

Agenda Independent School District 279 School Board	Regular Business Meeting Educational Service Center - Board Room 11200 93rd Ave N Maple Grove, MN 55369 Tuesday, September 27, 2022 6:00 PM
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Our mission is to inspire and prepare each and every scholar with the confidence, courage and competence to achieve their dreams; contribute to community; and engage in a lifetime of learning.

This regular meeting of the Osseo School Board is being conducted in person. The meeting can be monitored electronically by streaming online at district279.org/info-center/school-board (Watch Livestream). An archived recording will also be available on the district website.

Agenda Items

1. Call to Order and Roll Call
Kelsey Dawson Walton, Board Chair
2. Pledge of Allegiance
3. Additions to Agenda
4. Acceptance of Agenda
5. Recognitions
6. Introduction and Welcome: Student Board Representatives for the 2022-2023 School Year
Cory McIntyre, Superintendent and Amy Tollefson, District Level Principal
7. Audience Opportunity to Address The School Board
8. Superintendent's Report
Cory McIntyre, Superintendent
9. School Board Committee Reports
10. Presentation: Preliminary FY 2022 Financial Report 4
John Morstad, Executive Director of Finance and Operations and Kelly Benusa, Director of Business Services
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14. Closed Session: Litigation Tim Palmatier, General Counsel	
15. Adjournment Kelsey Dawson Walton, Board Chair	

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TO: Cory McIntyre, Superintendent
FROM: John Morstad, Executive Director of Finance and Operations
Kelly Benusa, Director of Business Services
SUBJECT: Preliminary Fiscal Year 2022 Year-end Financial Reports
DATE: September 27, 2022

Each year the district is required to complete an independent audit and submit a Comprehensive Annual Financial Report (CAFR) by December 31st. ISD 279 - Osseo Area Schools begins this process in August and the independent audit results are presented to the school board for approval in November. By September each year, the process provides a preliminary year-end financial report to assist in budget development for the upcoming fiscal year. This memo, along with the four attached exhibits, summarizes these preliminary financial results for the fiscal year ended June 30, 2022.

Exhibit I summarizes all revenue and expenditure amounts in the budgeted funds. The exhibit contains color coding that matches the color coding in this memo for each fund.

General Fund

The General Fund includes the primary operations of the District in providing educational services to students from pre-kindergarten through grade 12, including transportation activities. **Exhibit II** summarizes the combined General Fund revenue and expenditure budget variance. The combined revenue/expenditure variance was 0.88% of total budgeted revenue and expenditures. This was within the budget planning benchmark of 2.0% for budgeted amounts.

General Fund Revenue

Revenues were under budget by (\$14,935) or (0.01%) of the revised budget (**Exhibit II**). The variances can be attributed to several main factors outlined below.

- General education aid was higher by \$420,281 due to ten fewer actual APUs (Adjusted Pupil Units) and 101 more actual extended APU's from budgeted amounts and prior year adjustments.
- Tax collections decreased (\$396,834) from budgeted amounts.
- Unrealized loss for investment earnings of (\$112,469) due to market value changes at year-end.

General Fund Expenditures

Expenditures were under budget by (\$4,569,311) or (1.74%) of the General Fund's basic operating expenditure budget (**Exhibit II**).

- Salaries were over budget by \$217,054 or 0.13%. The following items comprise most of the variance.
 - o Salaries were over budget by \$1.7 million due to the \$750 stipend for staff.
 - o Open educational support professional and custodial open positions and unused budget capacity offset most of the overage.
- Benefits were under budget by (\$525,762). The variance can be attributed to two main areas.
 - o First, employee health insurance and HSA contributions were (\$413,000) less than projected.
 - o Second, unemployment was (\$184,000) less than anticipated due to the State of Minnesota utilizing federal funds to reduce claims for public school districts related to COVID-19.
- Purchased services expenditures were (\$3,385,665) under budget. The following items comprise most of the variance.
 - o Transportation for contracted services was under budget by (\$877,000) and snow removal was (\$161,000) less than anticipated. Transportation actual costs were lower due to several factors; including the new contract for type III transportation, learning model changes caused by COVID-19, propane fuel rebates, and one snow day.
 - o Other purchased services, repairs, and staff development were under budget by (\$1,074,000) due to cost containment by management and staff.
 - o Tuition paid to other districts and post-secondary education options (PSEO) paid to colleges were under budget by (\$880,000).
 - o Utilities were under budget by (\$253,000) due to energy efficiency tactics.
 - o Supplies, capital, and other expenditures were under budget by (\$874,938). General and instructional supplies were under budget by (\$833,000) and can be attributed to cost containment efforts of management and staff.

As in the past, we continue to record special funded projects (state and federal) and gifts, fund raising, clearing, and resale activity accounts separately. This is done for each account to ensure that expenditures occur only to the extent of revenue available.

- Special funded projects (state and federal) continue to be a large component of operations, with a total budget of \$42,000,843, which is a (0.04%) decrease from the prior year. Actual expenditures were under budget by (\$5,752,580) and will be carried over into next year since many of these projects' cross fiscal years. However, certain other grants have a one-year window to expend allowable funds. We carefully monitor grants with expiration dates to ensure that they are spent within the required parameters.
- Gifts, fund raising, clearing, and resale expenditures were under budget by (\$282,929). This under expenditure is offset by revenues received in these areas being (\$130,300) less than budget, along with prior year carryover.
- Student activities expenditures were under budget by (\$110,207). This under expenditure is offset by revenues received in these areas being (\$105,466) less than budget.

General Fund – Fund Balance

Exhibit III shows the General fund balance decrease of (\$2,926,204) including, special grants and gift accounts. This was less than the anticipated decrease of (\$6,478,751). The assigned and unassigned fund balance decreased by (\$2,178,130) from a balance of \$93,852,388 on June 30, 2021, to \$91,674,258 on June 30, 2022.

The fund balance at year end does not represent actual cash on hand. On June 30, 2022, the cash and investments balance were \$113,451,918; this was a decrease in cash position of \$117,591,792 from the prior year. The difference is mainly caused by state aid metering of payments and the tax shift, which are utilized to help balance Minnesota's state budget.

Food and Nutrition Services Fund

Exhibit I shows the Food and Nutrition Services Fund had a planned surplus of \$1,352,973 in FY2022. In **Exhibit III**, actual revenue exceeded expenditures by \$1,869,825. Actual revenue came in over budget by \$1,070,553. Actual expenditures came in over budget by \$553,701. The variance resulted in an increase to fund balance of \$516,852 more than was projected.

The fund balance increased to \$6,567,975 on June 30, 2022. This balance represents 43.9% of annualized expenditures and is more than adequate. We are planning to continue to use Food and Nutrition Services resources for capital improvements to increase the efficiency and effectiveness of the operation.

Community Service Fund

Exhibit I shows the Community Service Fund had a planned surplus of \$1,420,608. In **Exhibit III**, total fund balance increased to \$2,438,026 on June 30, 2022. This balance represents 35.8% of annualized expenditures. Under State law, all revenue and fund balance in this fund are reserved for community education programs. In **Exhibit I**, operating revenue was more than budget by \$118,721 or 0.91%. Operating expenditures were (\$862,110) or (7.38%) under budget due to salaries and benefits being less than projected, mainly in the Kidstop program due to various open and unfilled positions.

Capital & Land Proceeds Fund

The Capital & Land Proceeds Fund ended the year with an increase to fund balance of \$1,562,542. This compares to an anticipated budgeted deficit of (\$1,382,689).

In **Exhibit III**, the entire Capital Expenditure/Land Proceeds Fund ending fund balance of \$9,547,796 on June 30, 2022, is restricted by State Statute for facilities, equipment, textbooks, and long-term facilities maintenance.

Debt Service Fund

Fund balance decreased to \$4,304,440 in FY2022. In **Exhibit I**, budgeted revenues exceeded actual revenues by \$5,846 or 0.04%. Budgeted amounts exceeded expenditures by \$123,508 or 0.72%. Debt service fund revenue and expenditures represent amounts necessary to meet payment schedules associated with the long-term debt of the district.

Summary

Overall, we had a better year than budgeted, from a financial standpoint, due to the assistance of staff and administration. We were close to budget in most areas. The assigned and unassigned fund balance needs to be maintained to shelter the District from making significant budget reductions, in the General Fund.

We will continue to evaluate the FY2022 financial data in relationship to the FY2023 and FY2024 budgets. We will use this, as well as other relevant information, as a basis for a revised budget of FY2023 revenue and expenditures. In addition, we will revise the projection for FY2024 before establishing budget parameters.

We would like to express special appreciation to the entire Business Services staff for their work and dedication throughout this year.

ACTUAL VS BUDGET FINANCIAL RESULTS FOR FY2022

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
General Fund					
Local sources					
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%	Tax collections decreased from budgeted amounts.
Investment earnings	(42,469)	70,000	(112,469)	-160.67%	Unrealized loss for investment earnings due to market value changes at year-end.
Other					
Tuition and fees	939,582	885,400	54,182		
Miscellaneous	302,433	270,000	32,433		
State sources					
					General education aid was more than budgeted amounts. Actual students served were ten fewer APU's (Adjusted Pupil Units) and 101 more extended time APU's from previous estimates. Total APU's for the FY2022 audit were 22,343 Remaining difference was due to prior year adjustments.
General education	150,547,778	150,127,497	420,281	0.28%	
Special education-regular & summer school	36,512,624	36,528,064	(15,440)		
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855		
Third party billing for medical assistance	633,681	600,000	33,681		
Wards of the state	698	-	698		
Other	5,658,730	5,739,054	(80,324)		
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%	Variance
Special Funded Projects (State & Federal)	35,089,065	42,000,843	(6,911,778)	-16.46%	Federal carryover
Gifts, Fund Raising, Clearing, and Resale	2,039,700	2,170,000	(130,300)		
Student Activities	269,534	375,000	(105,466)		
Total Revenue	<u>\$ 294,105,891</u>	<u>\$ 301,268,370</u>	<u>\$ (7,162,479)</u>		

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
Food and Nutrition Services					
Local sources					
Investment earnings	\$ (1,702)	\$ 1,500	\$ (3,202)		
Other					
Sale of lunches	578,281	455,615	122,666	26.92%	A la carte sales increased from budgeted amounts.
Miscellaneous	208,115	88,500	119,615	135.16%	Sale proceeds from unused equipment increased from budgeted amounts.
State sources	483,685	478,390.00	5,295		
Federal sources	15,464,869	14,636,908	827,961	5.66%	Federal lunch and breakfast revenue increased from budgeted amounts due to increased number of meals served and additional revenue received from USDA Supply
Food and Nutrition Services Fund Operating Budget	16,733,249	15,660,913	1,072,336	6.85%	Variance
Special Funded Projects (State & Federal)	97,267	99,050	(1,783)		
Total Revenue	<u>\$ 16,830,516</u>	<u>\$ 15,759,963</u>	<u>\$ 1,070,553</u>		
Community Service					
Local sources					
Property taxes	\$ 3,080,401	\$ 3,091,429	\$ (11,028)		
Investment earnings	(2,038)	2,000	(4,038)		
Other					
Kidstop fees	5,718,730	5,634,479	84,251		
Continuing education	281,887	321,250	(39,364)		
Ice arena	278,303	267,503	10,800		
Tuition and other fees	1,848,920	1,733,000	115,920	6.69%	Tuition and other fees were more than anticipated due to increased participation in School Readiness programs and increased facility rentals.
State sources					
Early childhood	1,076,434	1,076,703	(269)		
Learning readiness	884,986	884,242	744		
Other	1,555	1,554	1		
Early childhood screening	57,444	95,740	(38,296)		
Community Service Operating Budget	13,226,621	13,107,900	118,721	0.91%	Variance
Special Funded Projects	3,561,721	3,703,943	(142,222)	-3.84%	Federal carryover
Gifts, Fund Raising and Clearing	23,483	-	23,483		
Total Revenue	<u>\$ 16,811,824</u>	<u>\$ 16,811,843</u>	<u>\$ (19)</u>		

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
Capital & Land Proceeds					
Local sources					
Property taxes	\$ 7,855,218	\$ 7,855,218	-		
Investment earnings	(274)	-	(274)		
Rental	57,465	25,000	32,465		
Other	1,160,103	332,254	827,849	249.16%	Sale proceeds from unused equipment increased \$683,000 and e-rate revenue increased \$145,000 from budgeted amounts.
State sources					
Operating capital general education	7,767,048	7,765,817	1,231		
Capital Operating Budget	16,839,560	15,978,289	861,271	5.39%	Variance
Special Funded Projects	12,157,636	13,017,199	(859,563)	-6.60%	Long-term facilities maintenance revenue decreased from budgeted amounts.
Gifts, Fund Raising, and Clearing	17,600	80,000	(62,400)		
Total Revenue	<u>\$ 29,014,795</u>	<u>\$ 29,075,488</u>	<u>\$ (60,693)</u>		
Debt Service					
Local sources					
Property taxes	\$ 15,569,096	\$ 15,598,683	\$ (29,587)	-0.19%	
Investment earnings	(3,501)	8,500	(12,001)		
State sources	1,021,114	985,371	35,743		
Debt Service Operating Budget	\$ 16,586,708	\$ 16,592,554	\$ (5,846)	-0.04%	Variance
All Funds Revenue Operating Budget Total	\$ 320,093,729	\$ 318,062,183	\$ 2,031,546	0.64%	Variance

Expenditure Comparisons		Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
General Fund						
Salaries		\$ 164,048,753	\$ 163,831,699	\$ 217,054	0.13%	Salaries were over budget by \$217,000 or 0.13%. The variance is mainly due to several factors. The \$750 stipend of \$1.7 million was not budgeted for in FY 2022. This item was mostly offset by open educational support professional and custodial positions and unused budget capacity.
Employee benefits		59,368,138	59,893,900	(525,762)	-0.88%	The variance can be attributed to two main areas. The first item, employee health insurance and HSA contributions were \$413,000 less than projected. Second, unemployment was \$184,000 less than anticipated due to the State of Minnesota utilizing federal funds to reduce claims related to COVID-19.
Purchased services						
Transportation contracted services		16,135,229	17,173,649	(1,038,420)	-6.05%	Transportation contracted services and snow removal were under budget by \$877,000 and \$161,000, respectively. Transportation actual costs were lower due to several factors, including the new contract for type III transportation, learning model changes caused by COVID-19, propane fuel rebates, and one snow day.
Utilities		4,527,672	4,780,183	(252,511)	-5.28%	Utilities were under budget due to energy efficiency tactics.
Other purchased services		8,489,525	10,316,209	(1,826,684)	-17.71%	Tuition paid to districts and PSEO paid to colleges was under budget by \$880,000. The remaining variance is due to cost containment of management and staff.
Repairs		511,301	617,038	(105,737)	-17.14%	The majority of the variance is due to cost containment of management and staff.
Staff development		348,957	476,161	(127,204)	-26.71%	Staff development was under budget.
Property & liability insurance		664,891	700,000	(35,109)		
Supplies, capital, and other						
General and instructional supplies		3,250,391	4,082,900	(832,509)	-20.39%	The majority of the variance is due to cost containment of management and staff.
Fuel		52,357	45,500	6,857		
TRA and PERA special funding		1,068,685	1,100,000	(31,315)		
Dues		166,068	184,039	(17,971)		
General Fund Operating Budget		258,631,967	263,201,278	(4,569,311)	-1.74%	Variance
Special Funded Projects (State & Federal)		36,248,263	42,000,843	(5,752,580)	-13.70%	Federal carryover
Gifts, Fund Raising, Clearing, and Resale		1,887,071	2,170,000	(282,929)		
Student Activities		264,793	375,000	(110,207)		
Total Expenditure		\$ 297,032,095	\$ 307,747,121	\$ (10,715,026)		

Expenditure Comparisons		Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments
Food and Nutrition Services						
Salaries	\$	4,571,193	\$ 4,502,902	\$ 68,291		
Employee benefits		1,437,669	1,486,253	(48,584)		
Purchased services		812,127	701,400	110,727	15.79%	Utilities were over budgeted amounts.
Supplies, capital, and other						
Food		6,547,675	6,097,065	450,610	7.39%	Food increased from budgeted amounts due to increased number of meals served and commodities were over budget \$122,000.
Supplies		948,935	1,012,250	(63,315)		
Equipment		545,824	508,070	37,754		
Food and Nutrition Services Operating Budget		14,863,424	14,307,940	555,484	3.88%	
Special Funded Projects (State & Federal)		97,267	99,050	(1,783)		
Total Expenditure	\$	14,960,691	\$ 14,406,990	\$ 553,701		
Community Service						
Salaries	\$	6,652,905	\$ 7,228,152	\$ (575,247)	-9.11%	Actual Kidstop program salaries and benefits were less than anticipated due to various open and unfilled positions throughout the year.
Employee benefits		2,128,127	2,432,931	(304,804)		
Purchased services		1,794,236	1,713,236	81,000		
Supplies, capital, and other		249,913	312,973	(63,060)		
Community Service Operating Budget		10,825,182	11,687,292	(862,110)	-7.38%	
Special Funded Projects		3,545,537	3,703,943	(158,406)	-4.28%	Federal carryover
Clearing and Resale		3,079	-	3,079		
Total Expenditure	\$	14,373,798	\$ 15,391,235	\$ (1,017,437)		

Expenditure Comparisons		Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance	Comments		
Capital & Land Proceeds								
Capital Operating Budget	\$	16,021,556	\$	17,360,978	\$	(1,339,422)	-7.72%	The variance can be attributed to several main areas: textbooks, software, and equipment.
Special Funded Projects, Gifts, Fund Raising, Clearing and Resale		11,430,697		13,097,199		(1,666,502)	-12.72%	
Capital Total	\$	27,452,253	\$	30,458,177	\$	(3,005,924)	-9.87%	Variance
Debt Service								
Debt Service Operating Budget	\$	17,011,616	\$	17,135,124	\$	(123,508)	-0.72%	Other debt service fees were under budget.
All Funds Expenditure Operating Budget Total	\$	317,353,744	\$	323,692,612	\$	(6,052,005)	-1.87%	Variance

FY 2022 General Fund Financial Summary

- A. 1. The District's planning benchmark is that actual revenue and expenditures will be within 2.00% of budgeted totals.
2. The District's size of operation is best depicted by the combined revenue and expenditure budget of \$519,923,805 consisting of about 12,800 individual expenditure accounts and about 200 individual revenue accounts.
3. The District's procedures are to analyze revenue and expenditure budgets and to revise the adopted budgets to better reflect the district's updated estimates. In fiscal year 2022, the general fund revenue and expenditure budgets were adjusted in this process.

B. Analysis of variance between budgeted and actual results

Fiscal Year	Net Revenue/Expenditure Variances (1)	% of Total Budgeted Rev/Exp
2022	\$ 4,554,376	0.88%

(1) Excludes special funded projects/resale.

C. Major FY2022 revenue and expenditure variances

Revenue

The District's actual revenue was over (under) projection by the following amounts.

1. General education aid was more than budgeted amounts. Actual students served were 10 fewer APUs (Adjusted Pupil Units) than budget (10 * \$9,768), 101 more extended time APUs than budget (101 * \$5,117), and prior year adjustments.	\$ 420,281
2. Tax collections decreased from budgeted amounts.	(396,834)
3. Unrealized loss for investment earnings due to market value changes at year-end.	(112,469)
4. Various other smaller items.	74,087
Total variance	<u><u>\$ (14,935)</u></u>

Expenditures

The District's expenditures were over (under) budget by the following amounts.

1. Salaries	\$ 217,054
2. Benefits	(525,762)
3. Purchased services (includes transportation contracted services)	(3,385,665)
4. Supplies and other	(874,938)
Total variance	<u><u>\$ (4,569,311)</u></u>

Net revenue/expenditure variance	<u><u>\$ 4,554,376</u></u>
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Fiscal Year 2022 Fund Balance (All Operating and Non-operating Items)

	Fund Balance 6/30/2021	Revenue	Expenditure	Net Increase (Decrease)	Fund Balance 6/30/2022	Fund Balance (Non-spendable/ Restricted) 6/30/2022	Fund Balance (Assigned/ Unassigned) 6/30/2022
General	\$96,705,567	\$294,105,891	\$297,032,095	(\$2,926,204)	\$93,779,363	(\$2,105,105)	\$91,674,258
Capital & Land Proceeds	7,985,254	29,014,795	27,452,253	1,562,542	9,547,796	(9,547,796)	-
Total General	104,690,821	323,120,686	324,484,348	(1,363,662)	103,327,159	(11,652,901)	91,674,258
Food and Nutrition Services	4,698,150	16,830,516	14,960,691	1,869,825	6,567,975	(6,567,975)	-
Community Service	2,707,448	16,811,824	14,373,798	2,438,026	5,145,474	(5,145,474)	-
Building Construction	25,068,151	13,304	15,808,244	(15,794,940)	9,273,211	(9,273,211)	-
Debt Service	4,729,348	16,586,708	17,011,616	(424,908)	4,304,440	(4,304,440)	-
Custodial Fund - LCTS	1,182,203	457,734	486,606	(28,872)	1,153,331	(1,153,331)	-
Custodial Fund - NWFSC	581,378	224,169	255,819	(31,650)	549,728	(549,728)	-
Internal Service - Retirement Incentive Pay	1,742,514	(2,219)	742,212	(744,431)	998,083	-	998,083
Internal Service - Post-Employment Benefits Revocable Trust Fund	12,578,313	(3,630,445)	585,040	(4,215,485)	8,362,828	(8,362,828)	-
Internal Service - Dental Self-Insurance	470,472	2,023,842	2,069,990	(46,148)	424,324	-	424,324
Internal Service - Medical Self-Insurance	1,161,959	6,216,662	6,433,038	(216,376)	945,583	-	945,583
Totals	\$ 159,610,757	\$ 378,652,781	\$ 397,211,402	\$ (18,558,621)	\$ 141,052,136	\$ (47,009,888)	\$ 94,042,248

Osseo Area Schools ISD # 279

Five-Year Financial Projection - General Fund (with referendum increase)

Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	283,021,849	8.2%	288,648,561	2.0%	293,513,208	1.7%	299,992,268	2.2%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	284,959,156	3.3%	304,660,585	6.9%	314,236,175	3.1%	320,840,189	2.1%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(1,937,307)		(16,012,024)		(20,722,967)		(20,847,921)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		74,632,118		58,620,094		37,897,127		17,049,206	
Fund Balance %	37.3%	35.1%		27.8%		26.2%		19.2%		12.1%		5.3%	

Operational Adjustments

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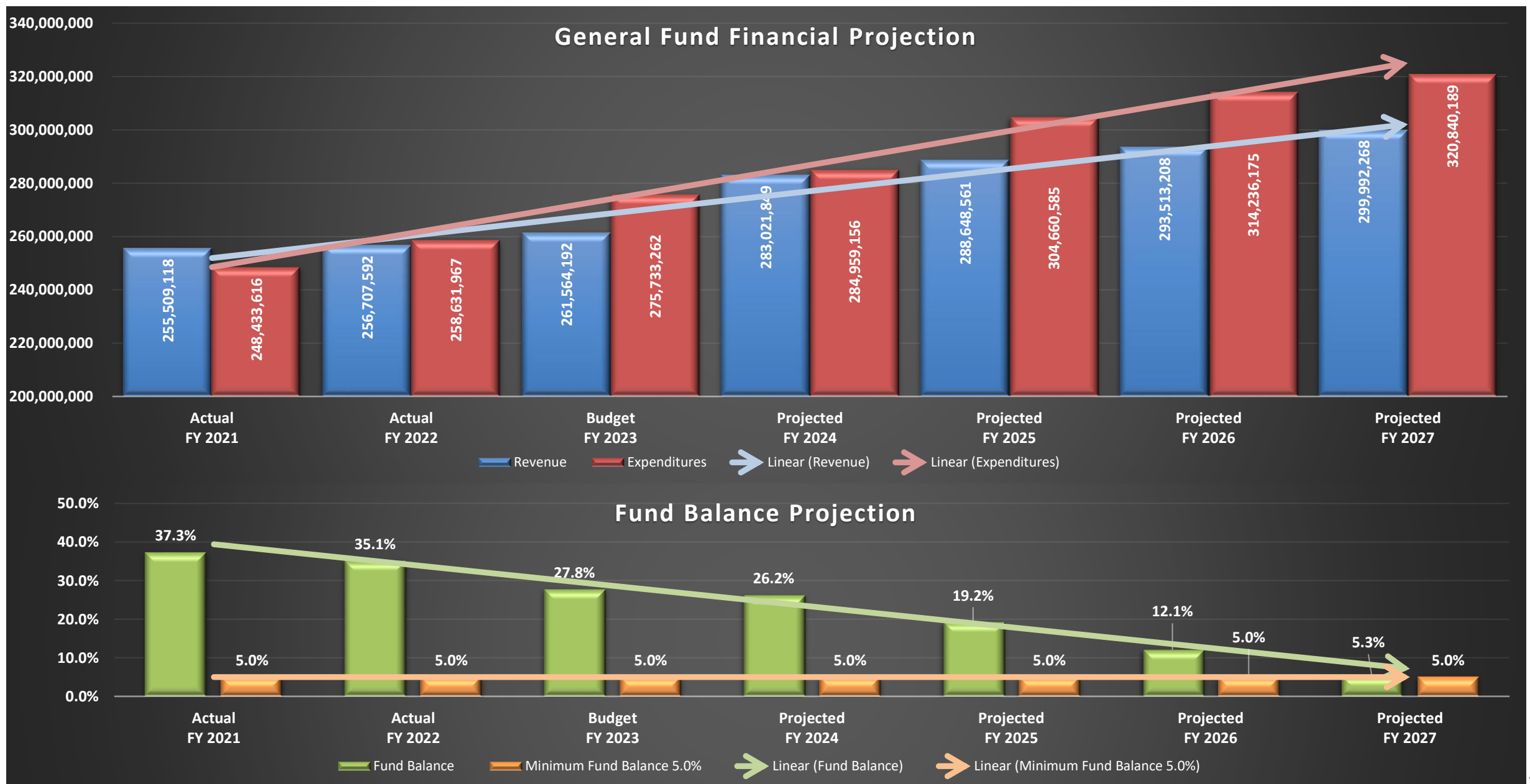
(4,000,000)

Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

Expenditure increase of 3.0% annually

(4,000,000) total operational adjustments



ISD 279 - Osseo Area Schools

General Fund

FY 2024 Budget Planning Scenario Financial Forecast With Operating Referendum Approved at Cap

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Adopted 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Baseline									
Revenues	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$273,097,517	\$275,017,036	\$278,503,245
Expenditures	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	291,184,646	297,436,987	303,123,306
Known adjustments to revenue				-	-	6,478,602			
Known one-time adjustments to revenues				-	-	3,643,172			
Known adjustments to expenditures	(928,733)	-	-	-	-	953,896	1,194,086	435,773	1,176,929.00
Baseline operating balance									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	48,840,109	26,855,931
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	48,840,109	26,855,931	3,412,799
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$10,836,272)	(\$16,893,043)	(\$21,984,179)	(\$23,443,132)
Operational reductions to maintain fund balance at 5%	-	-	-			(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Adjusted fund balance	\$76,306,999	\$85,587,368	\$92,662,870	\$90,738,495	\$76,569,425	\$68,825,361	\$54,544,146	\$36,688,423	\$15,891,433
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	24.46%	18.98%	12.53%	5.31%
Tactics									
Revenues with tactics	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$285,934,799	\$290,568,080	\$296,999,417
Expenditures with tactics	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	294,932,726	315,323,706	325,234,441
Tactics related to revenue									
Revenue assumption based on 10-year weighted average change for basic formula allowance (FY 2014 to FY 2023)						2,694,111	2,713,761	2,945,128	2,992,851
Prior year levy adjustments (equity, transition, local optional, reemployment, and other) - one-time (Known)						3,643,172			
Current year levy changes (referendum, local optional, reemployment, etc.) (Known)						6,478,602			
Operating levy approved at cap						7,078,980			
Decrease in equity revenue						(345,000)			
Operating referendum timeline (10 year)	5 (GE)	6	7 (GE)	8	9 (GE)	10 *	*	*	*
Tactics related to expenditures									
Enrollment alignment adjustment (Known)						953,896	1,194,086	435,773	1,176,929
Other - reduce trend to 3.00%						(1,378,666)	(1,424,796)	(1,523,303)	(1,571,181)
ADSIS program paid with Federal Funds/Learning Loss for FY 2022, FY 2023 & FY 2024; add exp. for FY 2025 (Known)				-			536,330		
New restricted fund balance requirement for third party billing - one-time only (Known) Reduced for spend down in FY 2018 and FY 2019	(928,733)								
Sustain programs and services with Federal funds for FY 2023 and FY 2024; add back expenditures for FY 2025							9,422,239		
Operational reductions									(4,000,000)
Baseline operating balance (post tactic)									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	74,632,118	58,620,094	37,897,127
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	74,632,118	58,620,094	37,897,127	17,049,206
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$1,937,307)	(\$16,012,024)	(\$20,722,967)	(\$20,847,921)
Fund Balance Target									
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	26.19%	19.24%	12.06%	5.31%
5% of Budgeted/Projected Expenditures Minimum	\$11,877,331	\$12,338,443	\$12,421,681	\$12,931,598	\$13,786,663	\$14,247,958	\$15,233,029	\$15,711,809	\$16,042,009
						Projected Revenue Assumption (FY 2024 - FY2027)		0.00%	
						Projected Expenditure Assumption (FY 2024 - FY2027)		3.50%	

Note: Projected revenue also includes fiscal year projected enrollment change and projected increase for voter-approved operating referendum inflation.

GE - General Election year

*** Operating referendum** expires in FY 2024; model assumes referendum is renewed for FY 2025; also if voters approve the operating referendum at the cap it would generate an additional \$7 million annually

Osseo Area Schools ISD # 279

Five-Year Financial Projection - General Fund

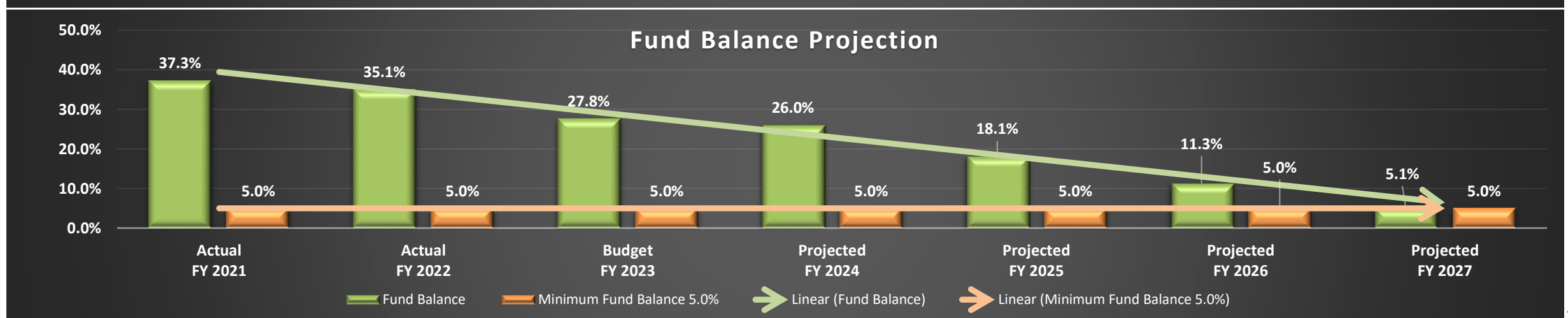
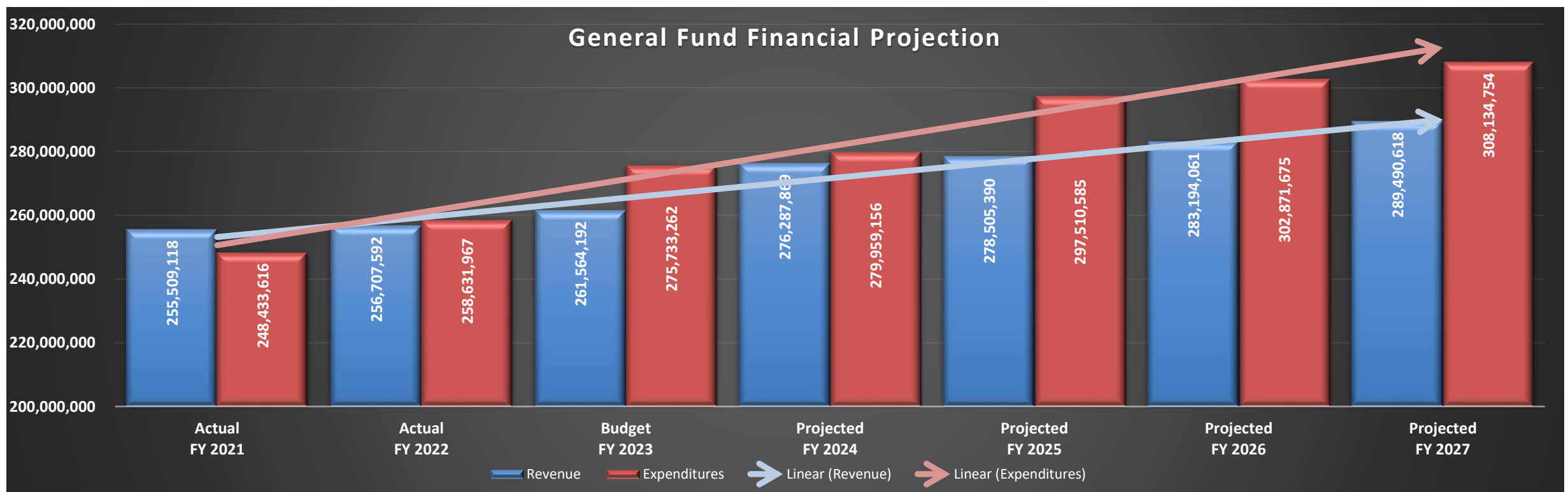
Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	276,287,869	5.6%	278,505,390	0.8%	283,194,061	1.7%	289,490,618	2.2%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	279,959,156	1.5%	297,510,585	6.3%	302,871,675	1.8%	308,134,754	1.7%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(3,671,287)		(19,005,195)		(19,677,614)		(18,644,136)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		72,898,138		53,892,943		34,215,329		15,571,193	
Fund Balance %	37.3%	35.1%		27.8%		26.0%		18.1%		11.3%		5.1%	
Operational Adjustments				-		(5,000,000)		(2,000,000)		(4,000,000)		(5,000,000)	

Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

Expenditure increase of 3.0% annually

(16,000,000) total operational adjustments



ISD 279 - Osseo Area Schools
General Fund
FY 2024 Budget Planning Scenario Financial Forecast

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Adopted 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Baseline									
Revenues	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$273,097,517	\$274,945,535	\$278,354,452
Expenditures	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	291,184,646	297,436,987	303,123,306
Known adjustments to revenue				-	-	6,478,602			
Known one-time adjustments to revenues				-	-	3,643,172			
Known adjustments to expenditures	(928,733)	-	-	-	-	953,896	1,194,086	435,773	1,176,929.00
Baseline operating balance									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	48,840,109	26,784,430
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	48,840,109	26,784,430	3,192,505
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$10,836,272)	(\$16,893,043)	(\$22,055,680)	(\$23,591,925)
Operational reductions to maintain fund balance at 5%	-	-	-			(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Adjusted fund balance	\$76,306,999	\$85,587,368	\$92,662,870	\$90,738,495	\$76,569,425	\$68,825,361	\$54,544,146	\$36,616,922	\$15,671,139
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	24.46%	18.98%	12.50%	5.24%
Tactics									
Revenues with tactics	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$275,791,628	\$280,353,408	\$286,602,978
Expenditures with tactics	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	289,757,726	307,923,456	313,472,184
Tactics related to revenue									
Revenue assumption based on 10-year weighted average change for basic formula allowance (FY 2014 to FY 2023)						2,694,111	2,713,761	2,840,654	2,887,640
Prior year levy adjustments (referendum, equity, transition, local optional, reemployment, and other) - one-time (Known)						3,643,172			
Current year levy changes (referendum, local optional, reemployment, etc.) (Known)						6,478,602			
Operating referendum timeline (10 year)	5 (GE)	6	7 (GE)	8	9 (GE)	10 *	*	*	*
Tactics related to expenditures									
Enrollment alignment adjustment (Known)						953,896	1,194,086	435,773	1,176,929
Other - reduce trend to 3.00%						(1,378,666)	(1,399,796)	(1,487,553)	(1,514,358)
ADSIS program paid with Federal Funds/Learning Loss for FY 2022, FY 2023 & FY 2024; add exp. for FY 2025 (Known)				-			536,330		
New restricted fund balance requirement for third party billing - one-time only (Known) Reduced for spend down in FY 2018 and FY 2019	(928,733)								
Sustain programs and services with Federal funds for FY 2023 and FY 2024; add back expenditures for FY 2025							9,422,239		
Operational reductions						(5,000,000)	(2,000,000)	(4,000,000)	(5,000,000)
Baseline operating balance (post tactic)									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	72,898,138	53,892,943	34,215,329
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	72,898,138	53,892,943	34,215,329	15,571,193
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$3,671,287)	(\$19,005,195)	(\$19,677,614)	(\$18,644,136)
Fund Balance Target									
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	26.04%	18.11%	11.30%	5.05%
5% of Budgeted/Projected Expenditures Minimum	\$11,877,331	\$12,338,443	\$12,421,681	\$12,931,598	\$13,786,663	\$13,997,958	\$14,875,529	\$15,143,584	\$15,406,738
							Projected Revenue Assumption (FY 2024 - FY2027)		0.00%
							Projected Expenditure Assumption (FY 2024 - FY2027)		3.50%

Note: Projected revenue also includes fiscal year projected enrollment change and projected increase for voter-approved operating referendum inflation.

GE - General Election year

*** Operating referendum** expires in FY 2024; model assumes referendum is renewed for FY 2025; also if voters approve the operating referendum at the cap it would generate an additional \$7 million annually

Osseo Area Schools ISD # 279

Five-Year Financial Projection - General Fund (levy renewal fails in FY 2025)

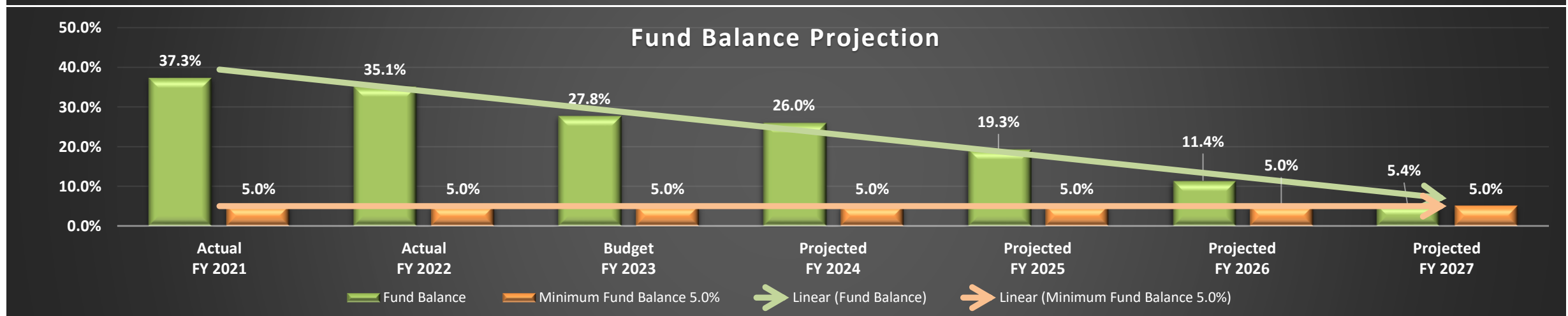
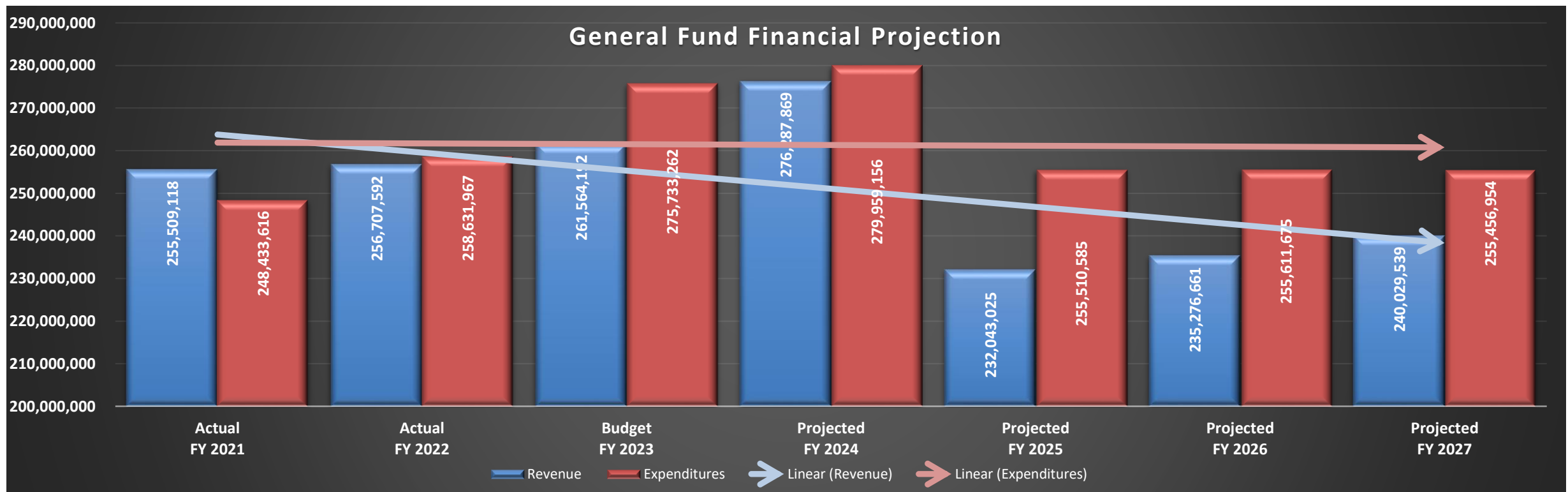
Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	276,287,869	5.6%	232,043,025	#####	235,276,661	1.4%	240,029,539	2.0%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	279,959,156	1.5%	255,510,585	-8.7%	255,611,675	0.0%	255,456,954	-0.1%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(3,671,287)		(23,467,560)		(20,335,014)		(15,427,415)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		72,898,138		49,430,578		29,095,564		13,668,149	
Fund Balance %	37.3%	35.1%		27.8%		26.0%		19.3%		11.4%		5.4%	
Operational Adjustments				-		(5,000,000)		(44,000,000)		(8,000,000)		(9,000,000)	

Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

Expenditure increase of 3.0% annually

(66,000,000) total operational adjustments



ISD 279 - Osseo Area Schools
General Fund
FY 2024 Budget Planning Scenario Financial Forecast - Levy renewal fails in FY 2025

	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Adopted 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
Baseline									
Revenues	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$226,635,152	\$227,506,697	\$229,860,555
Expenditures	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	291,184,646	257,071,987	256,170,531
Known adjustments to revenue				-	-	6,478,602			
Known one-time adjustments to revenues				-	-	3,643,172			
Known adjustments to expenditures	(928,733)	-	-	-	-	953,896	1,194,086	435,773	1,176,929.00
Baseline operating balance									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	2,377,744	(26,751,773)
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	65,733,153	2,377,744	(26,751,773)	(51,884,820)
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$10,836,272)	(\$63,355,408)	(\$29,129,518)	(\$25,133,047)
Operational reductions to maintain fund balance at 5%	-	-	-			(5,000,000)	(44,000,000)	(10,000,000)	(13,000,000)
Adjusted fund balance	\$76,306,999	\$85,587,368	\$92,662,870	\$90,738,495	\$76,569,425	\$68,825,361	\$47,081,781	\$27,080,719	\$12,593,814
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	24.46%	18.96%	10.94%	5.15%
Tactics									
Revenues with tactics	\$243,327,332	\$256,049,222	\$255,509,118	\$256,707,592	\$261,564,192	\$263,471,984	\$229,329,263	\$232,914,570	\$237,630,519
Expenditures with tactics	238,475,362	246,768,853	248,433,616	258,631,967	275,733,262	285,383,926	289,757,726	264,453,456	264,558,084
Tactics related to revenue									
Revenue assumption based on 10-year weighted average change for basic formula allowance (FY 2014 to FY 2023)						2,694,111	2,713,761	2,362,091	2,399,020
Prior year levy adjustments (equity, transition, local optional, reemployment, and other) - one-time (Known)						3,643,172			
Current year levy changes (referendum, local optional, reemployment, etc.) (Known)						6,478,602			
Operating referendum timeline (10 year)	5 (GE)	6	7 (GE)	8	9 (GE)	10 *	*	*	*
Tactics related to expenditures									
Enrollment alignment adjustment (Known)						953,896	1,194,086	435,773	1,176,929
Other - reduce trend to 3.00%						(1,378,666)	(1,399,796)	(1,277,553)	(1,278,058)
ADSIIS program paid with Federal Funds/Learning Loss for FY 2022, FY 2023 & FY 2024; add exp. for FY 2025 (Known)				-			536,330		
New restricted fund balance requirement for third party billing - one-time only (Known) Reduced for spend down in FY 2018 and FY 2019	(928,733)								
Sustain programs and services with Federal funds for FY 2023 and FY 2024; add back expenditures for FY 2025							9,422,239		
Operational reductions						(5,000,000)	(44,000,000)	(8,000,000)	(9,000,000)
Baseline operating balance (post tactic)									
Fund Balance (beginning of year)	70,526,296	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	72,898,138	49,430,578	29,095,564
Fund Balance (end of year)	76,306,999	85,587,368	92,662,870	90,738,495	76,569,425	72,898,138	49,430,578	29,095,564	13,668,149
Change in fund balance	\$5,780,703	\$9,280,369	\$7,075,502	(\$1,924,375)	(\$14,169,070)	(\$3,671,287)	(\$23,467,560)	(\$20,335,014)	(\$15,427,415)
Fund Balance Target									
Fund Balance as a % of Budgeted/Projected Expenditure	32.12%	34.68%	37.30%	35.08%	27.77%	26.04%	19.35%	11.38%	5.35%
5% of Budgeted/Projected Expenditures Minimum	\$11,877,331	\$12,338,443	\$12,421,681	\$12,931,598	\$13,786,663	\$13,997,958	\$12,775,529	\$12,780,584	\$12,772,848
							Projected Revenue Assumption (FY 2024 - FY2027)		0.00%
							Projected Expenditure Assumption (FY 2024 - FY2027)		3.50%

Note: Projected revenue also includes fiscal year projected enrollment change and projected increase for voter-approved operating referendum inflation.

