

## Regular Monthly Board Meeting

Monday, November 6, 2023 5:30 PM

High School Media Center, 810 First Street North, Pine River, MN 56474

### 1. Call to Order and Pledge to the Flag

**Speaker(s):** Board Chair

**Members:** Leslie Bouchonville, Wanda Carlson, Chris Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, David Sheley, Ryan Trumble and Superintendent Jonathan Clark

### 2. Welcome to Visitors

**Speaker(s):** Board Chair

2.1. Public Comments and Time for Interaction with the Board on Agenda Items

**Speaker(s):** Board Chair

2.2. Spotlight on Education - Student Council

### 3. Approve Agenda (and addendum, if included)

4. Approve Minutes of the October 2, 2023 regular board meeting.

**Speaker(s):** Board Chair

### 5. Informational Items

5.1. Principal Reports

5.2. Director Reports

5.3. Superintendent Report

5.4. Enrollment Report

5.5. ESSER Funding

### 6. Consent Calendar

6.1. Approve Bills Presented

6.2. Approve Investment Report

6.3. Approve Treasurer's Report

6.4. Approve Electronic Funds Transfers and Other Banking Transactions

6.5. Adopt Resolution Accepting Monetary Awards and Donations

6.6. Approve Personnel Items as Listed

6.7. Approve Resolution of Governing Board Supporting Form A and Form B Applications to Minnesota State High School League Foundation

6.8. Approve Resolution Establishing a Combined Polling Place for School District Elections not Held on the Day of a Statewide Election

### 7. Discussion Items

7.1. Superintendent mid-year evaluation

7.2. National HRS Conference

7.3. 2024 Board Meeting Calendar

7.4. Sourcewell Board of Directors

8. **Action Items:**

8.1. Approve staff out of state travel to attend the  
National HRS Conference in January 2024

9. **Open Forum**

10. **Adjourn**

A meeting of the Board of Education was held in the High School Media Center at 5:30 p.m. on Monday, October 2, 2023 with Chair Cunningham presiding.

Members present: Leslie Bouchonville, Chris Cunningham, Roger D. Hoplin, Nicki Linsten-Lodge, David Sheley, Ryan Trumble and Superintendent Jonathan Clark. Wanda Carlson was absent.

The floor was opened for comments from the public on agenda items.

Spotlight on Education – PRB 2023 Musical Production, *The Little Mermaid*

Motion by Hoplin, second by Linsten-Lodge, to approve the agenda. All voted aye and the motion carried.

Motion by Trumble, second by Hoplin, to approve the minutes of the September 11, 2023 regular board meeting and the September 18, 2023 special meeting. All voted aye and the motion carried.

Administrative team, director and enrollment reports were heard.

Consent Calendar - Motion by Hoplin, second by Bouchonville, to approve the Consent Calendar, which consisted of the following items:

- Approve bills presented (checks 74110-74251 totaling \$284,103.00); approve the investment report; approve the treasurer's report; approve the report on electronic fund transfers and other banking transactions; adopt a resolution accepting monetary awards and donations; and
- Approve Personnel Items:
  - Terminate the employment of Kaden Swenson, Custodian, effective September 15, 2023 and authorize posting for a replacement;
  - Approve the hiring of Brent Passarella as Route Bus Driver effective September 25, 2023;
  - Approve the hiring of Holly Wendland as Custodian effective October 2, 2023;
  - Increase the hours of Stephanie Todd, Administrative Assistant, by .5 daily effective October 2, 2023;
  - Approve the hiring of Isaak Anderson as Senior High Knowledge Bowl Advisor for the 2023-24 season;
  - Approve the hiring of Melanie Lindquist as Co-Junior High Knowledge Bowl Advisor for the 2023-24 season;
  - Approve the hiring of Greg Gentry as Co-Junior High Knowledge Bowl Advisor for the 2023-24 season;
  - Approve the hiring of Katie Vershelde as Prom Advisor for 2023-24;
  - Approve the hiring of Kay Sawyer as Prom Advisor for 2023-24.
- Approve an additional fifteen minutes per day to the paraprofessional agreements with Andria Strenge, Sarah Rugroden, Sonya Crimmins, Heather Hulke and Kaylynn Shepard effective September 25, 2023; and
- Approve the Cass County Children's Initiative, Inc. Interagency Agreement for 2024.

All voted aye and the motion carried.

Open forum – The meeting was opened for comments from the public.

Cunningham adjourned the meeting at 6:22 p.m.

Wanda Carlson, Clerk  
Recorded by Cindy Felthous



**School Board Report**  
**PRB Elementary School**  
**November 6, 2023**

**SAFE ENVIRONMENT AND CONSISTENT DISCIPLINE - Level 1: Safe, Supportive, and Collaborative Culture**

- Supervision is appropriately in place in all areas of our school (classroom, hallway, cafeteria, playground).
- Staff are positively and consistently reinforcing behaviors and re-teaching as needed.
- We have averaged 1.5 major or minor referrals per day so far this year. Classroom teachers do review specific student behavior data often (at least monthly) and put positive plans in place to support individual students.

**STAFF TRAINING & PROFESSIONAL DEVELOPMENT**

- November 6th will be our staffing development day with teachers. We will discuss student data, have a staff meeting, our science curriculum team will meet, and teachers will have a chance to finish end of quarter progress reports.
- PLC's continue to meet twice per month focused on professional goals established (2.2, 2.5). Teams are working through the PLC Cycle (see last page). *What do we want our students to learn? How will we know if they are learning? How will we respond when students don't learn? How will we extend learning for students who are already proficient?*
- We have our first Catalyst coaching day coming up November 10th. The schedule will be hopefully be full. Teachers have the opportunity to participate in a consultation session, certification observation, or attempt to become a demonstration teacher. We will see a lot fo re-certifications come out of our building as well as new learning with the whole group strategies.

**FACILITY NEEDS**

- The building and grounds look great. Thank you to our custodial staff for all of the preparation and daily work to keep things working smoothly.
- Students and staff look forward to seeing continued updates to our "branding" process.

**STUDENT ACHIEVEMENT**

- Student data has been collected analyzed, and updated for all students. Our interventionists are report great gains with many students.
- **BUILDING GOALS**
  - **Math** - Increase MCA Math scores to 50% Proficient or higher by 2024.
  - **Reading** - Increase MCA Reading scores to 60% Proficient or higher by 2024.
  - **Relationship** - Understanding students' backgrounds and interests; Having high expectations for ALL learners.

**Misc. information**

- Parent-Teacher Conferences will be held Thursday, November 9th and Tuesday, November 14th from 3:30-7:00pm. Families with students in grades PreK-4 received an electronic link to sign up for a time. Our 5th & 6th grade families can attend anytime and meet with teachers. We will also be having a book fair in our elementary gym during both nights.



# *Pine River-Backus*

**PUBLIC SCHOOLS - PINE RIVER, MN**

- **November 4th:** End of Quarter 1
- **November 6th:** Teacher Professional Development Day
- **November 6th:** School Board Meeting - 5:30pm
- **November 8th:** CEU Meeting - 3:30pm
- **November 9th:** P/T Conferences 3:30-7:00 (Book Fair as well)
- **November 10th:** Catalyst Professional Development Day #2
- **November 14th:** P/T Conferences 3:30-7:00 (Book Fair as well)
- **November 16th:** District Advisory Committee - 5:30pm
- **November 23 & 24: NO SCHOOL**

30 new students. 23 withdrawn.



*Pine River-Buckus*  
PUBLIC SCHOOLS - PINE RIVER, MN

<b>Early Childhood</b>		
Kids Together		
School Readiness		
Headstart		
	<b>0</b>	
<b>Kindergarten</b>		<b>10/25/2023</b>
Dallas	17	
Norman	19	
Travis	19	
	<b>55</b>	
<b>Grade 1</b>		
Anderson	20	
Hicks	18	
Kamholz	18	
	<b>56</b>	
<b>Grade 2</b>		
Ackerman	20	
Robbi	20	
Rice	20	
	<b>60</b>	
<b>Grade 3</b>		
Diederich	20	
Dinnel	19	
Hoffarth	20	
	<b>59</b>	
<b>Grade 4</b>		
Goddard	25	
Rowell	23	
Vry	23	
	<b>71</b>	
<b>Grade 5</b>		
Ackerman	24	
Freeman	24	
	<b>48</b>	
<b>Grade 6</b>		
Rister	24	
Hawks	22	
Vetsch	24	
	<b>70</b>	
<b>TOTAL</b>	<b>419</b>	

# OCTOBER TIGER PRIDE NOMINEES!!

Student	Teacher	October Character Tr
Deklan Kopilchak	Mrs. Norman	Date on certificates: C
Kaden Orth	Ms. Dallas	
Dawson Borders	Mrs. Travis	
Brayson Brogle	Mrs. Anderson	
Kianna Orth	Mrs. Hicks	
Owen Stagnaro	Mrs. Kamholz	
Oliver Lindstam	Mr. Ackerman	
Jax Torkelson	Ms. Robbi	
Sadie Odens	Mrs. Rice	
Michael Charleston	Mrs. Diederich	
Onika Ashman	Mr. Hoffarth	
Arwen Newbold	Mr. Dinnel	
Kayley Orth	Mrs. Goddard	
Payten Johnson	Mrs. Rowell	
Cale Lindstam	Mrs. Vry	
<b>5-6 Grade Level</b>		
Samantha Dabill	Mr. Ackerman	
Alaina Humphrey	Mrs. Freeman	
Tristan Ashman	Mrs. Holden	
Marlaeu Anderson	Mr. Hradsky	
Corbin Callahan	Mr. Johnson	
Tori Rickard	Mr. Ramler	
Brylie Vrendenburg	Mrs. Soukup	
<b>Title/Specials</b>		
Holly Newberger	Mrs. Davis	Anna Mikota
Kaiden Berends	Mrs. Shackle	Alaya Eckerman
Brantley Shepherd	Ms. Arnold	Brynlee Norman
Lillian Sartwell	Mrs. Sether	Brody Diederich
	Mr. Gonnion	
Lexus Brown	Mr. Ehlert	Savanna Ericson
Carter Splichal	Mr. Casperson	Brylee Freeman
Wynter Siltman	Ms. Benson	Chandler Ratz
Caden Thundershield	Ms. Determan	
	Ms. Kussart	
Cecilia Cross	Mrs. Bergem	
Olive Switajewski	Mrs. Dinnel	
Charlie Koehler	Ms. Smith	
Alfred Hayford	Mrs. Adkins	
Reuben Newbold	Mrs. Odens	
Remington Hammond	Mrs. Loge	

