

MEMO TO: Board of Education  
TOPIC: Regular School Board Meeting  
FROM: Steve D. Cairns, Superintendent  
DATE: November 15, 2018

A Regular School Board Meeting of the Board of Education will be held November 19, 2018 at 7:30 PM in the High School Room 101.

### Agenda

**1. CALL TO ORDER**

A. Pledge - Chairman Broden

**2. PREVIEW OF AGENDA**

*During this time any board member may pull any item(s) from the Consent Agenda*

**3. ADDITIONS TO THE AGENDA**

**4. CONSENT AGENDA**

A. Minutes	4
November 5 - Public Hearing and Regular Meeting	
November 9 - Special Meeting	
B. Invoices - November 2018 - \$148,595.02- Ck# 59519-59612	8
C. Hand Payables - October 2018 - \$116,625.59 - Ck# 32728-32795	25
D. Statement of Cash Balances - October 2018 - \$4,789,956.23	40
E. Budget Comparison	41
F. Wires Payments - October 2018 - \$349,213.27	42
G. Auxiliary Accounts	45

**5. COMMUNICATIONS**

A. Region 1 Joint Powers Board

Board members who are interested in filling for election to the Region 1 Joint Powers Board must see the Superintendent Cairns before November 21.

B. MSBA Leadership Conference will be held on January 17 & 18, 2019, at the Minneapolis Convention Center. Board members who are interested in attending the conference should contact Jennifer Hecht by November 21.

**6. STUDENT INPUT AND RECOGNITION**

**7. PUBLIC AGENDA ITEM**

A. Bagley Youth Hockey Association Funding/Contract Renegotiation - Dave Gerbracht & Bill Palmer	48
<b>8. COMMITTEE REPORTS</b>	
A. Transportation	
B. Policy	
C. Facilities	
D. Negotiations	
E. Athletics	
F. Security	
G. Wellness	
H. Other	
<b>9. REPORTS AND PRESENTATIONS</b>	
A. School Board Approval to Re-Submit the AIEA Application with New Signatures. - Penni Cairns	
B. Fundraiser Request for the BHS Music Department - Josh Gunderson	56
C. Policy First Reading & Comments	
1) Policy 615 - Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students - Revised	58
2) Policy 618 - Assessment of Student Achievement - Revised	63
<b>10. SCHOOL BOARD ACTION</b>	
<b>A. RESOLUTION ACCEPTING GIFTS/DONATIONS TO INDEPENDENT SCHOOL DISTRICT #162–BAGLEY</b>	
<b>WHEREAS</b> the following ;therefore, <b>BE IT RESOLVED</b> by the School Board of Independent School District #162–Bagley School Board does hereby accept the following donation:	
* \$494.99 from SFM-Slips and Falls Grant for Maintenance Department	
B. Resolution Authorizing Issuance of Certificates of Election and Directing School Board Clerk to Perform Other Election Related Duties	70
C. Policy Second Reading & Adoption	
1) Policy 601 - School District Curriculum and Instruction Goals - Revised	71
2) Policy 604 - Instructional Curriculum - Revised	77
3) Policy 613 - Graduation Requirements - Revised	84

4) Policy 709 Student Transportation Safety - Revision

97

D. Staffing

- 1) Hire Casey Dahl as the Head Baseball Coach for Bagley High School
- 2) Hire - Michael Macy as a highly qualified paraprofessional contingent upon a satisfactory background check and meeting the No Child Left Behind requirements.
- 3) Superintendent Search Discussion

E. Dues Deduction MOU

Approval of MOU - pending approval by the BEA.

**11. NEXT MEETINGS AGENDA ITEMS - *Chairman Broden***

**12. MEETING SCHEDULE - Chairman Broden**

The next School Board meeting will be held on December 3, 2018, at 7:30 p.m. in High School Room 101

**13. ADJOURNMENT**

**BAGLEY PUBLIC SCHOOLS  
SPECIAL SCHOOL BOARD MEETING  
NOVEMBER 5, 2018  
MINUTES**

The Public Hearing of the School Board, Independent School District #162 was held on November 5, 2018, at 7:30 p.m. at High School Room 101. Members present: Adam Broden, Wendy Fultz, Renee Benson, Amy Fontaine, Jeremy Davies, and Superintendent Cairns. Members absent: LeAnn Agnes and Jamie Grover.

1. Superintendent Cairns presented the District Portion of the 2018-2019 Bagley Area Schools World's Best Workforce Plan.
2. Elementary Principal Moritz and High School Principal Kerr each presented their building 2018-2019 WBWF Summary Plan.

The opportunity for questions and community comments followed.

3. A motion was made by Amy Fontaine to adjourn the meeting at 8:25 p.m.

Adam Broden, Chairman  
School Board  
Ind. School District #162

Wendy Fultz, Clerk  
School Board  
Ind. School District #162

**BAGLEY PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
NOVEMBER 5, 2018  
MINUTES**

The regular meeting of the School Board, Independent School District #162 was held on November 5, 2018, at 8:30 p.m. in High School Room 101. Members present: Adam Broden, Wendy Fultz, Amy Fontaine, Renee Benson, Jeremy Davies, and Superintendent Cairns. Members absent: LeAnn Agnes and Jamie Grover.

Chairman Broden called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. A motion was made by Amy Fontaine, seconded by Jeremy Grover to approve FMLA leave request for Employee A. Employee A is requesting 4-6 weeks of medical leave beginning on December 11, 2018.
2. First Reading was held on Policy 709 – Student Transportation Safety. The change would allow a third drop off option for students at a special chosen location designated by Superintendent and the Head of Transportation.
3. A motion was made by Jeremy Davies, seconded by Wendy Fultz, to approve the following consent agenda items:
  - A. October 15 Public Hearing Minutes
  - B. October 15 Regular Meeting MinutesMotion passed 5-0.
4. A motion was made by Jeremy Davies, seconded by Renee Benson to accept the 2017-2018 School Year Audit as presented by Brian Opsahl of Brady Martz & Associates, P.C. Motion passed 5-0.
5. Superintendent Cairns apprised the Board of the November 1<sup>st</sup> enrollment. The district is monitoring enrollment closely and trying to determine the cause of the declining enrollment. If numbers continue to decline, we could be possibly be looking at up to \$300,000 budget cuts. The Board is requesting a work session in the near future to get a handle on the problem and look at possible cuts.
6. November 12-16 is American Education Week. Thank you to all individuals – parents, educational support professionals, educators, substitute educators – who are making a difference in ensuring that every child receives a quality education.
7. Meet and Confer will meet on Thursday, December 6, 2018, at 7:30 p.m. in High School Staff Lounge.
8. Governor Mark Dayton has proclaimed November 8 as Community Education Day. Corrie Uhler, Community Education Director thanked the staff, district administration and board members for their continued support of the community education program.
9. A special meeting of the School Board will be held on November 9<sup>th</sup> at 7:30 a.m. to canvass the school board election.
10. Chairman Broden announced that Kassie Fontaine, Zachary Anderson, Katja Anderson, Gracie Highberg, McKinzie Halverson and Conner Lien were the October 24.
11. Chairman Broden announced that James Hvezda is the KRJB Good Students of the Month.
12. Chairman Broden announced that Clarey Laesch, Lacy Kent, Sean O’Beirne, Cierra Bellefy, Antonio Auginaush, Corey Larson, Jayden Anderson, Owen Huschle, Tawni Fox, Christopher Sandretzky, Kaley Thompson, Hayden Hanse, Makalyn Hoie, Cameron Wind, Kali Nepean, McKenna Strandlien, Wyatt Holden-O’Beirne, Kaden Melander, Micah Armstrong, Kaylee Olson, Kyra Lynch, Shayla Hvezda, Kara Maruska, Ava Rolfson, and Sadie Larson were the September BES Students of the Month.
13. Chairman Broden announced that Kara Cease-Bowman is the Senior of the Month for October.

14. A motion was made by Jeremy Davies, seconded by Renee Benson to approve to approve the 2018 MIEA Conference overnight request as presented by Carol Vik. Motion passed 5-0.
15. First reading and comments of the following policies were held:
  - A. Policy 601 – School District Curriculum and Instruction Goals
  - B. Policy 604 – Instructional Curriculum
  - C. Policy 613 – Graduation Requirements
16. A motion was made by Renee Benson, seconded by Amy Fontaine to revise Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse and Policy 414F – Mandated Reporter Form. Motion passed 5-0.
17. A motion was made by Amy Fontaine, seconded by Renee Benson revise Policy 427 – Workload Limits for Certain Special Education Teachers. Motion passed 5-0.
18. A motion was made by Jeremy Davies, seconded by Wendy Fultz to revise Policy 511 – Student Fundraising. Motion passed 5-0.
19. A motion was made by Jeremy Davies, seconded Renee Benson to partner with Clearwater County Environmental Services and move forward with the organics grant. Motion passed 5-0.
20. A motion was made by Amy Fontaine, seconded by Jeremy Davies to hire Matt Leavell as a bus driver contingent upon receipt of a satisfactory background check and licensure. Motion passed 5-0.
21. A motion made by Jeremy Davies, seconded by Renee Benson to accept the letter of retirement from Superintendent Steve Cairns effective June 28, 2019. Motion passed 5-0.
22. A motion made by Amy Fontaine, seconded by Wendy Fultz to accept the letter of retirement from David Decker, Business Manager, effective June 28, 2019. Motion passed 5-0.
23. A motion was made by Renee Benson, seconded by Jeremy Davies to accept the letter of retirement from Penni Cairns effective January 18, 2019. Motion passed 5-0.
24. A motion was made by Jeremy Davies, seconded by Renee Benson to approve the 2018-2019 World’s Best Work Force Report. Motion passed 5-0.
25. ITEMS FOR THE NEXT AGENDA
  - A. Policy Updates
  - B. Staffing
26. A special meeting of the School Board will be held on Friday, November 9, 2018, at 7:30 a.m. in High School Room 101 for the School Board Election Canvassing.
27. The next regular meeting of the School Board will held on November 19, 2018, at 7:30 p.m. in High School Room 101.
28. A motion was made by Amy Fontaine to adjourn the meeting at 10:04 p.m. Motion passes 5-0.

Adam Broden, Chairman  
 School Board  
 Ind. School District #162

Wendy Fultz, Clerk  
 School Board  
 Ind. School District #162

**BAGLEY PUBLIC SCHOOLS  
SPECIAL SCHOOL BOARD MEETING  
NOVEMBER 9, 2018  
MINUTES**

The special meeting of the School Board, Independent School District #162 was held on November 9, 2018, at 7:30 a.m. in High School Room 101. Members present Adam Broden, Wendy Fultz, Amy Fontaine, Jeremy Davies, Jamie Grover and Superintendent Cairns. Members absent: LeAnn Agnes and Renee Benson.

Chairman Broden called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. A motion was made by Jeremy Davies, seconded by Amy Fontaine to adopt the following resolution:

**RESOLUTION CANVASSING RETURNS  
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 162, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 6, 2018, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 2,615 voters of the district voted as said election on the election of three school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

Candidate Donald Nordlund	1,586
Candidate Jamie Grover	1,564
Candidate Wendy Fultz	1,587
Write-In	58

3. Donald Nordlund, Jamie Grover and Wendy Fultz, having receiving the highest number of votes, are elected to four year terms beginning the first Monday in January 2019.
4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

(Attached Abstract and Return of Votes Cast)

Motion passed 5-0.

2. A motion was made by Amy Fontaine to adjourn the meeting at 7:32 a.m.

Adam Broden, Chairman  
School Board  
Ind. School District #162

Wendy Fultz, Clerk  
School Board  
Ind. School District #162

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59519	00396		ACT		Check		
				E 01	300 710 000 461 000	PREACT - SHIPPING		\$130.00	
	PO#: 67555	Voucher #: 69452	Invoice		Invoice No: 32089185	11/19/2018	Paid Amt:	\$130.00	
							Check Amount:	\$130.00	
0162	FNB	59520	00571		AIR CLIMATE SYSTEMS		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$2,717.52	
	PO#:	Voucher #: 69261	Invoice		Invoice No: 40953	11/19/2018	Paid Amt:	\$2,717.52	
							Check Amount:	\$2,717.52	
0162	FNB	59521	1671		ALEX RICHERT		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$100.00	
	PO#:	Voucher #: 69288	Invoice		Invoice No: 8	11/19/2018	Paid Amt:	\$100.00	
							Check Amount:	\$100.00	
0162	FNB	59522	1118		AMAZON CAPITAL SERVICES		Check		
				E 04	005 505 321 401 000	PRINTER STAND		\$106.39	
	PO#: 67527	Voucher #: 69305	Invoice		Invoice No: 1F3H-7NYF-PC1D	11/19/2018	Paid Amt:	\$106.39	
				E 01	100 203 000 401 000	FLOURESCENT LIGHT FILTERS - SET OF 4		\$23.56	
				E 01	100 203 000 401 000	SHIPPING		\$5.99	
	PO#: 67525	Voucher #: 69306	Invoice		Invoice No: 1MHY-4YC1-G714	11/19/2018	Paid Amt:	\$29.55	
				E 01	005 810 000 401 181	MONITOR - LED 27"		\$258.04	
				E 01	005 810 000 401 181	KEYBOARD/MOUSE SET		\$91.98	
	PO#: 67548	Voucher #: 69426	Invoice		Invoice No: 1RC6-7WVN-DYDY	11/19/2018	Paid Amt:	\$350.02	
				E 01	005 810 000 401 181	ZAG IPAD KEYBORADS REPLACEMENT FC		\$140.46	
	PO#: 67550	Voucher #: 69431	Invoice		Invoice No: 1XTJ-3YHJ-F1H7	11/19/2018	Paid Amt:	\$140.46	
				E 01	005 810 000 401 181	General Supplies-District Technology		(\$116.40)	
	PO#:	Voucher #: 69495	Invoice		Invoice No: 1VYF-R6XL-6LGC	11/19/2018	Paid Amt:	(\$116.40)	
				E 01	005 810 000 401 181	PROJECTOR REMOTE		\$23.40	
	PO#: 67560	Voucher #: 69501	Invoice		Invoice No: 11GX-HPPG-Q44G	11/19/2018	Paid Amt:	\$23.40	
				E 01	100 201 000 401 000	LIGHT FILTERS - SET OF 4		\$101.56	
	PO#: 67558	Voucher #: 69502	Invoice		Invoice No: 11GX-HPPG-CFJF	11/19/2018	Paid Amt:	\$101.56	
							Check Amount:	\$634.98	
0162	FNB	59523	01725		AMERIPRIDE LINEN, INC.		Check		
				E 01	300 255 000 305 000	Consulting/Fees For Services		\$38.22	
	PO#:	Voucher #: 69409	Invoice		Invoice No: 3501280471	11/19/2018	Paid Amt:	\$38.22	
				E 01	300 361 830 305 000	Consulting/Fees For Services		\$54.96	
	PO#:	Voucher #: 69410	Invoice		Invoice No: 3501280472	11/19/2018	Paid Amt:	\$54.96	
				E 01	005 760 720 305 000	Fees For Services-Reg Transportation		\$44.28	
	PO#:	Voucher #: 69411	Invoice		Invoice No: 3501280502	11/19/2018	Paid Amt:	\$44.28	
							Check Amount:	\$137.46	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59524	04830		<b>BAGLEY AUTO VALUE</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$21.98	
		PO#:	Voucher #:	69364	Invoice	Invoice No: 37094863		11/19/2018	
							Paid Amt:	\$21.98	
							Check Amount:	\$21.98	
0162	FNB	59525	18860		<b>BAGLEY COOP OIL ASSN.</b>		Check		
				E 01	310 810 000 440 000	Heating Fuel-Maintenance		\$164.91	
				E 04	005 586 332 490 100	Food-Athletic Support		\$72.00	
				E 01	005 760 720 305 000	Fees For Services-Reg Transportation		\$24.00	
				E 01	005 760 720 440 000	Fuels-Reg Transportation		\$21,451.14	
		PO#:	Voucher #:	69481	Invoice	Invoice No: OCT18		11/19/2018	
							Paid Amt:	\$21,712.05	
							Check Amount:	\$21,712.05	
0162	FNB	59526	18860		<b>BAGLEY COOP OIL ASSN.</b>		Check		
				E 01	300 292 000 490 295	Food-Athletic Support		\$56.00	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$194.99	
		PO#:	Voucher #:	69485	Invoice	Invoice No: 111418		11/19/2018	
							Paid Amt:	\$250.99	
							Check Amount:	\$250.99	
0162	FNB	59527	08280		<b>BEMIDJI REGIONAL INTERDISTRICT</b>		Check		
				E 01	100 420 740 399 000	Purchase of Spec Ed Contracted		\$6,521.90	
		PO#:	Voucher #:	69337	Invoice	Invoice No: 103118		11/19/2018	
							Paid Amt:	\$6,521.90	
							Check Amount:	\$6,521.90	
0162	FNB	59528	08625		<b>BEMIDJI WELDERS SUPPLY</b>		Check		
				E 01	300 255 000 430 000	Instructional Supply-Industrial Tech		\$81.67	
		PO#:	Voucher #:	69263	Invoice	Invoice No: M198437		11/19/2018	
							Paid Amt:	\$81.67	
				E 01	300 255 000 430 000	Instructional Supply-Industrial Tech		\$64.00	
		PO#:	Voucher #:	69267	Invoice	Invoice No: M198409		11/19/2018	
							Paid Amt:	\$64.00	
				E 01	300 255 000 305 000	Fees For Services-Industrial Tech		\$85.50	
		PO#:	Voucher #:	69408	Invoice	Invoice No: B18100025		11/19/2018	
							Paid Amt:	\$85.50	
							Check Amount:	\$231.17	
0162	FNB	59529	1659		<b>BIMBO BAKERIES USA</b>		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$229.95	
		PO#:	Voucher #:	69503	Invoice	Invoice No: 34854		11/19/2018	
							Paid Amt:	\$229.95	
							Check Amount:	\$229.95	
0162	FNB	59530	21671		<b>BLICK ART MATERIALS</b>		Check		
				E 01	300 212 000 430 000	33537-1025 DENSITE PLASTER 25# BAG		\$73.05	
				E 01	300 212 000 430 000	SHIPPING		\$36.00	
		PO#:	Voucher #:	69268	Invoice	Invoice No: 319595		11/19/2018	
							Paid Amt:	\$109.05	
							Check Amount:	\$109.05	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59531	1403		<b>BONDED LOCK AND KEY</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$159.79	
	PO#:	Voucher #:	69434	Invoice	Invoice No: 0000046582	11/19/2018	Paid Amt:	\$159.79	
							Check Amount:	\$159.79	
0162	FNB	59532	12219		<b>BSN SPORTS</b>		Check		
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$1,147.90	
	PO#:	Voucher #:	69314	Invoice	Invoice No: 903112472	11/19/2018	Paid Amt:	\$1,147.90	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$741.55	
	PO#:	Voucher #:	69315	Invoice	Invoice No: 903355183	11/19/2018	Paid Amt:	\$741.55	
							Check Amount:	\$1,889.45	
0162	FNB	59533	1661		<b>CARLSON PARTS STORE</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$47.03	
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$877.50	
	PO#:	Voucher #:	69472	Invoice	Invoice No: OCT18	11/19/2018	Paid Amt:	\$924.53	
							Check Amount:	\$924.53	
0162	FNB	59534	16355		<b>CLARITY GLASS</b>		Check		
10				E 01	005 850 302 520 000	Building Improvements		\$5,170.00	
	PO#:	Voucher #:	69259	Invoice	Invoice No: 664860	11/19/2018	Paid Amt:	\$5,170.00	
							Check Amount:	\$5,170.00	
0162	FNB	59535	17509		<b>COLE PAPERS INC.</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$89.84	
	PO#:	Voucher #:	69258	Invoice	Invoice No: 9477634	11/19/2018	Paid Amt:	\$89.84	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$42.54	
	PO#:	Voucher #:	69302	Invoice	Invoice No: 9479592	11/19/2018	Paid Amt:	\$42.54	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$200.00	
	PO#:	Voucher #:	69436	Invoice	Invoice No: 9484253	11/19/2018	Paid Amt:	\$200.00	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$1,775.64	
	PO#:	Voucher #:	69437	Invoice	Invoice No: 9484254	11/19/2018	Paid Amt:	\$1,775.64	
							Check Amount:	\$2,108.02	
0162	FNB	59536	1366		<b>REMIT I COMO OIL &amp; PROPANE</b>		Check		
				E 01	005 760 720 440 000	Fuels-Reg Transportation		\$2,251.94	
	PO#:	Voucher #:	69478	Invoice	Invoice No: 1123485	11/19/2018	Paid Amt:	\$2,251.94	
				E 01	005 760 720 440 000	Fuels-Reg Transportation		\$1,510.28	
	PO#:	Voucher #:	69480	Invoice	Invoice No: 1163048	11/19/2018	Paid Amt:	\$1,510.28	
							Check Amount:	\$3,762.22	
0162	FNB	59537	19582		<b>CULINEX</b>		Check		
				E 02	005 770 701 401 000	General Supplies-Lunches		\$507.98	
	PO#:	Voucher #:	69365	Invoice	Invoice No: 779805	11/19/2018	Paid Amt:	\$507.98	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59537	19582		CULINEX		Check		
				E 02	005 770 701 401 000	General Supplies-Lunches		\$20.50	
	PO#:	Voucher #:	69366	Invoice	Invoice No: 779456	11/19/2018	Paid Amt:	\$20.50	
							Check Amount:	\$528.48	
0162	FNB	59538	1378		CUSTOMINK, LLC		Check		
				E 01	100 203 000 401 101	SUMMER READING TSHIRTS		\$416.85	
				E 01	100 203 000 401 101	SHIPPING - FREE		\$0.00	
	PO#: 67483	Voucher #:	69269	Invoice	Invoice No: 24801734	11/19/2018	Paid Amt:	\$416.85	
							Check Amount:	\$416.85	
0162	FNB	59539	21200		DAROOS INC.		Check		
				E 01	300 292 000 490 295	Food-Athletic Support		\$142.00	
	PO#:	Voucher #:	69247	Invoice	Invoice No: 0106938, 0106894	11/19/2018	Paid Amt:	\$142.00	
				E 01	300 292 000 490 295	Food-Athletic Support		\$122.00	
	PO#:	Voucher #:	69248	Invoice	Invoice No: 0106735	11/19/2018	Paid Amt:	\$122.00	
				E 04	005 505 321 401 000	General Supplies-Comm Ed		\$22.44	
	PO#:	Voucher #:	69289	Invoice	Invoice No: 0057151	11/19/2018	Paid Amt:	\$22.44	
				E 04	005 505 321 401 000	General Supplies-Comm Ed		\$23.51	
	PO#:	Voucher #:	69307	Invoice	Invoice No: 0107907	11/19/2018	Paid Amt:	\$23.51	
				E 01	300 292 000 490 295	Food-Athletic Support		\$182.00	
	PO#:	Voucher #:	69383	Invoice	Invoice No: 0108431	11/19/2018	Paid Amt:	\$182.00	
							Check Amount:	\$491.95	
0162	FNB	59540	1662		DISCOUNT DANCE		Check		
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$461.60	
	PO#:	Voucher #:	69254	Invoice	Invoice No: 18812874	11/19/2018	Paid Amt:	\$461.60	
							Check Amount:	\$461.60	
0162	FNB	59541	1628		EAGLE CONSTRUCTION		Check		
				E 01	005 865 379 520 000	Building Construct.		\$14,387.47	
	PO#:	Voucher #:	69382	Invoice	Invoice No: FINALPAYAP	11/19/2018	Paid Amt:	\$14,387.47	
							Check Amount:	\$14,387.47	
0162	FNB	59542	1447		EAPC ARCHITECTS ENGINEERS		Check		
				E 01	005 865 370 305 000	Consulting/Fees For Services		\$3,087.50	
	PO#:	Voucher #:	69489	Invoice	Invoice No: 42260	11/19/2018	Paid Amt:	\$3,087.50	
							Check Amount:	\$3,087.50	
0162	FNB	59543	27140		FARMERS PUBLISHING CO., INC.		Check		
				E 04	005 580 325 401 000	CE FALL BROCHURE MAILING - SHOPPER		\$207.91	
				E 04	005 582 344 401 000	CE FALL BROCHURE MAILING		\$207.92	
				E 04	005 505 321 401 000	CE FALL BROCHURE MAILING		\$207.92	
	PO#: 67521	Voucher #:	69441	Invoice	Invoice No: 49879	11/19/2018	Paid Amt:	\$623.75	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59543	27140		FARMERS PUBLISHING CO., INC.		Check		
				E 01	300 050 000 401 000	REGISTAR FORM - RECEIPTS - 2,000		\$222.54	
PO#:	67500	Voucher #:	69442	Invoice	Invoice No: 49895	11/19/2018	Paid Amt:	\$222.54	
				E 01	300 050 000 401 000	RUBBER STAMP FOR TONY KERR		\$30.00	
				E 01	300 050 000 401 000	SHIPPING		\$4.09	
PO#:	67506	Voucher #:	69443	Invoice	Invoice No: 49945	11/19/2018	Paid Amt:	\$34.09	
				E 02	005 770 701 305 000	Fees For Services-Lic and Inspections		\$76.95	
				E 01	005 110 000 305 000	Fees For Services-Business Office		\$1,602.05	
PO#:		Voucher #:	69444	Invoice	Invoice No: OCT18	11/19/2018	Paid Amt:	\$1,679.00	
							Check Amount:	\$2,559.38	
0162	FNB	59544	1677		FIRE PROTECTION EQUIPMENT CO.		Check		
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$1,595.00	
PO#:		Voucher #:	69384	Invoice	Invoice No: 5119	11/19/2018	Paid Amt:	\$1,595.00	
							Check Amount:	\$1,595.00	
0162	FNB	59545	28293		FLINN SCIENTIFIC, INC.		Check		
				E 01	300 260 000 430 000	AB1182 PHOTO MANUAL & DISSECTION GL		\$194.00	
				E 01	300 260 000 430 000	AB1186 ANATOMY OF THE CAT - PICTORAL		\$116.75	
				E 01	300 260 000 430 000	DISCOUNT & FREE SHIP		(\$46.61)	
PO#:	67542	Voucher #:	69415	Invoice	Invoice No: 2285510	11/19/2018	Paid Amt:	\$264.14	
							Check Amount:	\$264.14	
0162	FNB	59546	29841		FUN EXPRESS		Check		
				E 04	005 580 325 401 000	General Supplies-ECFE		\$5.14	
PO#:		Voucher #:	69262	Invoice	Invoice No: 692477745-01	11/19/2018	Paid Amt:	\$5.14	
							Check Amount:	\$5.14	
0162	FNB	59547	30521		GALEN'S SUPERMARKET		Check		
				E 01	300 292 000 490 295	Food-Athletic Support		\$812.40	
PO#:		Voucher #:	69451	Invoice	Invoice No: 121513	11/19/2018	Paid Amt:	\$812.40	
				E 01	100 050 000 401 000	FOOD AND SUPPLIES FOR STAFF MEETIN		\$59.52	
PO#:	67541	Voucher #:	69456	Invoice	Invoice No: 881331	11/19/2018	Paid Amt:	\$59.52	
				E 01	100 050 000 401 000	CLUB CRACKERS		\$3.77	
				E 01	100 050 000 401 000	TOASTED PARTY PACK		\$4.69	
				E 01	100 050 000 401 000	MEAT TRAY		\$29.99	
PO#:	67509	Voucher #:	69457	Invoice	Invoice No: 091131	11/19/2018	Paid Amt:	\$38.45	
				E 01	300 403 740 433 000	Special Supplies Severe -Profound		\$37.21	
PO#:		Voucher #:	69458	Invoice	Invoice No: 111218	11/19/2018	Paid Amt:	\$37.21	
				E 04	005 586 332 401 100	General Supplies-Youth Enrich.-W Rec		\$9.64	
				E 04	005 505 321 401 000	General Supplies-Comm Ed		\$21.64	
				E 01	100 200 000 401 000	General Supplies-VPK		\$29.15	
				E 04	005 582 344 401 000	General Supplies-School Readiness		\$16.87	

