
Regular	2	294.54
ACH Checks:	0	0.00
Wire Transfers:	5	444,383.61
Epayables:	0	0.00
<b>Total:</b>	<b>7</b>	<b>\$444,678.15</b>

## Board Packet

AP Run: 8/4/2023 Payroll AP checks 2 — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
08/04/2023	202002888	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC			-100.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>	
SBG.01052023.D.a	SBG - SECURITY BENEFIT GROUP for 8/3/2023 1/5/23 HM Void	01/05/2023	-50.00			
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	-50.00	
SBG.12082022.D.c	SBG - SECURITY BENEFIT GROUP for 8/3/2023 Void 12/8/22 HM	12/08/2022	-50.00			
				PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES 02 L 215 05	-50.00	
08/04/2023	202002889	Wire Transfer	MINNESOTA DEPT OF REVENUE			-97.87
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>	
MN.01052023.D.b	MN - MN STATE TAX for 8/3/2023 1/5/23 HM Void	01/05/2023	-42.01			
				PAYROLL W/HOLDINGS-STATE WITHHOLDING 02 L 215 02	-42.01	
MN.12082022.D.e	MN - MN STATE TAX for 8/3/2023 Void 12/8/22 HM	12/08/2022	-55.86			
				PAYROLL W/HOLDINGS-STATE WITHHOLDING 02 L 215 02	-55.86	
08/04/2023	202002890	Wire Transfer	UNITED STATES TREASURY			-578.44
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>	
FED.01052023.D.a	FED - FED TAX for 8/3/2023 1/5/23 HM Void	01/05/2023	-78.40			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-78.40	
FED.12082022.D.c	FED - FED TAX for 8/3/2023 Void 12/8/22 HM	12/08/2022	-106.46			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-106.46	
FIC.01052023.B.d	FIC - FICA for 8/3/2023 1/5/23 HM Void	01/05/2023	-66.73			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-66.73	
FIC.01052023.D.d	FIC - FICA for 8/3/2023 1/5/23 HM Void	01/05/2023	-66.73			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-66.73	
FIC.12082022.B.e	FIC - FICA for 8/3/2023 Void 12/8/22 HM	12/08/2022	-92.76			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-92.76	
FIC.12082022.D.e	FIC - FICA for 8/3/2023 Void 12/8/22 HM	12/08/2022	-92.76			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-92.76	
MED.01052023.B.d	MED - MEDICARE-1 for 8/3/2023 1/5/23 HM Void	01/05/2023	-15.61			
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-15.61	

## Board Packet

AP Run: 8/4/2023 Payroll AP checks 2 — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002890	Wire Transfer	UNITED STATES TREASURY	-578.44	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
MED.01052023.D.d	MED - MEDICARE1 for 8/3/2023 1/5/23 HM Void	01/05/2023	-15.61		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-15.61
MED.12082022.B.e	MED - MEDICARE-1 for 8/3/2023 Void 12/8/22 HM	12/08/2022	-21.69		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-21.69
MED.12082022.D.e	MED - MEDICARE1 for 8/3/2023 Void 12/8/22 HM	12/08/2022	-21.69		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 02 L 215 01	-21.69
<b>Total:</b>					<b>-\$776.31</b>

### 8/4/2023 Payroll AP checks 2 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	3	-776.31
Epayables:	0	0.00
<b>Total:</b>	<b>3</b>	<b>-\$776.31</b>

## Board Packet

AP Run: 8/4/2023 Payroll AP checks 3 — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002891	Wire Transfer	UNITED STATES TREASURY	78.04	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
FIC.08042023.B	FIC - FICA for 8/4/2023 Extra PR	08/04/2023	31.62		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	31.62
FIC.08042023.D	FIC - FICA for 8/4/2023 Extra PR	08/04/2023	31.62		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	31.62
MED.08042023.B	MED - MEDICARE-1 for 8/4/2023 Extra PR	08/04/2023	7.40		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	7.40
MED.08042023.D	MED - MEDICARE1 for 8/4/2023 Extra PR	08/04/2023	7.40		
				PAYROLL W/HOLDINGS-FEDERAL WITHHOLDINGS 01 L 215 01	7.40
<b>Total:</b>					<b>\$78.04</b>

### 8/4/2023 Payroll AP checks 3 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	78.04
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$78.04</b>

## Board Packet

AP Run: 8/4/2023 PERA TRA plus credit — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002892	Wire Transfer	MN TEACHERS RETIREMENT ASSN	181,789.77	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
TRC.08032023.B	TRC - TRA COORD for 8/3/2023 P1	08/03/2023	72,133.16	PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	72,133.16
TRC.08032023.B.a	TRC - TRA COORD for 8/3/2023 Reg PR	08/03/2023	24,270.25	PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	22,892.63
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	1,377.62
TRC.08032023.D	TRC - TRA CORD for 8/3/2023 P1	08/03/2023	63,889.93	PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	63,889.93
TRC.08032023.D.a	TRC - TRA CORD for 8/3/2023 Reg PR	08/03/2023	21,496.43	PAYROLL W/HOLDINGS-TRA PAYABLE 01 L 215 04	20,276.23
				PAYROLL W/HOLDING-TRA PAYABLE 04 L 215 04	1,220.20
08/04/2023	202002893	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	41,611.09	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
170797	PERA Credit for employer refunds	08/04/2023	-1,457.84	MISC REVENUE- 01 R 000 000 000 000 099	-1,457.84
PE\$.08032023.B	PE\$ - PERA DOLLAR AMT for 8/3/2023 Reg PR	08/03/2023	-34.16	PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	0.00
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	0.00
				PAYROLL W/HOLDING-PERA PAYABLE 04 L 215 03	-34.16
				PAYROLL W/HOLDINGS-PERA PAYABLE 05 L 215 03	0.00
PRC.01052023.B.d	PRC - PERA CORD for 8/3/2023 1/5/23 HM Void	01/05/2023	-80.73	PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	-80.73
PRC.01052023.D.d	PRC - PERA CORD for 8/3/2023 1/5/23 HM Void	01/05/2023	-69.96	PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	-69.96
PRC.08032023.B	PRC - PERA CORD for 8/3/2023 P1	08/03/2023	5,729.95	PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	5,713.66
				PAYROLL W/HOLDINGS-PERA PAYABLE 02 L 215 03	16.29
PRC.08032023.B.a	PRC - PERA CORD for 8/3/2023 Reg PR	08/03/2023	17,337.00	PAYROLL W/HOLDINGS-PERA PAYABLE 01 L 215 03	13,545.04

## Board Packet

AP Run: 8/4/2023 PERA TRA plus credit — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/04/2023	202002893	Wire Transfer	PUBLIC EMPLOYEES RETIREMENT ASSN	41,611.09	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	1,260.93
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	2,244.91
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	286.12
PRC.08032023.B.b	PRC - PERA CORD for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	112.21		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	112.21
PRC.08032023.B.c	PRC - PERA CORD for 8/3/2023 1/5/23HM8633	08/03/2023	80.73		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	80.73
PRC.08032023.D	PRC - PERA CORD for 8/3/2023 P1	08/03/2023	4,965.92		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	4,951.81
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	14.11
PRC.08032023.D.a	PRC - PERA CORD for 8/3/2023 Reg PR	08/03/2023	14,998.82		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	11,739.03
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	1,092.76
			PAYROLL W/HOLDING-PERA PAYABLE	04 L 215 03	1,919.06
			PAYROLL W/HOLDINGS-PERA PAYABLE	05 L 215 03	247.97
PRC.08032023.D.b	PRC - PERA CORD for 8/3/2023 Reis 12/8/22 HM8564	08/03/2023	97.25		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	97.25
PRC.08032023.D.c	PRC - PERA CORD for 8/3/2023 1/5/23HM8633	08/03/2023	69.96		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	69.96
PRC.08042023.B	PRC - PERA CORD for 8/4/2023 Extra PR	08/04/2023	38.25		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	38.25
PRC.08042023.D	PRC - PERA CORD for 8/4/2023 Extra PR	08/04/2023	33.15		
			PAYROLL W/HOLDINGS-PERA PAYABLE	01 L 215 03	33.15
PRC.12082022.B.c	PRC - PERA CORD for 8/3/2023 Void 12/8/22 HM	12/08/2022	-112.21		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	-112.21
PRC.12082022.D.c	PRC - PERA CORD for 8/3/2023 Void 12/8/22 HM	12/08/2022	-97.25		
			PAYROLL W/HOLDINGS-PERA PAYABLE	02 L 215 03	-97.25
<b>Total:</b>					<b>\$223,400.86</b>

# Board Packet

AP Run: 8/4/2023 PERA TRA plus credit — Post Date: 2023-08-04 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
------------	--------------	--------------	------	--------------

**8/4/2023 PERA TRA plus credit Summary**

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	223,400.86
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$223,400.86</b>

## Board Packet

AP Run: CB231308 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2023	5000001481		CONTINENTAL CLAY CO*	222.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV000184350	CLASS SUPPLIES	06/22/2023	222.00		
		INSTRUCTL SUPPLIES-ART--	01 E 310 212 000 000 430		222.00
				<b>Total:</b>	<b>\$222.00</b>

### CB231308 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	1	222.00
<b>Total:</b>	<b>1</b>	<b>\$222.00</b>

## Board Packet

AP Run: T231306 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/08/2023	51191	Check	CEDAR VALLEY SERVICES INC	157.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
6302023	SUMMER SCHOOL JUNE 2023 TOKENS	06/30/2023	157.00	
	TRANSPORTATION<25K-SCH READY-2ND PR YR-SUMMER PRES			04 E 500 582 012 165 360
				157.00
08/08/2023	51192	Check	FLORIDA VIRTUAL SCHOOL	3,280.15
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
202262-57708	FLEX POINT STUDENT LICENSE	06/29/2023	3,280.15	
	INST SOFTWARE LIC-SEC ED-2ND PR YR-ESSER III 90%			01 E 175 211 012 160 406
				3,280.15
08/08/2023	51193	Check	FRIENDS OF HORMEL NATURE CENTER	99.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
049876	TREE - COMMON CHORDS EVENT	04/14/2023	99.00	
	GEN SUPPLIES-MUSIC-MISC GRANTS-			01 E 005 258 804 000 401
				99.00
08/08/2023	51194	Check	GLOBAL INDUSTRIAL EQUIPMENT	1,007.79
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
120626001	4- EXTRA HEAVY DUTY 5 SHELVES	06/21/2023	1,007.79	
	GEN SUPPLIES-SEC--			01 E 310 211 000 000 401
				1,007.79
08/08/2023	51195	Check	GORDON GUNTER	63.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
IMS3745749	ELECTRICIAN/REGISTERED UNLICENSED AND COURSE	06/23/2023	63.00	
	TRAVEL CONV & CONF-OPERATIONS--			01 E 005 810 000 000 366
	DUES & MEMBERSHIPS-OPERATIONS--			01 E 005 810 000 000 820
				44.00
				19.00
08/08/2023	51196	Check	HOLIDAY INN & CONFERENCE CENTER	6,921.06
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
9024	2023 GT SYMPOSIUM STAFF LODGING	06/26/2023	6,921.06	
	FEEES FOR SERVICES-GIFTED-HRML GT-SYMPOSIUM			01 E 005 218 083 064 305
				6,921.06

## Board Packet

AP Run: T231306 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2023	51197	Check	JOSEPH COMPANY	10,000.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
74123	REPAIR WATER DAMAGE MACPHAIL MUSIC ROOM	06/05/2023	10,000.00		
	BLDG IMPROVEMNTS-BLDG CONST-MACPHAIL-LEASE PUR			06 E 310 870 074 791 520	10,000.00
08/08/2023	51198	Check	MOWER COUNTY SHOPPER	419.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
3/28/2023	EXPERIENCE MAGAZINE	03/28/2023	419.00		
	FEES FOR SERVICES-OPERATIONS--			01 E 311 810 000 000 305	419.00
08/08/2023	51199	Check	NEW DOMINION SCHOOL	187.50	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
63023	STIPENED FOR STUDENT TEACHER HOSTING	06/30/2023	187.50		
	MISC REVENUE-			-- 01 R 000 000 000 000 099	187.50
				<b>Total:</b>	<b>\$22,134.50</b>

### T231306 Summary

Type	Count	Amount
Regular	9	22,134.50
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>9</b>	<b>\$22,134.50</b>

## Board Packet

AP Run: T240202 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2023	51200	Check	AUSTIN AREA ARTS INC	350.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
20230518	PARAMOUNT MOVIE SCREENING	07/26/2023	350.00		
	ENTRY FEE/STD TRV-ELEM-3RD PR YR-ESSER III-90% LL		01 E 220 203 013 161 369	350.00	
08/08/2023	51201	Check	BARTNESS, BRANDON	27.90	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
080223	MILEAGE REIMBURSEMENT JULY 2023	08/02/2023	27.90		
	IN-DISTRICT TRAVEL-OPERATIONS--		01 E 005 810 000 000 367	27.90	
08/08/2023	51202	Check	BEAUJOUR, CASSIDY D	200.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
072923	REIM MSHL HEAD COACH COURSE	08/03/2023	200.00		
	TRAVEL CONV & CONF-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 366	200.00	
08/08/2023	51203	Check	BUSINESS PURCHASING SOLUTION LLC	135.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
BPS102728	SR STRATEGIC SOURCING MGR	08/01/2023	135.00		
	TEXTBOOK & WORKBOOK-SEC--OPER CAP		05 E 005 211 000 302 460	135.00	
08/08/2023	51204	Check	DAHLSTROM, LINDSEY	11.72	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
080423	MILEAGE REIMBURSEMENT TO 8/1/23	08/04/2023	11.72		
	IN-DISTRICT TRAVEL-SPED AGG--IDEA-611		01 E 005 420 000 419 367	11.72	
08/08/2023	51205	Check	EASY FUNDRAISING CARDS	4,000.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
1002260	2000 CARDS	08/08/2023	4,000.00		
	COST OF MAT SOLD-BOYS ATHL-FOOTBALL-		66 R 310 294 104 000 619	4,000.00	
08/08/2023	51206	Check	ERIN DILLEY-JONES	951.54	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
072323	TRAVEL REIMBURSEMENT CPI NATIONAL CONF 7/23-26/23	08/07/2023	951.54		
	OUT OF STATE TRAVEL-SPED AGG--MISC FED REV		01 E 005 420 000 499 368	951.54	

## Board Packet

AP Run: T240202 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/08/2023	51207	Check	GREATAMERICA FINANCIAL SERVICES	197.95		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
34531492	MAIL MACHINE SERVICES 23-24		07/25/2023	197.95		
			POSTAGE & EXPRESS-BUSINESS OFFICE--		01 E 005 110 000 000 329	197.95
08/08/2023	51208	Check	GROVE STREET LLC	2,018.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1016	PAES LAB RENT 23-24		08/03/2023	2,018.00		
			PRIN ON LT BLDG/LAND LEASE-CAP FAC--OPER CAP		05 E 005 850 000 302 570	2,018.00
08/08/2023	51209	Check	HUDL	13,500.00		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
H00020360	HUDL 23-24 YEAR		07/16/2023	13,500.00		
			NON-INST SOFTWARE LIC-BOY/GIRL-ATHLETICS-		01 E 310 292 100 000 405	13,500.00
08/08/2023	51210	Check	KIRBY BUSSMAN	57.77		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
080123	MILEAGE REIMBURSEMENT JULY 2023		08/01/2023	57.77		
			IN-DISTRICT TRAVEL-ECSE--STATE SPED		01 E 120 412 000 740 367	57.77
08/08/2023	51211	Check	MADISON NATIONAL LIFE	15,897.55		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1569806	AUGUST 2023 LIFE INSURANCE		08/01/2023	15,897.55		
			PAYROLL W/HOLDINGS-DEP LIFE PAYABLE		01 L 215 00	51.75
			PAYROLL W/HOLDINGS-LTD INS PAYABLE		01 L 215 09	9,190.43
			PAYROLL W/HOLDINGS-LIFE INS PAYABLE		01 L 215 13	3,450.72
			PAYROLL W/HOLDINGS-SPOUSE LIFE INS PAYABLE		01 L 215 25	461.20
			PAYROLL W/HOLDINGS-PRUDENTIAL SUPP ITCR		01 L 215 26	2,743.45
08/08/2023	51212	Check	MARCO	187.47		
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV11474941	FOOD SERVICE COPIER 23-24		08/01/2023	147.47		
			REPAIR & MAINT SVCS-FOOD SVC--NSLP		02 E 005 770 000 701 350	12.18
			PRINCIPAL ON CAP LEASE-FOOD SVC--NSLP		02 E 005 770 000 701 580	135.29

## Board Packet

AP Run: T240202 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
08/08/2023	51212	Check	MARCO			187.47
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV11474942	23-24 OVERAGES CLC 85013373		08/01/2023	40.00		
			REPAIR & MAINT SVCS-ABE--STATE ABE		04 E 500 520 000 322 350	40.00
08/08/2023	51213	Check	MEI TOTAL ELVATOR SOLUTIONS			1,640.96
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1026953	ELEVATOR MONTHLY INSPECTIONS BLANKET PO FY 2023-2024		07/01/2023	1,207.50		
			BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS		05 E 005 865 000 347 520	1,207.50
1026954	ELEVATOR MONTHLY INSPECTIONS BLANKET PO FY 2023-2024		07/01/2023	433.46		
			BLDG ACQ/CONSTRUCTION-LTFM--PHYSICAL HAZARDS		05 E 005 865 000 347 520	433.46
08/08/2023	51214	Check	MN SECRETARY OF STATE-NOTARY			120.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
31019458	NOTARY RENEWAL-KARLA DOOLEY		08/01/2023	120.00		
			DUES & MEMBERSHIPS-ELEM ED--		01 E 185 203 000 000 820	120.00
08/08/2023	51215	Check	PARENTING RESOURCE CENTER INC			900.00
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
8042	EQUITY INNOVATION PROGRAM		07/27/2023	900.00		
			FEES FOR SERVICES-PERSONNEL--		01 E 005 160 000 000 305	900.00
08/08/2023	51216	Check	SCENARIO LEARNING, LLC			11,739.50
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV75178	CERTIFIED STAFF EVALUATION TOOL		07/01/2023	11,739.50		
			NON-INST SOFTWARE LIC-PERSONNEL--		01 E 005 160 000 000 405	11,739.50
08/08/2023	51217	Check	SHEILA BERGER			9.30
<b>Invoice Number</b>	<b>Description</b>		<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
080123	MILEAGE REIMBURSEMENT JULY 2023		08/07/2023	9.30		
			TRAVEL CONV & CONF-ED SERVICES--		01 E 005 030 000 000 366	9.30

## Board Packet

AP Run: T240202 — Post Date: 2023-08-08 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/08/2023	51218	Check	SPX SPORTS	260.00	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
230468	SEASON PASSES	07/05/2023	260.00		
		FEEES FOR SERVICES-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 305	25.00	
		GEN SUPPLIES-BOY/GIRL-ATHLETICS-	01 E 310 292 100 000 401	235.00	
08/08/2023	51219	Check	VIKING ELECTRIC SUPPLY	253.92	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
S007103150.001	ELECTRICAL SUPPLIES BLANKET PO FY 2023-2024	07/12/2023	128.30		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	128.30	
S007103150.002	ELECTRICAL SUPPLIES BLANKET PO FY 2023-2024	08/08/2023	48.40		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	48.40	
S007119257.001	ELECTRICAL SUPPLIES BLANKET PO FY 2023-2024	07/18/2023	77.22		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	77.22	
<b>Total:</b>				<b>\$52,458.58</b>	

### T240202 Summary

Type	Count	Amount
Regular	20	52,458.58
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>20</b>	<b>\$52,458.58</b>

## Board Packet

AP Run: 8/3/2023 AP Payroll — Post Date: 2023-08-03 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/03/2023	202002894	Wire Transfer	EDUCATORS BENEFIT CONSULTANTS, LLC	-100.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
SBG.08032023.B.d	SBG - SECURITY BENEFIT GROUP for 8/3/2023 HM403B	08/03/2023	-100.00	
	PAYROLL W/HOLDINGS-TAX SHELTER ANNUITIES			02 L 215 05
				-100.00
			<b>Total:</b>	<b>-\$100.00</b>

### 8/3/2023 AP Payroll Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	-100.00
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>-\$100.00</b>