GE - General Election year

*** Operating referendum** expires in FY 2024; model assumes referendum is renewed for FY 2025; also if voters approve the operating referendum at the cap it would generate an additional \$7 million annually

OSSEO AREA SCHOOLS

ISD  279

Preliminary Fiscal Year 2022 Year-end Financial Reports

School Board Presentation, September 27, 2022

Actual Revenue vs Budget Financial Results FY 2022

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance
General Fund				
Local sources				
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%
Investment earnings	(42,469)	70,000	(112,469)	-160.67%
Other				
Tuition and fees	939,582	885,400	54,182	
Miscellaneous	302,433	270,000	32,433	
State sources				
General education	150,547,778	150,127,497	420,281	0.28%
Special education-regular & summer school	36,512,624	36,528,064	(15,440)	
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	23
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%

Actual Revenue vs Budget Financial Results FY 2022

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance
General Fund				
Local sources				
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%
Investment earnings	(42,469)	70,000	(112,469)	-160.67%
Other				
Tuition and fees	939,582	885,400	54,182	
Miscellaneous	302,433	270,000	32,433	
State sources				
General education	150,547,778	150,127,497	420,281	0.28%
Special education-regular & summer school	36,512,624	36,528,064	(15,440)	
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	24
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%

Actual Revenue vs Budget Financial Results FY 2022

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance
General Fund				
Local sources				
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%
Investment earnings	(42,469)	70,000	(112,469)	-160.67%
Other				
Tuition and fees	939,582	885,400	54,182	
Miscellaneous	302,433	270,000	32,433	
State sources				
General education	150,547,778	150,127,497	420,281	0.28%
Special education-regular & summer school	36,512,624	36,528,064	(15,440)	
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	25
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%

Actual Revenue vs Budget Financial Results FY 2022

Revenue Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance
General Fund				
Local sources				
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%
Investment earnings	(42,469)	70,000	(112,469)	-160.67%
Other				
Tuition and fees	939,582	885,400	54,182	
Miscellaneous	302,433	270,000	32,433	
State sources				
General education	150,547,778	150,127,497	420,281	0.28%
Special education-regular & summer school	36,512,624	36,528,064	(15,440)	
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	26
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%

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Local sources				
Property taxes	\$ 59,965,298	\$ 60,362,132	\$ (396,834)	-0.66%
Investment earnings	(42,469)	70,000	(112,469)	-160.67%
Other				
Tuition and fees	939,582	885,400	54,182	
Miscellaneous	302,433	270,000	32,433	
State sources				
General education	150,547,778	150,127,497	420,281	0.28%
Special education-regular & summer school	36,512,624	36,528,064	(15,440)	
Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	27
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Miscellaneous	302,433	270,000	32,433	
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Desegregation and nonpublic transportation	2,189,235	2,140,380	48,855	
Third party billing for medical assistance	633,681	600,000	33,681	
Wards of the state	698	-	698	
Other	5,658,730	5,739,054	(80,324)	28
General Fund Operating Budget	256,707,592	256,722,527	(14,935)	-0.01%

Actual Expenditures vs Budget FY 2022

Expenditure Comparisons	Actual	Budget	Actual Over (Under) Budget	% of Actual vs Budget Variance
General Fund				
Salaries	\$ 164,048,753	\$ 163,831,699	\$ 217,054	0.13%
Employee benefits	59,368,138	59,893,900	(525,762)	-0.88%
Purchased services				
Transportation contracted services	16,135,229	17,173,649	(1,038,420)	-6.05%
Utilities	4,527,672	4,780,183	(252,511)	-5.28%
Other purchased services	8,489,525	10,316,209	(1,826,684)	-17.71%
Repairs	511,301	617,038	(105,737)	-17.14%
Staff development	348,957	476,161	(127,204)	-26.71%
Property & liability insurance	664,891	700,000	(35,109)	
Supplies, capital, and other				
General and instructional supplies	3,250,391	4,082,900	(832,509)	-20.39%
Fuel	52,357	45,500	6,857	
TRA and PERA special funding	1,068,685	1,100,000	(31,315)	
Dues	166,068	184,039	(17,971)	29
General Fund Operating Budget	258,631,967	263,201,278	(4,569,311)	-1.74%

Actual Expenditures vs Budget FY 2022

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FY 2022 General Fund Financial Summary

A. 1. The District's planning benchmark is that actual revenue and expenditures will be within 2.00% of budgeted totals.				
2. The District's size of operation is best depicted by the combined revenue and expenditure budget of \$519,923,805 consisting of about 12,800 individual expenditure accounts and about 200 individual revenue accounts.				
3. The District's procedures are to analyze revenue and expenditure budgets and to revise the adopted budgets to better reflect the district's updated estimates. In fiscal year 2022, the general fund revenue and expenditure budgets were adjusted in this process.				
B. Analysis of variance between budgeted and actual results				
		Net		% of Total
	Fiscal	Revenue/Expenditure		Budgeted
	Year	Variances (1)		Rev/Exp
	2022	\$ 4,554,376		0.88%

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	2022	\$ 4,554,376		0.88%

FY 2022 Fund Balance – All Funds

	Fund Balance 6/30/2021	Revenue	Expenditure	Net Increase (Decrease)	Fund Balance 6/30/2022
General	\$96,705,567	\$294,105,891	\$297,032,095	(\$2,926,204)	\$93,779,363
Capital & Land Proceeds	7,985,254	29,014,795	27,452,253	1,562,542	9,547,796
Total General	104,690,821	323,120,686	324,484,348	(1,363,662)	103,327,159
Food and Nutrition Services	4,698,150	16,830,516	14,960,691	1,869,825	6,567,975
Community Service	2,707,448	16,811,824	14,373,798	2,438,026	5,145,474
Building Construction	25,068,151	13,304	15,808,244	(15,794,940)	9,273,211
Debt Service	4,729,348	16,586,708	17,011,616	(424,908)	4,304,440
Custodial Fund - LCTS	1,182,203	457,734	486,606	(28,872)	1,153,331
Custodial Fund - NWFSC	581,378	224,169	255,819	(31,650)	549,728
Internal Service - Retirement Incentive Pay	1,742,514	(2,219)	742,212	(744,431)	998,083
Internal Service - Post-Employment Benefits Revocable Trust Fund	12,578,313	(3,630,445)	585,040	(4,215,485)	8,362,828
Internal Service - Dental Self-Insurance	470,472	2,023,842	2,069,990	(46,148)	424,324
Internal Service - Medical Self-Insurance	1,161,959	6,216,662	6,433,038	(216,376)	945,583
Totals	\$ 159,610,757	\$ 378,652,781	\$ 397,211,402	\$ (18,558,621)	\$ 141,052,136

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Totals	\$ 159,610,757	\$ 378,652,781	\$ 397,211,402	\$ (18,558,621)	\$ 141,052,136

Osseo Area Schools ISD # 279

Five-Year Financial Projection - General Fund (with referendum increase)

Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	283,021,849	8.2%	288,648,561	2.0%	293,513,208	1.7%	299,992,268	2.2%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	284,959,156	3.3%	304,660,585	6.9%	314,236,175	3.1%	320,840,189	2.1%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(1,937,307)		(16,012,024)		(20,722,967)		(20,847,921)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		74,632,118		58,620,094		37,897,127		17,049,206	
Fund Balance %	37.3%	35.1%		27.8%		26.2%		19.2%		12.1%		5.3%	

Operational Adjustments

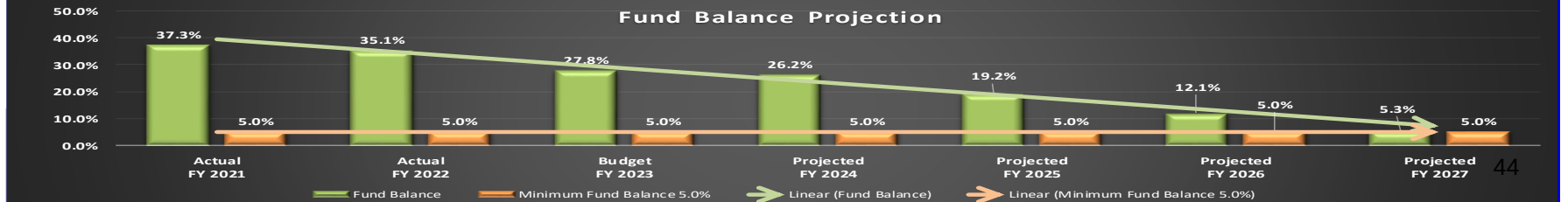
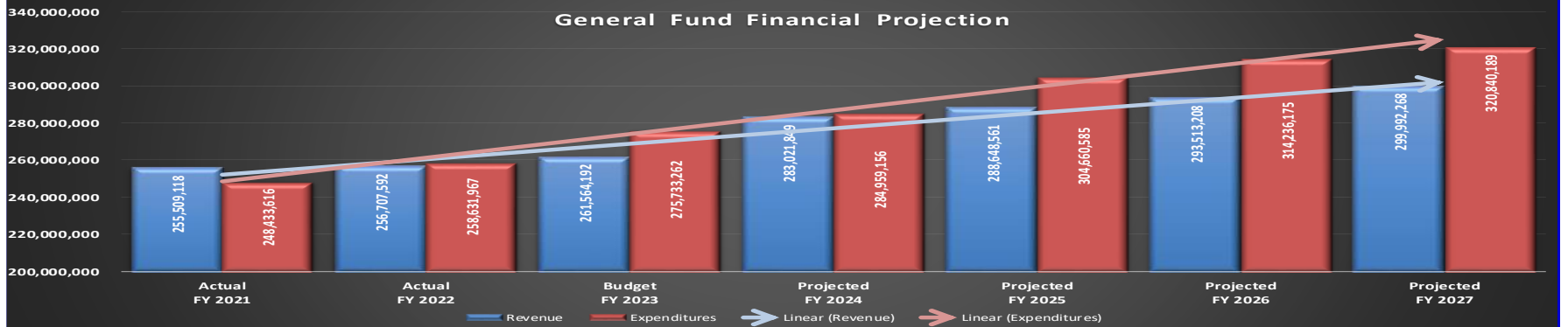
(4,000,000)

Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

Expenditure increase of 3.0% annually

(4,000,000) total operational adjustments



Five-Year Financial Projection General Fund (includes referendum passage at cap)

Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	283,021,849	8.2%	288,648,561	2.0%	293,513,208	1.7%	299,992,268	2.2%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	284,959,156	3.3%	304,660,585	6.9%	314,236,175	3.1%	320,840,189	2.1%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(1,937,307)		(16,012,024)		(20,722,967)		(20,847,921)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		74,632,118		58,620,094		37,897,127		17,049,206	
Fund Balance %	37.3%	35.1%		27.8%		26.2%		19.2%		12.1%		5.3%	

Operational Adjustments

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(4,000,000)

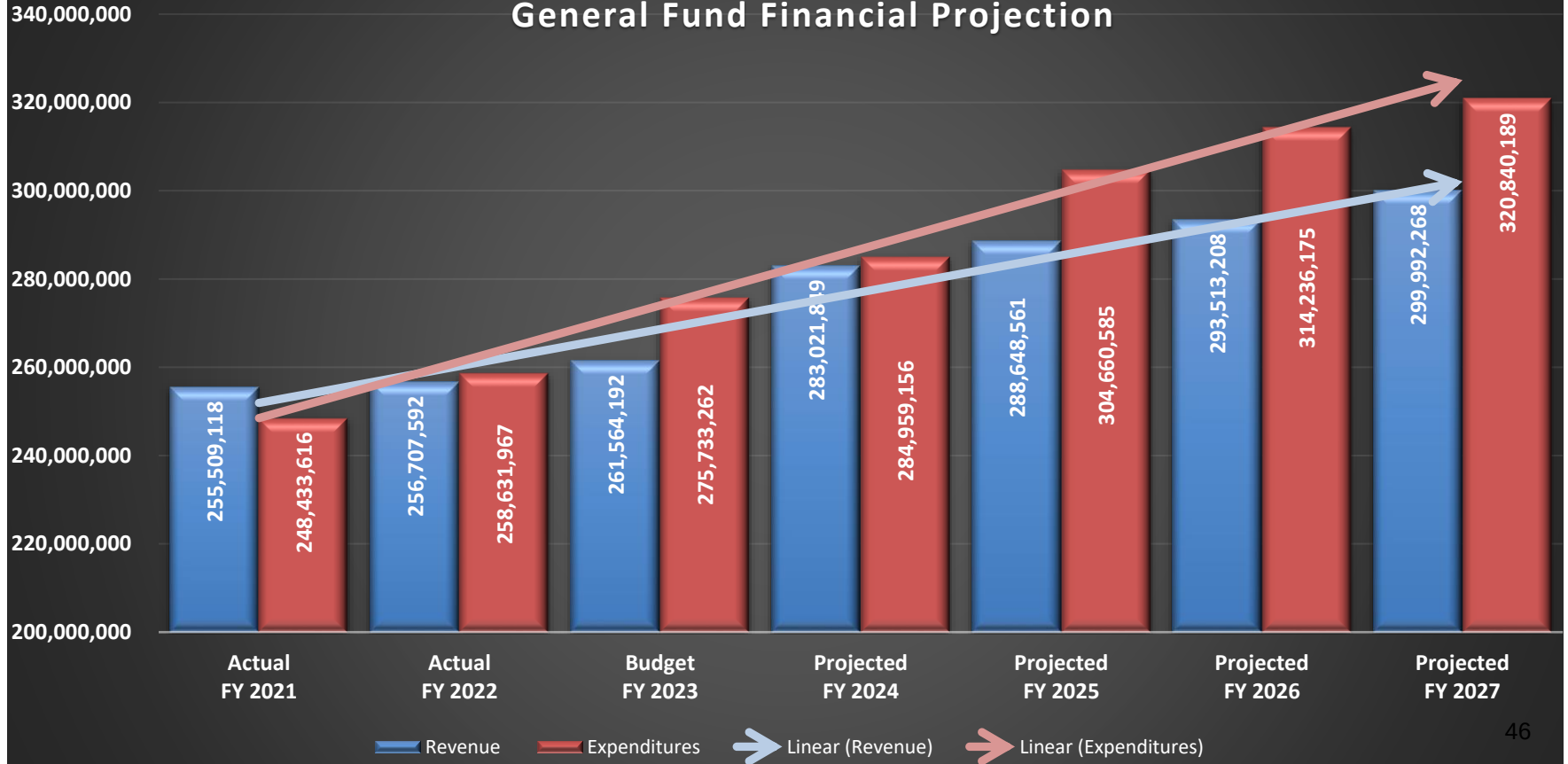
Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

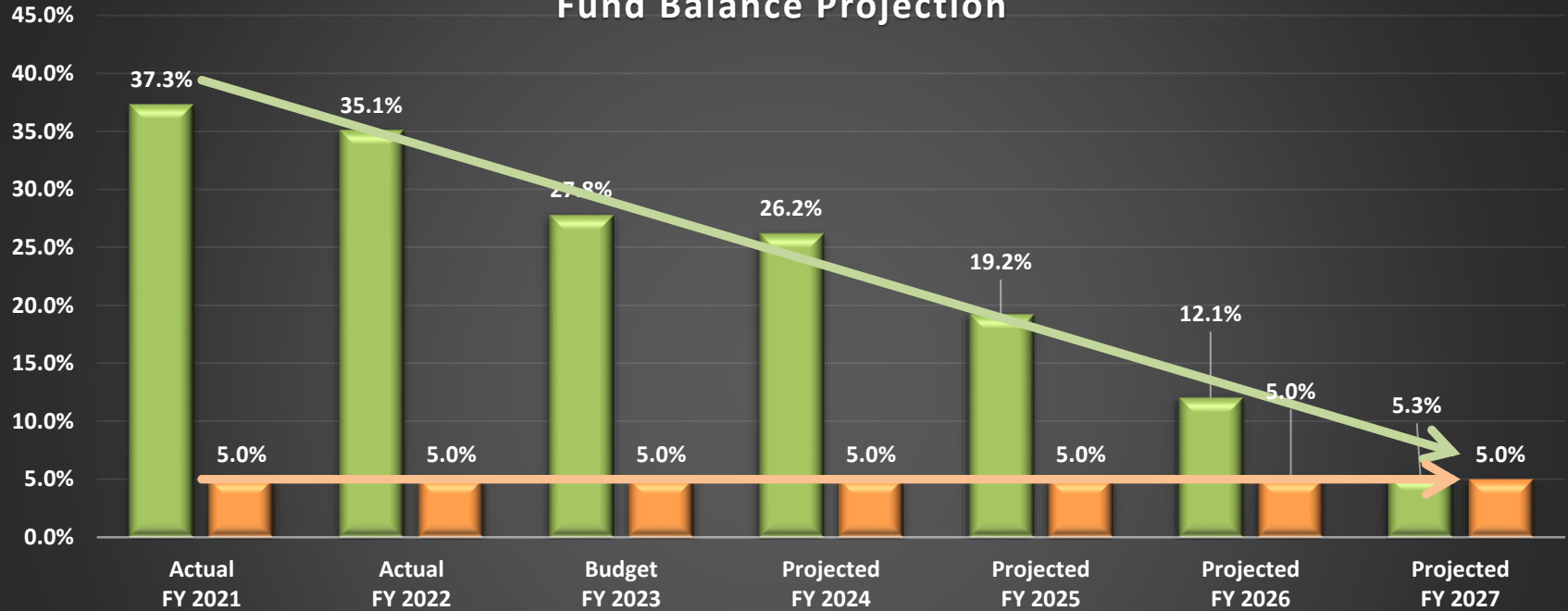
Expenditure increase of 3.0% annually

(4,000,000) total operational adjustments

General Fund Financial Projection



Fund Balance Projection



■ Fund Balance

■ Minimum Fund Balance 5.0%

➔ Linear (Fund Balance)

➔ Linear (Minimum Fund Balance 5.0%)

Five-Year Financial Projection General Fund (without referendum passage at cap for FY 2024 and renewal at same level for FY 2025)

Categories	Actual FY 2021	Actual FY 2022	% Chg	Adopted Budget FY 2023	% Chg	Projected FY 2024	% Chg	Projected FY 2025	% Chg	Projected FY 2026	% Chg	Projected FY 2027	% Chg
Revenue	255,509,118	256,707,592	0.5%	261,564,192	1.9%	276,287,869	5.6%	278,505,390	0.8%	283,194,061	1.7%	289,490,618	2.2%
Expenditures	248,433,616	258,631,967	4.1%	275,733,262	6.6%	279,959,156	1.5%	297,510,585	6.3%	302,871,675	1.8%	308,134,754	1.7%
Difference over/(under)	7,075,502	(1,924,375)		(14,169,070)		(3,671,287)		(19,005,195)		(19,677,614)		(18,644,136)	
Assigned/Unassigned Fund Balance	92,662,870	90,738,495		76,569,425		72,898,138		53,892,943		34,215,329		15,571,193	
Fund Balance %	37.3%	35.1%		27.8%		26.0%		18.1%		11.3%		5.1%	
Operational Adjustments				-		(5,000,000)		(2,000,000)		(4,000,000)		(5,000,000)	

Assumptions

General Formula increase of 2.06% annually (10 year weighted average)

Expenditure increase of 3.0% annually

(16,000,000) total operational adjustments 48

Next Steps

- ▶ November 13 – School Board work session
 - **FY 2024** Budget planning
- ▶ November 25 – Regular School Board meeting
 - **FY 2022** Audit report accepted by School Board
- ▶ February 21 – Regular School Board meeting
 - **FY 2023** Mid-year budget update approved by School Board

Minutes of the Regular Meeting Independent School District 279 School Board Maple Grove, MN Tuesday, August 30, 2022	
CALL TO ORDER	A regular meeting of the Independent School District 279 School Board was held on Tuesday, August 30, 2022 in the board room at the Educational Service Center. Chair Kelsey Dawson Walton called the meeting to order at 6:00 PM.
ROLL CALL	The following members were present: Heather Douglass, Thomas Brooks, Jackie Mosqueda-Jones, Kelsey Dawson Walton, Tanya Simons, and Tamara Grady.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited, led by Jackie Mosqueda-Jones.
APPROVAL OF AGENDA	Motion by Heather Douglass, seconded by Thomas Brooks, to approve the printed agenda. The motion carried on a vote of 6 to 0.
RECOGNITIONS	None
AUDIENCE OPPORTUNITY TO ADDRESS THE SCHOOL BOARD	Marian Holmquist (district resident) addressed the board regarding elementary students.
SUPERINTENDENT'S REPORT	Superintendent McIntyre's report included Points of Pride, celebrating students, staff and community members who are contributing to the accomplishment of the district's mission, which is to inspire and prepare each and every scholar with the confidence, courage and competence to achieve their dreams, contribute to community, and engage in a lifetime of learning. Superintendent McIntyre concluded his report with the following reminders: • Visit the district website to learn more about annual forms to fill out (back-to-school forms, including emergency cards, family contact info updates and photo/military denial releases, free/reduced meal application • September 6: first day of school • Fall Community Informational Meetings on Building a Better Future: September 20 at Osseo Senior High School, October 4 at Park Center Senior High School, October 18 at Maple Grove Senior High School
SCHOOL BOARD REPORTS	Committee reports and updates were shared by the following board members:

	Jackie Mosqueda-Jones – Curriculum and Instruction Advisory Committee (CIAC) and District 287 Tanya Simons – Brooklyn Bridge Alliance for Youth Tamara Grady – Board of School Administrators (BOSA) licensure program Kelsey Dawson Walton – Association of Metropolitan School Districts (AMSD)
CONSENT AGENDA	Motion by Heather Douglass, seconded by Jackie Mosqueda-Jones, to approve items in the consent agenda as follows: A. Minutes of the regular meeting of July 19, 2022 B. Minutes of the negotiation strategies meeting of July 19, 2022 C. Minutes of the special meeting of August 23, 2022 D. Financial reports for the month of July 2022 E. Payment of items for the month of July 2022 F. Fiscal Year 2022 current investments on hand for month ended July 31, 2022 G. Personnel H. Contract by and between ISD 279 Osseo Area Schools and Northwest Metro Health and Counseling Services for the purpose of providing counseling services to students at Maranatha Christian Academy I. Contract by and between ISD 279 Osseo Area Schools and Lee Carlson Center for Mental Health and Well-Being for the purpose of providing mental health services and supports to students and indirect/consultive support into planning pre-interventions J. Contract by and between ISD 279 Osseo Area Schools and National Urban Alliance (NUA) for culturally responsive instruction professional development The motion carried on a vote of 6 to 0.
RESOLUTION RELATING TO GENERAL OBLIGATION FACILITIES MAINTENANCE AND REFUNDING BONDS	Motion by Tanya Simons, seconded by Thomas Brooks, to approve the resolution relating to \$11,505,000 general obligation facilities maintenance and refunding bonds; series 2022A; authorizing the issuance, awarding the sale, prescribing the form and details and providing for the payment thereof. The motion carried on a vote of 6 to 0.
GIFTS TO THE DISTRICT	Motion by Heather Douglass, seconded by Tanya Simons, to approve Gifts to the District totaling \$72,063.78. The motion carried on a vote of 6 to 0.

INFORMATIONAL ITEMS	General Counsel Tim Palmatier provided the First Reading of Policy 516-Student Medication and Policy 519-Interviews of Students by Outside Agencies.
CLOSED SESSION/ADJOURNMENT	Motion by Jackie Mosqueda-Jones, second by Thomas Brooks, to recess the regular meeting at 6:51 PM, and reconvene in the Forum Room for a closed session pursuant to MN Statute 13D.03 for labor negotiations with Custodians. The motion carried on a vote of 6 to 0. The meeting adjourned at the conclusion of the closed session, at 7:14 PM.
	Kelsey Dawson Walton, Board Chairperson

Minutes of the Special Meeting
Independent School District 279 School Board
Maple Grove, Minnesota

August 30, 2022

MEETING	A closed special meeting of the School Board was held on Tuesday, August 30, 2022 in the Forum Room of the Educational Service Center. Chairperson Kelsey Dawson Walton called the meeting to order at 7:02 p.m.
ROLL CALL	School Board members Thomas Brooks, Kelsey Dawson Walton, Heather Douglass, Tamara Grady, Jackie Mosqueda-Jones and Tanya Simons were in attendance. District administrators Lisa Chang, Laurel Anderson, John Morstad, Tim Palmatier, Bou Moua and Superintendent Cory McIntyre were in attendance.
PURPOSE OF MEETING	The meeting was held for the purpose of labor negotiations. An audio recording will be available to the public after all labor contracts are signed for the current budget period.
ADJOURNMENT	At 7:14 p.m. Chairperson Kelsey Dawson Walton adjourned the meeting.

Kelsey Dawson Walton, Chairperson

Independent School District 279

Consent Agenda Financial Items Fiscal Year 2023

Date: September 27, 2022
To: John Morstad, Executive Director of Finance and Operations
From: Kelly Benusa, Director of Business Services
RE: Consent Agenda Financial Items -
Approval of Financial Reports
Vendor Checks
Epayables
Electronic Wire Transfers
Employee Reimbursements
Vendor ACH

- A. The ISD 279 School Board approval of financial reports for the month of August.
- B. The ISD 279 School Board authorizes payment of the items listed below for the month of August:

1. Vendor Checks	\$ 10,618,013.11
2. Epayables	\$ 1,382,568.21
3. Electronic Wire Transfers	\$ 25,348,114.31
4. Employee Reimbursements	\$ 38,536.94
5. Vendor ACH	\$ 4,277,336.78
	<u>\$ 41,664,569.35</u>

TO: John Morstad, Executive Director of Finance and Operations
FROM: Kelly Benusa, Director of Business Services
SUBJECT: Financial Reports for the Months Ended July 31 and August 31, 2022
DATE: September 27, 2022

The following is a recap of the monthly financials:

Fund Balance Report

During the year, the District maintains its financial records on the cash basis. Therefore, the cash basis fund balance may fluctuate considerably during the year due to the timing of cash receipts and disbursements. At year-end, we convert the financial records to the modified accrual basis according to Governmental Accounting Standards Board (GASB). Fund balances are shown by fund total on a monthly basis. Fund balance designations within each fund for non-spendable, restricted, or assigned/unassigned will be shown at the fiscal year-end.

Revenue Operating Budget Summary by Fund

The General Fund-Percentage Comparison of Year-To-Date with Operating Budget shows a 0.6% decrease from the prior year. All prior year accruals have been reversed in August; therefore, the District is still collecting prior year revenue from various sources, i.e., state aid, federal grants, other districts, etc. This process is consistent with prior years. Also, June 30, 2022, year-end results will be incorporated into the February mid-year budget adjustments where applicable.

Expenditure Operating Budget Summary by Fund

The General Fund-Percentage Comparison of Year-To-Date with Operating Budget shows a 0.9% increase from the prior year. June 30, 2022, year-end results will be incorporated into the February mid-year budget adjustments where applicable.

Current Investments on Hand

Interest rates increased during July and August 2.005% to 4.300% compared with May rates of 0.501% to 2.140%.

**ISD 279-Osseo Area Schools
Fund Balance Report
Fiscal Year 2023
Month Ended August 31, 2022**

Fund	Accrual Basis Fund Balance June 30, 2022	FY 2023 YTD Revenue	FY 2023 YTD Expenditure	Cash Basis * Fund Balance August 31, 2022
General	93,482,501	45,608,779	11,260,964	127,830,316
Student Activities	296,862	42,899	8,963	330,798
Capital & Land Proceeds	9,547,796	8,752	10,373,387	(816,839)
Food & Nutrition Service	6,567,975	129,862	516,899	6,180,938
Community Service	5,145,474	1,578,565	1,744,793	4,979,246
Building Construction	9,273,211	21,809	3,903,603	5,391,416
Debt Service	3,690,388	7,811,527	2,236,043	9,265,873
OPEB Debt Service	614,052	(2,802)	-	611,250
Retirement Incentive Pay Internal Service	998,083	-	-	998,083
Dental Self Insurance Internal Service	424,324	98,128	214,899	307,553
Health Self Insurance Internal Service	945,583	613,415	521,424	1,037,574
Post-Employment Benefits Revocable Trust Internal Service	8,362,828	(677,774)	-	7,685,054
Total	\$ 139,349,077	\$ 55,233,159	\$ 30,780,975	\$ 163,801,261

*During the year the District maintains its financial records on a cash basis. Therefore, the cash basis fund balance may fluctuate considerably during the year due to the timing of cash receipts and disbursements.

**ISD 279-Osseo Area Schools
Revenue Operating Budget Summary By Fund
Fiscal Year 2023
Month Ended August 31, 2022**

Revenue By Fund	Aug 2022 Revenue	FY 2023 YTD Revenue	% Of Budget	FY 2023 Budget	Actual YTD (Over) Under Budget	FY 2022 Actual Revenue	% Of PY Actual
General	46,379,218	48,131,994	18.4%	261,564,192	38,738,653	48,066,046	18.7%
Capital & Land Proceeds	(40,128)	8,752	0.1%	16,196,679	16,187,927	11,445	0.1%
Food & Nutrition Services	(1,613,281)	130,521	1.0%	12,792,318	12,661,797	528,266	3.2%
Community Service	1,844,889	1,952,857	14.2%	13,721,738	11,768,881	1,850,569	14.0%
Debt Service	7,608,463	7,811,527	49.6%	15,754,875	7,943,348	6,925,348	50.0%
OPEB Debt Service	3,001	(2,802)		-	2,802	1,425,621	52.2%
Total Revenue Operating Budget	54,182,160	58,032,849	18.1%	320,029,802	87,303,409	58,807,295	18.4%
Special Funded Projects (State & Federal)	(3,119,715)	(2,976,536)		-	2,976,536	(802,672)	-1.6%
Gifts/Fund Raising Clearing/Resale	33,317	78,370		-	(78,370)	74,736	3.6%
Student Activities	34,852	42,899		-	(42,899)	250	0.1%
Total Revenue Budget	51,130,614	55,177,582	17.2%	\$ 320,029,802	\$ 90,158,675	\$ 58,079,609	15.6%
Non-Budgeted Funds							
Building Construction	13,107	21,809					
Dental Self Insurance Internal Service	30,861	98,128					
Health Self Insurance Internal Service	187,139	613,415					
Post-Employment Benefits Revocable Trust Internal Service	(703,582)	(677,774)					
Total Non-Budgeted Funds	(472,475)	55,577					
Total Revenue	\$ 50,658,139	\$ 55,233,159					

	<u>FY 2023</u>	<u>FY 2022</u>
General Fund - % Comparison of Year to Date with Operating Budget	18.4%	19.0%

ISD 279-Osseo Area Schools
Expenditure Operating Budget Summary By Fund
Fiscal Year 2023
Month Ended August 31, 2022

Expenditure By Fund	Aug 2022 Expenditure	FY 2023 YTD Expenditure	% Of Budget	FY 2023 Budget	Actual YTD (Over) Under Budget	FY 2022 Actual Expenditure	% Of PY Actual
Salaries and Wages	\$ 3,052,139	\$ 4,226,659	2.5%	\$169,834,086	\$ 165,607,427	\$ 2,752,119	1.7%
Employee Benefits	987,079	2,299,992	3.6%	64,489,139	62,189,147	1,994,469	3.4%
Purchased Services	1,339,212	1,623,791	4.5%	36,434,160	34,810,369	772,401	2.5%
Supplies and Materials	438,271	761,273	17.2%	4,433,189	3,671,916	584,127	15.3%
Capital	340	340	0.2%	156,033	155,693	3,033	1.6%
Other	4,316	91,660	23.7%	386,655	294,996	103,027	19.6%
General	5,821,357	9,003,715	3.3%	275,733,262	266,729,547	6,209,176	2.4%
Capital & Land Proceeds	3,882,101	8,967,580	49.6%	18,084,296	9,116,716	10,581,418	66.0%
Food & Nutrition Services	470,188	516,899	3.6%	14,174,695	13,657,796	569,605	3.8%
Community Service	1,383,246	1,546,310	11.7%	13,271,764	11,725,454	1,005,688	9.3%
Debt Service	-	2,236,043	13.6%	16,433,238	14,197,195	2,624,485	18.4%
OPEB Debt Service	-	-		-	-	40,735	1.5%
Total Expenditure Operating Budget	11,556,891	22,270,547	6.6%	337,697,255	315,426,708	21,031,107	6.6%
Special Funded Projects (State & Federal)	2,968,353	3,771,768		-	(3,771,768)	2,524,951	4.9%
Gifts/Fund Raising Clearing/Resale	96,617	89,771		-	(89,771)	85,721	4.5%
Student Activities	8,963	8,963		-	(8,963)	454	0.2%
Total Expenditure Budget	14,630,824	26,141,049	7.7%	\$337,697,255	\$ 311,556,206	\$ 23,642,232	6.4%
Non-Budgeted Funds							
Building Construction	3,899,053	3,903,603					
Retirement Incentive Pay Internal Service	(1,020,595)	-					
Dental Self Insurance Internal Service	214,869	214,899					
Health Self Insurance Internal Service	83,484	521,424					
Post-Employment Benefits Revocable Trust Internal Service	-	-					
Total Non-Budgeted Funds	3,176,810	4,639,926					
Total Expenditure	\$ 17,807,634	\$ 30,780,975					

	<u>FY 2023</u>	<u>FY 2022</u>
General Fund - % Comparison of Year to Date with Operating Budget	3.3%	2.4%

**ISD 279 - OSSEO AREA SCHOOLS
CURRENT INVESTMENTS ON HAND
FISCAL YEAR 2023
MONTH END AUGUST 31, 2022**

BANK	TYPE	PURCHASED	MATURITY	YIELD	COST
OPERATING FUNDS					
MN TRUST - PMA	CD	06-07-21	12-09-22	0.100	249,600
MN TRUST - PMA	CD	08-30-21	08-30-23	0.201	249,742
MN TRUST - PMA	CD	09-29-21	09-23-21	0.201	249,742
MN TRUST - PMA	CD	09-14-21	09-14-22	0.080	5,000,000
MN TRUST - PMA	AGENCY	11-19-21	06-19-23	0.270	1,974,395
MN TRUST - PMA	AGENCY	03-31-22	03-31-23	1.570	1,999,006
MN TRUST - PMA	SDA	04-25-22	08-31-22	2.030	15,065,634
US BANK	TERM SERIES	10-27-27	10-26-22	0.160	5,000,000
US BANK	TERM SERIES	11-04-21	11-04-22	0.210	10,000,000
US BANK	TERM SERIES	05-13-22	09-07-22	1.400	5,000,000
MN TRUST - PMA	TERM SERIES	08-18-22	01-25-24	3.100	5,000,000
MN TRUST - PMA	TERM SERIES	08-18-22	07-25-23	3.100	5,000,000
MN TRUST - PMA	TERM SERIES	08-18-22	01-25-23	2.850	5,000,000
MN TRUST - PMA	SDA	10-30-19	08-31-22	1.480	7,075,027
MN TRUST - PMA	LIMITED TERM DURATION	06-01-17	08-31-22	1.700	19,218,531
US BANK	MONEY MKT		08-31-22	2.005	40,600,130
MN TRUST - PMA	MONEY MKT		08-31-22	2.015	39,360,737
TOTAL OPERATING FUNDS					166,042,544
LONG-TERM FACILITIES MAINTENANCE 2020A BOND					
MN TRUST - PMA	SDA	04-25-22	08-31-22	1.480	6,015,701
MN TRUST - PMA	MONEY MKT		08-31-22	2.015	774,977
TOTAL LONG-TERM FACILITIES MAINTENANCE 2020A BOND					6,790,678
OPEB REVOCABLE TRUST					
MN TRUST - PMA	CORP. BONDS	02-24-16	02-24-26	4.850	249,805
MN TRUST - PMA	CORP. BONDS	02-25-16	02-10-45	3.700	286,926
MN TRUST - PMA	CORP. BONDS	03-03-16	03-01-46	3.800	199,112
MN TRUST - PMA	CORP. BONDS	04-11-16	01-27-25	2.800	307,761
MN TRUST - PMA	MUNICIPAL	06-22-16	07-01-31	3.800	55,000
MN TRUST - PMA	CORP. BONDS	08-30-16	06-15-35	3.130	573,985
MN TRUST - PMA	CORP. BONDS	09-16-16	10-15-46	3.530	249,362
MN TRUST - PMA	CORP. BONDS	10-12-16	02-21-23	2.260	308,928
MN TRUST - PMA	MUNICIPAL	10-12-16	02-15-37	3.520	49,867
MN TRUST - PMA	MUNICIPAL	10-17-16	08-01-33	3.220	202,265
MN TRUST - PMA	MUNICIPAL	10-17-16	02-15-38	3.560	174,741
MN TRUST - PMA	MUNICIPAL	10-17-16	11-01-37	3.450	140,420
MN TRUST - PMA	MUNICIPAL	10-21-16	05-15-31	3.090	298,551
MN TRUST - PMA	MUNICIPAL	10-25-16	10-01-37	3.190	270,712
MN TRUST - PMA	MUNICIPAL	11-21-16	09-01-24	2.870	150,000
MN TRUST - PMA	CORP. BONDS	01-31-17	03-01-26	3.090	243,333
MN TRUST - PMA	CORP. BONDS	01-31-17	03-01-26	3.640	234,268
MN TRUST - PMA	MUNICIPAL	02-28-17	06-15-32	4.050	216,608
MN TRUST - PMA	CORP. BONDS	03-09-17	06-15-27	3.250	199,494
MN TRUST - PMA	MUNICIPAL	03-30-17	09-15-30	3.350	148,383
MN TRUST - PMA	MUNICIPAL	04-19-17	02-01-25	3.000	250,000
MN TRUST - PMA	CORP. BONDS	04-28-17	01-15-26	3.180	109,300
MN TRUST - PMA	MUNICIPAL	09-21-17	09-01-28	2.950	200,000
MN TRUST - PMA	CORP. BONDS	09-28-17	10-01-27	3.100	199,932
MN TRUST - PMA	MUNICIPAL	10-12-17	09-15-26	2.960	256,540
MN TRUST - PMA	CORP. BONDS	01-24-18	01-24-39	3.880	250,000
MN TRUST - PMA	CORP. BONDS	01-30-18	02-22-48	3.950	210,584
MN TRUST - PMA	CORP. BONDS	01-30-18	01-23-49	3.910	390,632
MN TRUST - PMA	CORP. BONDS	02-15-18	06-03-26	3.380	286,392
MN TRUST - PMA	CORP. BONDS	02-20-18	03-01-28	3.810	249,833
MN TRUST - PMA	MORTGAGE BACKED SEC	04-06-18	09-25-24	3.170	187,194
MN TRUST - PMA	MORTGAGE BACKED SEC	07-06-18	07-25-24	3.250	208,099
MN TRUST - PMA	CORP. BONDS	08-29-18	04-23-29	4.336	287,550
MN TRUST - PMA	MUNICIPAL	09-27-18	07-01-32	3.770	307,876
MN TRUST - PMA	CORP. BONDS	10-10-18	12-14-35	4.150	254,948
MN TRUST - PMA	CORP. BONDS	10-16-18	10-15-28	4.000	249,755
MN TRUST - PMA	CORP. BONDS	10-23-18	03-01-29	4.020	249,570
MN TRUST - PMA	CORP. BONDS	09-13-19	03-13-51	2.470	297,954
MN TRUST - PMA	MUNICIPAL	10-16-19	05-25-26	2.310	100,000
MN TRUST - PMA	MUNICIPAL	10-03-19	11-01-29	2.320	145,982
MN TRUST - PMA	MUNICIPAL	10-18-19	09-01-24	1.940	99,992
MN TRUST - PMA	MORTGAGE BACKED SEC	10-24-19	07-25-25	2.210	146,528
MN TRUST - PMA	MUNICIPAL	12-10-19	04-01-30	2.610	250,000
MN TRUST - PMA	MUNICIPAL	01-09-20	11-01-30	2.740	200,000
MN TRUST - PMA	MUNICIPAL	01-03-20	02-15-30	2.700	100,000
MN TRUST - PMA	MORTGAGE BACKED SEC	03-16-20	08-01-24	2.010	247,924
MN TRUST - PMA	CORP. BONDS	01-31-20	02-05-50	3.250	99,961

**ISD 279 - OSSEO AREA SCHOOLS
CURRENT INVESTMENTS ON HAND
FISCAL YEAR 2023
MONTH END AUGUST 31, 2022**

BANK	TYPE	PURCHASED	MATURITY	YIELD	COST
MN TRUST - PMA	MUNICIPAL	02-27-20	01-01-32	1.810	150,000
MN TRUST - PMA	MORTGAGE BACKED SEC	02-27-20	10-25-27	1.560	96,896
MN TRUST - PMA	MUNICIPAL	10-14-20	06-01-32	1.860	100,000
MN TRUST - PMA	CORP. BONDS	10-08-20	06-30-30	1.320	201,368
MN TRUST - PMA	CORP. BONDS	10-22-20	10-15-30	1.740	199,234
MN TRUST - PMA	MUNICIPAL	10-27-20	08-01-32	1.750	100,000
MN TRUST - PMA	MORTGAGE BACKED SEC	10-15-20	02-26-35	1.650	181,303
MN TRUST - PMA	MUNICIPAL	10-14-20	12-01-35	2.570	169,878
MN TRUST - PMA	MUNICIPAL	11-24-20	10-01-36	1.930	230,715
MN TRUST - PMA	MORTGAGE BACKED SEC	12-10-20	10-25-30	1.190	102,992
MN TRUST - PMA	MUNICIPAL	12-22-20	08-01-36	2.060	100,000
MN TRUST - PMA	MUNICIPAL	12-14-20	02-01-40	2.050	200,740
MN TRUST - PMA	MUNICIPAL	12-22-20	12-01-42	2.340	100,000
MN TRUST - PMA	CORP. BONDS	12-17-20	04-15-26	0.790	54,143
MN TRUST - PMA	MUNICIPAL	01-15-21	04-01-36	2.130	100,000
MN TRUST - PMA	MUNICIPAL	01-27-21	04-01-43	3.280	100,000
MN TRUST - PMA	CORP. BONDS	01-07-21	03-15-31	1.380	248,807
MN TRUST - PMA	MUNICIPAL	01-20-21	05-15-47	2.650	256,740
MN TRUST - PMA	GOVERNMENT	01-11-21	11-20-37	1.630	198,913
MN TRUST - PMA	CORP. BONDS	02-11-21	02-11-31	1.950	100,089
MN TRUST - PMA	CORP. BONDS	02-03-21	06-01-51	3.100	99,944
MN TRUST - PMA	CORP. BONDS	02-26-21	03-15-51	3.260	249,757
MN TRUST - PMA	CORP. BONDS	02-19-21	03-15-51	1.690	198,818
MN TRUST - PMA	CORP. BONDS	03-16-21	04-01-32	2.590	99,570
MN TRUST - PMA	CORP. BONDS	03-22-21	03-22-41	3.400	249,855
MN TRUST - PMA	CORP. BONDS	04-27-21	07-01-53	2.900	185,359
MN TRUST - PMA	CORP. BONDS	06-29-21	07-15-41	0.150	149,172
MN TRUST - PMA	CORP. BONDS	06-08-21	06-08-51	0.150	249,267
MN TRUST - PMA	MUNICIPAL	07-29-21	11-01-31	2.630	200,000
MN TRUST - PMA	MUNICIPAL	07-20-21	08-01-37	1.930	147,342
MN TRUST - PMA	ASSET BACKED SEC	07-28-21	03-05-24	0.600	99,978
MN TRUST - PMA	CORP. BONDS	07-22-21	02-01-52	2.730	297,873
MN TRUST - PMA	CORP. BONDS	08-09-21	08-15-41	2.820	249,237
MN TRUST - PMA	CORP. BONDS	08-31-21	07-15-41	2.670	102,080
MN TRUST - PMA	CORP. BONDS	08-31-21	03-15-32	2.020	252,880
MN TRUST - PMA	CORP. BONDS	09-02-21	06-01-51	3.180	96,947
MN TRUST - PMA	CORP. BONDS	09-07-21	07-10-23	0.170	225,000
MN TRUST - PMA	CORP. BONDS	09-07-21	09-15-51	2.730	248,268
MN TRUST - PMA	CORP. BONDS	09-02-21	08-14-23	0.290	301,227
MN TRUST - PMA	CORP. BONDS	10-28-21	11-02-27	1.880	300,000
MN TRUST - PMA	CORP. BONDS	11-08-21	12-01-28	1.900	109,856
MN TRUST - PMA	CORP. BONDS	11-15-21	11-18-31	2.000	99,487
MN TRUST - PMA	MUNICIPAL	11-10-21	11-01-33	2.200	150,000
MN TRUST - PMA	MORTGAGE BACKED SEC	01-28-22	10-25-25	1.630	299,171
MN TRUST - PMA	CORP. BONDS	03-15-22	03-15-52	3.820	251,313
MN TRUST - PMA	CORP. BONDS	08-22-22	08-22-32	4.300	100,000
MN TRUST - PMA	CORP. BONDS	08-23-22	03-15-33	4.150	99,929
MN TRUST - PMA	GOVERNMENT	08-31-22	08-31-24	3.250	174,262
MN TRUST - PMA	EQUITY		08-31-22	2.140	4,298,704
MN TRUST - PMA	MONEY MKT		08-31-22	2.150	29,714
TOTAL OPEB REVOCABLE TRUST					23,002,892
TOTAL INVESTMENTS					\$ 195,836,113

CD CERTIFICATE OF DEPOSIT FDIC \$250,000
 CN CORPORATE NOTE
 CP COMMERCIAL PAPER

FHLB FEDERAL HOME LOAN BANK
 FHLMC FEDERAL HOME LOAN MORTGAGE CORP.
 FNMA FEDERAL NAT'L MORTGAGE ASS'N.