Jon Clark, Superintendent  
Chris Halverson, High School Principal  
Rick Aulie, Elementary Principal  
Sue Peet, ALC Director  
Charity Crannel, Transportation Director  
Kevin Furst, Technology Director

# PINE RIVER-BACKUS SCHOOLS ISD 2174

Troy Gregory, Community Ed Director  
Jolene Bengtson, Business Manager  
Cindy Felthous, Human Resources  
Jill Blanchard, Food Service Director  
Karl Flier, Bldgs & Grounds Director  
Tim Tungseth, Activity Director



## School Board Report for November 6th, 2023 *Current Happenings at PR-B High School*

### PRB High School Site Goals:

- The percent of PR-B high school students who can identify a positive adult connection with PR-B staff will increase by 20% over the 2023-24 school year.

### ● High School

- **Math** - Increase MCA Math scores to 48% Proficient or higher by 2024.
- **Reading** - Increase MCA Reading scores to 60% Proficient or higher by 2024.
- **Relationship** - Understanding students' backgrounds and interests;  
Having high expectations for ALL learners.

- Level One and Two HRS Certification Finalized - Level 3 work in process.

### 2023-2024 Level 1 Current Goals: Safe & Collaborative School

- -Administer Level 1 and 2 Surveys to staff, parents, students (*Established*)
- -Utilize monitoring system to identify lagging indicators - *In-Action*
- -Continue to strengthen PBIS program - *ongoing*
- -Implementation of Catalyst Strategies at the habitual and systems level - *daily/ongoing (training in Catalyst toward certification)*
- -Professional Learning Teams - *2 Wednesdays per month*
- -ALICE/Crisis Planning - *Ongoing*

### Focus of Effective Instructional Practices: (HRS Level 2)

- Standards, Rigor, Vocabulary, Common Model of Instruction, Instructional Rounds, REACH, Envoy Strategies, Learning Goals Posted, HRS Framework
- -Marzano Art & Science of Teaching Learning Segment(s) (PLC focus)
- -Learning Goals Posted, Rigor, Vocabulary, Common Model of Instruction, Instructional Rounds

### Professional Learning Teams

- PLC's are starting to get going. Staff will begin their PLC this year by choosing an element from Robert Marzano's "Art & Science of Teaching". PLCs will also be concentrating on essential standards and best practice in the remote setting during this school year. PLC's are under way and the feedback from faculty and the PLC Learning
- 

**Teach Inspire Grow Excel Reach Succeed! TIGERS!**

Jon Clark, Superintendent  
Chris Halverson, High School Principal  
Rick Aulie, Elementary Principal  
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- Team notes prove that we are creating and facilitating a model that creates and fosters teaching and learning growth and development. This is very positive for our school!
- The purpose of a professional learning community is: (BASE NORMS)
  - **To ensure that students learn**
  - **To ensure a culture of professional collaboration for school improvement**
  - **To focus on results**
  - **To be action oriented**

## **Safe Environment and Consistent Discipline**

- I attended the MASSP Legal Workshop on Nov. 2nd. It was very informative and helpful to hear common scenarios and challenges throughout the state. Some of the topics discussed were maltreatment, transgender law, sexual harassment, staffing/licensure, probationary teachers and timelines.
- Fall Conferences have been rescheduled for November 9th and 14th.
- Our Cafeteria Lockdown procedures were discussed and practiced with students and teachers in grades 7-12. We also executed our Cold Weather Fire Drill. Our PR-B students took the drills very seriously.
- I met with the Region 5 PLC Principal PLC and discussed challenges and strategies for scheduling alternatives, credit recovery, and discipline in the high school arena. They are a very educated group who are very valuable to collaborate with and grow within this influential leadership position.
- We held our Attendance Review Board Meeting to collaborate and address truancy and other student and family challenges. The collaboration and work together is much appreciated.

## **Staff Training and Professional Development:**

- We held a staff inservice on November 6th and teachers were very engaged and productive. Math teachers from the district were involved in a data dive on test scores and ways to improve them from a k-12 systems approach. All other teachers from the high school were working on MTSS or Tiered Intervention Strategies to improve student growth and success.
- Our PR-B High School Leadership Team met and discussed feedback and direction for our PLCs, Advisory/Tiger Time, instructional rounds, Professional Growth Goals / Student Learning Goals, mentorship program and ALICE.
- I met with many teachers as we completed our Professional Growth Plan Cycle. It is a very valuable part of our teaching and learning system that I truly enjoy.
- The PR-B Site Council Team met and discussed advisory "Tiger Time", Teacher Recognition strategies and upcoming staff get together opportunities.

## • **STUDENT ACHIEVEMENT/ACTIVITIES**

- We held our Student of the Month celebrations for grades 5-8 and 9-12. It continues to be one of my favorite times to interact with students and families who deserve the recognition for their work and dedication. GO TIGERS!!!

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- Our National Honor Society Ceremony was very enjoyable and well attended. It is fun to spend time with our PR-B students and families. Thank you to Ms. Bengtson for leadership and planning of this meaningful event for PR-B students.
  
- **Upcoming events**
  - **November 9th and 14th - Parent/Teacher Conferences**
  
  - **November 16 and 17th - Student of the Month Celebrations**
  
  - **November 23rd and 24th - No School - Thanksgiving Break**
  
  - **December 14th and 15th - Student of the Month Celebrations**
  
  - **December 26th - January 1st - No School - Winter Break**

**Respectfully,  
Chris A. Halverson**

Jon Clark, Superintendent  
Chris Halverson, High School Principal  
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## PR-B National Honor Society 2023- 24

**Congratulations to the 2023-2024 National Honor Society! The new inductees and returning members were recognized with a ceremony and dinner held at the Pine River American Legion. Proud to be PRB! GO TIGERS!!**

**Teach Inspire Grow Excel Reach Succeed! TIGERS!**

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**Congratulations to Mr. Isaak Anderson!**  
**He was named PRB Teacher of the Year 2024!**

***Thank you for all your dedication, hard work, and commitment to the PRB school district, our students, and PRB families.***

**Teach Inspire Grow Excel Reach Succeed! TIGERS!**

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## **Congratulations to our PRB Robotics Team!!**

### Coaches:

Mike Shetka  
Andrew Rudlang

### Mentors:

Jake Shetka  
Joe Dabill

Alexa Tuchtenhagen  
Ethen Bergem  
Samantha Dabill  
Sophia Dabill  
Gabriel Setters  
Jake Swenson  
William Welch  
Maranda Altepeter  
Hailey Rudlang

Teach Inspire Grow Excel Reach Succeed! TIGERS!



*Pine River-Backus*  
PUBLIC SCHOOLS - PINE RIVER, MN

## October 2023 Transportation Report

1. Still in need for 1 full-time route driver and a couple activity drivers.
2. Nothing new to report

Thank you,  
Charity Crannell

November, 2023

We are slowly getting back into more baking and scratch meal prep. We have also started a Line 3 Salad Option for grades 5-12. This is what used to be Ala Carte sales. I wanted to try another reimbursable line instead of the cash only option. It has been well received, with lots of positive feedback from the students that use it.

October Student Breakfast Served - 6698

October Student Lunch Served - 12,278

Things are going well, Working hard at providing the best meal service we can!

Jilline Blanchard  
Food Service Director



## TEACHING & LEARNING UPDATE 11/6/2023

1. High Reliability Schools Summit- San Antonio, TX  
 The dates of the conference are January 29-31, 2024.  
 Depending on flights we would possibly be gone: January 28-31, 2024.  
 Staff members: Chris Halverson , Rachel LeFavor , Katie Vershelde , Lisa Toft ,  
 Jamie Rugroden

Summit Registration	\$729 each x 5	\$3645.00
Airport Parking	\$30/day (if pre-booked)	\$120.00
Mileage to/from airport *unless we use a district van?	0.585/mile x 375 miles	\$219.38
Airfare	\$440/person x 5	\$2200.00
Rental Car or Lyft/Uber	Unknown	Unknown
Hotel	\$260/night (3 nights/3 rooms)	\$2340.00
Meals	(L- \$20, D - \$25) Lunch - 4 meals x 5 Dinner - 4 meals x 5	Lunch - \$400 Dinner - \$500
Extended time for teachers	None	\$0
Approximate total cost	5 Staff	\$9299.38

2. Indigenous Peoples' Day lessons were taught on Oct 9. I received some good feedback and there has been additional conversation about expanding these - especially in the HS
  - a. I attended a training at Sourcewell "Including an Indigenous Lens that Honors the Past, Present and Future" on 10/5 that helped me gather additional information, resources and first person perspective on things we still need. (resources, conscious thinking about teaching, etc)
3. PSAT was given on Oct 11.
  - a. 20 students registered, 14 students took the test.
4. Science committee met today to work on standards alignment and bundling.
5. The Career Pathways team has been working on our communication from local businesses. Specifically in the area of the top five characteristics they look for in an employee/new hire. We have been able to group them into five categories
  - a. leadership
  - b. coachability
  - c. integrity
  - d. communication

e. foundational skills

The next step is for me to meet with NHS on Nov 16 and get input from students on the skills/definitions and strategies for student learning.

