

The regular school board meeting of the ISD #2902 (Russell-Tyler-Ruthton) School Board will be held on Wednesday, July 10, 2024 at 7:00 pm, RTR Public School Boardroom, 111 County Road 8, Tyler, MN.

**RTR Public Schools ISD #2902
Board Meeting Agenda
July 10, 2024 – RTR Public School Boardroom - 7:00 pm**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Public Forum
4. Approve the Agenda– (action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

5. Consent Agenda – (Action)
 - a. Approval of Minutes from Regular School Board Meeting on June 12, 2024
 - b. Approval of Resignation of Head Cross Country Coach – Kristi Dwire
 - c. Approval of Resignation of JH Football Coach – Jonah Johnson
 - d. Approval of 2024-2025 Employee Notifications – See Attachment A

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

6. Approval of Bills (action)
 - a. Expenditures Report - \$936,759.07
 - b. Manual Checks - \$ 10,550.65
 - c. Payroll Report - \$428,498.28

\$1,375,808.00

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

7. Approval of Treasurer’s Report (action)
 - a. Treasurers Report
 - b. Revenue vs. Disbursement Report

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

8. Reports and/or Presentations (information)
 - a. Elem Principal, Cristy Olsen
 - b. MS Dean of Students, Darren Baartman
 - c. HS Principal, Rick Gossen
 - d. Superintendent, David Marlette

9. Approval of 2024-2025 Substitute Teacher Pay. (action)
 2023-2024 Sub Teacher Pay: \$170.00 per day 2024-2025 Sub Teacher Pay: \$175.00 per day

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

10. Approval of 2024 – 2025 Admission Prices. (Action)

2023-2024 Admission Prices		2024-2025 Admission Prices	
Adults:	\$7.00	Adults:	\$7.00
Students (grades 1 – 12):	\$5.00	Students (grades 1 – 12):	\$5.00
Adult Ticket Book:	\$50.00/10 tickets	Adult Ticket Book:	\$50.00/10 tickets
Seniors (65+) Ticket Book:	\$25.00/10 tickets	Seniors (65+) Ticket Book:	\$25.00/10 tickets
Student Activity Ticket:	\$40/year	Student Activity Ticket:	\$40/year
Adult Activity Ticket:	\$90/year	Adult Activity Ticket:	\$90/year
Seniors (65+) Activity Ticket:	\$65/year	Seniors (65+) Activity Ticket:	\$65/year
Prom – Grand March:	\$2.00	Prom – Grand March:	\$2.00

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

11. Approval of 2024– 2025 Activity Fees. (Action)

HIGH SCHOOL ACTIVITIES			
2023-2024 ACTIVITY FEES		2024-2025 ACTIVITY FEES	
Boys Basketball:	\$80	Boys Basketball:	\$80
Girls Basketball:	\$80	Girls Basketball:	\$80
Volleyball:	\$80	Volleyball:	\$80
Football:	\$80	Football:	\$80
Track:	\$80	Track:	\$80
Golf:	\$80	Golf:	\$80
Baseball:	\$80	Baseball:	\$80
Softball:	\$80	Softball:	\$80
Speech:	\$80	Speech:	\$80
Wrestling:	\$80	Wrestling:	\$80
Football Cheerleading:	\$80	Football Cheerleading:	\$80
Cross-Country:	\$80	Cross-Country:	\$80
Drama (One Acts/Spring Play):	\$80	Drama (One Acts/Spring Play):	\$80
Band Instrument Rental:*	\$60	Band Instrument Rental:*	\$60
HS Individual Maximum:	\$200	HS Individual Maximum:	\$200
Annual Family Maximum:**	\$500	Annual Family Maximum:**	\$500
*Fee does not qualify toward Individual or Family Maximum			
**Combination of MS & HS Activities (excludes senior fee and/or prom fee)			
***Juniors are expected to work the concession stand to raise funds for prom and graduation expenses. These fees will be imposed on those that choose to not work. Students who work the required amount will have the fees waived. The Principal will work with the Junior Class Advisors to determine what fees should be assessed.		***Juniors are expected to work the concession stand to raise funds for prom and graduation expenses. These fees will be imposed on those that choose to not work. Students who work the required amount will have the fees waived. The Principal will work with the Junior Class Advisors to determine what fees should be assessed.	
Senior Fee:***	\$50	Senior Fee:***	\$50
Prom Fee for Attendance at Prom:***	\$100	Prom Fee for Attendance at Prom:***	\$100
MIDDLE SCHOOL ACTIVITIES			
2023-2024 ACTIVITY FEES		2024-2025 ACTIVITY FEES	
Boys Basketball:	\$40	Boys Basketball:	\$40
Girls Basketball:	\$40	Girls Basketball:	\$40
Volleyball:	\$40	Volleyball:	\$40
Football:	\$40	Football:	\$40
Track:	\$40	Track:	\$40
Golf:	\$40	Golf:	\$40
Baseball:	\$40	Baseball:	\$40
Softball:	\$40	Softball:	\$40
Speech:	\$40	Speech:	\$40
Wrestling:	\$40	Wrestling:	\$40
Football Cheerleading:	\$40	Football Cheerleading:	\$40
Cross-Country:	\$40	Cross-Country:	\$40
Band Instrument Rental:**	\$55	Band Instrument Rental:**	\$55
MS Individual Maximum:	\$100	MS Individual Maximum:	\$100
**Fee does not qualify toward Individual or Family Maximum			