## Board Packet

AP Run: B231303 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount		
08/14/2023	51220	Check	DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEV.	26,532.90		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
07980469	QUARTER 2 2023		06/30/2023	26,532.90		
			REEMPLOYMENT INS-EMP BENEFITS--	01 E 005 930 000 000 280		2,312.00
			UNEMPLOYMENT HRLY WORKERS-EMP BENEFITS--	01 E 005 930 000 000 281		24,220.90
08/14/2023	51221	Check	HILDI INC	11,900.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
15188	ACTUARIAL VALUATION UNDER GASB 75 AND 73 AT JULY 1 2022		06/30/2023	11,900.00		
			FEES FOR SERVICES-BUSINESS OFFICE--	01 E 005 110 000 000 305		11,900.00
08/14/2023	51222	Check	MOWER COUNTY CORRECTIONAL SERV	68,285.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
TRUANCY 2022- 2023	2022-2023 MOWER COUNTY TRUANCY PROGRAM		06/30/2023	68,285.00		
			OTH CNTRCT SEC SVCS-OTH SCH SAFETY--SAFE SCHLS	01 E 005 718 000 342 311		16,448.30
			PMT FOR ED PURP-PUPIL SUP--COMPENS	01 E 310 790 000 317 394		26,836.70
			CONSULTING FEES/SVCS-ELEM/SEC SVCS-OTH PUP SUP--	12 E 200 790 000 000 305		25,000.00
08/14/2023	51223	Check	NEW READERS PRESS	457.03		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
19505	JODI VORTHERMS ABE WORKBOOKS		06/30/2023	457.03		
			INSTRUCTIONAL SUP-ABE--STATE ABE	04 E 500 520 000 322 430		457.03
08/14/2023	51224	Check	NORTHEAST METRO 916	2,068.00		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
0002300409	ACCESS FEE K. GRANLE		06/30/2023	2,068.00		
			ACCESS FEE-GEN SPED---	01 E 998 400 000 000 820		2,068.00
08/14/2023	51225	Check	PAN-O-GOLD BAKING CO	150.06		
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
10007223163009	SUMMER BREAD		06/12/2023	100.65		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490		100.65

## Board Packet

AP Run: B231303 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51225	Check	PAN-O-GOLD BAKING CO	150.06	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
10007223170017	SUMMER BREAD	06/19/2023	21.96		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	21.96
10007223177007	SUMMER BREAD	06/26/2023	27.45		
		FOOD-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 490	27.45
08/14/2023	51226	Check	SMEC	20,492.18	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1882	PURCHASE OF VI SERVICES D.DELANY FY23 QUARTER 3 & 4	06/30/2023	20,492.18		
		SPED SAL PURCH FR OTH DIST-VIS IMPAIRED-STATE SPED		01 E 005 406 000 740 396	14,200.18
		SPED BEN PURCH FR OTH DIST-VIS IMPAIRED-STATE SPED		01 E 005 406 000 740 397	6,292.00
				<b>Total:</b>	<b>\$129,885.17</b>

### B231303 Summary

Type	Count	Amount
Regular	7	129,885.17
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>7</b>	<b>\$129,885.17</b>

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51227	Check	AMAZON BUSINESS	4,346.57	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
13YW-7MMR-CKQR	TONER	07/05/2023	59.99		
				GEN SUPPLIES-SPED AGG--IDEA-611 01 E 005 420 000 419 401	59.99
14P7-44PH-6P91	GROMMETS AND POWERSTRIPS	07/30/2023	298.40		
				GEN SUPPLIES-SEC-- 01 E 310 211 000 000 401	298.40
1DGX-CHP9-W17H	RYAN MAYERS - APEF GRANT - BLUE TOOTH SPEAKER	07/28/2023	699.00		
				GEN SUPPLIES-BOYS--APEF GRANT 01 E 310 294 000 097 401	699.00
1HFQ-7KKF-TM7J	BOOK FOR PROFESSIONAL LIBRARY	07/18/2023	39.95		
				GEN SUPPLIES-STAFF DEV--STAFF DEV 01 E 005 640 000 316 401	39.95
1HNK-TXV7-3914	GENERAL SUPPLIES	07/19/2023	34.98		
				GEN SUPPLIES-ELEM ED-- 01 E 185 203 000 000 401	34.98
1HT9-LD1C-CD63	STRENGTHSFINDER 2.O BOOKS	07/31/2023	1,048.00		
				GEN SUPPLIES-STAFF DEV--ACHIEVE/INT 01 E 005 640 000 313 401	1,048.00
1L67-N4VD-NGJ4	ELECTRICAL	07/17/2023	85.97		
				BATTERY REPLACEMENT-OPERATIONS-- 01 E 005 810 000 000 411	59.99
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	25.98
1L91-J3TR-QTKH	KIDS KORNER SUMMER PROGRAM SUPPLEIS	07/17/2023	580.23		
				GEN SUPPLIES-KIDS KORNER--COM ED 04 E 500 570 000 321 401	580.23
1MF9-LYY6-96JX	OFFICE SUPPLIES FOR INSTRUCTIONAL COACH	07/25/2023	429.59		
				GEN SUPPLIES-ELEM ED-- 01 E 185 203 000 000 401	429.59
1QPW-C1K1-44DP	MORE THAN PINK PUBERTY BOOKS FOR STUDENTS	07/30/2023	676.62		
				GEN SUPPLIES-SUMMER-MORE THAN PINK-COM ED 04 E 500 540 540 321 401	676.62
1W1V-XDP1-6VGX	HEADPHONES	07/30/2023	325.56		
				GEN SUPPLIES-SPED AGG--IDEA-611 01 E 005 420 000 419 401	325.56
1WJX-1XFT-JDV1	SUMMER SCHOOL SUPPLIES	07/28/2023	28.29		
				GEN SUPPLIES-ELEM-3RD PR YR-ESSER III 90% LRN LOSS 01 E 220 203 013 161 401	28.29
1X7Y-YYG1-3KMF	8X10 BLACK PICKTURE FRAMES SET OF 18	07/19/2023	39.99		
				GEN SUPPLIES-COUNSELING 01 E 310 710 000 000 401	39.99

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51228	Check	D & G ACE HARDWARE	405.16	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
130150/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/07/2023	2.04		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	2.04
130188/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/10/2023	12.99		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	12.99
130192/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/10/2023	9.98		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	9.98
130197/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/10/2023	21.23		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	21.23
130235/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/12/2023	31.96		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	31.96
130269/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/13/2023	20.15		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	20.15
130274/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/13/2023	16.95		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	16.95
130285/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/14/2023	65.96		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	65.96
130296/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/14/2023	54.99		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	54.99
130331/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/17/2023	10.99		
				REPAIR SUPPLIES-OPERATIONS-- 01 E 005 810 000 000 420	10.99

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51228	Check	D & G ACE HARDWARE	405.16	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
130376/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/19/2023	9.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	9.99
130379/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/19/2023	69.99		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	69.99
130407/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/20/2023	16.98		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	16.98
130581/1	MAINTENANCE SUPPLES 1ST BLANKET PO FY 2023-2024	07/31/2023	60.96		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	60.96
08/14/2023	51229	Check	EDUCATORS BENEFIT CONSULTANTS, LLC	270.09	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
29224	403(B) ADMIN & COMPLIANCE SERVICE MONTHLY FEE	08/01/2023	270.09		
		FEEES FOR SERVICES-BUSINESS OFFICE--		01 E 005 110 000 000 305	270.09
08/14/2023	51230	Check	ENCOMPASS SUPPLY CHAIN SOLUTIONS	2,297.14	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1-386915-0723	LAPTOP REPAIR PARTS	07/03/2023	143.81		
		INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH		11 E 185 203 361 169 456	43.15
		INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH		11 E 210 211 361 171 456	43.15
		INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH		11 E 310 211 361 170 456	57.51
1-441607-0723	LAPTOP REPAIR PARTS	07/15/2023	2,153.33		
		INST TECH SUPPLIES-ELEM ED-TECH FEES-HOLT STD TECH		11 E 185 203 361 169 456	646.00
		INST TECH SUPPLIES-SEC-TECH FEES-ELL STD TECH		11 E 210 211 361 171 456	646.00
		INST TECH SUPPLIES-SEC-TECH FEES-AHS STD TECH		11 E 310 211 361 170 456	861.33

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/14/2023	51231	Check	FREEBORN MOWER COOPERATIVE SER	112.82
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
JULY 2023	UTILITIES-SHOP	08/04/2023	112.82	
		UTILITIES-OPERATIONS--	01 E 005 810 000 000 330	112.82
08/14/2023	51232	Check	HAZELDEN BETTY FORD FOUNDATION	52,666.67
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
2947236	BARR	07/11/2023	52,666.67	
		CONTRACTS<25K-SEC-3RD PR YR-ESSER II 90%	01 E 310 211 013 155 303	25,000.00
		CONTRACTS>25K-SEC-3RD PR YR-ESSER II 90%	01 E 310 211 013 155 304	27,666.67
08/14/2023	51233	Check	HOUGHTON MIFFLIN COMPANY	23,551.78
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
710267254	EL CURRICULUM FOR ELLIS; 1 YR SUBSCRIPTION	07/25/2023	2,073.90	
		INDIV INST SUPPLIES-ELL-PR YR-TITLE III, PT A	01 E 005 205 011 417 433	2,073.90
955864228	EL CURRICULUM FOR ELLIS; 1 YR SUBSCRIPTION	07/21/2023	10,300.00	
		INDIV INST SUPPLIES-ELL-PR YR-TITLE III, PT A	01 E 005 205 011 417 433	4,500.00
		FED SUB AWD/CTRCT<25K-ELL-PR YR PD-TITLE III, PT A	01 E 005 205 641 417 303	5,800.00
955869385	EL CURRICULUM FOR ELLIS; 1 YR SUBSCRIPTION	07/25/2023	11,177.88	
		INDIV INST SUPPLIES-ELL-PR YR-TITLE III, PT A	01 E 005 205 011 417 433	11,177.88
08/14/2023	51234	Check	KEMPS	3,353.20
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
4690787	SUMMER MILK	07/07/2023	487.50	
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	487.50
4691058	SUMMER MILK	07/07/2023	369.00	
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	369.00
4695282	SUMMER MILK	07/11/2023	177.20	
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	177.20
4695288	SUMMER MILK	07/11/2023	118.00	
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	118.00
4700386	SUMMER MILK	07/14/2023	265.70	
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	265.70

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name			Check Amount
08/14/2023	51234	Check	KEMPS			3,353.20
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount	
4700420	SUMMER MILK	07/14/2023	117.90			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	117.90	
4700427	SUMMER MILK	07/18/2023	118.40			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	118.40	
4700531	SUMMER MILK	07/14/2023	44.30			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	44.30	
4704411	SUMMER MILK	07/18/2023	118.00			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	118.00	
4709280	SUMMER MILK	07/21/2023	265.60			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	265.60	
4709327	SUMMER MILK	07/21/2023	398.60			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	398.60	
4709343	SUMMER MILK	07/21/2023	73.50			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	73.50	
4709398	SUMMER MILK	07/21/2023	103.30			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	103.30	
4713839	SUMMER MILK	07/25/2023	162.40			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	162.40	
4719868	SUMMER MILK	07/28/2023	44.30			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	44.30	
4719948	SUMMER MILK	07/28/2023	59.20			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	59.20	
4720000	SUMMER MILK	07/28/2023	73.70			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	73.70	
4720005	SUMMER MILK	07/28/2023	88.60			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	88.60	
4722812	SUMMER MILK	08/01/2023	110.40			
		MILK-FOOD SVC--SUM FD PGR		02 E 005 770 000 709 495	110.40	

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51234	Check	KEMPS	3,353.20	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
4723996	SUMMER MILK	08/01/2023	157.60		
		MILK-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 495	157.60	
08/14/2023	51235	Check	L & M BOILER SYSTEMS INC	1,019.50	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
23510	REPLACED FLAPPER GASKETS AND SPARK PLUGS-SOUTHGATE ELEM 7/10/23	07/18/2023	1,019.50		
		REPAIR & MAINT SVCS-OPERATIONS--	01 E 005 810 000 000 350	1,019.50	
08/14/2023	51236	Check	LEXIA LEARNING SYSTEMS LLC	7,398.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
6882495	LETRS FACILITATOR TRAINING	07/15/2023	7,398.00		
		TRAVEL CONF/CONV-STAFF DEV-MISC GRANTS	01 E 005 640 804 000 366	7,398.00	
08/14/2023	51237	Check	MARTIN BROS DISTRIBUTING CO	18,206.59	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1074058	SUMMER FOOD AND SUPPLIES	07/06/2023	2,553.70		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	98.69	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	2,455.01	
1079557	FOOD & SUPPLIES	07/11/2023	758.90		
		FOOD-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 490	758.90	
1079558	SUMMER FOOD AND SUPPLIES	07/11/2023	861.85		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	861.85	
1082941	SUMMER FOOD AND SUPPLIES	07/13/2023	1,970.71		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	184.60	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,786.11	
1082943	SUMMER FOOD AND SUPPLIES	07/13/2023	1,730.03		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	264.82	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,465.21	
1088505	SUMMER FOOD AND SUPPLIES	07/18/2023	994.03		
		GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	57.44	

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51237	Check	MARTIN BROS DISTRIBUTING CO	18,206.59	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	936.59
1091158	SUMMER FOOD AND SUPPLIES	07/20/2023	2,753.41		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	112.50
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	2,640.91
1091162	SUMMER FOOD AND SUPPLIES	07/20/2023	773.59		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	773.59
1096550	SUMMER FOOD AND SUPPLIES	07/25/2023	1,103.30		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,103.30
1099994	SUMMER FOOD AND SUPPLIES	07/27/2023	1,643.61		
			GEN SUPPLIES-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 401	56.25
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,587.36
1099996	SUMMER FOOD AND SUPPLIES	07/27/2023	456.98		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	456.98
1105292	SUMMER FOOD AND SUPPLIES	08/01/2023	337.60		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	337.60
1108074	FOOD & SUPPLIES	08/03/2023	910.00		
			GEN SUPPLIES-FOOD SVC--NSLP	02 E 005 770 000 701 401	910.00
1108075	SUMMER FOOD AND SUPPLIES	08/03/2023	1,100.20		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	1,100.20
1108076	FOOD & SUPPLIES	08/03/2023	122.51		
			FOOD-FOOD SVC--ALA-CARTE	02 E 005 770 000 707 490	122.51
1108081	SUMMER FOOD AND SUPPLIES	08/03/2023	136.17		
			FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	136.17
08/14/2023	51238	Check	MISSISSIPPI WELDERS SUPPLY CO INC	68.80	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
4085134	NOZZLE SLIP	07/14/2023	68.80		
			INDIV INST SUPPLIES-TRAD/IND-WELDING-CTE	01 E 310 361 868 817 433	68.80

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51239	Check	MTI DISTRIBUTING INC	726.22	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1399208-00	MOWER PARTS	08/02/2023	726.22		
		REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	726.22	
08/14/2023	51240	Check	OXFORD UNIVERSITY PRESS USA	7,274.32	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
195529525	SPRING ORDERING ADULT BASIC EDUCATION 2023	07/11/2023	7,274.32		
		INST SUPPLIES-ABE-FY 20X3 CARRYOVER-STATE ABE	04 E 500 520 003 322 430	7,274.32	
08/14/2023	51241	Check	PAN-O-GOLD BAKING CO	323.91	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
10007223184009	SUMMER BREAD	07/03/2023	7.32		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	7.32	
10007223184010	SUMMER BREAD	07/03/2023	51.24		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	51.24	
10007223184011	SUMMER BREAD	07/03/2023	40.26		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	40.26	
10007223191005	SUMMER BREAD	07/10/2023	9.15		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	9.15	
10007223191006	SUMMER BREAD	07/10/2023	36.60		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	36.60	
10007223198008	SUMMER BREAD	07/17/2023	18.30		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	18.30	
10007223198009	SUMMER BREAD	07/17/2023	32.94		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	32.94	
10007223198010	SUMMER BREAD	07/17/2023	7.32		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	7.32	
10007223198011	SUMMER BREAD	07/17/2023	27.45		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	27.45	
10007223205009	SUMMER BREAD	07/24/2023	27.45		
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	27.45	

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/14/2023	51241	Check	PAN-O-GOLD BAKING CO	323.91
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
10007223205010	SUMMER BREAD	07/24/2023	36.60	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	36.60
10007223205011	SUMMER BREAD	07/24/2023	18.30	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	18.30
10007223212009	SUMMER BREAD	07/31/2023	3.66	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	3.66
10007223212010	SUMMER BREAD	07/31/2023	7.32	
		FOOD-FOOD SVC--SUM FD PGR	02 E 005 770 000 709 490	7.32
08/14/2023	51242	Check	PARCHMENT LLC	5,082.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
INV21221	PARCHMENT ANNUAL SUBSCRIPTION	08/03/2023	5,082.00	
		TESTS-ED SERVICES--	01 E 005 030 000 000 461	5,082.00
08/14/2023	51243	Check	PMA SECURITIES LLC	2,000.00
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
INV18663	DISSEMINATION AGENT FEES 2022 ANNUAL REPORT	07/17/2023	2,000.00	
		OTH DEBT SERVICE-DEBT RETIREMENT--	07 E 005 910 000 000 790	2,000.00
08/14/2023	51244	Check	QUILL CORPORATION	638.20
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
33461988	GENERAL SUPPLIES	07/13/2023	97.18	
		GEN SUPPLIES-ELEM ED--	01 E 185 203 000 000 401	97.18
33475334	GENERAL SUPPLIES	07/13/2023	84.98	
		GEN SUPPLIES-ELEM ED--	01 E 185 203 000 000 401	84.98
33475438	OFFICE SUPPLIES	07/13/2023	361.45	
		GEN SUPPLIES-FOOD SVC--NSLP	02 E 005 770 000 701 401	361.45
33476118	OFFICE SUPPLIES	07/13/2023	94.59	
		GEN SUPPLIES-BUSINESS OFFICE--	01 E 005 110 000 000 401	94.59

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51245	Check	REGENTS OF UNIV OF MN	1,500.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
0290069485	CAREI DISTRICT ASSEMBLY FEE	07/31/2023	1,500.00		
	DUES/MEMBERSHIP-STAFF DEV--STAFF DEVELOPMENT			01 E 005 640 000 316 820	1,500.00
08/14/2023	51246	Check	RIVERSIDE INSIGHTS	2,274.80	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV173410	ASSESSMENTS	07/17/2023	2,274.80		
	INDIV INST SUPPLIES-SPED AGG--STATE SPED			01 E 005 420 000 740 433	2,274.80
08/14/2023	51247	Check	SAVVAS LEARNING COMPANY	40,315.61	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
7028474277	AHS SOCIAL STUDIES CURRICULUM	07/20/2023	40,315.61		
	TEXTBOOK & WORKBOOK-SEC--OPER CAP			05 E 005 211 000 302 460	40,315.61
08/14/2023	51248	Check	TELUS HEALTH(US)	4,432.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1958175	EAP JULY 1, 2023-SEPTEMBER 30, 2023	07/06/2023	4,560.00		
	OTHER EMP BENEFITSE BENEFITS-EMP ASSIST PLAN--			20 E 005 969 000 000 299	4,560.00
3601496	EAP JULY 1, 2023-SEPTEMBER 30, 2023 ADJUSTMENT TO AUG & SEPTEMBER	07/31/2023	-128.00		
	OTHER EMP BENEFITSE BENEFITS-EMP ASSIST PLAN--			20 E 005 969 000 000 299	-128.00
08/14/2023	51249	Check	THOMPSON SANITATION INC	6,747.03	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
51399	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	754.09		
	REFUSE REMOVAL-OPERATIONS--			01 E 105 810 000 000 332	754.09
51400	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	974.70		
	REFUSE REMOVAL-OPERATIONS--			01 E 210 810 000 000 332	974.70
51401	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	1,555.90		
	REFUSE REMOVAL-OPERATIONS--			01 E 310 810 000 000 332	1,555.90

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51249	Check	THOMPSON SANITATION INC	6,747.03	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
51402	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	894.48		
				REFUSE REMOVAL-OPERATIONS-- 01 E 185 810 000 000 332	894.48
51403	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	488.51		
				REFUSE REMOVAL-OPERATIONS-- 01 E 125 810 000 000 332	488.51
51404	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	488.51		
				REFUSE REMOVAL-OPERATIONS-- 01 E 145 810 000 000 332	488.51
51405	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	488.51		
				REFUSE REMOVAL-OPERATIONS-- 01 E 155 810 000 000 332	488.51
51406	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	163.37		
				REFUSE REMOVAL-OPERATIONS-- 01 E 165 810 000 000 332	163.37
51407	WASTE REMOVAL DISTRICT WIDE BLANKET PO FY 2023-2024	07/31/2023	488.51		
				REFUSE REMOVAL-OPERATIONS-- 01 E 165 810 000 000 332	488.51
52325	AHS/ANNEX ROLL OFF CONTAINER	08/02/2023	450.45		
				REFUSE REMOVAL-OPERATIONS-- 01 E 310 810 000 000 332	450.45
08/14/2023	51250	Check	TOOLS4READING	192.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
INV132533	CLASSROOM MATERIAL	07/14/2023	192.00		
				INDIV INST SUPPLIES-SPED AGG--STATE SPED 01 E 005 420 000 740 433	192.00
08/14/2023	51251	Check	UCP SEQUIN- MINNESOTA	3,686.40	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
55848	A10001A INFINTEC AT SERVICES	07/19/2023	3,686.40		
				NON-INST SOFTWARE LIC-PERSONNEL-- 01 E 005 160 000 000 405	3,686.40

## Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	51252	Check	USBANK- A TFS PROGRAM	3,556.13	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
507041754	23-24 COPIER LEASE ELLIS	07/25/2023	79.20		
		PRINCIPAL ON CAP LEASE-SEC--		01 E 210 211 000 000 580	79.20
507163558	23-24 PRINTER LEASES	08/07/2023	2,205.93		
		FEEES FOR SERVICES-BUSINESS OFFICE--		01 E 005 110 000 000 305	227.42
		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	635.89
		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	122.50
507368215	23-24 COPIER LEASES	07/31/2023	1,271.00		
		PRINCIPAL ON CAP LEASE-SUPERINTENDENT--		01 E 005 020 000 000 580	37.61
		PRINCIPAL ON CAP LEASE-ELEM ED--		01 E 105 203 000 000 580	425.75
		PRINCIPAL ON CAP LEASE-ELEM ED--		01 E 125 203 000 000 580	127.51
		PRINCIPAL ON CAP LEASE-ELEM ED--		01 E 145 203 000 000 580	425.75
		PRINCIPAL ON CAP LEASE-ELEM ED--		01 E 155 203 000 000 580	254.38
08/14/2023	51253	Check	WCEPS	169.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
W-0085074	KINDERGARTEN RESPONSE BOOKLETS	07/17/2023	169.00		
		TESTS-ELL--TITLE III, PT A		01 E 005 205 000 417 461	169.00
08/14/2023	51254	Check	WEX BANK	1,458.98	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
90932021	FUEL PURCHASES JULY 2023	07/31/2023	1,458.98		
		GAS/OIL & GREASE-OPERATIONS--		01 E 005 810 000 000 442	1,458.98
				<b>Total:</b>	<b>\$194,072.92</b>

# Board Packet

AP Run: B240201 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
------------	--------------	--------------	------	--------------

### B240201 Summary

Type	Count	Amount
Regular	28	194,072.92
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>28</b>	<b>\$194,072.92</b>

## Board Packet

AP Run: CB240203 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	5000001482		AUSTIN NEWSPAPERS, INC*	175.68	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
1678373	PUBLICATION OF MEETING MINUTES, PUBLIC HEARINGS AND JOINT PUBLICATION-MINUTES 6/12/23	07/19/2023	132.48		
	FEES FOR SERVICES-SCHOOL BOARD--			01 E 005 010 000 000 305	132.48
1678376	PUBLICATION OF MEETING MINUTES, PUBLIC HEARINGS AND JOINT PUBLICATION-MINUTES 6/26/23	07/19/2023	43.20		
	FEES FOR SERVICES-SCHOOL BOARD--			01 E 005 010 000 000 305	43.20
08/14/2023	5000001483		CUSTOM COMMUNICATIONS INC*	11,493.17	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
553610	AHS ALARM BATTERY	07/03/2023	34.70		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	34.70
553849	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	3,864.00		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	3,864.00
553850	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	948.00		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	948.00
553883	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	948.00		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	948.00
553884	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	1,406.00		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	1,406.00
553896	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	443.16		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	443.16
553907	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	622.26		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	622.26
554067	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	744.00		
	BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY			05 E 005 865 000 363 520	744.00

## Board Packet

AP Run: CB240203 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
08/14/2023	5000001483		CUSTOM COMMUNICATIONS INC*	11,493.17
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
554518	FIRE ALARM INSPECTIONS/FILLING FEE 08/1/2023-07/31/2024	07/11/2023	2,049.60	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				2,049.60
555527	ANNEX-ALARM BATTERY-SERVICE FEES	07/14/2023	433.45	
			BLDG ACQ/CONSTRUCTION-LTFM--FIRE SAFETY	05 E 005 865 000 363 520
				433.45
08/14/2023	5000001484		DIAMOND RIDGE PRINTING*	53.95
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
51113	BUSINESS CARDS	07/26/2023	53.95	
			GEN SUPPLIES-ELEM ED--	01 E 185 203 000 000 401
				53.95
08/14/2023	5000001485		GODFATHER'S PIZZA*	49.50
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
05169	FIELD ORDER 135439 DEAN INTERVIEWS FOR ELLIS ALL DAY	07/19/2023	49.50	
			FOOD-ELLIS GENERAL-ELLIS-ELLIS GEN	11 E 210 120 030 120 490
				49.50
08/14/2023	5000001486		HILLYARD/HUTCHINSON*	175.97
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
700551408	CUSTODIAL SUPPLIES	07/11/2023	175.97	
			CUSTODIAL SUPPLIES-OPERATIONS--	01 E 005 810 000 000 410
				175.97
08/14/2023	5000001487		LAKESHORE LEARNING MATERIALS*	1,087.75
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
838260070523	DIVIDERS	07/05/2023	1,087.75	
			GEN SUPPLIES-SPED AGG--IDEA-611	01 E 005 420 000 419 401
				1,087.75
08/14/2023	5000001488		MCGRAW-HILL COMPANIES*	123,087.18
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>
12862739901	I.J. HOLTON / ELLIS SOCIAL STUDIES CURRICULUM	07/25/2023	43,303.08	
			TEXTBOOK & WORKBOOK-ELEM ED--OPER CAP	05 E 005 203 000 302 460
			TEXTBOOK & WORKBOOK-SEC--OPER CAP	05 E 005 211 000 302 460
				12,885.00
				30,418.08

## Board Packet

AP Run: CB240203 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	5000001488		MCGRAW-HILL COMPANIES*	123,087.18	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
128638922001	I.J. HOLTON / ELLIS SOCIAL STUDIES CURRICULUM	07/13/2023	63,966.60		
	TEXTBOOK & WORKBOOK-SEC--OPER CAP			05 E 005 211 000 302 460	63,966.60
128651414001	I.J. HOLTON / ELLIS SOCIAL STUDIES CURRICULUM	07/18/2023	15,817.50		
	TEXTBOOK & WORKBOOK-ELEM ED--OPER CAP			05 E 005 203 000 302 460	15,817.50
08/14/2023	5000001489		METRO SALES INC*	1,381.98	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
INV2326417	23-24 AHS COPIER SN: 4021C600318	07/18/2023	329.83		
	REPAIR & MAINT SVCS-SEC--			01 E 310 211 000 000 350	4.83
	PRINCIPAL ON CAP LEASE-SEC--			01 E 310 211 000 000 580	325.00
INV2327815	2023-2024 ELLIS COPIER LEASE SN: 4041C900204	07/20/2023	510.03		
	REPAIR & MAINT SVCS-SEC--			01 E 210 211 000 000 350	9.03
	PRINCIPAL ON CAP LEASE-SEC--			01 E 210 211 000 000 580	501.00
INV2329080	COPIER OVERAGES FOR IJ HOLTON	07/24/2023	542.12		
	REPAIR & MAINT SVCS-ELEM ED--			01 E 185 203 000 000 350	542.12
08/14/2023	5000001490		OFFICE DEPOT*	1,525.91	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
323180040001	OFFICE SUPPLIES	07/14/2023	939.02		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	939.02
323180044001	OFFICE SUPPLIES	07/14/2023	107.50		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	107.50
323180045001	OFFICE SUPPLIES	07/11/2023	427.40		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	427.40
323822076001	OFFICE SUPPLIES	07/19/2023	31.99		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	31.99
323822077001	OFFICE SUPPLIES	07/19/2023	20.00		
	GEN SUPPLIES-ELEM ED--			01 E 185 203 000 000 401	20.00

## Board Packet

AP Run: CB240203 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	5000001491		PROJECT LEAD THE WAY, INC*	950.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
396512	PLTW RENEWAL	07/01/2023	950.00		
			INST SOFTWARE LIC-SEC--OPER CAP	05 E 210 211 000 302 406	950.00
08/14/2023	5000001492		SCAN AIR FILTER INC*	5,155.46	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
159174	SUMNER	07/25/2023	800.13		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	800.13
159211	SOUTHGATE	07/31/2023	33.45		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	33.45
159230	ELLIS	08/01/2023	1,387.21		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1,387.21
159231	BANFIELD	08/01/2023	1,115.25		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1,115.25
159232	SOUTHGATE	08/01/2023	1,147.18		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	1,147.18
159234	AHS	08/01/2023	485.94		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	485.94
159235	AHS	08/01/2023	186.30		
			REPAIR SUPPLIES-OPERATIONS--	01 E 005 810 000 000 420	186.30
08/14/2023	5000001493		SCHOLASTIC INC*	1,677.95	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
M7413345	MATERIALS	07/11/2023	790.47		
			INDIV INST SUPPLIES-MMMI--STATE SPED	01 E 210 402 000 740 433	550.01
			INDIV INST SUPPLIES-ASD--STATE SPED	01 E 210 411 000 740 433	240.46
M7413351	MATERIALS	08/09/2023	489.06		
			INDIV INST SUPPLIES-MMMI--STATE SPED	01 E 185 402 000 740 433	239.06
			INDIV INST SUPPLIES-ASD--STATE SPED	01 E 185 411 000 740 433	250.00
M7414928	MATERIALS	07/11/2023	398.42		
			INDIV INST SUPPLIES-MMMI--STATE SPED	01 E 310 402 000 740 433	398.42

## Board Packet

AP Run: CB240203 — Post Date: 2023-08-14 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/14/2023	5000001494		STATE SUPPLY CO*	909.05	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
653441	MAINTENANCE SUPPLIES BLANKET PO FY 2023-2024	07/06/2023	105.87		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	105.87
654215	MAINTENANCE SUPPLIES BLANKET PO FY 2023-2024	07/18/2023	803.18		
		REPAIR SUPPLIES-OPERATIONS--		01 E 005 810 000 000 420	803.18
08/14/2023	5000001495		VOYAGER SOPRIS LEARNING*	4,080.20	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
6856819	TRANSMATH & REWARDS	07/07/2023	4,080.20		
		INDIV INST SUPPLIES-SPED AGG--STATE SPED		01 E 005 420 000 740 433	4,080.20
				<b>Total:</b>	<b>\$151,803.75</b>

### CB240203 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	14	151,803.75
<b>Total:</b>	<b>14</b>	<b>\$151,803.75</b>

## Board Packet

AP Run: W240103 — Post Date: 2023-07-21 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
07/21/2023	202002895	Wire Transfer	DEPARTMENT OF TREASURY INTERNAL REVENUE SERVICE	2,851.38
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u> <u>Invoice Amount</u> <u>Account</u>	<u>Amount</u>
072123	TO RECORD PCORI FEES PAID JULY 2023		07/21/2023                      2,851.38	
			HEALTH INS-HLTH INS TRUST-- 20 E 005 966 000 000 220	2,851.38
07/21/2023	202002896	Wire Transfer	MINNESOTA DEPT OF REVENUE	730.00
<u>Invoice Number</u>	<u>Description</u>		<u>Invoice Date</u> <u>Invoice Amount</u> <u>Account</u>	<u>Amount</u>
071923	JULY 2023 SALES TAX RETURN (JUNE ACTIVITY)		07/19/2023                      730.00	
			SALE OF SERV AND MAT -AHS -IND ED - 01 R 000 000 040 255 621	26.13
			SALE OF SERV AND MAT -AHS -CTE EDUC- 01 R 000 000 040 830 621	14.60
			SALE MAT PURCH FOR RESALE-CTE CONST-CTE TR IND- 01 R 000 000 863 817 621	69.35
			STDT PARTICIPATION FEES-MUSIC-- 01 R 000 258 000 000 050	36.50
			RENT FOR SCH FACIL--- 01 R 311 000 000 000 093	541.06
			MISC REVENUE---HOLTON STUDENT 11 R 000 000 000 165 099	5.69
			REVENUE-RESALE--BANFIELD-BANFIELD 11 R 000 000 013 131 621	5.71
			REVENUE-RESALE--SOUTHGT-ALL GRADES/SPLY 11 R 000 000 014 121 621	3.58
			REVENUE-RESALE--SUMNER-SUMNER GEN 11 R 000 000 015 119 621	9.13
			REVENUE-RESALE--ELLIS-ELLIS GEN 11 R 000 000 030 120 621	13.14
			REVENUE-RESALE--NEVELN-NEVELN GENERAL 11 R 000 000 050 117 621	5.11
<b>Total:</b>				<b>\$3,581.38</b>

### W240103 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	3,581.38
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$3,581.38</b>

## Board Packet

AP Run: W240104 — Post Date: 2023-07-25 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/25/2023	202002897	Wire Transfer	BREMER BANK	338.61	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
JUNE 2023	TO RECORD BREMER BANK FEES PER BANK STATEMENT JUNE 2023	07/17/2023	338.61		
	BANKING FEES-BUSINESS OFFICE--			01 E 005 110 000 000 314	338.61
07/25/2023	202002898	Wire Transfer	US BANK	100,240.00	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
2334179	INTEREST PAYMENT ON CERTIFICATE OF PARTICIPATION, SERIES 2019A, INVOICE #2334179	07/01/2023	82,175.00		
	INT ON LT BLDG LEASE-CAP FAC-MACHPHAIL-OPER CAP			05 E 005 850 074 302 571	82,175.00
2334180	INTEREST PAYMENT ON CERTIFICATE OF PARTICIPATION, SERIES 2022A, INVOICE #2334180	07/01/2023	18,065.00		
	INTEREST ON LTD BLDG/LAND LEASE-CAP FAC-OP CAP			05 E 005 850 040 302 571	18,065.00
				<b>Total:</b>	<b>\$100,578.61</b>

### W240104 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	100,578.61
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$100,578.61</b>

## Board Packet

AP Run: W240105 — Post Date: 2023-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/26/2023	202002899	Wire Transfer	BOND TRUST SERVICE CORPORATION	156,742.50	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
79112	INTEREST PAYMENT ON GENERAL OBLIGATION CAPITAL FACILITY BOND, SERIES 2010B, INVOICE #79112	07/01/2023	2,130.00		
	BOND INTEREST-NON-BOND RETIRE-CAP FAC BOND-			07 E 005 920 315 000 720	2,130.00
79113	INTEREST PAYMENT ON GENERAL OBLIGATION ALTERNATIVE FACILITIES BOND, SERIES 2014A, INVOICE #79113	07/01/2023	71,993.75		
	BOND INTEREST-DEBT RETIREMENT-AHS HVAC-			07 E 005 910 099 000 720	71,993.75
79114	INTEREST PAYMENT ON GENERAL OBLIGATION CAPITAL FACILITIES BOND, SERIES 2014B, INVOICE #79114	07/01/2023	17,550.00		
	BOND INTEREST-DEBT RETIREMENT-KNOWLTON REN-			07 E 005 910 094 000 720	17,550.00
79115	INTEREST PAYMENT ON GENERAL OBLIGATION CAPITAL FACILITIES BONDS, SERIES 2018A, INVOICE #79115	07/01/2023	65,068.75		
	BOND INTEREST-DEBT RETIREMENT-MACPHAIL-			07 E 005 910 074 000 720	65,068.75
07/26/2023	202002900	Wire Transfer	US BANK	320,800.00	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
2319685	INTEREST PAYMENT ON GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2020A, INVOICE #2319685	07/01/2023	261,350.00		
	BOND INTEREST-DEBT REDEMPTION-REFUNDED BONDS-			07 E 005 910 969 000 720	261,350.00
234424	INTEREST PAYMENT ON GENERAL OBLIGATION FACILITIES MAINTENANCE BONDS, SERIES 2021A, INVOICE #234424	07/01/2023	59,450.00		
	BOND INTEREST-DEBT REDEMP-ROOFING PROJECTS-			07 E 005 910 383 000 720	59,450.00
				<b>Total:</b>	<b>\$477,542.50</b>

# Board Packet

AP Run: W240105 — Post Date: 2023-07-26 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount
------------	--------------	--------------	------	--------------

### W240105 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	477,542.50
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$477,542.50</b>

## Board Packet

AP Run: W240106 — Post Date: 2023-07-31 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
07/31/2023	202002901	Wire Transfer	ALERUS	6,016.38	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
JULY 2023	JULY 2023 FSA CHECK REIMBURSEMENTS & BENNY CARD TRANSACTIONS	07/31/2023	6,016.38		
	PAYROLL W/HOLDINGS-FLEXIBLE BENEFIT PAYABLE			01 L 215 50	6,016.38
07/31/2023	202002902	Wire Transfer	LEWIS SOFTWARE ASSOCIATES, LLC	8.50	
<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>Account</u>	<u>Amount</u>
64506648160	2ND QTR 941 FILING FEE	07/31/2023	8.50		
	BANKING FEES-BUSINESS OFFICE--			01 E 005 110 000 000 314	8.50
				<b>Total:</b>	<b>\$6,024.88</b>

### W240106 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	2	6,024.88
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$6,024.88</b>

## Board Packet

AP Run: W240201 — Post Date: 2023-08-02 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/02/2023	202002903	Wire Transfer	TUITION EXPRESS	2,072.12	
<b>Invoice Number</b>	<b>Description</b>	<b>Invoice Date</b>	<b>Invoice Amount</b>	<b>Account</b>	<b>Amount</b>
22458135-JULY 2023	TUITION EXPRESS FEES FOR JULY PAID IN AUGUST 2023	08/02/2023	2,072.12		
				FEES FOR SERVICES-KIDS KORNER--COM ED 04 E 500 570 000 321 305	2,072.12
				<b>Total:</b>	<b>\$2,072.12</b>

### W240201 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	2,072.12
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$2,072.12</b>

## Board Packet

AP Run: W240202 — Post Date: 2023-08-07 — AP Run Type: R

Austin Public Schools ISD 492

Check Date	Check Number	Payment Type	Name	Check Amount	
08/07/2023	202002904	Wire Transfer	VANCO	278.01	
Invoice Number	Description	Invoice Date	Invoice Amount	Account	Amount
JULY 2023	TO RECORD REV TRAK FEES FOR JULY 2023 DEDUCTED IN AUGUST 2023 ALLOCATED BY JULY 2023 REVENUE	08/07/2023	278.01		
		BANKING FEES-BUSINESS OFFICE--	01 E 005 110 000 000 314		89.95
		FEES FOR SERVICES-GEN COM ED--COM ED	04 E 500 505 000 321 305		188.06
<b>Total:</b>					<b>\$278.01</b>

### W240202 Summary

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	278.01
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$278.01</b>

## Board Packet

---

### Summary by Fund

Austin Public Schools ISD 492

---

<b>Fund</b>	<b>Total</b>
01 - GENERAL FUND	1,791,579.44
02 - FOOD SERVICE FUND	56,320.03
04 - COMMUNITY SERVICE	53,859.41
05 - CAPITAL EXPENDITURES	375,761.97
06 - BUILDING CONST	18,000.00
07 - DEBT SERVICE FUND	479,542.50
11 - SITE & CO-CURRICULAR	5,631.87
12 - AUSTIN AREA CONSORTIUM	27,860.06
20 - INTERNAL SERVICE FUND	7,283.38
66 - ATHLETICS	4,300.00
	<b>\$2,820,138.66</b>