6. Mr. Halverson, Ms. Golish, and myself have additionally begun to look at our course catalog, scheduling, and course offerings to see how we can be more efficient and effective, offer more electives to students, while utilizing the same staff. We have added Mr. Furst to the conversation since many of the things we would like to do can be accomplished using Campus.

2023-2024 SCHOOL YEAR  
ENROLLMENT REPORT

	<u>2022-23</u>	<u>9/6/2023</u>	<u>10/1/2023</u>	<u>11/1/2022</u>	<u>12/1/2023</u>	<u>1/1/2023</u>	<u>2/1/2023</u>	<u>3/1/2023</u>	<u>4/1/2023</u>	<u>5/1/2023</u>	<u>6/1/2023</u>	2023-24 YTD Average
<b>ELEMENTARY:</b>												
Kindergarten	61	56	56	56								56
First	61	57	56	56								56
Second	60	62	62	60								61
Third	79	58	58	59								58
Fourth	46	73	72	72								72
Fifth	73	47	47	48								47
Sixth	58	70	70	70								70
Total Elementary	438	423	421	421	0	0	0	0	0	0	0	422
<b>HIGH SCHOOL:</b>												
Seventh	73	57	54	55								55
Eighth	69	68	68	68								68
Ninth	71	66	65	62								64
Tenth	77	72	70	71								71
Eleventh	59	65	62	63								63
Twelfth	63	48	47	47								47
Total High School	412	376	366	366	0	0	0	0	0	0	0	369
Total w/o FT ALC	850	799	787	787	0	0	0	0	0	0	0	794
<b>ALC:</b>												
Ninth	1	0	2	2								1
Tenth	12	0	9	10								6
Eleventh	17	0	11	14								8
Twelfth (includes 12th +)	41	0	19	28								16
Total Full-time ALC	71	0	41	54	0	0	0	0	0	0	0	32
<b>DISTRICT TOTAL</b>	<b>921</b>	<b>799</b>	<b>828</b>	<b>841</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>825</b>
<b><u>PUPIL UNITS:</u></b>												
ECSE	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5
Kindergarten	61.0	56.0	56.0	56.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	56.0
Elementary 1-3	200.0	177.0	176.0	175.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	176.0
Elementary 4-6	177.0	190.0	189.0	190.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	189.7
Secondary	494.4	451.2	439.2	439.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	443.2
ALC	85.2	0.0	24.6	32.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	38.0
Total Pupil Units	1030.1	886.7	897.3	905.1	12.5	12.5	12.5	12.5	12.5	12.5	12.5	915.4

ADM ALC (full and part-time) is included in last year's data and budget data but the ALC is budgeted based on total average daily membership and attendance. In addition, the full-time ALC is not included in the pupil units section because it would not reflect an accurate picture of the ALC pupil units due to the nature of the program.

**FEDERAL FUNDS UPDATE - Allocation, Budget, Spending 11/1/2023**

**FEDERAL COVID FUNDS:**

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2023-24	Carry Forward to FY2025	Application Status	Budget Status	Proposed Use of Funds
2024	160	Formula 160 - SFY2024 Budget Only	\$674,844.56	\$674,844.56	\$0.00	\$423,551.18	\$0.00	TBD	TBD	Health Services Addition - \$200,000 in FY2023, balance to finish in FY2024
2024	161	Formula 161 - SFY2024 Budget Only	\$253,368.93	\$112,915.00	\$140,453.93	\$27,958.28	\$0.00	TBD	TBD	1.0 fte Curriculum Coordinator District, extended time for teachers to work with Curriculum Coordinator
<b>FEDERAL COVID FUNDS TOTAL</b>			<b>\$928,213.49</b>	<b>\$787,759.56</b>	<b>\$140,453.93</b>	<b>\$451,509.46</b>	<b>\$0.00</b>			

**FEDERAL TITLE FUNDS:**

State Fiscal Year	Finance Code	Description	Funds Available	Funds Budgeted	Balance Unbudgeted	YTD SPENT 2023-2024	Carry Forward to FY2025	Application Status	Budget Status	Proposed Use of Funds
2024	401	Formula - 401 - SFY 2024, Title I, Part A: Improving the Academic Achievement of the Disadvantaged	\$313,713.19	\$313,000.00	\$713.19	\$50,786.98	\$262,926.21	Application Submitted 8/28/2023	Approved 10/4/2023	3.0 fte Title I Teachers - Elementary
2024	414	Formula - 414 - SFY 2024, Title II, Part A: Teacher and Principal Training and Recruitment	\$38,043.34	\$38,000.00	\$43.34	\$2,092.58	\$35,950.76	Application Submitted 8/28/2023	Approved 10/4/2023	Staff Development - extended time for curriculum alignment and intervention implementation training and training on appropriate methods for data review, conferences and supplies.
2024	433	Formula - 433 - SFY 2024, Title IV, Part A, Student Support and Academic Enrichment	\$0.00	\$0.00	\$0.00	N/A	N/A	No Application Needed	N/A	All \$19,737.88 Title IV Funds transferred to Title I (401). No FY2024 application in Title IV.
<b>FEDERAL TITLE FUNDS TOTAL</b>			<b>\$351,756.53</b>	<b>\$351,000.00</b>	<b>\$756.53</b>	<b>\$52,879.56</b>	<b>\$298,876.97</b>			

**PINE RIVER BACKUS SCHOOLS**  
**Check Register by Bank and Check**

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174		CHEC	75597	74252	Check	1	105497		BLAKE, LEOLA	Yes	No	No	USD	09/28/2023	125.00
			75600	74253	Check	1	105698		BOLTE, KIMBERLY	Yes	No	No	USD	09/28/2023	213.84
			75598	74254	Check	1	105512		BROCKPAHLER, ALEX	Yes	No	No	USD	09/28/2023	128.62
			75601	74255	Check	1	105699		DENTON, KATELYN	Yes	No	No	USD	09/28/2023	100.00
			75592	74256	Check	1	100971		ESALA, GREG	Yes	No	No	USD	09/28/2023	128.62
			75602	74257	Check	1	66750		PETTY CASH	Yes	No	No	USD	09/28/2023	300.00
			75603	74258	Check	1	66750		PETTY CASH	Yes	No	No	USD	09/28/2023	200.00
			75596	74259	Check	1	105319		PREUSS, JEFFREY P.	Yes	No	No	USD	09/28/2023	128.62
			75593	74260	Check	1	102816		SCHULTZ, BRIAN SCOTT	Yes	No	No	USD	09/28/2023	213.84
			75594	74261	Check	1	105224		SEATON, TIM	Yes	No	No	USD	09/28/2023	128.62
			75599	74262	Check	1	105697		SNYDER, KENDRA L.	Yes	No	No	USD	09/28/2023	125.00
			75595	74263	Check	1	105317		TUMBERG, KEVIN	Yes	No	No	USD	09/28/2023	128.62
			75634	74264	Check	1	105702		7 MINDSETS ACADEMY LLC	Yes	No	No	USD	10/03/2023	3,500.00
			75614	74265	Check	1	102055		ACKERMAN, JILL	Yes	No	No	USD	10/03/2023	150.00
			75640	74266	Check	1	59100		AUTO VALUE PARTS STORE	Yes	No	No	USD	10/03/2023	1,055.61
			75625	74267	Check	1	104348		BIX PRODUCE CO.	Yes	No	No	USD	10/03/2023	3,277.51
			75633	74268	Check	1	105701		BRIGHT WORKS	Yes	No	No	USD	10/03/2023	135.00
			75607	74269	Check	1	00376		BUREAU OF CRIMINAL APPREHENSIVE	Yes	No	No	USD	10/03/2023	15.00
			75613	74270	Check	1	101604		CENTRAL MCGOWAN, INC - 139156	Yes	No	No	USD	10/03/2023	58.75
			75635	74271	Check	1	18200		CULLIGAN	Yes	No	No	USD	10/03/2023	205.17
			75610	74272	Check	1	100195		DAY'S SANITARY SEWER SVC	Yes	No	No	USD	10/03/2023	336.00
			75636	74273	Check	1	20650		DEMCO INC	Yes	No	No	USD	10/03/2023	252.29
			75620	74274	Check	1	103012		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	10/03/2023	266.89
			75629	74275	Check	1	105025		EVERWHITE CORPORATION	Yes	No	No	USD	10/03/2023	629.00
			75626	74276	Check	1	104435		FREEMAN, LEAH	Yes	No	No	USD	10/03/2023	48.84
			75622	74277	Check	1	103397		GLS PROMOTIONS	Yes	No	No	USD	10/03/2023	300.00
			75619	74278	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/03/2023	446.98
			75637	74279	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	10/03/2023	2,552.14
			75638	74280	Check	1	40600		IND SCHOOL DIST #181	Yes	No	No	USD	10/03/2023	57,000.00
			75616	74281	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	10/03/2023	36,981.52
			75631	74282	Check	1	105372		J.R. OIL CO.	Yes	No	No	USD	10/03/2023	60.00
			75639	74283	Check	1	51950		KEMPS, LLC	Yes	No	No	USD	10/03/2023	4,435.10
			75627	74284	Check	1	104448		LONG, JOSEPH	Yes	No	No	USD	10/03/2023	20.31
			75624	74285	Check	1	104156		MARCHWICK CHIROPRACTIC	Yes	No	No	USD	10/03/2023	90.00
			75630	74286	Check	1	105297		MINNESOTA BACKFLOW TESTING &	Yes	No	No	USD	10/03/2023	854.50
			75611	74287	Check	1	100344		ODENS, TENA	Yes	No	No	USD	10/03/2023	37.96
			75608	74288	Check	1	00600		OFFICE SHOP	Yes	No	No	USD	10/03/2023	3,076.00
			75641	74289	Check	1	68800		PINE RIVER ELECTRIC	Yes	No	No	USD	10/03/2023	265.00
			75623	74290	Check	1	104140		RAINBOW LAWNS IRRIGATION SYST	Yes	No	No	USD	10/03/2023	168.04
			75618	74291	Check	1	102636		REGION 7A	Yes	No	No	USD	10/03/2023	400.00
			75617	74292	Check	1	102417		RTS	Yes	No	No	USD	10/03/2023	4.54