August 2022 Monthly Check Register

Fiscal Year	Check Date	Check Number	Transaction Amount	Vendor Number	Vendor Name
23	08/05/2022	726077	\$30.00	C0204	ISD 279 - BACKGROUND CHECK
23	08/05/2022	726078	\$69.00	C0210	ISD 279 - KS BACKGROUND CHECK
23	08/05/2022	726079	\$422.32	C0072	MESSERLI & KRAMER PA
23	08/05/2022	726080	\$8,013.00	C0038	MN TEAMSTERS - LOCAL 320
23	08/05/2022	726081	\$280.00	C0192	OSSEO PRINCIPALS ASSOCIATION
23	08/05/2022	726082	\$65.00	C0212	WISCONSIN CHILD SUPPORT
23	08/03/2022	726083	\$400.40	52257	ACCRA
23	08/03/2022	726084	\$88.00	03674	ACCUCUT SYSTEMS
23	08/03/2022	726085	\$367.92	53521	ALTERNATIVE BUSINESS FURNITURE INC
23	08/03/2022	726086	\$2,250.00	22096	AMPLIFIED IT LLC
22	08/03/2022	726087	\$781.25	F5979	ARAFAT, HANAA R
23	08/03/2022	726088	\$9,000.00	53509	CHANGE THE WORLD CHALLENGE
22	08/03/2022	726089	\$600.00	51223	BEMIDJI STATE UNIVERSITY
23	08/03/2022	726090	\$26,550.00	53538	BLACKBOARD INC
23	08/03/2022	726091	\$2,000.00	53551	BLACKHAWK, DONALD
23	08/03/2022	726092	\$280.00	A3013	BROOKLYN PARK RECREATION & PARKS
22	08/03/2022	726093	\$25.00	00075	BROOKLYN PARK, CITY OF
23	08/03/2022	726094	\$2,000.00	53552	BUCKANGA-JACKSON, KAYDEN
22	08/03/2022	726095	\$338.00	15989	BUNKER HILLS GOLF CLUB
23	08/03/2022	726096	\$398.38	F3823	CHICK FIL A
22	08/03/2022	726097	\$454,249.97	53441	CONSTRUCTION RESULTS CORPORATION
23	08/03/2022	726098	\$3,301.66	17064	DAIKIN APPLIED
23	08/03/2022	726099	\$6,900.00	50555	DAY, SANDRA
23	08/03/2022	726100	\$3,000.00	13463	DESJARLAIT, MIZIWAY
23	08/03/2022	726101	\$3,500.00	F3923	DUNIYA DRUM & DANCE
23	08/03/2022	726102	\$102.70	53557	ELMES, CARRIE
23	08/03/2022	726103	\$350.00	53550	SUSI EPPERSON CONSULTING LLC
23	08/03/2022	726104	\$21.90	53558	ESSLER, SHERRI
22	08/03/2022	726107	\$34,014.15	D6455	FIRST STUDENT INC
22	08/03/2022	726108	\$112,151.52	D6455	FIRST STUDENT INC
22	08/03/2022	726109	\$7,401.24	D6455	FIRST STUDENT INC
23	08/03/2022	726110	\$11,262.41	52191	RTA TIMBERLAND LLC
23	08/03/2022	726111	\$4,500.00	F6204	FORTE TRIATHLON CLUB
23	08/03/2022	726112	\$269.00	18537	GLOBAL COMMUNICATIONS
23	08/03/2022	726113	\$18,607.46	00186	GOODHEART WILLCOX PUBLISHER
23	08/03/2022	726114	\$169.96	08395	GRAYBAR ELECTRIC CO INC
23	08/03/2022	726115	\$960.00	53546	HARRIS, WILLIAM
23	08/03/2022	726116	\$526.24	51768	HERITAGE LANDSCAPE SUPPLY GROUP INC
23	08/03/2022	726117	\$13,500.00	19988	HUDL SPORTS
23	08/03/2022	726118	\$637.50	16063	IDEAL ADVERTISING
23	08/03/2022	726119	\$2,575.00	F3511	INGINA LLC
23	08/03/2022	726120	\$425,728.16	A1613	INTERMEDIATE DISTRICT 287
22	08/03/2022	726121	\$60.00	A3627	ISD 270-HOPKINS SCHOOLS
23	08/03/2022	726122	\$2,000.00	F3136	JAMES SPOTTED THUNDER
23	08/03/2022	726123	\$4,500.00	53553	JOSEPH KURTA, JUSTIN
23	08/03/2022	726124	\$500.00	50618	JSAL'S SPEED&STRENGTH TRAINING HOUS
22	08/03/2022	726125	\$1,716.00	04574	KELLER GOLF COURSE
22	08/03/2022	726126	\$6.00	51350	LAMONT, BRITTNEY
23	08/03/2022	726127	\$22,345.50	16747	LEGO EDUCATION
23	08/03/2022	726128	\$1,309.90	15231	LOYOLA PRESS
23	08/03/2022	726129	\$94,832.15	51592	MADISON NATIONAL LIFE INSURANCE CO
22	08/03/2022	726130	\$1,050.00	A0373	MAPLE GROVE PARK & RECREATION
23	08/03/2022	726131	\$1,854.00	00441	MCGRAW-HILL EDUCATION
22	08/03/2022	726132	\$67.91	16828	MCKESSON MEDICAL-SURGICAL INC
23	08/03/2022	726133	\$461.66	07513	MENARDS BROOKLYN PARK
23	08/03/2022	726134	\$574.47	26535	MENARDS MAPLE GROVE
23	08/03/2022	726135	\$696.00	A2175	MESPA
23	08/03/2022	726136	\$3,900.00	22138	MIDWEST GROUNDCCOVER
23	08/03/2022	726137	\$365.00	D7537	MINNSPRA

23	08/03/2022	726138	\$635.00	A3481	MN SAFETY COUNCIL INC
23	08/03/2022	726139	\$14,110.85	A2183	NORTHWEST EVALUATION ASSOC- NWEA
23	08/03/2022	726140	\$2,000.00	53556	OLSON, ISIAH
23	08/03/2022	726141	\$152.92	17699	PARK SUPPLY
23	08/03/2022	726142	\$16,106.78	01183	PASCO SCIENTIFIC
22	08/03/2022	726143	\$237.39	F1989	PLOTTS, ANA GRACE
23	08/03/2022	726144	\$330.00	53554	POTULNY, SHANNON
23	08/03/2022	726145	\$250.00	52804	POTVIN, SARAH
23	08/03/2022	726146	\$499.52	02381	REALLY GOOD STUFF
22	08/03/2022	726147	\$421.79	20028	RED WING SHOE STORE
23	08/03/2022	726148	\$1,021.00	D5022	RICHFIELD BUS CO
23	08/03/2022	726149	\$21,286.27	F5353	ROCHON CORPORATION
23	08/03/2022	726150	\$12,735.00	F4478	SAFEWAY DRIVING SCHOOL
23	08/03/2022	726151	\$829.00	52245	SCHOOL SPECIALTY LLC
23	08/03/2022	726152	\$66,336.00	F3525	SFM
23	08/03/2022	726153	\$137.58	26592	SHRED-N-GO
23	08/03/2022	726154	\$186.94	52193	SOAR LEARNING INC
22	08/03/2022	726155	\$264.00	D9031	SPENCER, RICKY
23	08/03/2022	726156	\$3,773.20	15454	ST VINCENT DE PAUL CATERING
23	08/03/2022	726157	\$3,500.00	20199	STEM FUSE LLC
23	08/03/2022	726158	\$72.60	53555	TARUS, JUDITH
23	08/03/2022	726159	\$2,280.00	F5630	TECH ACADEMY/COMPUTER EXPLORERS
23	08/03/2022	726160	\$20.00	53559	THORN, ERIKA
23	08/03/2022	726161	\$61.90	22086	TME CO INC
23	08/03/2022	726162	\$500.00	F5446	TOP NOTCH TRAINING
22	08/03/2022	726163	\$3,260.73	D6150	TRANSPORTATION PLUS INC
23	08/03/2022	726164	\$4,800.00	52773	TRAVIS, JESSICA KAREEN
23	08/03/2022	726165	\$627.00	52650	TREE FROG PUBLISHING LLC
23	08/03/2022	726166	\$105.95	08234	TROPHIES BY LINDA INC
23	08/03/2022	726167	\$5,333.00	53525	UPSTREAM ARTS INC
23	08/03/2022	726168	\$39,000.00	51903	UNIVERSITY OF WASHINGTON
23	08/03/2022	726169	\$6,800.00	F0855	WHITEMAN-BLACKHAWK, SAMANTHA
23	08/03/2022	726170	\$240.00	26540	WORKS, THE
23	08/03/2022	726171	\$7,800.00	F3270	YELLOW, FRANCIS J
22	08/03/2022	726172	\$1,040.00	D3146	ISD 284-WAYZATA PUBLIC SCHOOLS
23	08/04/2022	726173	\$107.14	C0214	CBE GROUP INC
23	08/10/2022	726174	\$99.96	52844	AMAZON CAPITAL SERVICES INC
23	08/10/2022	726175	\$27.57	52656	BECKER, CHERI
23	08/10/2022	726176	\$2.55	53563	BRUSS, DANIEL
23	08/10/2022	726177	\$300.00	53562	CIRCLE MONKEY SQUARE INC
23	08/10/2022	726178	\$4,512.75	05715	CENGAGE LEARNING
23	08/10/2022	726179	\$25.05	00270	CENTERPOINT ENERGY
23	08/10/2022	726180	\$243.40	F0039	CENTURYLINK
23	08/10/2022	726181	\$250.00	F6040	CHRUSTOWSKI, RICHARD A
23	08/10/2022	726182	\$400.00	F4335	COLEMAN, DANTE
23	08/10/2022	726183	\$400.00	F4335	COLEMAN, DANTE
23	08/10/2022	726184	\$4,583.12	52467	CONSOLIDATED COMMUNICATIONS
23	08/10/2022	726185	\$884.77	A1948	CUB FOODS BP
23	08/10/2022	726186	\$102.50	F3528	DAILY DOSE CAFE ESPRESSO
23	08/10/2022	726187	\$170.18	F4643	DEAL, KRISTIN
23	08/10/2022	726188	\$5,621.00	52895	LIMINEX INC
23	08/10/2022	726189	\$4.13	F3306	GRADY'S ACE HARDWARE
23	08/10/2022	726190	\$5,975.00	50884	HD SURFACING LLC
23	08/10/2022	726191	\$1,768.50	51768	HERITAGE LANDSCAPE SUPPLY GROUP INC
23	08/10/2022	726192	\$10.20	53564	HORNBACHER, JILL
23	08/10/2022	726193	\$2,890.65	06627	INFOBASE HOLDINGS
23	08/10/2022	726194	\$230.00	F3930	MINNESOTA LIBRARY ASSOCIATION
23	08/10/2022	726195	\$6,547.50	F3511	INGINA LLC
23	08/10/2022	726196	\$197.85	18598	JERRY'S HARDWARE
23	08/10/2022	726197	\$157.20	E28669	AMY E KNOOIHUIZEN
23	08/10/2022	726198	\$140,237.07	17147	LANDSCAPE STRUCTURES INC

23	08/10/2022	726199	\$2,628.00	53566	LUTHERAN EDUCATION ASSOCIATION
23	08/10/2022	726200	\$491.75	07396	LYNDE & MCLEOD INC
23	08/10/2022	726201	\$6,872.00	52734	MACPHAIL CENTER FOR MUSIC
23	08/10/2022	726202	\$2,100.00	52734	MACPHAIL CENTER FOR MUSIC
23	08/10/2022	726203	\$221.15	53349	MADAN, ALINA
23	08/10/2022	726204	\$800.00	09944	MAPLE GROVE, CITY OF
23	08/10/2022	726205	\$900.00	A0267	MASMS
23	08/10/2022	726206	\$95.60	26535	MENARDS MAPLE GROVE
23	08/10/2022	726207	\$4,200.00	22138	MIDWEST GROUNDCCOVER
23	08/10/2022	726208	\$6.00	51382	MORALES, SULEMA
23	08/10/2022	726209	\$894.53	22119	MYBINDING.COM
23	08/10/2022	726210	\$4,974.93	22082	NONHOF PAINTING SOLUTIONS
23	08/10/2022	726211	\$250.00	53306	OKOM, OGBIJI VICTOR
23	08/10/2022	726212	\$1,099.35	F5228	PBIS REWARDS
23	08/10/2022	726213	\$688.75	53052	PETERSON COMPANIES INC
23	08/10/2022	726214	\$300.00	52804	POTVIN, SARAH
23	08/10/2022	726215	\$962.50	50207	PROS OF THE ROPE, LLC
23	08/10/2022	726216	\$157.86	02381	REALLY GOOD STUFF
23	08/10/2022	726217	\$400.00	52919	UNIVERSITY OF MINNESOTA
23	08/10/2022	726218	\$928.00	D6413	RESOURCE TRAINING & SOLUTIONS
23	08/10/2022	726219	\$141.00	53560	RITTER, DAVID
23	08/10/2022	726220	\$411.00	16777	SCHADEGG MECHANICAL INC
23	08/10/2022	726221	\$1,858.60	52245	SCHOOL SPECIALTY LLC
23	08/10/2022	726222	\$14,481.48	53565	STATE OF MN - PELSB
23	08/10/2022	726223	\$297.80	04918	STEVE WEISS MUSIC
23	08/10/2022	726224	\$2,956.50	01471	TEACHING STRATEGIES LLC
23	08/10/2022	726225	\$1,716.00	F5630	TECH ACADEMY/COMPUTER EXPLORERS
23	08/10/2022	726226	\$402.50	12947	U S BANK TRUST NATL ASSN
23	08/10/2022	726227	\$49.87	50376	VASQUEZ, CHRISTIAN
23	08/10/2022	726228	\$1,999.80	F4905	WELLS, BRANDON
23	08/10/2022	726229	\$44.99	00642	WOODWIND & BRASSWIND
23	08/10/2022	726230	\$2,355.42	52501	WORK ON LEARNING INC
23	08/10/2022	726231	\$425.00	03850	ZAHL EQUIPMENT COMPANY
23	08/17/2022	726232	\$150.00	F1461	1000 PETALS LLC
23	08/17/2022	726233	\$25.00	53576	ADKINS, JANAYA
23	08/17/2022	726234	\$5,995.00	52503	AIRBORNE ATHLETICS INC
23	08/17/2022	726235	\$549.99	04958	AMLE
23	08/17/2022	726236	\$1,016,727.10	52728	AMPLIFY EDUCATION INC
23	08/17/2022	726237	\$150.00	53573	AQUARIUM OF THE PACIFIC
23	08/17/2022	726238	\$5,544.00	F0361	ART SPARK LLC
23	08/17/2022	726239	\$1,702.90	F4899	ARVIG
23	08/17/2022	726240	\$29,430.21	08178	ATS&R
23	08/17/2022	726241	\$8,664.76	08178	ATS&R
23	08/17/2022	726242	\$20.00	09919	BARTON SAND & GRAVEL CO
23	08/17/2022	726243	\$87.35	53578	BOSWORTH, LINDSEY
23	08/17/2022	726244	\$25.00	00075	BROOKLYN PARK, CITY OF
23	08/17/2022	726245	\$25.00	00075	BROOKLYN PARK, CITY OF
23	08/17/2022	726246	\$897.50	00075	BROOKLYN PARK, CITY OF
23	08/17/2022	726247	\$359.00	00075	BROOKLYN PARK, CITY OF
23	08/17/2022	726248	\$2,041.88	05715	CENGAGE LEARNING
23	08/17/2022	726249	\$1,025.17	07933	CINTAS CORPORATION NO 2
23	08/17/2022	726250	\$1,663,001.54	53441	CONSTRUCTION RESULTS CORPORATION
23	08/17/2022	726251	\$103.49	00397	CONSTRUCTIVE PLAYTHINGS
23	08/17/2022	726252	\$272.00	18223	CUSTOM EDUCATION SOLUTIONS
23	08/17/2022	726253	\$1,577,964.76	53577	DELL MARKETING LP
23	08/17/2022	726254	\$30,138.89	D6455	FIRST STUDENT INC
23	08/17/2022	726255	\$933.00	18537	GLOBAL COMMUNICATIONS
23	08/17/2022	726256	\$34,833.00	52897	GOPHERMODS LLC
23	08/17/2022	726257	\$47.52	08395	GRAYBAR ELECTRIC CO INC
23	08/17/2022	726258	\$55,620.10	F4750	HALLBERG ENGINEERING INC
23	08/17/2022	726259	\$84.03	53574	HANSMEYER, CANDICE

23	08/17/2022	726260	\$320.00	F5656	HIGH TOUCH HIGH TECH TWIN CITIES
23	08/17/2022	726261	\$496.24	51768	HERITAGE LANDSCAPE SUPPLY GROUP INC
23	08/17/2022	726262	\$3,546.20	51935	SKYHAWKS
23	08/17/2022	726263	\$10,500.00	19988	HUDL SPORTS
23	08/17/2022	726264	\$2,011.44	08004	INDEPENDENT SCHOOL DISTRICT 622
23	08/17/2022	726265	\$3,770.00	F3511	INGINA LLC
23	08/17/2022	726266	\$8,774.72	17401	INNOVATIVE OFFICE SOLUTIONS
23	08/17/2022	726267	\$35,373.27	A1613	INTERMEDIATE DISTRICT 287
23	08/17/2022	726268	\$131.20	53575	JOHNSON, GARY
23	08/17/2022	726269	\$363,235.67	09944	MAPLE GROVE, CITY OF
23	08/17/2022	726270	\$3,638.00	A4266	MASA
23	08/17/2022	726271	\$25.64	07513	MENARDS BROOKLYN PARK
23	08/17/2022	726272	\$1,725.50	52345	MICHAELS STORES INC & SUBS
23	08/17/2022	726273	\$100.00	A0504	MN DEPT OF LABOR & INDUSTRY
23	08/17/2022	726274	\$2,557,091.46	C0183	MN PEIP
23	08/17/2022	726275	\$6,240.00	53571	MINNESOTA YOUTH ATHLETIC SERVICES
23	08/17/2022	726276	\$9,000.00	53571	MINNESOTA YOUTH ATHLETIC SERVICES
23	08/17/2022	726277	\$12,000.00	53568	OLSEN, KALI
23	08/17/2022	726278	\$592.65	F2709	PACIFIC INTERPRETERS INC
23	08/17/2022	726279	\$2,458.00	53052	PETERSON COMPANIES INC
23	08/17/2022	726280	\$39.70	02381	REALLY GOOD STUFF
23	08/17/2022	726281	\$175.00	15814	REGENTS OF THE U OF MN
23	08/17/2022	726282	\$3,675.00	F4478	SAFEWAY DRIVING SCHOOL
23	08/17/2022	726283	\$555.70	52245	SCHOOL SPECIALTY LLC
23	08/17/2022	726284	\$1,670.40	52245	SCHOOL SPECIALTY LLC
23	08/17/2022	726285	\$151,265.00	09122	SCHWAB-VOLLHABER-LUBRATT INC
23	08/17/2022	726286	\$732.00	13702	SHIRT STARZ INC
23	08/17/2022	726287	\$137.58	26592	SHRED-N-GO
23	08/17/2022	726288	\$2,791.60	52496	SMARTSIGN
23	08/17/2022	726289	\$1,080.00	F3789	SOTA SHOP
23	08/17/2022	726290	\$210,043.75	53197	SOURCEWELL
23	08/17/2022	726291	\$9,850.00	53142	STATES MANUFACTURING CORPORATION
23	08/17/2022	726292	\$520.00	04918	STEVE WEISS MUSIC
23	08/17/2022	726293	\$1,596.35	17444	STUDIES WEEKLY INC /AM LEGACY PUBL
23	08/17/2022	726294	\$33.15	53579	SWIERS, AARON
23	08/17/2022	726295	\$105,000.00	51986	TALKINGPOINTS
23	08/17/2022	726296	\$7,000.00	53569	TRAN, THANH
23	08/17/2022	726297	\$5,000.00	53570	TRAN, THAO
23	08/17/2022	726298	\$466.16	26539	USA INFLATABLES
23	08/17/2022	726299	\$122.15	53580	WALSMA, MELANIE
23	08/17/2022	726300	\$1,030.00	26540	WORKS, THE
23	08/17/2022	726301	\$1,000.00	53581	YANG, DOUACHI
23	08/17/2022	726302	(\$847.91)	C0190	DS ERICKSON & ASSOCIATES PLLC
22	08/17/2022	726302	\$847.92	C0190	DS ERICKSON & ASSOCIATES PLLC
23	08/19/2022	726303	\$523.14	C0127	GURSTEL LAW FIRM PA
23	08/19/2022	726304	\$5.00	C0204	ISD 279 - BACKGROUND CHECK
23	08/19/2022	726305	\$33.00	C0210	ISD 279 - KS BACKGROUND CHECK
23	08/19/2022	726306	\$280.00	C0192	OSSEO PRINCIPALS ASSOCIATION
23	08/19/2022	726307	\$219.39	C0214	CBE GROUP INC
23	08/24/2022	726308	\$9,173.20	F5454	AMIOI SCHOLASTIC RECOGNITION INC
23	08/24/2022	726309	\$1,000.00	53582	BOSTON COLLEGE
23	08/24/2022	726310	\$1,200.00	25404	CARROLL UNIVERSITY INC
23	08/24/2022	726311	\$10,882.41	00270	CENTERPOINT ENERGY
23	08/24/2022	726312	\$512.69	F0039	CENTURYLINK
23	08/24/2022	726313	\$1,000.00	F4189	COLLEGE OF ST BENEDICT
23	08/24/2022	726314	\$1,000.00	F4189	COLLEGE OF ST BENEDICT
23	08/24/2022	726315	\$494.00	02860	CONTINENTAL SAFETY EQUIPMENT INC
23	08/24/2022	726316	\$11,762.95	18223	CUSTOM EDUCATION SOLUTIONS
23	08/24/2022	726317	\$1,800.00	53508	DIADEM SPORTS LLC
23	08/24/2022	726318	\$43.15	53585	DIERS, JAMES
23	08/24/2022	726319	\$19,497.85	F7373	EMC INSURANCE COMPANY

23	08/24/2022	726320	\$10.20	53586	FABOZZI, NIKKI
23	08/24/2022	726321	\$89.70	18528	FINKEN WATER CENTERS
23	08/24/2022	726322	\$816.10	22068	FUN EXPRESS LLC
23	08/24/2022	726323	\$289.98	52265	GEAR WEST SKI & BIKE INC
23	08/24/2022	726324	\$711.97	50226	ACCO BRANDS USA LLC
23	08/24/2022	726325	\$1,570.00	18537	GLOBAL COMMUNICATIONS
23	08/24/2022	726326	\$1,102.95	08395	GRAYBAR ELECTRIC CO INC
23	08/24/2022	726327	\$476.04	51254	LITERACY RESOURCES LLC
23	08/24/2022	726328	\$411.57	51768	HERITAGE LANDSCAPE SUPPLY GROUP INC
23	08/24/2022	726329	\$13,500.00	19988	HUDL SPORTS
23	08/24/2022	726330	\$1,000.00	04485	IOWA STATE UNIVERSITY
23	08/24/2022	726331	\$984.80	17588	JUNIOR LIBRARY GUILD
23	08/24/2022	726332	\$200.00	E22077	KRISTAN L KOHLS
23	08/24/2022	726333	\$10,175.00	16729	LOESCH'S SHEETMETAL & PIPING SPEC
23	08/24/2022	726334	\$250.00	A0238	WELLS CATERING SERVICE
23	08/24/2022	726335	\$98,968.15	51592	MADISON NATIONAL LIFE INSURANCE CO
23	08/24/2022	726336	\$300.00	A0373	MAPLE GROVE PARK & RECREATION
23	08/24/2022	726337	\$300.00	09944	MAPLE GROVE, CITY OF
23	08/24/2022	726338	\$3,000.00	52884	MCCAMMON, REBECCA ELIZABETH AHN
23	08/24/2022	726339	\$1,669.33	07513	MENARDS BROOKLYN PARK
23	08/24/2022	726340	\$44.51	26535	MENARDS MAPLE GROVE
23	08/24/2022	726341	\$231.00	50825	MERLINO, RORY M
23	08/24/2022	726342	\$15,260.00	A2175	MESPA
23	08/24/2022	726343	\$3,150.00	A2648	METRO ECSU
23	08/24/2022	726344	\$71.66	52345	MICHAELS STORES INC & SUBS
23	08/24/2022	726345	\$9,000.00	22138	MIDWEST GROUNDCCOVER
23	08/24/2022	726346	\$60.00	08486	MN STATE HIGH SCHOOL LEAGUE
23	08/24/2022	726347	\$231.00	50896	NEJAD, REZA
23	08/24/2022	726348	\$87.10	52332	NGUYEN, TRANG
23	08/24/2022	726349	\$1,000.00	F2718	NORTH DAKOTA STATE UNIVERSITY
23	08/24/2022	726350	\$99,261.00	D8985	NORTHWEST SUBURBAN INTEGRATION
23	08/24/2022	726351	\$49.87	53567	OSOY VASQUEZ, KIMBERLY P
23	08/24/2022	726352	\$29,552.26	A3192	OSSEO, CITY OF
23	08/24/2022	726353	\$21.60	F2709	PACIFIC INTERPRETERS INC
23	08/24/2022	726354	\$200.00	E19896	DENISE M PERKINS
23	08/24/2022	726355	\$731.33	53520	CABLINGPLUS
23	08/24/2022	726356	\$225.12	02381	REALLY GOOD STUFF
23	08/24/2022	726357	\$4,152.00	25198	REBYL SPORTS INC
23	08/24/2022	726358	\$8,500.00	50129	S & D TILE LLC
23	08/24/2022	726359	\$9,450.00	F4478	SAFEWAY DRIVING SCHOOL
23	08/24/2022	726360	\$100.00	52923	SCHOOL NUTRITION DIRECTORS OF MN
23	08/24/2022	726361	\$96.60	52245	SCHOOL SPECIALTY LLC
23	08/24/2022	726362	\$66,336.00	F3525	SFM
23	08/24/2022	726363	\$712.00	13702	SHIRT STARZ INC
23	08/24/2022	726364	\$2,205.00	52496	SMARTSIGN
23	08/24/2022	726365	\$1,000.00	53583	UI SERVICE CENTER
23	08/24/2022	726366	\$75.00	10988	STEPHAN, THOMAS R JR
23	08/24/2022	726367	\$1,000.00	52841	UNIVERSITY OF NEBRASKA
23	08/24/2022	726368	\$1,726.00	53549	TMI SYSTEMS CORPORATION
23	08/24/2022	726369	\$13.88	E33523	RAMONA V TRAN
23	08/24/2022	726370	\$6,913.36	D6150	TRANSPORTATION PLUS INC
23	08/24/2022	726371	\$1,000.00	F3485	UNIV OF MN-TWIN CITIES
23	08/24/2022	726372	\$1,837.93	00409	WARD'S SCIENCE
23	08/24/2022	726374	\$251,204.12	00300	XCEL ENERGY
23	08/24/2022	726375	\$67.65	53587	XIONG, BAO
23	08/24/2022	726376	\$400.00	53588	YANG, MELISSA
23	08/31/2022	726377	\$26,970.00	F4899	ARVIG
23	08/31/2022	726378	\$1,720.37	51808	SYMMETRY ENERGY SOLUTIONS LLC
23	08/31/2022	726379	\$6,137.42	51808	SYMMETRY ENERGY SOLUTIONS LLC
23	08/31/2022	726380	\$1,111.45	51808	SYMMETRY ENERGY SOLUTIONS LLC
23	08/31/2022	726381	\$1,490.59	51808	SYMMETRY ENERGY SOLUTIONS LLC

23	08/31/2022	726382	\$725.35	18814	BIO-RAD
23	08/31/2022	726383	\$237.30	F0039	CENTURYLINK
23	08/31/2022	726384	\$26.20	53593	DANIEL, TIFFANY
23	08/31/2022	726385	\$1,395.00	D0138	DISTRICT 279 FOUNDATION
23	08/31/2022	726386	\$1,264.56	02963	ECOLAB
23	08/31/2022	726387	\$83,480.00	53317	ENERGIE INNOVATION VAIDYA BALJAK
23	08/31/2022	726388	\$11,262.41	52191	RTA TIMBERLAND LLC
23	08/31/2022	726389	\$123.86	22068	FUN EXPRESS LLC
23	08/31/2022	726390	\$352.00	18537	GLOBAL COMMUNICATIONS
23	08/31/2022	726391	\$400.82	A0232	GODFATHERS PIZZA
23	08/31/2022	726392	\$3,006.04	52466	GRANITE TELECOMMUNICATIONS LLC
23	08/31/2022	726393	\$54.56	08395	GRAYBAR ELECTRIC CO INC
23	08/31/2022	726394	\$13,140.00	50531	HEARTLAND SCHOOL SOLUTIONS
23	08/31/2022	726395	\$2,207.00	53182	HIRSHFIELD'S
23	08/31/2022	726396	\$387.11	51768	HERITAGE LANDSCAPE SUPPLY GROUP INC
23	08/31/2022	726397	\$6,145.00	16729	LOESCH'S SHEETMETAL & PIPING SPEC
23	08/31/2022	726398	\$150.00	A0373	MAPLE GROVE PARK & RECREATION
23	08/31/2022	726399	\$24.91	07513	MENARDS BROOKLYN PARK
23	08/31/2022	726400	\$770.39	26535	MENARDS MAPLE GROVE
23	08/31/2022	726401	\$3,330.00	F5623	MIDWEST EDUCATIONAL CONSULTANTS INC
23	08/31/2022	726402	\$321.76	18621	MIDWEST SPECIAL INSTRUMENTS
23	08/31/2022	726403	\$55.00	F7435	MN BOARD OF SCHOOL ADMINISTRATORS
23	08/31/2022	726404	\$1,055.00	07299	NEWARK ELEMENT 14
23	08/31/2022	726405	\$1,000.00	53338	UNIVERSITY OF MINNESOTA-ROCHESTER
23	08/31/2022	726406	\$95.65	53594	SAVANGYINGCHAREON, YANNA
23	08/31/2022	726407	\$1,733.06	52245	SCHOOL SPECIALTY LLC
23	08/31/2022	726408	\$553.00	52829	SCHOOLLABELS / K12PARKINGPERMITS
23	08/31/2022	726409	\$1,059.49	53595	MAHESHWARI, SHAKUN
23	08/31/2022	726410	\$1,067.00	13702	SHIRT STARZ INC
23	08/31/2022	726411	\$137.58	26592	SHRED-N-GO
23	08/31/2022	726412	\$2,871.36	52496	SMARTSIGN
23	08/31/2022	726413	\$900.00	F3789	SOTA SHOP
23	08/31/2022	726414	\$3,029.20	15454	ST VINCENT DE PAUL CATERING
23	08/31/2022	726415	\$247.50	52816	TFD UNLIMITED LLC
23	08/31/2022	726416	\$3,758.76	53592	THE SPYGLASS GROUP LLC
23	08/31/2022	726417	\$341.00	03679	TIME FOR KIDS
23	08/31/2022	726418	\$9,155.53	53073	TRIMARK MARLINN LLC
23	08/31/2022	726419	\$139.00	F4471	TURNBULL, BLAINE
23	08/31/2022	726420	\$150.00	51448	IHEALTH
23	08/31/2022	726421	\$7,940.00	00404	UNITED STATES POSTAL SERVICES
23	08/31/2022	726422	\$1,022.00	03850	ZAHL EQUIPMENT COMPANY
23	08/31/2022	726423	\$30.47	53590	KJOME, JACK C
23	08/31/2022	726424	\$449.50	53589	RUSKA, LAINE R
Vendor Checks Subtotal			\$10,618,013.11		
23	08/03/2022	P403321	\$12,372.90	18592	ALLIED MEDICAL PROD /AED SUPERSTORE
23	08/03/2022	P403322	\$104,100.00	50088	AID ELECTRIC CORP
23	08/03/2022	P403323	\$2,182.26	00130	ANCHOR PAPER COMPANY
23	08/03/2022	P403324	\$1,701.10	08889	BARNES & NOBLE
23	08/03/2022	P403325	\$1,353.00	17100	FAIRCON SERVICE COMPANY
23	08/03/2022	P403326	\$2,198.60	06952	FLINN SCIENTIFIC
23	08/03/2022	P403327	\$3,369.60	04382	GOLDEN VALLEY SUPPLY
23	08/03/2022	P403328	\$1,038.38	00187	GOODIN CO
22	08/03/2022	P403328	\$725.60	00187	GOODIN CO
23	08/03/2022	P403329	\$31,500.00	18358	HOUGHTON MIFFLIN HARCOURT
23	08/03/2022	P403330	\$548.35	00228	KARLSBURGER FOODS INC
23	08/03/2022	P403331	\$7,003.00	15927	LEARNING A-Z
23	08/03/2022	P403332	\$2,701.35	18100	MEI TOTAL ELEVATOR SOLUTIONS
23	08/03/2022	P403333	\$22,797.00	D0655	MINNESOTA HISTORICAL SOCIETY
23	08/03/2022	P403334	\$494.00	F5953	NORTHERN STAR COUNCIL
23	08/03/2022	P403335	\$1,788.88	05024	PRO-TEC DESIGN
23	08/03/2022	P403336	\$2,240.00	22087	SAFETYFIRST SPECIALTY CONTRACTING

23	08/03/2022	P403337	\$40.86	04812	SCHOLASTIC INC
23	08/03/2022	P403338	\$677.32	15221	SCHOOL DATEBOOKS
23	08/03/2022	P403339	\$61.59	00355	SCHOOL HEALTH SUPPLY
23	08/03/2022	P403340	\$4,050.00	F4765	AT YOUTH PROGRAMS
23	08/03/2022	P403341	\$1,000.00	50633	BREAKDOWN SPORTS
23	08/03/2022	P403342	\$72.17	00390	TOLL GAS & WELDING SUPPLY
23	08/03/2022	P403343	\$49,667.66	02314	TRANE
23	08/10/2022	P403344	\$464.00	02170	AFFORDABLE SANITATION
23	08/10/2022	P403345	\$969.33	00130	ANCHOR PAPER COMPANY
23	08/10/2022	P403346	\$2,137.75	08889	BARNES & NOBLE
23	08/10/2022	P403347	\$338.00	03579	COMMERCIAL DOOR SYSTEMS INC
23	08/10/2022	P403348	\$3,115.81	15834	FERGUSON ENTERPRISES INC
23	08/10/2022	P403349	\$424.10	00187	GOODIN CO
23	08/10/2022	P403350	\$3,869.50	A0137	HEINEMANN
23	08/10/2022	P403351	\$15,923.66	18358	HOUGHTON MIFFLIN HARCOURT
23	08/10/2022	P403352	\$3,977.05	07766	INSTITUTE FOR ENVIRONMENTAL ASSESS
23	08/10/2022	P403353	\$125.00	15927	LEARNING A-Z
23	08/10/2022	P403354	\$316.00	18100	MEI TOTAL ELEVATOR SOLUTIONS
23	08/10/2022	P403355	\$498.00	D0655	MINNESOTA HISTORICAL SOCIETY
23	08/10/2022	P403356	\$8,443.00	17796	NAC MECHANICAL & ELECTRICAL SERVICE
23	08/10/2022	P403357	\$1,200.00	16088	PROJECT LEAD THE WAY
23	08/10/2022	P403358	\$19,577.75	22087	SAFETYFIRST SPECIALTY CONTRACTING
23	08/10/2022	P403359	\$198.31	00565	STATE SUPPLY CO INC
23	08/10/2022	P403360	\$100.98	00331	SUN PUBLICATIONS
23	08/10/2022	P403361	\$315.00	F4765	AT YOUTH PROGRAMS
23	08/10/2022	P403362	\$1,171.50	02314	TRANE
23	08/10/2022	P403363	\$1,955.38	09503	TRIO SUPPLY COMPANY
23	08/10/2022	P403364	\$2,763.40	51439	UNIVERSAL ATHLETIC LLC
23	08/10/2022	P403365	\$605.57	18859	VEX ROBOTICS INC
23	08/10/2022	P403366	\$29,520.00	20230	VOYAGER SOPRIS LEARNING INC
23	08/17/2022	P403367	\$4,825.68	02170	AFFORDABLE SANITATION
23	08/17/2022	P403368	\$2,169.80	08889	BARNES & NOBLE
23	08/17/2022	P403369	\$781.42	05641	BATTERIES PLUS BULBS
23	08/17/2022	P403370	\$14,730.24	07565	COLE PAPERS INC
23	08/17/2022	P403371	\$504.00	16197	COMMERCIAL KITCHEN SERVICES
23	08/17/2022	P403372	\$1,650.30	A3975	CUB FOODS MAPLE GROVE
23	08/17/2022	P403373	\$737.93	F5616	CUB FOODS BROOKLYN PARK NORTH
23	08/17/2022	P403374	\$573.04	05628	DISCOUNT SCHOOL SUPPLY
23	08/17/2022	P403375	\$160.23	01841	ELECTRIC MOTOR REPAIR INC
23	08/17/2022	P403376	\$3,950.50	F5617	EWALD CONSULTING
23	08/17/2022	P403377	\$1,411.43	15834	FERGUSON ENTERPRISES INC
23	08/17/2022	P403378	\$77.40	06952	FLINN SCIENTIFIC
23	08/17/2022	P403379	\$5,900.66	00187	GOODIN CO
23	08/17/2022	P403380	\$2,359.69	18358	HOUGHTON MIFFLIN HARCOURT
23	08/17/2022	P403381	\$805.02	07766	INSTITUTE FOR ENVIRONMENTAL ASSESS
23	08/17/2022	P403382	\$11,517.90	18100	MEI TOTAL ELEVATOR SOLUTIONS
23	08/17/2022	P403383	\$721.39	05778	PAN O GOLD BAKING CO
23	08/17/2022	P403384	\$84.55	00351	SCHMITT MUSIC
23	08/17/2022	P403385	\$3,431.57	04812	SCHOLASTIC INC
23	08/17/2022	P403386	\$3,850.23	15221	SCHOOL DATEBOOKS
23	08/17/2022	P403387	\$2,295.00	05007	SCHOOLMATE & STUDENT AGENDAS
23	08/17/2022	P403388	\$248.16	F4836	STARFALL EDUCATION FOUNDATION
23	08/17/2022	P403389	\$916.30	02797	SUCCESS BY DESIGN
23	08/17/2022	P403390	\$648.25	02314	TRANE
23	08/17/2022	P403391	\$633,288.19	18228	TREMCO/WEATHERPROOFING TECH INC
23	08/17/2022	P403392	\$3,303.48	09503	TRIO SUPPLY COMPANY
23	08/17/2022	P403393	\$320.40	07458	VIRCO MFG CORPORATION
23	08/17/2022	P403394	\$12,491.00	F5619	YOUTH ENRICHMENT LEAGUE
23	08/17/2022	P403395	\$128.08	00423	ZANER-BLOSER EDUCATIONAL PUBL INC
23	08/24/2022	P403396	\$182.62	02170	AFFORDABLE SANITATION
23	08/24/2022	P403397	\$71.53	00069	BRIN GLASS CO

23	08/24/2022	P403398	\$27,122.00	03579	COMMERCIAL DOOR SYSTEMS INC
23	08/24/2022	P403399	\$59.64	00131	DEMCO
23	08/24/2022	P403400	\$595.93	06952	FLINN SCIENTIFIC
23	08/24/2022	P403401	\$1,359.38	00187	GOODIN CO
23	08/24/2022	P403402	\$963.28	18358	HOUGHTON MIFFLIN HARCOURT
23	08/24/2022	P403403	\$1,443.49	09559	MINVALCO INC
23	08/24/2022	P403404	\$102.00	05024	PRO-TEC DESIGN
23	08/24/2022	P403405	\$2,060.63	04812	SCHOLASTIC INC
23	08/24/2022	P403406	\$631.62	15221	SCHOOL DATEBOOKS
23	08/24/2022	P403407	\$4,087.10	05007	SCHOOLMATE & STUDENT AGENDAS
23	08/24/2022	P403408	\$682.00	07705	STAR TRIBUNE
23	08/24/2022	P403409	\$3,560.80	02314	TRANE
23	08/24/2022	P403410	\$1,260.00	51439	UNIVERSAL ATHLETIC LLC
23	08/24/2022	P403411	\$1,982.51	08156	US FOODS CULINARY EQUIPMENT
23	08/31/2022	P403412	\$70,510.56	50088	AID ELECTRIC CORP
23	08/31/2022	P403413	\$42.67	08889	BARNES & NOBLE
23	08/31/2022	P403414	\$614.40	07565	COLE PAPERS INC
23	08/31/2022	P403415	\$1,036.91	03579	COMMERCIAL DOOR SYSTEMS INC
23	08/31/2022	P403416	\$59.64	00131	DEMCO
23	08/31/2022	P403417	\$177.41	05628	DISCOUNT SCHOOL SUPPLY
23	08/31/2022	P403418	\$146.76	01841	ELECTRIC MOTOR REPAIR INC
23	08/31/2022	P403419	\$896.00	20000	ESGI SOFTWARE
23	08/31/2022	P403420	\$1,234.72	17100	FAIRCON SERVICE COMPANY
23	08/31/2022	P403421	\$484.38	06952	FLINN SCIENTIFIC
23	08/31/2022	P403422	\$190.40	04382	GOLDEN VALLEY SUPPLY
23	08/31/2022	P403423	\$4,225.72	00187	GOODIN CO
23	08/31/2022	P403424	\$800.00	18358	HOUGHTON MIFFLIN HARCOURT
23	08/31/2022	P403425	\$212.07	00228	KARLSBURGER FOODS INC
23	08/31/2022	P403426	\$21,537.00	15927	LEARNING A-Z
23	08/31/2022	P403427	\$415.40	17682	MIDWEST BUS PARTS INC
23	08/31/2022	P403428	\$15.16	09559	MINVALCO INC
23	08/31/2022	P403429	\$939.50	15681	NYBERG CLEANERS
23	08/31/2022	P403430	\$3,565.23	05024	PRO-TEC DESIGN
23	08/31/2022	P403431	\$1,034.99	00351	SCHMITT MUSIC
23	08/31/2022	P403432	\$3,022.45	04812	SCHOLASTIC INC
23	08/31/2022	P403433	\$164.86	12744	THERAPY SHOPPE
23	08/31/2022	P403434	\$23,972.20	02314	TRANE
23	08/31/2022	P403435	\$134,900.00	18228	TREMCO/WEATHERPROOFING TECH INC
23	08/31/2022	P403436	\$589.00	51439	UNIVERSAL ATHLETIC LLC
23	08/31/2022	P403437	\$41.70	08156	US FOODS CULINARY EQUIPMENT
Epayables Subtotal			\$1,382,568.21		
23	08/05/2022	V1003849	\$9,412.00	C0060	GREAT-WEST LIFE & ANNUITY
23	08/05/2022	V1003850	\$560,805.25	17644	INTERNAL REVENUE SERVICE
23	08/05/2022	V1003851	\$13,797.37	C0202	ISD 279 - SELF INS DENTAL
23	08/05/2022	V1003852	\$195,969.29	C0201	ISD 279 - SELF INS HEALTH
23	08/05/2022	V1003853	\$78,606.29	17645	MET LIFE C/O FASCORE LLC
23	08/05/2022	V1003854	\$59,179.59	50751	FURTHER
23	08/05/2022	V1003855	\$1,093.00	C0043	MN CHILD SUPPORT
23	08/05/2022	V1003856	\$357.60	C0059	MN DEPT OF REVENUE
23	08/05/2022	V1003857	\$94,636.49	A0040	MN DEPT OF REVENUE
23	08/05/2022	V1003858	\$188,417.79	A2972	PUBLIC EMPLOYEES RETIREMENT ASSOC
23	08/05/2022	V1003859	\$982.24	C0174	STATE DISBURSEMENT UNIT
23	08/05/2022	V1003860	\$153,273.89	A0559	TEACHER RETIREMENT ASSOCIATION
23	08/05/2022	V1003861	\$107.14	C0214	CBE GROUP INC
23	08/05/2022	V1003862	\$88.01	C0212	WISCONSIN CHILD SUPPORT
23	08/05/2022	V1003920	\$1,631,765.57	C0158	ASSOCIATED BANK
23	08/19/2022	V1003921	\$15,911.54	C0060	GREAT-WEST LIFE & ANNUITY
23	08/19/2022	V1003922	\$722,508.63	17644	INTERNAL REVENUE SERVICE
23	08/19/2022	V1003923	\$17,523.37	C0202	ISD 279 - SELF INS DENTAL
23	08/19/2022	V1003924	\$200,956.98	C0201	ISD 279 - SELF INS HEALTH
23	08/19/2022	V1003925	\$94,622.83	17645	MET LIFE C/O FASCORE LLC

23	08/19/2022	V1003926	\$119,493.91	50751	FURTHER
23	08/19/2022	V1003927	\$1,465.00	C0043	MN CHILD SUPPORT
23	08/19/2022	V1003928	\$124,940.26	A0040	MN DEPT OF REVENUE
23	08/19/2022	V1003929	\$218,077.38	A2972	PUBLIC EMPLOYEES RETIREMENT ASSOC
23	08/19/2022	V1003930	\$1,025.27	C0174	STATE DISBURSEMENT UNIT
23	08/19/2022	V1003931	\$213,994.29	A0559	TEACHER RETIREMENT ASSOCIATION
23	08/19/2022	V1003932	\$137.50	C0212	WISCONSIN CHILD SUPPORT
23	08/24/2022	V1003933	\$2,035,095.05	C0158	ASSOCIATED BANK
23	08/24/2022	V1003934	\$2,925.00	00588	MSDLAF
23	08/22/2022	V1003946	\$129.07	17694	DISH
23	08/22/2022	V1003948	\$1,045.41	15229	POPP.COM INC
23	08/22/2022	V1003949	\$15,548.87	00230	REPUBLIC SERVICES
23	08/22/2022	V1003950	\$12.00	A0275	UNITED PARCEL SERVICE
23	08/22/2022	V1003951	\$508.95	PC0032	US BANK CARD ADALE
23	08/22/2022	V1003952	\$384.00	PC005	US BANK CARD ARAMSEY
23	08/22/2022	V1003953	\$4,432.47	PC001	US BANK CARD BSADMIN
23	08/22/2022	V1003954	\$951.40	PC002	US BANK CARD BSTRAVEL
23	08/22/2022	V1003955	\$1,365.78	PC0064	US BANK CARD BSTRAVEL1
23	08/22/2022	V1003956	\$3,312.32	PC0019	US BANK CARD CIESDEPT
23	08/22/2022	V1003957	\$439.48	PC0062	US BANK CARD CMANANCERO
23	08/22/2022	V1003958	\$5,679.83	PC0053	US BANK CARD CMCINTYRE
23	08/22/2022	V1003959	\$2,394.82	PC0033	US BANK CARD COMMED
23	08/22/2022	V1003960	\$6,508.64	PC0021	US BANK CARD CUSTODIAL
23	08/22/2022	V1003961	\$1,477.95	PC0024	US BANK CARD CWOKSON
23	08/22/2022	V1003962	\$160.00	PC0013	US BANK CARD DCARLSTROM
23	08/22/2022	V1003963	\$1,007.80	PC0029	US BANK CARD DTHRONE
23	08/22/2022	V1003964	\$1,335.81	PC0040	US BANK CARD EMANNING
23	08/22/2022	V1003965	\$12,417.69	PC0051	US BANK CARD EQUITYDEPT
23	08/22/2022	V1003966	\$4,695.45	PC0049	US BANK CARD EXIONG
23	08/22/2022	V1003967	\$19.11	PC0060	US BANK CARD FACE
23	08/22/2022	V1003968	\$603.51	PC0037	US BANK CARD FOODNUTRITION
23	08/22/2022	V1003969	\$1,933.00	PC0010	US BANK CARD HRDEPT
23	08/22/2022	V1003970	\$5,555.94	PC0059	US BANK CARD I2T2 DEPT
23	08/22/2022	V1003971	\$2,349.87	PC0055	US BANK CARD INDIANED1
23	08/22/2022	V1003972	\$463.06	PC0054	US BANK CARD JNEUMANN
23	08/22/2022	V1003973	\$2,052.65	PC0023	US BANK CARD JSCHLOESSER
23	08/22/2022	V1003974	\$6,031.75	PC0026	US BANK CARD KIDSTOP
23	08/22/2022	V1003975	\$555.56	PC0041	US BANK CARD KIDSTOP 1
23	08/22/2022	V1003976	\$395.02	PC0042	US BANK CARD KIDSTOP 2
23	08/22/2022	V1003977	\$12.32	PC0043	US BANK CARD KIDSTOP 3
23	08/22/2022	V1003978	\$4,156.09	PC0012	US BANK CARD LFOSTER
23	08/22/2022	V1003979	\$49,200.70	PC0038	US BANK CARD LIAVANG
23	08/22/2022	V1003980	\$2,868.39	PC0022	US BANK CARD MAINTENANCE
23	08/22/2022	V1003982	\$16,689.29	PC0039	US BANK CARD MDURAND
23	08/22/2022	V1003983	\$4,055.66	PC0016	US BANK CARD MKINGSBURY
23	08/22/2022	V1003985	\$7,978.38	PC009	US BANK CARD PURCHBP
23	08/22/2022	V1003986	\$29.00	PC0017	US BANK CARD PURCHDEPT
23	08/22/2022	V1003988	\$8,698.15	PC0052	US BANK CARD PURCHMERCH
23	08/22/2022	V1003992	\$64,370.39	PC006	US BANK CARD PURCHOD
23	08/22/2022	V1003993	\$15,410.99	PC007	US BANK CARD PURCHSTOCK
23	08/22/2022	V1003994	\$113.74	PC0034	US BANK CARD SLUND
23	08/22/2022	V1003995	\$2,000.86	PC0020	US BANK CARD SSVCSDEPT
23	08/22/2022	V1003996	\$243.75	PC0035	US BANK CARD TSCHREIFELS
23	08/22/2022	V1003998	\$2,604.27	D6911	VERIZON WIRELESS BELLEVUE
23	08/22/2022	V1003999	\$32,911.08	00419	WRIGHT HENNEPIN ELECTRIC
23	08/31/2022	V1004000	\$2,523,920.48	00588	MSDLAF
23	08/23/2022	V1004001	\$214,869.07	A0256	DELTA DENTAL PLAN
23	08/31/2022	V1004002	\$483,473.91	C0194	PREFERREDONE INSURANCE COMPANY
23	08/31/2022	V1004003	\$73,572.05	50751	FURTHER
23	08/31/2022	V1004004	\$15,000,000.00	00588	MSDLAF
Electronic Wire Transfers Subtotal			\$25,348,114.31		

23	08/05/2022	V5014103	\$98.86	E29583	ERIN M ALEXANDER
23	08/05/2022	V5014104	\$10.29	E29187	KAYLA M BADGIE
23	08/05/2022	V5014105	\$3.13	E9594	RUTH ANN BECKER
22	08/05/2022	V5014105	\$49.95	E9594	RUTH ANN BECKER
23	08/05/2022	V5014106	\$1,096.73	E22952	RYAN M BISSON
23	08/05/2022	V5014107	\$84.80	E28668	CARRIE A CABE
23	08/05/2022	V5014108	\$200.06	E32004	IRFAN A CHAUDHRY
23	08/05/2022	V5014109	\$2,563.90	E31635	LENA M CHRISTIANSEN
23	08/05/2022	V5014110	\$65.00	E28309	SCHUYLER L DEUEL
23	08/05/2022	V5014111	\$37.50	E27323	SARAH R LANCETTE
23	08/05/2022	V5014112	\$56.79	E20504	JEANNE A FOX
23	08/05/2022	V5014113	\$294.04	E28017	MELANIE M GATES
22	08/05/2022	V5014113	\$39.62	E28017	MELANIE M GATES
23	08/05/2022	V5014114	\$89.00	E31097	SARAH B GERBER
23	08/05/2022	V5014115	\$200.00	E29897	BENJAMIN D GLADEN
23	08/05/2022	V5014116	\$32.93	E16010	DONNA GROETSCH
23	08/05/2022	V5014117	\$137.53	E20884	JODI HARTWIG
23	08/05/2022	V5014118	\$49.82	E21577	MICHAEL HARVEY
23	08/05/2022	V5014119	\$32.06	E29380	SARAH B HEYER
22	08/05/2022	V5014119	\$56.76	E29380	SARAH B HEYER
22	08/05/2022	V5014120	\$78.88	E26865	ANNE L JARRETT
22	08/05/2022	V5014121	\$23.97	E32493	KRISTI A JOESTING
22	08/05/2022	V5014122	\$60.71	E24051	NANCY E JOHNSON
23	08/05/2022	V5014123	\$113.94	E27273	KRISTY K JOHNSON
22	08/05/2022	V5014123	\$85.12	E27273	KRISTY K JOHNSON
23	08/05/2022	V5014124	\$22.55	E24889	MICHELLE M JOHNSON
23	08/05/2022	V5014125	\$1,346.47	E22793	BENJAMIN ROSCH KARLS
23	08/05/2022	V5014126	\$1,324.09	E24139	JILL M KNUITSON
23	08/05/2022	V5014127	\$12.93	E32536	ABBY KUCZA
23	08/05/2022	V5014128	\$100.60	E28293	KAITLYN A LEININGER
23	08/05/2022	V5014129	\$1,193.46	E22829	JANELL M LEISEN
23	08/05/2022	V5014130	\$31.64	E30646	MARY SUE LEM
22	08/05/2022	V5014130	\$119.03	E30646	MARY SUE LEM
22	08/05/2022	V5014131	\$143.98	E29597	SHANNON L LUND
23	08/05/2022	V5014132	\$200.61	E24957	JULIE E MOBERG
23	08/05/2022	V5014133	\$49.50	E29672	DAVID E MOREDOCK
23	08/05/2022	V5014134	\$140.27	E31055	ABIGAIL E MORFORD
23	08/05/2022	V5014135	\$1,114.94	E22727	MICHELLE MUNKHOLM
23	08/05/2022	V5014136	\$36.91	E26874	KENYATA R NORFUL
23	08/05/2022	V5014137	\$148.94	E33440	ALYSSA D ORTON
23	08/05/2022	V5014138	\$100.82	E29685	MATTHEW D OTTO
23	08/05/2022	V5014139	\$115.38	E29058	AMY K PETERSON
23	08/05/2022	V5014140	\$69.44	E17029	KATHRYN PETRUZZI
23	08/05/2022	V5014141	\$155.01	E26866	THERESA A PFEILSTICKER
23	08/05/2022	V5014142	\$101.86	E31125	AMY J COLEMAN
23	08/05/2022	V5014143	\$94.13	E32000	JAMES L QUAST
22	08/05/2022	V5014143	\$13.82	E32000	JAMES L QUAST
23	08/05/2022	V5014144	\$39.39	E32788	MEGAN E RATKE
23	08/05/2022	V5014145	\$17.72	E29819	NATALIE M SASSEVILLE-PRASKA
23	08/05/2022	V5014146	\$67.51	E25495	CHRISTINA M SAUGSTAD
23	08/05/2022	V5014147	\$41.27	E28007	JASON T SCHERBER
23	08/05/2022	V5014148	\$13.41	E33392	AISULU SULTANKULKYZY
22	08/05/2022	V5014149	\$93.60	E33002	JESSICA V TSCHIDA
23	08/05/2022	V5014150	\$144.95	E19925	ANGELA L VIVATSON
23	08/05/2022	V5014151	\$113.48	E28313	BENJAMIN D WALDHAUSER
23	08/05/2022	V5014152	\$96.32	E33241	MALORIE M WALL
23	08/05/2022	V5014153	\$15.91	E32754	KA LAI WONG
22	08/05/2022	V5014154	\$990.00	E32951	JENNIFER M ZIPF
23	08/19/2022	V5014155	\$112.88	E11492	GRETCHEN ABEGGLEN
23	08/19/2022	V5014156	\$45.00	E31387	WILLIAM M AHLMANN
23	08/19/2022	V5014157	\$90.00	E22423	JENNIFER AJSENBERG