**INDEPENDENT SCHOOL DISTRICT NO. 492 - AUSTIN  
MARCH 2023 TREASURER'S REPORT**

TREASURER'S BOOKS	BALANCE BEGINNING OF MONTH	DEBITS	CREDITS	BALANCE END OF MONTH	
<b>CASH</b>					
01 GENERAL FUND	(3,059,482.24)	11,691,360.89	10,311,613.06	(1,679,734.41)	
05 CAPITAL OUTLAY	(678,477.70)	6,067.32	147,002.98	(819,413.36)	
11 SITE AND COCURRICULAR	682,165.19	30,853.27	57,410.64	655,607.82	
12 AUSTIN AREA CONSORTIUM	(37,002.95)	1,617.92	8,612.72	(43,997.75)	
66 ATHLETICS	111,194.68	11,300.33	1,992.91	120,502.10	
88 ACTIVITY FUND	203,753.63	8,845.10	16,660.96	195,937.77	
02 FOOD SERVICE	1,224,890.79	439,494.31	387,956.49	1,276,428.61	
04 COMMUNITY SERVICE	913,178.91	314,737.73	360,524.14	867,392.50	
06 CONSTRUCTION FUNDS	(565,371.61)	1,152,495.01	587,989.88	(866.48)	
07 DEBT SERVICE	712,253.87	0.00	850.00	711,403.87	
08 TRUST FUND	47,097.44	77.82	0.00	47,175.26	
18 CUSTODIAL FUNDS	0.00	0.00	0.00	0.00	
20 INTERNAL SERVICE FUND	5,523,417.62	1,325,616.33	1,137,508.47	5,711,525.48	
<b>TOTAL CASH</b>	<b>5,077,617.63</b>	<b>14,982,466.03</b>	<b>13,018,122.25</b>	<b>7,041,961.41</b>	
<b>01 CASHIER'S OFFICE PETTY CASH</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	
05 CERTIFICATES OF PURCHASE - US BANK	455.15	1.44	0.00	456.59	
06 LEASE PURCHASE - OLD NATIONAL BANK	0.00	0.00	0.00	0.00	
06 CERTIFICATES OF PURCHASE - US BANK	(510.10)	0.00	0.00	(510.10)	
06 CERT OF PURCHASE - IMC PROJECT	94,955.81	282.86	0.00	95,238.67	
<b>INVESTMENTS</b>					
01 OPERATING INVESTMENTS - MN TRUST	6,840,432.47	681,793.01	0.00	7,522,225.48	
01 SCHOLARSHIP INVESTMENTS	13,384.51	2.83	0.00	13,387.34	
06 FACILITIES MAINTENANCE INVESTMENTS	1,022,879.41	1,809.22	1,025,373.61	(684.98)	
06 CAPITAL FACILITIES INVESTMENTS	126,182.65	89.16	126,190.02	81.79	
08 SCHOLARSHIP TRUST INVESTMENTS	58,582.60	6.64	0.00	58,589.24	
45 OPEB TRUST INVESTMENTS	49,453.72	194.83	0.00	49,648.55	
88 ACTIVITY FUND	20,000.00	0.00	0.00	20,000.00	
<b>TOTAL INVESTMENTS</b>	<b>8,130,915.36</b>	<b>683,895.69</b>	<b>1,151,563.63</b>	<b>7,663,247.42</b>	
<b>GRAND TOTAL PER TREASURER'S BOOKS</b>	<b>13,306,433.85</b>	<b>15,666,646.02</b>	<b>14,169,685.88</b>	<b>14,803,393.99</b>	
<b>BANK ACCOUNTS</b>	<b>BALANCE PER BANK STATEMENT</b>	<b>OUTSTANDING CHECKS</b>	<b>DEPOSITS NOT SHOWN ON BANK STATEMENT</b>	<b>OTHER RECONCILING ITEMS</b>	<b>BALANCE PER TREASURER'S BOOKS</b>
BREMER - SAVINGS	509,002.52	0.00	0.00	0.00	509,002.52
BREMER - MAIN	1,925,066.54	(1,045,756.13)	6,919.78	962.69	887,192.88
BREMER - FINANCE & PAYROLL	0.00	0.00	0.00	0.00	0.00
MSDLAF+ Liquid Class	771.85	0.00	0.00	0.00	771.85
MSDLAF+ MAX Class	4,119,806.16	0.00	0.00	0.00	4,119,806.16
MN TRUST OPERATING ACCOUNT	1,461,222.83	0.00	0.00	0.00	1,461,222.83
MN TRUST CAPITAL FACILITY BONDS 2018A	63,280.25	0.00	0.00	0.00	63,280.25
MN TRUST FACILITY MAINT BONDS 2021A	684.92	0.00	0.00	0.00	684.92
CASHIER'S OFFICE PETTY CASH	3,000.00	0.00	0.00	0.00	3,000.00
CERTIFICATES OF PURCHASE - US BANK	456.59	0.00	0.00	0.00	456.59
CERTIFICATES OF PURCHASE - US BANK	(510.10)	0.00	0.00	0.00	(510.10)
CERTIFICATES OF PURCHASE - US BANK	95,238.67	0.00	0.00	0.00	95,238.67
OPERATING INVESTMENTS - MN TRUST	7,522,225.48	0.00	0.00	0.00	7,522,225.48
SCHOLARSHIP INVESTMENTS	13,387.34	0.00	0.00	0.00	13,387.34
FACILITIES MAINTENANCE INVESTMENTS	(684.98)	0.00	0.00	0.00	(684.98)
CAPITAL FACILITIES INVESTMENTS	81.79	0.00	0.00	0.00	81.79
SCHOLARSHIP TRUST INVESTMENTS	58,589.24	0.00	0.00	0.00	58,589.24
OPEB TRUST INVESTMENTS	49,648.55	0.00	0.00	0.00	49,648.55
ACTIVITY FUND	20,000.00	0.00	0.00	0.00	20,000.00
<b>BALANCE</b>	<b>15,841,267.65</b>	<b>(1,045,756.13)</b>	<b>6,919.78</b>	<b>962.69</b>	<b>14,803,393.99</b>

RECONCILIATION OF TREASURER'S BALANCE WITH BANK

(0.00)



**DATE:** 8/14/23

**TITLE:** Special Services Department Update

**TYPE:** Information

**PRESENTER(S):** Sheri Willrodt, Executive Director of Special Services

**BACKGROUND:**

The Special Services Department includes oversight of the following:

- Special Education Services
- School Health Services
- Student Support Professionals (School Counselors, School Social Workers, School Psychologists)
- Mental Health Supervision and Supports (internal and external)
- Oversight of education at Nexus Gerard's New Dominion School
- Oversight of education at the Austin Albert Lea Area Special Education Cooperative (AALASEC)

**Support and resources to ensure a safe and welcoming learning environment**

- Special Education staff new to the district over the course of the past school year are taking part in Crisis Prevention Institute (CPI) Initial Training this month. We will also be holding building level refreshers for returning staff during staff development days over the course of the year. New this year: we will be offering this training to general education paraprofessionals as well in order to build their skills in deescalating behaviors.
- We have been able to fill our teaching, mental health practitioner, school counselor/social worker, and nursing positions;. We had to hire 4 virtual speech clinicians and one virtual school psychologist in order to meet our needs due to lack of in person candidates. We are continuing to work to fill paraprofessional positions.

**Packer Profile for all learners**

- A couple of our Austin Transition Program students participated successfully in work experience opportunities over the summer, at Hormel Foods and the Austin Public Library. Our Work Experience Coordinator is ready to hit the ground running with placing more students in community based experiences once school gets under way this fall.

**District-wide multi-tiered systems of support for all learners**

- Our District Multi-Tiered Systems and Supports (MTSS) Committee worked over the summer to develop procedures for buildings to implement the following school-based MTSS teams this year: School Leadership Teams (SLT), Professional Learning Communities (PLCs), Supplemental Support Teams (SST), and Intensive Support Teams (IST). Building teams will be attending a series of trainings from the Minnesota Department of Education regarding MTSS implementation over the course of this school year.
- We will be implementing an Early Warning System in order to identify at risk students for early intervention.

- LETRS (Language Essentials for Teachers of Reading and Spelling) Training update: We had 25 SPED staff complete Volume 1 in FY23. For FY 24, we have 22 staff registered to complete Volume 2 and 3 staff registered to complete Volume 1. We also have a SPED Case Facilitator who has completed facilitator training for Volume 1 and is in the process of completing facilitator training for Volume 2.
- BARR (Building Assets/Reducing Risks) will be implemented at both Austin High School and Ellis Middle School this fall. The high school team has been working hard this summer to get structures in place for implementation. Ellis is a late add due to availability of funding through legislative action, and are working to build a vision for how these supports will look at our middle level.
- Banfield Elementary is our last building that has now joined a PBIS (Positive Behavioral Interventions and Supports) cohort for the 2023-2024 school year.

### **Excellence in Resource Management**

- We have successfully supported one of our special education teachers to work her way through a licensure program for Teachers of Visual Impairments. It will be a cost savings for our district to be able to utilize our own staff rather than having to contract for this service.
- We have been able to sell off portions of our Audiology staffing to additional districts, aiding in efficient distribution of resources.
- We have continued to set aside a portion of our federal special education funds for payment of tuition bills, resulting in a cost savings for the district.



**DATE:** 8.14.2023

**TITLE:** Community Education Update

**TYPE:** Information

**PRESENTER(S):** Jennifer Lawhead, Director of Community Education

**BACKGROUND:**

Community Education is the home for several programs. We are the home for Adult Learning, Early Childhood Programming including Preschool and Family Education, School Age Child Care, and Community Education Enrichment.

**Support and resources to ensure a safe and welcoming learning environment**

- We continue to hire employees to support Community Education programming. We appreciate the support from Human Resources as we are onboarding many new teachers, ECSE paras, and ECFE assistants. Many thanks also go to Andrea Malo and the new teacher orientation process that is supporting a strong start for our teaching staff.
- Community Education is participating in Year Two of Strengths work with Bethany von Steinbergs. Our next session of professional development with her is on August 23<sup>rd</sup>.
- The district Wellness Committee will begin meeting in October. This group will consist of school board members, staff and community members who will work to promote healthy practices throughout the district for students and staff.
- Our preschool staff will do home visits to all of our preschool students the week of August 28<sup>th</sup>. These home visits are a long-standing tradition in our early childhood program and allow our littlest learners to meet their new teachers in the safety and comfort of their home.

**Packer Profile for all learners**

- We hosted two classrooms of Packer in Training students for three weeks earlier this summer and will host an additional group of students for a one-week experience starting on August 14<sup>th</sup>. This program is designed for students who did not have a preschool experience, or who have difficult times with transitions. During their time with Packer in Training students learn the routines at Woodson Kindergarten Center.
- Kids Korner had 192+ students registered for childcare this summer. They went on 47 field trips, including weekly trips to the Austin Municipal Pool as well as out of town field trips, and enjoyed engaging and novel activities this summer. We thank the amazing team at Southgate for welcoming Kids Korner to their building this summer and for the amazing support they provided for our students and staff.
- Through a collaboration with Katie Carter and the Athletics and Activities Office we were able to offer summer sports camps through Community Education this summer. We are thankful for this successful partnership.
- Our early childhood team will participate in professional development on the effective use of our Ready to Advance curriculum on August 15<sup>th</sup>.

**District-wide multi-tiered systems of support for all learners**

- Through a partnership with Austin Aspires, Kids Korner was able to offer tutoring on site this summer. 21 students took advantage of this opportunity to increase their skills this summer for a total of 175 hours.
- Our Early Childhood program has established membership for our site MTSS teams and hosted our first Site Leadership team meeting in July. We look forward to serving students better through this process.  
Our Early Childhood team is also using a new system to document student behavior system to align with our K-4 colleagues. We had previously used a tool through the Pyramid Model (called BIR's Behavior Incident Report). Our Pyramid Coaches and leadership team have now had training in EC-SWIS and believe our teachers will find EC-SWIS to be very similar (and easier to use) than the BIR process.
- Our early childhood team will be screening all of our new 3- and 4-year-old preschool students during workshop week this summer. Another team will also be screening kindergarten students who have not completed their screening this August.

### **Excellence in Resource Management**

- Community Education Advisory Council, Early Childhood Advisory Council, and the Wellness Committee will begin meeting in October.
- Community Education has been learning about MN After School Advance (MAA) and the Venn Foundation this summer. Austin Aspires is working with these groups to bring their support to the Austin community. The MAA education tax credit helps Minnesota families who meet income requirements use the powerful but underutilized Minnesota K-12 Education Tax Credit to pay for educational afterschool and summer programs like tutoring, engineering camp, music lessons, and art classes. MAA will cover 75% of eligible expenses, up to \$1,000 per child in grades K-12. For example, if an activity costs \$200, MAA will pay \$150, and the family pays only \$50 out of pocket! The Venn Foundation works with local families and providers to pay the registration fees up front for these programs and then works with families to receive the tax credit. We look forward to collaborating with these groups this school year.
- Through a grant from MDE, we were able to offer preschool summer school programming for qualifying students this summer. Students had three weeks in June to continue to build their social emotional and academic skills.
- We are pleased to share that Austin Public Schools will continue to receive funding for VPK and Pathways Scholarships. These funds help remove financial barriers for students who are enrolled in our preschool programming.



**DATE:** 08/14/2023

**TITLE:** Information Services

**TYPE:** Information

**PRESENTER(S):** Corey Haugen, Director of Information Services

**BACKGROUND:**

The mission of the Information Services department is to support the district mission and strategic priorities by building capacity through research, evaluation and the application of data to inform school improvement for student success. We provide support and expertise to schools and staff through:

- Providing expertise in the area of measurement and delivering accurate and timely information to building and district staff
- Providing support to district and schools through a systematic evaluation process of district programs
- Reviewing and summarizing data related to student learning and instruction
- Providing professional development on assessment practices, data analysis and interpretation

**Support and resources to ensure a safe and welcoming learning environment**

- Information Services team has been working feveriously getting systems online for 23-24. Not only are we preparing curricular and assessment systems for staff and students, we have been working with families to complete their 23-24 online registration/renewal. As of 8/9/2023, we already have 71.9% of all students and parents complete their renewal – this is an excellent percentage for early August and we should have most all students completed prior to the start of school.
- Information Services has been working with other district departments to onboard new staff. Covering topics related to student information, data and assessments. We support staff in Infinite Campus, Viewpoint Data Warehouse, Schoology, Seesaw and online curriculum tools.
- As all staff return for Back to School Week, Info Services will be working at school locations to work with staff on review District Assessment program changes, updates to assessment and online curriculum systems. Additionally, we will be doing data reviews as teachers and staff prepare to meet their new learners needs.

**Packer Profile for all learners**

- Info Services have been working all summer supporting schools in completing their 23-24 master schedules and supporting scheduling needs on Infinite Campus. 23-24 is the first year that we have implemented a new data-based class rostering process for all elementary schools that utilizes technology to build balanced class rosters.
- Information Services has been working directly with 9-12 staff to make sure that students have complete Multi-year Academic Plans (MYAP) in Infinite Campus, so that students can maintain

“on-track” status for Graduation. This planning tool is critical in our work to improve graduation rates. Students with complete plans will assist in guaranteeing that they have all the required credits to graduate in 4-years.

- This year, we are kicking off a new initiative with MDE and the Office of Higher Education to participate in the Direct Admissions process. Info Services has been working this summer to program our Infinite Campus to assign Tiers to our on-track seniors so they can have direct admission to college. Here is a link to more information on [Direct Admissions](#):
  - Goal: To encourage all high school seniors to think of themselves as “college material” and to offer them a “direct admissions” opportunity. This pilot will try to reduce the anxiety around the “Will I get in?” question and encourage exploration of Minnesota colleges and universities
    - Direct admissions is designed to spark and supplement other college exploration activities and isn’t designed to tell students which college or university they should attend
    - 55 participating colleges in 2023-2024
    - New next year: Bethel University, Metro State University, Northwestern Health Sciences University, University of Minnesota Rochester
    - 129 participating high schools, 23,669 students; 43% Black, Indigenous, and Students of Color, 34% Free-or Reduced-Price Meal Eligible

#### **District-wide multi-tiered systems of support for all learners**

- Information Services has been developing tools all summer to support the MTSS efforts in the district for the 2023-2024 school year. Two major projects and developments include launching our first Machine Learning AI tool in the Infinite Campus Early Warning System that will be used to identify students at risk and building in custom forms for students that will require intensive support to have learning objectives linked right to the student record. These are exciting times as integrate even more enhanced data and technology to our teaching and learning processes.
- Information Services has also been developing MTSS data walls in the Viewpoint Data Warehouse solution to provide real-time effective and efficient data for MTSS meetings throughout the district. These data walls will pull in information from multiple domains for staff to review to support MTSS efforts.

#### **Excellence in Resource Management**

- Information Services have been working Palmer Bus Company to further streamline operations and make business operations function more effectively in the Palmer Office. We continue to desire to provide excellent customer service to parent/families, not only in APS facilities, but also with our service providers.
- Information Services continues to work on Ed-Fi implementation. While MDE still has many issues to work out before districts convert fully to the new Ed-Fi reporting system. Austin Public Schools is doing a great job of staying on course and building out the Ed-Fi reporting requirements so we are positioned to transition when the time comes.



**DATE:** August 2023

**TITLE:** Academics and Administrative Services

**TYPE:** Information

**PRESENTER(S):** Katie Baskin, Executive Director of Academics and Administrative Services

**BACKGROUND:**

The Office of Teaching and Learning oversees curriculum, instruction, staff development, and Federal Title programs for the district.

The Human Resources Office is responsible for employee recruitment and orientation, contract negotiations for all bargaining units, employee relations, student and employee data practices, and staffing with building/program administrators.

**Support and resources to ensure a safe and welcoming learning environment**

- Strengths Work
  - The CLC, Ellis, IJ and Coop will continue their Strengths journey this school year. On August 23<sup>rd</sup> our facilitator, Bethany von Steinbergs, will work with these groups on their strengths deliberative development in flexibility and adaptability.
  - Banfield, Southgate, Neveln and Sumner will begin their Strengths journey this school year. On August 17 all staff will have a full day of professional learning in Strengths and how to leverage individual strengths in the work staff do with students and one another each day.
- Safe and Welcoming Schools
  - As a follow up to our work with the I Love You Guys foundation this summer, a group from the District Crisis Response and Safety and Security Teams met with Austin city officials to discuss support of our schools if evacuation or relocation would need to occur at a building site. We are incredible grateful for this potential partnership.
- Staffing
  - The Human Resources team has been working closely with building administrators throughout the summer to ensure the needs of our students are met with highly qualified staff. The resourcefulness of our Principals and community has been appreciated.

**Packer Profile for all learners**

- Emily Hovland, AHS Packer Profile Coordinator has been working with AHS Administration to plan for year 1 of implementation of the Packer Profile at AHS this year. Our incoming 9<sup>th</sup> graders and their families will learn more about upcoming experiences and requirements during back to school conferences.
- Emily has also shared a community partnership survey with various service organizations and business groups in the community. The purpose is to build a data-based of community professionals willing to support our students and staff as they engage in designing meaningful learning experiences for our students.

## **District-wide multi-tiered systems of support for all learners**

- MTSS Linked Teams
  - School Leadership Teams are beginning professional learning with MDE in MTSS structures and how leadership teams can function to support the tier 1 instructional needs of the building.
  - The District MTSS Team has been meeting regularly during June – August to design tools and support structures for the linked building MTSS teams. This team will work closely with buildings and be involved in their learning work with MDE this school year.
- Curriculum Implementation
  - Andrea Malo has been working closely with 5-12 departments who are in the curriculum writing process regarding new curriculum for this school year. The support will be ongoing with Andrea and Instructional Coaches this school year as a part of the program implementation process. This work will include standards alignment, scope and sequence design, and unit planning.

## **Excellence in Resource Management**

- Staff Development Planning
  - Administrators have been working closely with Teaching and Learning to align professional development to their Site Improvement Plans. This includes utilizing their resources in staff development intentionally to support this work and aligning outcomes to support movement in the strategic priorities.

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

MSBA/MASA Model Policy 711

Orig. 1995

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

Rev. 202212

## **711 VIDEO RECORDING ON SCHOOL BUSES**

### **I. PURPOSE**

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students and employees on the bus is a significant factor in the safety and efficiency of school bus transportation. Student and employee misbehavior increases the potential risks of injury. Therefore, the school district believes that video recording student passengers and employees on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to establish a school bus video recording system.

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

#### **A. Placement**

1. Each and every school bus owned, leased, contracted, and/or operated by the school district shall be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted, and/or operated by the school district, but cameras may be rotated from bus to bus without prior notice to students.
3. Video cameras will be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

#### **B. Use of Video Recordings**

1. A video recording of the actions of student passengers and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct on the bus.
2. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, [Minnesota Statutes chapter Minn. Stat. Ch. 13](#) and the Family Educational Rights and Privacy Act, 20 [United States Code section U.S.C. §1232g](#) and the rules and/or regulations promulgated thereunder.
3. Video recordings will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
4. A video recording will be retained by the school district until relooped or until the conclusion of disciplinary proceedings in which the video recording is used for evidence.

***[Note: School districts should review their record retention policies/schedules as to the stated retention period for school bus video recordings. The retention time period in the retention schedule should be consistent with the retention time period set forth in this policy. The January 2000 School District General Records Retention Schedule, adopted by many school districts, provides that building security/transportation video recordings are to be retained until relooped.]***

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.585 (Notice of Recording Device)  
Minn. Stat. § 138.17 (Government Records, Administration)  
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

**Cross References:**

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 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)  
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)  
[MSBA Service Manual, Chapter 2, Transportation](#)

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

MSBA/MASA Model Policy 712

Orig. 1996

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

Rev. 202212

## **712 VIDEO SURVEILLANCE OTHER THAN ON BUSES**

***[Note: See MSBA/MASA Model Policy 711 for Video Recording on School Buses.]***

### **I. PURPOSE**

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

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

#### **A. Placement**

1. School district buildings and grounds may be equipped with video cameras.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

#### **B. Use of Video Recordings**

1. Video recordings will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct in school district buildings or on school grounds.
3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, ~~Minn. Stat. Ch. Minnesota Statutes chapter~~ 13, and the Family Educational Rights and Privacy Act, 20 ~~United States Code section U.S.C.—§~~ 1232g, and the rules and/or regulations promulgated thereunder.