**PINE RIVER BACKUS SCHOOLS**  
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Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174	CHEC	75642	74293	Check	1	76125		SCAN AIR FILTER	Yes	No	No	USD	10/03/2023	2,944.43
		75612	74294	Check	1	100434		SCHOOL SPECIALTY	Yes	No	No	USD	10/03/2023	21.83
		75615	74295	Check	1	102084		TEACHER DIRECT	Yes	No	No	USD	10/03/2023	59.66
		75628	74296	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/03/2023	3,560.64
		75609	74297	Check	1	00872		TRAINING ROOM INC	Yes	No	No	USD	10/03/2023	860.66
		75621	74298	Check	1	103375		TRUGREEN	Yes	No	No	USD	10/03/2023	4,725.34
		75632	74299	Check	1	105700		WEVIDEO INC.	Yes	No	No	USD	10/03/2023	299.00
		75646	74300	Check	1	105500		FITZGERALD, BRADLEY LEONARD	Yes	No	No	USD	10/04/2023	130.00
		75645	74301	Check	1	105244		LARSON, PETER	Yes	No	No	USD	10/04/2023	130.00
		75647	74302	Check	1	105501		MORAN, ROBERT	Yes	No	No	USD	10/04/2023	130.00
		75643	74303	Check	1	102816		SCHULTZ, BRIAN SCOTT	Yes	No	No	USD	10/04/2023	130.00
		75644	74304	Check	1	102874		SEATON, SCOTT	Yes	No	No	USD	10/04/2023	130.00
		75649	74305	Check	1	105312		CARR, ROBERT E.	Yes	No	No	USD	10/05/2023	120.00
		75648	74306	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/05/2023	120.00
		75675	74307	Check	1	105304		ALL STAR TROPHY AND AWARDS, INI	Yes	No	No	USD	10/10/2023	312.00
		75659	74308	Check	1	102484		BLICK ART MATERIALS	Yes	No	No	USD	10/10/2023	144.65
		75652	74309	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	10/10/2023	23.99
		75661	74310	Check	1	102716		CENEX CREDIT CARD	Yes	No	No	USD	10/10/2023	4,816.99
		75683	74311	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	10/10/2023	83.88
		75684	74312	Check	1	14850		CITY OF PINE RIVER	Yes	No	No	USD	10/10/2023	1,008.73
		75667	74313	Check	1	103992		CRANNELL, CHARITY	Yes	No	No	USD	10/10/2023	18.33
		75685	74314	Check	1	18200		CULLIGAN	Yes	No	No	USD	10/10/2023	73.80
		75664	74315	Check	1	103658		DONDELINGER AUTO	Yes	No	No	USD	10/10/2023	17.37
		75665	74316	Check	1	103668		ESSENTIA HEALTH	Yes	No	No	USD	10/10/2023	316.00
		75676	74317	Check	1	105573		FIRST	Yes	No	No	USD	10/10/2023	6,000.00
		75686	74318	Check	1	31800		GARDINER HARDWARE	Yes	No	No	USD	10/10/2023	1,242.45
		75666	74319	Check	1	103672		G-SPORTS WRESTLING	Yes	No	No	USD	10/10/2023	1,061.70
		75651	74320	Check	1	00964		HAL LEONARD CORP	Yes	No	No	USD	10/10/2023	299.00
		75662	74321	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/10/2023	28.92
		75658	74322	Check	1	102467		HAPPY DANCING TURTLE	Yes	No	No	USD	10/10/2023	75.00
		75687	74323	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	10/10/2023	2,980.29
		75688	74324	Check	1	44820		K & K BUILDING SUPPLY, INC.	Yes	No	No	USD	10/10/2023	870.70
		75657	74325	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	USD	10/10/2023	1,767.50
		75655	74326	Check	1	100918		LAKES PRINTING	Yes	No	No	USD	10/10/2023	191.10
		75680	74327	Check	1	105681		LAPOSKY, MELISSA	Yes	No	No	USD	10/10/2023	28.00
		75679	74328	Check	1	105656		LEXI NELSON DESIGNS	Yes	No	No	USD	10/10/2023	625.00
		75681	74329	Check	1	105703		LUCKY LUKE, LLC	Yes	No	No	USD	10/10/2023	149.89
		75672	74330	Check	1	104948		MIDWEST BUS PARTS, INC.	Yes	No	No	USD	10/10/2023	541.55
		75660	74331	Check	1	102659		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	10/10/2023	110.00
		75671	74332	Check	1	104890		NEE MINNESOTA PROJECTS LLC	Yes	No	No	USD	10/10/2023	5,335.83
		75670	74333	Check	1	104667		NMRC	Yes	No	No	USD	10/10/2023	264.00

**PINE RIVER BACKUS SCHOOLS**  
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2174		CHEC	75677	74334	Check	1	105574		NOR-SON CONSTRUCTION LLC	Yes	No	No	USD	10/10/2023	346,390.12
			75689	74335	Check	1	62176		NORTHERN PINES MENTAL HEALTH	Yes	No	No	USD	10/10/2023	4,444.00
			75654	74336	Check	1	100798		NORTHERN STAR CO-OP	Yes	No	No	USD	10/10/2023	10,421.58
			75690	74337	Check	1	67575		PINE RIVER AREA SANITARY DIST.	Yes	No	No	USD	10/10/2023	2,150.72
			75682	74338	Check	1	10650		PINE RIVER FAMILY MARKET	Yes	No	No	USD	10/10/2023	264.55
			75673	74339	Check	1	105107		R & J BROADCASTING, INC.	Yes	No	No	USD	10/10/2023	2,990.00
			75663	74340	Check	1	103230		SETHER, JENNY	Yes	No	No	USD	10/10/2023	43.90
			75668	74341	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/10/2023	3,180.80
			75656	74342	Check	1	101187		TECH CHECK, LLC	Yes	No	No	USD	10/10/2023	462.50
			75678	74343	Check	1	105627		VOIGT MOTORCOACH TRAVEL, INC.	Yes	No	No	USD	10/10/2023	2,065.25
			75653	74344	Check	1	100701		WASTE PARTNERS	Yes	No	No	USD	10/10/2023	2,431.68
			75669	74345	Check	1	104490		WILSON, AIMEE	Yes	No	No	USD	10/10/2023	510.46
			75674	74346	Check	1	105281		WRIGHT SPECIALTY PREMIUM TRUS	Yes	No	No	USD	10/10/2023	498.00
			75693	74347	Check	1	37100		HESLOP, JAMES STEVEN	Yes	No	No	USD	10/12/2023	147.03
			75692	74348	Check	1	105691		HOMER, LYNNETTE	Yes	No	No	USD	10/12/2023	208.60
			75691	74349	Check	1	104990		MANTHE, MITCHELL DALE	Yes	No	No	USD	10/12/2023	160.00
			75696	74350	Check	1	103861		LAWRENCE, THOMAS C.	Yes	No	No	USD	10/16/2023	120.00
			75695	74351	Check	1	103710		PELTIER, GREG	Yes	No	No	USD	10/16/2023	120.00
			75694	74352	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/16/2023	120.00
			75722	74353	Check	1	105692		ADAPTIVEMALL.COM, LLC	Yes	No	No	USD	10/17/2023	1,227.95
			75701	74354	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	10/17/2023	32.00
			75711	74355	Check	1	103797		BSN SPORTS LLC	Yes	No	No	USD	10/17/2023	145.43
			75707	74356	Check	1	102611		BUSINESS CARD	Yes	No	No	USD	10/17/2023	2,415.34
			75726	74357	Check	1	13500		CENTRAL MINNESOTA ERDC	Yes	No	No	USD	10/17/2023	2,893.02
			75698	74358	Check	1	01119		CLIMATE MAKERS	Yes	No	No	USD	10/17/2023	312.30
			75721	74359	Check	1	105674		COOPER COMMISSIONING, LLC.	Yes	No	No	USD	10/17/2023	2,500.00
			75724	74360	Check	1	105705		CUSTOM INK	Yes	No	No	USD	10/17/2023	404.42
			75697	74361	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	USD	10/17/2023	986.70
			75700	74362	Check	1	100427		FORUM COMMUNICATIONS COMPAN	Yes	No	No	USD	10/17/2023	336.69
			75727	74363	Check	1	33625		GODFREY'S	Yes	No	No	USD	10/17/2023	251.22
			75713	74364	Check	1	104051		GREGORY, ROBBIE	Yes	No	No	USD	10/17/2023	71.70
			75709	74365	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/17/2023	944.84
			75728	74366	Check	1	40800		IND SCHOOL DIST #186	Yes	No	No	USD	10/17/2023	1,674.08
			75706	74367	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	10/17/2023	94.16
			75716	74368	Check	1	104222		KINSER, BEN	Yes	No	No	USD	10/17/2023	50.00
			75703	74369	Check	1	100918		LAKES PRINTING	Yes	No	No	USD	10/17/2023	4,225.14
			75712	74370	Check	1	103981		LAMINATION DEPOT	Yes	No	No	USD	10/17/2023	498.50
			75720	74371	Check	1	105656		LEXI NELSON DESIGNS	Yes	No	No	USD	10/17/2023	639.00
			75729	74372	Check	1	55200		MINNESOTA CLAY COMPANY	Yes	No	No	USD	10/17/2023	615.98
			75730	74373	Check	1	55800		MINNESOTA POWER	Yes	No	No	USD	10/17/2023	1,552.72
			75731	74374	Check	1	56850		MINNESOTA UI FUND	Yes	No	No	USD	10/17/2023	29,421.55