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0162	FNB	59547	30521		<b>GALEN'S SUPERMARKET</b>		Check
				E 01	100 203 000 401 000	General Supplies-Elem	\$24.52
PO#:	Voucher #:	69497	Invoice	Invoice No:	OCT18	11/19/2018	Paid Amt: \$101.82
							Check Amount: \$1,049.40
0162	FNB	59548	30935		<b>GARDEN VALLEY TELEPHONE</b>		Check
				E 04	005 505 321 320 000	Telephone-Comm Ed	\$37.43
				E 04	005 580 325 320 000	Telephone -ECFE	\$37.43
				E 01	310 810 000 320 000	Telephone-Maintenance	\$3,709.41
PO#:	Voucher #:	69309	Invoice	Invoice No:	200778031	11/19/2018	Paid Amt: \$3,784.27
							Check Amount: \$3,784.27
0162	FNB	59549	31740		<b>GERRELLS SPORTS CENTER, INC</b>		Check
				E 01	300 292 000 401 295	General Supplies-Athletic Support	\$2,570.00
PO#:	Voucher #:	69294	Invoice	Invoice No:	0014201	11/19/2018	Paid Amt: \$2,570.00
							Check Amount: \$2,570.00
0162	FNB	59550	1683		<b>GONZALEZ JR., JOHN</b>		Check
				E 01	300 605 320 305 000	NOVEMBER NATIVE AMERICAN SPEAKER	\$1,000.00
PO#: 67565	Voucher #:	69500	Invoice	Invoice No:	133	11/19/2018	Paid Amt: \$1,000.00
							Check Amount: \$1,000.00
0162	FNB	59551	1673		<b>GOODWIN, GUY</b>		Check
				E 01	300 605 320 305 000	PRESENTER FOR INDIAN ED AFTER SCHO	\$200.00
				E 01	300 605 320 305 000	SEND CHECK TO PENNI BY NOVEMBER 27	\$0.00
PO#: 67553	Voucher #:	69450	Invoice	Invoice No:	110918	11/19/2018	Paid Amt: \$200.00
							Check Amount: \$200.00
0162	FNB	59552	33291		<b>GRAINGER</b>		Check
				E 01	310 810 000 401 000	General Supplies-Maintenance	\$31.44
PO#:	Voucher #:	69486	Invoice	Invoice No:	9957530588	11/19/2018	Paid Amt: \$31.44
				E 01	310 810 000 401 000	General Supplies-Maintenance	\$129.60
PO#:	Voucher #:	69487	Invoice	Invoice No:	9956096839	11/19/2018	Paid Amt: \$129.60
							Check Amount: \$161.04
0162	FNB	59553	33491		<b>GRAND FORKS PUBLIC SCHOOL DIS</b>		Check
				E 01	998 211 000 392 000	Payments to Out-of-State Dist/	\$594.36
PO#:	Voucher #:	69277	Invoice	Invoice No:	13656	11/19/2018	Paid Amt: \$594.36
				E 01	998 211 000 392 000	Payments to Out-of-State Dist/	\$365.76
PO#:	Voucher #:	69439	Invoice	Invoice No:	13708	11/19/2018	Paid Amt: \$365.76
							Check Amount: \$960.12

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59554	36590		<b>HEART SMART TECHNOLOGY</b>		Check		
				E 01	005 865 352 401 000	General Supplies-Enviromental Hazards		\$751.50	
<b>PO#:</b>	<b>Voucher #:</b>	<b>69303</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>HS341893</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$751.50</b>	
							<b>Check Amount:</b>	<b>\$751.50</b>	
0162	FNB	59555	36839		<b>HILL RIVER ELECTRIC, INC.</b>		Check		
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$1,472.00	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$1,205.40	
<b>PO#:</b>	<b>Voucher #:</b>	<b>69460</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>4406</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$2,677.40</b>	
				E 01	005 865 370 305 000	Fees For Services-Maintenance		\$342.00	
				E 01	005 865 366 305 000	General Supplies-Maintenance		\$342.00	
<b>PO#:</b>	<b>Voucher #:</b>	<b>69461</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>4407</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$726.86</b>	
				E 01	005 865 366 401 000	General Supplies		\$42.86	
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$185.00	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$21.66	
<b>PO#:</b>	<b>Voucher #:</b>	<b>69462</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>4386</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$206.66</b>	
							<b>Check Amount:</b>	<b>\$3,610.92</b>	
0162	FNB	59556	36913		<b>HODGES BADGE CO., INC.</b>		Check		
				E 01	100 203 000 401 101	W96110 MILLIONAIRE MEDALS - GOLD YEI		\$206.25	
				E 01	100 203 000 401 101	SHIPPING		\$16.50	
				E 01	100 203 000 401 101	CLEARWATER-POLK ROUND-UP FUNDS		\$0.00	
<b>PO#:</b>	<b>67482</b>	<b>Voucher #:</b>	<b>69453</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>18033097</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$222.75</b>
							<b>Check Amount:</b>	<b>\$222.75</b>	
0162	FNB	59557	37131		<b>HOME DEPOT CREDIT SERVICES</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$37.96	
<b>PO#:</b>	<b>Voucher #:</b>	<b>69311</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>62286</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$37.96</b>	
							<b>Check Amount:</b>	<b>\$37.96</b>	
0162	FNB	59558	37835		<b>HOUGHTON MIFFLIN CO.</b>		Check		
				E 01	100 420 740 433 000	PLEASE SEE THE ATTACHED QUOTE		\$1,080.00	
<b>PO#:</b>	<b>67512</b>	<b>Voucher #:</b>	<b>69271</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>710129673</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$1,080.00</b>
				E 01	100 420 740 433 000	PLEASE SEE THE ATTACHED QUOTE		\$799.50	
<b>PO#:</b>	<b>67512</b>	<b>Voucher #:</b>	<b>69272</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>710129674</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$799.50</b>
				E 01	100 412 740 433 000	924593 BATTELLE DEVELOPMENTAL INVEN		\$85.70	
				E 01	100 412 740 433 000	Freight		\$10.00	
<b>PO#:</b>	<b>67539</b>	<b>Voucher #:</b>	<b>69483</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>954082496</b>	<b>11/19/2018</b>	<b>Paid Amt:</b>	<b>\$95.70</b>
							<b>Check Amount:</b>	<b>\$1,975.20</b>	
0162	FNB	59559	1678		<b>INNOVATIVE LEARNING CONCEPTS INC.</b>		Check		
				E 01	100 416 740 433 000	TM2104W TOUCHMATH DOMINO CARD SE		\$46.00	
				E 01	100 416 740 433 000	TM2023W TOUCHMATH EXPLORE STANDA		\$339.00	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59559	1678		INNOVATIVE LEARNING CONCEPTS INC.		Check		
				E 01	100 416 740 433 000 SHIPPING			\$30.80	
	PO#: 67552	Voucher #: 69484	Invoice	Invoice No: 200183648		11/19/2018	Paid Amt:	\$415.80	
							Check Amount:	\$415.80	
0162	FNB	59560	1542		INNOVATIVE OFFICE SOLUTIONS		Check		
				E 01	005 850 302 530 000 TABLES FOR THE EC CAFETERIA			\$1,183.20	
				E 01	005 850 302 530 000 CHAIRS FOR THE EC CAFETERIA			\$2,204.00	
				E 01	005 850 302 530 000 SHIPPING			\$740.00	
	PO#: 67501	Voucher #: 69286	Invoice	Invoice No: 2251585		11/19/2018	Paid Amt:	\$4,127.20	
				E 02	005 770 701 401 000 SHARPIES			\$9.62	
				E 02	005 770 701 401 000 WRITING PADS			\$10.98	
				E 02	005 770 701 401 000 WITE-OUT			\$18.48	
				E 02	005 770 701 401 000 SCISSORS			\$2.82	
	PO#: 67537	Voucher #: 69406	Invoice	Invoice No: 2269160		11/19/2018	Paid Amt:	\$41.90	
				E 01	300 605 320 401 000 PENDAFLEX EXPANDING FILE FOLDERS			\$18.30	
	PO#: 67538	Voucher #: 69407	Invoice	Invoice No: 2269164		11/19/2018	Paid Amt:	\$18.30	
							Check Amount:	\$4,187.40	
0162	FNB	59561	39224		INTERQUEST DETECTION CANINES		Check		
				E 01	300 211 000 305 000 HALF DAY VISITS			\$315.00	
	PO#: 67280	Voucher #: 69273	Invoice	Invoice No: 193nm-October2018		11/19/2018	Paid Amt:	\$315.00	
							Check Amount:	\$315.00	
0162	FNB	59562	1270		IXL LEARNING		Check		
				E 01	100 203 000 406 000 PLEASE SEE ATTACHED QUOTE - UPGRAC			\$480.00	
	PO#: 67524	Voucher #: 69329	Invoice	Invoice No: S340236		11/19/2018	Paid Amt:	\$480.00	
							Check Amount:	\$480.00	
0162	FNB	59563	40833		JAG BODY SHOP		Check		
				E 01	005 760 720 305 000 Fees For Services-Reg Transportation			\$200.00	
	PO#:	Voucher #: 69293	Invoice	Invoice No: 2624		11/19/2018	Paid Amt:	\$200.00	
							Check Amount:	\$200.00	
0162	FNB	59564	42583		JUST FOR KIX, LLC		Check		
				E 01	300 292 000 401 295 General Supplies-Athletic Support			\$607.36	
	PO#:	Voucher #: 69255	Invoice	Invoice No: 72038		11/19/2018	Paid Amt:	\$607.36	
							Check Amount:	\$607.36	
0162	FNB	59565	43077		KENNEDY & GRAVEN, CHARTERED		Check		
				E 01	005 010 000 305 000 Fees for Service-School Board			\$304.00	
	PO#:	Voucher #: 69333	Invoice	Invoice No: 145242		11/19/2018	Paid Amt:	\$304.00	

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59565	43077		<b>KENNEDY &amp; GRAVEN, CHARTERED</b>		Check		
				E 01	005 010 000 305 000	Fees for Service-School Board		\$209.00	
		PO#:	Voucher #:	69334	Invoice	Invoice No: 145241	11/19/2018	Paid Amt:	\$209.00
								Check Amount:	\$513.00
0162	FNB	59566	05598		<b>KUBIAK'S FAMILY FOODS</b>		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$41.25	
		PO#:	Voucher #:	69447	Invoice	Invoice No: 267599-123	11/19/2018	Paid Amt:	\$41.25
				E 04	005 580 325 401 000	General Supplies-ECFE		\$27.21	
		PO#:	Voucher #:	69448	Invoice	Invoice No: 267363-122	11/19/2018	Paid Amt:	\$27.21
				E 01	300 408 740 433 000	INCENTIVES		\$50.52	
		PO#: 67517	Voucher #:	69449	Invoice	Invoice No: 274464-123	11/19/2018	Paid Amt:	\$50.52
								Check Amount:	\$118.98
0162	FNB	59567	41616	REMIT	<b>KURTZ BROTHERS, INC.</b>		Check		
				E 01	100 720 000 401 000	HON VERTICAL FILES CABINET		\$277.25	
				E 01	100 720 000 401 000	Freight		\$115.00	
		PO#: 67484	Voucher #:	69284	Invoice	Invoice No: 70849.00	11/19/2018	Paid Amt:	\$392.25
								Check Amount:	\$392.25
0162	FNB	59568	44164		<b>LAKES VENDING, INC.</b>		Check		
				E 01	300 292 000 490 295	Food-Athletic Support		\$587.00	
		PO#:	Voucher #:	69316	Invoice	Invoice No: 5820:105613	11/19/2018	Paid Amt:	\$587.00
				E 01	300 292 000 490 295	Food-Athletic Support		\$46.00	
		PO#:	Voucher #:	69332	Invoice	Invoice No: 5820:110040	11/19/2018	Paid Amt:	\$46.00
								Check Amount:	\$633.00
0162	FNB	59569	1410		<b>LAURIE'S BLINDS AND DESIGN</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$190.00	
		PO#:	Voucher #:	69257	Invoice	Invoice No: 101818	11/19/2018	Paid Amt:	\$190.00
								Check Amount:	\$190.00
0162	FNB	59570	46136		<b>LISTROM'S DISPOSAL, INC.</b>		Check		
				E 01	310 810 000 330 000	Utilities-Maintenance		\$2,578.41	
		PO#:	Voucher #:	69420	Invoice	Invoice No: 110218	11/19/2018	Paid Amt:	\$2,578.41
								Check Amount:	\$2,578.41
0162	FNB	59571	46808		<b>MACKIN EDUCATIONAL RESOURCES</b>		Check		
				E 01	300 620 000 470 000	Library Books-HS Media		\$96.23	
		PO#:	Voucher #:	69327	Invoice	Invoice No: 555265	11/19/2018	Paid Amt:	\$96.23
				E 01	100 620 000 470 000	Library Books-Elem Media		\$16.19	
		PO#:	Voucher #:	69328	Invoice	Invoice No: 555228	11/19/2018	Paid Amt:	\$16.19
				E 01	100 620 000 470 000	Library Books-Elem Media		\$45.26	
		PO#:	Voucher #:	69433	Invoice	Invoice No: 556345	11/19/2018	Paid Amt:	\$45.26

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59571	46808		<b>MACKIN EDUCATIONAL RESOURCES</b>		Check		
				E 01	300 620 000 470 000	Library Books-HS Media		\$31.90	
PO#:		Voucher #:	69454	Invoice	Invoice No: 556894	11/19/2018	Paid Amt:	\$31.90	
							Check Amount:	\$189.58	
0162	FNB	59572	47595		<b>MARCO, INC.</b>		Check		
				E 01	100 203 000 380 000	Computer/Technology Lease		\$2,016.65	
PO#:		Voucher #:	69491	Invoice	Invoice No: 370543001	11/19/2018	Paid Amt:	\$2,016.65	
				E 01	300 211 000 380 000	Computer/Technology Lease		\$1,329.45	
PO#:		Voucher #:	69493	Invoice	Invoice No: 370542995	11/19/2018	Paid Amt:	\$1,329.45	
							Check Amount:	\$3,346.10	
0162	FNB	59573	47626		<b>MARK'S HARDWARE</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$392.83	
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$25.89	
				E 01	300 361 830 433 000	Special-Voc-Woods		\$69.26	
PO#:		Voucher #:	69494	Invoice	Invoice No: OCT18	11/19/2018	Paid Amt:	\$487.98	
							Check Amount:	\$487.98	
0162	FNB	59574	49273		<b>MEDTOX LABORATORIES</b>		Check		
				E 01	005 110 000 305 160	Fees For Services-Drug Testing		\$55.00	
PO#:		Voucher #:	69479	Invoice	Invoice No: 10201866597	11/19/2018	Paid Amt:	\$55.00	
							Check Amount:	\$55.00	
0162	FNB	59575	48402		<b>MENARDS-BEMIDJI</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$98.89	
PO#:		Voucher #:	69417	Invoice	Invoice No: 60621	11/19/2018	Paid Amt:	\$98.89	
							Check Amount:	\$98.89	
0162	FNB	59576	50656		<b>MIDWEST BUS PARTS, INC</b>		Check		
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$587.44	
PO#:		Voucher #:	69473	Invoice	Invoice No: 112712	11/19/2018	Paid Amt:	\$587.44	
							Check Amount:	\$587.44	
0162	FNB	59577	51163		<b>MINNESOTA ASSOC OF SCHOOL BUSINESS OFFICIALS</b>		Check		
				E 01	005 110 000 820 000	ACTIVE MEMBERSHIP TO MASBO		\$110.00	
PO#: 67559		Voucher #:	69498	Invoice	Invoice No: 300003725	11/19/2018	Paid Amt:	\$110.00	
							Check Amount:	\$110.00	
0162	FNB	59578	52498		<b>MINNESOTA DEPARTMENT OF HEALTH</b>		Check		
				E 01	005 865 347 305 000	Consulting/Fees For Services		\$1,400.00	
PO#:		Voucher #:	69312	Invoice	Invoice No: 102918	11/19/2018	Paid Amt:	\$1,400.00	
				E 01	300 292 000 305 295	Consulting/Fees For Services		\$290.00	
PO#:		Voucher #:	69466	Invoice	Invoice No: 111218	11/19/2018	Paid Amt:	\$290.00	
							Check Amount:	\$1,690.00	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59579	1044		<b>MN INDIAN EDUCATION ASSOCIATION</b>		Check		
				E 01	300 605 320 366 000	CAROL VIK, BRITTANY NATTRASS, GRAHA		\$600.00	
				E 01	300 605 320 366 000	LUCILLE THOMPSON - REGISTRATION		\$200.00	
				E 01	300 605 320 366 000	GRACI SANSEVERO, GERI THOMPSON, AY		\$750.00	
	PO#: 67535	Voucher #:	69414	Invoice	Invoice No: 521	11/19/2018		Paid Amt:	\$1,550.00
								Check Amount:	\$1,550.00
0162	FNB	59580	1639		<b>MOBY MAX</b>		Check		
				E 01	300 211 000 406 000	MOBYMAX - ULTRA TEACHER LICENSE FO		\$144.00	
				E 01	300 211 000 406 000	PLEASE SEE ATTACHED QUOTE		\$0.00	
	PO#: 67522	Voucher #:	69326	Invoice	Invoice No: 130570	11/19/2018		Paid Amt:	\$144.00
								Check Amount:	\$144.00
0162	FNB	59581	1237		<b>MULCAHY COMPANY</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$246.01	
	PO#:	Voucher #:	69313	Invoice	Invoice No: 357671	11/19/2018		Paid Amt:	\$246.01
								Check Amount:	\$246.01
0162	FNB	59582	55660		<b>NAYLOR'S HEATING AND REFRIGERATION, LLC.</b>		Check		
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$89.90	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$639.55	
	PO#:	Voucher #:	69421	Invoice	Invoice No: 130202	11/19/2018		Paid Amt:	\$729.45
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$152.14	
	PO#:	Voucher #:	69422	Invoice	Invoice No: 129725	11/19/2018		Paid Amt:	\$152.14
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$515.00	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$59.99	
	PO#:	Voucher #:	69423	Invoice	Invoice No: 130227	11/19/2018		Paid Amt:	\$574.99
								Check Amount:	\$1,456.58
0162	FNB	59583	55863		<b>NEI BOTTLING, INC.</b>		Check		
				E 01	300 292 000 490 295	Food-Athletic Support		\$203.00	
	PO#:	Voucher #:	69432	Invoice	Invoice No: 802260	11/19/2018		Paid Amt:	\$203.00
								Check Amount:	\$203.00
0162	FNB	59584	57845		<b>NORTH CENTRAL PARTS &amp; SERVICE</b>		Check		
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$211.64	
	PO#:	Voucher #:	69475	Invoice	Invoice No: 254095	11/19/2018		Paid Amt:	\$211.64
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$1,128.14	
	PO#:	Voucher #:	69476	Invoice	Invoice No: 254496	11/19/2018		Paid Amt:	\$1,128.14
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$286.47	
	PO#:	Voucher #:	69477	Invoice	Invoice No: 254428	11/19/2018		Paid Amt:	\$286.47
								Check Amount:	\$1,626.25

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59585	58420		<b>NORTHWEST SERVICE COOPERATIVE</b>		Check		
				E 01	005 110 000 820 000	Dues and Membership-Business Office		\$1,072.50	
	PO#:	Voucher #:	69297	Invoice	Invoice No: 2553	11/19/2018	Paid Amt:	\$1,072.50	
							Check Amount:	\$1,072.50	
0162	FNB	59586	62099		<b>PLAYSCRIPTS, INC.</b>		Check		
				E 01	300 291 000 401 125	"LAFAYETTE NO. 1		\$179.82	
				E 01	300 291 000 401 125	DISCOUNT - 10%		(\$17.98)	
				E 01	300 291 000 401 125	SHIPPING		\$5.35	
				E 01	300 291 000 401 125	HANDLING		\$3.95	
	PO#: 67564	Voucher #:	69499	Invoice	Invoice No: 2164152	11/19/2018	Paid Amt:	\$171.14	
							Check Amount:	\$171.14	
0162	FNB	59587	62215		<b>POPPLERS MUSIC INC</b>		Check		
				E 01	300 259 000 430 000	Instructional Supply-Instrumental Band		\$33.75	
	PO#:	Voucher #:	69482	Invoice	Invoice No: 2206985	11/19/2018	Paid Amt:	\$33.75	
							Check Amount:	\$33.75	
0162	FNB	59588	63020		<b>PUBLIC UTILITIES</b>		Check		
19				E 01	310 810 000 330 000	Utilities-Maintenance		\$23,697.80	
	PO#:	Voucher #:	69416	Invoice	Invoice No: OCT18	11/19/2018	Paid Amt:	\$23,697.80	
							Check Amount:	\$23,697.80	
0162	FNB	59589	1682		<b>RADIO ACCOUNTING SERVICE</b>		Check		
				E 01	005 110 000 305 000	Fees For Services-Business Office		\$315.00	
	PO#:	Voucher #:	69492	Invoice	Invoice No: KKWBF0362	11/19/2018	Paid Amt:	\$315.00	
							Check Amount:	\$315.00	
0162	FNB	59590	64377		<b>REALLY GOOD STUFF, INC.</b>		Check		
				E 01	100 407 740 433 000	PLEASE SEE ATTACHED		\$222.75	
	PO#: 67526	Voucher #:	69331	Invoice	Invoice No: 6761114	11/19/2018	Paid Amt:	\$222.75	
							Check Amount:	\$222.75	
0162	FNB	59591	1303		<b>RIVARDS</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$665.15	
	PO#:	Voucher #:	69445	Invoice	Invoice No: 35323	11/19/2018	Paid Amt:	\$665.15	
							Check Amount:	\$665.15	
0162	FNB	59592	1101		<b>ROMA KOWA COFFEE ROASTERS, INC</b>		Check		
				E 01	005 020 000 401 000	General Supplies-Supt. Office		\$73.76	
	PO#:	Voucher #:	69385	Invoice	Invoice No: 9061	11/19/2018	Paid Amt:	\$73.76	
							Check Amount:	\$73.76	
0162	FNB	59593	65899		<b>ROYAL TIRE, INC.</b>		Check		
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$417.64	
	PO#:	Voucher #:	69470	Invoice	Invoice No: 317-34075	11/19/2018	Paid Amt:	\$417.64	

## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59593	65899		ROYAL TIRE, INC.		Check		
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$1,436.12	
		PO#:	Voucher #:	69471	Invoice	Invoice No: 317-34074		11/19/2018	
								Paid Amt:	\$1,436.12
								Check Amount:	\$1,853.76
0162	FNB	59594	1518		rSCHOOL TODAY		Check		
				E 01	300 292 000 820 295	Dues,Memberships,Lic, Fees		\$75.00	
		PO#:	Voucher #:	69465	Invoice	Invoice No: 41591		11/19/2018	
								Paid Amt:	\$75.00
								Check Amount:	\$75.00
0162	FNB	59595	66928		SCHOLASTIC BOOK CLUBS, INC.		Check		
				E 01	100 422 740 433 000	SET OF 6 BOOKS		\$303.50	
		PO#: 67234	Voucher #:	69287	Invoice	Invoice No: T48990213		11/19/2018	
								Paid Amt:	\$303.50
								Check Amount:	\$303.50
0162	FNB	59596	67160		SCHOOL SPECIALTY, INC.		Check		
				E 01	100 203 000 401 000	PLEASE SEE ATTACHED		\$174.14	
		PO#: 67467	Voucher #:	69270	Invoice	Invoice No: 208121783399		11/19/2018	
								Paid Amt:	\$174.14
				E 01	100 407 740 433 000	PLEASE SEE ATTACHED		\$119.04	
		PO#: 67479	Voucher #:	69283	Invoice	Invoice No: 208121824971		11/19/2018	
								Paid Amt:	\$119.04
				E 01	300 212 000 430 000	PLEASE SEE ATTACHED		\$64.98	
		PO#: 67478	Voucher #:	69285	Invoice	Invoice No: 208121816250		11/19/2018	
								Paid Amt:	\$64.98
				E 01	100 407 740 433 000	NEENAH BRIGHT WHITE CARDSTOCK		\$26.90	
		PO#: 67531	Voucher #:	69405	Invoice	Invoice No: 208121918020		11/19/2018	
								Paid Amt:	\$26.90
				E 01	100 203 000 401 000	PLEASE SEE ATTACHED		\$884.76	
		PO#: 67466	Voucher #:	69412	Invoice	Invoice No: 308103215856		11/19/2018	
								Paid Amt:	\$884.76
				E 01	300 403 740 433 000	1543837 CALIFONE STEREO HEADSET WIT		\$99.75	
		PO#: 67532	Voucher #:	69413	Invoice	Invoice No: 208121938363		11/19/2018	
								Paid Amt:	\$99.75
								Check Amount:	\$1,369.57
0162	FNB	59597	1384		SEABERG SOLAR SALT		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$542.48	
		PO#:	Voucher #:	69418	Invoice	Invoice No: 3259		11/19/2018	
								Paid Amt:	\$542.48
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$234.48	
		PO#:	Voucher #:	69419	Invoice	Invoice No: 3260		11/19/2018	
								Paid Amt:	\$234.48
								Check Amount:	\$776.96
0162	FNB	59598	67078		SNA		Check		
				E 02	005 770 701 820 000	SNA MEMBERSHIP RENEWAL		\$53.00	
		PO#: 67528	Voucher #:	69290	Invoice	Invoice No: 102318		11/19/2018	
								Paid Amt:	\$53.00
								Check Amount:	\$53.00

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59599	69235		<b>SOLID BOTTOM SEPTIC</b>		Check		
				E 01	300 292 000 305 295	Consulting/Fees For Services		\$405.00	
	PO#:	Voucher #:	69317	Invoice	Invoice No: 102918	11/19/2018	Paid Amt:	\$405.00	
							Check Amount:	\$405.00	
0162	FNB	59600	1439		<b>SOLUS LED</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$479.60	
	PO#:	Voucher #:	69318	Invoice	Invoice No: 102918	11/19/2018	Paid Amt:	\$479.60	
							Check Amount:	\$479.60	
0162	FNB	59601	71810		<b>STELLHER HUMAN SERVICES, INC.</b>		Check		
				E 01	100 605 175 394 000	to Other Agencies-Impact Aid		\$1,926.95	
	PO#:	Voucher #:	69438	Invoice	Invoice No: 161538	11/19/2018	Paid Amt:	\$1,926.95	
							Check Amount:	\$1,926.95	
0162	FNB	59602	71823		<b>STEMS</b>		Check		
				E 01	005 010 000 401 000	FLOWERS FOR MARLENE GERBRACHT'S I		\$30.00	
	PO#: 67495	Voucher #:	69264	Invoice	Invoice No: 701	11/19/2018	Paid Amt:	\$30.00	
				E 01	005 010 000 401 000	FLOWERS FOR PUNKY CLARKS FUNERAL		\$30.00	
	PO#: 67440	Voucher #:	69265	Invoice	Invoice No: 701	11/19/2018	Paid Amt:	\$30.00	
				E 01	005 010 000 401 000	FLOWERS FOR JANELLE MELBO - GET WE		\$30.00	
	PO#: 67437	Voucher #:	69266	Invoice	Invoice No: 701	11/19/2018	Paid Amt:	\$30.00	
							Check Amount:	\$90.00	
0162	FNB	59603	74179		<b>TEAM LABORATORY CHEMICAL CORP.</b>		Check		
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$504.00	
	PO#:	Voucher #:	69459	Invoice	Invoice No: 0013802	11/19/2018	Paid Amt:	\$504.00	
							Check Amount:	\$504.00	
0162	FNB	59604	75450		<b>THUNDERBIRD TROPHIES</b>		Check		
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$619.40	
	PO#:	Voucher #:	69304	Invoice	Invoice No: 17077	11/19/2018	Paid Amt:	\$619.40	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$85.95	
	PO#:	Voucher #:	69430	Invoice	Invoice No: 17082	11/19/2018	Paid Amt:	\$85.95	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$190.60	
	PO#:	Voucher #:	69463	Invoice	Invoice No: 17091	11/19/2018	Paid Amt:	\$190.60	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$151.30	
	PO#:	Voucher #:	69464	Invoice	Invoice No: 17088	11/19/2018	Paid Amt:	\$151.30	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$18.95	
	PO#:	Voucher #:	69488	Invoice	Invoice No: 17093	11/19/2018	Paid Amt:	\$18.95	
							Check Amount:	\$1,066.20	

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## Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	59605	75455		TIERNEY BROTHERS, INC.		Check		
				E 01	005 810 000 401 181	General Supplies-District Technology		\$234.00	
PO#:	Voucher #:	69496	Invoice	Invoice No:	784074	11/19/2018	Paid Amt:	\$234.00	
							Check Amount:	\$234.00	
0162	FNB	59606	1663		U OF MN - PUBLICATIONS OFFICE		Check		
				E 01	300 605 320 430 000	PLEASE SEE ATTACHED ORDER FORM		\$324.95	
PO#: 67472	Voucher #:	69274	Invoice	Invoice No:	029044153	11/19/2018	Paid Amt:	\$324.95	
							Check Amount:	\$324.95	
0162	FNB	59607	78994		VALLEY TRUCK		Check		
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$299.00	
PO#:	Voucher #:	69474	Invoice	Invoice No:	T439858	11/19/2018	Paid Amt:	\$299.00	
							Check Amount:	\$299.00	
0162	FNB	59608	79179		VERIZON WIRELESS		Check		
				E 01	310 810 000 320 000	Telephone-Maintenance		\$238.77	
PO#:	Voucher #:	69490	Invoice	Invoice No:	9817457538	11/19/2018	Paid Amt:	\$238.77	
							Check Amount:	\$238.77	
0162	FNB	59609	79331		VISA		Check		
				E 01	300 605 320 369 000	ROOMS FOR STUDENTS - 4 ROOMS FOR 2		\$832.80	
				E 01	300 605 320 366 000	ROOMS FOR ADULTS - 2 ROOMS FOR 2 NI		\$416.40	
PO#: 67496	Voucher #:	69455	Invoice	Invoice No:	135080	11/19/2018	Paid Amt:	\$1,249.20	
							Check Amount:	\$1,249.20	
0162	FNB	59610	80788		WESTWOOD BUILDING CENTER, INC.		Check		
				E 01	300 361 830 433 000	Special-Voc-Woods		\$63.10	
PO#:	Voucher #:	69404	Invoice	Invoice No:	203321	11/19/2018	Paid Amt:	\$63.10	
							Check Amount:	\$63.10	
0162	FNB	59611	1674		WEVIDEO, INC.		Check		
				E 01	100 203 000 406 000	PLEASE SEE ATTACHED QUOTE # 3WEMN		\$199.00	
PO#: 67533	Voucher #:	69330	Invoice	Invoice No:	6195	11/19/2018	Paid Amt:	\$199.00	
							Check Amount:	\$199.00	
0162	FNB	59612	81075		WILLBERGS AUTO CENTER		Check		
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$155.75	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$664.90	
PO#:	Voucher #:	69424	Invoice	Invoice No:	85861	11/19/2018	Paid Amt:	\$820.65	
				E 01	310 810 000 305 000	Fees For Services-Maintenance		\$60.00	
				E 01	310 810 000 401 000	General Supplies-Maintenance		\$146.70	
PO#:	Voucher #:	69425	Invoice	Invoice No:	23095	11/19/2018	Paid Amt:	\$206.70	

# Bagley Public Schools #162 November 2018 Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0162	FNB	59612	81075		WILLBERGS AUTO CENTER		Check	
				E 01	310 810 000 401 000	General Supplies-Maintenance	\$450.50	
		PO#:	Voucher #:	69435	Invoice	Invoice No: 23106	11/19/2018	
							Paid Amt:	\$450.50
							Check Amount:	\$1,477.85
							Report Total:	\$148,595.02

**Bagley Public Schools #162**  
**November 2018 Check Register**  
**Fund Summary**

<b>Fund Description</b>		<b>Total</b>
01	General Fund	\$146,520.04
02	Food Service	\$1,071.53
04	Community Services	\$1,003.45
<b>Report Total</b>		<b>\$148,595.02</b>

## Bagley Public Schools #162

### October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32728	1147		US POSTAL SERVICE(POSTAGE BY PHONE)		Check		
				E 01	005 110 000 329 000	Postage/UPS-Business Office		\$2,000.00	
		PO#:	Voucher #:	69057	Invoice	Invoice No: 100118	10/1/2018	Paid Amt:	\$2,000.00
								Check Amount:	\$2,000.00
0162	FNB	32729	01380		AMERICAN FAMILY LIFE ASSUR CO		Check		
				B 01	215 030	Insurance Payable		\$737.07	
		PO#:	Voucher #:	69026	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$737.07
								Check Amount:	\$737.07
0162	FNB	32730	1659		BIMBO BAKERIES USA		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$216.30	
		PO#:	Voucher #:	69063	Invoice	Invoice No: 34609	10/2/2018	Paid Amt:	\$216.30
								Check Amount:	\$216.30
0162	FNB	32731	09975		BLUE CROSS BLUE SHIELD OF MN		Check		
				B 01	215 030	Insurance Payable		\$1,519.00	
		PO#:	Voucher #:	69068	Invoice	Invoice No: 100218	10/2/2018	Paid Amt:	\$1,519.00
								Check Amount:	\$1,519.00
0162	FNB	32732	1170		DEAN FOODS NC		Check		
				E 02	005 770 701 495 000	Milk-Lunches		\$463.90	
		PO#:	Voucher #:	69064	Invoice	Invoice No: 17713142	10/2/2018	Paid Amt:	\$463.90
				E 02	005 770 701 495 000	Milk-Lunches		\$247.00	
		PO#:	Voucher #:	69065	Invoice	Invoice No: 17713116	10/2/2018	Paid Amt:	\$247.00
				E 02	005 770 701 495 000	Milk-Lunches		\$132.65	
		PO#:	Voucher #:	69066	Invoice	Invoice No: 17713141	10/2/2018	Paid Amt:	\$132.65
				E 02	005 770 701 495 000	Milk-Lunches		\$88.10	
		PO#:	Voucher #:	69067	Invoice	Invoice No: 17713175	10/2/2018	Paid Amt:	\$88.10
								Check Amount:	\$931.65
0162	FNB	32733	67632		FURTHER		Check		
				B 01	215 027	Flex		\$3,761.66	
		PO#:	Voucher #:	69043	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$3,761.66
								Check Amount:	\$3,761.66
0162	FNB	32734	1305		KONICA MINOLTA PREMIER FINANCE		Check		
				E 01	300 211 000 380 000	Computer/Technology Lease		\$953.05	
		PO#:	Voucher #:	69053	Invoice	Invoice No: 366843324	10/2/2018	Paid Amt:	\$953.05
								Check Amount:	\$953.05
0162	FNB	32735	46956		MADISON NATIONAL LIFE INS. CO., INC.		Check		
				B 01	215 030	Insurance Payable		\$218.48	
		PO#:	Voucher #:	69039	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$218.48
								Check Amount:	\$218.48

## Bagley Public Schools #162

### October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32736	49246		MEDICARE BLUE RX		Check		
				B 01 215 030	Insurance Payable			\$1,052.80	
	PO#:	Voucher #:	69069	Invoice	Invoice No: 100218	10/2/2018	Paid Amt:	\$1,052.80	
							Check Amount:	\$1,052.80	
0162	FNB	32737	52498		MINNESOTA DEPARTMENT OF HEALTH		Check		
				E 02 005 770 701 820 000	RENEWAL OF FOOD MANAGER CERTIFICA			\$35.00	
	PO#: 67475	Voucher #:	69051	Invoice	Invoice No: 111104	10/2/2018	Paid Amt:	\$35.00	
							Check Amount:	\$35.00	
0162	FNB	32738	51175		MN ASSOC OF SECRETARIES to PRINCIPALS		Check		
				E 01 100 050 000 820 000	MEMBERSHIP FEE FOR DIXIE BOE			\$40.00	
	PO#: 67481	Voucher #:	69052	Invoice	Invoice No: 100118	10/2/2018	Paid Amt:	\$40.00	
							Check Amount:	\$40.00	
0162	FNB	32739	51127		MSEA		Check		
				B 01 215 033	Msea Dues			\$1,373.47	
	PO#:	Voucher #:	69040	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$1,373.47	
							Check Amount:	\$1,373.47	
0162	FNB	32740	55745		NCPERS MINNESOTA		Check		
				B 01 215 031	Life Insur Payable			\$48.00	
	PO#:	Voucher #:	69041	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$48.00	
							Check Amount:	\$48.00	
0162	FNB	32741	62610		PREPAID LEGAL SERVICES		Check		
				B 01 215 040	Dues and ID Theft			\$90.65	
	PO#:	Voucher #:	69042	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$90.65	
							Check Amount:	\$90.65	
0162	FNB	32742	1116		THE OMNI GROUP		Check		
				B 01 215 005	Tax Shelter Payable			\$100.00	
				B 01 215 025	403 (b) Match			\$54.17	
	PO#:	Voucher #:	69028	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$154.17	
				B 01 215 005	Tax Shelter Payable			\$347.22	
				B 01 215 025	403 (b) Match			\$291.67	
	PO#:	Voucher #:	69029	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$638.89	
				B 01 215 005	Tax Shelter Payable			\$841.50	
				B 01 215 025	403 (b) Match			\$223.44	
	PO#:	Voucher #:	69030	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$1,064.94	
				B 01 215 025	403 (b) Match			\$54.17	
	PO#:	Voucher #:	69031	Invoice	Invoice No: M2019030	10/2/2018	Paid Amt:	\$54.17	
				B 01 215 005	Tax Shelter Payable			\$650.00	

## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32742	1116		THE OMNI GROUP		Check		
				B 01 215 025	403 (b) Match			\$125.00	
PO#:	Voucher #:	69032	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$775.00	
				B 01 215 005	Tax Shelter Payable			\$1,303.45	
				B 01 215 025	403 (b) Match			\$590.12	
PO#:	Voucher #:	69033	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$1,893.57	
				B 01 215 005	Tax Shelter Payable			\$1,300.00	
				B 01 215 025	403 (b) Match			\$145.83	
PO#:	Voucher #:	69034	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$1,445.83	
				B 01 215 005	Tax Shelter Payable			\$30.00	
PO#:	Voucher #:	69035	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$30.00	
				B 01 215 005	Tax Shelter Payable			\$1,066.68	
				B 01 215 025	403 (b) Match			\$860.02	
PO#:	Voucher #:	69036	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$1,926.70	
				B 01 215 005	Tax Shelter Payable			\$2,612.50	
				B 01 215 025	403 (b) Match			\$1,416.65	
PO#:	Voucher #:	69037	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$4,029.15	
				B 01 215 005	Tax Shelter Payable			\$481.66	
				B 01 215 025	403 (b) Match			\$481.66	
PO#:	Voucher #:	69038	Invoice	Invoice No:	M2019030	10/2/2018	Paid Amt:	\$963.32	
							Check Amount:	\$12,975.74	
0162	FNB	32743	33350		US FOODSERVICE - GRAND FORKS		Check		
				E 02 005 770 701 490 000	Food-Lunches			\$153.12	
PO#:	Voucher #:	69054	Invoice	Invoice No:	5564326	10/2/2018	Paid Amt:	\$153.12	
				E 02 005 770 701 490 000	Food-Lunches			\$140.90	
PO#:	Voucher #:	69055	Invoice	Invoice No:	5537733	10/2/2018	Paid Amt:	\$140.90	
				E 02 005 770 701 490 000	Food-Lunches			\$2,620.53	
				E 02 005 770 705 490 000	Food-Breakfast			\$312.32	
				E 02 005 770 701 401 000	General Supplies-Lunches			\$164.54	
PO#:	Voucher #:	69056	Invoice	Invoice No:	5564324	10/2/2018	Paid Amt:	\$3,097.39	
				E 02 005 770 701 490 000	Food-Lunches			\$554.18	
				E 02 005 770 705 490 000	Food-Breakfast			\$281.77	
				E 02 005 770 701 401 000	General Supplies-Lunches			\$91.09	
PO#:	Voucher #:	69058	Invoice	Invoice No:	5694521	10/2/2018	Paid Amt:	\$927.04	
				E 02 005 770 701 490 000	Food-Lunches			\$124.41	
PO#:	Voucher #:	69059	Invoice	Invoice No:	5564327	10/2/2018	Paid Amt:	\$124.41	
				E 02 005 770 701 490 000	Food-Lunches			\$638.11	
				E 02 005 770 705 490 000	Food-Breakfast			\$116.40	

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## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32743	33350		<b>US FOODSERVICE - GRAND FORKS</b>		Check		
				E 02 005 770 701 401 000	General Supplies-Lunches			\$178.10	
PO#:	Voucher #:	69060	Invoice	Invoice No: 5564325		10/2/2018	Paid Amt:		\$932.61
				E 02 005 770 701 490 000	Food-Lunches			\$1,071.51	
				E 02 005 770 705 490 000	Food-Breakfast			\$118.37	
PO#:	Voucher #:	69061	Invoice	Invoice No: 5623974		10/2/2018	Paid Amt:		\$1,189.88
				E 02 005 770 701 490 000	Food-Lunches			\$905.15	
				E 02 005 770 701 401 000	General Supplies-Lunches			\$46.43	
				E 02 005 770 705 490 000	Food-Breakfast			\$189.78	
PO#:	Voucher #:	69062	Invoice	Invoice No: 5623973		10/2/2018	Paid Amt:		\$1,141.36
							Check Amount:		\$7,706.71
0162	FNB	32744	80288		<b>WELLS FARGO BANK OF MN</b>		Check		
				B 01 215 030	Insurance Payable			\$100.00	
PO#:	Voucher #:	69044	Invoice	Invoice No: M2019030		10/2/2018	Paid Amt:		\$100.00
							Check Amount:		\$100.00
0162	FNB	32745	16680		<b>CLEARWATER COUNTY RECORDER</b>		Check		
				E 04 005 580 325 401 000	COUNTY BIRTH RECORDS			\$15.00	
PO#:	Voucher #:	69130	Invoice	Invoice No: 100418		10/4/2018	Paid Amt:		\$15.00
							Check Amount:		\$15.00
0162	FNB	32746	1170		<b>DEAN FOODS NC</b>		Check		
				E 02 005 770 701 495 000	Milk-Lunches			\$405.28	
PO#:	Voucher #:	69070	Invoice	Invoice No: 17713201		10/4/2018	Paid Amt:		\$405.28
				E 02 005 770 701 495 000	Milk-Lunches			\$131.15	
PO#:	Voucher #:	69071	Invoice	Invoice No: 17713117		10/4/2018	Paid Amt:		\$131.15
				E 02 005 770 701 495 000	Milk-Lunches			\$31.75	
PO#:	Voucher #:	69072	Invoice	Invoice No: 17713176		10/4/2018	Paid Amt:		\$31.75
				E 02 005 770 701 495 000	Milk-Lunches			\$218.30	
PO#:	Voucher #:	69073	Invoice	Invoice No: 17713200		10/4/2018	Paid Amt:		\$218.30
				E 02 005 770 701 495 000	Milk-Lunches			\$278.92	
PO#:	Voucher #:	69132	Invoice	Invoice No: 17713237		10/4/2018	Paid Amt:		\$278.92
				E 02 005 770 701 495 000	Milk-Lunches			\$127.65	
PO#:	Voucher #:	69133	Invoice	Invoice No: 17713238		10/4/2018	Paid Amt:		\$127.65
							Check Amount:		\$1,193.05
0162	FNB	32747	47595		<b>MARCO, INC.</b>		Check		
				E 01 300 211 000 380 000	Computer/Technology Lease			\$75.45	
				E 01 030 211 305 380 000	Computer/Technology Lease			\$3.14	
				E 01 005 760 720 380 000	Computer/Technology Lease			\$6.29	
				E 01 005 110 000 380 000	Computer/Technology Lease			\$12.57	
				E 01 100 203 000 380 000	Computer/Technology Lease			\$34.58	

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## Bagley Public Schools #162

### October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32747	47595		MARCO, INC.		Check		
				E 04	005 505 321 380 000	Computer/Technology Lease		\$6.29	
PO#:	Voucher #:	69090	Invoice	Invoice No:	367476462	10/4/2018	Paid Amt:	\$138.32	
							Check Amount:	\$138.32	
0162	FNB	32748	73661		SYSCO NORTH DAKOTA		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$489.39	
				E 02	005 770 705 490 000	Food-Breakfast		\$79.20	
PO#:	Voucher #:	69134	Invoice	Invoice No:	195369605	10/4/2018	Paid Amt:	\$568.59	
							Check Amount:	\$568.59	
0162	FNB	32749	33350		US FOODSERVICE - GRAND FORKS		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$928.82	
				E 02	005 770 705 490 000	Food-Breakfast		\$198.01	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$296.30	
PO#:	Voucher #:	69135	Invoice	Invoice No:	5754324	10/4/2018	Paid Amt:	\$1,423.13	
				E 02	005 770 701 490 000	Food-Lunches		(\$96.54)	
PO#:	Voucher #:	69074	Invoice	Invoice No:	5429609	10/4/2018	Paid Amt:	(\$96.54)	
				E 02	005 770 701 401 000	Food-Lunches		\$8.37	
PO#:	Voucher #:	69075	Invoice	Invoice No:	5310637	10/4/2018	Paid Amt:	\$8.37	
				E 02	005 770 701 490 000	Food-Lunches		(\$186.16)	
PO#:	Voucher #:	69076	Invoice	Invoice No:	5950005	10/4/2018	Paid Amt:	(\$186.16)	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$108.56	
PO#:	Voucher #:	69077	Invoice	Invoice No:	5416484	10/4/2018	Paid Amt:	\$108.56	
				E 02	005 770 701 401 000	7045651 PERFORATED SHEET PANS - FOR		\$388.32	
PO#: 67459	Voucher #:	69078	Invoice	Invoice No:	5369308	10/4/2018	Paid Amt:	\$388.32	
				E 02	005 770 701 490 000	Food-Lunches		\$1,006.13	
				E 02	005 770 705 490 000	Food-Breakfast		\$184.35	
PO#:	Voucher #:	69079	Invoice	Invoice No:	5754325	10/4/2018	Paid Amt:	\$1,190.48	
				E 02	005 770 701 490 000	Food-Lunches		\$1,596.69	
				E 02	005 770 705 490 000	Food-Breakfast		\$404.69	
				E 02	005 770 701 495 000	Milk-Lunches		\$80.75	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$202.68	
PO#:	Voucher #:	69080	Invoice	Invoice No:	5694522	10/4/2018	Paid Amt:	\$2,284.81	
							Check Amount:	\$5,120.97	
0162	FNB	32750	1659		BIMBO BAKERIES USA		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$224.55	
PO#:	Voucher #:	69166	Invoice	Invoice No:	34657	10/5/2018	Paid Amt:	\$224.55	
							Check Amount:	\$224.55	
0162	FNB	32751	61525		PETTY CASH FUND		Check		
				E 01	100 201 000 401 000	General Supplies		\$24.05	