23	08/19/2022	V5014158	\$90.00	E12249	LAUREL L ANDERSON
23	08/19/2022	V5014159	\$130.09	E25490	NANCY J ANDERSON
23	08/19/2022	V5014160	\$90.00	E30858	JEFFREY A ANSORGE
23	08/19/2022	V5014161	\$90.00	E33275	JOHANNAH ARNDT
23	08/19/2022	V5014162	\$90.00	E28562	JEFFREY P ARTHURS
23	08/19/2022	V5014163	\$90.00	E29670	STEPHEN J AUDETTE
23	08/19/2022	V5014164	\$90.00	E33529	DIANE M BAGLEY
23	08/19/2022	V5014165	\$90.00	E33272	BRYAN BASS
23	08/19/2022	V5014166	\$90.00	E20822	BART C BECKER
23	08/19/2022	V5014167	\$45.00	E28728	JAMES A BECKER
23	08/19/2022	V5014168	\$7.49	E23352	ANNE E BECKMAN
23	08/19/2022	V5014169	\$90.00	E33479	TAJTIANNA BELL
23	08/19/2022	V5014170	\$90.00	E28149	DON R BELLEFEUILLE
23	08/19/2022	V5014171	\$45.00	E19653	DANIEL J BENGIS
23	08/19/2022	V5014172	\$90.00	E20548	KELLY A BENUSA
23	08/19/2022	V5014173	\$90.00	E21859	CHRISTOPHER M BERG
23	08/19/2022	V5014174	\$90.00	E23942	ALEX H BERG
23	08/19/2022	V5014175	\$90.00	E27924	TERRY L BERGGREN
23	08/19/2022	V5014176	\$90.00	E22734	KIMBERLY A BERLING
23	08/19/2022	V5014177	\$90.00	E26114	KRISTAN M BIDWELL
23	08/19/2022	V5014178	\$11.00	E32518	JENNIFER A BIRKHOFFER
23	08/19/2022	V5014179	\$90.00	E22952	RYAN M BISSON
23	08/19/2022	V5014180	\$90.00	E26912	JEANETTE M BITZER
23	08/19/2022	V5014181	\$289.06	E25528	DIANA BLEDSOE
23	08/19/2022	V5014182	\$90.00	E19023	ANDREA W BODEAU
23	08/19/2022	V5014183	\$65.78	E31065	SAMANTHA L MEYERS
23	08/19/2022	V5014184	\$90.00	E26249	JAMIE LEE CARLSON BOYLE
23	08/19/2022	V5014185	\$45.00	E32888	TANYA L BRADEHOFT
23	08/19/2022	V5014186	\$61.90	E13667	PAMELA J BRANDT
23	08/19/2022	V5014187	\$180.00	E33481	ISIS BUCHANAN
23	08/19/2022	V5014188	\$65.51	E19647	JANEEN K BUROW
23	08/19/2022	V5014189	\$90.00	E28668	CARRIE A CABE
23	08/19/2022	V5014190	\$44.89	E33534	JASON M CARDOSI
23	08/19/2022	V5014191	\$56.25	E23434	JEREMEY D CAREL
23	08/19/2022	V5014192	\$90.00	E10701	DALE J CARLSTROM
23	08/19/2022	V5014193	\$90.00	E29159	RANDY M CARTER
23	08/19/2022	V5014194	\$90.00	E31538	JAMES F CASSIDY
23	08/19/2022	V5014195	\$90.00	E21510	BRIAN CHANCE
23	08/19/2022	V5014196	\$90.00	E33474	LISA CHANG
23	08/19/2022	V5014197	\$90.00	E32004	IRFAN A CHAUDHRY
23	08/19/2022	V5014198	\$90.00	E31635	LENA M CHRISTIANSEN
23	08/19/2022	V5014199	\$90.00	E32955	MERCEDES J CLARK
23	08/19/2022	V5014200	\$90.00	E29608	PATRICK CLYMER
23	08/19/2022	V5014201	\$90.00	E33517	LAWRENCE L COLEMAN
23	08/19/2022	V5014202	\$70.60	E33475	HANNAH R DASHIELL
23	08/19/2022	V5014203	\$90.00	E27653	NATHANIEL R DAVIES
23	08/19/2022	V5014204	\$98.46	E18193	SUSANN L DETIENNE
23	08/19/2022	V5014205	\$90.00	E32974	ALEC R DICKENSON
23	08/19/2022	V5014206	\$52.23	E17008	JENNA M DIEM
23	08/19/2022	V5014207	\$90.00	E27152	JOHN D DONLIN
23	08/19/2022	V5014208	\$90.00	E30289	BARBARA J DUPONT
23	08/19/2022	V5014209	\$22.89	E30565	RAPHAELLA C EASTMAN
23	08/19/2022	V5014210	\$90.00	E27323	SARAH R LANCETTE
23	08/19/2022	V5014211	\$90.00	E29397	GERALD EDWARDS SR
23	08/19/2022	V5014212	\$45.00	E24977	KEVIN D ELIASON
23	08/19/2022	V5014213	\$90.00	E26925	KATHERYN A EMMONS
23	08/19/2022	V5014214	\$54.75	E27319	CHELSEA L ERICKSON
23	08/19/2022	V5014215	\$90.00	E9481	TOD W ERICKSON
23	08/19/2022	V5014216	\$90.00	E16478	COLLEEN J FAIRBANKS
23	08/19/2022	V5014217	\$90.00	E30343	STEPHEN C FLISK
23	08/19/2022	V5014218	\$90.00	E28017	MELANIE M GATES

23	08/19/2022	V5014219	\$98.95	E28956	DEBRA ANN GERARDY
23	08/19/2022	V5014220	\$90.00	E32681	VANESSA O.A. GILL
23	08/19/2022	V5014221	\$87.72	E30557	MICAELA R GOEBEL
23	08/19/2022	V5014222	\$45.00	E28619	STEVEN M GRANT
23	08/19/2022	V5014223	\$90.00	E27059	JAMES GREELEY
23	08/19/2022	V5014224	\$90.00	E29790	RYAN D GREENINGER
23	08/19/2022	V5014225	\$98.33	E26312	SHARON GROITZSCH
23	08/19/2022	V5014226	\$90.00	E29738	KYLE T GROVES
23	08/19/2022	V5014227	\$207.18	E26415	COURTNEY GULYARD
23	08/19/2022	V5014228	\$90.00	E9459	ROBIN L GUNSOLUS
23	08/19/2022	V5014229	\$114.13	E32816	SUSAN HANG
23	08/19/2022	V5014230	\$22.77	E32901	BETHANY A HANSON
23	08/19/2022	V5014231	\$90.00	E31245	DONALD A HANSON
23	08/19/2022	V5014232	\$90.00	E19889	ANTWAN HARRIS
23	08/19/2022	V5014233	\$90.00	E30067	THOMAS E HAUGE
23	08/19/2022	V5014234	\$542.80	E29656	KRISTEN J HAUGE
23	08/19/2022	V5014235	\$279.02	E21972	MEGAN J HAVELAK
23	08/19/2022	V5014236	\$62.89	E33498	SARAH D HAZLEDINE
23	08/19/2022	V5014237	\$90.00	E26623	DALE A HECKENLAIBLE
23	08/19/2022	V5014238	\$90.00	E28436	JOHN C HEDSTROM
23	08/19/2022	V5014239	\$90.00	E29272	AMBER M HEGLAND
23	08/19/2022	V5014240	\$311.57	E19111	MELISSA L HENDERSON
23	08/19/2022	V5014241	\$90.00	E29380	SARAH B HEYER
23	08/19/2022	V5014242	\$90.00	E23814	JENNIFER A HINKER
23	08/19/2022	V5014243	\$88.50	E26409	ELIZABETH A HIRSCHMAN
23	08/19/2022	V5014244	\$68.25	E27117	CHRISTOPHER M HOLTZ
23	08/19/2022	V5014245	\$90.00	E27577	YUNQI HUANG
23	08/19/2022	V5014246	\$90.00	E25863	MICHAEL T HUELLER
23	08/19/2022	V5014247	\$2,090.00	E31397	MICHELLE K HUMPHREY
23	08/19/2022	V5014248	\$90.00	E31302	MARK A HUSCHKA
23	08/19/2022	V5014249	\$90.00	E26818	BENJAMIN J IRMITER
23	08/19/2022	V5014250	\$90.00	E32491	AMY TOLLEFSON
23	08/19/2022	V5014251	\$49.44	E28429	LEANNE M MOSELEY
23	08/19/2022	V5014252	\$90.00	E26393	JENNIFER JERULLE
23	08/19/2022	V5014253	\$25.72	E32493	KRISTI A JOESTING
23	08/19/2022	V5014254	\$90.00	E24051	NANCY E JOHNSON
23	08/19/2022	V5014255	\$90.00	E22200	JOSEPHINE K JOHNSON
23	08/19/2022	V5014256	\$90.00	E27273	KRISTY K JOHNSON
23	08/19/2022	V5014257	\$90.00	E29772	RICARDO T JONES
23	08/19/2022	V5014258	\$90.00	E7433	ANDREW JOY
23	08/19/2022	V5014259	\$90.00	E33284	EMILY KAEHN
23	08/19/2022	V5014260	\$90.00	E31611	THOMAS W KAMMERER JR
23	08/19/2022	V5014261	\$90.00	E22793	BENJAMIN ROSCH KARLS
23	08/19/2022	V5014262	\$90.98	E32900	HANNAH M KASSABIAN
23	08/19/2022	V5014263	\$90.00	E29704	RYAN M KENNEDY
23	08/19/2022	V5014264	\$39.96	E32494	KATIE E.D. KERN
23	08/19/2022	V5014265	\$90.00	E26153	KATHERINE E KERN
23	08/19/2022	V5014266	\$90.00	E22369	KATIE L KIMSEY
23	08/19/2022	V5014267	\$90.00	E30976	JILL M KIND
23	08/19/2022	V5014268	\$90.00	E24139	JILL M KNUTSON
23	08/19/2022	V5014269	\$14.50	E32105	SARAH E DELLIQUANTI
23	08/19/2022	V5014270	\$90.00	E29665	RACHEL E KOEHLER
23	08/19/2022	V5014271	\$90.00	E13021	DEBRA J KOENIG
23	08/19/2022	V5014272	\$90.00	E27810	AARON M KRUEGER
23	08/19/2022	V5014273	\$45.00	E33298	MEGHAN E KUEMMEL
23	08/19/2022	V5014274	\$90.00	E28895	WILLIAM N KUENDIG
23	08/19/2022	V5014275	\$90.00	E6799	STEVEN KUYPER
23	08/19/2022	V5014276	\$90.00	E28930	ELIZABETH A LANTTO
23	08/19/2022	V5014277	\$90.00	E32964	JOHN W LARSEN
23	08/19/2022	V5014278	\$82.88	E33635	SYDNEE A LARSEN
23	08/19/2022	V5014279	\$90.00	E23186	CARRIE L LARSON

23	08/19/2022	V5014280	\$90.00	E20085	JILL E LARSON
23	08/19/2022	V5014281	\$90.00	E24903	MICHELLE C LARSON
23	08/19/2022	V5014282	\$90.00	E10910	JEFF J LAWRENCE
23	08/19/2022	V5014283	\$147.58	E22829	JANELL M LEISEN
23	08/19/2022	V5014284	\$53.00	E33050	MARY LEONARD
23	08/19/2022	V5014285	\$90.00	E26878	JILL N LESNE
23	08/19/2022	V5014286	\$90.00	E8003	ANTHONY L LIBBY
23	08/19/2022	V5014287	\$90.00	E19001	SARA A LOOBY-MORRIS
23	08/19/2022	V5014288	\$90.00	E29597	SHANNON L LUND
23	08/19/2022	V5014289	\$45.00	E32540	PETER A LUNDBERG
23	08/19/2022	V5014290	\$82.89	E27292	MARIE K LUNDT
23	08/19/2022	V5014291	\$90.00	E25688	CALLEN MAGNUSON
23	08/19/2022	V5014292	\$90.00	E30005	CHRISTINA M MANANCERO VILLAGRAN
23	08/19/2022	V5014293	\$90.00	E27623	ERIN L MANNING
23	08/19/2022	V5014294	\$90.00	E30997	NICHOLAS J MARTINI
23	08/19/2022	V5014295	\$90.00	E29732	LORI E MCCARTHY
23	08/19/2022	V5014296	\$90.00	E31552	CORY H MCINTYRE
23	08/19/2022	V5014297	\$16.13	E32921	ALEXA K MCLAIN
23	08/19/2022	V5014298	\$90.00	E26734	LISA A MCLEAREN
23	08/19/2022	V5014299	\$90.00	E33055	LAURA E MCLUEN
23	08/19/2022	V5014300	\$150.72	E11496	CARMY L MERSEREAU
23	08/19/2022	V5014301	\$90.00	E24150	TYLER D MILLER
23	08/19/2022	V5014302	\$90.00	E13664	HEATHER MILLER-CINK
23	08/19/2022	V5014303	\$90.00	E30977	WILBERT D MILLS
23	08/19/2022	V5014304	\$90.00	E24957	JULIE E MOBERG
23	08/19/2022	V5014305	\$90.00	E11508	KIM M MONETTE
23	08/19/2022	V5014306	\$90.00	E29672	DAVID E MOREDOCK
23	08/19/2022	V5014307	\$90.00	E32983	JOHN H MORSTAD
23	08/19/2022	V5014308	\$90.00	E16312	TROY H MOSENG
23	08/19/2022	V5014309	\$90.00	E32648	BOUAKHAM MOUA
23	08/19/2022	V5014310	\$90.00	E22727	MICHELLE MUNKHOLM
23	08/19/2022	V5014311	\$90.00	E27834	LANCE J MYERS
23	08/19/2022	V5014312	\$90.00	E26372	SALLY K NAULT-MAURER
23	08/19/2022	V5014313	\$90.00	E28113	ETHAN NEERDAELS
23	08/19/2022	V5014314	\$90.00	E28881	ELIZABETH S NESS
23	08/19/2022	V5014315	\$90.00	E24238	JOANNE M NEUMANN
23	08/19/2022	V5014316	\$90.00	E19849	KIERSTEN NICHOLSON
23	08/19/2022	V5014317	\$94.53	E26682	MAYA NISHIKAWA
23	08/19/2022	V5014318	\$90.00	E30331	COLLIN L O'BRIEN
23	08/19/2022	V5014319	\$137.03	E32887	JESSICA A OLSON
23	08/19/2022	V5014320	\$179.00	E26239	JASON L OLSON
23	08/19/2022	V5014321	\$45.00	E11637	KENDALL A OLSON
23	08/19/2022	V5014322	\$90.00	E8726	MARK E OTTINGER
23	08/19/2022	V5014323	\$90.00	E29685	MATTHEW D OTTO
23	08/19/2022	V5014324	\$90.00	E27115	DORIS T OYINLOYE
23	08/19/2022	V5014325	\$90.00	E30702	ANTHONY M PADRNOS
23	08/19/2022	V5014326	\$90.00	E30243	TIMOTHY R PALMATIER
23	08/19/2022	V5014327	\$90.00	E17381	KELLI A PARPART
23	08/19/2022	V5014328	\$114.21	E9347	DEDRA GILE PATTON
23	08/19/2022	V5014329	\$90.00	E32683	ANDREW J PEDEN
23	08/19/2022	V5014330	\$90.00	E18126	NATHAN J PEEL
23	08/19/2022	V5014331	\$575.28	E30974	ADRIN M PENDELTON
23	08/19/2022	V5014332	\$45.00	E19713	ARLEN D PETERSON
23	08/19/2022	V5014333	\$90.00	E20346	JESSE T PHENOW
23	08/19/2022	V5014334	\$135.45	E16139	LAURIE K PITTMAN
23	08/19/2022	V5014335	\$25.25	E32614	TAYLOR E POTVIN
23	08/19/2022	V5014336	\$90.00	E9544	TAMARA M PROVART
23	08/19/2022	V5014337	\$14.27	E33537	CELESTE A PRYDE
23	08/19/2022	V5014338	\$90.00	E17689	WILLIAM W QUAN III
23	08/19/2022	V5014339	\$90.00	E32000	JAMES L QUAST
23	08/19/2022	V5014340	\$90.00	E31290	JOSEPH E RADER

23	08/19/2022	V5014341	\$90.00	E20847	ANNE K RAMSEY
23	08/19/2022	V5014342	\$7.47	E32788	MEGAN E RATKE
23	08/19/2022	V5014343	\$90.00	E26431	BRADLEY R REVOLINSKI
23	08/19/2022	V5014344	\$90.00	E30407	ROBERT G RITCHIE
23	08/19/2022	V5014345	\$90.00	E30978	RONALD M SALAZAR
23	08/19/2022	V5014346	\$45.00	E25422	JAIME C SCHLOESSER
23	08/19/2022	V5014347	\$90.00	E19775	SARAH M SCHMIDT
23	08/19/2022	V5014348	\$90.00	E27957	TROY D SCHREIFELS
23	08/19/2022	V5014349	\$38.20	E33476	CHLOE M SCHWALBE
23	08/19/2022	V5014350	\$90.00	E12428	STEVEN M SCHWARTZ
23	08/19/2022	V5014351	\$90.00	E32085	MELISSA D SENNES
23	08/19/2022	V5014352	\$68.63	E23516	DAVID D SHANNON
23	08/19/2022	V5014353	\$45.00	E28712	THOMAS B SHAW
23	08/19/2022	V5014354	\$82.20	E33099	ALEXIS L SHELSTAD
23	08/19/2022	V5014355	\$45.00	E26696	ALBERT J SHOBER
23	08/19/2022	V5014356	\$66.96	E33021	CECILIA G SHORTREED
23	08/19/2022	V5014357	\$90.00	E26822	BRIAN J SIVERSON-HALL
23	08/19/2022	V5014358	\$90.00	E29305	ERIK R SJOGREN
23	08/19/2022	V5014359	\$90.00	E25428	LISA SJOGREN
23	08/19/2022	V5014360	\$90.00	E27262	PATRICK R SMITH
23	08/19/2022	V5014361	\$68.69	E33350	JACOB S SOCKNESS
23	08/19/2022	V5014362	\$90.00	E29773	TERENCE W SOVELL
23	08/19/2022	V5014363	\$52.58	E17842	KRISTIN STAINER-PERSON
23	08/19/2022	V5014364	\$90.00	E33023	ELLEN M STEWART
23	08/19/2022	V5014365	\$90.00	E11059	MICHAEL K STOCK
23	08/19/2022	V5014366	\$45.00	E33200	ASHLEY NAT SUKHU
23	08/19/2022	V5014367	\$91.50	E31025	AMANDA L SULLIVAN
23	08/19/2022	V5014368	\$90.00	E32899	SABRINA TAPIA CONTRERAS
23	08/19/2022	V5014369	\$90.00	E13467	SCOTT W TAYLOR
23	08/19/2022	V5014370	\$90.00	E24729	CONSTANCE G THOMAS
23	08/19/2022	V5014371	\$90.00	E25672	JENNIFER L THOMAS
23	08/19/2022	V5014372	\$90.00	E32003	ERIK R THOMPSON
23	08/19/2022	V5014373	\$548.35	E28936	DARBY M THRONE
23	08/19/2022	V5014374	\$90.00	E13696	JENNIFER L TOLLEFSON
23	08/19/2022	V5014375	\$90.00	E30783	ERIC A TURBEVILLE
23	08/19/2022	V5014376	\$180.77	E32708	NUBE A UZHCA YUQUILIMA
23	08/19/2022	V5014377	\$90.00	E27332	ANGELA M VANHEE
23	08/19/2022	V5014378	\$90.00	E26402	SARA A VERNIG
23	08/19/2022	V5014379	\$90.00	E32821	KAY M VILLELLA
23	08/19/2022	V5014380	\$90.00	E17777	DANIEL J WALD
23	08/19/2022	V5014381	\$52.75	E33241	MALORIE M WALL
23	08/19/2022	V5014382	\$55.25	E28364	AMANDA F WALLNER
23	08/19/2022	V5014383	\$90.00	E33090	DUANE M WARDALLY
23	08/19/2022	V5014384	\$90.00	E17230	MICHELLE PETERSON WARSKO
23	08/19/2022	V5014385	\$90.00	E29393	EMILY K WATTS
23	08/19/2022	V5014386	\$90.00	E28896	STEPHANIE A WEBSTER
23	08/19/2022	V5014387	\$45.00	E32801	JAKE H WEDIN
23	08/19/2022	V5014388	\$90.00	E32915	WAKAYA T WELLS
23	08/19/2022	V5014389	\$90.00	E4855	CRAIG WOKSON
23	08/19/2022	V5014390	\$90.00	E32542	ADAM M WOODS
23	08/19/2022	V5014391	\$90.00	E30611	TERRY L WOODWORTH
23	08/19/2022	V5014392	\$90.00	E26183	EMILY WOOLSEY
23	08/19/2022	V5014393	\$45.00	E32679	BRADLEY J WUTSCHKE
23	08/19/2022	V5014394	\$17.29	E32036	KALISSA H WYNIA
23	08/19/2022	V5014395	\$90.00	E24229	JAMES D WYNN
23	08/19/2022	V5014396	\$110.26	E32553	AMY XIONG
23	08/19/2022	V5014397	\$90.00	E30866	KAO XIONG
23	08/19/2022	V5014398	\$90.00	E32914	MAI K XIONG
23	08/19/2022	V5014399	\$90.00	E21537	JEFF ZASTROW
23	08/19/2022	V5014400	\$90.00	E32951	JENNIFER M ZIPF
Employee Reimbursements Subtotal			\$38,536.94		

23	08/03/2022	V8001175	\$2,082.00	01298	APRIL GRAPHICS SIGN & DESIGNS
23	08/03/2022	V8001176	\$31,554.83	15800	B & H PHOTOVIDEO
23	08/03/2022	V8001177	\$137,500.00	12456	BENCHMARK EDUCATION CO
23	08/03/2022	V8001178	\$1,100.00	F5038	BLB CONSULTING LLC
23	08/03/2022	V8001179	\$162.60	09479	BLICK ART MATERIALS
23	08/03/2022	V8001180	\$659.68	03211	BSN SPORTS
23	08/03/2022	V8001181	\$16,825.95	00091	CAROLINA BIOLOGICAL
23	08/03/2022	V8001182	\$1,511.69	12481	CDW G
23	08/03/2022	V8001183	\$4,899.00	52535	CLASSWORK CO / CLASSKICK
23	08/03/2022	V8001184	\$26.51	06823	CUTTER SALES INC
23	08/03/2022	V8001185	\$1,374.72	18087	EASY GRAMMAR
23	08/03/2022	V8001186	\$3,863.03	09119	EBSCO
23	08/03/2022	V8001187	\$1,200.00	18130	EDMENTUM INC
22	08/03/2022	V8001188	\$2,629.20	C0144	EMO/AESP 31
23	08/03/2022	V8001189	\$94,007.92	50796	FIELDTURF USA INC
23	08/03/2022	V8001190	\$75,315.78	18578	FLAGSHIP RECREATION
23	08/03/2022	V8001191	\$1,582.47	53033	FOLLETT CONTENT SOLUTIONS LLC
23	08/03/2022	V8001192	\$11,192.50	17806	FRONTLINE EDUCATION
23	08/03/2022	V8001193	\$195.68	00188	GOPHER SPORT
23	08/03/2022	V8001194	\$906.01	00190	GRAINGER
23	08/03/2022	V8001195	\$163.72	00528	GROVE NURSERY CENTER
23	08/03/2022	V8001196	\$11,000.00	50978	H2I GROUP
22	08/03/2022	V8001196	\$8,103.14	50978	H2I GROUP
23	08/03/2022	V8001197	\$10,291.67	51338	HARRIS, RACHEL
23	08/03/2022	V8001198	\$5,083.00	26561	HIGH POINT NETWORKS LLC
23	08/03/2022	V8001199	\$3,617.10	17401	INNOVATIVE OFFICE SOLUTIONS
23	08/03/2022	V8001202	\$37,835.16	52611	JOHNSON CONTROLS FIRE PROTECTION LP
23	08/03/2022	V8001203	\$510.49	08106	JW PEPPER
23	08/03/2022	V8001204	\$8,855.00	20090	DEMAND AND PRECISION PARTS CO
23	08/03/2022	V8001205	\$735.69	06538	LAKESHORE LEARNING MATERIALS
23	08/03/2022	V8001206	\$4,364.85	16927	LVC COMPANIES INC
23	08/03/2022	V8001207	\$1,467.12	08509	MACKIN EDUCATIONAL RESOURCES
23	08/03/2022	V8001208	\$92.81	09737	MINNEAPOLIS OXYGEN COMPANY
22	08/03/2022	V8001209	\$508.29	02865	NORTHEAST METRO DISTRICT 916
23	08/03/2022	V8001210	\$1,920.00	F4180	FUN ENGINEERZ LLC
23	08/03/2022	V8001211	\$1,897.07	00284	NASCO
23	08/03/2022	V8001212	\$13,999.90	15809	NEWS 2 YOU INC
23	08/03/2022	V8001213	\$40.98	17384	NILFISK INC
22	08/03/2022	V8001214	\$6,747.28	F5151	NORTHSTAR BUS LINES LLC
23	08/03/2022	V8001215	\$1,480.00	18885	NOW MICRO
23	08/03/2022	V8001216	\$2,250.00	52485	NEXT ADVENTURE COUNSELING CONSULT
22	08/03/2022	V8001217	\$484.86	04031	PIONEER MIDWEST INC
23	08/03/2022	V8001218	\$229.90	08437	PLANK ROAD PUBLISHING MUSIC K-8
22	08/03/2022	V8001219	\$14,305.66	F1652	PRAIRIECARE, LLC
23	08/03/2022	V8001220	\$15,414.55	26537	PROQUEST LLC
23	08/03/2022	V8001221	\$148,468.50	53455	RACOM CORPORATION
23	08/03/2022	V8001222	\$10,989.00	18206	RIDDELL ALL AMERICAN SPORTS
23	08/03/2022	V8001223	\$659.37	18493	SHERWIN-WILLIAMS CO
23	08/03/2022	V8001224	\$14,163.75	08732	SOURCEWELL TECHNOLOGY
23	08/03/2022	V8001225	\$316.10	16530	THINK SOCIAL PUBLISHING INC
23	08/03/2022	V8001226	\$473.50	15341	UHL COMPANY INC
23	08/03/2022	V8001227	\$14,798.00	15270	VIKING ELECTRIC
23	08/03/2022	V8001228	\$157,262.23	12613	WAYSIDE PUBLISHING
23	08/03/2022	V8001229	\$115,189.00	08835	WL HALL COMPANY
22	08/03/2022	V8001230	\$51,569.27	F5151	NORTHSTAR BUS LINES LLC
23	08/10/2022	V8001231	\$12,856.82	26532	A TO G MUSIC
23	08/10/2022	V8001232	\$218.00	53143	A1 RENT IT
23	08/10/2022	V8001233	\$1,001.19	22094	ACTION RADIO & COMMUNICATIONS LLC
23	08/10/2022	V8001234	\$1,759.00	01298	APRIL GRAPHICS SIGN & DESIGNS
23	08/10/2022	V8001235	\$16,246.20	15800	B & H PHOTOVIDEO
23	08/10/2022	V8001236	\$2,658.93	08280	BECKER ARENA PRODUCTS INC

23	08/10/2022	V8001237	\$3,816.64	09479	BLICK ART MATERIALS
23	08/10/2022	V8001238	\$960.05	03211	BSN SPORTS
23	08/10/2022	V8001239	\$9,434.96	12481	CDW G
23	08/10/2022	V8001240	\$460.20	F1582	CLINICOR
23	08/10/2022	V8001241	\$76.91	06823	CUTTER SALES INC
23	08/10/2022	V8001242	\$128.32	18640	PNC BANK C/O FIRST BOOK
23	08/10/2022	V8001243	\$22,920.00	51906	G J THERKELSEN AND ASSOCIATES INC
23	08/10/2022	V8001244	\$34.71	00190	GRAINGER
23	08/10/2022	V8001245	\$132.98	00528	GROVE NURSERY CENTER
23	08/10/2022	V8001246	\$1,789.44	00572	GUARDIAN PEST CONTROL
23	08/10/2022	V8001247	\$2,568.00	26561	HIGH POINT NETWORKS LLC
23	08/10/2022	V8001248	\$2,884.95	15872	IDENTISYS INC
23	08/10/2022	V8001249	\$685.92	52478	DALCO ENTERPRISES
23	08/10/2022	V8001250	\$19,086.82	17401	INNOVATIVE OFFICE SOLUTIONS
23	08/10/2022	V8001251	\$8,763.50	52611	JOHNSON CONTROLS FIRE PROTECTION LP
23	08/10/2022	V8001252	\$1,045.35	08106	JW PEPPER
23	08/10/2022	V8001253	\$314.10	07054	KAPLAN EARLY LEARNING
23	08/10/2022	V8001254	\$755.13	06538	LAKESHORE LEARNING MATERIALS
23	08/10/2022	V8001255	\$1,260.35	16927	LVC COMPANIES INC
23	08/10/2022	V8001256	\$1,556.07	08509	MACKIN EDUCATIONAL RESOURCES
23	08/10/2022	V8001257	\$144.54	A0751	METROPOLITAN COURIER CORP
23	08/10/2022	V8001258	\$2,035.80	02865	NORTHEAST METRO DISTRICT 916
23	08/10/2022	V8001259	\$1,080.00	F4180	FUN ENGINEERZ LLC
23	08/10/2022	V8001260	\$412.24	50455	PANERA BREAD COMPANY
23	08/10/2022	V8001261	\$63.96	04031	PIONEER MIDWEST INC
23	08/10/2022	V8001262	\$445.54	04446	RIO GRANDE
23	08/10/2022	V8001263	\$833.23	18493	SHERWIN-WILLIAMS CO
23	08/10/2022	V8001264	\$1,209.00	05687	SNA SPORTS GROUP LLC
23	08/10/2022	V8001265	\$18,474.00	05077	ST PAUL LINOLEUM & CARPET CO
23	08/10/2022	V8001266	\$604.50	26514	WEST PUBLISHING CORPORATION
23	08/10/2022	V8001267	\$340.00	15341	UHL COMPANY INC
23	08/10/2022	V8001268	\$887.50	17691	VIKING SEWER AND DRAIN CLEANING
23	08/17/2022	V8001269	\$270.00	52992	ABC ENGLISH
23	08/17/2022	V8001270	\$1,600.00	20136	AMERICAN READING COMPANY
23	08/17/2022	V8001271	\$818.70	51769	APOLLO WATER SERVICES LLC
23	08/17/2022	V8001272	\$1,058.00	52187	ART OF EDUCATION UNIVERSITY LLC
23	08/17/2022	V8001273	\$181.72	A3650	ASCD
23	08/17/2022	V8001274	\$509.73	15800	B & H PHOTOVIDEO
23	08/17/2022	V8001275	\$477.90	09479	BLICK ART MATERIALS
23	08/17/2022	V8001276	\$495.95	00378	BORDER STATES ELECTRIC SUPPLY
23	08/17/2022	V8001277	\$9,407.50	15278	BRAUN INTERTEC CORPORATION
23	08/17/2022	V8001278	\$2,856.15	03211	BSN SPORTS
23	08/17/2022	V8001279	\$314.99	08838	BUSINESS ESSENTIALS
23	08/17/2022	V8001280	\$1,134.74	00091	CAROLINA BIOLOGICAL
23	08/17/2022	V8001281	\$17,966.48	12481	CDW G
23	08/17/2022	V8001282	\$9,476.78	53164	DUET RESOURCE GROUP INC
23	08/17/2022	V8001283	\$217.86	09119	EBSCO
23	08/17/2022	V8001284	\$29,752.71	50796	FIELDTURF USA INC
23	08/17/2022	V8001285	\$69,584.08	18578	FLAGSHIP RECREATION
23	08/17/2022	V8001286	\$6,834.20	00188	GOPHER SPORT
23	08/17/2022	V8001287	\$454.81	00190	GRAINGER
23	08/17/2022	V8001288	\$110.16	00528	GROVE NURSERY CENTER
23	08/17/2022	V8001289	\$7,968.00	26561	HIGH POINT NETWORKS LLC
23	08/17/2022	V8001290	\$87,912.18	F6278	INDIANHEAD FOODSERVICE DISTRIBUTOR
23	08/17/2022	V8001291	\$2,542.49	52611	JOHNSON CONTROLS FIRE PROTECTION LP
23	08/17/2022	V8001292	\$275.99	08106	JW PEPPER
23	08/17/2022	V8001293	\$2,325.00	52029	KFI ENGINEERS PC
23	08/17/2022	V8001294	\$1,803,396.40	51318	KUE CONTRACTORS INC
23	08/17/2022	V8001295	\$437.69	06538	LAKESHORE LEARNING MATERIALS
23	08/17/2022	V8001296	\$8,125.00	17808	LARSON ENGINEERING INC
23	08/17/2022	V8001297	\$1,249.75	08509	MACKIN EDUCATIONAL RESOURCES

23	08/17/2022	V8001298	\$865.00	A1490	MASSP
23	08/17/2022	V8001299	\$1,920.00	F4180	FUN ENGINEERZ LLC
23	08/17/2022	V8001300	\$1,272.60	00284	NASCO
23	08/17/2022	V8001301	\$149.00	F4244	NATIONAL SPEECH & DEBATE ASSOC
23	08/17/2022	V8001302	\$644.60	50455	PANERA BREAD COMPANY
23	08/17/2022	V8001303	\$2,000.00	F6162	PARK NICOLLET FOUNDATION
23	08/17/2022	V8001304	\$255.84	04031	PIONEER MIDWEST INC
23	08/17/2022	V8001305	\$600.00	F4902	REGENT ARABIANS INC
23	08/17/2022	V8001306	\$880.00	50779	RICHARD CARLTON CONSULTING INC
23	08/17/2022	V8001307	\$13,327.45	18206	RIDDELL ALL AMERICAN SPORTS
23	08/17/2022	V8001308	\$3,022.78	01149	RYDIN
23	08/17/2022	V8001309	\$9,348.50	51552	SAVVAS LEARNING COMPANY LLC
23	08/17/2022	V8001310	\$691.58	00350	SCAN AIR FILTER SYSTEMS
23	08/17/2022	V8001311	\$215.26	15559	SCHOOL NURSE SUPPLY INC
23	08/17/2022	V8001312	\$1,476.26	18493	SHERWIN-WILLIAMS CO
23	08/17/2022	V8001313	\$7,959.34	50992	ST PAUL BEVERAGE SOLUTIONS LLC
23	08/17/2022	V8001314	\$9,558.75	50982	TEAMWORKS INTERNATIONAL INC
23	08/17/2022	V8001315	\$162.00	50900	MRI SOFTWARE LLC
23	08/17/2022	V8001316	\$27,270.00	15341	UHL COMPANY INC
23	08/17/2022	V8001317	\$776.25	18909	USA SAFETY SUPPLY CORPORATION
23	08/17/2022	V8001318	\$4,382.60	15270	VIKING ELECTRIC
23	08/17/2022	V8001319	\$7,980.55	07819	WEST MUSIC
23	08/17/2022	V8001320	\$13,919.30	26531	WESTERN SPECIALTY CONTRACTORS
23	08/17/2022	V8001321	\$7,840.00	08835	WL HALL COMPANY
23	08/17/2022	V8001322	\$14,838.34	F5448	WOLD ARCHITECTS AND ENGINEERS
23	08/17/2022	V8001323	\$750.00	A3073	YOUTH FRONTIERS INC
23	08/24/2022	V8001324	\$2,062.86	17648	4IMPRINT
23	08/24/2022	V8001325	\$356.56	22094	ACTION RADIO & COMMUNICATIONS LLC
23	08/24/2022	V8001326	\$8,500.00	20136	AMERICAN READING COMPANY
23	08/24/2022	V8001327	\$1,196.00	08294	APPLE COMPUTER INC
23	08/24/2022	V8001328	\$2,446.20	01298	APRIL GRAPHICS SIGN & DESIGNS
23	08/24/2022	V8001329	\$3,400.00	52334	BLACKHAWK TILE & STONE
23	08/24/2022	V8001330	\$3,200.80	03211	BSN SPORTS
23	08/24/2022	V8001331	\$1,875.00	50186	BUNCE BACKYARD PRODUCTIONS INC
23	08/24/2022	V8001332	\$311.29	12481	CDW G
23	08/24/2022	V8001333	\$8,781.49	52842	CESO COMMUNICATIONS LLC
23	08/24/2022	V8001334	\$695.70	53531	CREATIVE RESOURCES AGENCY LLC
23	08/24/2022	V8001335	\$438.84	06823	CUTTER SALES INC
23	08/24/2022	V8001336	\$315.67	16330	EAI EDUCATION
23	08/24/2022	V8001337	\$5,052.50	18130	EDMENTUM INC
23	08/24/2022	V8001338	\$594.04	18640	PNC BANK C/O FIRST BOOK
23	08/24/2022	V8001339	\$1,927.50	F5627	GBR INTERPRETING & TRANSLATION SERV
23	08/24/2022	V8001340	\$11,611.19	00188	GOPHER SPORT
23	08/24/2022	V8001341	\$874.03	00190	GRAINGER
23	08/24/2022	V8001342	\$3,637.34	51473	ANCHOR SOLAR INVESTMENTS LLC
23	08/24/2022	V8001343	\$2,226.10	20217	HAWKINS INC
23	08/24/2022	V8001344	\$2,372.66	53001	IDEAL ENERGIES SOLAR LEASING 2021
23	08/24/2022	V8001345	\$3,705.93	17401	INNOVATIVE OFFICE SOLUTIONS
23	08/24/2022	V8001346	\$250.00	51591	INSTITUTE MULTI SENSORY EDUCATION
23	08/24/2022	V8001347	\$47,324.20	52611	JOHNSON CONTROLS FIRE PROTECTION LP
23	08/24/2022	V8001348	\$1,772.65	06538	LAKESHORE LEARNING MATERIALS
23	08/24/2022	V8001349	\$2,607.00	15941	LEARNING WITHOUT TEARS
23	08/24/2022	V8001350	\$31,730.24	52388	LIBERTY MUTUAL INSURANCE
23	08/24/2022	V8001351	\$5,490.00	16927	LVC COMPANIES INC
23	08/24/2022	V8001352	\$2,346.24	08509	MACKIN EDUCATIONAL RESOURCES
23	08/24/2022	V8001353	\$6,500.00	07649	MALLOY,MONTAGUE,KARNOWSKI,RADOSEVIC
23	08/24/2022	V8001354	\$2,000.00	07882	MID-AMERICA BUSINESS SYS & EQUIP
23	08/24/2022	V8001355	\$213.46	50455	PANERA BREAD COMPANY
23	08/24/2022	V8001356	\$75.00	00335	R&W WELDING & MACHINE INC
23	08/24/2022	V8001357	\$2,121.95	18206	RIDDELL ALL AMERICAN SPORTS
23	08/24/2022	V8001358	\$748.84	18493	SHERWIN-WILLIAMS CO

23	08/24/2022	V8001359	\$8,500.00	22111	SOUTHERN MN INSPECTION COMPANY LLC
23	08/24/2022	V8001360	\$2,135.25	01471	TEACHING STRATEGIES LLC
23	08/24/2022	V8001362	\$6,351.30	20227	TRUGREEN
23	08/24/2022	V8001363	\$555.00	05235	TSI INC
23	08/24/2022	V8001364	\$118.21	12760	VARITRONICS
23	08/24/2022	V8001365	\$1,313.93	15270	VIKING ELECTRIC
23	08/24/2022	V8001366	\$747.00	18645	WISCONSIN CTR FOR EDUC PROD & SRVC
23	08/31/2022	V8001367	\$5,004.50	17648	4IMPRINT
23	08/31/2022	V8001368	\$281.06	22094	ACTION RADIO & COMMUNICATIONS LLC
23	08/31/2022	V8001369	\$5,350.00	52862	INCUBATE TO INNOVATE
23	08/31/2022	V8001370	\$1,230.18	51769	APOLLO WATER SERVICES LLC
23	08/31/2022	V8001371	\$2,703.00	01298	APRIL GRAPHICS SIGN & DESIGNS
23	08/31/2022	V8001372	\$6,169.01	15800	B & H PHOTOVIDEO
23	08/31/2022	V8001373	\$443.65	00378	BORDER STATES ELECTRIC SUPPLY
23	08/31/2022	V8001374	\$4,717.50	53517	STORYBOARD FILMS
23	08/31/2022	V8001375	\$2,166.00	15278	BRAUN INTERTEC CORPORATION
23	08/31/2022	V8001376	\$1,215.00	00091	CAROLINA BIOLOGICAL
23	08/31/2022	V8001377	\$2,488.96	12481	CDW G
23	08/31/2022	V8001378	\$6,720.00	50429	CEL PUBLIC RELATIONS, INC
23	08/31/2022	V8001379	\$705.00	05715	CENGAGE LEARNING
23	08/31/2022	V8001380	\$141.67	06823	CUTTER SALES INC
23	08/31/2022	V8001381	\$34.92	53033	FOLLETT CONTENT SOLUTIONS LLC
23	08/31/2022	V8001382	\$1,628.20	00190	GRAINGER
23	08/31/2022	V8001383	\$165.24	00528	GROVE NURSERY CENTER
23	08/31/2022	V8001384	\$12,264.12	50978	H2I GROUP
23	08/31/2022	V8001385	\$77.87	F2064	HOLIDAY STATIONSTORE
23	08/31/2022	V8001386	\$75.00	A3931	HOLT, JAMES
23	08/31/2022	V8001387	\$3,721.50	17401	INNOVATIVE OFFICE SOLUTIONS
23	08/31/2022	V8001388	\$10,195.00	16602	INTERNATIONAL BACCALAUREATE AMERICA
23	08/31/2022	V8001389	\$50,653.68	52611	JOHNSON CONTROLS FIRE PROTECTION LP
23	08/31/2022	V8001390	\$33.51	06538	LAKESHORE LEARNING MATERIALS
23	08/31/2022	V8001391	\$48,141.04	53288	MERIT ELECTRIC COMPANY
23	08/31/2022	V8001392	\$498,741.05	F0805	MINNESOTA ROADWAYS CO
23	08/31/2022	V8001393	\$668.00	F3726	MONKEY WRENCH PRODUCTIONS LLC
23	08/31/2022	V8001394	\$682.37	17384	NILFISK INC
23	08/31/2022	V8001395	\$3,231.38	08447	NYSTROM PUBLISHING CO INC
23	08/31/2022	V8001396	\$3,781.00	26568	OFFICE LIQUIDATORS
23	08/31/2022	V8001397	\$2,626.89	50455	PANERA BREAD COMPANY
23	08/31/2022	V8001398	\$139.00	F0761	POLITZ, JORDAN
23	08/31/2022	V8001399	\$2,524.60	51251	QUALE COMPANIES
23	08/31/2022	V8001400	\$3,300.00	F4902	REGENT ARABIAN INC
23	08/31/2022	V8001401	\$2,975.00	20141	RJ MECHANICAL INC
23	08/31/2022	V8001402	\$246.50	08891	S&S WORLDWIDE
23	08/31/2022	V8001403	\$2,533.25	18493	SHERWIN-WILLIAMS CO
23	08/31/2022	V8001404	\$3,942.40	22111	SOUTHERN MN INSPECTION COMPANY LLC
23	08/31/2022	V8001405	\$250.00	52888	TESTOUT CORPORATION
23	08/31/2022	V8001406	\$315.00	D2624	THREE RIVERS PARK DISTRICT
23	08/31/2022	V8001407	\$196.42	16162	ULINE
23	08/31/2022	V8001408	\$139.00	F1578	WARREN, MICHELLE
23	08/31/2022	V8001409	\$2,555.00	08835	WL HALL COMPANY
Vendor ACH Subtotal			\$4,277,336.78		
Overall - Total			\$41,664,569.35		

TO: Patrick Smith
Steve Boulka
James Wynn

CC: Sherri Lincoln

FROM: Courtney Larson

DATE: 9/15/22

**SUBJECT: APPROVAL OF PROPOSED EDUCATIONAL TRIP –
CONTINENTAL U.S.**

The Division of Leadership, Teaching, and Learning has approved the following Extended Educational Trip. Please understand that this proposed educational trip is not officially authorized until it is approved by the School Board.

School	MGMS
Sponsoring Organization	8 th Grade Band
Adult Advisors	Steve Boulka
Destination	Chicago, IL
Departure Date	May 10, 2023
Return Date	May 14, 2023
Assistant Superintendent Approved	9/15/22
Board Approval Date	Will be added to the September 27, 2022 School Board Agenda for approval

TO: Sara Vernig
Christa Saeger-Dean
Joanne Neumann

CC: Sherri Lincoln

FROM: Courtney Larson

DATE: 9/7/22

**SUBJECT: APPROVAL OF PROPOSED EDUCATIONAL TRIP –
CONTINENTAL U.S.**

The Division of Leadership, Teaching, and Learning has approved the following Extended Educational Trip. Please understand that this proposed educational trip is not officially authorized until it is approved by the School Board.

School	OSH
Sponsoring Organization	Orchestra
Adult Advisors	Christa Saeger-Dean
Destination	Oahu, HI
Departure Date	March 23, 2023
Return Date	March 29, 2023
Assistant Superintendent Approved	9/7/2022
Board Approval Date	Will be added to the September 27, 2022 School Board Agenda for approval

TO: Patrick Smith
James Wynn

CC: Sherri Lincoln

FROM: Courtney Larson

DATE: 9/7/22

RE: DLTL APPROVED FUNDRAISING ACTIVITY

The Assistant Superintendent of Leadership, Teaching, and Learning has approved the fundraising request listed below. This request will be added to the **9/27/22** School Board agenda for approval.