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

12. Approval of 2024-2025 Meal Prices. (Action)

2023-2024 Lunch Prices		2024-2025 Lunch Prices	
Preschool/Elem. Breakfast:	FREE	Preschool/Elem. Breakfast:	FREE
Adult Breakfast:	\$3.00/meal	Adult Breakfast:	\$3.00/meal
Preschool/Elem. Lunch:	FREE	Preschool/Elem. Lunch:	FREE
MS/HS Lunch:	FREE	MS/HS Lunch:	FREE
Adult Lunch:	\$5.00/meal	Adult Lunch:	\$5.00/meal
Milk:	\$0.50/milk	Milk:	\$0.50/milk
Salad Bar:	\$4.00	Salad Bar:	\$4.00

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

13. Approval of 2024-2025 Fall & Winter Coaches:

Football

Head Coach Darren Baartman
 Assistant Coach Ted Kern
 Assistant Coach Carter Hansen
 Assistant Coach Payton Hess
 Middle School Coach
 Middle School Coach Corey Castell

Boys Basketball

Head Coach Daren Gravley
 Assistant Coach Ted Kern
 9th Grade Coach Brett Peterson
 Middle School Coach Garrett Kern
 Middle School Coach Jonah Johnson

Volleyball

Head Coach Daynica Brown
 Assistant Coach Neil Witte
 9th Grade Coach Ashlei Hoffmann
 Middle School Coach Miranda VanRuler
 Middle School Coach Tara King

Girls Basketball

Head Coach Steve Hesse
 Assistant Coach Carter Hansen
 9th Grade Coach Bobbi Werkman
 Middle School Coach Alexis Nelson
 Middle School Coach Alexandra Stitt

Cross Country

Head Coach Madison Johnson
 Assistant Coach Alexandra Stitt

Cheerleading

Head Coach Sandy Carpenter

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

14. Approval of MN Legislative Updates to the following MSBA Policies. Copies of the revised policies will be available at the board meeting. (action)

Policy #	Policy Title	Policy #	Policy Title
102	Equal Educational Opportunity	532	Use of Peace Officers and Crisis Teams
413	Harassment & Violence	535	Service Animals in Schools
418	Drug-Free Workplace/Drug-Free School	601	School District Curriculum & Instruction Goals
419	Tobacco-Free Environment	602	Organizing the School Calendar and School Day
425	Staff Development	603	Curriculum Development
506	Student Discipline	613	Graduation Requirements
515	Protection and Privacy of Pupil Records	616	School District System Accountability
516	Student Medication and Telehealth	620	Credit for Learning
521	Student Disability Nondiscrimination	709	Student Transportation Safety Policy
524	Internet, Technology, and Cell Phone Acceptable Use		

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

15. Approval of RTR Cell Phone Policy Effective September 2, 2024. (See Attached Sheet) (action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

16. Approval of Resolution Approving School District # 2902 Long-Term Facility Maintenance 10-Year Plan:

BE IT RESOLVED by the School Board of District No. 2902, State of Minnesota, as follows:

**The School Board of School District No. 2902 approves the attached
Long-Term Facility Maintenance Ten Year Plan for its facilities for 2024-2034.**

(See Attached Spreadsheet) (action)

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

17. Approval of Resolution Relating to the Election of School Board Members and Calling the
School District General Election.

**BE IT RESOLVED by the School Board of Independent School District No. 2902,
State of Minnesota, as follows:**

1. It is necessary for the School District to hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each. The Clerk shall include on the general election ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such Affidavits as though they had been included by name in this resolution. The Clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and directed to be held in conjunction with the State General Election on Tuesday, November 5, 2024.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the School District and which have been established by the cities or towns located in whole or in part within the School District. The voting hours at those polling places shall be the same as those for the State General Election.