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## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0162	FNB	32751	61525		<b>PETTY CASH FUND</b>		<b>Check</b>
				E 01	300 291 000 305 133	Fees For Services-Chaperones	\$70.00
				E 01	300 292 000 820 295	Dues,Memberships,Lic, Fees	\$170.00
				E 04	005 580 325 401 000	General Supplies-ECFE	\$21.82
				E 01	300 294 000 305 212	Fees For Services-Football	\$1,400.00
				E 01	300 296 000 820 214	Dues,Memberships,Lic, Fees-Dance	\$250.00
				E 01	005 110 000 305 000	Fees For Services-Business Office	\$30.00
				E 01	300 296 000 305 213	Fees For Services-Volleyball	\$820.00
				E 01	300 294 000 305 210	Fees For Services-Boys X-Country	\$20.00
				E 01	300 296 000 305 211	Fees For Services-Girls Cross Country	\$20.00
				E 01	005 760 720 440 000	Fuels-Reg Transportation	\$33.08
				E 01	005 110 000 329 000	Postage/UPS-Business Office	\$21.72
				E 01	005 020 000 299 000	Other Benefits-Supt. Office	\$558.58
				E 01	300 294 000 305 212	Fees For Services-Football	(\$300.00)
<b>PO#:</b>	<b>Voucher #:</b>	<b>69172</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>100518</b>	<b>10/5/2018</b>	<b>Paid Amt: \$3,139.25</b>
							<b>Check Amount: \$3,139.25</b>
0162	FNB	32752	33350		<b>US FOODSERVICE - GRAND FORKS</b>		<b>Check</b>
				E 02	005 770 705 490 000	Food-Lunches	\$108.03
				E 02	005 770 701 490 000	Food-Lunches	\$735.01
<b>PO#:</b>	<b>Voucher #:</b>	<b>69167</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>5822890</b>	<b>10/5/2018</b>	<b>Paid Amt: \$843.04</b>
							<b>Check Amount: \$843.04</b>
0162	FNB	32753	1116		<b>THE OMNI GROUP</b>		<b>Check</b>
				B 01	215 005	Tax Shelter Payable	\$125.00
				B 01	215 025	Tax Shelter Payable	\$33.34
<b>PO#:</b>	<b>Voucher #:</b>	<b>69204</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>100918</b>	<b>10/9/2018</b>	<b>Paid Amt: \$158.34</b>
							<b>Check Amount: \$158.34</b>
0162	FNB	32754	33350		<b>US FOODSERVICE - GRAND FORKS</b>		<b>Check</b>
				E 02	005 770 701 490 000	Food-Lunches	\$1,488.38
				E 02	005 770 705 490 000	Food-Breakfast	\$452.19
				E 02	005 770 701 495 000	Milk-Lunches	\$8.80
<b>PO#:</b>	<b>Voucher #:</b>	<b>69201</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>5882732</b>	<b>10/9/2018</b>	<b>Paid Amt: \$1,949.37</b>
				E 02	005 770 701 490 000	Food-Lunches	\$1,368.29
				E 02	005 770 705 490 000	Food-Breakfast	\$91.66
<b>PO#:</b>	<b>Voucher #:</b>	<b>69202</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>5822889</b>	<b>10/9/2018</b>	<b>Paid Amt: \$1,459.95</b>
				E 02	005 770 701 490 000	Food-Lunches	\$66.99
<b>PO#:</b>	<b>Voucher #:</b>	<b>69203</b>	<b>Invoice</b>	<b>Invoice No:</b>	<b>5882735</b>	<b>10/9/2018</b>	<b>Paid Amt: \$66.99</b>
							<b>Check Amount: \$3,476.31</b>

## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32755	1544		SECOND GLANCE FARMS		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$315.00	
PO#:	Voucher #:	69234	Invoice	Invoice No:	4011	10/11/2018	Paid Amt:	\$315.00	
							Check Amount:	\$315.00	
0162	FNB	32756	73661		SYSCO NORTH DAKOTA		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$376.97	
				E 02	005 770 705 490 000	Food-Breakfast		\$34.88	
PO#:	Voucher #:	69233	Invoice	Invoice No:	195374085	10/11/2018	Paid Amt:	\$411.85	
							Check Amount:	\$411.85	
0162	FNB	32757	33350		US FOODSERVICE - GRAND FORKS		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$137.17	
PO#:	Voucher #:	69235	Invoice	Invoice No:	5882734	10/11/2018	Paid Amt:	\$137.17	
				E 02	005 770 701 490 000	Food-Lunches		\$1,279.47	
				E 02	005 770 705 490 000	Food-Breakfast		\$107.06	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$114.69	
PO#:	Voucher #:	69236	Invoice	Invoice No:	5882731	10/11/2018	Paid Amt:	\$1,501.22	
							Check Amount:	\$1,638.39	
0162	FNB	32758	61525		PETTY CASH FUND		Check		
				E 01	005 810 000 401 181	General Supplies-District Technology		\$60.00	
				E 01	300 296 000 305 213	Fees For Services-Volleyball		\$680.00	
				E 01	300 292 000 820 295	Dues,Memberships,Lic, Fees		\$125.00	
				E 01	300 294 000 305 212	Fees For Services-Football		\$300.00	
				E 01	300 291 000 369 125	Team Travel - One Act Play		\$200.00	
				E 01	005 110 000 305 000	Fees For Services-Business Office		\$15.00	
				E 01	300 640 316 366 000	Travel-Staff Development		\$659.93	
				B 01	215 030	Insurance Payable		\$1,653.00	
PO#:	Voucher #:	69238	Invoice	Invoice No:	101118	10/11/2018	Paid Amt:	\$3,692.93	
							Check Amount:	\$3,692.93	
0162	FNB	32759	51523		ELECTF MN DEPT OF LABOR & INDUSTRY		Check		
				E 01	310 810 000 820 000	Dues,Memberships,Lic, Fees		\$114.00	
PO#:	Voucher #:	69246	Invoice	Invoice No:	101218	10/12/2018	Paid Amt:	\$114.00	
							Check Amount:	\$114.00	
0162	FNB	32760	75450		THUNDERBIRD TROPHIES		Check		
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$105.41	
PO#:	Voucher #:	69245	Invoice	Invoice No:	16906	10/12/2018	Paid Amt:	\$105.41	
							Check Amount:	\$105.41	

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## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32761	12219		<b>BSN SPORTS</b>		Check		
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$2,016.60	
PO#:	Voucher #:	69249	Invoice	Invoice No:	903201426	10/16/2018	Paid Amt:	\$2,016.60	
							Check Amount:	\$2,016.60	
0162	FNB	32762	1447		<b>EAPC ARCHITECTS ENGINEERS</b>		Check		
				E 01	005 865 370 305 000	Consulting/Fees For Services		\$2,045.00	
PO#:	Voucher #:	69251	Invoice	Invoice No:	41993	10/16/2018	Paid Amt:	\$2,045.00	
							Check Amount:	\$2,045.00	
0162	FNB	32763	47595		<b>MARCO, INC.</b>		Check		
				E 01	100 203 000 380 000	Computer/Technology Lease		\$2,016.65	
PO#:	Voucher #:	69250	Invoice	Invoice No:	368394045	10/16/2018	Paid Amt:	\$2,016.65	
							Check Amount:	\$2,016.65	
0162	FNB	32764	1670		<b>SCRIPPS NATIONAL SPELLING BEE</b>		Check		
				E 01	100 203 000 820 000	Dues,Memberships,Lic, Fees		\$167.50	
PO#:	Voucher #:	69253	Invoice	Invoice No:	101618	10/16/2018	Paid Amt:	\$167.50	
							Check Amount:	\$167.50	
0162	FNB	32765	33350		<b>US FOODSERVICE - GRAND FORKS</b>		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$521.89	
				E 02	005 770 705 490 000	Food-Breakfast		\$293.81	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$75.76	
PO#:	Voucher #:	69252	Invoice	Invoice No:	3055401	10/16/2018	Paid Amt:	\$891.46	
							Check Amount:	\$891.46	
0162	FNB	32766	04830		<b>BAGLEY AUTO VALUE</b>		Check		
				E 01	300 211 000 401 301	General Supplies-HS Auxilary Account		\$173.96	
				E 01	005 760 720 401 000	General Supplies-Reg Transportation		\$32.94	
PO#:	Voucher #:	69256	Invoice	Invoice No:	SEPT. 18	10/18/2018	Paid Amt:	\$206.90	
							Check Amount:	\$206.90	
0162	FNB	32767	38814		<b>IMPACT APPLICATIONS INC</b>		Check		
				E 01	300 292 000 305 295	Consulting/Fees For Services		\$655.00	
PO#:	Voucher #:	69260	Invoice	Invoice No:	20184028	10/18/2018	Paid Amt:	\$655.00	
							Check Amount:	\$655.00	
0162	FNB	32768	1659		<b>BIMBO BAKERIES USA</b>		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$288.65	
PO#:	Voucher #:	69275	Invoice	Invoice No:	34718	10/22/2018	Paid Amt:	\$288.65	
							Check Amount:	\$288.65	

## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0162	FNB	32769	49575		<b>MESPA</b>		Check	
				E 01	100 050 000 366 000	Travel-Elem Office		\$150.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>69276</b>	Invoice	<b>Invoice No:</b>	06753	<b>10/22/2018</b>	<b>Paid Amt:</b>	<b>\$150.00</b>
							<b>Check Amount:</b>	<b>\$150.00</b>
0162	FNB	32770	61530		<b>PETTY CASH - TRAVEL</b>		Check	
				E 01	300 294 000 369 210	Team Travel-Boys X-Country		\$125.00
				E 01	300 296 000 369 211	Team Travel-Girls Cross Country		\$125.00
				E 01	005 760 723 360 000	Transportation Costs		\$306.00
				E 01	300 605 320 369 000	Student Travel - AMI		\$810.00
				E 01	300 050 000 366 000	Travel-HS Office		\$588.37
				E 01	300 605 320 366 000	Travel-AMI		\$125.00
				E 01	300 640 316 366 000	Travel-Staff Development		\$240.00
				E 01	100 640 316 366 000	Travel-Staff Development		\$285.22
				E 01	005 020 000 366 000	Travel-Supt. Office		\$32.09
				E 01	300 296 000 369 205	Team Travel-Girls BB		\$40.00
				E 01	100 422 740 433 000	Special Supplies-Students w/o Disabil		\$100.00
				E 01	100 050 000 366 000	Travel-Elem Office		\$448.38
<b>PO#:</b>	<b>Voucher #:</b>	<b>69278</b>	Invoice	<b>Invoice No:</b>	102318	<b>10/23/2018</b>	<b>Paid Amt:</b>	<b>\$3,225.06</b>
							<b>Check Amount:</b>	<b>\$3,225.06</b>
0162	FNB	32771	73661		<b>SYSCO NORTH DAKOTA</b>		Check	
				E 02	005 770 701 490 000	Food-Lunches		\$318.48
				E 02	005 770 705 490 000	Food-Breakfast		\$70.38
<b>PO#:</b>	<b>Voucher #:</b>	<b>69279</b>	Invoice	<b>Invoice No:</b>	195377795	<b>10/23/2018</b>	<b>Paid Amt:</b>	<b>\$388.86</b>
							<b>Check Amount:</b>	<b>\$388.86</b>
0162	FNB	32772	33350		<b>US FOODSERVICE - GRAND FORKS</b>		Check	
				E 02	005 770 701 490 000	Food-Lunches		\$687.74
				E 02	005 770 705 490 000	Food-Breakfast		\$69.44
				E 02	005 770 701 401 000	General Supplies-Lunches		\$177.46
<b>PO#:</b>	<b>Voucher #:</b>	<b>69280</b>	Invoice	<b>Invoice No:</b>	3055402	<b>10/23/2018</b>	<b>Paid Amt:</b>	<b>\$934.64</b>
				E 02	005 770 701 490 000	Food-Lunches		\$1,754.95
				E 02	005 770 705 490 000	Food-Breakfast		\$26.64
				E 02	005 770 701 401 000	General Supplies-Lunches		\$65.02
<b>PO#:</b>	<b>Voucher #:</b>	<b>69281</b>	Invoice	<b>Invoice No:</b>	3112682	<b>10/23/2018</b>	<b>Paid Amt:</b>	<b>\$1,846.61</b>
				E 02	005 770 701 490 000	Food-Lunches		\$603.57
				E 02	005 770 705 490 000	Food-Breakfast		\$202.20
				E 02	005 770 701 401 000	General Supplies-Lunches		\$13.05
<b>PO#:</b>	<b>Voucher #:</b>	<b>69282</b>	Invoice	<b>Invoice No:</b>	3112681	<b>10/23/2018</b>	<b>Paid Amt:</b>	<b>\$818.82</b>
							<b>Check Amount:</b>	<b>\$3,600.07</b>

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## Bagley Public Schools #162

### October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32773	1673		GOODWIN, GUY		Check		
				E 01	300 605 320 305 000	PRESENTER FOR INDIAN ED AFTER SCHO		\$200.00	
	PO#: 67530	Voucher #: 69291	Invoice		Invoice No: 102318	10/23/2018		Paid Amt: \$200.00	
								Check Amount: \$200.00	
0162	FNB	32774	1672		SEABOY, DANNY D.		Check		
				E 01	300 211 000 401 000	DRUM - BASS		\$1,000.00	
				E 01	300 211 000 401 000	FLUFFY HEADED DRUM STICKS - QTY 12		\$200.00	
				E 01	300 211 000 401 000	DRUM STAND - NC		\$0.00	
				E 01	300 211 000 401 000	DRUM KEY - NC		\$0.00	
	PO#: 67529	Voucher #: 69292	Invoice		Invoice No: 001	10/23/2018		Paid Amt: \$1,200.00	
								Check Amount: \$1,200.00	
0162	FNB	32775	61525		PETTY CASH FUND		Check		
				E 01	300 296 000 305 213	Fees For Services-Volleyball		\$90.00	
				R 04	005 586 332 050 132	Fees from Patrons-Youth Enr. S Rec		\$30.00	
				E 04	005 586 332 305 100	Fees For Services-Youth Enrich.- W. Rec		\$650.00	
				E 01	300 294 000 305 212	Fees For Services-Football		\$500.00	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$209.85	
				R 01	300 000 000 050 000	Miscellaneous-High School		\$20.00	
				E 01	300 605 320 430 000	Instructional Supply-AMI		\$9.50	
				R 01	300 292 000 060 000	Athletic Fees/Admissions		\$20.00	
				E 01	300 605 320 490 000	Food-AMI		\$129.96	
				E 04	005 582 344 401 000	General Supplies-School Readiness		\$41.21	
				E 01	005 110 000 305 000	Fees For Services-Business Office		\$15.00	
				E 01	100 203 000 430 000	Instructional Supply-Elem		\$36.34	
				R 01	005 000 000 099 000	Misc Rev		\$64.80	
				E 01	100 200 000 401 000	General Supplies-VPK		\$175.64	
				E 04	005 586 332 401 100	General Supplies-Youth Enrich.-W Rec		\$57.52	
				E 01	300 294 000 305 210	Fees For Services-Boys X-Country		\$450.00	
				E 01	300 296 000 305 211	Fees For Services-Girls Cross Country		\$450.00	
				E 01	300 296 000 305 213	Fees For Services-Volleyball		(\$90.00)	
	PO#:	Voucher #: 69295	Invoice		Invoice No: 102418	10/24/2018		Paid Amt: \$2,859.82	
								Check Amount: \$2,859.82	
0162	FNB	32776	33350		US FOODSERVICE - GRAND FORKS		Check		
				E 02	005 770 701 490 000	Food-Lunches		\$1,360.53	
				E 02	005 770 705 490 000	Food-Breakfast		\$370.88	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$178.57	
	PO#:	Voucher #: 69296	Invoice		Invoice No: 3247501	10/24/2018		Paid Amt: \$1,909.98	
								Check Amount: \$1,909.98	

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## Bagley Public Schools #162

### October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0162	FNB	32777	1659		<b>BIMBO BAKERIES USA</b>		Check
				E 02	005 770 701 490 000 Food-Lunches		\$56.70
PO#:	Voucher #:	69308	Invoice	Invoice No:	34747	10/25/2018	Paid Amt: \$56.70
							Check Amount: \$56.70
0162	FNB	32778	47626		<b>MARK'S HARDWARE</b>		Check
				E 01	300 605 510 430 000 TOOTHPICKS		\$2.69
				E 01	300 605 510 430 000 DAWN DISH SOAP		\$5.97
				E 01	300 605 510 430 000 SPONGES		\$22.74
				E 01	300 605 510 430 000 BUCKETS/PAILS		\$30.32
				E 01	300 605 510 430 000 WATER		\$10.78
				E 01	300 605 510 430 000 CULTIVATORS		\$13.98
PO#: 67462	Voucher #:	69298	Invoice	Invoice No:	28034	10/25/2018	Paid Amt: \$86.48
				E 01	005 760 720 401 000 General Supplies-Reg Transportation		\$147.91
				E 01	310 810 000 401 000 General Supplies-Maintenance		\$472.67
				E 01	300 361 830 433 000 Special-Voc-Woods		\$63.06
PO#:	Voucher #:	69299	Invoice	Invoice No:	SEPT18	10/25/2018	Paid Amt: \$683.64
							Check Amount: \$770.12
0162	FNB	32779	1428		<b>NORTHERN TOOL &amp; EQUIPMENT</b>		Check
				E 01	310 810 000 401 000 SALT SPREADER		\$499.99
				E 01	310 810 000 401 000 SHIPPING		\$39.49
PO#: 67523	Voucher #:	69301	Invoice	Invoice No:	102518	10/25/2018	Paid Amt: \$539.48
							Check Amount: \$539.48
0162	FNB	32780	1557		<b>THE LINE UP</b>		Check
				E 01	300 292 000 401 295 General Supplies-Athletic Support		\$4,911.25
PO#:	Voucher #:	69300	Invoice	Invoice No:	139127	10/25/2018	Paid Amt: \$4,911.25
							Check Amount: \$4,911.25
0162	FNB	32781	1305		<b>KONICA MINOLTA PREMIER FINANCE</b>		Check
				E 01	300 211 000 380 000 Computer/Technology Lease		\$953.05
PO#:	Voucher #:	69310	Invoice	Invoice No:	369345186	10/26/2018	Paid Amt: \$953.05
							Check Amount: \$953.05
0162	FNB	32782	73661		<b>SYSCO NORTH DAKOTA</b>		Check
				E 02	005 770 701 490 000 Food-Lunches		\$639.52
PO#:	Voucher #:	69325	Invoice	Invoice No:	195381911	10/29/2018	Paid Amt: \$639.52
							Check Amount: \$639.52
0162	FNB	32783	33350		<b>US FOODSERVICE - GRAND FORKS</b>		Check
				E 02	005 770 701 490 000 Food-Lunches		\$105.27
PO#:	Voucher #:	69320	Invoice	Invoice No:	3318613	10/29/2018	Paid Amt: \$105.27
				E 02	005 770 701 490 000 Food-Lunches		\$1,625.12

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## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32783	33350		<b>US FOODSERVICE - GRAND FORKS</b>		Check		
				E 02	005 770 705 490 000	Food-Breakfast		\$206.20	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$105.61	
PO#:	Voucher #:	69321	Invoice	Invoice No:	3318617	10/29/2018	Paid Amt:	\$1,936.93	
				E 02	005 770 701 490 000	Food-Lunches		\$670.24	
				E 02	005 770 705 490 000	Food-Breakfast		\$251.44	
PO#:	Voucher #:	69322	Invoice	Invoice No:	3247500	10/29/2018	Paid Amt:	\$921.68	
				E 02	005 770 701 490 000	Food-Lunches		\$579.54	
				E 02	005 770 705 490 000	Food-Breakfast		\$261.77	
				E 02	005 770 701 401 000	General Supplies-Lunches		\$185.44	
PO#:	Voucher #:	69323	Invoice	Invoice No:	3318618	10/29/2018	Paid Amt:	\$1,026.75	
				E 02	005 770 701 490 000	Food-Lunches		\$124.41	
PO#:	Voucher #:	69324	Invoice	Invoice No:	3318612	10/29/2018	Paid Amt:	\$124.41	
							Check Amount:	\$4,115.04	
0162	FNB	32784	61525		<b>PETTY CASH FUND</b>		Check		
				R 01	005 000 000 099 000	Misc Rev		\$62.10	
				E 01	300 292 000 305 295	Consulting/Fees For Services		\$2,100.00	
				E 01	100 640 316 366 000	Travel-Staff Development		\$20.03	
				E 01	100 422 740 433 000	Special Supplies-Students w/o Disabil		\$224.78	
				E 01	300 294 000 305 210	Fees For Services-Boys X-Country		\$195.00	
				E 01	300 296 000 305 211	Fees For Services-Girls Cross Country		\$195.00	
				E 01	300 605 320 490 000	Food-AMI		\$7.00	
				E 01	300 292 000 401 295	General Supplies-Athletic Support		\$182.50	
				E 01	300 294 000 305 212	Fees For Services-Football		\$120.00	
				E 01	300 296 000 305 213	Fees For Services-Volleyball		\$510.00	
				R 04	005 000 321 050 000	Fees from Patrons-Comm Ed		\$20.00	
PO#:	Voucher #:	69335	Invoice	Invoice No:	103018	10/30/2018	Paid Amt:	\$3,636.41	
							Check Amount:	\$3,636.41	
0162	FNB	32785	61530		<b>PETTY CASH -TRAVEL</b>		Check		
				E 01	300 259 000 369 000	Team Travel-Inst. Music		\$375.00	
				E 01	100 640 316 366 000	Travel-Staff Development		\$334.24	
				E 01	300 296 000 369 214	Team Travel-Dance		\$895.00	
				E 01	300 294 000 369 210	Team Travel-Boys X-Country		\$105.00	
				E 01	300 296 000 369 211	Team Travel-Girls Cross Country		\$45.00	
				E 01	300 640 316 366 000	Travel-Staff Development		\$140.00	
PO#:	Voucher #:	69336	Invoice	Invoice No:	103018	10/30/2018	Paid Amt:	\$1,894.24	
							Check Amount:	\$1,894.24	

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## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
0162	FNB	32786	01380		AMERICAN FAMILY LIFE ASSUR CO		Check
				B 01 215 030	Insurance Payable		\$737.07
PO#:	Voucher #:	69338	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$737.07
							Check Amount: \$737.07
0162	FNB	32787	09975		BLUE CROSS BLUE SHIELD OF MN		Check
				B 01 215 030	Insurance Payable		\$1,519.00
PO#:	Voucher #:	69367	Invoice	Invoice No:	103118	10/31/2018	Paid Amt: \$1,519.00
							Check Amount: \$1,519.00
0162	FNB	32788	67632		FURTHER		Check
				B 01 215 027	Flex		\$3,761.66
PO#:	Voucher #:	69356	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$3,761.66
							Check Amount: \$3,761.66
0162	FNB	32789	46956		MADISON NATIONAL LIFE INS. CO., INC.		Check
				B 01 215 030	Insurance Payable		\$182.26
PO#:	Voucher #:	69352	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$182.26
							Check Amount: \$182.26
0162	FNB	32790	49246		MEDICARE BLUE RX		Check
				B 01 215 030	Insurance Payable		\$1,052.80
PO#:	Voucher #:	69368	Invoice	Invoice No:	103118	10/31/2018	Paid Amt: \$1,052.80
							Check Amount: \$1,052.80
0162	FNB	32791	51127		MSEA		Check
				B 01 215 033	Msea Dues		\$1,359.41
PO#:	Voucher #:	69353	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$1,359.41
							Check Amount: \$1,359.41
0162	FNB	32792	55745		NCPERS MINNESOTA		Check
				B 01 215 031	Life Insur Payable		\$64.00
PO#:	Voucher #:	69354	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$64.00
							Check Amount: \$64.00
0162	FNB	32793	62610		PREPAID LEGAL SERVICES		Check
				B 01 215 040	Dues and ID Theft		\$90.65
PO#:	Voucher #:	69355	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$90.65
							Check Amount: \$90.65
0162	FNB	32794	1116		THE OMNI GROUP		Check
				B 01 215 005	Tax Shelter Payable		\$100.00
				B 01 215 025	403 (b) Match		\$54.17
PO#:	Voucher #:	69340	Invoice	Invoice No:	M2019040	10/31/2018	Paid Amt: \$154.17
				B 01 215 005	Tax Shelter Payable		\$347.22

## Bagley Public Schools #162 October 2018 Hand Payables Check Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	32794	1116		THE OMNI GROUP		Check		
				B 01 215 025	403 (b) Match			\$291.67	
PO#:	Voucher #:	69341	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$638.89	
				B 01 215 005	Tax Shelter Payable			\$877.86	
				B 01 215 025	403 (b) Match			\$259.80	
PO#:	Voucher #:	69342	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$1,137.66	
				B 01 215 025	403 (b) Match			\$54.17	
PO#:	Voucher #:	69343	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$54.17	
				B 01 215 005	Tax Shelter Payable			\$650.00	
				B 01 215 025	403 (b) Match			\$125.00	
PO#:	Voucher #:	69344	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$775.00	
				B 01 215 005	Tax Shelter Payable			\$1,603.45	
				B 01 215 025	403 (b) Match			\$590.12	
PO#:	Voucher #:	69345	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$2,193.57	
				B 01 215 005	Tax Shelter Payable			\$1,300.00	
				B 01 215 025	403 (b) Match			\$145.83	
PO#:	Voucher #:	69346	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$1,445.83	
				B 01 215 005	Tax Shelter Payable			\$30.00	
PO#:	Voucher #:	69347	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$30.00	
				B 01 215 005	Tax Shelter Payable			\$1,066.68	
				B 01 215 025	403 (b) Match			\$860.02	
PO#:	Voucher #:	69348	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$1,926.70	
				B 01 215 005	Tax Shelter Payable			\$125.00	
				B 01 215 025	403 (b) Match			\$33.34	
PO#:	Voucher #:	69349	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$158.34	
				B 01 215 005	Tax Shelter Payable			\$2,612.50	
				B 01 215 025	403 (b) Match			\$1,416.65	
PO#:	Voucher #:	69350	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$4,029.15	
				B 01 215 005	Tax Shelter Payable			\$481.66	
				B 01 215 025	403 (b) Match			\$481.66	
PO#:	Voucher #:	69351	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$963.32	
								Check Amount:	\$13,506.80
0162	FNB	32795	80288		WELLS FARGO BANK OF MN		Check		
				B 01 215 030	Insurance Payable			\$100.00	
PO#:	Voucher #:	69357	Invoice	Invoice No: M2019040		10/31/2018	Paid Amt:	\$100.00	
								Check Amount:	\$100.00
								Report Total:	\$116,625.59