School	MGMS
Sponsoring Organization	8 th Grade Band
Adult Advisor	Patrick Smith
Event	Mattress, Socks and Tumbler Sales
Date(s)	October to December 2022
Assistant Superintendent Approved	9.7.2022
School Board Approved	Will be on the 9/27/2022 agenda for approval

GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year: <u>22-23</u>	Finance Code: <u>401</u>		
Grant Title: <u>Title I</u>	Grant Manager: <u>Tammi Provart</u>		
Type of Submission and Amount			
☒ New	Award Amount: \$ <u>3,937,101.00</u>		
☐ Amended	Existing Amount: _____ Amended Amount: _____		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	2,734,461	2,734,461.00
200 - Employee Benefits	-	-	939,550	939,550.00
300 - Purchased Services	-	-	54,375	54,375.00
400 - Supplies and Materials	-	-	73,200	73,200.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	135,515	135,515.00
Totals	\$ -	\$ -	\$ 3,937,101	\$ 3,937,101.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	MDE Award	01-100-216-401-400-000	-	3,050,931	3,050,931.00
Federal	MDE Award	01-100-216-401-400-011	-	886,170	886,170.00
Totals			\$ -	\$ 3,937,101	\$ 3,937,101.00

DocuSigned by: <u>Elizabeth Lantto</u> Elizabeth Lantto - Business Services Accountant DocuSigned by: <u>Bryan Bass</u> Bryan Bass - Assistant Superintendent of Equity & Achievement	<u>9/21/2022</u> Date <u>9/21/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-002-216-401-140-000	Licensed Classroom	-	22,000	22,000.00
01-002-216-401-161-000	Certified ESPs and Personal Care Assistance	-	25,646	25,646.00
01-002-216-401-185-000	Other Salary Pmts - Licensed/Certified	-	1,000	1,000.00
01-002-216-401-210-000	F.I.C.A.-Medicare	-	5,700	5,700.00
01-002-216-401-218-000	T.R.A.	-	175	175.00
01-002-216-401-220-000	Health Insurance	-	7,500	7,500.00
01-002-216-401-230-000	Life Insurance	-	20	20.00
01-002-216-401-240-000	Disability Insurance	-	130	130.00
01-002-216-401-250-000	Retirement Savings Plan	-	350	350.00
01-002-216-401-270-000	Workers Compensation	-	130	130.00
01-002-216-401-280-000	Unemployment Compensation	-	50	50.00
01-002-216-401-401-000	Supplies & Material - NonInstructional	-	500	500.00
01-002-216-401-401-638	Supplies & Material - NonInstructional	-	500	500.00
01-002-216-401-405-000	Non Instr. Software License Agreements	-	400	400.00
01-002-216-401-430-000	Supplies & Materials - Instructional	-	10,000	10,000.00
01-002-216-401-430-638	Supplies & Materials - Instructional	-	500	500.00
01-002-216-401-433-000	Supplies & Materials - Individualized Instruction	-	20,000	20,000.00
01-100-216-401-110-192	Administration/Supervision	-	123,122	123,122.00
01-100-216-401-143-667	Classroom Support Licensed	-	107,894	107,894.00
01-100-216-401-156-637	School Social Worker	-	50,245	50,245.00
01-100-216-401-185-640	Other Salary Pmts - Licensed/Certified	-	200,100	200,100.00
01-100-216-401-186-640	Other Salary Pmts - NonLicensed/NonCertified	-	2,500	2,500.00
01-100-216-401-210-192	F.I.C.A.-Medicare	-	9,419	9,419.00
01-100-216-401-210-637	F.I.C.A.-Medicare	-	3,844	3,844.00
01-100-216-401-210-640	F.I.C.A.-Medicare	-	15,500	15,500.00
01-100-216-401-210-667	F.I.C.A.-Medicare	-	8,254	8,254.00
01-100-216-401-214-640	P.E.R.A.	-	19	19.00
01-100-216-401-218-192	T.R.A.	-	10,527	10,527.00
01-100-216-401-218-637	T.R.A.	-	4,300	4,300.00
01-100-216-401-218-640	T.R.A.	-	17,110	17,110.00
01-100-216-401-218-667	T.R.A.	-	9,225	9,225.00
01-100-216-401-220-192	Health Insurance	-	11,467	11,467.00
01-100-216-401-220-637	Health Insurance	-	15,790	15,790.00
01-100-216-401-220-667	Health Insurance	-	14,701	14,701.00
01-100-216-401-230-192	Life Insurance	-	615	615.00
01-100-216-401-230-637	Life Insurance	-	50	50.00
01-100-216-401-230-667	Life Insurance	-	70	70.00
01-100-216-401-235-192	Dental Insurance	-	302	302.00
01-100-216-401-235-637	Dental Insurance	-	278	278.00
01-100-216-401-235-667	Dental Insurance	-	363	363.00
01-100-216-401-240-192	Disability Insurance	-	343	343.00
01-100-216-401-240-637	Disability Insurance	-	282	282.00
01-100-216-401-240-667	Disability Insurance	-	130	130.00
01-100-216-401-250-192	Retirement Savings Plan	-	1,450	1,450.00
01-100-216-401-250-667	Retirement Savings Plan	-	1,866	1,866.00
01-100-216-401-251-192	HSA	-	3,840	3,840.00
01-100-216-401-251-637	HSA	-	4,000	4,000.00
01-100-216-401-251-667	HSA	-	4,344	4,344.00
01-100-216-401-270-192	Workers Compensation	-	529	529.00
01-100-216-401-270-637	Workers Compensation	-	309	309.00
01-100-216-401-270-640	Workers Compensation	-	880	880.00
01-100-216-401-270-667	Workers Compensation	-	464	464.00
01-100-216-401-280-192	Unemployment Compensation	-	148	148.00
01-100-216-401-280-637	Unemployment Compensation	-	86	86.00
01-100-216-401-280-640	Unemployment Compensation	-	245	245.00
01-100-216-401-280-667	Unemployment Compensation	-	129	129.00

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-100-216-401-303-000	Federal Contract Under \$25,000	-	6,000	6,000.00
01-100-216-401-303-640	Federal Contract Under \$25,000	-	8,800	8,800.00
01-100-216-401-366-640	Business Travel	-	35,375	35,375.00
01-100-216-401-401-638	Supplies & Material - NonInstructional	-	800	800.00
01-100-216-401-401-640	Supplies & Material - NonInstructional	-	100	100.00
01-100-216-401-405-000	Non Instr. Software License Agreements	-	4,000	4,000.00
01-100-216-401-895-000	Fed. Indirect Cost Chargeback	-	135,515	135,515.00
01-172-216-401-143-000	Classroom Support Licensed	-	112,611	112,611.00
01-172-216-401-143-667	Classroom Support Licensed	-	87,227	87,227.00
01-172-216-401-161-000	Certified ESPs and Personal Care Assistance	-	46,696	46,696.00
01-172-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-172-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-172-216-401-210-000	F.I.C.A.-Medicare	-	11,627	11,627.00
01-172-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-172-216-401-210-667	F.I.C.A.-Medicare	-	6,673	6,673.00
01-172-216-401-214-000	P.E.R.A.	-	3,502	3,502.00
01-172-216-401-214-638	P.E.R.A.	-	8	8.00
01-172-216-401-218-000	T.R.A.	-	9,003	9,003.00
01-172-216-401-218-638	T.R.A.	-	8	8.00
01-172-216-401-218-667	T.R.A.	-	7,458	7,458.00
01-172-216-401-220-000	Health Insurance	-	26,636	26,636.00
01-172-216-401-230-000	Life Insurance	-	116	116.00
01-172-216-401-230-667	Life Insurance	-	61	61.00
01-172-216-401-235-000	Dental Insurance	-	370	370.00
01-172-216-401-240-000	Disability Insurance	-	911	911.00
01-172-216-401-240-667	Disability Insurance	-	594	594.00
01-172-216-401-250-000	Retirement Savings Plan	-	1,728	1,728.00
01-172-216-401-250-667	Retirement Savings Plan	-	1,728	1,728.00
01-172-216-401-251-000	HSA	-	4,800	4,800.00
01-172-216-401-270-000	Workers Compensation	-	654	654.00
01-172-216-401-270-638	Workers Compensation	-	9	9.00
01-172-216-401-270-667	Workers Compensation	-	375	375.00
01-172-216-401-280-000	Unemployment Compensation	-	183	183.00
01-172-216-401-280-638	Unemployment Compensation	-	3	3.00
01-172-216-401-280-667	Unemployment Compensation	-	105	105.00
01-172-216-401-401-638	Supplies & Material - NonInstructional	-	500	500.00
01-172-216-401-433-638	Supplies & Materials - Individualized Instruction	-	2,000	2,000.00
01-172-216-401-490-638	Food & Food from Warehouse	-	900	900.00
01-174-216-401-143-000	Classroom Support Licensed	-	62,342	62,342.00
01-174-216-401-143-667	Classroom Support Licensed	-	90,391	90,391.00
01-174-216-401-161-000	Certified ESPs and Personal Care Assistance	-	164,716	164,716.00
01-174-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-174-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-174-216-401-210-000	F.I.C.A.-Medicare	-	17,315	17,315.00
01-174-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-174-216-401-210-667	F.I.C.A.-Medicare	-	6,915	6,915.00
01-174-216-401-214-000	P.E.R.A.	-	12,354	12,354.00
01-174-216-401-214-638	P.E.R.A.	-	9	9.00
01-174-216-401-218-000	T.R.A.	-	5,269	5,269.00
01-174-216-401-218-638	T.R.A.	-	8	8.00
01-174-216-401-218-667	T.R.A.	-	7,729	7,729.00
01-174-216-401-220-000	Health Insurance	-	49,000	49,000.00
01-174-216-401-220-667	Health Insurance	-	7,181	7,181.00
01-174-216-401-230-000	Life Insurance	-	210	210.00
01-174-216-401-230-667	Life Insurance	-	61	61.00
01-174-216-401-235-000	Dental Insurance	-	1,210	1,210.00

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-174-216-401-235-667	Dental Insurance	-	336	336.00
01-174-216-401-240-000	Disability Insurance	-	808	808.00
01-174-216-401-240-667	Disability Insurance	-	615	615.00
01-174-216-401-250-000	Retirement Savings Plan	-	4,297	4,297.00
01-174-216-401-250-667	Retirement Savings Plan	-	1,728	1,728.00
01-174-216-401-251-000	HSA	-	9,100	9,100.00
01-174-216-401-270-000	Workers Compensation	-	977	977.00
01-174-216-401-270-638	Workers Compensation	-	9	9.00
01-174-216-401-270-667	Workers Compensation	-	608	608.00
01-174-216-401-280-000	Unemployment Compensation	-	273	273.00
01-174-216-401-280-638	Unemployment Compensation	-	3	3.00
01-174-216-401-280-667	Unemployment Compensation	-	109	109.00
01-174-216-401-303-638	Federal Contract Under \$25,000	-	500	500.00
01-174-216-401-401-000	Supplies & Material - NonInstructional	-	1,000	1,000.00
01-174-216-401-401-638	Supplies & Material - NonInstructional	-	550	550.00
01-174-216-401-430-000	Supplies & Materials - Instructional	-	9,000	9,000.00
01-174-216-401-430-638	Supplies & Materials - Instructional	-	2,500	2,500.00
01-174-216-401-490-638	Food & Food from Warehouse	-	1,000	1,000.00
01-175-216-401-143-000	Classroom Support Licensed	-	137,500	137,500.00
01-175-216-401-143-667	Classroom Support Licensed	-	102,000	102,000.00
01-175-216-401-161-000	Certified ESPs and Personal Care Assistance	-	47,883	47,883.00
01-175-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-175-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-175-216-401-210-000	F.I.C.A.-Medicare	-	14,010	14,010.00
01-175-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-175-216-401-210-667	F.I.C.A.-Medicare	-	3,901	3,901.00
01-175-216-401-214-000	P.E.R.A.	-	3,591	3,591.00
01-175-216-401-214-638	P.E.R.A.	-	9	9.00
01-175-216-401-218-000	T.R.A.	-	11,755	11,755.00
01-175-216-401-218-638	T.R.A.	-	8	8.00
01-175-216-401-218-667	T.R.A.	-	4,360	4,360.00
01-175-216-401-220-000	Health Insurance	-	40,333	40,333.00
01-175-216-401-220-667	Health Insurance	-	3,591	3,591.00
01-175-216-401-230-000	Life Insurance	-	170	170.00
01-175-216-401-230-667	Life Insurance	-	30	30.00
01-175-216-401-235-000	Dental Insurance	-	1,008	1,008.00
01-175-216-401-235-667	Dental Insurance	-	168	168.00
01-175-216-401-240-000	Disability Insurance	-	946	946.00
01-175-216-401-240-667	Disability Insurance	-	130	130.00
01-175-216-401-251-000	HSA	-	9,600	9,600.00
01-175-216-401-270-000	Workers Compensation	-	800	800.00
01-175-216-401-270-638	Workers Compensation	-	9	9.00
01-175-216-401-280-000	Unemployment Compensation	-	225	225.00
01-175-216-401-280-638	Unemployment Compensation	-	3	3.00
01-175-216-401-280-667	Unemployment Compensation	-	61	61.00
01-175-216-401-401-638	Supplies & Material - NonInstructional	-	500	500.00
01-175-216-401-433-638	Supplies & Materials - Individualized Instruction	-	2,000	2,000.00
01-175-216-401-490-638	Food & Food from Warehouse	-	1,350	1,350.00
01-178-216-401-140-000	Licensed Classroom	-	48,346	48,346.00
01-178-216-401-143-000	Classroom Support Licensed	-	136,080	136,080.00
01-178-216-401-143-667	Classroom Support Licensed	-	96,900	96,900.00
01-178-216-401-161-000	Certified ESPs and Personal Care Assistance	-	68,459	68,459.00
01-178-216-401-165-000	School Counselor	-	50,000	50,000.00
01-178-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-178-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-178-216-401-210-000	F.I.C.A.-Medicare	-	23,250	23,250.00

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-178-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-178-216-401-210-667	F.I.C.A.-Medicare	-	7,413	7,413.00
01-178-216-401-214-000	P.E.R.A.	-	5,135	5,135.00
01-178-216-401-214-638	P.E.R.A.	-	9	9.00
01-178-216-401-218-000	T.R.A.	-	20,129	20,129.00
01-178-216-401-218-638	T.R.A.	-	8	8.00
01-178-216-401-218-667	T.R.A.	-	8,285	8,285.00
01-178-216-401-220-000	Health Insurance	-	55,357	55,357.00
01-178-216-401-220-667	Health Insurance	-	19,139	19,139.00
01-178-216-401-230-000	Life Insurance	-	279	279.00
01-178-216-401-230-667	Life Insurance	-	61	61.00
01-178-216-401-235-000	Dental Insurance	-	1,500	1,500.00
01-178-216-401-235-667	Dental Insurance	-	336	336.00
01-178-216-401-240-000	Disability Insurance	-	1,356	1,356.00
01-178-216-401-240-667	Disability Insurance	-	659	659.00
01-178-216-401-250-000	Retirement Savings Plan	-	4,039	4,039.00
01-178-216-401-250-667	Retirement Savings Plan	-	926	926.00
01-178-216-401-251-000	HSA	-	13,030	13,030.00
01-178-216-401-251-667	HSA	-	4,800	4,800.00
01-178-216-401-270-000	Workers Compensation	-	1,307	1,307.00
01-178-216-401-270-638	Workers Compensation	-	9	9.00
01-178-216-401-270-667	Workers Compensation	-	417	417.00
01-178-216-401-280-000	Unemployment Compensation	-	365	365.00
01-178-216-401-280-638	Unemployment Compensation	-	3	3.00
01-178-216-401-280-667	Unemployment Compensation	-	117	117.00
01-178-216-401-401-638	Supplies & Material - NonInstructional	-	500	500.00
01-178-216-401-430-638	Supplies & Materials - Instructional	-	4,300	4,300.00
01-178-216-401-490-638	Food & Food from Warehouse	-	1,500	1,500.00
01-179-216-401-140-000	Licensed Classroom	-	40,574	40,574.00
01-179-216-401-143-667	Classroom Support Licensed	-	96,900	96,900.00
01-179-216-401-161-000	Certified ESPs and Personal Care Assistance	-	54,849	54,849.00
01-179-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-179-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-179-216-401-210-000	F.I.C.A.-Medicare	-	7,300	7,300.00
01-179-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-179-216-401-210-667	F.I.C.A.-Medicare	-	7,413	7,413.00
01-179-216-401-214-000	P.E.R.A.	-	4,114	4,114.00
01-179-216-401-214-638	P.E.R.A.	-	17	17.00
01-179-216-401-218-000	T.R.A.	-	3,469	3,469.00
01-179-216-401-218-667	T.R.A.	-	8,285	8,285.00
01-179-216-401-220-000	Health Insurance	-	12,899	12,899.00
01-179-216-401-220-667	Health Insurance	-	7,181	7,181.00
01-179-216-401-230-000	Life Insurance	-	40	40.00
01-179-216-401-230-667	Life Insurance	-	61	61.00
01-179-216-401-235-000	Dental Insurance	-	515	515.00
01-179-216-401-235-667	Dental Insurance	-	336	336.00
01-179-216-401-240-000	Disability Insurance	-	365	365.00
01-179-216-401-240-667	Disability Insurance	-	659	659.00
01-179-216-401-250-000	Retirement Savings Plan	-	654	654.00
01-179-216-401-250-667	Retirement Savings Plan	-	1,728	1,728.00
01-179-216-401-251-000	HSA	-	3,521	3,521.00
01-179-216-401-270-000	Workers Compensation	-	411	411.00
01-179-216-401-270-638	Workers Compensation	-	9	9.00
01-179-216-401-270-667	Workers Compensation	-	417	417.00
01-179-216-401-280-000	Unemployment Compensation	-	115	115.00
01-179-216-401-280-638	Unemployment Compensation	-	3	3.00

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-179-216-401-280-667	Unemployment Compensation	-	117	117.00
01-179-216-401-303-638	Federal Contract Under \$25,000	-	500	500.00
01-179-216-401-369-638	Entry Fees/Stu. Trav. All.	-	400	400.00
01-179-216-401-433-638	Supplies & Materials - Individualized Instruction	-	200	200.00
01-179-216-401-490-638	Food & Food from Warehouse	-	200	200.00
01-181-216-401-140-000	Licensed Classroom	-	84,550	84,550.00
01-181-216-401-143-000	Classroom Support Licensed	-	116,723	116,723.00
01-181-216-401-143-667	Classroom Support Licensed	-	71,689	71,689.00
01-181-216-401-161-000	Certified ESPs and Personal Care Assistance	-	68,194	68,194.00
01-181-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-181-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-181-216-401-210-000	F.I.C.A.-Medicare	-	20,615	20,615.00
01-181-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-181-216-401-210-667	F.I.C.A.-Medicare	-	5,485	5,485.00
01-181-216-401-214-000	P.E.R.A.	-	5,115	5,115.00
01-181-216-401-214-638	P.E.R.A.	-	17	17.00
01-181-216-401-218-000	T.R.A.	-	17,209	17,209.00
01-181-216-401-218-667	T.R.A.	-	6,130	6,130.00
01-181-216-401-220-000	Health Insurance	-	34,950	34,950.00
01-181-216-401-220-667	Health Insurance	-	19,140	19,140.00
01-181-216-401-230-000	Life Insurance	-	275	275.00
01-181-216-401-230-667	Life Insurance	-	61	61.00
01-181-216-401-235-000	Dental Insurance	-	1,573	1,573.00
01-181-216-401-235-667	Dental Insurance	-	336	336.00
01-181-216-401-240-000	Disability Insurance	-	1,443	1,443.00
01-181-216-401-240-667	Disability Insurance	-	488	488.00
01-181-216-401-250-000	Retirement Savings Plan	-	5,584	5,584.00
01-181-216-401-251-667	HSA	-	4,800	4,800.00
01-181-216-401-270-000	Workers Compensation	-	1,159	1,159.00
01-181-216-401-270-638	Workers Compensation	-	9	9.00
01-181-216-401-270-667	Workers Compensation	-	309	309.00
01-181-216-401-280-000	Unemployment Compensation	-	324	324.00
01-181-216-401-280-638	Unemployment Compensation	-	3	3.00
01-181-216-401-280-667	Unemployment Compensation	-	86	86.00
01-181-216-401-303-638	Federal Contract Under \$25,000	-	800	800.00
01-181-216-401-401-638	Supplies & Material - NonInstructional	-	1,000	1,000.00
01-181-216-401-430-638	Supplies & Materials - Instructional	-	1,400	1,400.00
01-181-216-401-490-638	Food & Food from Warehouse	-	1,500	1,500.00
01-386-216-401-140-000	Licensed Classroom	-	271,162	271,162.00
01-386-216-401-143-000	Classroom Support Licensed	-	67,416	67,416.00
01-386-216-401-143-667	Classroom Support Licensed	-	77,246	77,246.00
01-386-216-401-145-638	Substitute Teachers	-	100	100.00
01-386-216-401-185-638	Other Salary Pmts - Licensed/Certified	-	100	100.00
01-386-216-401-186-638	Other Salary Pmts - NonLicensed/NonCertified	-	100	100.00
01-386-216-401-210-000	F.I.C.A.-Medicare	-	25,902	25,902.00
01-386-216-401-210-638	F.I.C.A.-Medicare	-	15	15.00
01-386-216-401-210-667	F.I.C.A.-Medicare	-	5,910	5,910.00
01-386-216-401-214-638	P.E.R.A.	-	17	17.00
01-386-216-401-218-000	T.R.A.	-	28,949	28,949.00
01-386-216-401-218-667	T.R.A.	-	6,605	6,605.00
01-386-216-401-220-000	Health Insurance	-	31,060	31,060.00
01-386-216-401-220-667	Health Insurance	-	11,973	11,973.00
01-386-216-401-230-000	Life Insurance	-	303	303.00
01-386-216-401-230-667	Life Insurance	-	61	61.00
01-386-216-401-235-000	Dental Insurance	-	4,680	4,680.00
01-386-216-401-235-667	Dental Insurance	-	336	336.00

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-386-216-401-240-000	Disability Insurance	-	1,733	1,733.00
01-386-216-401-240-667	Disability Insurance	-	526	526.00
01-386-216-401-250-000	Retirement Savings Plan	-	5,184	5,184.00
01-386-216-401-250-667	Retirement Savings Plan	-	1,728	1,728.00
01-386-216-401-251-000	HSA	-	2,400	2,400.00
01-386-216-401-251-667	HSA	-	4,800	4,800.00
01-386-216-401-270-000	Workers Compensation	-	1,446	1,446.00
01-386-216-401-270-638	Workers Compensation	-	9	9.00
01-386-216-401-270-667	Workers Compensation	-	333	333.00
01-386-216-401-280-000	Unemployment Compensation	-	407	407.00
01-386-216-401-280-638	Unemployment Compensation	-	3	3.00
01-386-216-401-280-667	Unemployment Compensation	-	93	93.00
01-386-216-401-362-638	Transp.-Depart.	-	1,500	1,500.00
01-386-216-401-369-638	Entry Fees/Stu. Trav. All.	-	500	500.00
01-386-216-401-401-638	Supplies & Material - NonInstructional	-	1,000	1,000.00
01-386-216-401-430-638	Supplies & Materials - Instructional	-	1,000	1,000.00
01-386-216-401-490-638	Food & Food from Warehouse	-	2,500	2,500.00
		-		-
Total		\$ -	\$ 3,937,101	\$ 3,937,101.00

Procedures to be followed:

- A) All district employee payments must be paid through payroll. Hourly rate payments are to be requested on a BA 8 Time Report Form.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2022-2023 school year are to be issued after July 1, 2022. Expenditures eligible for reimbursement for the 2022-2023 fiscal year are those dated July 1, 2022 or after, for which the goods/services and invoice have been received and processed by June 30, 2023.

IMPORTANT Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2023. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.

Distribution:

Original - Board of Education Approval/Fiscal Officer
 Copy - Grant Manager
 Assistant Superintendent/Director
 John Morstad
 Kelly Benusa
 Michelle Larson

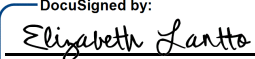
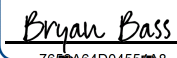
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year:	22-23	Finance Code:	414
Grant Title:	Title II	Grant Manager:	Emily Woolsey
Type of Submission and Amount			
☒ New	Award Amount: \$ 702,093.00		
☐ Amended	Existing Amount: Amended Amount:		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	450,468	450,468.00
200 - Employee Benefits	-	-	151,204	151,204.00
300 - Purchased Services	-	-	62,123	62,123.00
400 - Supplies and Materials	-	-	15,121	15,121.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	23,177	23,177.00
Totals	\$ -	\$ -	\$ 702,093	\$ 702,093.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	MDE Award	01-200-204-414-400-000	-	394,582	394,582.00
Federal	MDE Award	01-200-204-414-400-011	-	302,826	302,826.00
Federal	MDE Award	01-200-204-414-400-012	-	4,685	4,685.00
Totals			\$ -	\$ 702,093	\$ 702,093.00

APPROVALS			
DocuSigned by:  CBE6834EC1B94651654D04551491783	Elizabeth Lantto - Business Services Accountant	9/20/2022	Date
DocuSigned by:  7837A64D04551491783	Bryan Bass - Assistant Superintendent of Equity & Achievement	9/20/2022	Date
Board Approved:			

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-001-204-414-303-000	Federal Contract Under \$25,000	-	17,514	17,514.00
01-001-204-414-303-011	Federal Contract Under \$25,000	-	1,314	1,314.00
01-002-204-414-303-000	Federal Contract Under \$25,000	-	1,214	1,214.00
01-002-204-414-303-012	Federal Contract Under \$25,000	-	2,586	2,586.00
01-002-204-414-367-000	Staff Development	-	2,153	2,153.00
01-002-204-414-367-011	Staff Development	-	3,553	3,553.00
01-003-204-414-303-000	Federal Contract Under \$25,000	-	1,234	1,234.00
01-003-204-414-368-000	Fed. Reimbursed, Out-of-State Travel	-	1,973	1,973.00
01-003-204-414-368-011	Fed. Reimbursed, Out-of-State Travel	-	3,896	3,896.00
01-003-204-414-368-012	Fed. Reimbursed, Out-of-State Travel	-	2,099	2,099.00
01-004-204-414-303-000	Federal Contract Under \$25,000	-	185	185.00
01-004-204-414-303-011	Federal Contract Under \$25,000	-	10,065	10,065.00
01-004-204-414-368-000	Fed. Reimbursed, Out-of-State Travel	-	1,500	1,500.00
01-004-204-414-401-000	Supplies & Material - NonInstructional	-	1,178	1,178.00
01-004-204-414-405-000	Non Instr. Software License Agreements	-	7,943	7,943.00
01-007-204-414-367-000	Staff Development	-	1,237	1,237.00
01-007-204-414-405-000	Non Instr. Software License Agreements	-	2,743	2,743.00
01-007-204-414-405-011	Non Instr. Software License Agreements	-	1,257	1,257.00
01-200-204-414-140-000	Licensed Classroom	-	152,372	152,372.00
01-200-204-414-140-011	Licensed Classroom	-	237,241	237,241.00
01-200-204-414-185-640	Other Salary Pmts - Licensed/Certified	-	27,984	27,984.00
01-200-204-414-185-641	Other Salary Pmts - Licensed/Certified	-	27,324	27,324.00
01-200-204-414-186-640	Other Salary Pmts - NonLicensed/NonCertified	-	5,547	5,547.00
01-200-204-414-210-000	F.I.C.A.-Medicare	-	29,805	29,805.00
01-200-204-414-210-640	F.I.C.A.-Medicare	-	2,565	2,565.00
01-200-204-414-210-641	F.I.C.A.-Medicare	-	2,090	2,090.00
01-200-204-414-214-640	P.E.R.A.	-	416	416.00
01-200-204-414-218-000	T.R.A.	-	33,312	33,312.00
01-200-204-414-218-640	T.R.A.	-	2,393	2,393.00
01-200-204-414-218-641	T.R.A.	-	2,336	2,336.00
01-200-204-414-220-000	Health Insurance	-	58,448	58,448.00
01-200-204-414-230-000	Life Insurance	-	303	303.00
01-200-204-414-235-000	Dental Insurance	-	1,680	1,680.00
01-200-204-414-240-000	Disability Insurance	-	1,987	1,987.00
01-200-204-414-250-000	Retirement Savings Plan	-	8,592	8,592.00
01-200-204-414-251-000	HSA	-	4,800	4,800.00
01-200-204-414-270-000	Workers Compensation	-	1,675	1,675.00
01-200-204-414-270-640	Workers Compensation	-	144	144.00
01-200-204-414-270-641	Workers Compensation	-	117	117.00
01-200-204-414-280-000	Unemployment Compensation	-	468	468.00
01-200-204-414-280-640	Unemployment Compensation	-	40	40.00
01-200-204-414-280-641	Unemployment Compensation	-	33	33.00
01-200-204-414-303-641	Federal Contract Under \$25,000	-	11,600	11,600.00
01-200-204-414-401-641	Supplies & Material - NonInstructional	-	2,000	2,000.00
01-200-204-414-895-000	Fed. Indirect Cost Chargeback	-	23,177	23,177.00
Total		\$ -	\$ 702,093	\$ 702,093.00

Procedures to be followed:

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- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2022-2023 school year are to be issued after July 1, 2022. Expenditures eligible for reimbursement for the 2022-2023 fiscal year are those dated July 1, 2022 or after, for which the goods/services and invoice have been received and processed by June 30, 2023.

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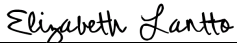
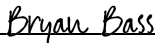
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year: <u>22-23</u>	Finance Code: <u>433</u>		
Grant Title: <u>Title IV</u>	Grant Manager: <u>Isis Buchanan</u>		
Type of Submission and Amount			
☒ New	Award Amount: \$ <u>336,202.00</u>		
☐ Amended	Existing Amount: _____ Amended Amount: _____		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	165,352	165,352.00
200 - Employee Benefits	-	-	53,090	53,090.00
300 - Purchased Services	-	-	89,150	89,150.00
400 - Supplies and Materials	-	-	19,144	19,144.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	9,466	9,466.00
Totals	\$ -	\$ -	\$ 336,202	\$ 336,202.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	MDE Award	01-006-206-433-400-000	-	125,771	125,771.00
Federal	MDE Award	01-100-206-433-400-011	-	209,318	209,318.00
Federal	MDE Award	01-006-206-433-400-012	-	1,113	1,113.00
Totals			\$ -	\$ 336,202	\$ 336,202.00

APPROVALS	
DocuSigned by:  Elizabeth Lantto - Business Services Accountant	<u>9/20/2022</u> Date
DocuSigned by:  Bryan Bass, Assistant Superintendent of Equity & Achievement	<u>9/20/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-001-206-433-406-000	Instructional Software License Agreements	-	6,000	6,000.00
01-001-206-433-465-000	Non-Instructional Tech Devices	-	1,962	1,962.00
01-001-206-433-465-011	Non-Instructional Tech Devices	-	377	377.00
01-002-206-433-406-000	Instructional Software License Agreements	-	1,100	1,100.00
01-002-206-433-430-000	Supplies & Materials - Instructional	-	20	20.00
01-002-206-433-466-000	Instructional Tech Devices	-	410	410.00
01-002-206-433-466-011	Instructional Tech Devices	-	697	697.00
01-004-206-433-466-000	Instructional Tech Devices	-	4,912	4,912.00
01-004-206-433-466-011	Instructional Tech Devices	-	1,748	1,748.00
01-006-206-433-114-011	Instructional Administration	-	130,222	130,222.00
01-006-206-433-114-191	Instructional Administration	-	35,130	35,130.00
01-006-206-433-210-011	F.I.C.A.-Medicare	-	9,962	9,962.00
01-006-206-433-210-191	F.I.C.A.-Medicare	-	2,687	2,687.00
01-006-206-433-218-011	T.R.A.	-	11,134	11,134.00
01-006-206-433-218-191	T.R.A.	-	3,004	3,004.00
01-006-206-433-220-011	Health Insurance	-	15,867	15,867.00
01-006-206-433-220-191	Health Insurance	-	4,008	4,008.00
01-006-206-433-230-011	Life Insurance	-	125	125.00
01-006-206-433-230-191	Life Insurance	-	29	29.00
01-006-206-433-235-011	Dental Insurance	-	319	319.00
01-006-206-433-235-191	Dental Insurance	-	81	81.00
01-006-206-433-240-011	Disability Insurance	-	614	614.00
01-006-206-433-240-191	Disability Insurance	-	166	166.00
01-006-206-433-250-011	Retirement Savings Plan	-	1,425	1,425.00
01-006-206-433-250-191	Retirement Savings Plan	-	360	360.00
01-006-206-433-251-011	HSA	-	2,400	2,400.00
01-006-206-433-270-011	Workers Compensation	-	560	560.00
01-006-206-433-270-191	Workers Compensation	-	151	151.00
01-006-206-433-280-011	Unemployment Compensation	-	156	156.00
01-006-206-433-280-191	Unemployment Compensation	-	42	42.00
01-006-206-433-303-000	Federal Contract Under \$25,000	-	26,749	26,749.00
01-006-206-433-303-011	Federal Contract Under \$25,000	-	24,138	24,138.00
01-006-206-433-303-012	Federal Contract Under \$25,000	-	1,113	1,113.00
01-006-206-433-304-190	Federal Contract Over \$25,000	-	37,150	37,150.00
01-006-206-433-895-011	Fed. Indirect Cost Chargeback	-	9,466	9,466.00
01-007-206-433-430-000	Supplies & Materials - Instructional	-	1,810	1,810.00
01-007-206-433-430-011	Supplies & Materials - Instructional	-	108	108.00
Total		\$ -	\$ 336,202	\$ 336,202.00

Procedures to be followed:

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- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2022-2023 school year are to be issued after July 1, 2022. Expenditures eligible for reimbursement for the 2022-2023 fiscal year are those dated July 1, 2022 or after, for which the goods/services and invoice have been received and processed by June 30, 2023.

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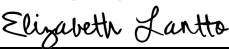
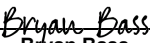
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year: <u>22-23</u>	Finance Code: <u>605</u>		
Grant Title: <u>College Career Ready</u>	Grant Manager: <u>Emily Woolsey</u>		
Type of Submission and Amount			
☒ New	Award Amount: \$ <u>45,000.00</u>		
☐ Amended	Existing Amount: _____ Amended Amount: _____		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	28,276	28,276.00
200 - Employee Benefits	-	-	16,724	16,724.00
300 - Purchased Services	-	-	-	-
400 - Supplies and Materials	-	-	-	-
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	-	-
Totals	\$ -	\$ -	\$ 45,000	\$ 45,000.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other	NW Suburban School District	01-300-399-605-099-000	-	45,000	45,000.00
State			-	-	-
Federal			-	-	-
Totals			\$ -	\$ 45,000	\$ 45,000.00

APPROVALS	
DocuSigned by:  CBE6834E... Elizabeth Lantto - Business Services Accountant	<u>9/20/2022</u> Date
DocuSigned by:  7659A64D... Bryan Bass - Assistant Superintendent of Equity & Achievement	<u>9/20/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-300-399-605-142-000	Licensed Support	-	28,276	28,276.00
01-300-399-605-210-000	F.I.C.A.-Medicare	-	2,163	2,163.00
01-300-399-605-218-000	T.R.A.	-	2,418	2,418.00
01-300-399-605-220-000	Health Insurance	-	8,685	8,685.00
01-300-399-605-230-000	Life Insurance	-	28	28.00
01-300-399-605-235-000	Dental Insurance	-	153	153.00
01-300-399-605-240-000	Disability Insurance	-	144	144.00
01-300-399-605-250-000	Retirement Savings Plan	-	788	788.00
01-300-399-605-251-000	HSA	-	2,189	2,189.00
01-300-399-605-270-000	Workers Compensation	-	122	122.00
01-300-399-605-280-000	Unemployment Compensation	-	34	34.00
Total		\$ -	\$ 45,000	\$ 45,000.00

Procedures to be followed:

- A) All district employee payments must be paid through payroll. Hourly rate payments are to be requested on a BA 8 Time Report Form.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
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 Kelly Benusa
 Michelle Larson

GRANT AUTHORIZATION FORM

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Grant Information			
Fiscal Year: <u>22-23</u>	Finance Code: <u>628</u>		
Grant Title: <u>Perkins</u>	Grant Manager: <u>Godfrey Edaferierhi</u>		
Type of Submission and Amount			
☒ New	Award Amount: \$ <u>95,000.00</u>		
☐ Amended	Existing Amount: _____ Amended Amount: _____		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	18,000	18,000.00
200 - Employee Benefits	-	-	3,015	3,015.00
300 - Purchased Services	-	-	14,400	14,400.00
400 - Supplies and Materials	-	-	59,043	59,043.00
500 - Capital Expenditures	-	-	542	542.00
Other Expenses	-	-	-	-
Totals	\$ -	\$ -	\$ 95,000	\$ 95,000.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local			-	-	-
State			-	-	-
Federal	Perkins Award	01-300-380-628-400-000	-	95,000	95,000.00
Other			-	-	-
Totals			\$ -	\$ 95,000	\$ 95,000.00

APPROVALS	
DocuSigned by: CBE6834EC16940C... DocuSigned by: Elizabeth Lantto - Business Services Accountant DocuSigned by: 7633A04B04934A0... DocuSigned by: Bryan Bass - Assistant Superintendent of Equity & Achievement	<u>9/20/2022</u> Date <u>9/20/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-300-380-628-145-000	Substitute Teachers	-	2,000	2,000.00
01-300-380-628-185-000	Other Salary Pmts - Licensed/Certified	-	16,000	16,000.00
01-300-380-628-210-000	F.I.C.A.-Medicare	-	1,377	1,377.00
01-300-380-628-218-000	T.R.A.	-	1,539	1,539.00
01-300-380-628-270-000	Workers Compensation	-	77	77.00
01-300-380-628-280-000	Unemployment Compensation	-	22	22.00
01-300-380-628-303-000	Federal Contract Under \$25,000	-	10,000	10,000.00
01-300-380-628-367-000	Staff Development	-	4,400	4,400.00
01-300-380-628-401-000	Supplies & Material - NonInstructional	-	3,070	3,070.00
01-300-380-628-406-000	Instructional Software License Agreements	-	25,250	25,250.00
01-300-380-628-430-000	Supplies & Materials - Instructional	-	10,300	10,300.00
01-300-380-628-430-011	Supplies & Materials - Instructional	-	18,000	18,000.00
01-300-380-628-460-000	Textbooks & Workbooks	-	2,423	2,423.00
01-300-380-628-530-000	Other Purchased Equipment	-	542	542.00
Total		\$ -	\$ 95,000	\$ 95,000.00

Procedures to be followed:

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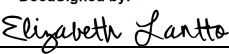
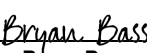
GRANT AUTHORIZATION FORM

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Grant Information	
Fiscal Year: <u>22-23</u>	Finance Code: <u>675</u>
Grant Title: <u>Perkins Reserve</u>	Grant Manager: <u>Godfrey Edaferierhi</u>
Type of Submission and Amount	
☒ New	Award Amount: \$ <u>5,000.00</u>
☐ Amended	Existing Amount: _____ Amended Amount: _____

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	-	-
200 - Employee Benefits	-	-	-	-
300 - Purchased Services	-	-	-	-
400 - Supplies and Materials	-	-	-	-
500 - Capital Expenditures	-	-	5,000	5,000.00
Other Expenses	-	-	-	-
Totals	\$ -	\$ -	\$ 5,000	\$ 5,000.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local			-	-	-
State			-	-	-
Federal	Perkins Reserve Award	01-300-380-675-400-000	-	5,000	5,000.00
Other			-	-	-
Totals			\$ -	\$ 5,000	\$ 5,000.00

APPROVALS	
DocuSigned by:  Elizabeth Lantto - Business Services Accountant CBE6834E118940E...	<u>9/20/2022</u> Date
DocuSigned by:  Bryan Bass - Assistant Superintendent of Equity & Achievement 703164D946397A5...	<u>9/20/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-300-380-675-530-000	Other Purchased Equipment	-	5,000	5,000.00
Total		\$ -	\$ 5,000	\$ 5,000.00

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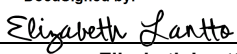
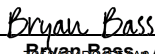
GRANT AUTHORIZATION FORM

THIS FORM IS COMPLETED BY THE BUSINESS OFFICE AND SUBMITTED TO THE BOARD FOR AUTHORIZATION OF GRANT REVENUE AND EXPENDITURE BUDGETS

Grant Information			
Fiscal Year: <u>22-23</u>	Finance Code: <u>699</u>		
Grant Title: <u>NWSISD ZW Magnet School Grant</u>	Grant Manager: <u>Katharine Dwyer</u>		
Type of Submission and Amount			
☒ New	Award Amount: \$ <u>820,997.00</u>		
☐ Amended	Existing Amount: _____ Amended Amount: _____		

Expenditure Budget Summary				
Expense Category	Existing Amount	Less: In Kind Costs	New/Amended Amount	Total Expenditure
100 - Salaries and wages	-	-	345,879	345,879.00
200 - Employee Benefits	-	-	128,666	128,666.00
300 - Purchased Services	-	-	170,512	170,512.00
400 - Supplies and Materials	-	-	61,080	61,080.00
500 - Capital Expenditures	-	-	-	-
Other Expenses	-	-	114,860	114,860.00
Totals	\$ -	\$ -	\$ 820,997	\$ 820,997.00

Revenue Budget					
Source	Description of Source	Revenue Code	Existing Amount	New/Amended Amount	Total Revenue
Local/Other			-	-	-
State			-	-	-
Federal	US Dept of Ed through NWSISD	01-181-605-699-405-000	-	820,997	820,997.00
Totals			\$ -	\$ 820,997	\$ 820,997.00

APPROVALS	
DocuSigned by:  Elizabeth Lantto - Business Services Accountant	<u>9/20/2022</u> Date
DocuSigned by:  Bryan Bass - Assistant Superintendent of Equity & Achievement	<u>9/20/2022</u> Date
Board Approved:	

Expenditure Budget Detail				
The following are expenditures to be incurred under this grant.				
Account Code	Description	Existing Amount	New/Amended Amount	Total Expenditure
01-181-605-699-142-000	Licensed Support	-	247,271	247,271.00
01-181-605-699-185-000	Other Salary Pmts - Licensed/Certified	-	98,608	98,608.00
01-181-605-699-210-000	F.I.C.A.-Medicare	-	81,545	81,545.00
01-181-605-699-218-000	T.R.A.	-	21,142	21,142.00
01-181-605-699-220-000	Health Insurance	-	22,781	22,781.00
01-181-605-699-230-000	Life Insurance	-	121	121.00
01-181-605-699-235-000	Dental Insurance	-	672	672.00
01-181-605-699-240-000	Disability Insurance	-	1,012	1,012.00
01-181-605-699-250-000	Retirement Savings Plan	-	600	600.00
01-181-605-699-270-000	Workers Compensation	-	620	620.00
01-181-605-699-280-000	Unemployment Compensation	-	173	173.00
01-181-605-699-303-000	Federal Contract Under \$25,000	-	73,153	73,153.00
01-181-605-699-367-000	Staff Development	-	6,674	6,674.00
01-181-605-699-368-000	Fed. Reimbursed, Out-of-State Travel	-	63,243	63,243.00
01-181-605-699-369-000	Entry Fees/Stu. Trav. All.	-	27,442	27,442.00
01-181-605-699-401-000	Supplies & Material - NonInstructional	-	61,080	61,080.00
01-181-605-699-820-000	Dues, Memberships, Licenses & Certain Fees	-	54,692	54,692.00
01-181-605-699-895-000	Fed. Indirect Cost Chargeback	-	60,168	60,168.00
Total		\$ -	\$ 820,997	\$ 820,997.00

Procedures to be followed:

- A) All district employee payments must be paid through payroll. Hourly rate payments are to be requested on a BA 8 Time Report Form.
- B) The grant manager must approve all transactions relating to this project.
- C) Existing requisitioning and purchasing procedures will be followed. A BA 9 Voucher Request Form is to be used only for items not practical to procure on a purchase order basis (i.e. consultant fees). It is important that all requests are identified as belonging to this project. The originator of the request should indicate the proper account code on the form.
- D) **Reporting - The grant manager is responsible for all reporting requirements.**
- E) Cut-off Dates: Orders against the 2022-2023 school year are to be issued after July 1, 2022. Expenditures eligible for reimbursement for the 2022-2023 fiscal year are those dated July 1, 2022 or after, for which the goods/services and invoice have been received and processed by June 30, 2023.

IMPORTANT Purchase orders must be cancelled if delivery, invoicing and payment can not be completed by June 30, 2023. Purchase orders should contain notations to that effect. All requisitions must be submitted by the district's due date.