#### **C. Security and Maintenance**

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, ~~Minn. Stat. Ch. 13~~ Minnesota Statutes chapter 13, and the Family Educational Rights and Privacy Act, 20 United States Code

~~section~~U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.

2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.585 (Notice of Recording Device)  
Minn. Stat. § 138.17 (Government Records; Administration)  
Minn. Stat. § 609.746 (Interference with Privacy)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

**Cross References:**

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 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)  
MSBA/MASA Model Policy 711 (Video Recording on School Buses)

~~MSBA Service Manual, Chapter 2, Transportation~~

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

MSBA/MASA Model Policy 713

Orig. 2004

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

Rev. 202219

## 713 STUDENT ACTIVITY ACCOUNTING

### I. PURPOSE

The school board recognizes the need to provide alternative paths to learning, skill development for its students, and activities for student enjoyment. It also understands its commitment to and obligation for assuring maximum accountability for public funds and student activity funds. For these reasons, the school board will assume control over and/or oversee funds for student activities as set forth in this policy.

### II. GENERAL STATEMENT OF POLICY

#### A. Curricular and Cocurricular Activities

The school board shall take charge of, control over, and account for all student activity funds that relate to curricular and cocurricular activities.

***[Note: The school board is required by Minnesota Statutes section Minn. Stat. § 123B.49, subdivision Subd. 2, to take charge of and control over all cocurricular activities, including all money received for such activities.]***

#### B. Extracurricular Activities

The school board shall take charge of and control over all student activity accounting that relates to extracurricular activities.

***[Note: The school board is required by Minnesota Statutes section Minn. Stat. § 123B.49, Subd. 4, to take charge of and control over all extracurricular activities, including all money received for such activities.]***

#### C. Non-Student Activities

In overseeing student activity accounts under this policy, the school board shall not maintain or account for funds generated by non-students including, but not limited to, convenience funds of staff members, booster club funds, parent-teacher organization or association funds, or funds donated to the school district for specified purposes other than student activities.

### III. DEFINITIONS

#### A. Cocurricular Activity

A "cocurricular activity" means those portions of the school-sponsored and directed activities designed to provide opportunities for students to participate in such experiences on an individual basis or in groups, at school and at public events, for improvement of skills (i.e., interscholastic sports, band, etc.). Cocurricular activities are not offered for school credit, cannot be counted toward graduation, and have *one or more* of the following characteristics:

1. They are conducted at regular and uniform times during school hours, or at times established by school authorities;
2. They are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit; and

3. They are partially, primarily, or totally funded by public moneys for general instructional purposes under direction and control of the school board.

B. Curricular Activity

A "curricular activity" means those portions of the school program for which credit is granted, whether the activity is part of a required or elective program.

C. Extracurricular (Noncurricular/Supplementary) Activity

An "extracurricular (noncurricular/supplementary) activity" means all direct and personal services for students for their enjoyment that are managed and operated under the guidance of an adult or staff member. Extracurricular activities have *all* of the following characteristics:

1. They are not offered for school credit nor required for graduation;
2. They generally are conducted outside school hours or, if partly during school hours, at times agreed by the participants and approved by school authorities;
3. The content of the activities is determined primarily by the student participants under the guidance of a staff member or other adult.

D. Public Purpose Expenditure

A "public purpose expenditure" is one which benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of private interest.

#### **IV. MANAGEMENT AND CONTROL OF ACTIVITY FUNDS**

A. Curricular and Cocurricular Activities

1. All money received on account of cocurricular activities shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.
2. The treasurer shall account for all revenues and expenditures related to curricular and cocurricular activities in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS) and school district policies and procedures.

B. Extracurricular Activities

1. Any and all costs of extracurricular activities may be provided from school revenues.
2. All money received or expended for extracurricular activities shall be recorded in the same manner as other revenues and expenditures of the school district and shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.
3. The treasurer shall account for all revenues and expenditures related to extracurricular activities in accordance with UFARS and school district policies and procedures.
4. All student activity funds will be collected and expended:

- a. in compliance with school district policies and procedures;
  - b. under the general direction of the principal and with the participation of students and faculty members who are responsible for generating the revenue;
  - c. in a manner which does not produce a deficit or an unreasonably large accumulation of money to a particular student activity fund;
  - d. for activities which directly benefit the majority of those students making the contributions in the year the contributions were made whenever possible; and
  - e. in a manner which meets a public purpose.
5. Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. Any residual money from a graduating class activity fund will remain in the general fund and may be used for any school district purpose. Prior to depositing such accounts, all donations or gifts accepted for the specific purpose of the student activity account shall be administered in accordance with the terms of the gift or donation and school district policy.

## V. DEMONSTRATION OF ACCOUNTABILITY

### A. Annual External Audit

The school board shall direct its independent certified public accountants to audit, examine, and report upon student activity accounts as part of its annual school district audit in accordance with state law.

### B. Fundraiser Report

The administration will prepare a fundraising report semi-annually which will be reviewed by the school board in May and November. The report will list the activity, type of fundraisers, timing, purpose, and results.

***[Note: The school board should conduct periodic reviews of student fundraising. The manner in which such reviews are conducted is in the discretion of the school board.]***

### **Legal References:**

Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09 (Boards of Independent School Districts)  
Minn. Stat. § 123B.145, Subd. 7 (Officers of Independent School Districts)  
Minn. Stat. § 123B.35 (General Policy)  
Minn. Stat. § 123B.36 (Authorized Fees)  
Minn. Stat. § 123B.37 (Prohibited Fees)  
Minn. Stat. § 123B.38 (Hearing)  
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 123B.76 (Expenditures; Reporting)  
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)  
Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)  
*Visina v. Freeman*, 252 Minn. 177, 89 N.W.2d 635 (1958)  
Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)

***Cross References:***

Uniform Financial Accounting and Reporting Standards (UFARS)  
MSBA/MASA Model Policy 510 (School Activities)  
MSBA/MASA Model Policy 511 (Student Fundraising)  
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)  
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)  
MSBA/MASA Model Policy 706 (Acceptance of Gifts)

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

MSBA/MASA Model Policy 720

Orig. 1996

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

Rev. 202219

## **720 VENDING MACHINES**

### **I. PURPOSE**

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

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

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

### **III. AUTHORIZATION**

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

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

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

- C. If the estimated aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with [Minnesota Statutes section 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 [Minnesota Statutes section 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 School Supplies)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. § 471.345 (Uniform Municipal Contracting LawContracts)  
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; PenaltyConflict 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. 2022~~19~~

## 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. Code of Federal Regulations 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 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 [Code of Federal Regulations section 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 [Code of Federal Regulations section 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 [Code of Federal Regulations section 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 [Code of Federal Regulations 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 \$10,000, except as otherwise discussed in 48 [Code of Federal Regulations C.F.R.](#) Subpart 2.1 or as periodically adjusted for inflation).
- [Note: Minnesota school districts may choose to increase their federal micro-purchase threshold to \$25,000, which would align with the Minnesota limit. School districts choosing to adopt this increase must annually certify the higher threshold and the justification for using the higher threshold. Acceptable reasons for justification must meet one of the following criteria: (1) a qualification as a low-risk auditee, in accordance with the criteria established in 2 Code of Federal Regulations section 200.520; (2) an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or (3) a higher threshold consistent with state law.]**
- 1.2. "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 \$250,000 (periodically adjusted for inflation).
- 2.3. "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.
- 3.4. "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.
- 4.5. "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 [Code of Federal Regulations section 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 [Code of Federal Regulations section 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 [Code of Federal Regulations section 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 [Code of Federal Regulations sections 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.-Code of Federal Regulations 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 Code of Federal Regulations 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 [Code of Federal Regulations](#) 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 [Code of Federal Regulations](#) 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 [Code of Federal Regulations](#)

section 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, entity-wide 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 [Code of Federal Regulations section 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 Code of Federal Regulations section C.F.R. § 200.2087 (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 [Code of Federal Regulations 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. § 200.1~~2~~ ([Definitions: 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. § 200.21~~4~~2 ([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) ([Federal Payment](#))
- 2 C.F.R. § 200.310 (Insurance Coverage)
- 2 C.F.R. § 200.311 ([Federally-owned and Exempt PropertyReal 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 ([Financial ReportingMonitoring and Reporting Program Performance](#))
- 2 C.F.R. § 200.33~~9~~8 ([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. § 200.47~~4~~3 (Transportation Costs)
- 2 C.F.R. § 200.47~~5~~4 (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 801

Orig. 1995

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

Rev. 202206

## **801 EQUAL ACCESS TO SCHOOL FACILITIES**

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

### **I. PURPOSE**

The purpose of this policy is to implement the Equal Access Act by granting equal access to secondary school facilities for students who wish to conduct a meeting for religious, political, or philosophical purposes during noninstructional time.

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

- A. The policy of the school district is not to deny equal access or a fair opportunity to, or to discriminate against, any students who wish to conduct a meeting, on the basis of the religious, political, philosophical, or other content of the speech at such meetings.
- B. The school board has created a limited open forum for students enrolled in secondary schools during which noncurriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during noninstructional time.
- C. Student use of facilities under this policy does not imply school district sponsorship, approval, or advocacy of the content of the expression at such meetings.
- D. The school district retains its authority to maintain order and discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.
- E. In adopting and implementing this equal access policy, the school district will NOT:
  - 1. influence the form or content of any prayer or other religious activity;
  - 2. require any person to participate in prayer or other religious activity;
  - 3. expend public funds beyond the incidental cost of providing the space for student-initiated meetings;
  - 4. compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;
  - 5. sanction meetings that are otherwise unlawful;
  - 6. limit the rights of groups of students based on the size of the group;
  - 7. abridge the constitutional rights of any person.

### **III. DEFINITIONS**

- A. "Limited open forum" means that the school grants an offering to or opportunity for one or more noncurriculum related student groups to meet on school premises during noninstructional time.

- B. "Meeting" includes activities of student groups which are permitted under a limited open forum and are not directly related to the school curriculum. Distribution of literature does not constitute a meeting protected by the Equal Access Act.
- C. "Noninstructional time" means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place.
- D. "Sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting.
- E. "Secondary school" means any school with enrollment of pupils ordinarily in grades 7 through 12 or any portion thereof.

#### **IV. FAIR OPPORTUNITY CRITERIA**

Schools in this school district shall uniformly provide that:

- A. A meeting held pursuant to this policy is voluntary and student-initiated;
- B. There is no sponsorship of the meeting by the school or its agents or employees;
- C. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity;
- D. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
- E. Nonschool persons may not direct, control, or regularly attend activities of student groups.

#### **V. PROCEDURES**

- A. Any student who wishes to initiate a meeting under this policy shall apply to the principal of the building at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:
  - 1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.
  - 2. The activities or meetings are voluntary and student-initiated. The principal may require assurances of this fact.
- B. Student groups meeting under this policy must comply with the following rules:
  - 1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school. Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.
  - 2. The groups may not use the school name, school mascot name, school emblems, the school district name, or any name that might imply school or district sponsorship or affiliation in any activity, including fundraising and community involvement.

3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.
- C. Students applying for use of school facilities under this policy must provide the following information to the principal: time and date of meeting, estimated number of students in attendance, and special equipment needs.
  - D. The building principal has responsibility to:
    1. Keep a log of application information.
    2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.
    3. Note the condition of the facilities and equipment before and after use.
    4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity does not constitute school district sponsorship of the meeting or activity.
    5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.
  - E. The school district shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space. The school district will provide no additional or special transportation.
  - F. Nonschool persons may not direct, conduct, control, or regularly attend meetings and activities held pursuant to this policy.
  - G. School district employees or agents may not promote, lead, participate in, or otherwise sponsor meetings or activities held pursuant to this policy.
  - H. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

**Legal References:** 20 U.S.C. §§ 4071-74 (Equal Access Act)  
 20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)  
*Board of Educ. of Westside Community Schools v. Mergens*, 496 U.S. 226, ~~1105 S.Ct. 2356~~ (1990)  
*Good News Club v. Milford Central School*, 533 U.S. 98, ~~1215 S.Ct. 2093~~ (2001)  
*Child Evangelism Fellowship of Minnesota v. Special Sch. Dist. 1*, 690 F.3d 996 (8<sup>th</sup> Cir. 2012)  
*Child Evangelism Fellowship of Minnesota v. Elk River Area School Dist.* 728, 599 F.Supp. 2d 1136 (D. Minn. 2009)

**Cross References:** MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)  
~~MSBA Service Manual, Chapter 13, School Law Bulletin "O" (Equal Access Act)~~

*The Purpose, General Statement of Policy, Definitions, and Fair Opportunity Criteria sections reflect the language and requirements of the Equal Access Act and so should be adopted as written. School Boards have discretion to adopt reasonable procedures to implement the Act, however. We have provided a section on Procedures as a model.*

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

MSBA/MASA Model Policy 802

Orig. 1995

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

Rev. 202219

## **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:
  - a. another school district;
  - b. the state department of corrections;
  - c. the board of trustees of Minnesota State Colleges and Universities;
  - 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~~Sale or Purchase of State Property; 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)

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

MSBA/MASA Model Policy 805

Orig. 1996

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

Rev. 202216

## 805 WASTE REDUCTION AND RECYCLING

***[Note: The obligations stated in this policy are substantial and ~~are~~ virtually all are governed by statute. Accordingly, you will see statutory references throughout the policy. Obviously a A school district may choose to add obligations by policy.]***

### I. PURPOSE

The purpose of this policy is to establish a resource recovery program to promote the reduction of waste, the separation and recovery of recyclable and reusable commodities, the procurement of recyclable commodities and commodities containing recycled materials, the disposition of waste materials and surplus property, and the establishment of a program of education to develop an awareness of environmentally sound waste management. (~~Minn. Stat. § 115A.15, Subd. 1~~)

### II. GENERAL STATEMENT OF POLICY

The policy of the school district is to comply with all state laws relating to waste management and to make resource conservation an integral part of the physical operations and curriculum of the school district.

### III. DEFINITIONS

- A. "Lamp recycling facility" means a facility operated to remove, recover, and recycle for reuse mercury or other hazardous materials from fluorescent or high intensity discharge lamps. (~~Minn. Stat. § 116.93, Subd. 1~~)
- B. "Mixed municipal solid waste" means garbage, refuse, and other solid waste that is aggregated for collection but does not include auto hulks, street sweepings, ash, construction debris, mining waste, sludges, tree and agricultural wastes, tires, lead acid batteries, motor and vehicle fluids and filters, and other materials collected, processed, and disposed of as separate waste streams. (~~Minn. Stat. § 115A.03, Subd. 21~~)
- C. "Packaging" means a container and any appurtenant material that provide a means of transporting, marketing, protecting, or handling a product and includes pallets and packing such as blocking, bracing, cushioning, weatherproofing, strapping, coatings, closures, inks, dyes, pigments, and labels. (~~Minn. Stat. § 115A.03, Subd. 22b~~)
- D. "Postconsumer materials" means a finished material that would normally be discarded as a solid waste having completed its life cycle as a consumer item. (~~Minn. Stat. § 115A.03, Subd. 24b~~)
- E. "Rechargeable battery" means a sealed nickel-cadmium battery, a sealed lead acid battery, or any other rechargeable battery, except certain dry cell batteries or a battery exempted by the Commissioner of the Minnesota Pollution Control Agency (PCA) (Commissioner). (~~Minn. Stat. § 115A.9157~~)

- F. "Recyclable commodities" means materials, pieces of equipment, and parts which are not reusable but which contain recoverable resources. (~~Minn. Stat. § 115A.15, Subd. 1a(a)~~)
- G. "Recyclable materials" means materials that are separated from mixed municipal solid waste for the purpose of recycling or composting, including paper, glass, plastics, metals, automobile oil, batteries, source-separated compostable materials, and sole source food waste streams that are managed through biodegradative processes. Refuse-derived fuel or other material that is destroyed by incineration is not a recyclable material. (~~Minn. Stat. § 115A.03, Subd. 25a~~)
- H. "Recycling" means the process of collecting and preparing recyclable materials and reusing the materials in their original form that do not cause the destruction of recyclable materials in a manner that precludes further use. (~~Minn. Stat. § 115A.03, Subd. 25b~~)
- I. "Resource conservation" means the reduction in the use of water, energy, and raw materials. (~~Minn. Stat. § 115A.03, Subd. 26a~~)
- J. "Reusable commodities" means materials, pieces of equipment, parts, and used supplies which can be reused for their original purpose in their existing condition. (~~Minn. Stat. § 115A.15, Subd. 1a(b)~~)
- K. "Source-separated compostable materials" means materials that:
1. are separated at the source by waste generators for the purpose of preparing them for use as compost;
  2. are collected separately from mixed municipal solid waste and are governed by state licensing provisions;
  3. are comprised of food wastes, fish and animal waste, plant materials, diapers, sanitary products, and paper that is not recyclable because the Commissioner has determined that no other person is willing to accept the paper for recycling;
  4. are delivered to a facility to undergo controlled microbial degradation to yield a humus-like product meeting the PCA's class I or class II, or equivalent, compost standards and where process rejects do not exceed 15 percent by weight of the total material delivered to the facility; and
  5. may be delivered to a transfer station, mixed municipal solid waste processing facility, or recycling facility only for the purposes of composting or transfer to a composting facility, unless the Commissioner determines that no other person is willing to accept the materials.
- (~~Minn. Stat. § 115A.03, Subd. 32a~~)
- L. "Waste reduction" or "source reduction" means an activity that prevents generation of waste or the inclusion of toxic materials in waste, including:
1. reusing the product in its original form;
  2. increasing the life span of a product;

3. reducing material or the toxicity of material used in production or packaging;  
or
4. changing procurement, consumption, or waste generation habits to result in smaller quantities or lower toxicity of waste generated.

~~(Minn. Stat. § 115A.03, Subd. 36b)~~

#### **IV. WASTE DISPOSAL**

- A. The school district will attempt to decrease the amount of waste consumable materials by:
  1. reduction of the consumption of consumable materials whenever practicable;
  2. full utilization of materials prior to disposal;
  3. minimization of the use of non-biodegradable products whenever practicable.
- B. Each school district facility shall also collect at least three recyclable materials, such as, but not limited to, the following: paper, glass, plastic, and metal. ~~(Minn. Stat. § 115A.151)~~
- C. The school district will transfer all recyclable materials collected to a recycler and, to the extent practicable, cooperate with, and participate in, recycling efforts being made by the city and/or county where the school district is located. ~~(Minn. Stat. § 115A.151)~~
- D. Prior to entering into a contract for the management of mixed municipal solid waste, the school district will determine whether the disposal method provided for in the contract is equal to or better than the waste management practices currently employed in the county or district plan in the county where the school district is located and whether the contract is consistent with the solid waste plan. If the waste management method provided for in the contract is ranked lower than the waste management practices employed by the county or district, the school district will:
  1. determine the potential liability to the school district and its taxpayers for managing waste in this manner;
  2. develop and implement a plan for managing the potential liability; and
  3. submit the information in (1) and (2) above to the PCA.

If the contract is inconsistent with the county plan or if the school district's waste management activities are inconsistent with the county plan, the school district should obtain the consent of the county prior to entering into a binding contract or developing or implementing inconsistent solid waste management activities. ~~(Minn. Stat. § 115A.46, Subd. 5; Minn. Stat. § 115A.471; Minn. Stat. § 458D.07, Subd. 4)~~

- E. The school district may not knowingly place motor oil, brake fluid, power steering fluid, transmission fluid, motor oil filters, or motor vehicle antifreeze (other than small amounts of antifreeze contained in water used to flush the cooling system of a vehicle after the antifreeze has been drained and does not include de-icer that has been used on the exterior of a vehicle) in or on:

1. solid waste or solid waste management facilities other than a recycling facility or household hazardous waste collection facility;
2. the land unless approved by the PCA; or
3. the waters of the state, an individual sewage treatment system, or in a storm water or waste water collection or treatment system unless:
  - a. permitted to do so by the operator of the system and the PCA;
  - b. the school district generates an annual average of less than 50 gallons of waste motor vehicle antifreeze per month; and
  - c. the school district keeps records of the amount of waste antifreeze generated, maintains these records on site and makes the records available for inspection for a minimum of three years following generation of the waste antifreeze.

~~(Minn. Stat. § 115A.916)~~

- F. The school district may not place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
1. in solid waste; or
  2. in a wastewater disposal system.

~~(Minn. Stat. § 115A.932, Subd. 1(a))~~

- G. The school district may not knowingly place mercury or a thermostat, thermometer, electric switch, appliance, gauge, medical or scientific instrument, fluorescent or high-intensity discharge lamp, electric relay, or other electrical device from which the mercury has not been removed for reuse or recycling:
1. in a solid waste processing facility; or
  2. in a solid waste disposal facility.