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**Bagley Public Schools #162**  
**October 2018 Hand Payables Check Register**  
**Fund Summary**

<b>Fund</b>	<b>Description</b>	<b>Total</b>
01	General Fund	\$81,212.06
02	Food Service	\$34,571.69
04	Community Services	\$841.84
<b>Report Total</b>		<b>\$116,625.59</b>

**Bagley Public Schools**  
**Treasurer's Report**  
**Period Ended October 31, 2018**

<b>CASH SUMMARY</b>	<b>General</b>	<b>Food Service</b>	<b>Community Service</b>	<b>Capital Projects</b>	<b>Debt Redemption</b>	<b>Trust</b>	<b>Total</b>
Ending Cash Balances	<u>3,767,643.68</u>	<u>83,981.05</u>	<u>299,905.14</u>	<u>299,454.56</u>	<u>331,108.34</u>	<u>7,863.46</u>	<u>4,789,956.23</u>

**OPERATING ANALYSIS**

<b>Revenues</b>							
Current Month Receipts	664,147.55	59,922.00	63,364.59	0.00	74,284.26	0.00	861,718.40
Previous Months	<u>2,176,215.43</u>	<u>34,512.38</u>	<u>4,839.06</u>	<u>0.00</u>	<u>20,274.52</u>	<u>0.00</u>	<u>2,235,841.39</u>
<b>Total YTD Revenues</b>	<b><u>2,840,362.98</u></b>	<b><u>94,434.38</u></b>	<b><u>68,203.65</u></b>	<b><u>0.00</u></b>	<b><u>94,558.78</u></b>	<b><u>0.00</u></b>	<b><u>3,097,559.79</u></b>
<b>Expenditures</b>							
Current Month Expenditures	1,107,996.49	65,929.41	17,514.63	0.00	0.00	0.00	1,191,440.53
Previous Months	<u>2,751,542.70</u>	<u>75,427.76</u>	<u>50,738.14</u>	<u>0.00</u>	<u>87,107.50</u>	<u>0.00</u>	<u>2,964,816.10</u>
<b>Total YTD Expenditures</b>	<b><u>3,859,539.19</u></b>	<b><u>141,357.17</u></b>	<b><u>68,252.77</u></b>	<b><u>0.00</u></b>	<b><u>87,107.50</u></b>	<b><u>0.00</u></b>	<b><u>4,156,256.63</u></b>
<b>Revenues Over (Under) Expenditures</b>	<b><u>(1,019,176.21)</u></b>	<b><u>(46,922.79)</u></b>	<b><u>(49.12)</u></b>	<b><u>0.00</u></b>	<b><u>7,451.28</u></b>	<b><u>0.00</u></b>	<b><u>(1,058,696.84)</u></b>

**BUDGET ANALYSIS**

<b>Revenues</b>							
YTD Revenues	2,840,362.98	94,434.38	68,203.65	0.00	94,558.78	0.00	3,097,559.79
Budget	<u>12,835,984.00</u>	<u>567,850.00</u>	<u>255,705.00</u>	<u>0.00</u>	<u>403,689.00</u>	<u>1,000.00</u>	<u>14,064,228.00</u>
Over (Under) Budget	<u>(9,995,621.02)</u>	<u>(473,415.62)</u>	<u>(187,501.35)</u>	<u>0.00</u>	<u>(309,130.22)</u>	<u>(1,000.00)</u>	<u>(10,965,668.21)</u>
<b>% Budget Received</b>	<b><u>22.13%</u></b>	<b><u>16.63%</u></b>	<b><u>26.67%</u></b>	<b><u>0.00%</u></b>	<b><u>23.42%</u></b>	<b><u>0.00%</u></b>	<b><u>22.02%</u></b>
<b>Expenditures</b>							
YTD Expenditures	3,859,539.19	141,357.17	68,252.77	0.00	87,107.50	0.00	4,156,256.63
Budget	<u>13,344,671.00</u>	<u>588,310.00</u>	<u>228,876.00</u>	<u>0.00</u>	<u>444,215.00</u>	<u>1,100.00</u>	<u>14,607,172.00</u>
Over (Under) Budget	<u>(9,485,131.81)</u>	<u>(446,952.83)</u>	<u>(160,623.23)</u>	<u>0.00</u>	<u>(357,107.50)</u>	<u>(1,100.00)</u>	<u>(10,449,815.37)</u>
<b>% Budget Expended (Over)</b>	<b><u>28.92%</u></b>	<b><u>24.03%</u></b>	<b><u>29.82%</u></b>	<b><u>0.00%</u></b>	<b><u>19.61%</u></b>	<b><u>0.00%</u></b>	<b><u>28.45%</u></b>

INDEPENDENT SCHOOL DISTRICT 162  
STATEMENT OF REVENUES AND EXPENDITURES  
BUDGET AND ACTUAL  
GENERAL FUND  
THROUGH MONTH ENDED OCTOBER 31, 2018  
WITH COMPARATIVE AMOUNTS FOR THE YEAR ENDED JUNE 30, 2018

	2019			2018	
	Budgeted Amounts		Actual	Over (Under)	
	Original	Final		Final Budget	Actual
<b>REVENUES</b>					
Local Property Taxes	1,340,373	1,340,373	11,497.68	(1,328,875.32)	1,212,779
Other Local and County Revenues	227,300	227,300	42,988.40	(184,311.60)	297,425
Revenues from State Sources	10,651,011	10,651,011	2,066,043.85	(8,584,967.15)	10,563,316
Revenues from Federal Sources	607,300	607,300	53,291.31	(554,008.69)	739,950
Investment Earnings	10,000	10,000	2,394.19	(7,605.81)	10,203
<b>TOTAL REVENUES</b>	<b>12,835,984</b>	<b>12,835,984</b>	<b>2,176,215.43</b>	<b>(10,659,769)</b>	<b>12,823,672</b>
<b>EXPENDITURES</b>					
<b>District and School Administration</b>					
Wages	613,570	613,570	188,954.36	(424,615.64)	584,811
Benefits	165,198	165,198	50,958.34	(114,239.66)	154,231
Supplies/Services	51,775	51,775	35,625.60	(16,149.40)	64,050
<b>District Support Services</b>					
Wages	122,940	122,940	40,446.48	(82,493.52)	123,748
Benefits	28,000	28,000	8,527.60	(19,472.40)	26,726
Supplies/Services	165,095	165,095	99,048.60	(66,046.40)	172,195
<b>Regular Instruction</b>					
Wages	3,740,657	3,740,657	689,915.99	(3,050,741.01)	3,636,451
Benefits	1,074,221	1,074,221	270,579.84	(803,641.16)	979,404
Supplies/Services	761,807	761,807	285,667.35	(476,139.65)	691,619
<b>Vocational Instruction</b>					
Wages	52,600	52,600	8,874.24	(43,725.76)	51,558
Benefits	8,385	8,385	1,417.23	(6,967.77)	8,136
Supplies/Services	4,900	4,900	1,181.44	(3,718.56)	2,435
<b>Special Education</b>					
Wages	1,030,905	1,030,905	179,208.69	(851,696.31)	1,036,492
Benefits	247,169	247,169	42,479.42	(204,689.58)	222,609
Supplies/Services	979,519	979,519	196,014.79	(783,504.21)	959,223
<b>Instructional Support Services</b>					
Wages	291,778	291,778	57,746.49	(234,031.51)	349,104
Benefits	55,482	55,482	13,613.53	(41,868.47)	90,188
Supplies/Services	179,320	179,320	41,390.63	(137,929.37)	247,250
<b>Pupil Support Services</b>					
Wages	538,090	538,090	130,993.94	(407,096.06)	509,825
Benefits	103,495	103,495	22,958.82	(80,536.18)	84,438
Supplies/Services	448,995	448,995	380,442.74	(68,552.26)	307,755
<b>Site, Buildings &amp; Equipment</b>					
Wages	566,793	566,793	206,772.75	(360,020.25)	562,079
Benefits	117,360	117,360	40,759.07	(76,600.93)	117,640
Supplies/Services	1,965,095	1,965,095	834,439.89	(1,130,655.11)	1,722,900
<b>Fiscal &amp; Other Fixed Costs</b>	<b>31,522</b>	<b>31,522</b>	<b>31,521.36</b>	<b>(0.64)</b>	<b>34,638</b>
<b>TOTAL EXPENDITURES</b>	<b>13,344,671</b>	<b>13,344,671</b>	<b>3,859,539.19</b>	<b>(9,485,132)</b>	<b>12,739,505</b>
Excess (Deficiency) of Revenues					
Over (Under) Expenditures	(508,687)	(508,687)	(1,683,324)	(1,174,637)	84,167

## Bagley Public Schools #162 October 2018 Wire Payments Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
0162	FNB	1016			MN DEPT OF REVENUE		Wire		
				B 01 215 013	State W/H Payable			\$1,754.69	
PO#:	Voucher #:	69020	Invoice	Invoice No:	M201903S0	10/11/2018	Paid Amt:	\$1,754.69	
				B 01 215 013	State W/H Payable			\$9.68	
PO#:	Voucher #:	69024	Invoice	Invoice No:	Z2019030	10/11/2018	Paid Amt:	\$9.68	
				B 01 215 013	State W/H Payable			\$23,733.51	
PO#:	Voucher #:	69047	Invoice	Invoice No:	M2019030	10/11/2018	Paid Amt:	\$23,733.51	
								Check Amount:	\$25,497.88
0162	FNB	1015			IRS		Wire		
				B 01 215 010	FICA Payable			\$7,036.62	
				B 01 215 011	Fed W/H Payable			\$3,174.91	
PO#:	Voucher #:	69019	Invoice	Invoice No:	M201903S0	10/11/2018	Paid Amt:	\$10,211.53	
				B 01 215 010	FICA Payable			\$129.82	
				B 01 215 011	Fed W/H Payable			\$21.70	
PO#:	Voucher #:	69023	Invoice	Invoice No:	Z2019030	10/11/2018	Paid Amt:	\$151.52	
				B 01 215 010	FICA Payable			\$91,044.60	
				B 01 215 011	Fed W/H Payable			\$47,030.08	
PO#:	Voucher #:	69046	Invoice	Invoice No:	M2019030	10/11/2018	Paid Amt:	\$138,074.68	
								Check Amount:	\$148,437.73
0162	FNB	09890			NW SERVICE COOP SCHOOL		Wire		
				B 01 215 030	Insurance Payable			\$70,519.98	
PO#:	Voucher #:	69027	Invoice	Invoice No:	M2019030	10/11/2018	Paid Amt:	\$70,519.98	
				B 01 215 030	Insurance Payable			\$8,994.02	
PO#:	Voucher #:	69244	Invoice	Invoice No:	101118	10/11/2018	Paid Amt:	\$8,994.02	
								Check Amount:	\$79,514.00
0162	FNB	51276			MINNESOTA CHILD SUPPORT PAY CT		Wire		
				B 01 215 035	Garnishments			\$1,092.00	
PO#:	Voucher #:	69048	Invoice	Invoice No:	M2019030	10/12/2018	Paid Amt:	\$1,092.00	
								Check Amount:	\$1,092.00
0162	FNB	62905			PUBLIC EMPLOYEES RET ASSOC		Wire		
				B 01 215 017	PERA Payable			\$432.60	
PO#:	Voucher #:	69021	Invoice	Invoice No:	M201903S0	10/12/2018	Paid Amt:	\$432.60	
				B 01 215 017	PERA Payable			\$64.16	
PO#:	Voucher #:	69025	Invoice	Invoice No:	Z2019030	10/12/2018	Paid Amt:	\$64.16	
				B 01 215 017	PERA Payable			\$29,351.68	
PO#:	Voucher #:	69050	Invoice	Invoice No:	M2019030	10/12/2018	Paid Amt:	\$29,351.68	
								Check Amount:	\$29,848.44

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## Bagley Public Schools #162 October 2018 Wire Payments Register

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
0162	FNB	1014			TRA		Wire	
				B 01 215 018	TRA Payable		\$6,053.91	
PO#:	Voucher #:	69018	Invoice	Invoice No: M201903S0		10/12/2018	Paid Amt: \$6,053.91	
				B 01 215 018	TRA Payable		\$307.40	
PO#:	Voucher #:	69022	Credit	Invoice No: Z2019030		10/12/2018	Paid Amt: (\$307.40)	
				B 01 215 018	TRA Payable		\$59,076.71	
PO#:	Voucher #:	69045	Invoice	Invoice No: M2019030		10/12/2018	Paid Amt: \$59,076.71	
							Check Amount:	\$64,823.22
							Report Total:	\$349,213.27

**Bagley Public Schools #162**  
**October 2018 Wire Payments Register**  
**Fund Summary**

<b>Fund Description</b>	<b>Total</b>
01 General Fund	\$349,213.27
<b>Report Total</b>	<b>\$349,213.27</b>

Elementary Auxiliary Account  
 October 31, 2018

	10/1/18	Receipts	Disbursements	10/31/18
Student Activities	\$257.05	0	\$1.00	\$256.05
Title VII	\$24.92			\$24.92
Total	\$281.97	\$0.00	\$1.00	\$280.97

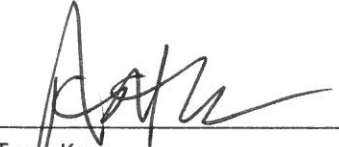
BAGLEY ELEM SCHOOL  
 AUXILARY ACCOUNT  
 FY 19

	7/1/18	Receipts	Disbursements	6/30/19
Student Activities	\$260.05	\$0.00	\$4.00	\$256.05
Title VII	\$24.92	\$0.00	\$0.00	\$24.92
<b>Total</b>	<b>\$284.97</b>	<b>\$0.00</b>	<b>\$4.00</b>	<b>\$280.97</b>

# Bagley High School Auxiliary Master Account-2017-2018 School Year

Oct. 1-31 2018				
Auxiliary Accounts:	Beg Balance	Receipts	Disbursements	End Balance
Class of 2019	\$702.79		\$51.88	\$650.91
Class of 2020	\$169.58			\$169.58
Class of 2021	\$152.71	\$55.00		\$207.71
Class of 2022	\$245.19			\$245.19
Class of 2023	\$80.99			\$80.99
Class of 2024	\$0.00	\$190.00	\$24.51	\$165.49
Band/Choir	\$7,985.43	\$200.00	\$214.00	\$7,971.43
Cultural Club	\$0.49			\$0.49
Media Club	\$1,665.52	\$130.00	\$94.36	\$1,701.16
Prom	\$937.98			\$937.98
Robotics	\$534.96	\$5,000.00	\$200.00	\$5,334.96
Student Council	\$13,007.38	\$142.34	\$542.43	\$12,607.29
Flyer Pride	\$280.59			\$280.59
Life Skills	\$183.49			\$183.49
Math League *	\$29.35		\$0.25	\$29.10
<b>TOTALS</b>	<b>\$25,976.45</b>	<b>\$5,717.34</b>	<b>\$1,127.43</b>	<b>\$30,566.36</b>

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 \_\_\_\_\_  
 Tony Kerr  
 High School Principal

  
 \_\_\_\_\_  
 Date

corrected clerical mistake \*

**Please give to the District Office by 4:00 p.m. on the Wednesday prior to the meeting.**

**PUBLIC AGENDA APPLICATION**

School Board Adopted: February 2, 2015

School Board Revised: August 20, 2018

Name Bagley Youth Hockey Association, Dave Gerbracht Bill Palmer

Address PO Box 54 Bagley MN 56621

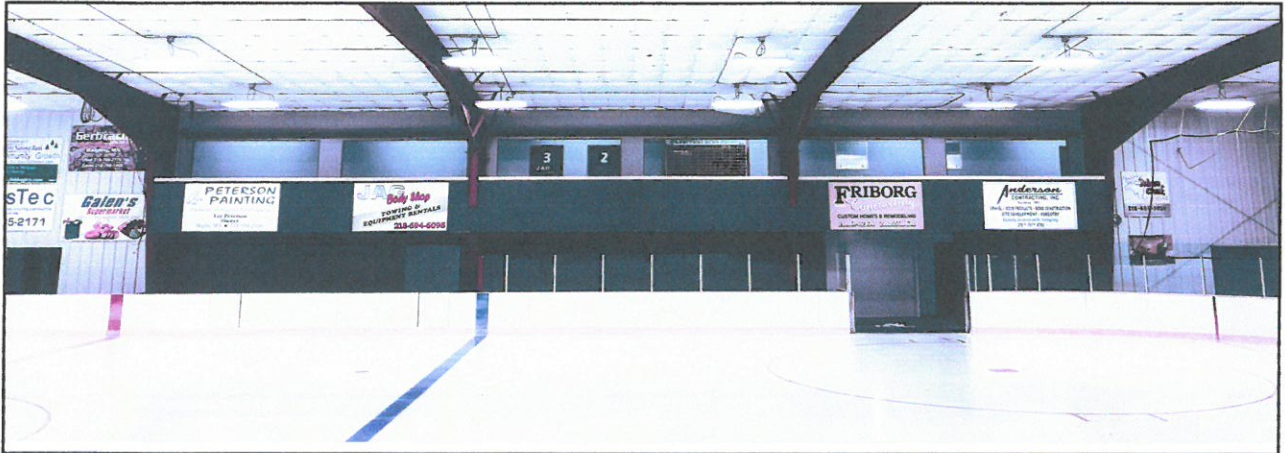
Phone 218-766-1405

Topic you desire to address Funding/contract renegotiation

**\*\*\*All handouts, PowerPoints, documents, etc. that will be presented to School Board must be included to the Public Agenda Application.**

**Informational Notes:**

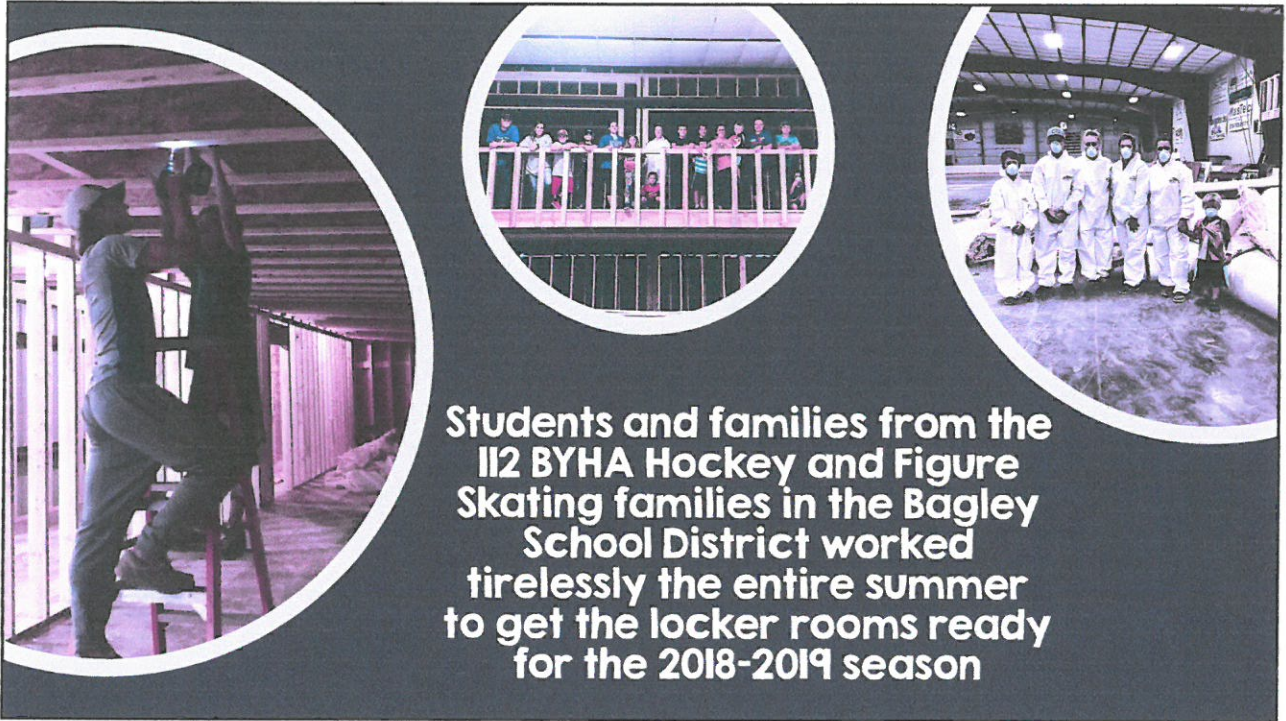
1. You should share your thoughts in three to five minutes. The Board chair will monitor the time.
2. General comments will be presented during the agenda item: Communications/Open Forum
3. Comments relative to a specific agenda item will be heard when the appropriate agenda issue is heard by the Board. Public comment will be the first order of business for a particular agenda issue.
4. Patrons should not expect an immediate answer to their questions voiced during the public comment. It takes time for thoughtful research prior to responding. When appropriate, the School Board chair will direct follow-up activities.
5. An employee's reputation is very important. Therefore, public criticism of an employee is inappropriate at a School Board meeting. Any persons having a personnel complaint should reduce it to writing and submit it to the Superintendent of Schools. If the concern is with the Superintendent, it should be put in written form and shared with the Chairperson of the Board.
6. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
7. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.



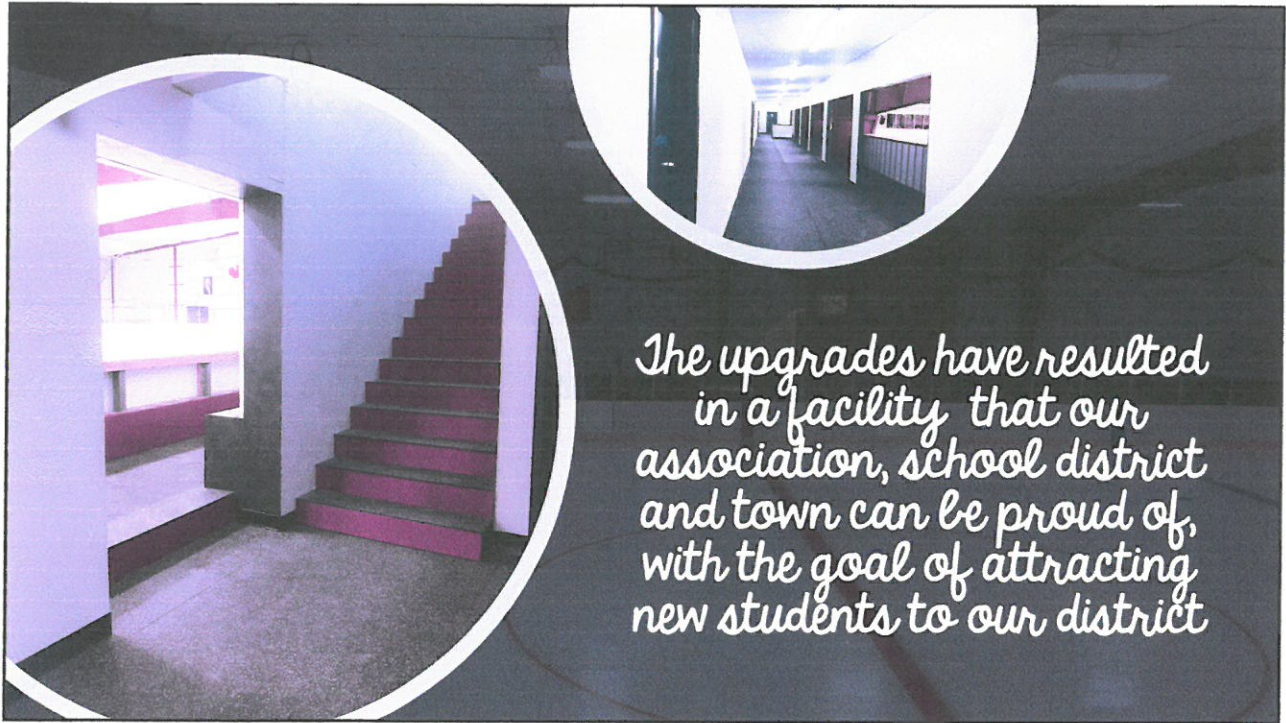
*Bagley Youth Hockey Association*



**In the spring of 2018, BYHA broke ground on a 9520 square foot locker room addition to the existing rink.**




The addition houses 9 locker rooms, including an 870 square foot Varsity locker room. It also includes second story spectator balconies, three shower rooms, girls and figure skating locker rooms, large restrooms, a weight room, Zamboni garage, and a new referee room.