Distribution:

Original - Board of Education Approval/Fiscal Officer
 Copy - Grant Manager
 Assistant Superintendent/Director
 John Morstad
 Kelly Benusa
 Michelle Larson

Personnel – Tuesday, September 27, 2022**Licensed Personnel****Resignations**

Juli Bombalier, Brooklyn Middle, Phy Ed/Health, full-time, employment date 11/24/97, effective 6/10/22, currently on leave

Jemma Hernandez, ESC, District Behavior Specialist, full-time, employment date 8/26/19, effective 9/9/22

Elissa Heyer, Zanewood, Special Education, full-time, employment date 8/29/22, effective 9/30/22

Kim Hughes, Weaver Lake, Special Education, full-time, employment date 9/16/20, effective 9/16/22

Cassandra Larson, Rice Lake, Special Education .5 FTE, part-time, employment date 8/29/22, effective 9/9/22

Sarah Nevin, Maple Grove Middle, Special Education, full-time, employment date 8/30/21, effective 9/30/22

Megan Ramsey, Park Center Senior, Counselor, full-time, employment date 8/29/22, effective 8/29/22

Angela Schutta, Osseo Senior, Social Worker, full-time, employment date 1/4/22, effective 6/10/22

ADD Emily Blake, Maple Grove Middle, Special Education, full-time, employment date 2/10/20

ADD Angaelicka Iverson, ESC, Grade 3, full-time, employment date 8/31/05, effective 6/15/2021, currently on leave

Leaves of Absence

Sally Lundeen-Hoff, Crest View, Library Media Specialist, full-time, effective 9/6/22

Sarah Rizzo, 279Online, Special Ed, partial .5 FTE, effective 9/12/22

ADD Jill Beulke, ABE, Hourly Teacher, part-time, effective 8/29/22

ADD Abigail Cary, ECSE-WL, Teacher, full-time, effective 5/18/22

ADD Vicki Hackett, ABE, Hourly Teacher, part-time, effective 8/28/22

ADD Michelle Hamoude, 279Online, Instructional ESP, effective 9/6/22

ADD Hannah Kassabian, TCHR WL – ECSE, FT effective 9/21/22

ADD Cary Perszyk, Park Center Senior, Teacher, full-time, effective 9/12/22

ADD Amanda Rose, Osseo Middle, Teacher, full-time, effective 9/15/22

Employment

Nicole Alden, Maple Grove Middle, Phy Ed, .6 FTE, part-time, effective 8/29/22

Douglas Anderson, Osseo Middle, Special Education, full-time, temporary, effective 9/14/22

Bridgette (Bennett) Berning, 279Online, Tech Ed/Art, full-time, effective 8/29/22

Stacey Clatanoff, Maple Grove Middle, Science, .6 FTE, part-time, effective 8/29/22

Kadee Evenhouse, Woodland, LTS Grade 1, full-time, temporary, effective 9/16/22

Michael Fruncillo, Cedar Island, Continuous Building Substitute, full-time, effective 9/9/22

Luke Heller, Edinbrook, Grade 4, full-time, effective 8/29/22

Elizabeth Hird, Crest View, Library Media Specialist, full-time, effective 9/2/22

Suzanne Kottke, Park Center Senior, English, full-time, temporary, effective 9/6/22

David Litt, Osseo Middle, Family and Consumer Science, full-time, effective 8/29/22

Sai Lor, Park Brook/Rush Creek, EL, full-time, effective 9/12/22

Staci Marshall, Rice Lake, Instructional Assistant, full-time, effective 9/16/22

Patrick McNamer, Park Center Senior, Special Ed, full-time, temporary, effective 8/29/22

Sean Minder, Osseo Senior, Social Studies & Voluntary Services, full-time, effective 8/29/22

Cole Mitchell, Osseo Senior, Social Studies, full-time, effective 9/1/22

Shamera Morrisette, ARB-ECFE, ECFE Hourly, part-time, effective 8/29/22

Faye Pelto, Edinbrook, Continuous Building Substitute, full-time, temporary, effective 9/19/22

Melissa Roko, ESC, District Behavior Specialist, full-time, effective 8/29/22

Personnel – Tuesday, September 27, 2022*Employment, continued*

Ronny Schlueter, Park Center Senior, Special Ed, full-time, temporary, effective 9/12/22

Amy Stokkeland, ESC, District Behavior Specialist, full-time, effective 8/29/22

Jennifer Taylor, Maple Grove/Brooklyn Middle, Social Worker, full-time, effective 8/29/22

Jean Yang, Weaver Lake, Special Education, full-time, effective 9/15/22

ADD MaKayla Pederson, Garden City, Counselor, full-time, temporary, effective 9/22/22

Change of Status

Hannah Alexander, Maple Grove Middle, .2 FTE, part-time to .4 FTE, effective 8/29/22

Kelsey Bjornstad, Cedar Island, Continuous Building Substitute, full-time temporary to Special Education, full-time, effective 8/29/22

Joseph Davis, Jr., Park Center Senior, Parking/Hall Monitor ESP, part-time to Art, full-time, effective 8/29/22

Ethan Donaldson, Edinbrook/Palmer Lake, Vocal Music, full-time, .8 FTE to .9 FTE, effective 8/29/22

Heather Hjelmstad, ARB-ECFE, Early Childhood Family Education, full-time, .8 FTE to 1.0 FTE, effective 8/29/22

Rebecca Gartner, ARB-ECFE, Early Childhood Family Education, full-time, .8 FTE to 1.0 FTE, effective 8/29/22

Kelly Meyer, Edinbrook, Continuous Building Substitute, full-time, temporary, to Academic Specialist, full-time, effective 9/1/22

Lindsey Patterson, Edinbrook, Academic Support to Assistant Principal, Birch Grove, full-time, effective 9/1/22

Catherine Wold, Park Center Senior, Special Ed ESP, part-time to Special Education .8 FTE, part-time, effective 08/29/22

Nonlicensed Personnel**Retirements**

Steven Karris, Park Brook, Instructional/Clerical/Volunteer Program ESP, part-time, employment date 9/3/13, effective 9/23/22

Resignations

Abimbola Adedeji, Maple Grove Senior, Custodian, full-time, employment date 5/9/22, effective 9/30/22

Emily Beardsley, North View, Special Ed ESP, part-time, employment date 1/5/15, effective 6/9/22

Steven Bednar, Rice Lake, Custodian, full-time, employment date 1/3/18, effective 9/21/22

Margaret Dubay, Elm Creek, Lead Kidstop Instructor, full-time, employment date 4/1/19, effective 9/30/22

Alesha Fischer, Basswood, Custodian, full-time, employment date 10/25/21, effective 9/6/22

Emma Hillis, Fair Oaks, Special Ed ESP, part-time, employment date 4/7/22, effective 6/9/22

Quinnisha Hunter, Zanewood, Instructional/Clerical ESP, part-time, employment date 9/6/22, effective 9/7/22

Matthew Indykiewicz, ESC, Info Tech ESP, part-time, employment date 2/7/22, effective 6/9/22

Sheila Kenyon, Rice Lake, ESP Clerical, part-time, employment date 9/8/21, effective 6/9/22

Anna Kvamme, Birch Grove, LPN, full-time, employment date 9/5/19, effective 9/16/22

Charity Ndego, Garden City, Instructional/Clerical ESP, part-time, employment date 9/3/19, effective 6/9/22

Sagal Osman, Weaver Lake, Instructional/Clerical ESP, part-time, employment date 10/5/20, effective 6/9/22

Mandy Reitmeier, Woodland, RN, full-time, employment date 11/25/2013, effective 9/29/22

Debbie Regan, OEC, Special Ed/Vocational Trainer ESP, part-time, employment date 9/13/10, effective 6/9/22

Malia Schroeder, Rice Lake, Special Ed/Clerical ESP, part-time, employment date 9/4/18, effective 9/8/22

Personnel – Tuesday, September 27, 2022***Resignations, continued***

Amanda Teachout-Emerson, 279Online, Instructional ESP, part-time, employment date 9/19/17, effective 6/9/22

Teresa Von Bank, Maple Grove Middle, LPN, full-time, employment date 11/22/21, effective 9/6/22

Amber Wilson, Crest View, AESP Resource Manager, full-time, employment date 9/4/18, effective 9/14/22

ADD Christine Barrett, ARB-ECFE, ECFE ESP, part-time, employment date 9/6/22, effective 9/20/22

ADD Christine Boza, Maple Grove Senior, Clerical ESP, full-time, employment date 9/6/22, effective 9/16/22

ADD Annette Carlson, Fair Oaks, Special Ed ESP, part-time, employment date 9/14/15, effective 9/23/22

ADD Yubicela Toledo Solano, Cedar Island, EL/Special Ed/Clerical ESP, part-time, employment date 9/12/22, effective 9/29/22

Leaves of Absence

Andrea Manaski, Zanewood, Instructional/Clerical ESP, part-time, effective 9/6/22

Returning from Leave

ADD Beth Rudolph, ESC, Clerical ESP, part-time, effective 9/12/22

ADD Ruth Weiler, ESC, Clerical ESP, part-time, effective 9/6/22

Rescind Employment

Tiffany Ball, OEC, Special Ed ESP, part-time, effective 8/31/22

Employment

Mohamed Abdi, Park Center Senior, Instructional/Hall/Parking Monitor ESP, part-time, effective 9/6/22

Nimota Ayantola, Zanewood, Instructional/Clerical ESP, part-time, effective 9/6/22

Christine Barrett, ARB-ECFE, ECFE ESP, part-time, effective 9/6/22

Ilhem Benmarouf, Osseo Senior, Nutrition Assistant, part-time, effective 9/6/22

Catherine Benson, Rice Lake, Four Star Kidstop Instructor, part-time, temporary, effective 8/31/22

Jan Burkhartzmeyer, ARB-ECFE, ECFE ESP, part-time, effective 8/29/22

Marsha Chang, Brooklyn Middle, Clerical ESP, part-time, effective 9/6/22

Megan Dyste, Cedar Island, Special Ed/Clerical ESP, part-time, effective 9/6/22

Michelle Frei, Rush Creek, Instructional/Clerical ESP, part-time, effective 9/6/22

Jade Forrester, Rush Creek, Nutrition Assistant, part-time, effective 9/19/22

Jennifer Foss-Potter, Fair Oaks, Special Ed/Clerical ESP, part-time, effective 9/12/22

Lisa Grant, Rush Creek, Four Star ESP, part-time, temporary, effective 8/30/22

Tara Gualdoni, Rice Lake, Clerical ESP, part-time, effective 9/6/22

Amanda Harff, Palmer Lake, EL/Clerical ESP, part-time, effective 9/6/22

Tracey Hellawell, CBVAT, Special Ed ESP, part-time, effective 9/19/22

Mariah Henderson, Park Center Senior, Instructional ESP, part-time, effective 9/6/22

Tristan Hoole, Rush Creek, Kidstop ESP, part-time, effective 9/12/22

Quinnisha Hunter, Zanewood, Instructional/Clerical ESP, part-time, effective 9/6/22

Susan Hyland, ESC, Float Registered Nurse, full-time, effective 8/29/22

Mohammad Islam, OEC, Clerical ESP, part-time, effective 9/26/22

Tashi Johns, Park Center Senior, Special Ed ESP, part-time, effective 9/12/22

Eileen Keniston, Park Brook, EL/Clerical ESP, part-time, effective 9/6/22

Chereka Keys, Brooklyn Middle, Special Ed ESP, part-time, effective 10/3/22

Jinsun Kim, Woodland, Clerical/Instructional ESP, part-time, effective 9/6/22

Personnel – Tuesday, September 27, 2022*Employment, continued*

Jessica Kolar, Osseo Senior, Special Ed ESP, part-time, effective 9/6/22
 Laura Kringle, Fair Oaks, Special Ed ESP, part-time, effective 9/6/22
 Angela Lakanen, Maple Grove Middle, Nutrition Assistant, part-time, effective 9/19/2022
 Andrew Lanners, Osseo Senior, Special Ed ESP, part-time, effective 9/6/22
 Rosalie Lundgren, Park Center, Special Ed ESP, part-time, effective 9/20/22
 Nyapal Malou, Maple Grove Middle, Special ed ESP, part-time, effective 9/8/22
 Sena Mills, Zanewood, Special Ed/Patrol ESP, part-time, effective 9/7/22
 Madison Moylan, OEC, Special Ed ESP, part-time, effective 9/15/22
 Amber Perusse, Cedar Island, Instructional ESP, part-time, effective 9/15/22
 Samantha Peterson, ESC, Registered Nurse, full-time, effective 8/29/22
 Renee Opat, Maple Grove Middle, Clerical ESP, part-time, temporary, effective 9/6/22
 Dayja Owens, Brooklyn Middle, Instructional ESP, part-time, effective 9/6/22
 Alexa Puchtell, Park Center Senior, Special Ed ESP, part-time, effective 9/20/22
 Doug Sherf, Maple Grove Middle, Secondary Dayperson, full-time, effective 10/3/22
 Shanice Small, Brooklyn Middle, Nutrition Assistant, part-time, effective 9/13/22
 Julie Smith, Zanewood, EL ESP, part-time, effective 9/6/22
 Hunter Steinke, Maple Grove Senior, Special Ed ESP, full-time, effective 9/6/22
 Supawan Supanakorn-Davila, EL/Instructional ESP, part-time, effective 9/6/22
 Kirsten Tanner, Maple Grove Middle, Special Ed ESP, part-time, effective 9/6/22
 Maria Thielen, Palmer Lake, Special Ed ESP, part-time, effective 9/6/22
 Yubicela Toledo Solano, Cedar Island, EL/Special Ed/Clerical ESP, part-time, effective 9/12/22
 Melissa Valen, Maple Grove Senior, Registered Nurse, full-time, effective 9/15/22
 Ebony Vanhook, Elm Creek, Special Ed ESP, part-time, effective 9/6/22
 Christina Villella, Palmer Lake, Special Ed ESP, part-time, effective 9/6/22
 Shelly Washburn, Oak View, Instructional/Special Ed ESP, part-time, effective 9/12/22
 Jaydin Washington, Brooklyn Middle, Nutrition Assistant, part-time, effective 9/6/22
 Kimiko White, Fair Oaks, Title 1/Clerical ESP, part-time, effective 9/6/22
 Bryan Wright, Crest View, Clerical/Instructional ESP, part-time, effective 9/6/22
 Cynthia Wuollet, Park Center Senior, Administrative Assistant AESP-IIA, full-time, effective 9/19/20
 Korina Yang, Rush Creek, Instructional/Clerical/Special Ed ESP, part-time, effective 9/7/22
 Denise Yarbrough, ESC, Technology Department Administrative Assistant AESP IV-B, full-time, effective 10/3/22
 ADD Sylvia Abrahamson, Brooklyn Middle, EL/Special Ed ESP, part-time, effective 9/26/22
 ADD Hailey Barnum, Rush Creek, Special Ed ESP, part-time, effective 9/22/22
 ADD Taylor Bartell, Maple Grove Middle, RN, full-time, effective 10/12/22
 ADD Zachary Griffiths, Brooklyn Middle, Library Media/Clerical ESP, part-time, effective 9/26/22
 ADD Tanisha Grimes, Brooklyn Middle, Special Ed ESP, part-time, effective 9/26/22
 ADD Jordan Gulbrandson, Basswood, Custodian, full-time, effective 9/27/22
 ADD Kencheska Jackson, Rush Creek, Special Ed ESP, part-time, effective 9/26/22
 ADD Leah Lodermeier, Park Brook, Special Ed ESP, part-time, effective 9/26/22
 ADD Dion Lucas, Garden City, EL ESP HQ, part-time, effective 9/28/22
 ADD Hibo Osman, ESC, Multilingual Community & Communication Specialist, full-time, effective 9/26/22
 ADD Gary Smith, ESC, Bus ESP, part-time, effective 10/3/22

Personnel – Tuesday, September 27, 2022**Change of Status**

Carrie Elmes, ESC, Info Tech ESP, part-time to Osseo Middle, Administrative Assistant AESP-IIA, full-time, effective 9/6/22

Eric Parker, Fair Oaks, Building Engineer to Maple Grove Middle, Building Operations Supervisor, full-time, effective 8/31/22

Gerald Roebuck, Park Center, Nutrition Assistant, part-time, to Special Ed ESP, part-time, effective 9/6/22

ADD Nadine Carey, North View Middle, ESP, part-time to Crest View, AESP Class IV-A, full-time, effective 9/26/22

ADD Victoria Krook, Park Center Senior, AESP IVB to ESC, Community Liaison, full-time, effective 9/19/22

ADD Megan Loveland, Brooklyn Middle, AESP IIA to ESC, HR Attendance Specialist, full-time, effective 9/28/22

ADD Jamie Young, ESC, Transportation Administrative Assistant AESP-VB, full-time to Transportation Router, effective 9/26/22

Terminations

Tracey Trouten, ESC, Info Tech ESP, part-time, employment date 10/7/19, effective 6/9/22

Death

with sympathy to family and friends

Maynard Wagner, ESC, Applications Analyst, full-time, employment date 11/18/03, date of death 9/2/22, currently on leave

Robert Ebert, ESC, Custodian, full-time, employment date 8/16/99, date of death 9/10/22

TO: Cory McIntyre, Superintendent
FROM: John Morstad, Executive Director of Finance and Operations
Kelly Benusa, Director of Business Services
SUBJECT: Approval of General Liability Insurance Carriers
DATE: September 27, 2022

Recommendation

We recommend Employers Mutual Insurance Company (EMC) remain as the District's general liability insurance carrier for the policy period October 1, 2022 to September 30, 2023. Our current policies with EMC expire September 30, 2022. The combined proposal from EMC is a proposed rate increase 13.4% for a total annual premium of \$287,941.

Background

Key factors in the decision-making process included: coverage and customer service. This is the district's second year with this program structure. Because the market for public schools is relatively narrow, the district seeks to retain insurance company relationships for at least three policy years if premium increases are not a factor.

The general liability and property market capacity has continued to harden, with this being the 19th consecutive quarter of increased rates. On average, the public school district insurance industry is seeing renewal increases of 10% to 15% for clients with good loss history. For Osseo, the current insurance market and claims has put a strain on pricing, limits, deductible, and coverage terms.

The change in premium will be reviewed and included in the midyear budget adjustments as needed for FY 2023.

We have taken an enhanced approach to claims management, while working collaboratively to remain focused on delivering a quality general liability and property insurance program. This enhanced approach includes closely monitoring claims activity and potential risk areas to guard against potential liabilities. We will continue to evaluate our other lines of insurance to identify additional potential savings for the district.

TO: Cory McIntyre, Superintendent
FROM: Kate Emmons
SUBJECT: Contract for Health Services Provided by Northwest Metro Health and Counseling Services to Non-Public Maranatha Christian Academy
DATE: September 7, 2022

Recommendation

The Student Services department recommends School Board approval of a contract with Northwest Metro Health and Counseling Services, for the purpose of providing health services to students at non-public Maranatha Christian Academy. The financial obligation will not exceed \$63,316.89. Funding for these services comes from a State Flow-Through Award to the District.

Background

Per MN Statute 123B.40-123B.48, MN public school districts are reimbursed for expenditures incurred in providing pupils the instructional materials and pupil support services when those pupils are attending a non-public school which is established and operating within the district's boundaries.

Maranatha Christian Academy, a private school within District boundaries, has arranged for health services to be provided by Northwest Metro Health and Counseling Services. Osseo School District will pay Northwest Metro directly for the services. The allowable expense is pre-determined by, and based on, a child count number provided by the Minnesota Department of Education (MDE).

Timeline/Next Steps

Following contract approval by the school board, these services will be provided during the 2022-2023 school year.

ISD 279 - Osseo Area Schools Contract for Services

This contract is entered into by and between ISD 279 – Osseo Areas Schools, hereinafter “District” and Northwest Metro Health and Counseling Services, an independent contractor, hereinafter “Contractor.” This is the entire agreement between the parties and is intended to be the complete and final statement of the agreement. All proposals, negotiations, and representations, if any, whether oral or in writing, are superseded by this contract. This contract can only be modified through an addendum executed by both parties.

I. Contractor Services – Statement of Work

- ☒ Statement of work is attached as EXHIBIT # B and is incorporated into this contract by reference.
☒ Statement of work is described below.

Insert Statement of work, include all details:

Provide health services in accordance with all applicable laws at Maranatha Christian Academy for the 2022-23 school year. Agree to comply with additional considerations as set forth in exhibit B.

II. Contract Initial Term

- A. Initial Term: This Contract is effective on 9/6/2022 (anticipated start date) or the date of execution of this Agreement, whichever date is later through 6/9/2023 (anticipated end date – not more than two years from effective date). Notwithstanding the end date of this Contract, the Contractor has a continuing obligation, after said Contract period, to comply with any provision of this Contract intended for District’s protection or benefit, or that by its sense and context, is intended to survive the completion, expiration or termination of this Contract.
- B. Contract Renewal: Contract renewal options are indicated below. If contract contains renewal options, the renewal must be mutually agreed upon by both parties annually.

- ☒ No renewal options ☐ Renewal options described below (must not exceed two years)

Renewal Year ____ of ____ Start Date _____ through End Date _____

Renewal Year ____ of ____ Start Date _____ through End Date _____

Renewal Year ____ of ____ Start Date _____ through End Date _____

Describe renewal options:

III. District Obligation

- A. Compensation: District's total obligation to Contractor under this Contract, including compensation for goods, services, and reimbursable expenses, shall not exceed the amount set forth below. Contractor shall not receive any additional reimbursement for materials or subsistence expenses incurred in the performance of this Contract without express written approval of the District.

District will compensate Contractor in the following manner: *(check all that apply)*

- ☐ Single lump sum payment of \$ _____
- ☐ At the rate of \$ _____ per _____ for a total amount not to exceed _____.
- ☒ Compensation detail attached as EXHIBIT # A and is incorporated into this contract by reference.
- ☐ Other – Provide detail:

- B. Payment Terms: As per Minnesota Statute 471.425, District will make payment on undisputed invoices within 35 days of receipt of the invoice or the goods, whichever is sooner. The Contractor's standard invoice shall be submitted after satisfactory completion of services on a monthly basis. District has no obligation to pay for services that are not satisfactorily performed or performed in violation of federal, state or local law, ordinance, rule or regulation. In the case of a dispute about satisfactory performance of services, the parties agree to work in good faith to resolve any disputes.
- C. Fund Availability; Federal Funds Contingency: Financial obligations of District payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted and otherwise made available. If this Contract is funded in whole or in part with federal funds, District's payment obligations are subject to and contingent upon the continuing availability of federal funds for the purposes hereof.

IV. Contractor Obligations

- A. Independent Contractor: Contractor shall perform its duties hereunder as an independent contractor and not as an employee of the District. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of the District. Contractor shall pay when due all required employment taxes and income tax withholding, including all federal and state income tax on any monies paid pursuant to this Contract. Contractor acknowledges that Contractor and its employees are not entitled to tax withholding, worker's compensation, unemployment compensation, or any employee benefits, statutory or otherwise. Contractor shall have no authorization, express or implied, to bind District to any agreements, liability, or understanding except as expressly set forth herein. Contractor shall be solely responsible for the acts of Contractor, its employees and agents.
- B. Conflict of Interest and Collusion: Contractor warrants that Contractor and/or subcontractors of Contractor have no conflict of interest that prevents Contractor from performing its obligations under this contract in the best interest of the District. Contractor will not contract for or accept employment for the performance of any work or services with any individual or business entity or other organization that would create a conflict of interest. Contractor warrants that Contractor has not been provided collusive information by others, including other contractors or District staff that may discriminate against a competitor or not be in the best interest of the District.

- C. Legal Authorization: Contractor has obtained all necessary licenses or permits required to provide work under this contract.
- D. Compliance with Applicable Laws, Regulations, Orders and District Policies: Contractor certifies that all services furnished under this Contract shall comply with all applicable federal, state and local laws and regulations, as well as District policies and procedures, regardless of whether such laws and regulations are specifically set forth in this Contract. Contractor represents that it is not currently debarred or suspended by any federal agency from doing business with the federal or state government. Contractor shall notify District if it becomes debarred or suspended during the term of this Contract. District may immediately terminate this Contract in the event of such termination or suspension and Contractor shall be responsible for any costs incurred by District in connection therewith.
- E. Property Damage: Contractor is responsible for all damage to property, whether real or personal, on District property which is a result of this Contractor's action under this agreement. Damaged property must be repaired and returned to its original condition with 30 days or within a timeline agreed to be District. The Contractor must report all damages of real or personal property to the District's Coordinator of Purchasing as soon as possible but no later than within 24 hours of the occurrence.
- F. Non-Discrimination: During the performance of this Contract, Contractor shall not unlawfully discriminate against any employee, applicant for employment or any student or employee of the District because of race, color, creed, religion, gender, national origin, disability, age, marital status, public assistance status or citizenship status. Contractor will take action to ensure that its applicants are employed and that employees are treated during employment without unlawful discrimination. Such action shall include, but not be limited to, the following: hiring, upgrading, demotion or transfer, recruitment or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. If required to do so, Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices that set forth the provisions of this non-discrimination clause.
- G. Indemnification and Insurance: Unless waived by the District in writing, the following terms and conditions apply. District may, but is not required to, waive any of the terms in this section, where Contractor provides services of a limited one-time workshop, training, or performance. Waiver of these terms shall be indicated by the District in this section. It shall be at the discretion of the District to waive these terms.

Contractor agrees to release, defend, indemnify, and hold harmless District, its board, officers, students, employees, and agents from all liability, injuries, claims, damages (including claims of bodily injury, property damage, or negligence), or loss, including costs, expenses, and attorneys' fees, which arise in connection with, in relation to, or as a result of Contractor's negligent acts or omissions. The foregoing agreement to release, defend, indemnify and hold harmless shall not apply to the extent such liability, injuries, claims, damages or loss was caused by the intentional, willful, or wanton acts of District. Contractor shall not settle or compromised any claim in which the District has been named a party and for which Contractor must indemnify the District without a signed agreement approved by the District. Contractor shall provide a certificate of insurance providing automobile liability, general liability, and worker's compensation insurance coverages if requested by the District. The automobile coverage and general liability coverage will name Osseo Areas Schools as additional insured. The automobile liability policy and general liability policy shall provide a limit of at least \$1,000,000 for each coverage. The Contractor shall also provide other documentation as requested by the District such as equipment insurance coverage.

All Indemnification and Insurance terms and conditions in this section apply unless waived here. For consideration of a waiver, please contact Colleen Wuollet (wuolletc@district279.org).

- H. Records Disclosure and Retention: Contractor's books, records, documents, papers, accounting procedures and practices and other evidence of the disbursement of public funds under this Contract are subject to the examination, duplication, transcriptions and audit by Osseo Area Schools and the Minnesota State Auditor, in accordance with Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Contract. Contractor agrees to maintain such evidences for a period of six (6) years from the date of service or payment last provided or made, or longer if any audit in progress requires a longer retention period.
- I. Data Practices: Contractor shall administer any information classified by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as private data on individuals as if Contractor were a government entity. Contractor is subject to the remedies provided individual data subjects in Minn. Stat. § 13.08.
- J. Subcontractors: Contractor shall neither assign nor assign any rights or obligations under this contract without prior written consent of the District.

☐ District consents to Contractor's use of subcontractors

☒ Contractor may not use subcontractors

- K. Criminal Background Check: Contractor must have and keep a criminal background screening on file for all Contractor employees and/or subcontractors that have access to District property and/or facilities. Contractor will ensure that no Contractor employee or subcontractor that has a record of a background check crime defined in Minn. Stat. § 299C.61, Subd.2., a felony, or any other theft, as defined in Minn. Stat. § 609.52, Subd.2., will have access to District property and/or facilities.
- L. Professionalism: Contractor employees and subcontractors will maintain professional and courteous dialogue with District staff at all times. The District reserves the right to request a change in Contractor employees and subcontractors during the contract period due to unsatisfactory performance or unprofessional behavior.
- M. Return of District Property: Within ten (10) days of the completion or termination of this Contract, or upon request of the District, whichever occurs first; Contractor shall return all documents, data and other information provided by the District to Contractor, or Contractor's employees or agents in connection with this Contract. Or, Contractor, upon the request of the District, shall destroy all copies of such District provided data, documents, or information in Contractor's possession or control, and provide District with proof of such destruction.
- N. Prevailing Wage: This project is subject to compliance with the Minnesota Department of Labor and Industry prevailing wage laws. Contractor is responsible to have accurate information related to minimum hourly wages to be paid on this project.
- O. Tax Exempt Status: The District is exempt from paying Minnesota sales and use tax on certain purchases, as provided in Minn. Stat. § 297A.70. Contractor shall not charge District for such sales and use tax. Alternatively, Contractor shall be responsible for the payment of any and all sales tax to the Minnesota Department of Revenue.

V. Termination of Contract

- A. Termination Without Cause: The District and/or Contractor may terminate this Contract at any time without cause, upon thirty (30) days written notice to the other Party. In the event of such termination, Contractor shall be entitled to payment, calculated on a pro rata or other equitable basis, determined by District in its sole discretion, for work or services satisfactorily performed. In no event shall Contractor be paid for work performed or costs incurred after termination, or for costs incurred by suppliers or subcontractors which reasonably could have been avoided.
- B. Termination for Cause: The District may terminate this Contract in whole or in part for cause upon seven (7) days written notice if Contractor is unable to perform under the terms of this Contract, fails to comply with any material term or condition of this Contract, becomes insolvent or files for bankruptcy protection.
- C. District Reservation of Rights Upon Termination: Nothing in this section shall be construed as a waiver of any right, remedy, liability limit or immunity of the District under law.

VI. Notice and Administration of Contract

Except as otherwise provided in this Contract, all notices, requests and other communications that a party is required or elects to deliver shall be in writing and shall be delivered personally, or by facsimile or electronic mail (provided such delivery is confirmed), or by a recognized overnight courier service or by United States mail, first-class, certified or registered, postage prepaid, return receipt requested, to the other parties at the address set forth below or to such other address as such party may designate by notice given pursuant to this section.

District Contact:

Executive Director of Finance and Operations
11200 93rd Avenue N, Maple Grove, MN 55369
Phone: (763) 391-7014

Contractor's Contact:

Name: Richard Bruce
Title: President
Address: 9201 75th Ave N, Brooklyn Park, MN
Phone: 763-488-7904

VII. Choice of Law and Forum Selection

This Contract shall be construed under Minnesota law. Any action arising out of this Contract shall be heard by a state court in Minnesota in the Fourth Judicial District (Hennepin County). For this purpose, Contractor specifically consents to jurisdiction in Minnesota.

The parties, by signing, warrant that they have reviewed and agree to all terms incorporated in this Contract and they are duly authorized by law to execute this Contract, intending to be legally bound thereon.

ISD 279 – Osseo Area Schools

Name: John Morstad
Signature:
Title: Executive Director of Finance & Operations
Date:

Contractor

Name: Richard Bruce
Signature: 
Title: President
Date: 9-2-22

Contract Reference Number: _____
(Assigned by District Upon Execution)

Exhibit A

Consideration and Terms of Payment

DISTRICT will make payments to CONSULTANT for the service rendered. The total cost of this contract shall not exceed \$63,316.89 (amount to be adjusted after October 1 Child Count), which is the annual appropriation per student for the services provided to CONSULTANT as calculated by the Minnesota Department of Education. Total cost is subject to change based on the October 1, 2022 student count.

CONSULTANT shall submit invoices on a monthly basis; invoices shall indicate dates and days of work, and duties associated with each day.

Exhibit B

Additional Considerations

1. Payments made to the non-public school will be maintained in a separate account apart from the general funds of the non-public school. The non-public school may only access the separate account to compensate health service employees, secondary counselors or to provide authorized supplies.
2. Health service employees and secondary counselors who are paid to provide services under Minnesota Statute 123B.44 in the non-public school will not be selected, hired, discharged or otherwise discriminated against on the basis of their religious beliefs.
3. Health service employees and secondary counselors who are paid to provide services under Minnesota Statute 123B.44 in the non-public school will not endorse, promote, discuss or discourage the practice or non-practice of religion of students they are supporting during the hours of their work assignment in the non-public school.
4. Health service employees who are paid to provide services under Minnesota Statute 123B.44 in the non-public school will not be used to support employees of the non-public school.
5. Guidance and counseling services provided to nonpublic school pupils pursuant to Minnesota Statute may not include the planning or selection of particular courses or classroom activities of the nonpublic school.
6. Only supplies used in the field of physical or mental health to support students under Minnesota Statute 123B.44 are eligible for reimbursement. Nonpublic schools are expected to purchase their own medical supplies that they wish to be available for the nonpublic school staff to use.
7. The School District will be allowed to conduct periodic audits (including a review of relevant financial records and interviews with health service employees and/or counselors) to ensure that public funds provided under Minnesota Statute 123B.44 are utilized consistent with all applicable laws.

OSSEO AREA SCHOOLS

ISD  279

Action Item: 2022 Pay 2023 Preliminary Tax Levy

School Board Meeting, September 27, 2022

Initial levy limitation certification approval is required by state

- ▶ Deadline is September 30
- ▶ Provides information to Hennepin County Auditor for proposed tax statements
- ▶ Final levy certification takes place in December

Minnesota Department of Education calculates the levy

- ▶ Fall 2022 approval is:
 - for property taxes collected in 2023
 - the basis for property tax revenue in the FY 2024 Budget

Comparison of proposed levy payable in 2023 with final payable 2022 levy

Fund	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
General	100,590,323.25	84,109,256.55	16,481,066.70	19.59%
Community Service	3,160,854.56	3,126,828.19	37,026.37	1.19%
Debt Service	<u>12,016,409.78</u>	<u>14,900,972.45</u>	<u>(2,884,562.67)</u>	<u>-19.36%</u>
TOTAL	\$115,767,587.59	\$102,134,057.19	\$13,663,530.40	13.35%

Four ways that levies generally change

- ▶ Changes in state law
- ▶ Pupil unit and population changes
- ▶ Market value/tax capacity changes
- ▶ Changes in expenditures

Summary of Changes

	Taxes Payable In 2023	Taxes Payable In 2022	\$ Change	% Change
Total Levy	115,767,588	102,134,057	13,633,531	13.35%
Net Tax Capacity	258,615,453	242,642,352	15,973,101	6.58%
Adjusted Pupil Units	22,613	22,346	267	1.2%
Basic Formula	6,863	6,863	-	0.0%

Summary of Changes

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Basic Formula	6,863	6,863	-	0.0%

General Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change
Referendum	44,366,886.46	33,135,371.81	11,231,514.65
Local Optional Revenue	15,002,430.21	14,019,389.66	983,040.55
Equity	1,795,787.10	1,829,028.13	(33,241.03)
Transition	727,955.08	695,985.31	31,969.77
Capital Projects Levy	8,811,956.57	8,326,106.87	485,849.70
Operating Capital	2,583,824.61	2,429,376.62	154,447.99

General Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change
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General Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
Alternative teacher compensation	1,943,335.55	1,933,454.41	9,881.14	0.5%
Achievement and integration	1,497,538.78	1,465,347.86	32,190.92	2.2%
Reemployment insurance & FY 2021 adjust	(1,370,085.60)	575,406.27	(1,945,491.87)	-338.1%
Safe schools	823,150.80	806,680.80	16,470.00	2.0%
Safe schools intermediate	342,979.50	336,117.00	6,862.50	2.0%
Judgment	647.78	6,000.00	(5,352.22)	-89.2%

General Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
Ice arena	59,665.29	53,436.33	6,228.96	11.7%
Career technical	740,915.04	741,671.14	(756.10)	-0.1%
Long-Term Facilities Maintenance (LTFM)	21,655,011.65	14,926,357.36	6,728,654.29	45.1%
Building leases	2,058,032.51	3,206,063.21	(1,148,030.70)	-35.8%
Fac. & Equip. Bond Adjustment	(679,981.00)	(674,626.00)	(5,355.00)	0.8%
Other general adjustments	(129,194.25)	(131,632.92)	2,438.67	-1.9%
Abatements	359,467.17	429,722.69	(70,255.52)	-16.3%
GENERAL FUND TOTALS	\$ 100,590,323.25	\$ 84,109,256.15	\$16,481,067.10	19.6%

General Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
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Community Service Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
Community Education	1,074,833.45	1,074,833.45	0.00	0.0%
Early Childhood	638,762.07	601,486.13	37,275.94	6.2%
Home Visitation	20,990.12	20,270.91	719.21	3.5%
School Age Care	1,200,000.00	1,275,000.00	-75,000.00	-5.9%
Prior Year Adjustments	214,292.03	136,035.93	78,256.10	57.5%
Abatements	11,976.89	16,201.77	-4,224.88	-26.1%
Community Service Fund Totals	\$ 3,160,854.56	\$ 3,123,828.19	\$ 37,026.37	1.2%

Debt Service Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
Regular Debt Service	11,906,198.42	16,191,592.86	(4,285,394.44)	-26.5%
Reduction for Debt Excess	(186,883.91)	(1,739,512.99)	1,552,629.08	-89.3%
Prior Year Levy Adjustments/Abatements	297,095.27	448,892.58	(151,797.31)	-33.8%
Debt Service Fund Totals	\$ 12,016,409.78	\$ 14,900,972.45	\$ (2,884,562.67)	-19.4%

Debt Service Fund Changes

Levy Category	Preliminary Payable 2023 Levy (Maximum)	Final Payable 2022 Levy	\$ Change	% Change
Regular Debt Service	11,906,198.42	16,191,592.86	(4,285,394.44)	-26.5%
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PROPOSED LEVY PAYABLE IN 2023

Fund	Proposed Pay 2023 Levy (Maximum)
General	100,590,323.25
Community Service	3,160,854.56
Debt Service	12,016,409.78
TOTAL	\$115,767,587.59

Next Steps

July 2022

- District must certify population for community education levies
- District must submit ECFE Annual Report to MDE
- District must submit LTFM Plan

August 2022

- District must submit average daily membership (ADM) estimates to MDE
- District must submit data via levy information system for misc levies

September 8, 2022

- Deadline for MDE to certify levies to school districts

September 9 & 14, 2022

- MASBO Tax Levy workshop

September 27, 2022

- **Regular School Board meeting to certify preliminary levy at the max**

September 30, 2022

- Deadline for school districts to submit data changes to MDE
- Deadline for school boards to certify proposed property tax levies

16 working days in total

November 8, 2022

- General Election Day (established levy authority for new voter-approved items)

November 24, 2022

- **Deadline for county auditor to prepare and county treasurer to deliver by mail a notice of proposed property taxes**

December 13, 2022

- **Regular School Board meeting to certify final levy**
- District must discuss the Payable 2023 Levy and the FY 2023 budget at a regularly scheduled board meeting and allow public to speak. (Must be after November 24 and before levy is adopted; after 6:00 p.m.)

December 28, 2022

- Districts must certify final adopted levies to home county auditor

December 28, 2022

- Districts must submit information to the Department of Revenue

OSSEO PUBLIC SCHOOLS - DISTRICT 279

COMPARISON OF PRELIMINARY LEVY PAYABLE IN 2023 WITH LEVY PAYABLE IN 2022

FUND	Maximum Allowable Preliminary Payable 2023	Final Payable 2022	Dollar Change Payable 2023 to 2022	Percent Change Payable 2023 to 2022
General	\$ 100,590,323	\$ 84,109,256	\$ 16,481,067	19.6%
Community Service	\$ 3,160,855	\$ 3,123,828	\$ 37,026	1.2%
Debt Service	\$ 12,016,410	\$ 14,900,972	\$ (2,884,563)	-19.4%
TOTAL	\$ 115,767,588	\$ 102,134,057	\$ 13,633,531	13.35%

OSSEO PUBLIC SCHOOLS - DISTRICT 279
A DETAILED ANALYSIS OF THE PRELIMINARY LEVY BY FUND

GENERAL FUND

		Maximum Allowable Preliminary Payable 2023	Final Payable 2022	Dollar Change Payable 2023 to 2022	Percent Change Payable 2023 to 2022
Referendum levy authority	* X	\$ 44,366,886.46	\$ 33,135,371.81	\$ 11,231,514.65	33.9%
Local optional	*	\$ 15,002,430.21	\$ 14,019,389.66	\$ 983,040.55	7.0%
Equity	*	\$ 1,795,787.10	\$ 1,829,028.13	\$ (33,241.03)	-1.8%
Transition	*	\$ 727,955.08	\$ 695,985.31	\$ 31,969.77	4.6%
Capital project referendum	x	\$ 8,811,956.57	\$ 8,326,106.87	\$ 485,849.70	5.8%
Operating capital	*	\$ 2,583,824.61	\$ 2,429,376.62	\$ 154,447.99	6.4%
Alternative teacher compensation (35% levy)	*	\$ 1,943,335.55	\$ 1,933,454.41	\$ 9,881.14	0.5%
Achievement and integration (30% levy)	*	\$ 1,497,538.78	\$ 1,465,347.86	\$ 32,190.92	2.2%
Reemployment insurance		\$ 100,000.00	\$ 225,000.00	\$ (125,000.00)	-55.6%
FY 2021 Reemployment adjust		\$ (1,470,085.60)	\$ 350,406.27	\$ (1,820,491.87)	-519.5%
Safe schools		\$ 823,150.80	\$ 806,680.80	\$ 16,470.00	2.0%
Safe schools intermediate		\$ 342,979.50	\$ 336,117.00	\$ 6,862.50	2.0%
Judgment		\$ 647.78	\$ 6,000.00	\$ (5,352.22)	-89.2%
Ice arena		\$ 59,665.29	\$ 53,436.33	\$ 6,228.96	11.7%
Career technical	*	\$ 740,915.04	\$ 741,671.14	\$ (756.10)	-0.1%
Long-term facilities - equalized	*	\$ 21,636,488.89	\$ 14,795,948.88	\$ 6,840,540.01	46.2%
FY 2023, 2022 & 2021 LTFM adjust	*	\$ 18,522.76	\$ 130,408.08	\$ (111,885.32)	85.8%
Building leases & other capital		\$ 3,424,867.76	\$ 3,377,557.29	\$ 47,310.47	1.4%
Pay 20 Lease adjust		\$ (1,366,835.25)	\$ (171,494.08)	\$ (1,195,341.17)	697.0%
Facility and equipment bond adjust		\$ (679,981.00)	\$ (674,626.00)	\$ (5,355.00)	-0.8%
Prior Year Levy Adjustments		\$ (129,194.25)	\$ (131,632.92)	\$ 2,438.67	2%
Abatements	*	\$ 359,467.17	\$ 429,722.69	\$ (70,255.52)	-16.3%
GENERAL FUND TOTALS		\$ 100,590,323.25	\$ 84,109,256.15	\$ 16,481,067.10	19.6%

Notes:

! District must levy the maximum amount for this component

x Voter-approved

* Equalized formula; underlevy could result in the loss of state aid

OSSEO PUBLIC SCHOOLS - DISTRICT 279
A DETAILED ANALYSIS OF THE PRELIMINARY LEVY BY FUND

COMMUNITY SERVICE FUND

		Maximum Allowable Preliminary Payable 2023	Final Payable 2022	Dollar Change Payable 2023 to 2022	Percent Change Payable 2023 to 2022
Community education levy	*	\$ 1,074,833.45	\$ 1,074,833.45	\$ -	0.0%
Early childhood levy	*	\$ 638,762.07	\$ 601,486.13	\$ 37,275.94	6.2%
Home visitation levy	*	\$ 20,990.12	\$ 20,270.91	\$ 719.21	3.5%
School age care	*	\$ 1,200,000.00	\$ 1,275,000.00	\$ (75,000.00)	-5.9%
Prior year levy adjustments		\$ 214,292.03	\$ 136,035.93	\$ 78,256.10	57.5%
Abatements	*	\$ 11,976.89	\$ 16,201.77	\$ (4,224.88)	-26.1%
COMMUNITY SERVICE FUND TOTALS		\$ 3,160,854.56	\$ 3,123,828.19	\$ 37,026.37	1.2%

DEBT SERVICE FUND

		Maximum Allowable Preliminary Payable 2023	Final Payable 2022	Dollar Change Payable 2023 to 2022	Percent Change Payable 2023 to 2022
Scheduled Principal and Interest (105%) (LTFM/Capital Facilities)	!	\$ 11,906,198.42	\$ 16,191,592.86	\$ (4,285,394.44)	-26.5%
Reduction for Debt Excess (LTFM/Capital Facilities)		\$ -	\$ (1,430,156.72)	\$ 1,430,156.72	100.0%
(OPEB)		\$ (186,883.91)	\$ (309,356.27)	\$ 122,472.36	39.6%
Prior Year Levy Adjustments/Abatements (LTFM/Capital Facilities)	*	\$ 110,211.36	\$ 139,536.31	\$ (29,324.95)	
(OPEB)	*	\$ 186,883.91	\$ 309,356.27	\$ (122,472.36)	-39.6%
DEBT SERVICE FUND TOTALS		\$ 12,016,409.78	\$ 14,900,972.45	\$ (2,884,562.67)	-19.4%
Levy Grand Total		\$ 115,767,587.59	\$ 102,134,056.79	\$ 13,633,530.80	13.35%

Notes:

- ! District must levy the maximum amount for this component
- x Voter-approved
- * Equalized formula; underlevy could result in the loss of state aid

COMPARISON OF PRELIMINARY LEVY PAYABLE IN 2023 WITH LEVY PAYABLE IN 2022 and

Tax Payable Year School Year	2021 2021-22	2022 2022-23	2023 2023-24
Unlimited Adjusted Net Tax Capacity (UANTC)	\$ 229,036,348	\$ 242,642,352	\$ 258,615,453
Adjusted pupil unit (Adjusted PU)	22,200	22,346	22,613
APU - at time of levy	23,290	22,408	22,613
Basic Revenue Formula Allowance	\$ 6,728	\$ 6,863	\$ 6,863
Operating Referendum Authority	\$ 1,505	\$ 1,562	\$ 1,802
General	\$ 81,752,232	\$ 84,109,257	\$ 100,590,323
Community Services	3,066,678	3,123,828	3,160,855
Debt Service	15,733,882	14,900,972	12,016,410
Total Levy	<u>\$ 100,552,792</u>	<u>\$ 102,134,057</u>	<u>\$ 115,767,588</u>
Dollar increase/(decrease) in levy over prior year	\$ 424,109	\$ 1,581,265	\$ 13,633,531
Percentage increase/(decrease) in levy over prior year	0.42%	1.57%	13.35%

Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023

	Certified Levy Payable in 2022		Proposed Levy Payable in 2023	Change
Tax Levy Information				
1. Total Certified Levy Spread on RMV	49,679,775		61,893,059	12,213,284
2. General Fund Levy Spread on NTC	34,429,482		38,697,264	4,267,783
3. Community Service Fund Levy	3,123,828		3,160,855	37,026
4. General Debt Service Levy	14,900,972		12,016,410	-2,884,563
5. OPEB Debt Service Levy	0		0	0
6. Total Certified Levy	102,134,057		115,767,588 13.35%	13,633,530
Fiscal Disparities Adjustment to Levy				
7. RMV-Based Levies	5,751,947		5,751,947	0
8. General Debt Service	1,725,240		1,725,240	0
9. Other NTC-Based Levies	4,347,948		4,347,948	0
10. Total Fiscal Disparities Adjustment	11,825,135		11,825,135	0
Summary of Adjusted Levies				
11. RMV-Based Levies	43,927,828		56,141,112	12,213,284
12. General Debt Service	13,175,733		10,291,170	-2,884,563
13. Other NTC-Based Levies	33,205,361		37,510,171	4,304,809
14. Total Adjusted Levies	90,308,922		103,942,453	13,633,530
Property Value Information				
15. RMV Used to Calculate Rate	20,453,889,275	15.0%	23,521,972,666	3,068,083,391
16. NTC Used to Calculate Rate	211,489,829	12.0%	236,868,608	25,378,779
Actual and Estimated Tax Rates				
17. RMV Rate (#11/#15)	0.21477%		0.23868%	0.02391%
18. NTC Debt Rate (#12/#16)	6.230%		4.345%	-1.885%
19. NTC Other Rate (#13/#16)	15.701%		15.836%	0.135%

Key Assumptions:

Preliminary Pay 23 RMV is increased 15% and NTC values are increased 12% based on information from Hennepin County.

Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023

	Actual Taxes Payable in 2022	Preliminary Estimate of Taxes Payable in 2023	Estimated Change in Annual Taxes	Estimated % Change
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Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes			
Residential Homestead	\$300,000	\$1,280	\$1,301	\$21	1.6%
	400,000	1,734	1,759	25	1.4%
	500,000	2,170	2,202	32	1.5%
	600,000	2,659	2,693	34	1.3%
	700,000	3,148	3,184	36	1.1%
	800,000	3,637	3,675	38	1.0%
	900,000	4,126	4,166	40	1.0%
	1,000,000	4,615	4,657	42	0.9%
	2,000,000	9,504	9,566	62	0.7%
Commercial/ Industrial *	\$1,000,000	\$4,825	\$4,851	\$26	0.5%
	2,000,000	9,755	9,798	43	0.4%
	3,000,000	14,685	14,745	60	0.4%
	4,000,000	19,615	19,692	77	0.4%
	5,000,000	24,545	24,638	93	0.4%
Apartments	\$1,000,000	\$4,889	\$4,909	\$20	0.4%
	2,000,000	9,778	9,819	41	0.4%
	4,000,000	19,556	19,637	81	0.4%
	2,500,000	12,222	12,273	51	0.4%

Key Assumptions:

1. Preliminary Pay 23 RMV is increased 15% and NTC values are increased 12% based on information from Hennepin County.
 2. Assumes no change in the value of individual parcels of property from 2022 to 2023 taxes. If the value of a parcel changed, the change in taxes will be vary from the amount shown above.
 3. Taxes payable in 2023 are based on latest estimates of the District's proposed levy, as of the date above.
- * For commercial-industrial property, the estimates above are for property in the City of Osseo. The tax impact for commercial industrial property in other municipalities in the school district may be slightly different due to the varying impact of the Twin Cities Fiscal Disparity program.

Memo

To: School Board Members

From: Lisa Chang, Director, Human Resources
Laurel Anderson, Executive Director, Human Resources

Date: September 27, 2022

Re: Recommendation for Approval, Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and Custodians-Minnesota Teamsters Public & Law Enforcement Employees Union Local #320, July 1, 2022 – June 30, 2024

Recommendation:

It is our recommendation that you approve the Agreement on the Terms and Conditions of Employment between the Independent School District 279 School Board and Custodians-Minnesota Teamsters Public & Law Enforcement Employees Union Local #320, effective July 1, 2022 – June 30, 2024.

Key Contract Changes:

Teamsters Local #320 represents our custodians. This is a group of one hundred and sixty-two (162) employees.

The agreement contains some language changes to reflect current District practices. In addition, changes have been made to the District Annual Match, License/Certifications, Vacation, Holidays, Emergency Close Memorandum of Understanding, and Basic Schedules and Rates of Pay portions of this collective bargaining agreement. There were no changes in the Group Benefits/Insurance section.

In the District Annual Match section, the District agreed to eliminate the one year waiting period of the District match.

In the Licenses/Certificates section, language was added stating employees will only be paid for one license preferred in their current job. The District will grandfather the Fork Lift license stipend for current employees.

In the Vacation section, newly hired employees will no longer have to wait 6 months to use vacation. Vacation hours will be credited upon hire.

In the Holidays section, Juneteenth was added as a holiday totaling 12 paid holidays.

In the MOU section, Emergency Closing section entered into the contract to clarify that employees would not receive Emergency Close language when school is in session remotely.

In the Group Benefits/Insurance section, the monthly district contribution toward health insurance will not change. The Custodial team wanted to focus on the salary grid and allocated the funds into the salary grid.

Salary Investment:

The agreement calls for a collapse of the grid. The grid moved from 6 steps to 4 steps. Specifically, steps 2 and 3 were removed from classes 3-6. Class 1 and 2 were combined into one class. Step movement for eligible employees will occur each year.

The salary investment outlined above is consistent with the financial parameters established by the School Board for the 2022-2024 contract negotiations.

The two-year agreement results in a 6.84% total package. The total financial investment is \$1,039,088 over the term of the agreement.

Timeline/Next Steps:

With the ratification of the contract, Human Resources and Payroll will begin the implementation process.

AGREEMENT ON TERMS AND CONDITIONS OF EMPLOYMENT

BETWEEN

OSSEO AREA SCHOOLS



INDEPENDENT SCHOOL DISTRICT 279
MAPLE GROVE, MINNESOTA

AND

MINNESOTA TEAMSTERS PUBLIC & LAW
ENFORCEMENT EMPLOYEES UNION LOCAL #320

Effective Date: July 1, ~~2020~~2022 through June 30, ~~2022~~2024

AGREEMENT
ON
TERMS AND CONDITIONS OF EMPLOYMENT

BETWEEN

INDEPENDENT SCHOOL DISTRICT 279 - OSSEO AREA SCHOOLS
MAPLE GROVE, MINNESOTA

AND

MINNESOTA TEAMSTERS PUBLIC & LAW ENFORCEMENT EMPLOYEES
UNION LOCAL #320

EFFECTIVE DATE: July 1, ~~2020-2022~~ – June 30, ~~2022~~2024

IN WITNESS WHEREOF, The parties have executed this Agreement as follows:

For Minnesota Teamsters Public
Law Enforcement Employees
Union Local #320:

For ISD 279 - Osseo Area Schools:

Steward

Chair, School Board

Chief Negotiator

Clerk, School Board

-Director, Labor Relations

Dated this ____ day of _____, ~~2020~~2022

Dated this ____ day of _____, ~~2020~~2022

Addresses of Official Notice:

Minnesota Teamsters Local No. 320
3001 University Avenue S.E.
Minneapolis, MN 55414

Independent School District 279
____ 11200 93rd Avenue North
____ Maple Grove, MN 55369

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Article 1H Purpose of Agreement

Section 1. Parties: This Agreement is entered into between the School Board, Independent School District 279, Maple Grove, Minnesota, hereinafter referred to as the School Board, and the Minnesota Teamsters Local No. 320, hereinafter referred to as the Exclusive Representative, pursuant to and in compliance with the Public Employment Labor Relations Act, hereinafter referred to as the Labor Relations Act, hereinafter referred to as PELRA, provides the terms and conditions of employment for custodians during the term of this Agreement.

Article 2H Recognition of Exclusive Representative

Section 1. Preamble: Recognizing that the Union is required by provisions of the State of Minnesota Labor Relations Act to be the sole bargaining representative of all the employees within the coverage of this Agreement, without regard to membership in the Union, the School Board hereby agrees that it will not recognize or negotiate with any other person, association, group, committee or entity other than the Union with respect to such matters and will deal solely through the agency of and with the Union.

In furtherance of good labor relations, the School Board agrees, when requested, to meet with the appropriate Union and employee representatives, at such times and places as determined by the School Board, for the purpose of discussing and arbitrating matters pertaining to working conditions and employee grievances.

Section 2. Recognition: In accordance with PELRA, the School Board recognizes Minnesota Teamsters Local No. 320 as the Exclusive Representative of Custodial/Maintenance employees employed by the School Board of Independent School District 279, the Exclusive Representative, shall have those rights and duties as prescribed by PELRA and as described in this Agreement.

Section 3. Appropriate Unit: The Exclusive Representative shall represent all the custodian/maintenance employees of the School District as defined in this Agreement and in said Act.