## PINE RIVER BACKUS SCHOOLS

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2174		CHEC	75719	74375	Check	1	105376		OLSON, TRACY	Yes	No	No	USD	10/17/2023	111.65
			75702	74376	Check	1	100459		PAN-O-GOLD BAKING CO	Yes	No	No	USD	10/17/2023	1,469.44
			75710	74377	Check	1	102809		PINE RIVER BAKERY	Yes	No	No	USD	10/17/2023	42.00
			75715	74378	Check	1	104165		PLAUTZ, TRICIA	Yes	No	No	USD	10/17/2023	125.00
			75705	74379	Check	1	102029		RICHARDS, LENA	Yes	No	No	USD	10/17/2023	723.00
			75723	74380	Check	1	105704		SAWYER, MYA	Yes	No	No	USD	10/17/2023	125.00
			75704	74381	Check	1	101712		SHETKA, MIKE	Yes	No	No	USD	10/17/2023	239.88
			75714	74382	Check	1	104136		SHI INTERNATIONAL CORP	Yes	No	No	USD	10/17/2023	2,666.00
			75699	74383	Check	1	04800		TDS TELECOM	Yes	No	No	USD	10/17/2023	4,903.38
			75717	74384	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/17/2023	3,110.40
			75708	74385	Check	1	102695		TRANSFINDER	Yes	No	No	USD	10/17/2023	5,150.00
			75718	74386	Check	1	105195		TUNGSETH, TIM	Yes	No	No	USD	10/17/2023	62.88
			75725	74387	Check	1	105706		VANVICKLE MASONRY LLC	Yes	No	No	USD	10/17/2023	18,400.00
			75734	74388	Check	1	103861		LAWRENCE, THOMAS C.	Yes	No	No	USD	10/17/2023	120.00
			75735	74389	Check	1	105656		LEXI NELSON DESIGNS	Yes	No	No	USD	10/17/2023	1,217.00
			75733	74390	Check	1	103710		PELTIER, GREG	Yes	No	No	USD	10/17/2023	120.00
			75732	74391	Check	1	101867		RUNYAN, JIM	Yes	No	No	USD	10/17/2023	120.00
			75736	74392	Check	1	22940		VAADELAND, HAAKEN	Yes	No	No	USD	10/17/2023	160.00
			75744	74393	Check	1	02080		AFLAC	Yes	No	No	USD	10/18/2023	100.00
			75746	74394	Check	1	70801		NCPERS Group Life Ins	Yes	No	No	USD	10/18/2023	16.00
			75745	74395	Check	1	68350		PINE RIVER-BACKUS	Yes	No	No	USD	10/18/2023	5,832.52
			75747	74396	Check	1	77300		SCHOOL SERVICE EMPLOYEES	Yes	No	No	USD	10/18/2023	1,307.55
			75748	74397	Check	1	00376		BUREAU OF CRIMINAL APPREHENS	Yes	No	No	USD	10/18/2023	15.00
			75750	74398	Check	1	105368		COLONIAL LIFE	Yes	No	No	USD	10/19/2023	3,352.94
			75749	74399	Check	1	104817		Minnesota Life Insurance Company	Yes	No	No	USD	10/19/2023	1,038.45
			75754	74400	Check	1	03175		NATIONAL INSURANCE SERVICES	Yes	No	No	USD	10/24/2023	907.78
			75755	74401	Check	1	105549		MetLife	Yes	No	No	USD	10/24/2023	1,132.60
			75765	74402	Check	1	100192		AAA EQUIPMENT CENTER	Yes	No	No	USD	10/25/2023	159.89
			75781	74403	Check	1	103262		AMERICAN LEGION POST 613	Yes	No	No	USD	10/25/2023	517.47
			75795	74404	Check	1	105531		ANDRUS, CHLOE	Yes	No	No	USD	10/25/2023	220.00
			75760	74405	Check	1	00404		BACKUS CORNER STORE	Yes	No	No	USD	10/25/2023	85.00
			75784	74406	Check	1	103887		BERGEM, TIFFANY	Yes	No	No	USD	10/25/2023	470.60
			75775	74407	Check	1	102551		BRASEL, CHARLES	Yes	No	No	USD	10/25/2023	120.00
			75767	74408	Check	1	10045		BRIDGE OF HARMONY	Yes	No	No	USD	10/25/2023	423.54
			75783	74409	Check	1	103797		BSN SPORTS LLC	Yes	No	No	USD	10/25/2023	805.99
			75759	74410	Check	1	00376		BUREAU OF CRIMINAL APPREHENS	Yes	No	No	USD	10/25/2023	30.00
			75770	74411	Check	1	101604		CENTRAL MCGOWAN, INC - 139156	Yes	No	No	USD	10/25/2023	227.57
			75761	74412	Check	1	00418		DACOTAH PAPER CO	Yes	No	No	USD	10/25/2023	267.98
			75793	74413	Check	1	105038		DAVIS, KATE	Yes	No	No	USD	10/25/2023	88.00
			75771	74414	Check	1	101650		DEPT OF HUMAN SERVICES	Yes	No	No	USD	10/25/2023	193.00
			75791	74415	Check	1	104874		DETERMAN, MACKENZIE	Yes	No	No	USD	10/25/2023	402.02

## PINE RIVER BACKUS SCHOOLS

### Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
2174	CHEC	75788	74416	Check	1	104480		ENDICOTT, DAVID	Yes	No	No	USD	10/25/2023	55.00
		75777	74417	Check	1	102806		HANDYMANS HARDWARE	Yes	No	No	USD	10/25/2023	334.29
		75780	74418	Check	1	103228		HERDEY, DALE	Yes	No	No	USD	10/25/2023	385.00
		75792	74419	Check	1	105019		HERITAGE EMBROIDERY & DESIGN	Yes	No	No	USD	10/25/2023	641.00
		75800	74420	Check	1	37650		HILLYARD/HUTCHINSON	Yes	No	No	USD	10/25/2023	2,674.35
		75776	74421	Check	1	102702		HY-TEC CONSTRUCTION OF BRAINE	Yes	No	No	USD	10/25/2023	17,592.75
		75756	74422	Check	1	00015		IND SCHOOL DIST #309	Yes	No	No	USD	10/25/2023	525.00
		75762	74424	Check	1	00420		IND SCHOOL DIST #821	Yes	No	No	USD	10/25/2023	125.00
		75757	74425	Check	1	00149		IND SCHOOL DIST. 0820	Yes	No	No	USD	10/25/2023	125.00
		75779	74426	Check	1	102997		INFINITY ONLINE	Yes	No	No	USD	10/25/2023	1,975.00
		75773	74427	Check	1	102101		INNOVATIVE OFFICE SOLUTIONS	Yes	No	No	USD	10/25/2023	418.07
		75769	74428	Check	1	101369		INTERQUEST DETECTION CANINES	Yes	No	No	USD	10/25/2023	340.00
		75772	74429	Check	1	102081		KENNEDY & GRAVEN	Yes	No	No	USD	10/25/2023	1,559.50
		75774	74430	Check	1	102181		MBCA CLINIC	Yes	No	No	USD	10/25/2023	250.00
		75798	74431	Check	1	105707		MICROBOARDS TECHNOLOGY LLC	Yes	No	No	USD	10/25/2023	25.82
		75796	74432	Check	1	105535		NORMAN, BRENT	Yes	No	No	USD	10/25/2023	120.00
		75785	74433	Check	1	104118		PETERSON, BECCA	Yes	No	No	USD	10/25/2023	10.00
		75778	74434	Check	1	102809		PINE RIVER BAKERY	Yes	No	No	USD	10/25/2023	250.00
		75768	74435	Check	1	100463		PLANK ROAD PUBLISHING, INC	Yes	No	No	USD	10/25/2023	132.45
		75801	74436	Check	1	69635		POPPLERS MUSIC STORE	Yes	No	No	USD	10/25/2023	337.87
		75799	74437	Check	1	105708		RICHARDS, AYL A	Yes	No	No	USD	10/25/2023	100.00
		75790	74438	Check	1	104682		SCENARIO LEARNING LLC	Yes	No	No	USD	10/25/2023	1,599.96
		75766	74439	Check	1	100434		SCHOOL SPECIALTY	Yes	No	No	USD	10/25/2023	248.90
		75782	74440	Check	1	103723		SEMMLER, ANDREA	Yes	No	No	USD	10/25/2023	140.00
		75802	74441	Check	1	78775		SHELEY, KIM	Yes	No	No	USD	10/25/2023	80.00
		75758	74442	Check	1	00360		STATE CHEMICAL MFG	Yes	No	No	USD	10/25/2023	328.50
		75794	74443	Check	1	105263		SYSTEMATIC TECHNOLOGIES, LLC.	Yes	No	No	USD	10/25/2023	169.91
		75789	74444	Check	1	104486		TEACHERS ON CALL	Yes	No	No	USD	10/25/2023	4,076.32
		75797	74445	Check	1	105536		TRAUTMAN, CURTIS	Yes	No	No	USD	10/25/2023	120.00
		75787	74446	Check	1	104462		VEX ROBOTICS INC	Yes	No	No	USD	10/25/2023	126.33
		75763	74447	Check	1	00466		WANGBERG, LYNN	Yes	No	No	USD	10/25/2023	70.00
		75786	74448	Check	1	104167		WHEELER, RACHEL	Yes	No	No	USD	10/25/2023	227.55
		75805	74449	Check	1	105709		ERICKSON, SANDY	Yes	No	No	USD	10/27/2023	335.00