*The upgrades have resulted in a facility that our association, school district and town can be proud of, with the goal of attracting new students to our district*

The logo for the BYHA Board of Directors features a stylized hawk head in the center, flanked by two palm trees. Below the hawk head, the text 'BFCG' is on the left and 'HOCKEY' is on the right, both in a bold, sans-serif font. The entire logo is rendered in a light blue color on a white background.

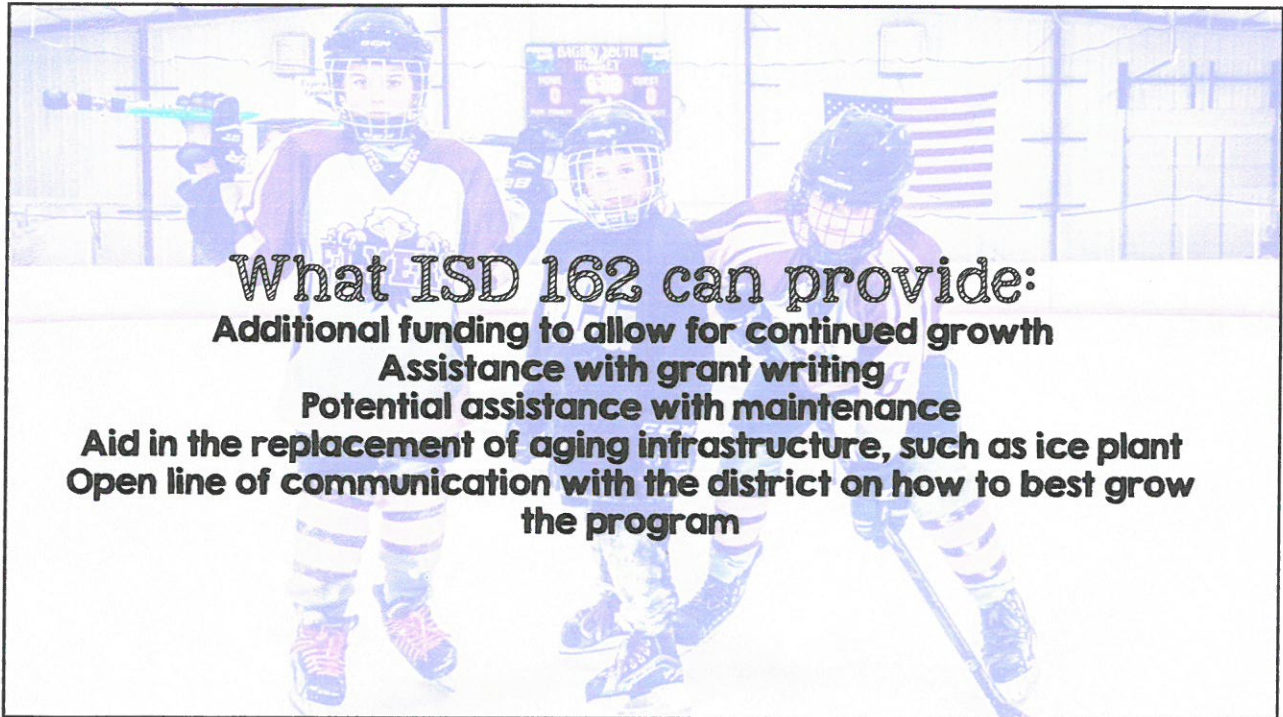
**The members of the BYHA Board of Directors respectfully ask that ISD 162 consider renegotiating the current contract for use of our facilities for the Varsity hockey program.**



*What we can offer you:*

**large facility that ISD 162 could potentially use for hockey, figure skating, golf, baseball, gym classes, emergency shelter and other school sanctioned activities.**

**A growing figure skating and hockey program that could attract students from other districts**



**What ISD 162 can provide:**

- Additional funding to allow for continued growth**
- Assistance with grant writing**
- Potential assistance with maintenance**
- Aid in the replacement of aging infrastructure, such as ice plant**
- Open line of communication with the district on how to best grow the program**

The current contract between BYHA and ISD 162, paid out in lump sums in 1999 and 2006, averages \$5725 per year. This is a 20 year contract that expires in 2019, with a 2 year amendment expiring in 2021.

## Comparable District Contracts

### COMP 1:

School district pays the youth hockey association \$28,600/year for use of their rink. This includes ice time for Varsity games and ONE practice at that rink, the night before the scheduled game.

### COMP 2:

Youth hockey association pays the city, who owns the rink, \$30,000/year for use of the rink for their hockey program.

The going rate for ice time in Northern Minnesota and Eastern North Dakota is between \$125/hour and \$140/hr.

**\$125/HOUR FOR 16 WEEKS OF  
PRACTICE-1.5 HOURS OF ICE TIME  
A DAY, 5 DAYS A WEEK**

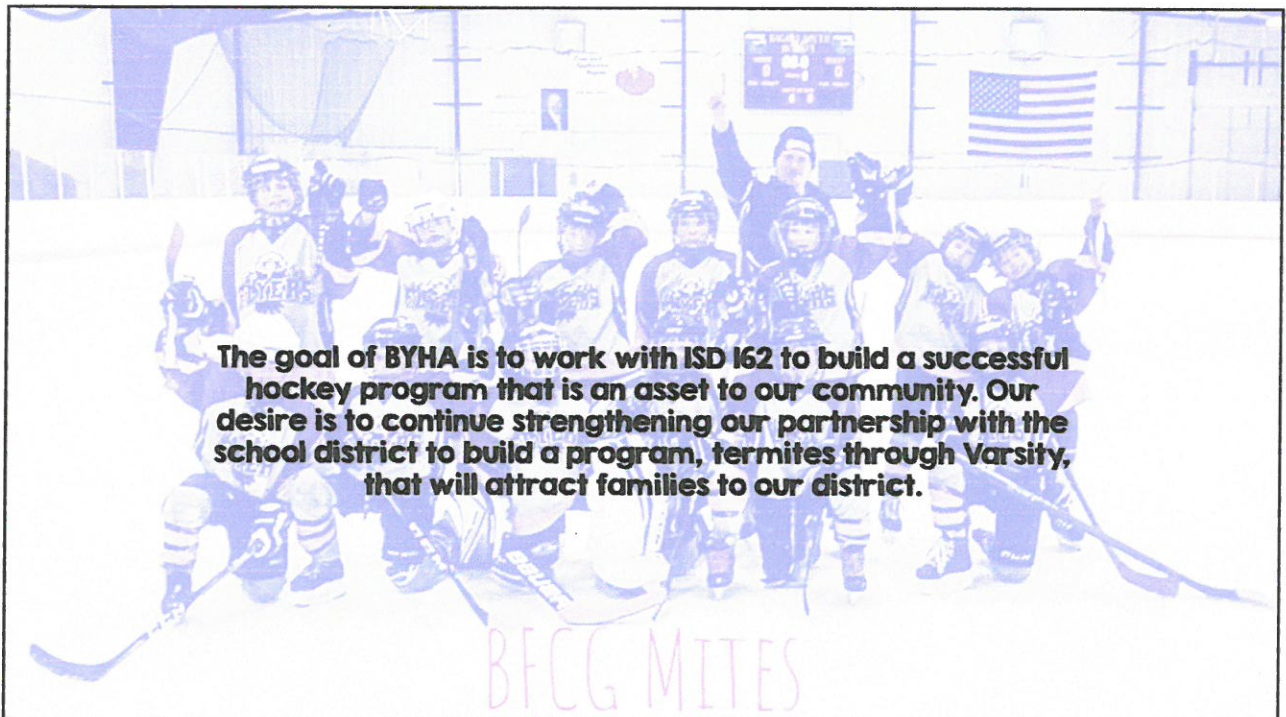
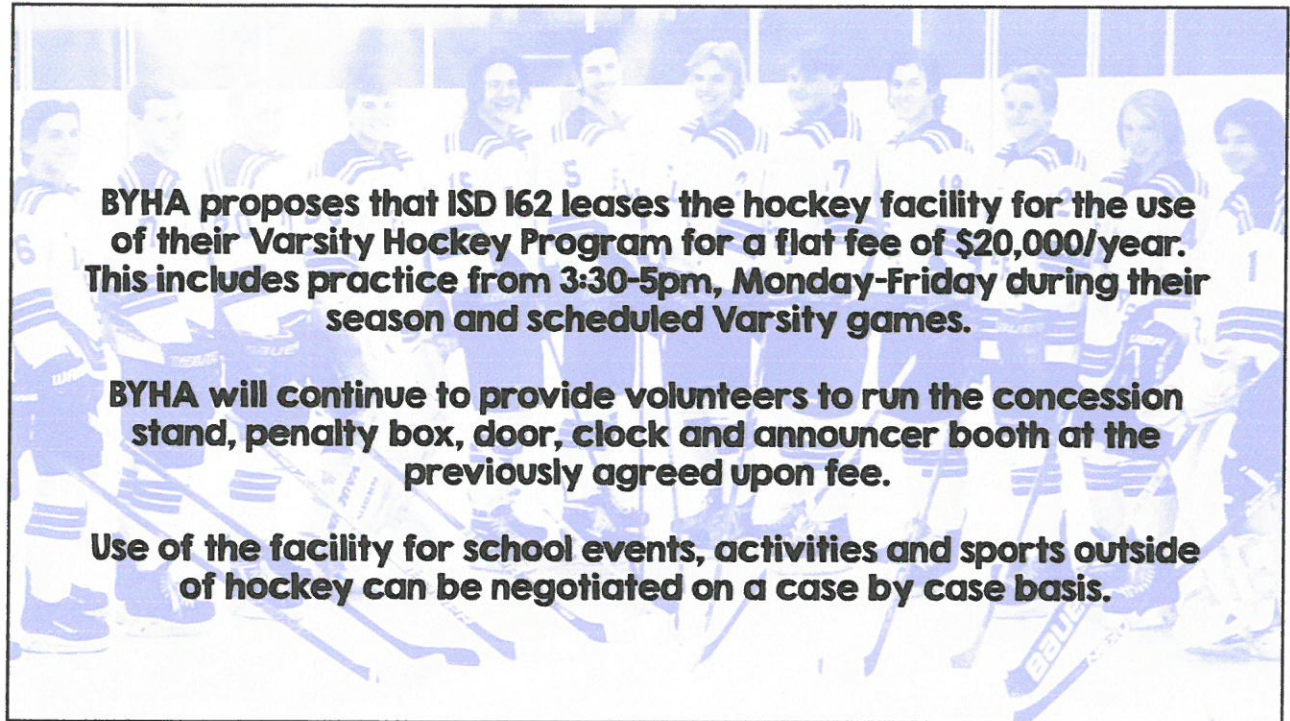
**\$15,000**

**\$125/HOUR FOR 12 HOME GAMES  
AT 2 HOURS EACH**

**\$3,000**

**USE OF LOCKER ROOM FACILITIES  
THROUGH OUT THE SEASON**

**\$2,000**





# Bagley Public Schools Fundraising Request Form

School Board Adopted: February 5, 2018

Name of Fundraising Group: Bagley Music Today's Date: 11/14/18  
Advisor in Charge of Event: Gunderson Student Rep: Layla Berg  
Fundraising Activity: Bagley Discount Cards  
First Day of Fundraiser: January 1 Last Day of Fundraiser: February 1

Describe the fundraising activity: (Please attach all flyers/advertisements for this event to this form).

*Note: All food fundraisers must comply with the Smart Snacks guidelines.*

Purpose for which funds will be used: Raise Money for field trips

Select One:  Soliciting in school only  Soliciting in school and community

Was this fundraiser done in the past?  Yes  No

Name of Vendor(s): Self created, but supplied by community businesses

Is this fundraiser managed through the student activity account?  Yes  No

If yes, name of account: Music / Fundraising

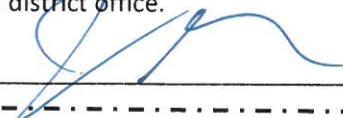
If no, please explain: \_\_\_\_\_

Are school district facilities required:  Yes  No


If yes, a facility use permit must be completed. The fundraiser must be approved by the host and appear on the school calendar. Submit the Facility Use Permit Request along with a copy of the fundraiser request form.

**IMPORTANT:** This form must be signed by the Advisor and Principal and then sent to the School Board for approval. Once the fundraiser is approved, the form will be sent back to the Advisor for their records. The fundraiser cannot begin until this form has been signed and returned to the Advisor.

Upon completion of the Fundraiser, the Advisor is responsible for completing the "Fundraiser Accountability Form" and submitting to the Principal for review within 30 days. These forms should be retained with the student activity account records and a copy sent to the district office.

Advisor in Charge Signature:  Date: 11/14/18

**OFFICE USE ONLY**

Fundraiser Approved:  Fundraiser Denied:  More Information Needed:   
Principal Signature:  Date: 11/14/18

Fundraiser Approved:  Fundraiser Denied:  More Information Needed:

Superintendent's Signature: \_\_\_\_\_ Date of School Board Approval: \_\_\_\_\_

# Bagley Public Schools Fundraising Request Form

School Board Adopted: February 5, 2018

Name of Fundraising Group: Bagley Music Today's Date: 11/14/18  
Advisor in Charge of Event: Gundersen Student Rep: Layla Berg  
Fundraising Activity: Roma Kwag  
First Day of Fundraiser: Dec 1 Last Day of Fundraiser: December 15

Describe the fundraising activity: (Please attach all flyers/advertisements for this event to this form).

Note: All food fundraisers must comply with the Smart Snacks guidelines.

Purpose for which funds will be used: Raise Money for Field Trips

Select One:  Soliciting in school only  Soliciting in school and community

Was this fundraiser done in the past?  Yes  No

Name of Vendor(s): Roma Kwag

Is this fundraiser managed through the student activity account?  Yes  No

If yes, name of account: Music / Fundraising

If no, please explain: \_\_\_\_\_

Are school district facilities required:  Yes  No

If yes, a facility use permit must be completed. The fundraiser must be approved by the host and appear on the school calendar. Submit the Facility Use Permit Request along with a copy of the fundraiser request form.

**IMPORTANT:** This form must be signed by the Advisor and Principal and then sent to the School Board for approval. Once the fundraiser is approved, the form will be sent back to the Advisor for their records. The fundraiser cannot begin until this form has been signed and returned to the Advisor.

Upon completion of the Fundraiser, the Advisor is responsible for completing the "Fundraiser Accountability Form" and submitting to the Principal for review within 30 days. These forms should be retained with the student activity account records and a copy sent to the district office.

Advisor in Charge Signature: [Signature] Date: 11/14/18

**OFFICE USE ONLY**

Fundraiser Approved:  Fundraiser Denied:  More Information Needed:   
Principal Signature: [Signature] Date: 11/14/18

Fundraiser Approved:  Fundraiser Denied:  More Information Needed:

Superintendent's Signature: \_\_\_\_\_ Date of School Board Approval: \_\_\_\_\_

**615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 PLANS, AND LEP STUDENTS**

School Board Adopted: January 21, 2014

School Board Revised: 2018

*[Note: In 2013, the Minnesota legislature modified state graduation requirements by making the Graduation Required Assessments for Diploma (GRAD) tests optional for school districts. A district may decide whether individual students will meet graduation assessment requirements by meeting the GRAD requirements in reading, mathematics, and written composition; by taking the WorkKeys job skills assessment, the Compass college placement test, the ACT assessment for college admission, or a nationally recognized Armed Services Vocational Aptitude Battery test (ASVAB); or by receiving a score on an equivalent assessment. Refer to Table 1b of the Minnesota Assessment System and Requirements Overview 2013-2016 documents, which is posted to the Test Administration page of the Minnesota Department of Education (MDE) website. While a district may choose not to include GRAD retests on the testing calendar, an individual student who requests a GRAD retest must be provided the opportunity to retest.]*

**I. PURPOSE**

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, § 504 (504) accommodation plan (504 plan), or limited English proficiency (LEP) English Learner (EL) needs to meet the graduation requirements of basic skills testings and graduation-required assessments for diploma (GRAD) tests participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

**II. GENERAL STATEMENT OF POLICY**

A. The school district will utilize the existing annual review of IEPs or 504 accommodation plans to review, on a case-by-case basis, the extent of student participation in basic skills testing and GRAD testing. For students subject to GRAD testing, the student's IEP or 504 accommodation plan must identify one of the following decisions for each subject area of GRAD:

1. the student is expected to achieve the statewide standard with or without testing accommodations resulting in a "pass" or "p" notation on the record when achieving a passing score; or
2. the student is expected to achieve the statewide standard at an individually modified level of difficulty, resulting in a "pass" or "p" notation on the record when achieving the modified level. A Minnesota alternative assessment must be used when an IEP team chooses to replace the GRAD. Adoption of modifications for a student must occur concurrently with the adoption of transition goals and objectives as required by Minn. Stat. § 125A.08(a)(1). The IEP or 504 accommodation plan must define an appropriate assessment of the statewide standard at a modified level of difficulty. Achievement of the individually modified standard shall be certified only through documented student performance of the defined assessment.

~~Students subject to GRAD testing also must be tested under standard conditions as specified by the developer of the test except those students whose IEP or 504 accommodation plan specifies other decisions consistent with the above stated requirements.~~

~~B. Students with LEP needs must be identified and accommodations made for students subject to basic skills testing. Students subject to GRAD testing are required to pass the GRAD if they have been enrolled in any Minnesota school for at least four consecutive years. An English language learner (ELL) student who first enrolls in a Minnesota school in grade 9 or above who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD.~~

A. Minnesota Test of Academic Skills (MTAS)

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. Participation decisions will be made separately for mathematics, reading, and science. The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS.
3. Eligibility Requirements
  - a. The following requirements must be met for a student with a significant cognitive disability to be eligible for the MTAS:
    - (1) The IEP team must consider the student's ability to access the MCA, with or without accommodations;
    - (2) The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;
    - (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in

multiple environments, including home, school, and community;

- (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
- (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.

b. MTAS participation decisions must not be made on the following factors:

- (1) Student's disability category;
- (2) Placement;
- (3) Participation in a separate, specialized curriculum;
- (4) An expectation that the student will receive a low score on the MCA;
- (5) Language, social, cultural, or economic differences;
- (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.

2. Eligibility Requirements

- a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.
- b. The student must have a significant cognitive disability. If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.

- c. For students in grades that the MTAS is not administered:
  - (1) the student must have cognitive functioning significantly below age level;
  - (2) the student’s disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and
  - (3) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.
- d. The IEP team must consider the student’s ability to access the ACCESS, with or without accommodations.
- e. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.

3. Alternate ACCESS participation decisions must not be made on the following factors:

- a. Student’s disability category;
- b. Participation in a separate, specialized curriculum;
- c. Current level of English language proficiency;
- d. The expectation that the student will receive a low score on the ACCESS for ELs;
- e. Language, social, cultural, or economic differences;
- f. Concern for accountability calculations.

C. EL Students New to the United States

EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).

**III. DEFINITION OF TERMS**

See the current “Procedures Manual for the Minnesota Assessments” which ~~can be found on~~ is produced by the Minnesota Department of Education’s (MDE’s) ~~Minnesota Assessments, General Resources, website at:~~ [http://www.mnstateassessments.org/wp-content/uploads/2013/07/2012-13\\_Procedures\\_Manual.pdf](http://www.mnstateassessments.org/wp-content/uploads/2013/07/2012-13_Procedures_Manual.pdf) and available through [pearsonaccess.com](http://pearsonaccess.com).

#### IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR ~~BASIC SKILLS AND GRAD~~ TESTING

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments:” and ~~2017-18 Guidelines for Administration of Accommodations and Linguistic Supports~~ ([http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/GuidelinesforAccommandLS\\_2018.pdf](http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/GuidelinesforAccommandLS_2018.pdf)).

#### V. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the School District Test Administrator. The School District Test Administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. Testing results will be documented and reported.

##### **Legal References:**

Minn. Stat. § 120B.11 (School District Process)  
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)  
Minn. Stat. § 125A.08(a)(1) (Individualized Education Programs)  
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
(repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS),  
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf>  
Alternate ACCESS for ELLs Participation Guidelines,  
<https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

##### **Cross References:**

MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 616 (School District System Accountability)

## 618 ASSESSMENT OF STUDENT ACHIEVEMENT

Board Adopted: February 3, 2014

Board Revised: 2018

### I. PURPOSE

The purpose of this policy is to institute a process for the establishment and revision of assessments to ~~be used to determine how well students have achieved the Graduation Standards~~ measure achievement toward meeting the Minnesota Academic Standards, track academic progress over time, and provide Minnesota graduates information related to career and college readiness.

### II. GENERAL STATEMENT OF POLICY

The school district has established a procedure by which students shall complete the Graduation ~~Standards Requirements~~. This procedure includes the adoption of performance assessment methods to be used in measuring student performance. The school district strives to continually enhance student achievement of the Graduation ~~Standards Requirements~~.

### III. DEFINITIONS

- A. "Above-grade level" test items contain subject area content that is above the grade level of the student taking the assessment and is considered aligned with state academic standards to the extent it is aligned with content represented in state academic standards above the grade level of the student taking the assessment. Notwithstanding the student's grade level, administering above-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- B. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- C. "Below-grade level" test items contain subject area content that is below the grade level of the student taking the test and is considered aligned with state academic standards to the extent it is aligned with content represented in state academic standards below the student's current grade level. Notwithstanding the student's grade level, administering below-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- D. "Benchmark" means the specific knowledge or skills that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- E. "Computer-adaptive assessments" means fully adaptive assessments.

- F. “Elective standards” means a locally adopted expectation for student learning in career and technical education and world languages.
- G. “Exemplar” means an actual example of student work on a performance assessment determined to represent student performance that earns a score of “3” or “4” in accordance with the rubric as defined in item “F.” ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete this definition.]***
- H. “Fully adaptive assessments” include on-grade level test items and items that may be above or below a student’s grade level. ***[Note: Fully adaptive mathematics and reading assessments must be used for grades 3 through 7 beginning in the 2015-2016 school year and later.]***
- I. “On-grade level” test items contain subject area content that is aligned to state academic standards for the grade level of the student taking the assessment.
- J. “Performance assessment” means any assessment method that will measure demonstrated student performance of the specifications of a content standard. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete this definition.]***
- K. “Profile of Learning” refers to the graduation content standards previously required by state law which the school district has retained as part of its locally established graduation requirements. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete this definition.]***
- L. “Required standard” means a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, and the arts, or a locally adopted expectation for student learning in health or the arts.
- M. “Rubric” means the criteria set by the Commissioner of the Minnesota Department of Education (MDE) that must be used by a district to score student work that meets the specifications of a content standard.
- N. “Specifications” means what a student must know and be able to do to complete a Profile of Learning content standard. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete this definition.]***

#### IV. ESTABLISHMENT OF CRITERIA FOR ASSESSMENT

- A. The ***[school board/superintendent/director of instruction]*** shall establish criteria by which student performance of the Profile of Learning or other locally adopted Graduation Standards and elective standards are to be evaluated and approved. The criteria will be submitted to the school board for approval. Upon approval by the school board, the criteria shall be deemed part of this policy. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete the reference to the Profile of Learning.]***
- B. The superintendent shall ensure that students and parents or guardians are provided with notice of the process by which program Graduation Standards will be assessed.
- C. Staff members will be expected to utilize staff development opportunities to the extent necessary to ensure effective implementation and continued improvement of the implementation of the Profile of Learning Graduation Standards at all levels and/or transition to assessments under the Minnesota Academic Standards. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete the reference to the Profile of Learning.]***

## V. STANDARDS FOR PERFORMANCE ASSESSMENTS

- A. Performance assessments are expected to provide opportunities for students to demonstrate their achievement of the Profile of Learning Graduation Standards. ***[Note: School districts that have eliminated the Profile of Learning content standards as part of their curriculum should delete the reference to the Profile of Learning.]***

Scoring criteria for performance assessment include:

1. A score of “4,” that signifies student work that meets or exceeds the rubric for the score of “4”;
2. A score of “3,” that signifies student work that meets the rubric for the score of “3”;
3. A score of “2,” that signifies student work that meets the rubric for the score of “2”;
4. A score of “1,” that signifies student work that meets the rubric for the score of “1”;
5. A score of “0,” that signifies incomplete work on the specifications of a content standard;

6. Incomplete student work receiving a score of “0” does not complete a content standard.
  7. When a student, under provisions of an individualized education program (IEP) or Section 504 accommodation plan, completes the specifications of a modified content standard as determined in the student’s plan, the school district shall record the score as “pass-individual”;
  8. When a student’s IEP or Section 504 accommodation plan exempts the student from a content standard, the school district shall record “exempt” for that content standard;
  9. When an LEP student, under the provisions of an LEP individual graduation plan completes the specifications of a modified content standard, the school district shall record the score as “pass-LEP”; and
  10. When an LEP student, under the provisions of an individual graduation plan, completes all specifications of a content standard solely in a language other than English, except for work in learning area ten, the school district shall record the score as “pass-LEP.”
- B. The school district may use one or more assessment methods to measure student performance on one or more content standards.
  - C. The grade level of a student shall not prohibit a student from receiving the highest state exemplar score upon completion of a content standard. A student may receive a score of “0” that signifies incomplete student work on a standard. The assessment of the content standard must be included as part of the students grade for a subject or course.
  - D. The school district will convene an annual meeting of selected teachers and administrators to review performance assessments used to measure student performance. Recommendations and comments regarding the procedures for assessment of student achievement will be submitted to the District Curriculum Coordinator for review.