Article 3H Definitions

Section 1. Terms and Conditions of Employment: “Terms and conditions of employment” means the hours of employment, the compensation therefore including fringe benefits, except retirement contributions or benefits other than School Board payment of, or contributions to, premiums for group insurance coverage of retired employees or severance pay, and the School Board’s personnel policies affecting the working conditions of Custodial/Maintenance employees. In the case of

Custodial/Maintenance Workers “terms and conditions of employment” does not mean educational policies of the School Board. “Terms and conditions of employment” is subject to the provisions of the PELRA.

Section 2. Facilities/Operations: Shall mean any person employed by the School Board in a position requiring duties associated with the maintenance and care of school facilities, equipment, and grounds. The term “Facilities/Operations” as used herein will not include “supervisory employees,” “essential employees,” part-time or temporary employees whose services do not exceed the lesser of ~~thirty five percent (35%)~~ of the normal work week within the bargaining unit of ~~fourteen (14)~~ hours per week or an employee who holds a position that is basically temporary or seasonal in character and is not for more than ~~sixty seven (67)~~ working days in any calendar year, and emergency employees.

Section 3. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the PELRA.

Article ~~4~~^{IV} School District Rights

Section 1. Inherent Managerial Rights: The Exclusive Representative recognizes that the School Board is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of personnel.

Section 2. Management Responsibilities: The Exclusive Representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules, and Regulations: The Exclusive Representative recognizes that all employees covered by this Agreement will perform the services prescribed by the School District and will be governed by School Board policies, rules, regulations, directives, and orders which are not inconsistent with the terms and conditions of employment set forth in this Agreement and which are issued by properly designated officials of the School District. Any provision of this Agreement found in violation of any law, rule, or regulation there under, will be without force or effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

Article ~~5~~^V

Employee Rights

Section 1. Right to Views: Pursuant to PELRA, nothing contained in this Agreement shall be construed to limit, impair or affect the right of any employee, or representative, to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the Exclusive Representative; nor shall it be construed to require any employee to perform labor or services against their will.

Section 2. Right to Join: Employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and not to join such organizations. Employees in the unit shall have the right by secret ballot to designate an Exclusive Representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for such employees with the School Board.

Section 3. Personnel Files:

Subd. 1. Right to Review/Frequency: Upon request by an employee, the School District will provide the employee with an opportunity to review their personnel file.

Subd. 2. Review: A request will be made to Human Resources. Human Resources will comply with a request pursuant to Subd. 1. of this Section no later than ~~seven (7)~~ working days after receipt of the request and will schedule an appointment for the employee to review their personnel file and will notify the employee of such appointment. All such reviews will take place in Human Resources during its normal hours of operation.

Subd. 3. Documentation of Contents: The employee and a Human Resources representative will document the personnel file's contents before the employee is given the personnel file to review. The employee and Human Resources representative will document the contents of the personnel file at the termination of the review.

Subd. 4. Right to Copy: After the review and upon the employee's request, the School District will provide the employee with a copy of the requested record. The School District may not charge a fee for the copy. With respect to employees who are separated from employment, upon the employee's request, the School District will provide a copy of the personnel file to the employee. Providing a copy of the separated employee's personnel file to the employee satisfies the School District's responsibility to allow review as stated in Subd. 1. of this Section.

Subd. 5. Right to Response: The employee may submit for inclusion in their personnel file a written response to any material contained in such file.

Subd. 6. Destruction/Expungement: The School District may destroy or expunge such files as provided or required by law.

Section 4. Requests for Dues Check off: The Exclusive Representative shall be allowed dues check off for its members, provided that dues check off and the proceeds thereof shall not be allowed to any Exclusive Representative that has lost its right to dues check off.

Upon receipt of a properly executed authorization card of the employee involved, the School District will deduct from the employee's paycheck the dues that the employee has agreed to pay to the Employee organization in equal installments, beginning with their first pay period.

Section 5. Claims against the School District: The Exclusive Representative hereby warrants and covenants that it will defend, indemnify and save the School District harmless from any and all actions, suits, claims, damages, judgments and executions or other forms of liability, liquidated or unliquidated, which any person may have or claim to have, now or in the future, arising out of or by reason of the deduction of the fair share fee specified by the Exclusive Representative as provided herein.

Section 6. Political Action Committee: Upon receipt of a properly executed voluntary authorization card from an employee, the School District will deduct from the employee's salary such amounts as the employee authorizes to pay to Minnesota Teamsters Drive.

Section 7. Meet and Confer: Representatives of the School Board will regularly meet with the Exclusive Representative for the mutual exchange of ideas, and to discuss matters that are not terms and conditions of employment.

Article ~~6~~ General Provisions

Section 1. Probation and Regular Status:

Subd. 1. Probationary Periods – New Employee/Transfers/Promotions: New employees shall be considered as probationary employees until they have completed a probationary period of ~~twelve~~(12) months of continuous service in the School District during which time the School District shall have the unqualified right to assign or transfer to an open position, suspend without pay, discharge or otherwise discipline such employee; and during this probationary period, the employee shall have no recourse to the grievance procedure, insofar as assignment or transfer to open positions, suspension, discharge or other discipline is concerned. For part-time employees who have worked a minimum of ~~two~~(2) years for the district in the unit and who become full-time employees, the probationary period shall be ~~six~~(6) months. For all other matters pertaining to the conditions of employment, those employees who are recognized by Local 320 may request and be represented by the Exclusive Representative. Upon completion of the ~~twelve~~(12) months or ~~six~~(6) months of employment, the employee will establish regular employee status unless otherwise notified in writing by the employer prior to that date.

Employees transferred or promoted to a new position shall be probationary in the new position for a period of ~~three (3)~~ months while school is in session subject to the grievance procedure. An employee transferred or promoted to a building engineer position shall be probationary in the new position for a period of ~~six (6)~~ months from the start date in position, subject to the grievance procedure.

~~An employee who is promoted to a new position shall retain their seniority in the old job position with freedom to move back to their original job position until the employee achieves seniority status in the new position. Employees who accept a new position will have ten workdays to decide to return to their previously held position.~~

Subd. 2. Seniority: The seniority date of an employee in a position will be listed as the initial date of full--time employment. Seniority lists shall be updated and posted on the district's intranet (staff.district279.org ~~my279.org~~). The list will include all full-time employees' names and seniority dates.

Subd. 3. Job Elimination: In the event of job elimination requiring layoff, the employee with the least seniority in a job position will be laid off first and all layoffs will be in reverse seniority order subject to the following provisions:

- a. Shift Placement: If, in conjunction with job elimination, it becomes necessary to assign an employee to a different shift, efforts will be made to place such employee in the following order: (Shift order is Day -- 1st; Evening -- 2nd; Night -- 3rd).
- b. In Same Position: If there is an employee with less seniority on the same shift, in the same job position, the senior employee will displace the employee with the least seniority.
- c. Classification Assignment: If an employee cannot be retained in the same job classification, they shall be assigned to the next lowest or lower job classification for which the employee meets the qualifications as contained in the particular job description.
- d. Part-time Employees: Part-time employees will be terminated at the discretion of the Coordinator, Supervisor in the event of job elimination. Time and service shall be a consideration but shall not be the sole determiners.
- e. Duties Normally Performed by Unit Members: No bargaining unit employee shall suffer loss of full-time employment and benefits, nor shall suffer layoff while any contracted or seasonal employees are performing work normally done by bargaining unit members.

- f. Recall: Recall from layoff shall be in order of seniority within each job classification provided that an employee must return to work upon recall as directed by the employer or on an extended date mutually acceptable to the employee and the employer.
- g. Length of Recall: Employees who terminate their employment with the employer and any employee on layoff status in excess of ~~two (2)~~ years shall not have any seniority rights under this agreement.
- h. Specialty Group Positions: All specialty group positions should be put up for bid and shall be paid at the specialty group position rate of pay or employee's current rate of pay, whichever is higher. ~~(e.g. Example: maintenance, grounds, warehouse, ice arena, floor covering, painting).~~
- i. Ineligibility for Displacement of Another Employee: Effective July 1st, 2017, if a job is eliminated, and the following conditions are met, then the employee shall not be eligible to displace another employee:
 1. The employee was on a performance improvement plan at the time of staffing; and
 2. The performance improvement plan outlined a plan for the employee's professional development and growth; and
 3. The employee was placed on the performance improvement plan by December 1st of the fiscal year the job is eliminated; and
 4. Human Resources and the union agree that due process was followed.

~~Subd. 4. Job Titles Within Classification: In a job classification when more than one job title appears, each title will be considered a separate job position.~~

JOB CLASSIFICATIONS	
Classification	Position
I	~~Part-time Custodian Part-time Warehouse Person~~
II	~~Non-Licensed Custodian~~
III	~~Third Shift Custodian Second Shift Custodian Mail/Courier/Delivery Person Floater, Custodial~~

IV	~~Second Shift Custodian Lead Person*~~ ~~Third Shift Custodian Lead Person*~~ ~~Warehouse Personnel~~ ~~Elementary Day Person~~
V	~~Outside Person~~ ~~Outside Person/Ice Arena~~ ~~Secondary Day Person~~ ~~Warehouse Lead~~
VI	~~Elementary Building Engineer~~ ~~Engineer/OALC~~ ~~District Painter~~ ~~ESC Building Engineer~~ ~~Grounds Lead~~
VIII	~~Locksmith Carpenter~~
IX	~~Secondary Maintenance/Grounds Person~~
X	~~District Maintenance Person~~ ~~Journeyman Electrician~~ ~~Journeyman Plumber~~ ~~Lead Locksmith Carpenter~~
XI	~~District Maintenance Lead Person~~
XII	~~District Master Electrician~~ ~~District Master Plumber~~

~~*The night lead person in all middle and senior high schools. The night lead person will normally be charged with insuringthe building is secure and will be the last employee on that shift to leave.~~

Subd. 45. Specialist License Requirement: Effective July 1, 2022, building level full-time custodians new to the School District, working 2nd or 3rd shift, and not in possession of at least a specialist license shall be Class 1 custodians. The custodian has 1 year from the date of hire to achieve the specialist license. Upon obtaining a specialist license, they will move into a Class 2, second or third-shift custodial classification. No classification movement will be allowed until the specialist license is obtained. If the employee has not obtained the license, they will work with Human Resources to determine if accommodations or provisions are needed to waive the requirement or extend the period for obtaining the specialist license. If the custodian provides evidence that the custodian has made multiple attempts to get the specialist license but was unsuccessful, an interactive conversation will be had between the Union and Human Resources, and Human Resources will determine if the employee can move to Class 2 or termination of employment.

~~Active employees hired on or before June 30, 2022, in Class 1 who do not have their specialist license will still have up to 3 years from their date of hire to obtain their specialist license. If a custodian is not able to obtain the specialist license, they will work with Human Resources to determine if accommodations or provisions are needed to waive the requirement. If an individual provides evidence that the employee has attempted to obtain the license but was unsuccessful, an interactive conversation will be had between the Union and Human Resources, and Human Resources would determine if the employee can move to Class 2 or termination of employment. Building-level full-time custodians new to the School District, working second or third shift, and not in possession of at least a specialist license shall be Class II custodians. Upon obtaining a specialist license, they will move into a Class III, second or third shift custodial classification. No classification movement will be allowed until the specialist license is obtained. If after three (3) years a Class II custodian is not able to achieve the specialist license, they will work with Human Resources to determine if accommodations or provisions are needed in order to waive the requirement. If an individual provides evidence that the employee has attempted to get the license but was unsuccessful, an interactive conversation will be had between the Union and Human Resources, and Human Resources would determine if the employee can move to Class III.~~

Subd. 56. Reclassified to Lower Position: A regular status employee holding a position that voluntarily or involuntarily is reclassified to a lower classified position will be permanently reassigned to the first vacancy in the School District for which the employee applies and is considered qualified and the senior applicant.

Subd. 67. Job Postings: All position openings in the School District will be posted electronically.

- a. Within a Job Position: All openings within a job position will be filled by the senior employee who applies. When a vacant position is filled through a transfer (within the same job position), the posting procedure will show the position that has become vacant as a result of the transfer.
- b. Between Job Positions: All openings between job positions will be filled by the senior most qualified employee who applies providing that the most qualified applicant is a current employee. "Qualified" means ability to perform the assigned job in a most qualified manner as determined by the Supervisor.
- c. Bidding Down or Laterally: An employee bidding down will not be eligible for any further bidding for a period of ~~twelve (12)~~ months. Bidding down is moving from a job position in a higher classification to a job position in a lower classification. An employee bidding laterally will not be eligible for any further bidding down or laterally for a period of ~~twelve (12)~~ months. A lateral move is movement within a job position.

Subd. 78. Posting/Selection Timeline: Position openings will be posted a minimum of ~~five (5)~~ working days. The posting will indicate the closing date for applications (unless posted “until filled”). Immediately after the closing date, Human Resources will furnish ~~one (1)~~ copy of a list of internal applicant names to the representative designated steward. The successful internal applicant will be notified of their selection within ~~ten (10)~~ working days of the closing date. If no qualified applications are received, the School District may fill the position without further posting.

Subd. 89. Salary – Increase/Decrease: An employee selected for a position which is in a higher pay schedule will be paid at the increased pay schedule from the day the employee actually performs in that position. An employee who by the criteria set forth herein is assigned and performs at a lower pay schedule job will be paid at the lower pay schedule from the first day the employee actually performs in this job.

Subd. 910. Temporary Vacancy: Positions which are temporarily vacant for a period of ~~ninety (90)~~ calendar days or more shall be posted in accordance with the regular posting procedure. Prior to ~~ninety (90)~~ days, the School Board may declare a position to be temporarily vacant and post it.

Such temporary vacancies shall be filled on a temporary basis until such time as the position is declared to be permanently vacant. It will then be posted as a permanent vacancy. All provisions applying to the filling of positions included in this Agreement shall apply. If an employee who occupied a position which was temporarily vacant due to an authorized absence and which was declared permanently vacant during the authorized absence returns, they shall be assigned the position, if qualified, or such other position for which the employee is qualified. Any employee filling a position on a temporary basis or a permanent position to which the original employee returns will be returned to their previous position.

Section 2. Work Year: The length of the full work year is 2,080 hours or 260 work-days which includes the allowance for vacation, sick leave, and paid holidays. The School District reserves the right to determine the length of the work year of all employees. If the scheduled work year exceeds 2,080 hours or 260 work-days, the employee will be compensated for the additional scheduled days at their established daily rate of pay.

Section 3. Hours of Work:

Subd. 1. Overtime Compensation: Hours worked beyond the ~~forty (40)~~ hour week will be paid at time and one-half. Work performed on Sunday or School District paid holidays will be paid at double time. This provision is not applicable to any employee whose assigned shift falls on Sunday. For the purposes of this Section, “hours worked” does not include the use of sick leave per the provisions of Article X, Section 1. All overtime work must be authorized in advance by the Coordinator, Custodians and Maintenance, and/or the Assistant Coordinator, Custodial

Services-, and/or Assistant Coordinator of Maintenance Services-, or by the Superintendent or designee.

Subd. 2. Work Week: The work week shall be ~~forty (40)~~ hours from Sunday (12:00 a.m.) through Saturday (11:59 p.m.), generally consisting of ~~five (5)~~ consecutive ~~eight (8)~~ hour days or ~~four (4)~~ consecutive ~~ten (10)~~ hour days, except in such instances in which it is necessary that a divided schedule be set up in order to provide custodial services in our secondary buildings on Saturdays. The third shift work week may be Sunday through Thursday, subject to the divided schedule and operational demand of a particular school building. An employee's work shift may be split between two buildings or work locations at the employer's discretion. Normally, these assignments will be made within a ~~two (2)~~ mile radius, subject to the operational demands of the buildings involved.

Subd. 3. Call Back: A minimum of ~~two (2)~~ hours computed on a time and one-half basis will be paid to each employee when recalled to work. If an employee is called to work during a School District paid holiday weekend, the employee will be paid at double time.

Subd. 4. Building Checks: All building checks will be paid at time and one-half, with the exception of Sundays and School District paid holidays (including a Saturday of the School District paid holiday weekend) which will be paid at double time.

Subd. 5. Lunch Period: A ~~one-half (1/2)~~ hour lunch period will be allowed which is not a part of the ~~eight (8)~~ hour work-day.

Subd. 6. Shift Differentials: A shift differential premium will be paid to qualifying employees as outlined below. Employees who qualify for these shift differentials will be paid at the established additional hourly rate for the entire shift.

- a. Second Shift: The Employee starts work after 3:00 p.m. or finishes their shift after 8:00 p.m.
- b. Third Shift: The Employee finishes their shift after 12:00 midnight or starts work prior to 4:30 a.m.
- c. ~~Snow Days: When school closes due to inclement weather it is mandatory for bargaining unit members to report to work. They shall receive one (1) day of paid vacation for each day the School District closes due to inclement weather and the employee works the required day.~~
- d. Restriction: Shift differential premium will apply only when actually worked or assigned.

Subd. 7. Custodial Service Managers & Mileage/Elementary:

- a. Elementary: The building engineer in each elementary school may schedule with their supervisor a minimum of ~~one (1)~~ hour per week or ~~four (4)~~ hours per month to be used for work direction and training of custodial employees on second shift and of new custodians. This provision shall apply only when school is in session. These hours shall be a part of the building engineer's 40-hour work week.
- b. Mileage: The above hours must be scheduled in advance with the immediate supervisor on a monthly basis. In the event the scheduling of said hours above requires the building engineer to make an additional trip to and from work, mileage will be paid at the School District's approved rate.

Subd. 8 Emergency Close: Bargaining unit members shall receive one day of paid vacation equivalent to their daily assigned hours, for each day a custodian's site has an emergency close day and the custodian reports for work on the day (first and second shift) or the evening before (third shift) where other site staff are not working on the emergency close day, either in person, at a site or remotely.

- a. Bargaining unit members will not receive additional vacation time if other staff from their site are working either in person and/or remotely on the emergency close day.
- b. All members of the custodial unit are expected to report to work regardless of the circumstances of the student population. When school closes due to inclement weather it is mandatory for bargaining unit members to report to work.
- c. Absence from work will result in a pay deduct, except in cases of a prearranged and approved absence.
- d. A vacation day will not be granted to custodians in cases where a prearranged absence falls on the day of emergency close (or the day prior in the case of third shift custodians).
- e. Staff that reported to work and did not work their full shift or the work hours designated by the district supervisor/coordinator will only be paid for the hours actually worked with no vacation time awarded.
- f. Additional Vacation Time Situational Examples:

Other Staff Working?	Scheduled to Work?	Use of Accrued Leave on Typical Scheduled Day?	Paid for Day?	Additional Vacation?
No	Yes	No	Yes	Yes
No	No	Yes	Yes	No
No	No	No	No	No
Yes	Yes	No	Yes	No
Yes	No	Yes	Yes	No

Yes	No	No	No	No
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Section 4. Paid Holidays: Full-time employees will have ~~eleven (11)~~ 12 paid holidays as determined by the School Board prior to July 1st, yearly.

Subd. 1. Any School District paid holiday specified above which falls within an employee's vacation period shall not count as a vacation day. Any employee who shall be asked to work on any School District paid holiday shall be paid double time, with a minimum of ~~two (2)~~ hours work to be provided.

Subd. 2. School in Session on School District Paid Holiday: If school is in session on any of the days, the day may be taken on a day mutually agreed upon by the Superintendent or designee and the employee's Exclusive Representative.

Section 5. Uniforms:

Subd. 1. New & Replacement Uniforms: The School District will furnish all new bargaining unit members with ~~five (5)~~ uniforms. Annually, thereafter, the School District will furnish ~~three (3)~~ replacement uniforms or the dollar equivalent of School District approved work apparel. Employees in the following job titles will be furnished with ~~five (5)~~ replacement uniforms:

~~Mail/Courier/Delivery Person~~	District Carpenter
Warehouse Personnel	District Carpenter Lead person
~~Outside Grounds~~ Person	District Maintenance Person
~~Outside Grounds~~ Person/Ice Arena	District Maintenance Lead person
District Painter	District Master Electrician

The School District shall not incur expense beyond the cost of ~~three (3)~~ or ~~five (5)~~ replacement uniforms per custodial employee.

Subd. 2. Maintenance Coveralls: The School District will furnish coveralls for maintenance employees.

Subd. 3. Building Coveralls: The School District will provide ~~two (2)~~ pairs of regular coveralls and ~~two (2)~~ pairs of insulated coveralls in each building for the employee's use.

Subd. 4. Requirement: All bargaining unit members except the Health & Safety Specialists will be furnished with uniforms and required to wear uniforms at work. Exceptions may be allowed through management.

Article ~~7~~^{VII} Discipline

Section 1. Discipline: An employee will be disciplined only for just cause. Written reprimands, notices of suspension, and notices of discharge which are to become part of an employee's personnel file ~~shall be read and acknowledged by the signature of the employee.~~ The employee, the chief union steward, and the union shall receive a copy of such reprimands and or notices upon written permission from the employee.

Incarceration, arrest, or subsequent court directives that could impact the employee's ability to perform their job, and/or any allegation of child maltreatment, must be reported by the employee to Human Resources or the employee may be subject to discipline.

Section 2. Voluntary Termination: All employees must submit at least a ~~two (2)~~ week notice when voluntarily terminating employment with the School District.

Article ~~8~~^{VIII} Basic Schedules and Rates of Pay

Section 1. Wage Scale:

Subd. 1. The wages reflected in this schedule shall be a part of this Agreement for the period July 1, ~~2020-2022~~ through June 30, ~~2022~~²⁰²⁴. All wages will be paid in hourly increments.

Subd. 2. During the duration of this Agreement advancement on any salary schedule shall be subject to the terms of the Agreement. In the event a successor Agreement is not entered into prior to the expiration of this Agreement, an employee shall be compensated according to their current rate until a successor Agreement is entered into.

Subd. 3a. SALARY SCHEDULE beginning July 1, 2020

	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS
	I*	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII

STEP 2	\$14.75	\$14.75	\$14.75	\$15.23	\$15.37							
STEP 3			\$16.40	\$16.97	\$17.16	\$17.74						
STEP 4			\$18.02	\$19.23	\$19.44	\$20.02	\$20.31	\$20.61	\$21.51	\$22.83	\$24.05	\$29.97
STEP 5			\$20.33	\$21.99	\$22.44	\$22.83	\$23.45	\$24.29	\$24.71	\$25.95	\$27.24	\$33.69
STEP 6			\$21.24	\$22.97	\$23.86	\$23.87	\$24.58	\$25.37	\$25.79	\$27.09	\$28.34	\$35.09
STEP 7			\$24.44	\$26.20	\$27.02	\$27.43	\$28.11	\$29.10	\$29.57	\$30.83	\$32.30	\$40.27

Subd. 3a. Classification and Salary Schedule, beginning July 1, 2022

<u>Class</u>	<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>1</u>	<u>Part-time Custodian</u> <u>Part-time Warehouse Person</u> <u>Non-licensed Custodian</u>	<u>\$17.56</u>			
<u>2</u>	<u>Third Shift Custodian</u> <u>Second Shift Custodian</u> <u>Mail/Courier/Delivery Person</u> <u>Floater, Custodial</u>	<u>\$19.32</u>	<u>\$21.65</u>	<u>\$23.62</u>	<u>\$25.82</u>
<u>3</u>	<u>Second Shift Custodian Lead Person*</u> <u>Third Shift Custodian Lead Person*</u> <u>Warehouse Personnel</u> <u>Elementary Day Person</u>	<u>\$20.86</u>	<u>\$23.27</u>	<u>\$25.29</u>	<u>\$28.04</u>
<u>4</u>	<u>Outside Person</u> <u>Outside Person/Ice Arena</u> <u>Secondary Day Person</u> <u>Warehouse Lead</u>	<u>\$21.49</u>	<u>\$23.97</u>	<u>\$26.05</u>	<u>\$28.89</u>
<u>5</u>	<u>Elementary Building Engineer</u> <u>Engineer/OALC</u> <u>District Painter</u> <u>ESC Building Engineer</u>	<u>\$22.13</u>	<u>\$24.69</u>	<u>\$26.83</u>	<u>\$29.75</u>
<u>6</u>	<u>Locksmith Carpenter</u>	<u>\$23.48</u>	<u>\$26.19</u>	<u>\$28.47</u>	<u>\$31.56</u>
<u>7</u>	<u>Secondary Maintenance/Grounds Person</u> <u>Lead Grounds Person</u>	<u>\$24.19</u>	<u>\$26.97</u>	<u>\$29.32</u>	<u>\$32.51</u>

<u>8</u>	<u>District Maintenance Person</u> <u>Journeyman Electrician</u> <u>Journeyman Plumber</u> <u>Lead Locksmith Carpenter</u>	<u>\$24.91</u>	<u>\$27.78</u>	<u>\$30.20</u>	<u>\$33.49</u>
<u>9</u>	<u>District Maintenance Lead Person</u> <u>District Master Electrician</u> <u>District Master Plumber</u>	<u>\$32.07</u>	<u>\$35.89</u>	<u>\$37.17</u>	<u>\$43.22</u>

Classification and Salary Schedule, beginning July 1, 2023

<u>Class</u>	<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>1</u>	<u>Part-time Custodian</u> <u>Part-time Warehouse Person</u> <u>Non-licensed Custodian</u>	<u>\$17.91</u>			
<u>2</u>	<u>Third Shift Custodian</u> <u>Second Shift Custodian</u> <u>Mail/Courier/Delivery Person</u> <u>Floater, Custodial</u>	<u>\$19.70</u>	<u>\$22.09</u>	<u>\$24.09</u>	<u>\$26.34</u>
<u>3</u>	<u>Second Shift Custodian Lead Person*</u> <u>Third Shift Custodian Lead Person*</u> <u>Warehouse Personnel</u> <u>Elementary Day Person</u>	<u>\$21.28</u>	<u>\$23.73</u>	<u>\$25.80</u>	<u>\$28.61</u>
<u>4</u>	<u>Outside Person</u> <u>Outside Person/Ice Arena</u> <u>Secondary Day Person</u> <u>Warehouse Lead</u>	<u>\$21.92</u>	<u>\$24.45</u>	<u>\$26.57</u>	<u>\$29.46</u>
<u>5</u>	<u>Elementary Building Engineer</u> <u>Engineer/OALC</u> <u>District Painter</u> <u>ESC Building Engineer</u>	<u>\$22.58</u>	<u>\$25.18</u>	<u>\$27.37</u>	<u>\$30.35</u>
<u>6</u>	<u>Locksmith Carpenter</u>	<u>\$23.95</u>	<u>\$26.71</u>	<u>\$29.04</u>	<u>\$32.20</u>
<u>7</u>	<u>Secondary Maintenance/Grounds Person</u> <u>Lead Grounds Person</u>	<u>\$24.67</u>	<u>\$27.51</u>	<u>\$29.91</u>	<u>\$33.16</u>
<u>8</u>	<u>District Maintenance Person</u> <u>Journeyman Electrician</u> <u>Journeyman Plumber</u> <u>Lead Locksmith Carpenter</u>	<u>\$25.41</u>	<u>\$28.34</u>	<u>\$30.81</u>	<u>\$34.16</u>
<u>9</u>	<u>District Maintenance Lead Person</u>	<u>\$32.72</u>	<u>\$36.61</u>	<u>\$37.92</u>	<u>\$44.09</u>

<u>District Master Electrician</u>				
<u>District Master Plumber</u>				

*The night lead person in all middle and senior high schools. The night lead person will normally be charged with ensuring the building is secure and will be the last employee on that shift to leave.

Subd. 3b. SALARY SCHEDULE: During the second year of this agreement, the ~~2021~~2022-~~2022~~ 2023 fiscal year, the union and the district agree to the following regarding wages:

~~1.—If any other union, association, or bargaining group of employees negotiate wage agreements for cost-of-living adjustments (COLAs) also known as salary enhancements, to be paid during the second year of this agreement (2021-2022), and there is additional funding from the state, the District and the Union agree to re-open the contract for the 2021-2022 fiscal year for the sole purpose of negotiating a cost of living increase for members of the unit.~~

~~2.—The language in number 1 above does not apply to wage or benefit agreements for independent contract employees or to any other wage or benefit agreements afforded to union, non-union, association and other bargaining group employees.~~

Subd. 4. Part-time Rates: Those part-time custodians working regular 4-hour shifts will be paid at the Class ~~I~~ hourly rate.

Subd. 5. Overtime Computation: Hourly rates are used for computing overtime rates only. Shift differentials will be included in computation of overtime rates if applicable.

Subd. 6. Career Increments: Career increments will be paid based on years of consecutive employment as defined below:

	Beginning July 1, 2020
10+ years	~~\$.23 per hour/hr.~~
20+ years	~~Additional \$.20 per hour/hr.~~

*Career increments shall be effective July 1, of the fiscal year in which an employee is scheduled to reach the requisite years of service.

Subd. 7. Licenses/Certificates: ~~Effective with the ratification of the 2022-2024 contract all employees will be eligible for an additional amount with the following stipulation: All employees will be compensated for only one additional payrate for the licensure that is preferred per the job description. The following rates will be paid for appropriate licensure/certificates, provided there is documentation of licensure/certification completion filed with Human Resources. If employees have completed certification but have not submitted~~

~~documentation to Human Resources, the employee will not be entitled to back pay. — The following rates will be paid for appropriate licensure/certificates, provided there is documentation of licensure/certification completion filed with Human Resources. If employees have completed certification but have not submitted documentation to Human Resources the employee will not be entitled to back pay. Effective with the ratification of the 2016–2018 contract, employees that maintain a current licensure/certification for which they have been paid prior to the ratification of the contract, will continue to receive the licensure/certification amount. After the ratification of the 2016–2018 contract, license and certification amounts for all other employees not currently receiving such pay will be paid as defined below.~~

	Effective July 1, 2019
Pool License (middle school only)	\$.30/hr.
Back Flow Preventer (plumbers only)	\$.30/hr.
Specialist	\$.33/hr.
CDL License (~~outside grounds~~ person only)	\$.48/hr.
Second Class	\$.48/hr.
First Class	\$.79/hr.
Chief	\$.94/hr.
Maintenance Electrical (~~c~~ Class ~~10X~~ and above, ~~upon subject to~~ management approval)	\$2.04/hr.

Subd. 8. Licensure/Certificates Compensation:

~~a. — Effective with the ratification of the 2020–2022 contract any employees hired before June 30, 2020 will be eligible for this additional amount with the following stipulations: Class III building level custodians will be compensated for the highest level boiler license held regardless of job classification and job description requirements. In Classifications IV and above, employees will be paid for the license(s) as outlined in Subd. 7. Effective July 1, 2020 any employee hired, moving job position, or newly certified will only receive additional pay for the licensure that is required for their position. A custodian must have a copy of their current license on file in Human Resources to be eligible for this increment.~~

Subd. 89. Shift Differential: All shift assignments shall be made by the supervisor in accordance with the needs of the School District. Second-shift lead persons, third-shift lead persons, ice arena and the district painter will not be paid a shift differential. The following procedures apply: These shifts are not worked the year round and the hours worked on these shifts have been calculated for days worked. Time worked on Shift ~~2H~~ or Shift ~~3H~~, including School District paid holidays, equals 190 ~~eight~~8-hour days. The amount payable is divided by 19 pay periods and payable September 20th through June 20th. If directed by the Coordinator, Custodians and Maintenance, and/or the Assistant Coordinator, Custodial Services, and/or Assistant Coordinator of Maintenance Services, or by the Superintendent or designee to perform work

outside of regular shift, per hire or job description, employee shall be paid at the hourly shift rate as indicated below.

	Effective July 1, 2019
A. Shift ~~2H~~ (evening)	\$.96/hr.
B. Shift ~~3H~~ (night)	\$1.06/hr.
C. Ice Arena Rotation Pay	\$.30/hr.
D. Building Engineer/2 Sites	\$.22/hr.
E. Building Engineer Differential	\$.42/hr.

- a. Effective July 1, 2019: 190 days x 8 hours per day = 1,520 hours x \$.96 per hour = \$1,459.20 additional salary. ~~Nineteen (19)~~ payments of \$76.80 September 20th through June 20th of the current school year.
- b. Effective July 1, 2019: 190 days x 8 hours per day = 1,520 hours x \$1.06 per hour = \$1,611.20 additional salary. ~~Nineteen (19)~~ payments of \$84.80, September 20th through June 20th of the current school year.
- c. Overtime rates will be calculated based on the pay rate in effect during the hours in which the overtime was worked.
- d. ~~C.~~ Effective July 1, 2019: Ice arena shifts are not worked the year round and the hours worked on these shifts have been calculated for the year. Time worked on rotation is 23 weeks or 920 hours. Total payment = \$276. The amount payable will be paid in twenty-four payments of \$11.50 per check from July 1st through June 30th of the current school year.
- e. Building engineers receiving the building engineer differential must be able to perform the mechanical operations, with appropriate training, in a qualified manner as determined by the supervisor within one year from the start date at the designated site.

Subd. ~~910~~. Building Engineer Replacement: Any building engineer replacement assigned by supervisor who takes over for the regularly assigned building engineer and fills this position for ~~three (3)~~ or more consecutive days shall be paid \$10.00 per day starting the first full day of assigned duty through the duration of the assignment.

Subd. ~~101~~. Work Requirements: It is understood that the work of a custodian or building service employee shall include all maintenance work and repair work needed to maintain the building in good condition. The maintenance work may include, therefore, in addition to cleaning - plumbing repairs, glazing, painting, carpentry repairs, grounds etc.

Subd. 112. Placement on Schedule: Beginning July 1, 2014, step movement will be based on July 1st employment of each year instead of on the anniversary date. An employee must complete at least 120 days of paid service in the group during a contract year to qualify for salary advancement.

Subd. 123. Payment Upon Termination: In the event of employment termination the employee will be paid in full to include all monies due no later than the next regular pay day for their position.

Section 2. Retirement Incentive Pay:

Subd. 1. Eligibility: Full-time employees who have completed at least ~~fifteen (15)~~ years of continuous service, in any capacity with the School District, who are at least ~~fifty (50)~~ years of age, shall be eligible for retirement incentive pay, pursuant to the provisions of this Section, upon submission of a written resignation accepted by the School Board.

Subd. 2. Exclusion: This Section shall apply only to employees whose service, in any capacity with the School District, has been full-time defined by this Agreement and whose service began prior to July 1, 1998. For custodians whose employment began after this date, the provisions of this Section will not be applicable.

Subd. 3. Calculation of Benefit: An employee shall be eligible to receive as incentive pay, upon their retirement, in the amount obtained by multiplying ~~sixty percent (60%)~~ of the employee's unused number of sick leave days, but in any event not to exceed ~~ninety (90)~~ days times their daily rate of pay.

Subd. 4. Determination of Daily Rate: In applying these provisions, an employee's daily rate of pay shall be the basic daily rate at the time of retirement, as provided in the basic salary schedule for the basic school year, and shall not include any additional compensation.

Subd. 5. Payment Schedule 50-54: A custodial employee who retires at age 50-54 shall receive their incentive pay on July 20th if their birth date is between January 1st and June 30th in the year they reach age ~~fifty-five (55)~~. If their birth date is between July 1st and December 31st, they shall receive their incentive pay on January 20th of the following year.

Subd. 6. Payment Schedule 55 and Over: Incentive pay for retirement at or after age ~~fifty-five (55)~~ shall be paid by the School District on July 20th of the same year if the retirement date is between January 1st and June 30th. If the retirement date is between July 1st and December 31st, it shall require payment on January 20th of the following year.

Subd. 7. Exceptions: Incentive pay shall not be granted to any employee who is discharged by the School District.

Section 3. Section 125 Plan: The School District shall provide a Section 125 Plan under the Internal Revenue code for all employees.

Subd. 1. Description: The Section 125 Plan ~~“(Flexible Spending Plan)”~~ offered by the School District is a plan established to provide a way to save money on costs for medical and dependent care expenses. The three accounts allow payment for health insurance premiums, certain out-of-pocket health care expenses, and dependent care expenses with pre-tax dollars. It is a salary reduction plan permitting participants to choose among more than one benefit. It is classified as a “Cafeteria Plan” for federal income tax purposes.

The plan year will be determined by the School Board. There are three components to the plan:

1. District-provided health insurance premium deduction with pre-tax dollars.
2. Dependent care reimbursement account.
3. Medical expense reimbursement account

Section 4. Retirement Savings Plans: In accordance with ~~Section 403(b) of the Internal Revenue Code~~ I.R.C. § 403(b) and MINN.STAT. 356.24, the School Board will match the contribution of an eligible employee according to the following schedules towards an approved 403(b) tax sheltered annuity plan. The plan must meet the School District’s guidelines for approval. These contributions shall be paid annually (the custodial contract year).

Subd. 1. District Annual Match: The School District’s match of an eligible full-time custodian’s contribution will be the amount listed below. The School District’s match is applicable only for eligible full-time custodian contributions made towards the School District’s approved 403(b) plan. All bargaining group members are immediately eligible for the district match upon hire.

Custodians Whose Service Began Prior to July 1, 1998	~~Minimum Employee Contribution~~	~~Minimum Maximum~~ District Annual Match
~~Step 7 (must contribute a minimum of \$880 to get the District Annual Match)~~	~~\$240 (\$10 per pay period)~~	\$880* (~\$36.67 per pay period)

Custodians Whose Service Began After July 1, 1998	~~Minimum District Annual Match~~	Maximum District Annual Match
~~Eligible after one year of service~~	~~\$240 (\$10 per pay period)~~	\$960* (\$40 per pay period)

*Custodians may choose to defer more than the annual match amount, or anything in between the minimum and maximum annual match amount. Federal law determines the maximum amount an individual can contribute annually.

Article ~~91X~~ Group Insurance

Section 1. Health and Hospitalization Insurance:

Subd 1. District Contributions for Basic Group Health and Hospitalization Plans: The District will contribute up to the following amounts towards the District's Group Health Insurance premiums for full time employees. Any portion of the premium that exceeds the District contribution will be paid by the employee and paid by payroll deduction.

~~Effective July 1, 2020~~

	~~Single~~	~~Employee+1~~	~~Family~~
~~High/ Value~~	~~\$597.43~~	~~\$929.10~~	~~\$1,488.60~~
~~HSA Plan~~	~~\$461.85~~	~~\$925.67~~	~~\$1,481.98~~

Effective July 1, 2021

	Single	Employee +1	Family
High/ Value	\$609.38	\$947.68	\$1,518.37
HSA Plan	\$484.95	\$944.19	\$1,511.62

District contributions to the HSA trust account will be made each month. Contributions for July will be made at the same time as the August contribution. In the event of hardship, the parties agree to meet and confer to discuss alternatives to the contribution timelines.

The school district will pay all administrative fees associated with the plan.

- Single HSA Coverage: \$200 per month
- Employee+1 Coverage: \$400 per month
- Family Coverage: \$400 per month

Subd. 2. Married Couples in District with Family Coverage: When an employee and their spouse are both employed by the School District and are eligible for the School District's group health and hospitalization plan, and both employees enroll in the same hospitalization plan, the full premium will be paid by the School District.

Section 2. Group Term Life Insurance: The School District shall contribute the full amount for coverage per year toward the premium for group term life insurance for all full-time custodians

employed by the School District who qualify for and enroll in the School District's group term life insurance plan. Full-time custodians who qualify and enroll will be covered by group term life insurance in the amount of \$50,000.

Section 3. Supplemental Group Term Life Insurance: Custodial employees shall have the option, subject to the conditions established by the School District's carrier, for group term life insurance as provided in Section 2, to purchase supplemental group term life insurance in the amounts of either \$50,000, \$75,000, \$100,000, \$125,000 or \$150,000, not to exceed ~~three (3)~~ times annual salary. The cost of the supplemental coverage shall be borne by the employee and paid by payroll deduction.

Section 4. Long-Term Disability Income Protection: The School Board shall contribute the full premium for the long-term disability income protection plan for all full-time custodians employed by the School District who qualify for and enroll in such coverage. This coverage shall apply to the base annual salary. See MOU Long-Term Disability Coverage for Mental Health & Chemical Dependency.

Section 5. Dental Insurance:

Subd. 1. Single Coverage: The School Board shall pay up to \$28.00 per month for individual coverage for each full-time employee who qualifies for and enrolls in the School District's group dental insurance plan.

Subd. 2. Family Coverage: The premium cost of the family/dependent coverage for each full-time employee who qualifies for and enrolls in the School District's group dental insurance plan and who qualifies for family/dependent coverage shall be paid in total (minus the single premium coverage) by the employee and paid by payroll deduction. Whether the School District offers family/dependent coverage is subject to the conditions as established by the carriers.

Section 6. Workers' Compensation: The School Board shall provide workers' compensation (See Article X, Section 1, Subd. 9 and 10).

Section 7. Eligibility for Group Insurance:

Subd. 1. Full-time custodians are eligible for group insurance. Those employees employed on a full year schedule consisting of ~~thirty-two (32)~~ or more hours per week shall be considered full-time for purposes of eligibility for group insurance. Qualifications shall include those established by the School Board and the carrier of the coverage.

Subd. 2. Enrollment: All employees qualifying shall enroll for such coverages in accordance with the procedures established by the School Board. Effective 2012-2013, employees will be allowed to waive health coverage in the District's health plan upon sufficient proof that the employee has obtained group health coverage through another source (e.g., a spouse, etc.); The Human Resources department shall determine the basis for sufficient documentation of group coverage from another source. The District retains the right to re-examine waiver of health

coverage on a year-to year basis. If an employee waives health coverage under this Section, the employee will not receive any District contribution for health insurance benefits.

Section 8. Insurance Program Eligibility in the Event of Retirement: A custodian who retires prior to age ~~sixty-five (65)~~ is eligible to participate in the health/hospitalization plan and/or dental plan but must pay the entire premium for the plan selected. The right to continue participation in such plan, however, will be in accordance with conditions of the carrier and/or until they qualify for coverage under another program.

Article ~~10X~~ Leaves of Absence

Section 1. Sick Leave:

Subd. 1. Earn: All full-time custodians shall accrue sick leave at the rate of ~~eight (8)~~ hours per month.

Subd. 2. Accumulation: Unused sick leave days may accumulate to an unlimited number of days per employee. Such accrual shall be non-retroactive. If an employee is discontinued and has used more sick leave than entitled to, such excess amount shall be deducted from the last pay-check.

Subd. 3. Use: Sick leave with pay shall be allowed by the School Board whenever a custodian's absence is found to have been due to illness which prevented their attendance at school and performance of duties on that day or days, provided that the custodian has unused sick leave at the time of such absence. Custodians are entitled to request sick leave in ~~one (1)~~ hour increments. Sick leave may also be used for the illness of a minor child as provided for in M.S.MINN. STAT. 181.9413 (sick or injured child-care leave); provided the employee has unused sick leave at the time of such absence.

Subd. 4. Medical Verification: The School District may require a custodian to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a custodian for sick leave is reserved to the School District. In the event that a medical certificate will be required, the custodian will be so advised.

Subd. 5. Accrual Deduction: Sick leave allowed shall be deducted from sick leave days accrued by the custodian.

Subd. 6. Approval: Sick leave pay shall be approved only upon submission of a signed request on the authorized sick leave pay request form provided by the School District.

Subd. 7. Payroll Deduction: Any days used in excess of the number of days of sick leave earned and accrued will be deducted from the custodian's salary for the pay period during which the absence was not covered by sick leave occurred.

Subd. 8. Options:

- a. Upon the request of an employee who is absent from work as a result of a compensable injury under the provisions of the Workers' Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers' Compensation Act by the employee and the employee's accrued sick leave. When the employee's sick leave balance is exhausted, upon request of the employee, the difference will be paid from the employee's available vacation.
- b. Upon the request of an employee who is absent from work and is receiving compensation under the School District's long-term disability program, the School District will pay the difference between the compensation received pursuant to the long-term disability program by the employee and the employee's regular rate of pay to the extent of the employee's accrued sick leave. When the employee's sick leave balance is exhausted, upon request of the employee, the regular rate of pay will be paid to the extent of the employee's available vacation.

Subd. 9. Conditions for Options in Subdivision 8 Above:

- a. A deduction shall be made from the employee's accumulated vacation or sick leave accrual time according to the pro rata portions of days of sick leave or vacation time which is used to supplement workers' compensation or long-term disability.
- a.b. Such payment shall be paid by the School District to the employee only during the period of disability.
- b.c. In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.
- e.d. An employee who is absent from work as a result of an injury compensable under the Workers' Compensation Act or who is compensated by the long-term disability program, who elects to receive sick leave or vacation pay pursuant to this Agreement shall submit their workers' compensation check and/or long-term disability payment endorsed to the School District, prior to receiving payment from the School District for their absence.

Section 2. Family Illness:

Subd. 1. Use: Full-time employees may be granted up to a maximum of ~~ten~~(10) days absence per year for illness in the employee's or spouse's immediate family that may or may not otherwise be covered under the Family and Medical Leave Act (FMLA) and/or state statute. The

immediate family will include parent, sister, brother, spouse, son, daughter, son-in-law, daughter-in-law, grandparent, grandchildren, guardian and any other relative or non-relative who stands in the same relationship with the employee. These days will be deducted from accrued sick leave. If the employee does not have sufficient accrued sick leave, there will be a salary reduction based on the daily rate of pay.

Section 3. Bereavement Leave:

Subd. 1. Use-Immediate Family: Full-time custodians will be granted up to, but not to exceed, ~~five (5)~~ days for absence due to death of each member of the employee's or spouse's immediate family.

The immediate family will include parent, sister, brother, spouse, son, daughter, son-in-law, daughter-in-law, grandparent, grandchildren, guardian, and any other relative or non-relative who stands in the same relationship with the employee. Such absences shall be deducted from accrued sick leave. If the employee does not have sufficient accrued sick leave, there will be a salary reduction based on the employee's daily rate of pay. Additional absence, but not to exceed ~~five (5)~~ additional days may be granted.

Subd. 2. Use – Not Immediate Family: Absence due to the death of a person not listed in Subd. 1 will be limited to ~~one (1)~~ day per occurrence. Such absence will be deducted from accrued sick leave. If the employee does not have sufficient accrued sick leave, there will be a salary reduction based on the employee's daily rate of pay.

Section 4. Personal Leave: A full-time employee will be credited ~~one (1)~~ personal leave day each year, accumulative to ~~five (5)~~ days. Personal leave may be used in hourly increments beginning July 1, 2017, and used for activities requiring the employee's personal attention not covered under other provisions of this Agreement.

Subd. 1. Requests: Requests for personal leave must be made in writing to Human Resources at least ~~three (3)~~ days in advance of the leave, except in the event of emergencies. ~~This~~ Such day(s) will not be deducted from sick leave.

Subd. 2. Limit: At no time shall more than ~~two percent (2%)~~ of the employees covered by this Agreement be granted personal leave.

Subd. 3. Exclusion: A personal leave day will be granted the first or last day of the student school year. The leave will only be granted for special circumstances with written explanation by the employee and approval of the Executive Director, Human Resources.

Section 5. Jury Duty: A custodian summoned to jury duty will be granted time off with pay.

Subd. 1. Notice to District: ~~Employees who receive a summons for jury service are to send a PF22 and a copy of the summons to the HR Attendance Specialist immediately upon notification. Instructions for entering absences and finding a substitute will be given once the summons is received by the Attendance Specialist. Custodians who receive a summons for jury duty are to notify Human Resources immediately of the proposed dates of service.~~

Subd. 2. Remittance of Stipend: ~~Employees may receive a stipend for jury service and are required to reimburse the district for the per diem amount only. Typically, this is \$20 per day. Custodians who receive a stipend for jury duty are to reimburse the School District for the amount received, minus the mileage allowance if they were on jury duty during school time.~~

Subd. 3. Pay: ~~Employees will receive no loss of pay as a result of being summoned for jury service as long as the provisions of Subd. 1 and 2. of this section are met. Failure will result in the deduction of pay for the day(s) of work missed. Custodians will have no loss of pay as a result of jury duty if the provisions of Subdivisions 1 and 2 are met. Failure to do so will result in a salary reduction based on the employee's daily rate of pay.~~

Section 6. Long-Term Leave:

Subd. 1. Eligibility: Custodial employees with a minimum of ~~three~~ (3) years of experience in the School District may apply for an unpaid leave of absence once during their district employment. Additional leaves may be granted at the discretion of the Executive Director, Human Resources for health reasons.

Subd. 2. Duration: Leave may be granted for a period of time up to ~~one~~ (1) year.

Subd. 3. Insurance: An employee on an approved long-term leave is eligible to participate at their own expense in the health and hospitalization and dental program of the School District. This participation will be subject to the conditions prescribed by the insurance carrier.

Subd. 4. Benefit Accrual: An employee on approved long-term leave shall retain their accrued benefits as of the beginning date of the leave. No benefits will accrue during the period the employee is on leave.

Subd. 5. Purpose: Consideration for granting long-term leaves will be given for:

Health	Election to Political Office
Re-Training or Career Change	Family Reasons ~~(Issues)~~
Education	

Subd. 6. Requests: Requests for leaves must be made at least ~~thirty~~(30) days in advance except in emergencies and submitted to the administrator in charge for recommendation. Final approval will be made by the Executive Director, Human Resources.