Bank Total: CHEC

\$680,391.19
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Report Total:

\$680,391.19
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**PINE RIVER-BACKUS SCHOOLS**

Investment Report

November 6, 2023

**Brokered CD's**

<u>Name of Bank</u>	<u>Address</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Days</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
Franklin Bank	Franklin, TN	4/19/2021	4/19/2024	1096	\$ 99,000.00	1.50%	\$ 3,787.77
<i>Total Brokered CD's</i>					<u>\$ 99,000.00</u>		

6-Nov-23

**Investments in Local Banks**

<u>Name of Bank</u>	<u>Address</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Days</u>	<u>Amount</u>	<u>Percent</u>	<u>Accrued Interest</u>
Pine River State Bank (no broker)	Pine River, MN	10/6/2023	9/6/2024	11	\$ 249,629.67	5.00%	\$ 49,629.67
First National Bank of Walker (no broker)	Backus, MN	10/19/2023	7/19/2024	9	\$ 104,949.67	5.00%	\$ 5,949.67
<i>Total Pine River State Bank CD's</i>					<u>\$ 354,579.34</u>		

**MN School District Liquid Asset Fund**

<u>Name of Account / Bank</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
MSDLAF Max & Liquid Class	NA	NA	2,848,207.01	Blended	NA
<i>Total MSDLAF</i>			<u>\$ 2,848,207.01</u>		

**Business Treasury Savings Account (QZAB)**

<u>Name of Bank</u>	<u>Address</u>	<u>Orig Date</u>	<u>Maturity Date</u>	<u>Amount</u>	<u>Percent</u>	<u>Interest To Date</u>
Minnesota Bank & Trust	Edina, MN	9/3/2010	9/3/2024	\$ 825,836.27	3.04%	\$ 200,262.10
				<u>\$ 825,836.27</u>		

**Scholarship Funds**

<u>Name of Fund</u>	<u>Maturity Date</u>	<u>Term</u>	<u>Amount</u>	<u>Percent</u>
Good Citizen Scholarship Savings Acct			536.94	0.15%
Marshall Scholarship CD	9/6/2024	11	29,852.19	5.00%
Marshall Savings			9,234.81	0.15%
Alfred Weise Scholarship CD	9/6/2024	11	2,985.83	5.00%
Alfred Weise Scholarship Savings			3,512.18	0.15%
Fillings (Reighard) Scholarship CD	9/6/2024	11	7,256.87	5.00%
Fillings (Reighard) Scholarship Savings Acct			568.58	0.15%
Evelyn W. Berg Savings			8,125.25	0.15%
Sheila Joan Anderson Savings Acct			1,870.37	0.15%
Dennis Heemstra Scholarship CD - FNB	7/19/2024	9	120,686.73	5.00%
Dennis Heemstra Scholarship CD - FNB	7/19/2024	9	106,390.42	5.00%
Dennis Heemstra Scholarship CD - FNB	7/19/2024	9	48,744.60	5.00%
Dennis Heemstra Scholarship Savings - PRSB			9,502.33	0.50%
PR-B Scholarship CD	9/6/2024	11	10,516.75	5.00%
PR-B Scholarship Savings Acct			46,876.67	0.65%
Evan Lindquist Memorial Scholarship CD	9/6/2024	11	37,545.35	5.00%
Evan Lindquist Memorial Scholarship Savings			4,481.81	0.15%
Earl & Violet Fenton CD	9/6/2024	11	4,291.73	5.00%
Earl & Violet Fenton Savings Acct			1,006.10	0.15%
<i>Total Pine River State Bank / First National Bank Walker</i>			<u>\$ 453,985.51</u>	

**TOTAL INVESTMENTS**

\$ 3,755,771.86

**Notes & Changes from prior report:**

*Balances updated per bank statements - PRSB CDs, MSDLAF, QZAB and Scholarships Anderson CD closed. Funds transferred to Anderson Savings.  
Pine River State Bank Scholarship CD's renewed at 11 month terms, 5% interest rates.  
District Pine River State Bank CD renewed at 11 month term, 5% interest rate.*

## PINE RIVER BACKUS SCHOOLS Multi Year Fd, Obj Series

Sequence: Fd, O/S	Description	202204			202304			202404		
		Budget rbud22	Year to Date	%	Budget rbud23	Year to Date	%	Budget pbud24	Year to Date	%
01	General Fund									
	100 Salaries & Wages	6,732,315.00	1,297,588.40	19%	6,880,441.00	1,284,020.06	19%	7,125,963.00	1,362,223.39	19%
	200 Employee Benefits	1,780,984.00	384,929.07	22%	1,851,652.00	387,339.00	21%	1,993,828.00	441,400.67	22%
	300 Purchased Services	1,408,739.00	331,542.08	24%	1,369,010.00	361,636.12	26%	1,380,938.00	383,641.23	28%
	400 Supplies & Materials	513,907.00	182,803.08	36%	480,914.00	186,426.57	39%	446,965.00	208,044.25	47%
	500 Capital Expenditures	0.00	(1,500.00)	0%	0.00	3,608.00	0%	0.00	14,195.99	0%
	800 Other Expenditures	24,094.00	11,281.96	47%	(4,406.00)	19,605.50	(445%)	(4,406.00)	18,413.20	(418%)
	900 Other Financing Uses	110,000.00	0.00	0%	545,000.00	0.00	0%	110,000.00	0.00	0%
01	General Fund	10,570,039.00	2,206,644.59	21%	11,122,611.00	2,242,635.25	20%	11,053,288.00	2,427,918.73	22%
02	Food Service Fund									
	100 Salaries & Wages	181,931.00	32,572.14	18%	191,126.00	33,410.93	17%	230,541.00	41,605.26	18%
	200 Employee Benefits	44,886.00	9,010.19	20%	46,971.00	9,420.05	20%	55,933.00	13,072.06	23%
	300 Purchased Services	11,520.00	2,461.89	21%	20,520.00	2,427.37	12%	20,520.00	6,466.47	32%
	400 Supplies & Materials	257,500.00	58,758.89	23%	344,340.00	62,488.65	18%	344,340.00	67,500.94	20%
	500 Capital Expenditures	5,000.00	0.00	0%	5,000.00	378.00	8%	5,000.00	16,593.72	332%
	800 Other Expenditures	1,200.00	506.00	42%	1,200.00	2,372.00	198%	1,200.00	2,292.90	191%
02	Food Service Fund	502,037.00	103,309.11	21%	609,157.00	110,497.00	18%	657,534.00	147,531.35	22%
03	Transportation Fund									
	100 Salaries & Wages	468,263.00	79,244.22	17%	453,000.00	77,083.47	17%	475,778.00	82,859.62	17%
	200 Employee Benefits	87,806.00	14,856.63	17%	82,705.00	17,071.65	21%	87,499.00	17,939.10	21%
	300 Purchased Services	29,902.00	30,344.96	101%	25,188.00	42,245.87	168%	28,188.00	36,908.38	131%
	400 Supplies & Materials	161,000.00	16,913.18	11%	181,000.00	26,520.49	15%	196,000.00	22,575.63	12%
	500 Capital Expenditures	163,958.00	64,423.32	39%	130,000.00	219.98	0%	130,000.00	77,125.00	59%
	800 Other Expenditures	3,600.00	0.00	0%	3,600.00	4,850.00	135%	3,600.00	5,150.00	143%
03	Transportation Fund	914,529.00	205,782.31	23%	875,493.00	167,991.46	19%	921,065.00	242,557.73	26%
04	Community Service									
	100 Salaries & Wages	259,361.00	41,630.61	16%	276,805.00	48,112.96	17%	283,918.00	49,525.37	17%
	200 Employee Benefits	80,734.00	12,782.92	16%	87,634.00	18,379.95	21%	91,629.00	18,915.34	21%
	300 Purchased Services	28,715.00	3,627.84	13%	32,215.00	6,538.17	20%	32,215.00	6,420.62	20%
	400 Supplies & Materials	15,100.00	2,711.61	18%	13,100.00	10,403.50	79%	13,100.00	3,869.52	30%