## **VI. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFORMANCE ASSESSMENTS**

### **A. Benchmarks**

The school district will and students must achieve all benchmarks for an academic standard to satisfactorily complete that state standard. These benchmarks will be used by the school district and its staff in developing tests to measure student academic knowledge and skills.

***[School districts are required to formally establish a periodic review cycle for academic standards and related benchmarks in health, world languages, and career and technical education.]***

B. Statewide Academic Standards Testing

1. The school district will utilize statewide assessments developed from and aligned with the state's required academic standards as these tests become available to evaluate student progress toward career and college readiness in the context of the state's academic standards.
2. The school district will administer annually, in accordance with the process determined by MDE, the state-constructed tests to all students in grades 3 through 8 and at the high school level as follows:
  - a. annual reading and mathematics assessments in grades 3 through 7;
  - b. state-developed grade 8 and high school reading and mathematics tests aligned with state academic standards; and
  - c. annual science assessments in one grade in the grades 3 through 5 span, the grades 6 through 8 span, and a life science assessment in the grades 9 through 12 span (a passing score on high school science assessments is not a condition of receiving a diploma).
3. The school district will develop and administer locally constructed tests in social studies, health and physical education, and the arts to determine if a student has met the required academic standards in these areas.
4. The school district may use a student's performance on a statewide assessment as one of the multiple criteria to determine grade promotion or retention. The school district also may use a high school student's performance on a statewide assessment as a percentage of the student's final grade in a course, or place a student's assessment score on the student's transcript.
5. For students in grade 8 in the 2012-2013 school year and later, the school district must record on the high school transcript a student's progress toward career and college readiness. For other students, this record of progress must be made as soon as practicable. In addition, the school district may include a notation of high achievement on the high school diplomas of those graduating seniors who, according to established school board criteria, demonstrate exemplary academic achievement

during high school.

C. Rigorous Course of Study Waiver

1. Upon receiving a student’s application signed by the student’s parent or guardian, the school district must declare that a student meets or exceeds a specific academic standard required for graduation if the school board determines that the student:
  - a. is participating in a course of study, including an advanced placement or international baccalaureate course or program; a learning opportunity outside the curriculum of the school district; or an approved preparatory program for employment or post-secondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district;
  - b. would be precluded from participating in the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program if the student were required to achieve the academic standard to be waived; and
  - c. satisfactorily completes the requirements for the rigorous course of study, learning opportunity, or preparatory employment or post-secondary education program.
2. The school board also may formally determine other circumstances in which to declare that a student meets or exceeds a specific academic standard that the site requires for graduation under this section.
3. A student who satisfactorily completes a post-secondary enrollment options course or program or an advanced placement or international baccalaureate course or program is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.

**VII. CAREER EXPLORATION ASSESSMENT**

- A. Commencing with the 2014-2015 school year, student assessments, in alignment with state academic standards, shall include career and college readiness benchmarks. Mathematics, reading, and writing assessments for students in grades 8 and 10 must be predictive of a nationally normed assessment for career and college readiness. This nationally recognized assessment must be a college entrance exam and given to students in grade 11. This series of assessments must include a college placement diagnostic exam and contain career

exploration elements.

- B. On an annual basis, the school district must use the career exploration elements in these assessments, beginning no later than grade 9, to help students and their families explore and plan for postsecondary education or careers based on the students' interests, aptitudes, and aspirations. The school district must use timely regional labor market information and partnerships, among other resources, to help students and their families successfully develop, pursue, review, and revise an individualized plan for postsecondary education or a career. This process must help increase students' engagement in and connection to school, improve students' knowledge and skills, and deepen students' understanding of career pathways as a sequence of academic and career courses that lead to an industry-recognized credential, an associate's degree, or a bachelor's degree and are available to all students, whatever their interests and career goals.
- C. Students in grade 10 or 11 not yet academically ready for a career or college based on their growth in academic achievement between grades 8 and 10 must take the college placement diagnostic exam before taking the college entrance exam under Section VII.D. Students, their families, the school, and the district can then use the results of the college placement diagnostic exam for targeted instruction, intervention, or remediation and improve students' knowledge and skills in core subjects sufficient for a student to graduate and have a reasonable chance to succeed in a career or college without remediation.
- D. All students, except those eligible for alternative assessments, must be given the college entrance part of these assessments in grade 11. A student under this paragraph who demonstrates attainment of required state academic standards on these assessments, which include career and college readiness benchmarks, is academically ready for a career or college and is encouraged to participate in courses awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.
- E. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.
- F. In developing, supporting, and improving students' academic readiness for a career or college, the school district must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without need for postsecondary remediation.

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES  
OF ELECTION AND DIRECTING SCHOOL DISTRICT CLERK  
TO PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the board has canvassed the general election for school board members held on November 9, 2018.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 162, State of Minnesota, as follows:

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 162 to the following candidates:
  - A. Wendy Fultz
  - B. Donald Nordlund
  - C. Jamie Grover

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.
3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.
4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

**601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS**

Board Adopted: August 15, 2011 Board Revised: ~~August 21, 2017~~ 2018

**I. PURPOSE**

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards and federal law and are aligned with creating the world’s best workforce.

**II. GENERAL STATEMENT OF POLICY**

The policy of the school district is to establish the “world’s best workforce” in which all learning in the school district should be directed and for which all school district learners should be held accountable.

**III. DEFINITIONS**

- A. “Academic standard” means a summary description of student learning in a required content area or elective content area.
- B. “Benchmark” means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- D. “Instruction” means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- E. “Performance measures” are measures to determine school district and school site progress in striving to create the world’s best workforce and must include at least the following:
  - 1. the size of the academic achievement gap and rigorous course taking, including college-level advanced placement, international baccalaureate, postsecondary enrollment options including concurrent enrollment, rigorous courses of study or industry certification courses or programs and enrichment experiences by student subgroup;
  - 2. student performance on the Minnesota Comprehensive Assessments;
  - 3. high school graduation rates; and
  - 4. career and college readiness under Minn. Stat. § 120B.30, Subd. 1.

- F. “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.
- G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

#### IV. LONG-TERM STRATEGIC PLAN

- A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world’s best workforce and includes the following:
  1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all ~~nine student categories identified under the federal 2001 No Child Left Behind Act and two student gender categories of male and female~~ student categories identified in state and federal law;
  2. a process to assess and evaluate each student’s progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and accelerate their instruction, adopt procedures for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under-represented groups, and identify the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students’ progress and growth toward career and college readiness and leading to the world’s best workforce;
  3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, students’ access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minn. Stat. § 120B.35, Subd. 3(b)(2), and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5;
  4. strategies for improving instruction, curriculum, and student achievement, including the English and, where practicable, the native language development and the academic achievement of English learners;

5. a process to examine the equitable distribution of teachers and strategies to ensure low-income and minority children are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
  6. education effectiveness practices that integrate high-quality instruction, rigorous curriculum, technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and;
  7. an annual budget for continuing to implement the school district plan.
- B. School district site and school site goals shall include the following:
1. All students will be required to demonstrate essential skills to effectively participate in lifelong learning.\*These skills include the following:
 

***[\*Note: The criteria for acceptable performance in basic skills areas may need to be modified for students with unique learning needs. These modifications will be reflected in the Individualized Education Program (IEP) or Rehabilitation Act Section 504 Accommodation plan.]***

    - a. reading, writing, speaking, listening, and viewing in the English language;
    - b. mathematical and scientific concepts;
    - c. locating, organizing, communicating, and evaluating information and developing methods of inquiry (i.e., problem solving);
    - d. creative and critical thinking, decision making, and study skills;
    - e. work readiness skills;
    - f. global and cultural understanding.
  2. Each student will have the opportunity and will be expected to develop and apply essential knowledge that enables that student to:
    - a. live as a responsible, productive citizen and consumer within local, state, national, and global political, social, and economic systems;
    - b. bring many perspectives, including historical, to contemporary issues;
    - c. develop an appreciation and respect for democratic institutions;
    - d. communicate and relate effectively in languages and with cultures other than the student's own;

- e. practice stewardship of the land, natural resources, and environment;
  - f. use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase human productivity.
3. Students will have the opportunity to develop creativity and self-expression through visual and verbal images, music, literature, world languages, movement, and the performing arts.
4. School practices and instruction will be directed toward developing within each student a positive self-image and a sense of personal responsibility for:
- a. establishing and achieving personal and career goals;
  - b. adapting to change;
  - c. leading a healthy and fulfilling life, both physically and mentally;
  - d. living a life that will contribute to the well-being of society;
  - e. becoming a self-directed learner;
  - f. exercising ethical behavior.
5. Students will be given the opportunity to acquire human relations skills necessary to:
- a. appreciate, understand, and accept human diversity and interdependence;
  - b. address human problems through team effort;
  - c. resolve conflicts with and among others;
  - d. function constructively within a family unit;
  - e. promote a multicultural, gender-fair, disability-sensitive society.
- C. Every child is reading at or above grade level no later than the end of grade 3, including English learners, and teachers provide comprehensive, scientifically based reading instruction, including a program or collection of instructional practices that is based on valid, replicable evidence showing that, when the programs or practices are used, students can be expected to achieve, at a minimum, satisfactory reading progress. The program or collection of practices must include, at a minimum, effective, balanced instruction in all five areas of reading (phonemic awareness, phonics, fluency, vocabulary development, and reading comprehension), as well as

instructional strategies for continuously assessing, evaluating, and communicating the student's reading progress and needs.

1. The school district shall identify, before the end of kindergarten, grade 1, and grade 2, students who are not reading at grade level before the end of the current school year **and shall identify students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher.** Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of English learners. The school district must use locally adopted, developmentally appropriate, and culturally responsive assessment.
2. At least annually, the school district must give the parent of each student who is not reading at or above grade level timely information about:
  - a. **the** student's reading proficiency as measured by a locally adopted assessment;
  - b. reading-related services currently being provided to the student **and the student's progress;** and
  - c. strategies for parents to use at home in helping their students succeed in becoming grade-level proficient in reading English and their native languages.

**This provision may not be used to deny a student's right to a special education evaluation.**

3. For each student who is not reading at or above grade level, the school district shall provide reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year. **If a student does not read at or above grade level by the end of grade 3, the school district must continue to provide reading intervention until the student reads at grade level.** Intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs. Intervention methods may include, but are not limited to, requiring attendance in summer school, intensified reading instruction that may require that the student be removed from the regular classroom for part of the school day, extended day programs, or programs that strengthen students' cultural connections.

**Legal References:**

Minn. Stat. § 120B.018 (Definitions)  
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)  
Minn. Stat. § 120B.11 (School District Process)  
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)

Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)  
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)  
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)  
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)  
Minn. Stat. § 123B.147, Subd. 3 (Principals)  
20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:***

MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

## 604 INSTRUCTIONAL CURRICULUM

Board Adopted: February 3, 2014

Board Revised: 2018

### I. PURPOSE

The purpose of this policy is to provide for the development of course offerings for students.

### II. GENERAL STATEMENT OF POLICY

A. Instruction must be provided in at least the following subject areas:

1. Language arts and basic communication skills including reading and writing, literature, and fine arts;
2. Mathematics and science;
3. Social studies, including history, geography, economics, government, and citizenship;
4. Health and physical education;

*Note: Health curriculum may include child sexual abuse prevention in consultation with other federal, state, or local agencies and community-based organizations to identify research-based tools, curricula, and programs.]*

5. The arts;
6. Career and technical education; and
7. World languages.

*[Note: World languages programs should be developed and implemented to acknowledge and reinforce the language proficiency and cultural awareness that non-English language speakers already possess and encourage students' proficiency in multiple world languages. Programs also must encompass indigenous American Indian languages and cultures, among other world languages and cultures. School districts may award Minnesota World Language Proficiency Certificates or Minnesota World Language High Achievement Certificates consistent with Minn. Stat. § 120B.022, Subd. 1.]*

B. The basic instructional program shall include all courses required for each grade level by the Minnesota Department of Education and all courses required in all elective subject areas. The instructional approach will be nonsexist and multicultural.

C. Elementary and middle schools shall offer at least three, and require at least

two, of the following four art areas: dance, music, theater, and visual arts. High schools shall offer at least three, and require at least one, of the following five art areas: media arts, dance, music, theater, and visual arts.

- D. The school board, at its discretion, may offer additional courses in the instructional program at any grade level.
- E. Each instructional program shall be planned for optimal benefit taking into consideration the financial condition of the school district and other relevant factors. Each program plan should contain goals and objectives, materials, minimum student competency levels, and methods for student evaluation.
- F. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to instructional curriculum.
- G. The school district will provide onetime cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) instruction as part of its grade 7 to 12 curriculum for all students in that grade beginning in the 2014-2015 school year and later.
  - 1. In the school district's discretion, training and instruction may result in CPR certification.
  - 2. CPR and AED instruction must include CPR and AED training that have been developed:
    - a. by the American Heart Association or the American Red Cross and incorporate psychomotor skills to support the instruction; or
    - b. using nationally recognized, evidence-based guidelines for CPR and incorporate psychomotor skills to support the instruction. "Psychomotor skills" means hands-on practice to support cognitive learning; it does not mean cognitive-only instruction and training.
  - 3. The school district may use community members such as emergency medical technicians, paramedics, police officers, firefighters, and representatives of the Minnesota Resuscitation Consortium, the American Heart Association, or the American Red Cross, among others, to provide instruction and training.
  - 4. A school administrator may waive this curriculum requirement for a high school transfer student regardless of whether or not the student previously received instruction under this section, an enrolled student absent on the day the instruction occurred under this section, or an

eligible student who has a disability.

*[Note: If a school district requests resources, the Minnesota Resuscitation Consortium must provide them to the school district for instruction and training provided to students under this section.]*

- H. The school district shall assist all students by no later than grade 9 to explore their college and career interests and aspirations and develop a plan for a smooth and successful transition to postsecondary education or employment. All students' plans must be designed to:
1. provide a comprehensive academic plan for completing a college and career-ready curriculum premised on meeting state and local academic standards and developing 21<sup>st</sup> century skills such as team work, collaboration, and good work habits;
  2. emphasize academic rigor and high expectations **and inform the student and the student's parent or guardian, if the student is a minor, of the student's achievement level score on the Minnesota Comprehensive Assessments that are administered during high school;**
  3. help students identify **interests, aptitudes, aspirations, and personal learning styles that may affect their career and college-ready goals and postsecondary education and employment choices** ~~personal learning styles that may affect their postsecondary education and employment choices;~~
  4. **set appropriate career and college-ready goals with timelines that identify effective means for achieving those goals;**
  45. help students **gain access to postsecondary** education and career options;
  56. integrate strong academic content into career-focused courses and **applied and experiential learning opportunities** and integrate relevant career-focused courses **and applied and experiential learning opportunities** into strong academic content;
  67. help ~~students and families~~ identify and **gain access to** appropriate counseling and other supports and assistance that enable students to complete required coursework, prepare for postsecondary education and careers, and obtain information about postsecondary education costs and eligibility for financial aid and scholarship;
  78. help ~~students and families~~ identify collaborative partnerships **among of pre-kindergarten through grade 12 schools, postsecondary institutions, economic development agencies, and local and regional** employers that

support students' transition to postsecondary education and employment and provide students with **applied and** experiential learning opportunities; and

9. **be reviewed and revised at least annually by the student, the student's parent or guardian, and the school district to ensure that the student's course-taking schedule keeps the student making adequate progress to meet state and local high school graduation requirements and with a reasonable chance to succeed with employment or postsecondary education without the need to first complete remedial course work.**

The school district may develop grade-level curricula or provide instruction that introduces students to various careers, but must not require any curriculum, instruction, or employment-related activity that obligates an elementary or secondary student to involuntarily select a career, career interest, employment goals, or related job training.

**Educators must possess the knowledge and skills to effectively teach all English learners in their classrooms. School districts must provide appropriate curriculum, targeted materials, professional development opportunities for educators, and sufficient resources to enable English learners to become career and college-ready.**

**When assisting students in developing a plan for a smooth and successful transition to postsecondary education and employment, school districts must recognize the unique possibilities of each student and ensure that the contents of each student's plan reflect the student's unique talents, skills, and abilities as the student grows, develops, and learns.**

**If a student with a disability has an Individualized Education Program (IEP) or standardized written plan that meets the plan components herein, the IEP satisfies the requirement, and no additional transition plan is needed.**

**Students who do not meet or exceed the Minnesota Academic Standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of the compulsory attendance law. A student's plan under this provision shall continue while a student is enrolled.**

***[Note: Minn. Stat. § 120B.125 requires school districts to provide the services set forth in Section II.H. beginning in the 2013-2014 school year.]***

- I. A student enrolled in a public school must correctly answer at least 30 of 50 civics test questions. A school or district may record on a student’s transcript that the student answered at least 30 of 50 civics test questions correctly.
  1. “Civics test questions” means 50 of the 100 questions that, as of January 1, 2015, United States citizenship and immigration services officers use to select the questions they pose to applicants for naturalization so the applicants can demonstrate their knowledge and understanding of the fundamentals of United States history and government, as required by federal law. The Learning Law and Democracy Foundation, in consultation with Minnesota civics teachers, must select by July 1 each year 50 of the 100 questions under this paragraph to serve as the state’s civics test questions for the proximate school year and immediately transmit the 50 selected civics test questions to MDE and to the Legislative Coordinating Commission, which must post the 50 questions it receives on the Minnesota’s Legacy website by August 1 of that year.
  2. A school or district may exempt a student with disabilities from this requirement if the student’s IEP team determines the requirement is inappropriate and establishes an alternative requirement.
  3. A school or district may administer the civics test questions in a language other than English to students who qualify for English learner services.
  4. Schools and districts may administer civics test questions as part of the social studies curriculum.
  5. A district must not prevent a student from graduating or deny a student a high school diploma for failing to correctly answer at least 30 of 50 civics test questions.
  6. The school district cannot charge a fee related to this requirement.

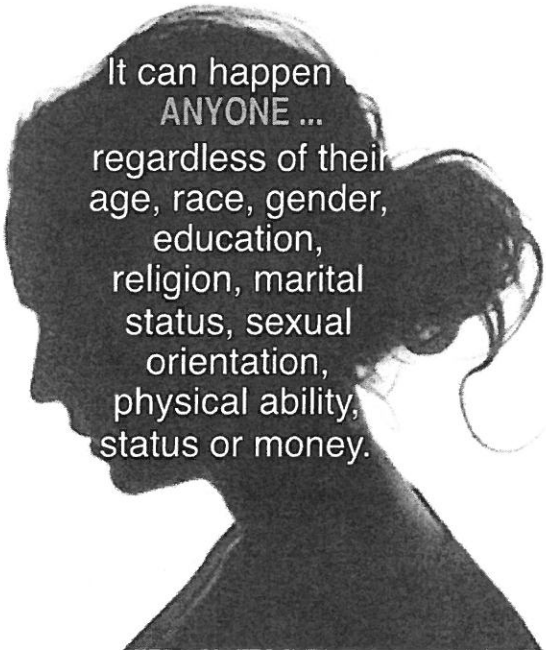
***[Note: This requirement is effective for students enrolling in grade 9 in the 2017-2018 school year and later.]***

**Legal References:** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120B.021 (Required Academic Standards)  
Minn. Stat. § 120B.022 (Elective Standards)  
Minn. Stat. § 120B.125 (Planning for Students’ Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)  
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)  
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)

**Cross References:** MSBA/MASA Model Policy 603 (Curriculum Development)  
MSBA/MASA Model Policy 605 (Alternative Programs)

# **VIOLENCE** *is* **EVERYONE'S BUSINESS**

It can happen  
**ANYONE ...**  
regardless of their  
age, race, gender,  
education,  
religion, marital  
status, sexual  
orientation,  
physical ability,  
status or money.



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## **Clearwater County Citizens for a Violence Free Community**

➔ The CCCVC is a coalition of individuals from community initiatives, organizations, schools, government agencies and individuals living and working in Clearwater County.

➔ The CCCVC believes all people deserve to work, play, live and grow in a safe, respectful environment free from violence.

**Our Mission Supporters & Contact Information**

**Clearwater County Department of Human Services**  
216 Park Avenue  
Bagley MN 56621  
218-694-6164

**Clearwater County Sheriff's Office**  
213 Main Avenue N  
Dept 102  
Bagley, MN 56621  
Sheriff Dept.: 218-694-6226

**Family Crisis Center**  
P.O. Box 3  
Bagley, MN 56621-0003  
Crisis Line: 1-800-939-2199  
Office: 218-694-2831 Fax: 218-694-2834  
Email: familycrisiscenter@gvtel.com

**Clearwater County Nursing Service**  
212 Main Ave. N  
Bagley, MN 56621  
218-694-6581

**Child Abuse Prevention Council (CAPC)**  
**Clearwater County Citizens for a Violence Free Community (CCCVC)**  
213 Main Ave N. Dept. 301  
Bagley, MN 56621  
218-694-6566

**Inter-County Community Council**  
P.O. Box 189  
Oklee, MN 56742

Housing Programs  
1888-778-4008  
218-796-5144 Extension 6

**Early Childhood Family Education (ECFE)**  
Bagley: 218-694-2855  
Clearbrook: 218-776-3112 Ext. 223

**Mental Health Crisis Line**  
1-800-422-0045

# **Clearwater County Citizens for a Violence Free Community**



*Creating a nonviolent  
community,  
one heart and  
one day at a time.*

# Our Resolution and Mission Statement

- ◆ *We are committed to a violence-free community and all persons have the right to live free from violence.*
- ◆ *We encourage all persons to seek to eliminate any potential for violence and to dedicate themselves to the goal of a violence-free community by:*
  1. *Acknowledging the existence of violence in each of our lives.*
  2. *Learning peaceful means of dealing with stress and conflict.*
  3. *Teaching our families and children how to deal with stress and conflict.*
  4. *Setting a positive example in public and family life.*
  5. *Recognizing and supporting those who are working to reduce violence in our community.*

CCCVC Origin and Membership

- Established in 1993 and the Blandin Pathways to Peace and Safety Programs helped our local group establish a plan of action in January of 1994.
- Our goal is to promote peaceful alternatives to violence and to facilitate avenues of communication between the school districts and governmental agencies within the criminal justice system.
- Agencies and persons representing the CCCVC include:
  - Social Services
  - Law Enforcement
  - Public Health
  - Education
  - Family Crisis Center
  - District Judge and County Attorneys
  - County Commissioner
  - Support Within Reach
  - Inter-County Community Council
  - Ministry

Welcome

*If you would like to become an active participant, you are welcome to share your ideas or concerns.*

The CCCVC meets at the Clearwater County Courthouse at 9:00 AM every first Thursday of the month from August to May.

CCCVC Funding

CCCVC is totally funded through fundraisers, grants, organizations, personal donations.

Financial support is critical in our shared success and in making CCCVC possible.

**Donations may be sent to:**

CCCVC  
Attention: Corrie Uhlir  
202 Bagley Ave. NW  
Bagley, MN 56621

Checks payable to: CCCVC

## CCCVC Activities

The CCCVC addresses the concerns of violence by annually sponsoring a wide variety of educational and motivational events, fundraisers, programs, workshops, and presentations in our schools and to the community-at-large.

***Some of the activities are:***

**FUNDRAISERS:**

- Radiothon to End Child Abuse
- Brat & Taco in a Bag



**EVENTS:**

- Mock Crash
- Variety of Lyceums & Workshops on violence prevention, & substance abuse
- Healthy Kids Fair
- Child Safety Programming



***A Violence-Free Clearwater County is the responsibility of all of us!***

## 613 GRADUATION REQUIREMENTS

Board Adopted: February 3, 2014

Board Revised: 2018

### I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

### II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students entering grade ~~8 9 in the 2012-2013 school year and earlier must satisfactorily complete, as determined by the school district, all credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, in order to graduate. For students entering grade 9 in the 2013-2014 2012-2013~~ school year and later, ~~the school district's policy is that students~~ must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards on a nationally normed college entrance exam. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

### III. DEFINITIONS

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages.
- B. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.
- F. "GRAD" means the graduation-required assessment for diploma that measures

the reading, writing, and mathematics proficiency of high school students.