The number of staff on approved leave at any given time shall not exceed ~~two percent~~(2%) of the total custodial staff.

Subd. 7. Reinstatement: An employee returning from long-term leave of one year or less for ~~e~~Education, holding political office, ~~a~~Approved ~~t~~Travel, ~~f~~Family ~~r~~Reasons, ~~r~~Retraining, or ~~c~~Career ~~c~~Change, may return to a position in the same or lower classification occupied prior to the leave, subject to vacancy and the employee is qualified and able to perform the duties of the position.

An employee returning from long-term leave due to their own or an immediate family member's serious medical condition will be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. That the position has not been abolished; and
- b. That the employee is physically and mentally able to perform the duties of such position.

Subd. 8. Notification to Return: An employee on long-term leave will be sent a notice of assignment from Human Resources according to the following schedule:

- a. When the return date of said leave is intended to coincide with the opening of school, notification shall be given by April 1st of the preceding school year.
- b. At least ~~sixty~~(60) days prior to the specified return of said leave when such date falls at any other time during the school year.

Subd 9. Failure to Return Notice: The employee shall lose all re-employment rights if the employee refuses or fails to return the notice of assignment within ~~ten~~(10) days.

Section 7. Short-term Leave (~~Ten~~(10) Days or Less):

Subd. 1. Salary: Short-term leave shall be without pay.

Subd. 2. Duration: Short-term leave may be granted for no more than ~~ten~~(10) working days over the term of this Agreement.

Subd. 3. Requests: Requests for short-term leave shall be made ~~five (5)~~ days in advance except in the case of emergencies. The request shall be on a leave of absence request form and shall clearly state the reason for such request.

Subd. 4. Approval: Short-term leave may be granted if all vacation and personal leave days have been exhausted and only in special circumstances. Such requests must be approved by Human Resources.

Subd. 5. Eligibility: Short-term leave shall normally be available no more than once every year.

Subd. 6. Limit: At no time shall no more than ~~three (3) percent (3%)~~ of the employees covered by this agreement be granted a short-term leave.

Section 8. Child Care Leave:

Subd. 1. Purpose: A custodian may be granted a child-care leave of absence according to the procedures outlined in this section. This leave shall be granted to ~~one (1)~~ parent of a newborn child provided such parent is caring for the child on a full-time basis.

Subd. 2. Request: A pregnant employee shall notify the Executive Director, Human Resources in writing not later than the end of the sixth month of pregnancy, and, also at such time provide a physician's statement indicating the estimated date of delivery of the child.

A ~~male-non-childbearing~~ employee shall make a request for such leave not less than ~~ninety (90)~~ days in advance of usage. The employee shall submit a written request to the Executive Director, Human Resources for child-care leave, including commencement date and return date. Once a child-care leave commences pursuant to this section, an employee shall not be eligible for sick leave pursuant to Section 1 hereof.

Subd. 3. Pregnancy: If the reason for the child-care leave is occasioned by pregnancy, an employee may utilize sick leave pursuant to the sick leave provisions of the Agreement during a period of physical disability. During this period of disability, the employee shall be required to concurrently take a leave pursuant to the Family/Medical Leave Act (FMLA). A pregnant employee will also provide at the time of the leave application, a statement from ~~their~~ physician indicating the expected date of delivery.

Subd. 4. Date of Leave: The effective beginning date of such leave and its duration, or resignation if the employee so elects, shall be determined by the Executive Director, Human Resources and submitted to the School Board for its action.

In recommending the effective date of commencement and duration of the leave or the effective date of the resignation, the Executive Director, Human Resources shall review each case on its individual merits taking into consideration the following:

- a. The request of the employee
- b. The specific employment duties of the employee involved
- c. The health and welfare of the employee or unborn child
- d. The recommendation of the employee's physician

Subd. 5. Duration: In making a determination concerning the commencement and duration of a child-care leave of absence, the School Board may, but shall not in any event be required to:

- a. Grant any leave more than ~~twelve (12)~~ months in duration
- b. Permit the employee to return to employment prior to the date designated in the request for a child-care leave, unless by mutual agreement of the employee and the School District.

Subd. 6. Approval of Leave: If the employee complies with all provisions of this section and a child-care leave is granted by the School Board, the School Board shall notify the employee in writing of its action.

Subd. 7. Termination of Leave: Interruption of pregnancy will terminate the child-care leave. Human Resources may require in all cases ~~forty-five (45)~~ days' notice to return.

Subd. 8. Reinstatement: An employee returning from child-care leave shall be re-employed in the position for which the employee occupied prior to the leave, subject to the following conditions:

- a. That the position has not been abolished
- b. That the employee is not physically or mentally disabled from performing the duties of such position

Subd. 9. Failure to Return: Failure of the employee to return pursuant to the date determined in this Section may constitute grounds for termination in the School District.

Subd. 10. Probationary Period: The parties agree that the applicable periods of probation for employees as set forth are intended to be periods of actual service enabling the School District to have opportunity to evaluate an employee's performance. The parties agree, therefore, that periods of time for which the employee is on child-care leave shall not be counted in determining the completion of the probationary period.

Subd. 11. Salary: The parties further agree that any child-care leave of absence granted under this Section shall be a leave without pay.

Subd. 12. Insurance: An employee on child-care leave is eligible to participate in group health or dental insurance programs if permitted under the insurance policy provisions, but shall pay the entire premium, following FMLA, for such programs as the employee wishes to retain. The right to continue participation in such group insurance programs, however, will terminate if the employee does not return to the School District pursuant to this ~~s~~Section.

Subd. 13. Notification to Return: An employee on child-care leave will be sent a notice of assignment from Human Resources at least ~~sixty (60)~~ days prior to the specified return of said leave.

Subd. 14. Failure to Return Notice: The employee shall lose all re-employment rights if the Employee refuses or fails to return the notice of assignment within ~~ten (10)~~ days.

Section 9. Adoption/~~Foster Care~~ Leave: A custodian may, upon request, be granted a leave for the adoption of a child.

Subd. 1. Request: An employee making application for adoption/~~foster care~~ leave shall inform the Executive Director, Human Resources in writing of intention to take the leave at least ~~three (3)~~ calendar months before commencement of the intended leave.

Subd. 2. Date of Leave: The effective beginning date of such leave and its duration or resignation if the employee so elects, shall be determined by the Executive Director, Human Resources and submitted to the School Board for its action.

Subd. 3. Use of Sick Leave: An employee may request to use up to 15 days of personal sick leave to assist in needed medical and health care for the child, commencing the date of the child's arrival in the employee's custody.

Subd. 4. Duration: In making a determination concerning the commencement and duration of an adoption leave, the School Board shall not in any event, be required to:

- a. Grant any leave more than ~~twelve (12)~~ months in duration.
- b. Permit the employee to return to their employment prior to the date designated in the request for adoption leave.

Subd. 5. Reinstatement: An employee returning from adoption/~~foster care~~ leave shall be re-employed in the position occupied prior to the leave, subject to the following conditions:

- a. That the position has not been abolished
- b. That the employee is not physically or mentally disabled from performing the duties of such position

Subd. 6. Failure to Return: Failure of the employee to return pursuant to the date determined under this Section shall constitute grounds for termination.

Subd. 7. Probationary Period: The parties agree that the applicable periods of probation for the employees are intended to be periods of actual service enabling the School District to have opportunity to evaluate the employee's performance. The parties agree, therefore, that periods of time for which the employee is on adoption/~~adoption~~ leave shall not be counted in determining the completion of the probationary period.

Subd. 8. Insurance: An employee on adoption leave is eligible to participate in group health or dental insurance programs if permitted under the insurance policy provisions but shall pay the entire premium, following FMLA, for such programs the employee wishes to retain. The right to continue participation in such group insurance programs will terminate if the employee does not return to the School District pursuant to this Section.

Subd. 9. Notification to Return: An employee on adoption/~~adoption~~ leave will be sent a notice of assignment from Human Resources at least ~~sixty (60)~~ days prior to the specified return date of said leave.

Subd. 10. Failure to Return Notice: The employee shall lose all re-employment rights if the employee refuses or fails to return the notice of assignment within ~~ten (10)~~ days.

Subd. 11. Salary: The parties agree that any adoption leave granted under this Section shall be leave without pay.

Subd. 12. Part-time Benefits: Part-time custodians shall not be eligible for any benefits or leave provisions as contained in this Agreement.

Section 10. Religious Leave:

Subd. 1. Use: Employees may be granted up to ~~three (3)~~ days of religious ~~holiday~~ leave. Employees must make application to Human Resources at least ~~three (3)~~ days prior to the religious day(s). Human Resources will notify the employee's supervisor to make the necessary arrangements allowing the employee to make up the days at some other prearranged time.

However, an employee may utilize provisions outlined in Article XI, Section 1 – Vacation, or Section 5 of this Article – Personal Leave, or Section 1 of this Article – Sick Leave, if so desired. If the employee chooses none of the options as outlined herein, the leave will be granted with full loss of pay.

Article ~~11~~ Vacation

Section 1. Vacation Allowance: Vacation will be credited to each employee's account each year on July 1st, accrued at the monthly rate below. New employees with less than one year of service shall accrue pro-rated vacation based on months of service up to June 30th. Full-time custodial employees working 40 hours a week, ~~fifty-two (52)~~ weeks per year will be granted vacation as follows:

~~a) After six (6) months of consecutive employment~~	~~1 week (40 hours)~~
~~b) After twelve (12) months of consecutive employment (total of 2 weeks (80 hours) for having completed one (1) year)~~	~~1 week (40 hours)~~
~~c) After five (5) years of consecutive employment~~	~~3 weeks (120 hours)~~
~~d) After eleven (11) years of consecutive employment~~	~~16 days (128 hours)~~
~~e) After twelve (12) years of consecutive employment~~	~~17 days (136 hours)~~
~~f) After thirteen (13) years of consecutive employment~~	~~18 days (144 hours)~~
~~g) After fourteen (14) years of consecutive employment~~	~~19 days (152 hours)~~
~~h) After fifteen (15) years of consecutive employment~~	~~4 weeks (160 hours)~~
~~i) After nineteen (19) years of consecutive employment~~	~~5 weeks (200 hours)~~

<u>Years of Consecutive Employment</u>	<u>Annual Vacation Credit</u>	<u>Approximate Monthly Accrual</u>
<u>1 – 4</u>	<u>80 hours</u>	<u>6.67 hours</u>
<u>5 – 10</u>	<u>120 hours</u>	<u>10 hours</u>
<u>11</u>	<u>128 hours</u>	<u>10.67 hours</u>
<u>12</u>	<u>136 hours</u>	<u>11.34 hours</u>
<u>13</u>	<u>144 hours</u>	<u>12 hours</u>
<u>14</u>	<u>152 hours</u>	<u>12.67 hours</u>
<u>15 – 18</u>	<u>160 hours</u>	<u>13.34 hours</u>
<u>19 +</u>	<u>200 hours</u>	<u>16.67 hours</u>

Beginning July 1st, 2014, the accrual levels referenced above shall change on July 1st of the fiscal year in which an employee is scheduled to reach the requisite years of service.

Section 2. Conditions for Vacation Allowances:

Subd. 1. Earn: An employee shall be credited vacation days on July 1st each year, provided that in the case of voluntary separation or removal for cause of an employee to whom vacation has

been advanced in excess of that accumulated, the employee is required to refund the amount paid for the period of such excess. Vacation must be earned prior to the time it is taken.

Subd. 2. Use: Effective July 1st, 2017, vacation may be taken in hourly increments.

Subd. 3. Accumulation: It is expected that vacation time earned as of June 30th in a fiscal year will be used prior to July 1st of the following year. Effective June 30th, 2017, the maximum amount of vacation an employee may have as a balance as of June 30th of any year will be ~~25 days~~ (200 hours).

Subd. 4. Time of Year: Normally vacation will only be taken during summer months when school is not in session. Subject to operational demands of the School District, employees may request vacation at other times. Should vacation time be granted, no substitute or replacement will be employed. This provision is not subject to the grievance procedure.

Subd. 5. Approval: Vacation must be scheduled in advance with the Coordinator, Custodians and Maintenance, and/or the Assistant Coordinator, Custodial Services, and/or Assistant Coordinator of Maintenance Services, and must be approved by the Superintendent designee. ~~One (1)~~ day of vacation may be approved with ~~one (1)~~ days' notice if operational needs permit.

Subd. 6. Resignation: An employee resigning prior to an earned vacation period (anniversary date through June 30th, 2009) is entitled to a pro rata share of vacation time or vacation pay earned upon proper submission to the employer of at least ~~two (2)~~ weeks' notice of proposed termination date. Failure on the part of the employee to give proper notice shall constitute forfeiture of this provision.

Subd. 7. Termination: If an employee is terminated because of a layoff or reduction in staff, the employee shall be entitled to a pro rata share of vacation earned. In case of death, the employee's spouse or estate will be entitled to a pro rata share of vacation earned.

Subd. 8. Illness: Illnesses sustained while an employee is on a scheduled vacation shall be considered as vacation days. School District paid holidays occurring while an employee is on a scheduled vacation shall be counted as holidays and shall not reduce an employee's accumulated vacation benefit.

Subd. 9. Pro Rata Usage: Vacation may be granted on a pro rata basis prior to an employee's anniversary date when scheduled through the Coordinator, Custodians and Maintenance, and/or the Assistant Coordinator, Custodial Services, and/or Assistant Coordinator of Maintenance Services, and approved by the Executive Director, Human Resources.

Subd. 10. Maximum Payout: The maximum payout of vacation hours upon resignation will be ~~25 days~~ (200 hours), calculated at the employee's daily rate of pay, excluding any

additional compensation. Failure on the part of the employee to give proper notice will constitute forfeiture of this provision.

Article ~~12XII~~ Grievance Procedure

Section 1. Grievance Definition: A “grievance” shall mean an allegation by an employee resulting in a dispute or disagreement between the employee and the School Board as to the interpretation or application of terms and conditions of employment insofar as such matters are contained in this Agreement.

Section 2. Representative: The employee, supervisor, or School Board may be represented during any step of the procedure by any person or agent of the unit designated by such party to act on their behalf in accordance with State statute.

Section 3. Definitions and Interpretations:

Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual agreement.

Subd. 2. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as week-days not designated as School District paid holidays in this contract.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The first day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a School District paid holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a School District paid holiday.

Subd. 4. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it bears a certified postmark of the United States Postal Service within the time period.

Section 4. Time Limitation and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the School Board’s designee, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within ~~twenty~~ (20) days after the date the event giving rise to the grievance occurred, or the employee had reasonable knowledge thereof. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall

constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the School Board's designee.

Section 5. Adjustment of Grievance: The School Board and/or designee and the employee shall attempt to adjust all grievances which may arise during the course of employment of any employee within the School District in the following manner:

Subd. 1. Informal Discussion: Before a written grievance is submitted, informal discussions shall take place between the aggrieved party and the supervisor. Through these discussions the parties shall attempt to resolve the problem.

Subd. 2. Level I: If the grievance is not resolved through informal discussions between the employee and their supervisor, the aggrieved party may submit the grievance in writing to the Executive Director, Human Resources. The Executive Director, Human Resources shall give a written decision on the grievance to the parties involved within ~~ten~~ (10) days after receipt of the written grievance.

Subd. 3. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the superintendent of schools, provided such appeal is made in writing within ~~five~~ (5) days after receipt of the decision in Level I. If a grievance is properly appealed to the superintendent, the superintendent or designee shall set a time to meet regarding the grievance within ~~fifteen~~ (15) days after receipt of the appeal. The grievant and/or their representative must appear at said meeting to present information regarding the grievance. Within ~~ten~~ (10) days after the meeting, the superintendent or designee shall issue a decision in writing to the parties involved.

Subd. 4. Level III: In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing within ~~five~~ (5) days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board, the School Board shall set a time to hear the grievance within ~~twenty~~ (20) days after receipt of the appeal. The date and time will be designated. The grievant and/or their representative must appear at said meeting to present information regarding the grievance. Within ~~twenty~~ (20) days after the meeting, the School Board shall issue its decision in writing to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to hear the appeal at this level and report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board or its representative notifies the parties of its intention to review within ~~ten~~ (10) days after the decision has been rendered. In the event

the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision.

Section 7. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided herein, including observance of dates and times of meetings, shall constitute a denial of the grievance and the employee may appeal it to the next level.

Section 8. Arbitration Procedures: In the event that the employee and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing, signed by the aggrieved party, and such request must be filed in the office of the superintendent within ~~ten (10)~~ days following the decision in Level III of the grievance procedure.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ~~ten (10)~~ days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the BMS to appoint an arbitrator, pursuant to PELRA, providing such request is made within ~~twenty (20)~~ days after request for arbitration. The request shall ask that the appointment be made within ~~thirty (30)~~ days after the receipt of said request. Failure to agree upon an arbitrator or the failure to request an arbitrator from BMS within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Submission of Grievance Information:

- a. Material Request: Upon appointment of the arbitrator, the appealing party shall, within ~~five (5)~~ days after notice of appointment, forward to the arbitrator, with a copy to the School Board, the submission of the grievance which shall include the following:
 - 1) The issues involved
 - 2) Statement of the facts
 - 3) Position of the grievant
- b. The School Board may make a similar submission of information relating to the grievance either before or at the time of the hearing. If the School Board submits information to the arbitrator in advance of the hearing, a copy of such information will be simultaneously submitted to the Union.

Subd. 5. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be consistent with the original grievance.

Subd. 6. Decision: The decision by the arbitrator shall be rendered within ~~thirty~~ (30) days after the close of the hearing. Decisions by the arbitrator in cases properly before them shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided in PELRA.

Subd. 7. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording shall be made of the hearing at the request of either party. The parties shall share, equally, fees and expenses of the arbitrator. The cost of the transcript or recording will be borne by the requesting party. Any other expenses which the parties mutually agree are necessary for the conduct of the arbitration shall be shared equally.

Subd. 8. Jurisdiction: The arbitrator shall only have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator and only pursuant to the terms of this procedure, the terms of this contract, and the provisions of PELRA.

Article ~~13XIII~~ Duration

Section 1. Terms and Re-Opening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, ~~2020-2022~~ through June 30, ~~2022~~2024. If either party desires to modify or amend this Agreement commencing on July 1, 2022, it shall give written notice of such intent no later than May 1, ~~2022~~2024. Unless otherwise mutually agreed, the parties shall not commence negotiations more than ~~one hundred twenty~~ (120) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School Board and the Custodial/Maintenance employees of Independent School District 279. The provisions therein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the current term of this Agreement, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement except by mutual consent.

Section 4. Severability: The provisions of this Agreement shall be severable if any provision thereof or the application of any such provision, under any circumstances, is held invalid. It shall not affect any other provisions of this Agreement or the application of any provision thereof.

Memorandums of Understanding
Between
Osseo Area Schools (ISD 279) & Minnesota Teamsters Public & Law
Enforcement Employees Union Local #320

TOPIC

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Memorandum of Understanding

TOPIC: Maintenance on Call

EFFECTIVE DATE: July 1, 2016

PURPOSE:

To better serve the emergency needs of the district, one employee in the maintenance person group will be on call 24 hours per day, seven days per week.

- On-call coverage will begin at 3:30 ~~P.M.p.m.~~ Friday, and end the following Friday (~~seven~~7 days) at 3:30 ~~P.M.p.m.~~
- Maintenance employees will be compensated 7 hours of straight time at their normal hourly rate for the seven-day period of being on call.
- If it is determined that returning to work is needed, compensation will be per contract callback.
- The means of being contacted will be a district provided cell phone.
- The Maintenance Services office will develop a rotating schedule.
- Should conflict with the schedule occur, the person assigned to be on call will be responsible for finding a substitute and alerting the Maintenance Services office of the replacement.
- In the event a shortage of maintenance staff occurs, the Maintenance Services offices may require another trades group to perform the on-call duties.

MEMORANDUM OF UNDERSTANDING

TOPIC: ~~Emergency Close~~

EFFECTIVE DATE: ~~July 1, 2002~~

PURPOSE:

~~The purpose of this Memorandum of Understanding is to outline work expectations during inclement weather and/or District emergencies.~~

~~Work Expectations~~

- ~~• All members of the custodial unit are expected to report to work regardless of the circumstances of the student population.~~
- ~~• When school closes due to inclement weather it is mandatory for bargaining unit members to report to work.~~
- ~~• Absence from work will result in a pay deduct.~~
- ~~• Bargaining unit members shall receive one (1) day of paid vacation for each day the District closes due to inclement weather and the custodian reports for work.~~
- ~~• Only district supervisors/coordinators may designate varied work hours or assignments.~~

~~Custodial Unit Local 320 Members That Qualify for Payment and One Paid Vacation Day~~

- ~~• All morning and second shift custodians scheduled to work that report and work an 8-hour shift or the work hours designated by the district supervisor/coordinator.~~
- ~~• All third shift custodians scheduled to work the evening before the day of the school closing that report and work an 8-hour shift or the work hours designated by the district supervisor/coordinator.~~

~~Custodial Unit Local 320 Members That Qualify for Payment; However, Will Not Receive a Vacation Day~~

- ~~• All morning and second shift custodians scheduled to work that had a prearranged and approved absence such as, but not limited to, workers compensation, vacation or personal leave.~~
- ~~• All third shift custodians scheduled to work the evening before the day of the school closing that had a prearranged and approved absence such as, but not limited to, workers compensation, vacation or personal leave.~~

~~Custodial Unit Local 320 Members Whose Absence Will Result in a Pay Deduct~~

- ~~• All morning and second shift custodians that do not report to work and do not have a prearranged and approved absence such as, but not limited to, workers compensation, vacation or personal leave.~~
- ~~• All third shift custodians that did not report to work the evening before the day of the school closing and do not have a prearranged and approved absence such as, but not limited to, workers compensation, vacation or personal leave.~~
- ~~• Use of personal or family sick leave with pay will be permitted upon furnishing a medical certificate to HR from a qualified physician as evidence indicating such absence was due to illness.~~

- ~~• Staff that reported to work and do not work an 8-hour day or the work hours designated by the district supervisor/coordinator will be paid for half-day and receive a half-day deduct.~~

Memorandum of Understanding

TOPIC: Part-time Employees

EFFECTIVE DATE: July 1, 2002

PURPOSE:

The purpose of this Memorandum of Understanding is to outline staffing of part-time positions in the event of job elimination of full-time employees with recall status.

- Part-time positions will be offered to full-time employees on recall status in seniority order.
- If a full-time employee on recall status accepts a part-time position, it will not affect recall rights to a full-time position.
- If a full-time employee declines a part-time position, the full-time employee will not be offered another part-time position and will remain on recall status for full-time positions only.
- If a full-time employee accepts a part-time position, the employee will be compensated according to Classification II.
- Full-time employees on recall status that accept a part-time position will remain eligible for health, dental and life insurance through COBRA and are responsible for the full cost of the premiums.
- The normal workdays for 4-hour custodians are the 172 student scheduled days as designated by the School Board.
- In the event of illness, part-time employees report their absence to the building head.
- If a personal need arises, the Coordinator, Facilities Operations, may grant time off without pay. Time off is not to exceed five days per year and may be granted only once during the school year.
- Part-time custodians are not eligible for benefit or leave provisions as contained in the Terms and Conditions of Employment.

Memorandum of Understanding

TOPIC: Minnesota Teamsters Public & Law Enforcement Employees
Union Local #320 Severance Pay

EFFECTIVE DATE: July 1, 2007

AGREEMENT:

Subject to the limitations listed below, the school district will contribute severance pay to eligible employees as follows:

- Post-Retirement Health Care Savings Plan – 100% OF PAY

Employees who are exempted from participating in the Post-Retirement Health Care Savings Plan, as per IRS guidelines will receive severance pay in a cash payment subject to taxes.

All school district payments will be made according to the timeline and payment schedule as provided in the Terms and Conditions of Employment.

This is the full and complete agreement of the parties on this issue. There are no other oral or implied agreements.

This agreement does not set any precedent for any future issue.

Memorandum of Understanding

TOPIC: Potential Plan Design Change - Long-Term Disability Insurance Coverage
Limits to Long-Term Disability Insurance Coverage

EFFECTIVE DATE: Upon ratification

The plan design for long-term disability coverage for chemical dependency and mental health may be changed to a combined 24 months of coverage per claim. These changes will only go into effect contingent on the agreement of all other bargaining groups in the Osseo Area School District, approval of the Insurance Advisory Committee and approval by the School Board. If no agreement is reached among the groups, or if the Insurance Advisory Committee and/or School Board do not approve the design of the request for proposal (RFP) and/or the bid/proposal itself, this language will be null and void. In the interim follow Article VIII, Section 3, Subd. 4.

Long-term disability coverage for chemical dependency and mental health will be limited to a combined 24 months of coverage per claim. The limitations will go into effect contingent on the agreement with all other bargaining groups in Osseo Area School District. If no agreement is reached among the groups, this language will be void. In the interim follow Article IX, Section 4.

POLICY 516– STUDENT MEDICATION

I. PURPOSE

The purpose of this policy and accompanying procedures is to set forth the provisions that must be followed when administering, managing and overseeing student use of prescription and over-the-counter medications at school.

II. GENERAL STATEMENT OF POLICY

- A. Parents/guardians have the primary responsibility for the maintenance of their child's health. However, the school may assist in the identification of health problems affecting a child's education and provide for the administration of prescribed and over-the-counter drugs or medicine.
- B. Students will not be allowed to carry and/or self-administer ~~prescription or over-the-counter medications~~ **at school unless an exception stated in the procedures to this policy expressly allows the student to do so.** ~~except as provided in Procedure 516—Student Medication, II.F.~~
- C. Student medications must be managed, administered, and overseen in manner that safeguards against misuse or mismanagement, and must comply with procedures that accompany this policy.
- D. School personnel will dispense only those prescription and over-the-counter drugs or medicine which have been prescribed by a legally authorized health professional and will do so in accordance with ~~Procedure 516—Student Medication~~ **procedures that accompany this policy.** The District and school personnel will not be liable should adverse reactions result from the drugs or medicine.

Policy Revised: xx/xx/xx

Policy Revised: 5/20/03

Policy Revised: 10/16/01

Policy 516 Adopted: 10/6/98
(formerly Policy 5416)

Policy Dated: 4/2/91

Legal References

M.S. 151.01, Subd. 5-6 - Pharmacy; Definition

M.S. 121A.22 - Administration of Drugs and Medicine

M.S. 121A.21 - School Health Services

Cross References

Policy 541 – Chemical Use and Abuse

Policy 506 – Student Discipline

POLICY 519 - INTERVIEWS OF STUDENTS BY OUTSIDE AGENCIES

I. Purpose

The purpose of this policy is to maintain the primary purpose of the school district of providing an education for its students and protecting the students' interest in receiving an education while cooperating with law enforcement agencies or other agencies that require access to students during the school day in order to fulfill their legal obligations.

II. General Statement of Policy

A. Only a student's parent/guardian, school district employees, and/or school district agents conducting school related business may interview a student during the school day, except as required by law or allowed by this policy.

B. A principal or school site leader may allow law enforcement officers and those other than a student's parent/guardian, school district employees, and/or school district agents conducting school related business to request an interview of a student in the following situations.

1. Access for Interview Required

The principal or site leader will schedule interviews required for investigations of maltreatment reports in accordance with the procedures implementing this policy.

~~Prior to granting a request, the principal or site leader will make a reasonable attempt to contact the student's parent/guardian to inform the parent/guardian of the request only for interviews by the Minnesota Department of Education.~~

2. Discretionary Interview

For all other requests for interviews, the principal or site leader will limit access to the student during school hours to instances where other opportunities for the interview are not reasonably available and the reason for the request ~~outweighs the student's educational interests~~ is in the student's best interests or in the event of an emergency. The principal or site leader will not grant a discretionary interview with a student without making a reasonable attempt to contact the student's parent/guardian to inform the parent/guardian of the request.

Revised: xx/xx/xx

Revised: 1/19/16

Policy 519 Adopted: 1/21/03

Legal References

M.S. ~~626.556~~ Chapter 260E

Cross References

Policy 414 – Mandated Reporting of Maltreatment of Children or Vulnerable Adults

EXTRACT OF MINUTES OF MEETING OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 279 (OSSEO AREA SCHOOLS)
STATE OF MINNESOTA

September 27, 2022

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 279 (Osseo Area Schools), State of Minnesota, was held in said school district on September 27, 2022 at six o'clock p.m., for the purpose, in part, of considering approval of gifts to the district.

The following members were present: XXXX;
and the following were absent: XXXX.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING DONATIONS

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

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

THEREFORE, BE IT RESOLVED that the School Board of Osseo Area Schools, ISD 279, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Osseo Area Retired Educators	\$500	Purchase School Supplies for the Family and Community Engagement School Supplies Giveaway
The Blackbaud Giving Fund	\$24	Building needs at Crest View Elementary
Rebecca Prinsen	\$200	School needs at Fernbrook Elementary
Cory Carlson	\$100	School needs at Fernbrook Elementary
David Stevens	\$72	Provide Support in improved literacy at Garden City Elementary
Anonymous	\$56	Instructional Materials for K-5 at Rice Lake Elementary
Pam & Patt Miller	Misc. school supplies	School supplies 10 washable glue bottles, 5 Crayola colored pencils packs, 12 Crayola Marker packs, 3 large packs glue sticks, 24 notebooks for students at Park Brook Elementary School
Sports Clip Haircuts of Crystal	Misc. school supplies	38 draw string bags, 44 folders, 44 notebooks, 60 packs of pencils, pens 40 erasers, 30 glue sticks for students at Park Brook Elementary School
Roger & Patricia Katzenmaier	\$500	Purchase of books for WVR Lake-Wolves books for grade level for Weaver Lake Elementary
MGHS Robotics Booster Club	\$215.40	Robotics Expenses for Maple Grove Senior High
MGSH Crimson Trap Booster Club	\$2841	Trap Coach for Maple Grove Senior High
Chris Gustanski	Misc. school supplies	SVT Advantage Tournament Traveler elevated Camera/Tripod Monitor for Maple Grove Senior High
Target Corporation	\$10	Giving Campaign for Rush Creek Elementary
Target Corporation	\$10	Giving Campaign for Rush Creek Elementary
Target Corporation	\$10	Giving Campaign for Rush Creek Elementary
Target Corporation	\$10	Giving Campaign for Rush Creek Elementary
Target Cyber Grants LLC	\$10	Target Giving Campaign for Rush Creek Elementary
John Morse	\$100	Donation for Rush Creek Elementary
Benevity Community Impact Fund	\$135	Giving Platform for Rush Creek Elementary
JSM Karate Inc. dba Dojo Karate Maple Grove	\$100	Weaver Lake Elementary
Band Boosters	\$2100	McPhail Lesson Payments #1 for Osseo Senior High
Terry Austin-Positive Image	Misc. school supplies	48 new backpacks, 40 new sets of: 3 folders, 2 notebooks; planner, 3x5note cards; 1USB; 4 pencils, 2 high lighters, 3 pens, 1 calculator, 1 student planner
Redeemer Covenant Church	Misc. school supplies	1 case of paper, 4 boxes of baggies; 6 large containers Lysol wipes, 20 pack of pencils, 3 pack My First Pencil, 5 sets of watercolors, 6 pack of dry erase markers, 5 pack of high lighters, 2 ear buds, 1 pack post it notes, 29 mini sharpeners, 9 packs of pens, 6 rulers, 19 boxes of crayons, 27 boxes of Kleenex, 1 pack permanent markers, 10 scissors, 5 glue bottles, 15 pack of erasers, 17 pack of markers, 14 packs of colored pencils, 12 packs regular glue sticks, 4 packs giant glue sticks, 13 pencil boxes, 4-3 ring binders, 25 note books, 3 composition notebooks, 70 folders, 2 pencil pouches 199

Maple Grove Women of Today	\$930	Misc. School supplies donated to District 279 Community Ed in c/o Carrie Larson
Weaver Lake Elementary PTO	\$1059.49	May Art Project Reimbursement for Weaver Lake Elementary
Shutterfly, LLC	\$80	Yearbook expense refund for Park Brook Elementary
Osseo Band Boosters	\$1650	Florida Trip Payment for Osseo Senior High
EB Families	\$40	Classroom donation-Sarah McCarthy's 5 th grade for Edinbrook Elementary
EB Families	\$1946	4 th grade field trips & class activities for Edinbrook Elementary
Shutterfly/Lifetouch	\$144	Yearbook refund for Edinbrook Elementary
EB PTO	\$270.27	Fudgesicles at Edinbrook open house for families attending
EB PTO	\$6225	Edinbrook Volunteer Coordinator for Edinbrook Elementary
Park East Chiropractic	\$150	10 boxes of new school supplies- approx. \$150 for Edinbrook Elementary
Chris Howell	Misc. school supplies	Disinfectant wipes (2 large Boxes) and 6 complete sets of student supplies Edinbrook Elementary
Gina Freese- Maple Grove Starbucks	\$150	5 + boxes of new school supplies – approx. \$150 worth for Edinbrook Elementary
Kong Moua – Brooklyn Park Campus – River Life MN	\$250	10+boxes of school supplies (new) approx. \$250 worth for Edinbrook Elementary
TOTAL	\$19,888.16	

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ . The following voted in favor: XXXX;

and the following voted against: XXX

whereupon said resolution was declared duly passed and adopted

STATE OF MINNESOTA)
)SS
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 279 (Osseo Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board

of said school district duly called and held on the date therein indicated and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 27th day of September 2022.

School Board Clerk – Tamara Grady

POLICY 532 – USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS FROM SCHOOL GROUNDS

I. Purpose

The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, a student from school grounds.

II. General Statement of Policy

- A. The school district is committed to promoting learning environments that are safe for all members of the school community. It further believes that students are the first priority and that they should be reasonably protected from physical or emotional harm at all school locations and during all school activities.
- B. All students are subject to the terms of the school district's discipline policy. Building level administrators are responsible to maintain a safe, secure, and orderly educational environment within which learning can occur. Corrective action to discipline a student and/or modify a student's behavior will be taken by staff when a student's behavior violates the school district's discipline policy.
- C. If a student engages in conduct which, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property school district personnel may call 911, or peace officers and that student may be removed from school grounds in accordance with this policy and associated procedures.
- D. School Resource or peace officers may not be used to perform educational interventions, including regulated procedures, either on an emergency basis or in accordance with an IEP. Law enforcement officers shall not be involved in an educational decision to remove a student from school as a disciplinary response.

Policy Revised:

Policy Revised: 3/15/16

Policy Dated: 9/21/2004

Legal References

20 U.S.C. 1415(k)(9) (Individuals with Disabilities Education Act (IDEA))
34 C.F.R. 300.529 (IDEA Regulation Regarding Involvement of Law Enforcement)
20 U.S.C. 1232g et seq. (Family Educational Rights and Privacy (FERPA))
M.S. 13.01, et seq. (Minnesota Government Data Practices Act)
M.S. 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)
M.S. 121A.582 (Student Discipline; Reasonable Force)
M.S. 121A.61 (Discipline and Removal of Students from Class)
M.S. 121A.67 (Aversive and Deprivation Procedures)
M.S. 125A.094-.0924 (Restrictive Procedures for Children with Disabilities)
M.S. 245.487-.4889 (Children's Mental Health Act)
M.S. 609.06 (Authorized Use of Force)
M.S. 609.379 (Permitted Actions)

Cross References

District Policy 506 (Student Discipline)
District Policy 507 (Corporal Punishment)
District Policy 515 (Protection and Privacy of Education Records)
District Policy 543 (The Use of Regulated Conditional Procedures as Behavioral Interventions with Special Education Students)

PROCEDURE 532 – USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS FROM SCHOOL GROUNDS

I. Definitions

For purposes of this policy, the following terms have the meaning given them in this section:

A. Student with an IEP

A student with an IEP means a student who is eligible to receive special education and related services pursuant to the terms of an individual education program (IEP) ~~or an individual interagency intervention plan (IIP).~~

B. Peace Officer

A peace officer means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term peace officer includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper.

C. School Resource Officer

A school resource officer is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students.

D. Crisis Team

A crisis team means crisis services that may be available in accordance with an agreement regarding procedures to coordinate crisis services for Hennepin County implementing the Minnesota Children's Mental Health Act.

E. Remove the Student from School Grounds

The phrase remove the student from school grounds is the act of ~~securing the person of a student and~~ escorting that student from the school building or school activity at which the student is located.

F. Other

All other terms and phrases used in this policy and procedures will be defined in accordance with applicable state and federal law or ordinary and customary usage.

II. Removal of Students from School Grounds

A. Removal by Crisis Team

If the behavior of a student endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, the Site Administrator may summon a county crisis team if one is available. If the student is a student with an IEP, the site leader may provide the student's IEP or behavior intervention plan to the Crisis Team. The Crisis Team may attempt to de-escalate the

student's behavior through any legal means. If such measures fail, or when the crisis team determines that the student's behavior continues to endanger or may endanger the health, safety, or property of the student, other students, staff members, or school property, the crisis team may remove the student from school grounds.

B. Removal by School Resource Officer or Peace Officer

If a student engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, members of the county crisis team, building administrator, or the building administrator's designee, may request that the school resource officer or a peace officer remove the student from school grounds.

C. Reporting a Crime

1. Whether or not a student engages in conduct which endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property, school district personnel may report a crime committed by a student to appropriate authorities.
2. If the school district reports a crime committed by a student, school personnel will transmit copies of disciplinary records and, if applicable, relevant special education records of the student for consideration by appropriate authorities to whom it reports the crime, to the extent that the transmission is permitted by the Family Educational Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act, and Policy 515 - Protection and Privacy of Education Records.

D. Reasonable Force Permitted

In removing a student from school grounds, a building administrator, crisis team members, or the school resource officer or other agents of the school district, may use reasonable force when it is necessary under the circumstances to correct or restrain a student who, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, other students, staff members, or school property.

In removing a student with an IEP from school grounds, school resource officers and school district personnel shall not use the prohibited procedures listed in Policy 543 - The Use of Regulated Conditional Procedures as Behavioral Interventions with Special Education Students.

E. Parental Notification

The building administrator or designee will make reasonable efforts to notify the student's parent/guardian of the student's removal from school grounds as soon as possible following the removal.

F. Continued Removal of a Student with an IEP

Continued and repeated use of the removal process described herein must be reviewed in the development of the individual student's IEP or Individual Interagency Intervention Plan. If a student with an IEP is removed from a classroom, school building, or school grounds during the school day by a county crisis team or school resource officer at the request of a school administrator or school personnel twice in a

thirty (30) day period, the student's IEP team must meet to determine if the student's IEP is adequate or if additional evaluation is needed.

Revised:

Revised: 3/15/16

Procedure Dated: 9/21/2004

Legal References

20 U.S.C. 1415(k)(9) (Individuals with Disabilities Education Act (IDEA))

34 C.F.R. 300.529 (IDEA Regulation Regarding Involvement of Law Enforcement)

20 U.S.C. 1232g et seq. (Family Educational Rights and Privacy (FERPA))

M.S. 13.01, et seq. (Minnesota Government Data Practices Act)

M.S. 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)

M.S. 121A.55 (Policies to be Established)

M.S. 121A.582 (Student Discipline; Reasonable Force)

M.S. 121A.61 (Discipline and Removal of Students from Class)

M.S. 121A.67 (Aversive and Deprivation Procedures)

M.S. 125A094-.0924 (Restrictive Procedures for Children with Disabilities)

M.S. 245.487-.4889 (Children's Mental Health Act)

M.S. 609.06 (Authorized Use of Force)

M.S. 609.379 (Permitted Actions)

Cross References

District Policy 506 (Student Discipline)

District Policy 507 (Corporal Punishment)

District Policy 515 (Protection and Privacy of Education Records)

District Policy 543 (The Use of Regulated Conditional Procedures as Behavioral Interventions with Special Education Students)

POLICY 543 – USE OF RESTRICTIVE PROCEDURES AS BEHAVIORAL INTERVENTIONS FOR CHILDREN WITH DISABILITIES RECEIVING SPECIAL EDUCATION SERVICES

- I. Purpose
The School Board recognizes that in order to achieve its mission, a safe and healthy learning environment is essential. The District promotes positive behavioral interventions, but recognizes that in some emergency situations involving students with disabilities receiving special education services, it may be necessary to ~~seclude or~~ physically restrain a student in order to protect the student or others.
- II. General Statement
Restrictive procedures as behavioral interventions with children with disabilities receiving special education services will be used only in emergency situations and in accordance with applicable provisions of Minnesota Laws.
- III. The superintendent will provide training on the use of restrictive procedures for behavioral interventions.

Revised:

Revised: 1/19/16

Revised: 1/24/12

Revised: 9/21/04

Adopted: 4/17/01 (Formerly Policy 5410)

Adopted: 1/4/94

Legal References:

Minn. Rule 3525.0200, subps 1d-1g, 2a

2c, 8e, 8f, 25a, 25b

Minn. Rule 3525.1100, subp. 2F

Minn. Rule 3525.2900, subp. 5

PROCEDURE 543 – THE USE OF RESTRICTIVE PROCEDURES AS BEHAVIORAL INTERVENTIONS FOR CHILDREN WITH DISABILITIES RECEIVING SPECIAL EDUCATION SERVICES

I. Definitions

- A. Restrictive Procedures means the use of physical holding or seclusion in an emergency.
- B. Physical holding is physical intervention intended to hold a student immobile or limit a student's movement and where body contact is the only source of physical restraint and where immobilization is used to effectively gain control of a child in order to protect a child or other individual from physical injury. Physical holding does not include physical contact that:
 - 1. helps a student respond or complete a task;
 - 2. assists a student without restricting the student's movement;
 - 3. is needed to administer an authorized health-related service or procedure;
 - 4. is needed to physically escort a student when the student does not resist or the student's resistance is minimal; or
 - 5. is used to discipline a non-compliant student.
- C. Seclusion is confining a student alone in a room from which egress is barred. Egress may be barred by an adult locking or closing the door in the room or preventing the child from leaving the room. Removing a student from an activity to a location where the student cannot participate in or observe the activity is not seclusion. **Seclusion should not be used as a planned intervention for students.**
- D. Emergency means a situation where immediate intervention is needed to protect a student or other individual from physical injury. Emergency does not include a student not responding to a task or request unless such failure to respond would result in physical injury to the child or other individual.
- E. Prohibited Procedures
Prohibited procedures are interventions that are prohibited from use in schools by district employees, contracted personnel, and volunteers. The actions described below are prohibited procedures:
 - 1. Corporal punishment, as defined in state law.
 - 2. Requiring a pupil to assume and maintain a specified physical position, activity, or postures that induces physical pain as punishment.
 - 3. Presentation of intense sounds, lights, or other sensory stimuli as punishment.
 - 4. Denying or restricting a student's access to equipment and devices that facilitate the student's functioning, except temporarily when necessary to prevent injury to the student or others or the student is perceived to be destroying or seriously damaging equipment or devices, in which case the equipment or device shall be returned to the child as soon as possible.
 - 5. Total or partial restriction of ~~auditory or visual~~ **a child's** senses (not to include study carrels when used as an academic intervention).
 - 6. Withholding regularly scheduled meals or water.
 - 7. Denying a student access to toilet facilities.
 - 8. Interacting with a student in a manner that constitutes sexual abuse, neglect, or physical abuse as defined by Minnesota law.
 - 9. Physical holding that restricts or impairs a student's ability to breathe, restricts or impairs a child's ability to communicate distress, places pressure or weight on a child's head, throat, neck, chest, lungs, sternum, diaphragm, back or abdomen, or results in straddling a child's torso.

10. Prone restraint (i.e. placing a child in a face down position as a means controlling a student).

II. Training for Staff

- A. Staff training will be provided to licensed special education teachers, school social workers, school psychologists, behavior analysts certified by the National Behavior Analyst Certification Board, a person with a master's degree in behavior analysis, other licensed education professionals, paraprofessionals credentialed for education paraprofessionals, and mental health professionals who work with students receiving special education services. Staff training will include:
 1. Positive behavioral interventions.
 2. Communicative intent of behaviors
 3. Relationship building.
 4. Alternatives to restrictive procedures, including techniques to identify events and environmental factors that may escalate behavior.
 5. De-escalation methods.
 6. Standards for using restrictive procedures only in an emergency.
 7. Obtaining emergency medical assistance.
 8. The physiological and psychological impact of physical holding and seclusion.
 9. Monitoring and responding to a child's physical signs of distress when physical holding is being used.
 10. Recognizing the symptoms of and interventions that may cause positional asphyxia when physical holding is used.
 11. School district policies and procedures for timely reporting and documenting each incident involving use of a restricted procedure.
 12. School wide programs on positive behavior strategies.
- B. The school district will document participation in staff development activities regarding the use of restrictive procedures and who provided the training.

III. Documenting Use of Restrictive Procedures

- A. Restrictive procedures may be used only in an emergency. Restrictive procedures may be included in a student's Individual Educational Program (IEP) or Behavior Intervention Plan (BIP); however, the restrictive procedures may be used only in response to behavior that constitutes an emergency.
- B. A student's case manager will make reasonable efforts to notify a student's parent on the same day a restrictive procedure is used. If same day notice is not possible, the case manager will send a notice within two days by written or electronic means or by the preferred means indicated by the parent at an IEP team meeting.
- C. The staff member who implements or oversees the physical holding or seclusion must document all uses of restrictive procedures.
- D. ~~The site leader at any school that intends to use restrictive procedures~~ District administration will post the following information on the school's district's website;
 1. a list of the restrictive procedures the school intends to use;
 2. a description of how the school district will implement a range of positive behavior strategies and provide links to mental health services;
 3. a description of how the school district will monitor and review the use of restrictive procedures, including:
 - a. conducting post-use briefings
 - b. convening an oversight committee to undertake a quarterly review of the use of restrictive procedures.

4. a description of staff training; and
5. identity of the oversight committee members.

IV. Use of Restrictive Procedures ~~as Part of the IEP~~

~~In preparing the IEP, the IEP team will include, when appropriate, restrictive procedures to be used in an emergency. Restrictive procedures may only be used for emergency situations.~~

A. Use of Restrictive Procedures Not Included in an IEP

1. If the student's IEP does not provide for using restrictive procedures in an emergency and a restrictive procedure is used as an emergency intervention on two separate school dates within 30 calendar days, or a student's pattern of behavior is emerging that interferes with the achievement of the student's educational goals and objectives, or at the request of the parent after restrictive procedures are used, the following procedures must be followed:
2. The staff person who implements or oversees the restrictive procedure will document the reason for and use of a restrictive procedure in an emergency situation and inform the parent/legal guardian and building administrator immediately following the emergency situation.
3. Within 10 calendar days after district staff use restrictive procedures on two separate school days within 30 calendar days or when a pattern emerges, the student's special education team must meet to determine if the student's IEP is adequate, if additional assessment is needed and, if necessary, amend the IEP. The team must review any known medical or psychological limitations, including any medical information the parent provides voluntarily, that contra-indicate the use of a restrictive procedure, consider whether to prohibit that restrictive procedure, and document any prohibition in the IEP or BIP.
4. Restrictive procedures may be used in emergencies until the IEP team meets.
5. If the school district uses restrictive procedures on a student on ten or more school days during the same school year, the IEP team must, as appropriate, take one or more of the following actions;
 - a. Consult with other professionals working with the child
 - b. Consult with experts on behavior analysis, mental health, communication, or autism,
 - c. Consult with culturally competent professionals,
 - d. Review existing evaluations, resources, and successful strategies, or consider whether to reevaluate the student.

B. Use of Restrictive Procedures in IEPs:

1. ~~In preparing the IEP, the IEP team will include, when appropriate, restrictive procedures to be used in an emergency. Restrictive procedures may only be used for emergency situations.~~
2. In order to plan for use of a restrictive procedure in an emergency, the team must conduct an assessment including a Functional Behavior Assessment (FBA) and prepare a report which includes:
 - a. The frequency and severity of target behaviors for which the restrictive procedure is being considered;
 - b. At least two positive interventions implemented and the effectiveness of each; and
 - c. Recommendations for the design and implementation of restrictive procedures in an emergency based on present levels of performance, needs, goals and objectives, for documentation in the IEP.
3. The IEP team must also develop a written BIP that describes the steps for implementing restrictive procedures in an emergency (use District Behavior Support Plan form).

4. When restrictive procedures are in an IEP or BIP the school district shall prepare and serve a Notice of Proposed Special Education Services form indicating that restrictive procedures have been added to the IEP. The Notice must inform the parent that, except for initial placement and provision of services, the school district will proceed with the use of restrictive procedures in an emergency unless the parent objects in writing on the Notice or otherwise in writing within fourteen (14) calendar days after receipt of the Notice. The use of restrictive procedures must be reviewed at the student's annual IEP meeting.
5. The IEP, Notice and Behavior Support Plan, if any must be filed in the student's cumulative file.

Revised:

Revised: 1/19/16

Revised: 9/10/13

Revised: 1/24/12

Revised: 9/21/04

543 Dated: 4/17/01_(Formerly Procedure 5410)

Procedure 5410 Dated: 1/4/94

Legal References:

Minn. Stat. §125A.0942

Minn. Stat. §121A.58

Minn. Stat. §626.556