~~(Minn. Stat. § 115A.932, Subd. 1(b))~~

- H. The school district will recycle a fluorescent or high-intensity discharge lamp by delivery of the lamp to a lamp recycling facility or to a facility that collects and stores lamps for the purpose of delivering them to a lamp recycling facility, including, but not limited to, a household hazardous waste collection or recycling facility, retailer take-back and utility provider program sites, or other sites designated by an electric utility under Minn. Stat. § Minnesota Statutes section 216B.241, subdivisionSubds. 2. ~~(Minn. Stat. § 115A.932, Subd. 1(c))~~

- I. The school district may not place a lead acid battery in mixed municipal solid waste or dispose of a lead acid battery. The school district also may not place in mixed municipal solid waste a dry cell battery containing mercuric oxide electrode, silver oxide electrode, nickel-cadmium, or sealed lead-acid that was purchased for use or

used by the school district. The school district also may not place in mixed municipal solid waste a rechargeable battery, a rechargeable battery pack, a product with a nonremovable rechargeable battery, or a product powered by rechargeable batteries or rechargeable battery pack, from which all batteries or battery packs have not been removed. (~~Minn. Stat. § 115A.915; Minn. Stat. § 115A.9155, Subd. 1; Minn. Stat. § 115A.9157, Subd. 2~~)

J. The school district may not place yard waste:

1. in mixed municipal solid waste;
2. in a disposal facility;
3. in a resource recovery facility, except for the purposes of reuse, composting, or cocomposting; or
4. in a plastic bag unless exempt as specified in ~~Minn. Stat. § Minnesota Statutes section~~ 115A.931(c), (d), or (e).

~~(Minn. Stat. § 115A.931)~~

K. The school district may not place a telephone directory:

1. in solid waste;
2. in a disposal facility; or
3. in a resource recovery facility, except a recycling facility.

~~(Minn. Stat. § 115A.951, Subd. 2)~~

L. The school district may not:

1. place major appliances in mixed municipal solid waste; or
2. dispose of major appliances in or on the land or in a solid waste processing or disposal facility.

~~(Minn. Stat. § 115A.9561)~~

M. The school district may not place in mixed municipal solid waste an electronic product containing a cathode-ray tube. (~~Minn. Stat. § 115A.9565~~)

N. The school district, on its own or in cooperation with others, may implement a program to collect, process, or dispose of household batteries. The school district may provide financial incentives to any person, including public or private civic groups, to collect the batteries. (~~Minn. Stat. § 115A.961, Subd. 3~~)

## **V. PROCUREMENT OF RECYCLED COMMODITIES AND MATERIALS**

A. When practicable and when the price of recycled materials does not exceed the price of nonrecycled materials by more than 10 percent, the school district may purchase recycled materials. In order to maximize the quantity and quality of recycled materials purchased, the school district may also use other appropriate procedures to acquire recycled materials at the most economical cost to the school district. (~~Minn.~~)

~~Stat. § 16C.073, Subd. 3(a))~~

- B. When purchasing commodities and services, the school district will apply and promote waste management practices with special emphasis on the reduction of the quantity and toxicity of materials in waste. ~~(Minn. Stat. § 16C.073, Subd. 3(b))~~
- C. Whenever practicable, the school district will:
1. purchase uncoated copy paper, office paper, and printing paper unless the coated paper is made with at least 50 percent postconsumer material;
  2. purchase recycled content copy paper with at least 30 percent postconsumer material by weight and purchase office and printing paper with at least 10 percent postconsumer material by weight;
  3. purchase paper which has not been dyed with colors, excluding pastel colors;
  4. purchase recycled content copy, office, and printing paper that is manufactured using little or no chlorine bleach or chlorine derivatives;
  5. use reusable binding materials or staples and bind documents by methods that do not use glue;
  6. use soy-based inks;
  7. purchase printer or duplication cartridges that:
    - a. have 10 percent post-consumer material; or
    - b. are purchased as remanufactured; or
    - c. are backed by a vendor-offered program that will take back the printer cartridges after their useful life, ensure that the cartridges are recycled, and comply with the definition of recycling in ~~Minn. Stat. § Minnesota Statutes section~~ 115A.03, ~~subdivision~~Subd. 25b;
  8. produce reports, publications, and periodicals that are readily recyclable;
  9. purchase paper which has been made on a paper machine located in Minnesota; and
  10. print documents on both sides of the paper where commonly accepted publishing practices allow.

~~(Minn. Stat. § 16C.073, Subd. 2)~~

- D. The school district may not use a specified product included on the prohibited products list published in the State Register. ~~(Minn. Stat. § 115A.9651)~~
- E. In developing bid specifications, the school district will consider the extent to which a commodity or product is durable, reusable or recyclable, and marketable through applicable local or regional recycling programs and the extent to which the commodity or product contains postconsumer material. ~~(Minn. Stat. § 16C.073, Subd. 3(b))~~
- F. When a project involves the replacement of carpeting, the school district may require all persons who wish to bid on the project to designate a carpet recycling company in

their bids. (~~Minn. Stat. § 16C.073, Subd. 3(b)~~)

## VI. OTHER

The policy of the school district is to actively advocate, where appropriate, for resource conservation practices to be adopted at the local, regional, and state levels.

**Legal References:** Minn. Stat. § 16C.073 (Purchase and Use of Paper Stock; Printing)  
Minn. Stat. § 115A.03 (Definitions)  
Minn. Stat. § 115A.15 (State Government Resource Recovery)  
Minn. Stat. § 115A.151 (~~Recycling Requirements; Public Entities; Commercial Buildings; Sports Facilities~~) (~~State and Local Facilities~~)  
Minn. Stat. § 115A.46 (~~Regional and Local Solid Waste Management Plan; Requirements~~)  
Minn. Stat. § 115A.471 (Public Entities; ~~Management of~~ Solid Waste)  
Minn. Stat. § 115A.915 (Lead Acid Batteries; Land Disposal Prohibited)  
Minn. Stat. § 115A.9155 (Dispos~~ing~~al of Certain Dry Cell Batteries)  
Minn. Stat. § 115A.9157 (Rechargeable Batteries and Products)  
Minn. Stat. § 115A.916 (Motor Vehicle Fluids and Filters; Prohibitions)  
Minn. Stat. § 115A.931 (Yard Waste~~;~~ Prohibition)  
Minn. Stat. § 115A.932 (Mercury Prohibition)  
Minn. Stat. § 115A.951 (Telephone Directories)  
Minn. Stat. § 115A.9561 (Major Appliances)  
Minn. Stat. § 115A.9565 (Cathode-Ray Tube Prohibition)  
Minn. Stat. § 115A.961, Subd. 3 (Household Batteries; Collection, Processing, and Disposal)  
Minn. Stat. § 115A.9651 (Listed Metals in Specified Products~~;~~ Enforcement)  
Minn. Stat. § 116.93, Subd. 1 (Lamp Recycling Facilities)  
Minn. Stat. § 216B.241, Subds. 2 ~~and 4~~ (~~Public Utilities; Energy Conservation and Optimization~~)  
Minn. Stat. § 458D.07 (Sewage Collection and Disposal)  
*National Solid Waste Management Ass'n v. Williams, et al.*, 966 F.Supp. 844 (D. Minn. 1997)

**Cross References:** None

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

MSBA/MASA Model Policy 807

Orig. 2012

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

Rev. 202215

## 807 HEALTH AND SAFETY POLICY

***[Note: To receive health and safety revenue for any fiscal year, school districts must submit an application to the Minnesota Commissioner of Education, along with a health and safety budget adopted and confirmed by the school board as being consistent with the school district's health and safety policy. This policy has been approved by the Minnesota Department of Education.***

***The subdivisions of Minnesota Statutes Section Minn. Stat. § 123B.57 that relate to a school district's ability to apply for health and safety revenue have been repealed effective fiscal year 2017. The provisions of this policy substantially reflect statutory requirements.]***

### I. PURPOSE

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

### II. GENERAL STATEMENT OF POLICY

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

### III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing

within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

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

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
  - 1. Asbestos
  - 2. Fire and Life Safety
  - 3. Employee Right to Know
  - 4. Emergency Action Planning
  - 5. Combustible and Hazardous Materials Storage
  - 6. Indoor Air Quality
  - 7. Mechanical Ventilation
  - 8. Mold Cleanup and Abatement
  - 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
  - 10. Infectious Waste/Bloodborne Pathogens
  - 11. Community Right to Know
  - 12. Compressed Gas Safety
  - 13. Confined Space Standard
  - 14. Electrical Safety
  - 15. First Aid/CPR/AED
  - 16. Food Safety Inspection
  - 17. Forklift Safety
  - 18. Hazardous Waste
  - 19. Hearing Conservation
  - 20. Hoist/Lift/Elevator Safety
  - 21. Integrated Pest Management
  - 22. Laboratory Safety Standard/Chemical Hygiene Plan
  - 23. Lead
  - 24. Control of Hazardous Energy Sources (Lockout/Tagout)
  - 25. Machine Guarding
  - 26. Safety Committee
  - 27. Personal Protection Equipment (PPE)
  - 28. Playground Safety
  - 29. Radon
  - 30. Respiratory Protection
  - 31. Underground and Above Ground Storage Tanks
  - 32. Welding/Cutting/Brazing
  - 33. Fall Protection
  - 34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
  - 35. Other areas determined to be appropriate by the health and safety advisory committee.

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

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action will be taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

## **V. BUDGET**

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

## **VI. ENFORCEMENT**

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

**Legal References:** Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)  
Minn. Stat. § 123B.57 (~~Capital Expenditure;~~ Health and Safety Projects)  
Minn. Stat. § 182.676 (Safety Committees)  
Minn. Rules Part 5208.0010 (Accident and Injury Reduction Program;

Applicability)  
Minn. Rules Part 5208.0070 ([Accident and Injury Reduction Program](#);  
Alternative Forms of Committee)

**Cross References:** MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to  
Hazardous Substances)  
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District  
Budget)  
MSBA/MASA Model Policy 806 (Crisis Management Policy)

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

MSBA/MASA Model Policy 901

Orig. 1995

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

Rev. ~~2022~~1999

## **901 COMMUNITY EDUCATION**

### **I. PURPOSE**

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school district.

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

The school board affirms a strong commitment to the community education program. The school board welcomes, and strongly encourages use of school buildings and activity areas by the community when not used for regularly scheduled elementary and secondary programs. The school administration should strive to accomplish the following objectives:

- A. Maximum use should be made of public school facilities within the school district service area.
- B. Educational needs and interest of area residents should be determined periodically.
- C. Community resources and expertise of residents should be utilized to develop a vibrant, well-rounded community education program.
- D. Area residents should be encouraged to actively participate in program opportunities.

### **III. COMMUNITY EDUCATION ADVISORY COUNCIL**

- A. The council shall assist in promoting the goals and objectives of the program.
- B. The membership of the community education advisory will consist of members who represent: various service organizations; churches; public and nonpublic schools; local government including elected officials; public and private nonprofit agencies serving youth and families; parents; youth; park, recreation or forestry services of municipal or local government units located in whole or in part within the boundaries of the school district; and any other groups participating in the community education program in the school district.
- C. Bylaws of the community education advisory council shall provide the framework for the organization including criteria pertaining to membership, officers' duties, frequency and structure of meetings and such other matters as deemed necessary and appropriate.
- D. The council will adopt a policy to reduce and eliminate program duplication within the school district.

**Legal References:** Minn. Stat. § 123B.51 (Schoolhouses and Sites; [Uses for School and Nonschool Purposes; Closings](#))~~Access for Noncurricular Purposes~~  
Minn. Stat. § 124D.19, Subd. 1 (Community Education Programs; Advisory Council)  
Minn. Stat. § 124D.20, Subd. 1 (Community Education Revenue)

**Cross References:** MSBA/MASA Model Policy 902 (Use of School District Facilities and Equipment)

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

MSBA/MASA Model Policy 902

Orig. 1995

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

Rev. 20~~22~~12

## **902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT**

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

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

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

### **III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES**

- A. The school district administration shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the school district administration.
- C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

### **IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES**

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Requests for use of school facilities by community groups or individuals shall be made through the school district administrative office. The administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.
- C. The school board may require a rental fee for the use of school facilities. Such fee may include the cost of custodial and supervisory service if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approval by the school board.
- D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

**V. USE OF SCHOOL EQUIPMENT**

The administration will present a procedure to the school board for review and approval regarding the type of equipment that is available for community use, the extent to which it may be utilized, and the manner by which it may be scheduled for use and any charges to be made relating thereto. Upon approval of the school board, such procedure shall be an addendum to this policy.

**VI. RULES FOR USE OF FACILITIES AND EQUIPMENT**

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries.

**Legal References:** Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses For School and Nonschool Purposes; Closings) ~~Access for Noncurricular Purposes~~

**Cross References:** MSBA/MASA Model Policy 801 (Equal Access to School Facilities)  
MSBA/MASA Model Policy 901 (Community Education)

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

MSBA/MASA Model Policy 903

Orig. 1995

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

Rev. 20~~22~~17

## **903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES**

### **I. PURPOSE**

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

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

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

### **III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS**

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

### **IV. RESPONSIBILITY**

- A. The school district administration shall present recommended visitor and post-secondary enrollment options student procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. The superintendent shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

### **V. VISITOR LIMITATIONS**

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.

- B. Visitors, including post-secondary enrollment options students, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
  2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

**Legal References:** Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
Minn. Stat. § 124D.09 (Post~~s~~-Secondary Enrollment Options ActProgram)  
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)  
Minn. Stat. § 609.605, Subd. 4 (Trespass~~es~~-on-School-Property)

**Cross References:** None

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

MSBA/MASA Model Policy 906

Orig. 1997

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

\_\_\_\_ Rev.

202206

## 906 COMMUNITY NOTIFICATION OF PREDATORY OFFENDERS

***[Note: School board adoption of a policy regarding a predatory offender notification is discretionary. ~~The Sex Offender Community Notification Act, Minn. Stat. § Minnesota Statutes section 244.052, imposes duties on law enforcement agencies but does not impose mandatory notification duties on school districts except as set forth in Paragraph IV.B.6., below.]~~***

### I. PURPOSE

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

### II. GENERAL STATEMENT OF POLICY

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

### III. DEFINITIONS

- A. ~~The "Sex Offender Community Notification Act," Minn. Stat. § Minnesota Statutes section 244.052, as amended, allows law enforcement agencies to disclose information about certain predatory offenders when they are released into the community. The information disclosed and to whom it is disclosed will depend upon their assessment of the level of risk posed by the predatory offender.~~
- B. "Risk Level Assessment" is the level of danger to the community as established by the Minnesota Department of Corrections following a review by a committee of experts. The level of risk assigned to a soon-to-be-released offender determines the scope of notification. ~~(Minn. Stat. § 244.052, Subds. 2, 3)~~

C. "Risk Levels"

1. "Level I" – Risk Level I is assigned to a predatory offender whose risk assessment score indicates a low risk of reoffense.
2. "Level II" – Risk Level II is assigned to a predatory offender whose risk assessment score indicates a moderate risk of reoffense.
3. "Level III" – Risk Level III is assigned to a predatory offender whose risk assessment score indicates a high risk of reoffense.

(Minn. Stat. § 244.052, Subd. 3(e))

D. "Notification or Disclosure by Law Enforcement Agency"

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

(Minn. Stat. § 244.052, Subd. 4)

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

1. A local law enforcement agency will generally provide Offender Fact Sheets for Level II predatory offenders directly to the school district.
2. Level III Offender Fact Sheets will be distributed at a community meeting conducted by the local law enforcement agency.

F. "Law enforcement agency" means the law enforcement agency having primary jurisdiction over the location where the offender expects to reside upon release.

(Minn. Stat. § 244.052, Subd. 1(3))

G. "Criminal history conviction data" is public data on a convicted criminal which is compiled by the State Bureau of Criminal Apprehension (BCA). (Minn. Stat. § 13.87)

## IV. PROCEDURES

### A. Level II Notification

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

1. The superintendent shall notify the law enforcement agencies within the school district that all appropriate Level II and Level III notifications are to be provided at least to the superintendent of schools.
2. Upon notification of the release of a Level II predatory offender, the superintendent shall forward the Offender Fact Sheet to all building principals and central office administrators. This would include transportation, food service and buildings and grounds supervisors.
3. Principals of schools in close proximity to the Level II predatory offender's residence shall meet with staff and show the Offender Fact Sheet to persons within the buildings who supervise students or who would be in a position to observe if the Level II offender was in or around the school. This includes, but is not limited to, administrators, teachers, coaches, paraprofessionals, custodians, clerical and office workers, food service workers, volunteers, and transportation providers.
4. The school district shall request criminal history conviction data on the Level II predatory offender from its local law enforcement agency. On a case-by-case basis, the superintendent may determine whether to send a letter to parents with general information regarding release of the Level II offender and a copy of the criminal history conviction data that the school district obtained from its local law enforcement agency. The offender fact sheet contains data classified as private or not public under Minnesota law and may only be distributed to parents, students, or others outside the school district if it determines the release is for the purpose of securing the schools and protecting individuals under the school district's care while they are on or near school premises.
5. The building administrator shall cause the Offender Fact Sheet to be posted in each building in an area accessible to staff and employees but not the general public unless a determination has been made that public posting will help secure the school or protect students.
6. The school district shall not distribute or provide access to Level II Offender Fact Sheets to parents, students, or others outside the school district unless a determination has been made that dissemination of the data will help secure the school or protect students.

***[Note: The Minnesota Department of Administration issued an opinion confirming that the Predatory Offender Fact Sheet contains private data or not public data. However, it is the department's opinion that a***

***school district may release any information contained in the notification to anyone, including staff, students, parents, and guardians, if it determines that the release of data will help secure the school or protect students.]***

B. Level III Notification

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

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 244.052 (~~Predatory Offenders; NoticeCommunity Notification~~)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
~~34 U.S.C. 2090142 U.S.C. § 16901 et seq. (Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration ProgramJacob Wetterling, Megan Nicole Kanka, and Pam Lychner Sex Offender Registration and Notification Program)~~  
Dept. of Admin. Advisory Op. No. 98-004

**Cross References:**

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

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

MSBA/MASA Model Policy 907

Orig. 2005

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

Rev. 2022

## **907 REWARDS**

***[Note: A school board must formally adopt a policy authorizing rewards for information leading to the conviction of the person committing or conspiring to commit the specified crimes before a reward may be offered.]***

### **I. PURPOSE**

The purpose of this policy is to authorize the school board to offer rewards to persons who provide accurate and reliable information leading to the conviction of a person who has committed or conspired to commit a crime against students or school employees, volunteers, or school board members as a result of their affiliation with the school district, or against school district property.

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

The school board believes that, in certain circumstances, the offering of a reward may lead to the receipt of information that would solve or prevent a crime against students, school employees, volunteers, school board members, or school district property. The school board also believes that the fact that the school board may offer a reward may have a deterrent effect on the commission of such crimes.

### **III. APPROVAL OF OFFERING OF REWARDS**

The school board shall approve the offering of any rewards by the school district. The approval shall specify the amount of the reward and the crime to which it is applicable. The approval may relate to a specific incident or to a continuing category of crime, i.e., assault of a teacher, damage to school property, etc.

### **IV. ESTABLISHMENT OF PROCEDURES**

The superintendent shall develop directives and procedures to address the timing and method of payment of any reward earned by an information provider. The information provided must have led to the conviction of the person who committed or conspired to commit the crime for which the reward was offered.

**Legal References:** Minn. Stat. § 123B.02, Subd. 22 (General Powers of Independent School Districts Reward)

**Cross References:** None

**DATE:** August 14, 2023

**TITLE:** Donations

**TYPE:** Action

**PRESENTER:** Andrew Adams, Executive Director of Finance & Operations

**Background:**

School districts receive donations from private individuals, public entities, and trusts on a regular basis. The district implemented School Board Policy 706 – Acceptance of Gifts to ensure compliance with statutory guidance.

**Rationale:**

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

**Recommendation:**

It is recommended that the following donations be accepted by the school board for the benefit of Austin Public School students.