## PINE RIVER BACKUS SCHOOLS Multi Year Fd, Obj Series

Sequence: Fd, O/S	202204			202304			202404		
Description	Budget rbud22	Year to Date	%	Budget rbud23	Year to Date	%	Budget pbud24	Year to Date	%
04 Community Service									
<b>800 Other Expenditures</b>	5,700.00	0.00	0%	5,700.00	0.00	0%	5,700.00	0.00	0%
<b>04 Community Service</b>	<b>389,610.00</b>	<b>60,752.98</b>	<b>16%</b>	<b>415,454.00</b>	<b>83,434.58</b>	<b>20%</b>	<b>426,562.00</b>	<b>78,730.85</b>	<b>18%</b>
05 Capital Expenditure									
<b>300 Purchased Services</b>	180,040.00	144,723.72	80%	102,000.00	54,969.01	54%	479,698.00	257,895.63	54%
<b>400 Supplies &amp; Materials</b>	79,100.00	1,869.00	2%	79,100.00	24,489.90	31%	79,100.00	2,280.99	3%
<b>500 Capital Expenditures</b>	289,422.00	88,201.88	30%	442,015.00	172,880.68	39%	1,533,314.00	1,014,061.05	66%
<b>05 Capital Expenditure</b>	<b>548,562.00</b>	<b>234,794.60</b>	<b>43%</b>	<b>623,115.00</b>	<b>252,339.59</b>	<b>40%</b>	<b>2,092,112.00</b>	<b>1,274,237.67</b>	<b>61%</b>
06 Construction									
<b>500 Capital Expenditures</b>	227,740.00	227,739.60	100%	0.00	0.00	0%	0.00	0.00	0%
<b>06 Construction</b>	<b>227,740.00</b>	<b>227,739.60</b>	<b>100%</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>
07 Debt Redemption Fund									
<b>700 Debt Service</b>	523,612.00	117,105.80	22%	532,711.00	99,652.34	19%	529,634.00	94,663.09	18%
<b>07 Debt Redemption Fund</b>	<b>523,612.00</b>	<b>117,105.80</b>	<b>22%</b>	<b>532,711.00</b>	<b>99,652.34</b>	<b>19%</b>	<b>529,634.00</b>	<b>94,663.09</b>	<b>18%</b>
08 Scholarship									
<b>800 Other Expenditures</b>	43,150.00	0.00	0%	53,850.00	0.00	0%	73,500.00	3,000.00	4%
<b>08 Scholarship</b>	<b>43,150.00</b>	<b>0.00</b>	<b>0%</b>	<b>53,850.00</b>	<b>0.00</b>	<b>0%</b>	<b>73,500.00</b>	<b>3,000.00</b>	<b>4%</b>
20 Student Activity Fund									
<b>400 Supplies &amp; Materials</b>	198,309.25	14,094.41	7%	184,188.49	18,087.47	10%	151,898.71	14,953.53	10%
<b>20 Student Activity Fund</b>	<b>198,309.25</b>	<b>14,094.41</b>	<b>7%</b>	<b>184,188.49</b>	<b>18,087.47</b>	<b>10%</b>	<b>151,898.71</b>	<b>14,953.53</b>	<b>10%</b>
<b>Report Totals:</b>	<b>13,917,588.25</b>	<b>3,170,223.40</b>	<b>23%</b>	<b>14,416,579.49</b>	<b>2,974,637.69</b>	<b>21%</b>	<b>15,905,593.71</b>	<b>4,283,592.95</b>	<b>27%</b>

## PINE RIVER BACKUS SCHOOLS

### Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Pay/Void			Amount	
									Print	Recon	Void		Date
CHEC		75519		Wire	1	105351	MEDICA		No	No	No	10/02/2023	87,847.06
CHEC		75591		Wire	1	105548	FIDELITY SECURITY LIFE INSURANCE		No	No	No	09/27/2023	188.27
CHEC		75604		Wire	1	104958	FURTHER		No	No	No	09/29/2023	3,610.20
CHEC		75605		Wire	1	104109	SYSCO WESTERN MINNESOTA		No	No	No	10/03/2023	26,991.89
CHEC		75606		Wire	1	104651	PEPSI BEVERAGES COMPANY		No	No	No	10/03/2023	4,587.95
CHEC		75650		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	10/09/2023	200.04
CHEC		75737		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	10/18/2023	26,971.49
CHEC		75738		Wire	1	102303	STATE OF MN TAX WITHHOLDING		No	No	No	10/18/2023	22,248.88
CHEC		75739		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	10/18/2023	142,321.14
CHEC		75740		Wire	1	104958	FURTHER		No	No	No	10/18/2023	5,735.10
CHEC		75741		Wire	1	104996	Minnesota State Retirement System		No	No	No	10/18/2023	550.00
CHEC		75742		Wire	1	105150	AVIBEN		No	No	No	10/18/2023	15,775.03
CHEC		75743		Wire	1	83400	MN TEACHERS RETIREMENT ASSOC		No	No	No	10/18/2023	77,514.02
CHEC		75751		Wire	1	102302	PUBLIC EMPLOYEE RETIRE ASSOC		No	No	No	10/19/2023	6.72
CHEC		75752		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	10/19/2023	7.36
CHEC		75753		Wire	1	105351	MEDICA		No	No	No	11/01/2023	82,210.79
CHEC		75803		Wire	1	102304	US GOVT TAX WITHHOLDING		No	No	No	10/26/2023	21.42
CHEC		75804		Wire	1	104958	FURTHER		No	No	No	10/27/2023	2,334.48
CHEC		75806		Wire	1	105548	FIDELITY SECURITY LIFE INSURANCE		No	No	No	10/30/2023	177.11

Bank Total: \$499,298.95

Report Total: \$499,298.95

## **Resolution Accepting Monetary Awards and Donations**

Be it resolved by the School Board of Independent School District No 2174 that we hereby acknowledge and accept the following monetary awards and donations received in October 2023:

<u>Name</u>	<u>Amount</u>	<u>Purpose</u>
Pine River American Legion	\$100.00	ALP Rewards Program
Scamp Trailers	\$100.00	Robotics
Hunt Utilities Group	\$500.00	Robotics
Trussworthy	\$500.00	Robotics
Backus Lumber	\$250.00	Robotics
Dabill Mill	\$1,000.00	Robotics
Schrupp Excavating	\$500.00	Robotics
Pine River Family Market	\$100.00	JH Volleyball to Mayville State
Scamp Trailers	\$500.00	JH Volleyball to Mayville State
Susan Shepard	\$50.00	JH Volleyball to Mayville State
American Endowment Fund - Gardiner Family	\$10,000.00	Educational Programs
Cass County ARPA Grant	\$265,016.00	Health Services Addition
Steve and Diane Norlin	\$100.00	Sheila Anderson/Kathy Kobs Scholarships



**ISD #2174**  
**Regular School Board Meeting**  
**November 6, 2023**

**PERSONNEL UPDATES**

**Resignations/Terminations:**

<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Notes</b>
NONE			

**Hires:**

<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Notes</b>
Cade Morse	Physical Education/DAPE Teacher	1/2/2024	Cade will replace Mark Gonnion who is retiring. Cade will be placed on BS+0/1 of the salary schedule.
Jamie Dabill	Paraprofessional	10/16/2023	5.5 hours per day

**Extra-Curricular:**

<b>Name</b>	<b>Position</b>	<b>Season</b>
Jordan Ackerman	Varsity Boys Basketball	2023-24 winter season
Nicholas Ackerman	Assistant Boys Basketball	2023-24 winter season
Micah Eveland	Junior High Boys Basketball	2023-24 winter season
Tucker Sheley	Varsity Girls Basketball	2023-24 winter season
Jenny Travis	Assistant Girls Basketball	2023-24 winter season
John Bueckers	Junior High Girls Basketball	2023-24 winter season
Teresa Hamp	Basketball Cheerleading	2023-24 winter season
Travis Hoffarth	Varsity Wrestling	2023-24 winter season
Justin Franke	Assistant Wrestling	2023-24 winter season
Alex Diaz	Assistant Wrestling	2023-24 winter season
Logan Sonnek	Assistant Wrestling	2023-24 winter season
Jennifer Anderson	Speech	2023-24 winter season
Courtney Benson	Assistant Speech	2023-24 winter season

**Leave of Absence:**

<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Notes</b>
Rachel Wheeler	Early Childhood Special Education Teacher	Approximately 1/2/2024 to 3/18/2024	This will authorize a maternity leave of absence and authorize posting for a long-term substitute.

# FORM A

## RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of [Name of School/District] Pine River-Backus Schools recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of [Name of School/District] Pine River-Backus Schools supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

Christopher Cunningham

Date

\_\_\_\_\_  
Board Chair/Head of School

Wanda Carlson

Date

\_\_\_\_\_  
Board Clerk – Treasurer/ Finance Director

## FORM B

### **RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of [Name of School] Pine River-Backus Schools recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of [Name of School] Pine River-Backus Schools supports the school's application to the Minnesota State High School League Foundation for a **FORM B** grant.

Christopher Cunningham  
Date

\_\_\_\_\_  
Board Chair/Head of School

Wanda Carlson  
Date

\_\_\_\_\_  
Board Clerk - Treasurer

**A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.**

RESOLUTION ESTABLISHING A COMBINED POLLING PLACE  
FOR SCHOOL DISTRICT ELECTIONS  
NOT HELD ON THE DAY OF A STATEWIDE ELECTION

WHEREAS, the 2017 Minnesota State Legislature passed into law specific amendments to Minnesota Statutes 204B.16 and 205A.11 changing the process to establish polling places for municipalities, school districts, and counties with unorganized townships by requiring an annual resolution or ordinance designating polling places for the upcoming calendar year, and

WHEREAS, Pine River-Backus Independent School District #2174 opts to establish the polling place for 2023 by resolution, and

WHEREAS, the combined polling place(s) to be used for any stand-alone special elections will be set at locations designated by Cass County or a municipality in the school district for use as polling places.

THEREFORE BE IT RESOLVED by the school board that the 2023 combined polling place for Pine River-Backus Independent School District #2174 will be at the following location:

Pine River City Hall  
200 Front Street  
Pine River, MN 56474

# 2024

DRAFT 11/1/23

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
						30

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Jan 1: New Year's Day
- Jan 15: Martin Luther King Jr. Day
- Feb 14: Valentine's Day
- Feb 19: Washington's Birthday
- Mar 17: St. Patrick's Day
- Mar 31: Easter Sunday
- Apr 15: Tax Day
- Apr 24: Administrative Professionals Day

- May 12: Mother's Day
- May 27: Memorial Day
- Jun 16: Father's Day
- Jun 19: Juneteenth
- Jul 4: Independence Day
- Sep 2: Labor Day
- Oct 14: Columbus Day
- Oct 31: Halloween

- Nov 5: Election Day
- Nov 11: Veterans Day
- Nov 28: Thanksgiving Day
- Nov 29: Day after Thanksgiving Day
- Dec 24: Christmas Eve
- Dec 25: Christmas Day
- Dec 31: New Year's Eve

Regular Monthly Meeting
Work Session
<b>Notes:</b>
<b>No Work session in February and July. Will be scheduled later if needed.</b>
<b>November work session changed to canvass election results (Required 3-10 days after election)</b>



# Sourcewell Board of Directors Nomination Form

Please return mail:  
Sourcewell  
Attn: Katrina Wood  
PO Box 219  
202 12<sup>th</sup> St NE  
Staples, MN 56479

Or  
Email: [Katrina.wood@sourcewell-mn.gov](mailto:Katrina.wood@sourcewell-mn.gov)  
No later than 12/18/2023

\_\_\_\_\_  
(Government Agency Name)

would like to place in nomination the following person who is presently serving on our governing board, council or commission to serve a four-year term representing Sub Region II on the Sourcewell Board of Directors:

Term Expires 12/31/2027

\_\_\_\_\_  
Person Nominated

\_\_\_\_\_  
Phone Number of Nominee

\_\_\_\_\_  
Email of Nominee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Government Official (Nominator)

For each person nominated, a brief biographical sketch should be included in the space below, which illustrates information on the candidate that would be of value to governmental agency board members in your Sub-Region to consider as a part of the election process.