#### IV. TEST ADMINISTRATOR

Amy Kent shall be named the school district test administrator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

#### V. GRADUATION ASSESSMENT REQUIREMENTS

~~A. Students enrolled in grade 8 through the 2009–2010 school year are eligible to be assessed under:~~

~~1. the graduation required assessment for diploma (GRAD) in reading, mathematics, or writing under Minn. Stat. § 120B.30, Subd. 1(c)(1) and (2) and Subd. 1(d) (2012) as follows:~~

~~a. for reading and mathematics:~~

~~i. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;~~

~~ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;~~

~~iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an individualized education program (IEP) or Section 504 (504) plan;~~

~~iv. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or~~

- v. ~~achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and~~
- b. ~~for writing:~~
- i. ~~achieving a passing score on the GRAD;~~
  - ii. ~~achieving a passing score as determined through a standard-setting process on the state-identified language proficiency test in writing for students designated as English language learners;~~
  - iii. ~~achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or~~
  - iv. ~~achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.~~
- c. ~~Students enrolled in grade 8 in any school year from the 2005-2006 school year to the 2009-2010 school year who do not pass the mathematics GRAD under Section V.A.1. are eligible to receive a high school diploma if they:~~
- i. ~~complete with a passing score or grade all state and local coursework and credits required for graduation by the school board granting the students their diploma;~~
  - ii. ~~participate in district-prescribed academic remediation in mathematics; and~~
  - iii. ~~fully participate in at least two retests of the mathematics GRAD test or until they pass the mathematics GRAD test, whichever comes first.~~
- 2. ~~the WorkKeys job skills assessment;~~
  - 3. ~~the Compass college placement test;~~
  - 4. ~~the ACT assessment for college admission;~~
  - 5. ~~a nationally recognized armed services vocational aptitude test; or~~

- ~~6. the school district may substitute a score from an alternative, equivalent assessment to satisfy the requirements of this paragraph.~~
- ~~B. Students enrolled in grade 8 in the 2010-2011 or 2011-2012 school year are eligible to be assessed under:~~
  - ~~1. the GRAD in reading, mathematics, or writing under Minn. Stat. § 120B.30, Subd. 1(c)(1) and (2) (2012) as follows:~~
    - ~~a. for reading and mathematics:~~
      - ~~i. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;~~
      - ~~ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;~~
      - ~~iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan;~~
      - ~~iv. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or~~
      - ~~v. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and~~
    - ~~b. for writing:~~
      - ~~i. achieving a passing score on the GRAD;~~

- ~~ii. achieving a passing score as determined through a standard-setting process on the state-identified language proficiency test in writing for students designated as English language learners;~~
- ~~iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or~~
- ~~iv. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.~~

~~2. the WorkKeys job skills assessment;~~

~~3. the Compass college placement test;~~

~~4. the ACT assessment for college admission;~~

~~5. a nationally recognized armed services vocational aptitude test; or~~

~~6. the school district may substitute a score from an alternative, equivalent assessment to satisfy the requirements of this paragraph.~~

~~C.~~ For students enrolled in grade 8 in the 2012-2013 school year and later, students' state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:

~~1A. demonstrate understanding of required academic standards encouragement to participate on a nationally normed college entrance exam in grade 11 or grade 12;~~

~~2B.~~ achievement and career and college readiness tests in mathematics, reading, and writing. The tests must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation. In addition, the tests must ensure that the foundational knowledge and skills for students' successful performance in postsecondary employment or education and articulated series of possible targeted interventions are clearly identified and satisfy Minnesota's postsecondary admission requirements. To the extent available, the tests should:

- A1. monitor students' continuous development of and growth in requisite knowledge and skills; analyze students' progress and performance levels, identifying students' academic strengths and diagnosing areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and
- B2. based on analysis of students' progress and performance data, determine students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student; and
- 3C. consistent with this paragraph and Minn. Stat. § 120B.125 (*see Policy 604, Section II.H.*), age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
- 4D. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.
- 5E. Students meeting the state graduation requirements under this section must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.
- 6F. Students meeting the state graduation requirements under this section and who are students in grade 11 or 12 and who are identified as academically ready for a career or college must be actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment under this subdivision to graduate from high school.
- G. A student's progress toward career and college readiness must be recorded on the student's high school transcript.
- ~~D. Students enrolled in grade 8 through the 2011-2012 school year who have not yet demonstrated proficiency on the Minnesota comprehensive assessments, the GRAD, or the basic skills testing requirements prior to high school graduation may satisfy state high school graduation requirements for assessments in~~

reading, mathematics, and writing by taking:

1. ~~the GRAD in reading, mathematics, or writing Minn. Stat. § 120B.30, Subd. 1(c)(1) and (2) (2012) as follows:~~

a. ~~for reading and mathematics:~~

i. ~~obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;~~

ii. ~~achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;~~

iii. ~~achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan;~~

iv. ~~obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or~~

v. ~~achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and~~

b. ~~for writing:~~

i. ~~achieving a passing score on the GRAD;~~

ii. ~~achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;~~

- iii. ~~achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or~~
  - iv. ~~achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.~~
- 2. ~~the WorkKeys job skills assessment;~~
  - 3. ~~the Compass college placement test, a nationally recognized armed services vocation aptitude test; or~~
  - 4. ~~the ACT assessment for college admission.~~

## VI. GRADUATION CREDIT REQUIREMENTS

- A. Students beginning 8<sup>9</sup>th grade in the ~~2011-2012~~ 2012-2013 school year and later must successfully complete, as determined by the school district, the following high school level credits for graduation:
  - 1A. Four credits of language arts ~~sufficient to satisfy all academic standards in English language arts;~~
  - 2B. Three credits of mathematics, ~~including an algebra II credit or its equivalent, encompassing at least algebra,~~ geometry, statistics, and probability, ~~or its equivalent,~~ sufficient to satisfy ~~all of the academic standards in mathematics.~~
  - C. ~~Students in the graduation class of 2015 and beyond must complete an algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;~~
  - 3D. Three credits of science, including at least: (a) one credit in biology; (b) one chemistry or physics; and (c) one elective credit of science. ~~The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science; credit or a career and technical education credit that meets standards underlying the chemistry, physics, or biology credit or a combination of those standards approved by the school district; and (c) meeting biology standards under Section VI.A.3.(b) does not meet the biology requirement under Section VI.A.3.(a);~~
  - 4E. Three and one-half credits of social studies, encompassing at least United

States history, geography, government and citizenship, world history, and economics, ~~or three credits of social studies, encompassing at least United States history, geography, government and citizenship, and world history, and one-half credit of economics taught in a school's social studies, agriculture education, or business department~~ sufficient to satisfy all of the academic standards in social studies;

~~5~~F. One credit in the arts sufficient to satisfy all of the state or local academic standards in the arts; and

~~6~~G. A minimum of seven elective credits.

~~7~~H. Credit equivalencies

~~A1. A credit is equivalent to a student successfully completing an academic year of study or a student mastering the applicable subject matter, as determined by the school district. A one-half credit of economics taught in a school's agriculture education or business department may fulfill a one-half credit in social studies under Paragraph E., above, if the credit is sufficient to satisfy all of the academic standards in economics.~~

~~B2. An agriculture science or career and technical education credit may fulfill the elective science credit required under Paragraph D., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Paragraph D., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Paragraph D., above. ~~credit may fulfill a credit requirement other than the specified science credit in biology under Section VI.A.3.~~~~

~~C3. A career and technical education credit may fulfill a mathematics or arts credit requirement under Paragraph B. or Paragraph F., above. ~~or a science requirement other than the specified science credit in biology under Section VI.A.2., VI.A.3., or VI.A.5.~~~~

~~4. A computer science credit may fulfill a mathematics credit requirement under Paragraph B., above, if the credit meets state academic standards in mathematics.~~

5. A Project Lead the Way credit may fulfill a mathematics or science credit requirement under Paragraph B. or Paragraph D., above, if the credit meets the state academic standards in mathematics or science.

~~B. Students beginning 9<sup>th</sup> grade in the 2013-2014 school year and later must successfully complete the following high school level credits for graduation:~~

- ~~1. Four credits of language arts sufficient to satisfy all of the academic standards in English language arts;~~
- ~~2. Three credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics;~~
- ~~3. An algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;~~
- ~~4. Three credits of science, including at least one credit of chemistry or physics, and one elective credit of science. The combination of credits under this clause must be sufficient to satisfy:
  - ~~a. all of the academic standards in either chemistry or physics and~~
  - ~~b. all other academic standards in science;~~~~
- ~~5. Three and one-half credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies;~~
- ~~6. One credit of the arts sufficient to satisfy all of the state or local academic standards in the arts; and~~
- ~~7. A minimum of seven elective credits.~~
- ~~8. Credit equivalencies
  - ~~a. A one-half credit of economics taught in an agriculture education or business department may fulfill a one-half credit in social studies under Section VI.B.5. if the credit is sufficient to satisfy all of the academic standards in economics.~~
  - ~~b. An agriculture science or career and technical education credit may fulfill the elective science credit requirement other than the~~~~

~~specified science credit under Section VI.B.4. if the course meets academic standards in science as approved by the school district. An agriculture science or career and technical education credit may fulfill the credit in chemistry or physics or the elective science credit required under Section VI.B.4. if:~~

~~i. the credit meets the chemistry, physics, or biology academic standards or a combination of these academic standards as approved by the school district; and~~

~~ii. the student satisfies either all of the chemistry academic standards, all of the physics academic standards, or all of the applicable elective science standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Section VI.B.4.~~

~~c. A career and technical education credit may fulfill a mathematics or arts credit requirement under Section VI.B.2. or Section VI.B.6.~~

~~d. An agriculture education teacher is not required to meet the requirements of Minn. Rules Part 3505.1150, Subpart 1, Item B (2012), to meet the credit equivalency requirements of Section VI.B.8.b.~~

## VII. GRADUATION STANDARDS REQUIREMENTS

A. All students must demonstrate their understanding of the following academic standards ~~on a nationally normed college entrance exam:~~

1. School District Standards, Health ~~and Physical Education~~ (K-12);
2. School District Standards, ~~Vocational Career~~ and Technical Education (K-12); and
3. School District Standards, World Languages (K-12).

B. Academic standards in health, world languages, and ~~vocational career~~ and technical education will be reviewed on an annual basis.\* ~~A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Lanaguages.~~

\* Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.

C. All students must satisfactorily complete the following required Graduation

Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):

1. Minnesota Academic Standards, **English** Language Arts K-12;
  2. Minnesota Academic Standards, Mathematics K-12;
  3. Minnesota Academic Standards, Science K-12;
  4. Minnesota Academic Standards, Social Studies K-12; and
  5. Minnesota Academic Standards, **Arts Physical Education** K-12;.
- D.** **State standards in the Arts K-12 are available, or school districts may choose to develop their own standards.**
- DE.** The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

## **VIII. EARLY GRADUATION**

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07, upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

<b>Legal References:</b>	Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
	Minn. Stat. § 120B.018 (Definitions)
	Minn. Stat. § 120B.021 (Required Academic Standards)
	Minn. Stat. § 120B.023 (Benchmarks)
	Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
	Minn. Stat. § 120B.07 (Early Graduation)
	Minn. Stat. § 120B.11 (School District Process)
	Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Involuntary Career Tracking Prohibited)
	Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
	Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)  
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)  
(repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

***Cross References:***

MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and  
Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)

**709 STUDENT TRANSPORTATION SAFETY POLICY**

Board Revised: ~~August 20, 2018~~ **November 2018**

**I. PURPOSE**

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership. This policy will be posted in the student handbooks, on the School District website, and will be discussed during the fall open houses.

**II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING**

A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student Training

1. The school district shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
  - a. transportation by school bus is a privilege, not a right;
  - b. school district policies for student conduct and school bus safety;
  - c. appropriate conduct while on the bus;
  - d. the danger zones surrounding a school bus;
  - e. procedures for safely boarding and leaving a school bus;
  - f. procedures for safe vehicle lane crossing; and
  - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within four weeks of their first day of attendance.
3. The school district and a nonpublic school with students transported by school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.

4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minn. Stat. § 169.446, Subd. 2.
5. The school district and a nonpublic school with students transported by school bus at public expense must conduct a school bus evacuation drill at least once during the school year.
6. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school district may provide kindergarten students with school bus safety training before the first day of school.
8. The school district may provide student safety education for bicycling and pedestrian safety for students in grades K through 5.
9. The school district shall adopt and make available for public review a curriculum for transportation safety education. Curriculum materials can be reviewed at the School District's Transportation Office/School Office. Transportation safety education curriculum shall be part of the District curriculum review cycle.
10. Nonpublic school students transported by the school district will receive school bus safety training by their nonpublic school. The nonpublic schools may use the school district's school transportation safety education curriculum. Upon request by the school district superintendent, the nonpublic school must certify to the school district's school transportation safety director that all students enrolled in grades K through 10 have received the appropriate training.

### III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation safety director. **Serious misconduct may be reported to local law enforcement.**
  1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus, on the School District's website, and in the student handbooks. If these rules are broken, the school district's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office.
  2. Rules at the Bus Stop
    - a. Get to your bus stop five minutes before your scheduled pick up time. The

school bus driver will not wait for late students.

- b. Respect the property of others while waiting at your bus stop.
- c. Keep your arms, legs, and belongings to yourself.
- d. Use appropriate language.
- e. Stay away from the street, road, or highway when waiting for the bus.
- f. Wait until the bus stops before approaching the bus.
- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation, or horseplay.
- j. No use of alcohol, tobacco, or drugs.

3. Rules on the Bus

- a. Immediately follow the directions of the driver.
- b. Sit in your seat facing forward.
- c. Talk quietly and use appropriate language.
- d. Keep all parts of your body inside the bus.
- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.
- k. Students cannot break the Technology Acceptable Use Policy.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field

trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

(1) If the student chooses to break a rule:

1<sup>st</sup> offense – The **bus driver** will use regular processes to correct the behavior such as verbal reprimand, assign the student to a different seat, and/or talk to the parents/guardians about the situation. (Please note! All written referrals will be signed by the Transportation Director.)

2<sup>nd</sup> offense – If the same situation persists or more develop, the **bus driver** will fill out a warning slip noting the problem. Give one copy to the student, transportation director and the school office, call the parent/guardian as soon as possible to verify that the student took the warning slip home and call the transportation director be sure to warn the student and the parent/guardian that continued problems will result in the student losing his bus riding privileges. Drivers must follow these set guidelines to suspend riding privileges.

3<sup>rd</sup> offense – One school-day suspension from riding the bus. If the problem behavior continues, the **bus driver** notifies the student that he/she may not ride the bus the following day. This is done by written notice also. The bus driver must contact the parent, the transportation director, and a school building administrator, as soon as possible. If the parent cannot be contacted, the student shall be allowed to ride the bus for a maximum of 1-additional route or day, while the parent is contacted. Sometimes this means that you may have to make a trip to the student's home after your route. You may not let any child off from the bus at any other spot but their own home unless you have had directions from their parent/guardian or the transportation director to do so. If you brought them to school in the morning, you must deliver them home at night, unless instructed to do otherwise.

4<sup>th</sup> offense – three to five school-day suspension from riding the bus, depending on the severity of the infraction. Working collaboratively, the transportation director and a building administrator, the bus driver will meet with the student and the parent/guardian, in an effort to resolve the problem and administrate the bus suspension. A written notice is given to the parent/guardian, the transportation director and the school administrator. The student will not be allowed to ride a bus again until after the parent/guardian meeting.

5<sup>th</sup> offense – two-week suspension from riding the bus. Working collaboratively, the transportation director and a building administrator, will meet with the student and the parent/guardian, in an effort to resolve the problem and administrate the two-week bus suspension. A written notice is given to the parent/guardian, the transportation director and the school administrator. The student will not be allowed to ride a bus again until after the parent/guardian

meeting. The building administrator will ~~now~~ notify the Superintendent if a two-week bus suspension is being imposed.

6<sup>th</sup> offense – Off the bus for a minimum of three-weeks up to the remainder of the school year. The bus driver, the transportation director, and a building administrator, will conduct a meeting with the student and the parent/guardian, to discuss the loss of riding privileges and the duration of the suspension. The student will not be allowed to ride a bus again until after a parent/guardian meeting has been held following the suspension by a building administrator if a bus suspension is being imposed.

Severe Clause: Students will be suspended immediately off the bus for behavior deemed severe by the bus driver and the transportation director or a building administrator.

5. Guidelines for bus discipline

- a. The transportation director may override a decision made by the bus driver.
- b. If the parent cannot be contacted, the student shall be allowed to ride the bus for a maximum of 1-additional route or day, while the parent is contacted.
- c. When circumstances require a student to ride home on a bus other than the one to which he/she is regularly assigned, written parental permission or a pass from the office is required.
- d. If a student is removed from the bus as a result of his/her behavior, the parents will be required to provide transportation to and from school during the entire period of removal from a bus. The removal applies to all regular, spectator and activity buses.
- e. At each step when a student loses bus riding privileges, a written record will be made of the incident with copies to the student, parent/guardian, transportation director and a building administrator. Such record will include as many details as possible. Details to include are: time, bus number, regular or special route, names, date, specific behavior, students in the area, action taken, result of the phone call to the parent and other pertinent information.

6. Things for the bus drivers to watch out for

- a. Be sure you clearly say what you want students to do. Avoid the words “behave”, “straighten up” and “settle down”. Use a command that they cannot twist around like “sit down”, “stop throwing things”, “keep your hands to yourself”, “move to the front set”, etc. Be sure you do what you say. If you said that a student has been warned issue the written note and contact the parents. Don’t make idle threats. Be sure you are acting on first hand and complete information. Take action on what **you** see and not on what someone else told you or thought. Act on what you believe is right in a given situation. Your judgment should be used in gray areas. **You are responsible for the discipline on your bus!**
- b. If a student has been denied riding privileges due to severe behavior, the transportation director may move to any level as a result of the conference in

step three and assign appropriate penalties.

- c. If a parent wants to comment on a situation on the bus they should use the following steps:

1<sup>st</sup> Step – Go to the bus driver and try to resolve the problem.

2<sup>nd</sup> Step – Go to the transportation director and try to resolve the problem by collaborating with administrator.

3<sup>rd</sup> Step – Go to the Superintendent and try to resolve the problem.

4<sup>th</sup> Step – Go to the transportation committee of the Board to try and resolve the problem.

5<sup>th</sup> Step – Go to the Board of Education to try and resolve the problem.

(2) Other Discipline

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(3) Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that causes an immediate and substantial danger to the student or surrounding persons or property will be provided by the school district to the Department of Public Safety in accordance with state and federal law.

(4) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.

(5) Notice

School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus, the student handbooks and district web-site. School bus rules will be discussed at the school building's open house.

(6) Criminal Conduct

In cases involving criminal conduct, including but not limited to; assault, weapons, drug possession, or vandalism, the appropriate school district personnel and local law enforcement officials will be informed.

#### **IV. PARENT AND GUARDIAN INVOLVEMENT**

##### **A. Parent and Guardian Notification**

The school district school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.

##### **B. Parents/Guardians Responsibilities for Transportation Safety**

Parents/Guardians are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor bus stops, if possible;
5. Have their children to the bus stop five minutes before the bus arrives;
6. Have their children properly dressed for the weather; and
7. Have a plan in case the bus is late.

#### **V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES**

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Sections VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-1" school bus as set forth in Section VII.D., below.
- B. The school district shall conduct mandatory drug and alcohol testing of all school district bus drivers and bus driver applicants in accordance with state and federal law and school district policy.
- C. A school bus driver, with a type III vehicle, who has a commercial driver's license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the

conviction. For purposes of this paragraph, a “serious traffic violation” means a conviction of any of the following offenses:

1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
  2. reckless driving;
  3. improper or erratic traffic lane changes;
  4. following the vehicle ahead too closely;
  5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
  6. driving a commercial vehicle without obtaining a commercial driver’s license or without having a commercial driver’s license in the driver’s possession.
- D. A school bus driver, with the exception of a driver operating a type A-1 school bus or type III vehicle, who has a commercial driver’s license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person’s employer of the conviction within 30 days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.
- E. A school bus driver, with the exception of a driver operating a type A-1 school bus, who has a Minnesota commercial driver’s license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person’s employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.
- F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person’s employer within ten days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

## **VI. SCHOOL BUS DRIVER TRAINING**

### **A. Training**

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the

competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, “annually” means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver “evaluation certification” form for each school district driver as contained in the Model School Bus Driver Training Manual.

2. All school bus drivers shall be required to attend in-service training as requested by the transportation director and the school district administration. Training may include but is not limited to; crisis intervention protocols, de-escalation techniques, trauma and socio-emotional awareness, students with disabilities and special needs, behavior interventions and individual education plans.
3. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

School bus drivers and type III drivers will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School Bus Driver Training Manual.

**VII. OPERATING RULES AND PROCEDURES**

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus

shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.

4. The parent/guardian may designate, pursuant to school district policy, a maximum of two (2) locations. Locations may include; a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.

The Superintendent and the Head of Transportation may designate specific locations as special bus route stops. These stops may be considered as a third option for parents and currently include all school district buildings and sports complexes as well as the Rice Lake Community Center.

4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.
6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minn. Stat. § 169.011, Subd. 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school district. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.
7. In the event a child is left unattended on a bus resulting from the failure of a driver to perform the post-route walk-through, the driver will be suspended without pay for a minimum of ten days. The district reserves the right to increase the severity of the discipline, up to and including possible termination of employment, dependent upon the results of the investigation of such an incident. A second infraction will result in termination of employment.

#### B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.

4. A type III vehicle cannot be older than 12 years old unless excepted by state and federal law.
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:
  - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
  - b. First aid kit and body fluids cleanup kit. A minimum of a ten-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.
  - d. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.

12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

C. Type III Vehicle Driven by Employees with a Class D Driver's License

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
  - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.
  - b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
    - (1) safe operation of a type III vehicle;
    - (2) understanding student behavior, including issues relating to students with disabilities;
    - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
    - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
    - (5) handling emergency situations;
    - (6) proper use of seat belts and child safety restraints;
    - (7) performance of pretrip vehicle inspections;
    - (8) safe loading and unloading of students, including, but not limited to:
      - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
      - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
      - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide

personally escort the student across the road if it is not reasonably feasible to avoid such a location;

- (d) placing the type III vehicle in “park” during loading and unloading;
  - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
- (9) compliance with paragraph V.F. concerning reporting convictions to the employer within ten days of the date of conviction.
- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minn. Stat. § 122A.18, Subd. 8, or Minn. Stat. § 123B.03 for school district employees; Minn. Stat. § 144.057 or Minn. Stat. Ch. 245C for day care employees; or Minn. Stat. § 171.321, Subd. 3, for all other persons operating a type III vehicle under this section.
  - d. Operators shall submit to a physical examination as required by Minn. Stat. § 171.321, Subd. 2.
  - e. The operator’s employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer’s policy under Minn. Stat. § 181.951, Subds. 2, 4, and 5. Notwithstanding any law to the contrary, the operator’s employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
  - f. The operator’s driver’s license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minn. Stat. § 171.321, Subd. 5.
  - g. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of violating Minn. Stat. § 169A.25, § 169A.26, § 169A.27 (driving while impaired offenses), or § 169A.31 (alcohol-related school bus driver offenses), or whose driver’s license is revoked under Minn. Stat. §§ 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver’s license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for five years from the date of conviction.
  - h. A person who has ever been convicted of a disqualifying offense as defined in Minn. Stat. § 171.3215, Subd.1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
  - i. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of a moving offense in violation of Minn. Stat. Ch. 169 within three years of the first of three other moving offenses is precluded from operating a type III

vehicle for one year from the date of the last conviction.

- j. Students riding the type III vehicle must have training required under Minn. Stat. § 123B.90, Subd. 2 (See Section II.B., above).
  - k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
- 2. The type III vehicle must bear a current certificate of inspection issued under Minn. Stat. § 169.451.
  - 3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. Type A-I “Activity” Buses Driven by Employees with a Driver’s License Without a School Bus Endorsement

- 1. The holder of a Class D driver’s license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
  - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
  - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
  - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
  - d. The operator has submitted to a background check and physical examination as required by Minn. Stat. § 171.321, Subd. 2.
  - e. The operator has a valid driver’s license and has not sustained a conviction of a disqualifying offense as set forth in Minn. Stat. § 171.02, Subd. 2a(h) - 2a(j).
  - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration’s “Guideline for the Safe Transportation of Pre-school Age Children in School Buses,” if child safety restraints are used by passengers, in addition to the training required in Section VI., above.
  - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.

2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

#### **VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES**

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
  1. the student's name and address;
  2. the nature of the student's disabilities;
  3. emergency health care information; and
  4. the names and telephone numbers of the student's physician, parents, guardians, or custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

#### **IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS**

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.

- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.
- E. Bagley Public Schools will be on a ten-year school bus purchase rotation schedule with the exception of the multi-needs bus which will remain on an eight-year rotation schedule. Busses that do not meet safety and maintenance requirements will be rotated at the discretion of the Director of Transportation and approval by the Board of Education.

**X. TRANSPORTATION FOR IN-TOWN STUDENTS**

Students in Kindergarten through fifth grade have first priority for transportation if the bus becomes full. Parents of sixth through twelfth grade students are required to sign a permission form, developed by the Transportation Director, before students are allowed to ride the bus.

**XI. RELIGIOUS RELEASE TIME TRANSPORTATION**

Bagley Public School busses may transport students to and from Religious Release Time classes. In return, participating churches will agree to pay Independent School District 162 for the true and accurate costs for the provided transportation services. (Ex. Bus use fees, bus driver salary, and etc.)

Bagley Public School busses, or any school vehicle, will not be rented outside of the district for any purpose other than Religious Release Time.

**XII. SCHOOL TRANSPORTATION SAFETY DIRECTOR**

The school board has designated an individual to serve as the school district's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.