<b>DONOR</b>	<b>AMOUNT</b>	<b>RECIPIENT(S)</b>	<b>PURPOSE</b>
Fraternal Order of Eagles	1450.00	Kids Closets in All Elementary Schools	Supplies
Early Risers Kiwanis	2275.00	Kids Closets in All Elementary Schools	Supplies
Jamie Srsem	100.00	Community Education	More than Pink Expenses
Austin Rotary Club	600.00	Community Education	More than Pink Expenses
Hormel Foods Matching Funds	250.00	AHS Baseball	Expenses
Ryan Stinnett	48.60	IJ Holton	Expenses
Patty Riedl	38.88	IJ Holton	Expenses
Hormel Foods Matching Funds	360.00	IJ Holton	Expenses
Hormel Foods Matching Funds	50.00	Banfield Elementary	Expenses
Casey's Loyalty Program	1.00	AHS	Expenses

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

MSBA/MASA Model Policy 621  
Orig. 2023

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

## **621 LITERACY AND THE READ ACT**

**[Note: By the 2026-2027 school year, the school district must provide evidence-based reading instruction through a focus on student mastery of the foundational reading skills of phonemic awareness, phonics, and fluency, as well as the development of oral language, vocabulary, and reading comprehension skills. Students must receive evidence-based instruction that is proven to effectively teach children to read, consistent with Minnesota Statutes, sections 120B.1117 to 120B.124.]**

### **I. PURPOSE**

This policy aligns with Minnesota law established in the Read Act and on other topics related to reading.

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

The school district recognizes the centrality of reading in a student's educational experience.

### **III. DEFINITIONS**

- A. "Evidence-based" means the instruction or item described is based on reliable, trustworthy, and valid evidence and has demonstrated a record of success in increasing students' reading competency in the areas of phonological and phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Evidence-based literacy instruction is explicit, systematic, and includes phonological and phonemic awareness, phonics and decoding, spelling, fluency, vocabulary, oral language, and comprehension that can be differentiated to meet the needs of individual students. Evidence-based instruction does not include the three-cueing system, as defined in subdivision 16.
- B. "Fluency" means the ability of students to read text accurately, automatically, and with proper expression.
- C. "Foundational reading skills" includes phonological and phonemic awareness, phonics and decoding, and fluency. Foundational reading skills appropriate to each grade level must be mastered in kindergarten, grade 1, grade 2, and grade 3. Struggling readers in grades 4 and above who do not demonstrate mastery of grade-level foundational reading skills must continue to receive explicit, systematic instruction to reach mastery.
- D. "Literacy specialist" means a person licensed by the Professional Educator Licensing and Standards Board as a teacher of reading, a special education teacher, or a kindergarten through grade 6 teacher, who has completed professional development approved by the Minnesota Department of Education (MDE) in structured literacy. A literacy specialist employed by the department under Minnesota Statutes, section 120B.123, subdivision 7, or by a district as a literacy lead, is not required to complete the approved training before August 30, 2025.
- E. "Literacy lead" means a literacy specialist with expertise in working with educators as adult learners. A district literacy lead must support the district's implementation of the

Read Act; provide support to school-based coaches; support the implementation of structured literacy, interventions, curriculum delivery, and teacher training; assist with the development of personal learning plans; and train paraprofessionals and other support staff to support classroom literacy instruction. A literacy lead may be employed by one district, jointly by two or more districts, or may provide services to districts through a partnership with the regional service cooperatives or another district.

- F. "Multitiered system of support" or "MTSS" means a systemic, continuous improvement framework for ensuring positive social, emotional, behavioral, developmental, and academic outcomes for every student. The MTSS framework provides access to layered tiers of culturally and linguistically responsive, evidence-based practices and relies on the understanding and belief that every student can learn and thrive. Through a MTSS at the core (Tier 1), supplemental (Tier 2), and intensive (Tier 3) levels, educators provide high quality, evidence-based instruction and intervention that is matched to a student's needs; progress is monitored to inform instruction and set goals and data is used for educational decision making.
- G. "Oral language," also called "spoken language," includes speaking and listening, and consists of five components: phonology, morphology, syntax, semantics, and pragmatics.
- H. "Phonemic awareness" means the ability to notice, think about, and manipulate individual sounds in spoken syllables and words.
- I. "Phonics instruction" means the explicit, systematic, and direct instruction of the relationships between letters and the sounds they represent and the application of this knowledge in reading and spelling.
- J. "Progress monitoring" means using data collected to inform whether interventions are working. Progress monitoring involves ongoing monitoring of progress that quantifies rates of improvement and informs instructional practice and the development of individualized programs using state-approved screening that is reliable and valid for the intended purpose.
- K. "Reading comprehension" means a function of word recognition skills and language comprehension skills. It is an active process that requires intentional thinking during which meaning is constructed through interactions between the text and reader. Comprehension skills are taught explicitly by demonstrating, explaining, modeling, and implementing specific cognitive strategies to help beginning readers derive meaning through intentional, problem-solving thinking processes.
- L. "Structured literacy" means an approach to reading instruction in which teachers carefully structure important literacy skills, concepts, and the sequence of instruction to facilitate children's literacy learning and progress. Structured literacy is characterized by the provision of systematic, explicit, sequential, and diagnostic instruction in phonemic awareness, phonics, fluency, vocabulary and oral language development, and reading comprehension.
- M. "Three-cueing system," also known as "meaning structure visual (MSV)," means a method that teaches students to use meaning, structure and syntax, and visual cues when attempting to read an unknown word.
- N. "Vocabulary development" means the process of acquiring new words. A robust vocabulary improves all areas of communication, including listening, speaking, reading,

and writing. Vocabulary growth is directly related to school achievement and is a strong predictor for reading success.

#### **IV. READING SCREENER; PARENT NOTIFICATION AND INVOLVEMENT**

- A. The school district must administer an approved evidence-based reading screener to students in kindergarten through grade 3 within the first six weeks of the school year, and again within the last six weeks of the school year. The screener must be one of the screening tools approved by the Minnesota Department of Education (MDE).
- B. The school district must identify any screener it uses in the district's annual literacy plan, and submit screening data with the annual literacy plan by June 15.
- C. Schools, at least biannually after administering each screener, must give the parent of each student who is not reading at or above grade level timely information about:
  - 1. the student's reading proficiency as measured by a screener approved by MDE;
  - 2. reading-related services currently being provided to the student and the student's progress; and
  - 3. strategies for parents to use at home in helping their student succeed in becoming grade-level proficient in reading in English and in their native language.
- D. The school district may not use this section to deny a student's right to a special education evaluation.

#### **V. IDENTIFICATION AND REPORT**

- A. Students enrolled in kindergarten, grade 1, grade 2, and grade 3, including multilingual learners and students receiving special education services, must be universally screened for mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, oral language, and for characteristics of dyslexia as measured by a screening tool approved by MDE. The screening for characteristics of dyslexia may be integrated with universal screening for mastery of foundational skills and oral language.
- B. The school district must submit data on student performance in kindergarten, grade 1, grade 2, and grade 3 on foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language to MDE in the annual local literacy plan submission due on June 15.
- C. Students in grades 4 and above, including multilingual learners and students receiving special education services, who do not demonstrate mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language, must be screened using a screening tool approved by MDE for characteristics of dyslexia and must continue to receive evidence-based instruction, interventions, and progress monitoring until the students achieve grade-level proficiency. A parent, in consultation with a teacher, may opt a student out of the literacy screener if the parent and teacher decide that continuing to screen would not be beneficial to the student. In such limited cases, the student must continue to receive progress monitoring and literacy interventions.

- D. Reading screeners in English, and in the predominant languages of school district students where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of multilingual learners. The school district must use an approved, developmentally appropriate, and culturally responsive screener and annually report summary screener results to the MDE Commissioner by June 15 in the form and manner determined by the MDE Commissioner.
- E. The school district must include in its literacy plan a summary of the district's efforts to screen, identify, and provide interventions to students who demonstrate characteristics of dyslexia as measured by a screening tool approved by MDE. With respect to students screened or identified under paragraph (a), the report must include:
  - 1. a summary of the school district's efforts to screen for dyslexia;
  - 2. the number of students universally screened for that reporting year;
  - 3. the number of students demonstrating characteristics of dyslexia for that year; and
  - 4. an explanation of how students identified under this subdivision are provided with alternate instruction and interventions under Minnesota Statutes, section 125A.56, subdivision 1.

## **VI. INTERVENTION**

- A. For each student identified under the screening identification process, the school district shall provide reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year.
- B. The school district must implement progress monitoring, as defined in Minnesota Statutes, section 120B.1118, for a student not reading at grade level.
- C. The school district must use evidence-based curriculum and intervention materials at each grade level that are designed to ensure student mastery of phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension. Starting July 1, 2023, if the school district purchases new literacy curriculum, or literacy intervention or supplementary materials, the curriculum or materials must be evidence-based as defined in Minnesota Statutes, section 120B.1118.
- D. If a student does not read at or above grade level by the end of the current school year, the school district must continue to provide reading intervention until the student reads at grade level. School district intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs that specialize in evidence-based instructional practices and measure mastery of foundational reading skills, including phonemic awareness, phonics, decoding, fluency, and oral language.
- E. By the 2025-2026 school year, intervention programs must be taught by an intervention teacher or special education teacher who has successfully completed training in evidence-based reading instruction approved by MDE. Intervention may include but is not limited to requiring student attendance in summer school, intensified reading instruction that may require that the student be removed from the regular

classroom for part of the school day, extended-day programs, or programs that strengthen students' cultural connections.

- F. The school district must determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school must develop the learning plan in consultation with the student's parent or guardian. The personal learning plan must include targeted instruction that is evidence-based and ongoing progress monitoring, and address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the regular school day, group interventions, periodic assessments or screeners, and reasonable timelines. The personal learning plan may include grade retention, if it is in the student's best interest; a student may not be retained solely due to delays in literacy or not demonstrating grade-level proficiency. A school must maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an individualized education program.

## **VII. LOCAL LITERACY PLAN**

- A. The school district must adopt a local literacy plan to have every child reading at or above grade level every year beginning in kindergarten and to support multilingual learners and students receiving special education services in achieving their individualized reading goals. The school district must update and submit the plan to the Commissioner of MDE by June 15 each year. The plan must be consistent with the Read Act, and include the following:
1. a process to assess students' foundational reading skills, oral language, and level of reading proficiency and the screeners used, by school site and grade level, under Minnesota Statutes, section 120B.123;
  2. a process to notify and involve parents;
  3. a description of how schools in the school district will determine the targeted reading instruction that is evidence-based and includes an intervention strategy for a student and the process for intensifying or modifying the reading strategy in order to obtain measurable reading progress;
  4. evidence-based intervention methods for students who are not reading at or above grade level and progress monitoring to provide information on the effectiveness of the intervention;
  5. identification of staff development needs, including a plan to meet those needs;
  6. the curricula used by school site and grade level;
  7. a statement of whether the school district has adopted a MTSS framework;
  8. student data using the measures of foundational literacy skills and mastery identified by MDE for the following students:
    - a. students in kindergarten through grade 3;
    - b. students who demonstrate characteristics of dyslexia; and

- c. students in grades 4 to 12 who are identified as not reading at grade level; and
  - 9. the number of teachers and other staff that have completed training approved by the department.
- B. The school district must post its literacy plan on the official school district website and submit it to the Commissioner of MDE using the template developed by the Commissioner beginning June 15, 2024.

## **VIII. STAFF TRAINING**

- A. Beginning July 1, 2024, a school district must provide access to the training required under Minnesota Statutes, section 120B.123, subdivision 5, to:
  - 1. intervention teachers working with students in kindergarten through grade 12;
  - 2. all classroom teachers of students in kindergarten through grade 3 and children in prekindergarten programs;
  - 3. special education teachers;
  - 4. curriculum directors;
  - 5. instructional support staff who provide reading instruction; and
  - 6. employees who select literacy instructional materials for a district.
- B. The school district must provide training from a menu of approved evidence-based training programs to all reading intervention teachers, literacy specialists, and other teachers and staff identified in Minnesota Statutes, section 120B.12, subdivision 1, paragraph (b), by July 1, 2025; and by July 1, 2027, to other teachers in the school district, prioritizing teachers who work with students with disabilities, English learners, and students who qualify for the graduation incentives program under Minnesota Statutes, section 124D.68. The Commissioner of MDE may grant a school district an extension to these deadlines.
- C. By August 30, 2025, the school district must employ or contract with a literacy lead, or be actively supporting a designated literacy specialist through the process of becoming a literacy lead. The school board may satisfy the requirements of this subdivision by contracting with another school board or cooperative unit under Minnesota Statutes, section 123A.24 for the services of a literacy lead by August 30, 2025. The school district literacy lead must collaborate with school district administrators and staff to support the school district's implementation of requirements under the Read Act.

## **IX. STAFF DEVELOPMENT**

- A. The school district must provide training programs on evidence-based reading instruction to teachers and instructional staff in accordance with subdivision 1, paragraph (b). The training must include teaching in the areas of phonemic awareness, phonics, vocabulary development, reading fluency, reading comprehension, and culturally and linguistically responsive pedagogy.

- B. The school district shall use the data under Article V. above to identify the staff development needs so that:
1. elementary teachers are able to implement explicit, systematic, evidence-based instruction in the five reading areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension with emphasis on mastery of foundational reading skills as defined in Minnesota Statutes, section 120B.1118 and other literacy-related areas including writing until the student achieves grade-level reading and writing proficiency;
  2. elementary teachers have sufficient training to provide students with evidence-based reading and oral language instruction that meets students' developmental, linguistic, and literacy needs using the intervention methods or programs selected by the school district for the identified students;
  3. licensed teachers employed by the school district have regular opportunities to improve reading and writing instruction;
  4. licensed teachers recognize students' diverse needs in cross-cultural settings and are able to serve the oral language and linguistic needs of students who are multilingual learners by maximizing strengths in their native languages in order to cultivate students' English language development, including oral academic language development, and build academic literacy; and
  5. licensed teachers are well trained in culturally responsive pedagogy that enables students to master content, develop skills to access content, and build relationships.
- C. The school district must provide staff in early childhood programs sufficient training to provide children in early childhood programs with explicit, systematic instruction in phonological and phonemic awareness; oral language, including listening comprehension; vocabulary; and letter-sound correspondence.

**X. LITERACY INCENTIVE AID USES**

The school district must use its literacy incentive aid to support implementation of evidence-based reading instruction. The following are eligible uses of literacy incentive aid:

1. training for kindergarten through grade 3 teachers, early childhood educators, special education teachers, reading intervention teachers working with students in kindergarten through grade 12, curriculum directors, and instructional support staff that provide reading instruction, on using evidence-based screening and progress monitoring tools;
2. evidence-based training using a training program approved by MDE;
3. employing or contracting with a literacy lead, as defined in Minnesota Statutes, section 120B.1118;
4. materials, training, and ongoing coaching to ensure reading interventions under Minnesota Statutes, section 125A.56, subdivision 1, are evidence-based; and costs of substitute teachers to allow teachers to complete required training during the teachers' contract day.

**Legal References:** Minn. Stat. § 120B.1118 (Read Act Definitions)  
Minn. Stat. § 120B.12 (Read Act Goal and Interventions)  
Minn. Stat. § 120B.123 (Read Act Implementation)  
Minn. Stat. § 123A.24 (Withdrawing from a Cooperative Unit; Appealing Denial of Membership)  
Minn. Stat. § 124D.68 (Graduation Incentives Program)  
Minn. Stat. § 124D.98 (Literacy Incentive Aid)  
Minn. Stat. § 125A.56 (Alternate Instruction Required before Assessment Referral)

**Cross References:** None

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

MSBA/MASA Model Policy 624  
Orig. 2023

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

## **624 ONLINE INSTRUCTION**

***[Note: In 2023, the Minnesota Legislature repealed the Online Learning Option Act (Minnesota Statutes, section 124D.095) and replaced it with the Online Instruction Act (Minnesota Statutes, section 124D.094). This policy fully replaces the old Model Policy 624].***

### **I. PURPOSE**

The purpose of this policy is to recognize and govern online instruction options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online instruction site for supplemental or full-time online learning.

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

- A. The school district shall not prohibit an enrolled student from applying to enroll in online instruction.
- B. The school district shall grant academic credit for completing the requirements of an online instruction course or program.

### **III. DEFINITIONS**

- A. "Blended instruction" means a form of digital instruction that occurs when a student learns part time in a supervised physical setting and part time through online instruction under paragraph (E).
- B. "Digital instruction" means instruction facilitated by technology that offers students an element of control over the time, place, path, or pace of learning and includes blended and online instruction.
- C. "Enrolling district" means the school district in which a student is enrolled under Minnesota Statutes, section 120A.22, subdivision 4.
- D. "Online course syllabus" means a written document that identifies the state academic standards taught and assessed in a supplemental online course under paragraph (I); course content outline; required course assessments; instructional methods; communication procedures with students, guardians, and the enrolling district under paragraph (C); and supports available to the student.
- E. "Online instruction" means a form of digital instruction that occurs when a student learns primarily through digital technology away from a supervised physical setting.
- F. "Online instructional site" means a site that offers courses using online instruction under paragraph (E) and may enroll students receiving online instruction under paragraph (E).
- G. "Online teacher" means an employee of the enrolling district under paragraph (C) or the

supplemental online course provider under paragraph (J) who holds the appropriate licensure under Minnesota Rules, chapter 8710, and is trained to provide online instruction under paragraph (E).

- H. "Student" means a Minnesota resident enrolled in a school defined under Minnesota Statutes, section 120A.22, subdivision 4, in kindergarten through grade 12 up to the age of 21.
- I. "Supplemental online course" means an online learning course taken in place of a course provided by the student's enrolling district under paragraph (C).
- J. "Supplemental online course provider" means a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that is authorized by the Minnesota Department of Education (MDE) to provide supplemental online courses under paragraph (I).

#### **IV. DIGITAL INSTRUCTION**

- A. An enrolling district may provide digital instruction, including blended instruction and online instruction, to the district's own enrolled students. Enrolling districts may establish agreements to provide digital instruction, including blended instruction and online instruction, to students enrolled in the cooperating schools.
- B. When online instruction is provided, an online teacher shall perform all duties of teacher of record under Minnesota Rules, part 8710.0310. Unless the Commissioner of MDE grants a waiver, a teacher providing online instruction shall not instruct more than 40 students in any one online learning course or section.
- C. Students receiving online instruction full time shall be reported as enrolled in an online instructional site.
- D. Curriculum used for digital instruction shall be aligned with Minnesota's current academic standards and benchmarks.
- E. Digital instruction shall be accessible to students under section 504 of the federal Rehabilitation Act and Title II of the federal Americans with Disabilities Act.
- F. An enrolling district providing digital instruction and a supplemental online course provider shall assist an enrolled student whose family qualifies for the education tax credit under Minnesota Statutes, section 290.0674 to acquire computer hardware and educational software so they may participate in digital instruction. Funds provided to a family to support digital instruction or supplemental online courses may only be used for qualifying expenses as determined by the provider. Nonconsumable materials purchased with public education funds remain the property of the provider. Records for any funds provided must be available for review by the public or MDE.
- G. An enrolling district providing digital instruction shall establish and document procedures for determining attendance for membership and keep accurate records of daily attendance under Minnesota Statutes, section 120A.21.

#### **V. SUPPLEMENTAL ONLINE COURSES**

- A. Notwithstanding Minnesota Statutes, sections 124D.03 and 124D.08 and Minnesota

Statutes, chapter 124E, procedures for applying to take supplemental online courses other than those offered by the student's enrolling district are as provided in this subdivision.

- B. Any kindergarten through grade 12 student may apply to take a supplemental online course. The student, or the student's parent or guardian for a student under age 17, must submit an application for the proposed supplemental online course or courses. A student may:
  - 1. apply to take an online course from a supplemental online course provider that meets or exceeds the academic standards of the course in the enrolling district they are replacing;
  - 2. apply to take supplemental online courses for up to 50 percent of the student's scheduled course load; and
  - 3. apply to take supplemental online courses no later than 15 school days after the student's enrolling district's term has begun. An enrolling district may waive the 50 percent course enrollment limit or the 15-day time limit.
- C. A student taking a supplemental online course must have the same access to the computer hardware and education software available in a school as all other students in the enrolling district.
- D. A supplemental online course provider must have a current, approved application to be listed by MDE as an approved provider. The supplemental online course provider must:
  - 1. use an application form specified by MDE;
  - 2. notify the student, the student's guardian if they are age 17 or younger, and enrolling district of the accepted application to take a supplemental online course within ten days of receiving a completed application;
  - 3. notify the enrolling district of the course title, credits to be awarded, and the start date of the online course. A supplemental online course provider must make the online course syllabus available to the enrolling district;
  - 4. request applicable academic support information for the student, including a copy of the IEP, EL support plan, or 504 plan; and
  - 5. track student attendance and monitor academic progress and communicate with the student, the student's guardian if they are age 17 or younger, and the enrolling district's designated online learning liaison.
- E. A supplemental online course provider may limit enrollment if the provider's school board or board of directors adopts by resolution specific standards for accepting and rejecting students' applications. The provisions may not discriminate against any protected class or students with disabilities.
- F. A supplemental online course provider may request that MDE review an enrolling district's written decision to not accept a student's supplemental online course application. The student may participate in the supplemental online course while the application is under review. Decisions shall be final and binding for both the enrolling district and the supplemental online course provider.