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## POSITION DESCRIPTION & EXPECTATIONS

**Position Title:** Board Member

**Immediate Supervisor's Position Title:** Minnesota State Legislature and Governor

### **Powers and Duties of the Board are defined in the Sourcewell By-Laws, Article XI, Section 1.**

1. Exercise all powers enumerated in Minn. Stat. § 123A.21, specifically, Minn.Stat. § 123A.21, Subd. 7;
2. Delegate to the Sourcewell Executive Director, or his or her designee, all powers, authority, responsibilities and duties as it deems necessary and proper;
3. Provide adequate office, service center, and administrative facilities by lease, purchase, gift, or otherwise;
4. Establish an annual budget for each fiscal year;
5. Approve the use of administrative fees for any purpose allowed by law;
6. Certify and assess fees in accordance with law and these bylaws;
7. Hire an Executive Director, set compensation and provide employment benefits to the same;
8. Employ personnel as necessary to support general operations and the programs, products, services, and solutions offered by Sourcewell and to set compensation and provide employment benefits to the same;
9. Make application for, accept, and expend private, state, and federal funds that are available for programs of the members;
10. Accept gifts and donations for the benefit of the public corporation and agency, subject to limitations imposed by law;
11. To acquire real and personal property for the benefit of this public corporation and agency and its members;
12. To prosecute, defend or settle all actions and claims in courts of law and other legal forums;
13. To appoint special advisory committees composed of superintendents, central office personnel, building principals, teachers, parents, laypersons, and representatives from cities, counties and other government agencies;
14. To enter into contracts with school boards of local education agencies, including school districts outside of the geographic boundaries of Region Five;
15. To enter into joint powers contracts and relationships with other qualifying entities in Minnesota and throughout the United States;

16. To enter into contracts with other public and private agencies and institutions to provide administrative staff and other personnel as necessary to furnish and support the agreed upon programs and services;
17. To establish cooperative, working relationships, and partnerships with post- secondary educational institutions, other public agencies, business, and industry and may appoint special and advisory committee representative of these partners;
18. To procure insurance against liability of the public corporation and agency, as well as its directors, officers, employees, and agents.
19. To join governmental, joint powers, pooled risk organizations, as provided for by Minn. Stat. § 471.59;
20. To employ qualified professionals, including but not limited to, attorneys, accountants, and other consultants;
21. To select advisory councils or committees to give advice and counsel to the Board of Directors comprised of representatives from public and non-public schools, cities, counties, and other governmental units, as well as representatives from strategic business partners.
22. To the extent possible, make technical assistance for long term planning available to Voting Member government agencies upon request and shall establish a common base for local and regional decision-making.

### Work Requirements and Characteristics

- a. Directly supervises the following Positions:
  - i. Executive Director
- b. Indirectly supervises:
  - i. None
- c. Work is performed under normal office conditions and there are minimal environmental risks or disagreeable conditions associated with work. Work involves continuous contacts and interactions with the public, staff, elected officials, outside agencies, citizen groups, the media and others. Physical requirements:
 

i. Stand	occasionally
ii. Walk	occasionally
iii. Sit	continuously
iv. Reach with arms and hands	rarely
v. Climb or balance	rarely
vi. Stop/kneel/crouch or crawl	rarely
vii. Talk or hear	continuously
viii. Taste or smell	rarely
ix. Lift and carry up to 10 pounds	rarely
x. Lift and carry up to 25 pounds	rarely
xi. Lift and carry up to 50 pounds	rarely
- d. Occasional air travel with multiple overnight stays possible.

### Core Competencies

- a. Experience on a Board of Directors

### Required Qualifications

- a. Must currently hold the office of elected official of a member school board, city, county, or other governmental unit and subsequently be elected to serve on the Sourcewell Board of Directors.

I acknowledge receipt and understanding of this Position Description & Expectations.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

Region 5 Voting Members

Sub-Region ↑	Marketplace Account Number	Account Name	Type	Sub-Type	City	State/Province	Region 5 Voting Member	
Region I	1315	Bertha Hewitt Schools Independent School District 786	Education	Public K-12	Bertha	Minnesota	Yes	
	1579	Browerville Independent School District 787	Education	Public K-12	Browerville	Minnesota	Yes	
	14322	Freshwater Education District	Education	Public K-12	Wadena	Minnesota	Yes	
	5078	Long Prairie-Grey Eagle Schools ISD No.2753	Education	Public K-12	Long Prairie	Minnesota	Yes	
	5414	Menahga Independent School District 821	Education	Public K-12	Menahga	Minnesota	Yes	
	7157	Sebeka Independent School District 820	Education	Public K-12	Sebeka	Minnesota	Yes	
	7753	Staples-Motley Schools Independent School District 2170	Education	Public K-12	Staples	Minnesota	Yes	
	33164	Verndale Independent School District 818	Education	Public K-12	Verndale	Minnesota	Yes	
	10634	Wadena-Deer Creek Schools ISD No.2155	Education	Public K-12	Wadena	Minnesota	Yes	
Subtotal	Count	9						
Region II	11260	Cass Lake-Bena Schools Independent School District 115	Education	Public K-12	Cass Lake	Minnesota	Yes	
	2855	Crosby Ironton Schools Independent School District 182	Education	Public K-12	Crosby	Minnesota	Yes	
	6067	Northland Community Schools ISD No.118	Education	Public K-12	Remer	Minnesota	Yes	
	6449	Pequot Lakes Schools Independent School District 186	Education	Public K-12	Pequot Lakes	Minnesota	Yes	
	6503	Pillager Independent School District 116	Education	Public K-12	Pillager	Minnesota	Yes	
	6526	Pine River Backus School District	Education	Public K-12	Pine River	Minnesota	Yes	
	8791	Walker Hackensack Akeley Independent School District 113	Education	Public K-12	Walker	Minnesota	Yes	
Subtotal	Count	7						
Region III	15688	Brainerd Independent School District 181	Education	Public K-12	Brainerd	Minnesota	Yes	
	5043	Little Falls Schools Independent School District 482	Education	Public K-12	Little Falls	Minnesota	Yes	
	40599	Mid-State Education District 6979	Education	Public K-12	Little Falls	Minnesota	Yes	
	6492	Pierz Schools ISD No.484	Education	Public K-12	Pierz	Minnesota	Yes	
	6980	Royalton Independent School District 485	Education	Public K-12	Royalton	Minnesota	Yes	
	11398	Swanville Independent School District 486	Education	Public K-12	Swanville	Minnesota	Yes	
33156	Upsala Independent School District 487	Education	Public K-12	Upsala	Minnesota	Yes		
Subtotal	Count	7						
Region IV	1784	Cass County	Government	County	Walker	Minnesota	Yes	
	536	Central Lakes College	Education	Public Higher Ed	Brainerd	Minnesota	Yes	
	34965	City of Baxter	Government	Municipality	Baxter	Minnesota	Yes	
	18227	City of Brainerd	Government	Municipality	Brainerd	Minnesota	Yes	
	84933	City of Breezy Point	Government	Municipality	Pequot Lakes	Minnesota	Yes	
	36435	City of Browerville	Government	Municipality	Browerville	Minnesota	Yes	
	2161	City of Clarissa	Government	Municipality	Clarissa	Minnesota	Yes	
	16521	City of Crosslake	Government	Municipality	Crosslake	Minnesota	Yes	
	50069	City of Emily	Government	Municipality	Emily	Minnesota	Yes	
	490	City of Little Falls	Government	Municipality	Little Falls	Minnesota	Yes	
	40597	City of Menahga	Government	Municipality	Menahga	Minnesota	Yes	
	30664	City of Nisswa	Government	Municipality	Nisswa	Minnesota	Yes	
	89808	City of Pierz	Government	Municipality	Pierz	Minnesota	Yes	
	33248	City of Pine River	Government	Municipality	Pine River	Minnesota	Yes	
	91447	City of Royalton	Government	Municipality	Royalton	Minnesota	Yes	
	40598	City of Sebeka	Government	Municipality	Sebeka	Minnesota	Yes	
	33244	City of Staples	Government	Municipality	Staples	Minnesota	Yes	
	83290	City of Verndale	Government	Municipality	Verndale	Minnesota	Yes	
	19960	City of Wadena	Government	Municipality	Wadena	Minnesota	Yes	
	2876	Crow Wing County	Government	County	Brainerd	Minnesota	Yes	
	5559	Minnesota State Community and Technical College	Education	Public Higher Ed	Fergus Falls	Minnesota	Yes	
	5640	Morrison County	Government	County	Little Falls	Minnesota	Yes	
	40600	Region 5 Development Commission	Government	Special District	Staples	Minnesota	Yes	
	8774	Wadena County	Government	County	Wadena	Minnesota	Yes	
	Subtotal	Count	24					
	Total	Count	47					