- G. A supplemental online course provider must participate in continuous improvement cycles with MDE.

**VI. ENROLLING DISTRICT**

- A. An enrolling district may not restrict or prevent a student from applying to take supplemental online courses.
- B. An enrolling district may request an online course syllabus to review whether the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district.
- C. Within 15 days after receiving notice of a student applying to take a supplemental online course, the enrolling district must notify the supplemental online course provider whether the student, the student's guardian, and the enrolling district agree that academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district. If the enrolling district does not agree that the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district, then:
  - 1. the enrolling district must provide a written explanation of the district's decision to the student, the student's guardian, and the supplemental online course provider; and
  - 2. the online provider must provide a response to the enrolling district explaining how the course or program meets the graduation requirements of the enrolling district.
- D. An enrolling district may reduce the course schedule of a student taking supplemental online courses in proportion to the number of supplemental online learning courses the student takes.
- E. An enrolling district must appoint an online learning liaison who:
  - 1. provides information to students and families about supplemental online courses;
  - 2. provides academic support information including IEPs, EL support plans, and 504 plans to supplemental online providers; and
  - 3. monitors attendance and academic progress, and communicates with supplemental online learning providers, students, families, and enrolling district staff.
- F. An enrolling district must continue to provide support services to students taking supplemental online courses as they would for any other enrolled student including support for English learners, case management of an individualized education program, and meal and nutrition services for eligible students.
- G. An online learning student must receive academic credit for completing the requirements of a supplemental online learning course. If a student completes an online learning course that meets or exceeds a graduation standard or the grade progression requirement at the enrolling district, that standard or requirement is met.

- H. Secondary credits granted to a supplemental online learning student count toward the graduation and credit requirements of the enrolling district. The enrolling district must apply the same graduation requirements to all students, including students taking supplemental online courses.
- I. An enrolling district must provide access to extracurricular activities for students taking supplemental online courses on the same basis as any other enrolled student.

**VII. REPORTING**

Courses that include blended instruction and online instruction must be reported in the manner determined by the Commissioner of MDE.

**LEGAL REFERENCES:** Minn. Stat. § 120A.21 (Enrollment of a Student in Foster Care)  
Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 124D.03 (Enrollment Options Act)  
Minn. Stat. § 124D.08 (School Board’s Approval to Enroll in Nonresident District; Exceptions)  
Minn. Stat. § 124D.094 (Online Instruction Act)  
Minn. Stat. Ch. 124E (Charter Schools)  
Minn. Rules Ch. 8710 (Teacher and Other School Professional Licensing)

**CROSS REFERENCES:** MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 620 (Credit for Learning)

**INTERNET ACCEPTABLE USE AND SAFETY POLICY**

524

*[Note: School districts are required by statute to have a policy addressing these issues.]*

**I. PURPOSE**

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

**II. GENERAL STATEMENT OF POLICY**

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

**III. LIMITED EDUCATIONAL PURPOSE**

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

**IV. USE OF SYSTEM IS A PRIVILEGE**

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

**V. UNACCEPTABLE USES**

- A. While not an exhaustive list, the following uses of the school district system and Internet resources or accounts are considered unacceptable:
  - 1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
    - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;

- b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
  - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
  - d. information or materials that could cause damage or danger of disruption to the educational process;
  - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
- a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
  - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
    - (1) such information is classified by the school district as directory information and verification is made that the school district has

not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or

- (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook," "Twitter," "Instagram," "Snapchat," "TikTok," "Reddit," and similar websites or applications.
7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
  8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
  9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
  10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. The school district has a special interest in regulating off-campus speech that materially disrupts classwork or involves substantial disorder or invasion of the rights of others. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations may include, but are not limited to, serious or severe bullying or harassment targeting particular individuals, threats aimed at teachers or other students, failure to follow rules concerning lessons, the writing of papers, the use of computers, or participation in other online school activities, and breaches of school security devices. If the school district receives a

report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

## **VI. FILTER**

***[Note: School districts that receive certain federal funding, such as e-rate discounts, for purposes of Internet access and connection services and/or receive funds to purchase Internet accessible computers are subject to the federal Children's Internet Protection Act, effective in 2001. This law requires school districts to adopt an Internet safety policy that contains the provisions set forth below. Also, the Act requires such school districts to provide reasonable notice and hold at least one public hearing or meeting to address the proposed Internet safety policy prior to its implementation. School districts that do not seek such federal financial assistance need not adopt the alternative language set forth below nor meet the requirements with respect to a public meeting to review the policy. The following alternative language for school districts that seek such federal financial assistance satisfies both state and federal law requirements.]***

- A. With respect to any of its computers with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
1. Obscene;
  2. Child pornography; or
  3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
  2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

**VII. CONSISTENCY WITH OTHER SCHOOL POLICIES**

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

**VIII. LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents may have the right at any time to investigate or review the contents of their child's files and e-mail files in accordance with the school district's Protection and Privacy of Pupil Records Policy. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure, or discovery under Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

**IX. INTERNET USE AGREEMENT**

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the

school district.

- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

**X. LIMITATION ON SCHOOL DISTRICT LIABILITY**

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

**XI. USER NOTIFICATION**

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
  - 1. Notification that Internet use is subject to compliance with school district policies.
  - 2. Disclaimers limiting the school district's liability relative to:
    - a. Information stored on school district diskettes, hard drives, or servers.
    - b. Information retrieved through school district computers, networks, or online resources.
    - c. Personal property used to access school district computers, networks, or online resources.
    - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
  - 3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
  - 4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
  - 5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial

obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.

6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Public and Private Personnel Data Policy, and Protection and Privacy of Pupil Records Policy.
7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

## **XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE**

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
  1. A copy of the user notification form provided to the student user.
  2. A description of parent/guardian responsibilities.
  3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
  4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.
  5. A statement that the school district's acceptable use policy is available for parental review.

## **XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS**

- A. "Technology provider" means a person who:
  1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
  2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
  - 1. identify each curriculum, testing, or assessment technology provider with access to educational data;
  - 2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
  - 3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.
- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The contract must require that:
  - 1. the technology provider's employees or contractors have access to educational data only if authorized; and
  - 2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

**XIV. SCHOOL-ISSUED DEVICES**

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
  - 1. any location-tracking feature of a school-issued device;
  - 2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
  - 3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.
- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:

1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
  2. the activity is permitted under a judicial warrant;
  3. the school district is notified or becomes aware that the device is missing or stolen;
  4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
  5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
  6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

#### **XV. CELL PHONE USE**

1. Students are prohibited from using cell phones and other electronic communication devices during the instructional day. Students also are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, and malicious and sadistic conduct.
2. If the school district has a reasonable suspicion that a student has violated a school policy, rule, or law by use of a cell phone or other electronic communication device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search.
3. Students who use an electronic communication device during the school day and/or in violation of school district policies may be subject to disciplinary action pursuant to the school district's discipline policy. In addition, a student's cell phone or electronic communication device may be confiscated by the school district and, if applicable, provided to law enforcement. Cell phones or other electronic communication devices that are confiscated and retained by the school district will be returned in accordance with school building procedures.

#### **XVI. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN**

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an

individualized family service plan, an individualized education program, or a 504 plan in effect.

**XVII. IMPLEMENTATION; POLICY REVIEW**

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.031 (School Student Bullying Policy)  
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)  
Minn. Stat. § 125B.15 (Internet Access for Students)  
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)  
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)  
17 U.S.C. § 101 *et seq.* (Copyrights)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))  
47 C.F.R. § 54.520 (FCC rules implementing CIPA)  
*Mahanoy Area Sch. Dist. v. B.L.*, 594 U.S. \_\_\_\_ , 141 S. Ct. 2038 (2021)  
*Tinker v. Des Moines Indep. Cmty. Sch. Dist.*, 393 U.S. 503 (1969)  
*United States v. Amer. Library Assoc.*, 539 U.S. 194(2003)  
*Sagehorn v. Indep. Sch. Dist. No. 728*, 122 F.Supp.2d 842 (D. Minn. 2015)  
*R.S. v. Minnewaska Area Sch. Dist. No. 2149*, 894 F.Supp.2d 1128 (D. Minn. 2012)  
*Tatro v. Univ. of Minnesota*, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)  
*S.J.W. v. Lee’s Summit R-7 Sch. Dist.*, 696 F.3d 771 (8<sup>th</sup> Cir. 2012)  
*Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist.*, 853 F.Supp.2d 888 (W.D. Mo. 2012)  
*M.T. v. Cent. York Sch. Dist.*, 937 A.2d 538 (Pa. Commw. Ct. 2007)

**Cross References:** 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 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Grievance Procedures and Process)

MSBA/MASA Model Policy 603 (Curriculum Development)  
MSBA/MASA Model Policy 604 (Instructional Curriculum)  
MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)  
MSBA/MASA Model Policy 806 (Crisis Management Policy)  
MSBA/MASA Model Policy 904 (Distribution of Materials on School District  
Property by Nonschool Persons)

Policy Adopted: 02/21/01  
Policy Revised: 08/22/22

**EARLY ENTRANCE AND GRADE ACCELERATION**

**I. PURPOSE**

The purpose of this policy is to provide procedures for the consideration of early entrance for students in kindergarten and grade acceleration for students in grades 1-8.

**II. GENERAL STATEMENT OF POLICY**

The school board will allow early school entrance and grade acceleration. The following steps will be followed prior to the school district's decision regarding each individual student case.

**A. Early Entrance**

Students who have met the criteria set by the Austin Public Schools will be allowed to enter kindergarten early. The decision made by the administration shall be final.

**B. Grade Acceleration**

Students who have met the criteria set by the Austin Public Schools will be allowed to accelerate.

---

Policy Adopted: 12/9/02

Policy Reviewed and Renumbered from 514 to 534: 12/9/13

Policy Updated: 1/11/16

Policy Renumbered from 534 to 535: 8/14/17

Policy Reviewed: 11/13/18

Policy Renumbered from 535 to 536: 6/14/21

## PROCEDURES

### Early Entrance

1. The parent shall initiate ~~at~~ the request for early entrance with the elementary principal in whose attendance area the child resides. All requests ~~should~~ shall be submitted by April 1<sup>st</sup> of the prior school year.

24. Parents will be notified regarding the School District's decision ~~dispensation on~~ the request no later than June 15.

3. The process required of parents initiating a request for early entrance is enumerated in the "Austin Public School District #492 Policy and Procedure Guide." The request for early entrance requires a submission of:

a. An Early Childhood Screening. This is available by Austin Public School for free for children ages 3 through 5.

b. A Student Background Information Form.

c. Supplemental materials include:

i. A letter of support from the Parents/Guardian outlining why the child should be considered for Early Entrance to kindergarten.

ii. A letter of support from the Pre-School Teacher (or other adult who works with the child in a Pre-School like setting) outlining the child's readiness academically, socially, and emotionally.

iii. The parents may also be asked to provide a psychologist's recommendation based on achievement and ability testing. The parents are responsible for all costs incurred to secure the recommendation.

32. Once the above materials are reviewed, ~~t~~The building principal ~~District Coordinator of Gifted and Talented Services~~ will arrange a pre-assessment interview ~~Kindergarten Assessment meeting with~~ involving himself/herself, a Gifted and Talented Interventionist or designee, or Success Coach.

The parents are asked not to accompany the child or observe the child during the assessment. The results of the Assessment will be shared when the decision about early entrance is shared.~~the central office designee, the parent, and a kindergarten teacher. The primary purpose of the interview is to assemble data on the child such as the child's birth date, preschool experiences, and any other information which might be needed in order to arrive at an eventual decision.~~

43. The student whose parents are requesting early entrance may also need to attend a Kindergarten Registration. The Coordinator of Gifted and Talented Services or a Gifted and Talented Interventionist or designee will observe the child's attention, adaptability, social skills, and communication skills.

~~The parents may be asked to provide a psychologist's recommendation based on achievement and ability testing. The parents are responsible for all costs incurred to secure the recommendation.~~

5. After the above information has been gathered, a team that includes the District Coordinator of Gifted and Talented Services, the principal, and the administrator of the Kindergarten Assessment

~~4. After the parent has submitted the necessary data to the building principal, the principal, teacher, and central office designee will meet to determine the findings of the collected data and to make a decision regarding the request for early entrance.~~

6.5. The building principal and central office designee will then meet with the parent and relate their decision.principal or the District Coordinator of Gifted and Talented Services will contact the family to share whether or not Early Entrance to kindergarten is recommended. If the family would like additional information regarding the results of the Kindergarten Assessment, a meeting can be scheduled.

**OR**

6. Note, if t~~The child does not meet the age requirement for kindergarten, but has transferred from a state in which he/she did meet the age requirements and was previously enrolled. The parent will need to provide verification of enrollment from the previous district.~~

### **Grade Acceleration**

It is the procedure of the Austin Public Schools to allow grade acceleration providing

that the elementary and middle school student meets the following criteria:

1. The parent initiates the request with the building principal in whose attendance area the child resides. All requests should be submitted by April 1 of the prior school year. Parents will be notified regarding the dispensation District's decision on the request no later than June 15.

2. The building principal will arrange ~~a meeting~~ c-ommunication with himself/herself, the parent or guardian(s), the District Coordinator of Gifted and Talented Services, School Social Worker/Counselor, and the School Psychologist; the student's teacher(s), the central office designee, and if applicable, the building principal of the next level [as a whole, this makes up the Talent Development Team]:-

3. The Talent Development Team will gather the following information:

a. A Full-Grade Acceleration form

b. A teacher rating form

c. A student interview

d. Assessment data from the last two years that determines ability (CogAT7), achievement, and aptitude (FastBridgeSTAR Testing)

~~The data gathered relates to purpose of the meeting will be to gather data regarding~~ the student's current achievement and abilities. It may be necessary to request further testing in order to make a decision. If that is the case, the parent is responsible for any costs incurred in this process.

4. After all necessary data has been collected the ~~building principal, teacher(s), and the central office designee~~ Talent Development Team will review the data, complete the Iowa Acceleration Scale (3d Edition), and make a ~~decision~~ recommendation as to whether the student shall be accelerated. The building principal is responsible for communicating the decision to the parent.

5. ~~If the student meets the criteria set by the district, it will be necessary for the student to demonstrate competencies of the grade level(s) that will be~~

~~missed.~~ A second meeting with the parents/guardians shall be scheduled to discuss the acceleration decision and plan to support the student. A written notification will also be sent.

6. The student will be monitored by school personnel according to plan. Progress, concerns, or adjustments shall be reported to parents/guardians and other stakeholders.

Adopted: 12/9/02

Reviewed and Renumbered from 514 to 534: 12/9/13

Policy Updated: 1/11/16

Renumbered from 534 to 535: 8/14/17

Policy Renumbered from 535 to 536: 6/14/21

#### Sources

Minn. Stat. § 124D.02

Minn. Stat. § 120B.15

**I. PURPOSE**

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

**II. GENERAL STATEMENT OF POLICY**

- A. The school district shall neither promote nor disparage any religious belief or nonbelief. Instead, the school district encourages all students and employees to have appreciation for and tolerance of each other's views.
- B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

**III. RESPONSIBILITY**

- A. The superintendent shall be responsible for ensuring that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:
  - 1. The proposed activity must have a secular purpose.
  - 2. The primary objective of the activity must be one that neither advances nor inhibits religion.
  - 3. The activity must not foster excessive governmental relationships with religion.
  - 4. Notwithstanding the foregoing guidelines, reasonable efforts must be made to accommodate any student who wishes to be excused from a curricular activity for a religious observance. The school district must provide annual notice to parents of this policy.

- B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

**Legal References:** U. S. Const., amend. I  
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)  
Minn. Stat. § 120A.35 (Absence from School for Religious Observance)  
Minn. Stat. § 121A.10 (Moment of Silence)  
*Good News Club v. Milford Central School*, 533 U.S. 98 (2001)  
*Santa Fe Indep. Sch. Dist. v. Doe*, 530 U.S. 290 (2000)  
*Tangipahoa Parish Bd. of Educ. v. Freiler*, 530 U.S. 1251 (2000)  
*Lemon v. Kurtzman*, 403 U.S. 602, (1971)  
*Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1*, 690 F.3d 996 (8<sup>th</sup> Cir. 2012)  
*Wigg v. Sioux Falls Sch. Dist.*, 382 F.3d 807 (8<sup>th</sup> Cir. 2004)  
*Doe v. School Dist. of City of Norfolk*, 340 F.3d 605 (8<sup>th</sup> Cir. 2003)  
*Stark v. Independent Sch. Dist. No. 640*, 123 F.3d 1068 (8<sup>th</sup> Cir. 1997)  
*Floreay v. Sioux Falls Sch. Dist. 49-5*, 619 F.2d 1311 (8<sup>th</sup> Cir. 1980)  
*Roark v. South Iron R-1 Sch. Dist.*, 573 F.3d 556 (8<sup>th</sup> Cir. 2009)  
*Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728*, 599 F.Supp.2d 1136 (D. Minn. 2009)  
*LeVake v. Independent Sch. Dist. No. 656*, 625 N.W.2d 502 (Minn. App. 2001)  
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)  
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)  
Minn. Op. Atty. Gen. 63 (1940)  
Minn. Op. Atty. Gen. 120 (1924)  
Minn. Op. Atty. Gen. 121 (1924)

**Cross References:** MSBA/MASA Model Policy 801 (Equal Access to School Facilities)

Policy adopted: 8/22/05  
Policy revised: 09/10/12  
Policy updated: 02/14/22  
Policy revised: 10/10/22

## **Policy 609 - Guidelines**

These guidelines have been developed as authorized by Policy 609- Religion for the purpose of providing further guidance relative to the teaching of materials related to religion. The primary purpose of all material used to provide information on religion and/or religious holidays shall be to promote the educational goal of advancing student knowledge.

### **Specific Guidelines:**

#### The Role of Religion in School Curriculum

1. Religious instruction is the responsibility of parents and religious institutions, but teaching about religion and beliefs of conscience is a legitimate and appropriate part of academic education.
2. To ensure that the educational approach to religion is one of academic instruction, not of indoctrination, and that it does not either advance or inhibit religion, the District shall adhere to the following:
  - a. Study or presentations about religion or other beliefs of conscience must achieve academic educational goals and be presented in a balanced and neutral manner within the context of the approved curriculum.
  - b. The approach to religion must be academic, not devotional.
  - c. The objective study of comparative religions is permissible. The emphasis on religious themes in school curriculum should only be as extensive as necessary for a balanced and comprehensive study of these areas.
  - d. The school may educate about any and all religions, but may not promote or denigrate any religion or belief of conscience. Students should not feel pressure to accept any particular view or belief.
  - e. School staff must be aware of and sensitive to the beliefs and spiritual practices of all students, and shall encourage all students, parents, and staff to appreciate and be tolerant of each other's religious views.
  - f. Student-initiated expressions to questions or assignments which reflect their beliefs or non-beliefs about a religious belief theme shall be accommodated. For example, students are free to respectfully express religious belief or non-belief as part of a class discussion, homework, composition, art form, music, or test.

#### Observance of Religious Holidays

1. The purpose of the recognition of the religious holidays must be to provide objective and

secular instruction about religious traditions rather than to promote a particular religion involved.

2. Religious holidays, including their religious aspects, may be studied. However, the holiday may not be observed or promoted as a religious event.
3. If religious holidays are studied as part of the educational/instructional program, it should be as a part of a planned series of lessons incorporating many religions and their religious holidays. The school district's program of instruction should not emphasize or promote religious belief or emphasize or promote one religion above any other.
4. Any teacher or administrator should ask the following questions when they decorate, use symbols associated with religious holidays or have activities that are related to a religious holiday:
  - a. Do I have a distinct educational purpose in mind? If so, what is it? This question applies to items placed on a teacher's or administrator's desk. The purpose of the holiday symbols, decorations or activities shall not be for public schools to celebrate or observe religious holidays.
  - b. If I use holidays as opportunity to teach about religion, am I balanced and fair in my approach? For example, if I teach about Christmas and Easter, do I also teach about non-Christian holidays?
  - c. Does the planned activity have the primary effect of advancing a specific religion or religious holiday or inhibiting religion? Does it, for example, promote one faith over another or even religion in general? The District's approach shall be academic, and not devotional. The District shall not proselytize.

#### Religion and Musical Programs

1. A school musical program or concert composed of several choral and/or instrumental selections shall have secular educational value. While individual religious pieces of music may be performed for their musical value, the total effect of a music program or concert shall be non-religious.
  - a. For example, an acceptable program may include secular winter songs and holiday music from around the world, which includes religious and secular seasonal music from various lands and religions, as long as the program does not have the effect of being religiously oriented.
2. Such events shall not promote or denigrate any particular religion, serve as a religious celebration, or become a forum for religious devotion.