4. The Clerk is hereby authorized and directed to cause written notice of said general election to be provided to the County Auditor of each county in which the School District is located in whole or in part at least eighty-four (84) days before the date of said election. The notice shall specify the date of said election and the office or offices to be voted on at said general election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

5. The Clerk is hereby authorized and directed to cause notice of said general election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said election.

6. The Clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District at least four (4) days before the date of said election and to cause two sample ballots to be posted in polling places located within the School District on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.


7. The Clerk is hereby authorized and directed to cause notice of said election to be published in the official newspaper of the School District, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election. The notice of election so posted and published shall state the offices to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

8. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

9. The Clerk and members of the administration are further authorized and directed to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system, to correct typographical errors, or to comply with the form and content requirements of applicable state election laws:

[Form of Ballot on the Following Page]

GENERAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 2902
(RUSSELL TYLER RUTHTON PUBLIC SCHOOL)
NOVEMBER 5, 2024

Instructions to Voters
To vote, completely fill in the oval(s) next to your choice(s) like this: 

SCHOOL BOARD MEMBER
ELECTION DISTRICT 1 - RUSSELL
VOTE FOR ONE

NAME _____

write-in, if any

SCHOOL BOARD MEMBER
ELECTION DISTRICT 2 - TYLER
VOTE FOR ONE

NAME _____

write-in, if any

SCHOOL BOARD MEMBER
ELECTION DISTRICT 3 - RUTHTON
VOTE FOR ONE

NAME _____

write-in, if any

SCHOOL BOARD MEMBER
AT-LARGE
VOTE FOR ONE

NAME _____

write-in, if any

10. Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

11. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

12. If the School District will be contracting to print the ballots for this election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

13. The individuals designated as judges for the State General Election shall act as election judges for this general election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the School Board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

14. The School District Clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02 available on the School District's website. The Clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The Clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

18. Approval of Resolution Establishing Dates for Filing Affidavits of Candidacy: (Action)

**BE IT RESOLVED by the School Board of Independent School District No. 2902
State of Minnesota, as follows:**

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD INDEPENDENT SCHOOL DISTRICT NO. 2902
(RUSSELL TYLER RUTHTON PUBLIC SCHOOLS) STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing Affidavits of Candidacy for the office of School Board member of Independent School District No. 2902 shall begin on July 30, 2024, and shall close at 5:00 o'clock p.m. on August 13, 2024.

The general election shall be held on Tuesday, November 5, 2024. At that election, four (4) members will be elected to the School Board for terms of four (4) years each; one from Election District No. 1 (Russell), one from Election District No. 2 (Tyler), one from Election District No. 3 (Ruthton), and one member shall be elected at-large.

Affidavits of Candidacy are available from the School District Clerk, Independent School District No. 2902, 111 County Road No. 8, Tyler, MN 56178. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the School District from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or general election.

The Affidavits of Candidacy must be filed in the office of the School District Clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

19. Approval of Resolution Establishing Procedures for the Counting of Write-In Votes: (Action)

RESOLUTION ESTABLISHING PROCEDURES FOR THE COUNTING OF WRITE-IN VOTES FOR SCHOOL BOARD ELECTIONS

WHEREAS, state election law generally requires the counting and tabulation of each write-in vote for school board elections; and

WHEREAS, the process of counting write-in votes on election night can be time consuming and frequently does not produce a winning candidate; and

WHEREAS, the School Board is authorized by Minnesota law, specifically Minnesota Statutes, Section 204B.09, subd. 3(c), to adopt a resolution governing the counting of write-in votes for local elective office; and

WHEREAS, the resolution adopted by the School Board may require that write-in votes for an individual candidate can only be individually recorded if the total number of write-in votes for that office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate; and

WHEREAS, the School Board desires to lessen the administrative burden on election workers.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 2902, State of Minnesota, as follows:

1. Write-in votes for an individual candidate seeking election to a seat on the School Board will only be individually recorded if the total number of write-in votes for that office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate.
2. The procedure established herein shall apply to the counting of write-in votes cast during any primary election, special election, or general election held in the School District following the date of this resolution.
3. The resolution adopted herein shall remain in effect until a subsequent resolution on the same subject is adopted by the School Board. by establishing a refined hand count procedure for School Board elections.

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

20. Discussion and Approval of the Minnesota Department of Education (MDE) Commissioner’s Review and Comment approval letter relating to the proposed construction project and issuance of school building bonds and calling for an election thereon. (See Attached Sheet) (action)

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

21. Approval of **RESOLUTION RELATING TO THE ISSUANCE OF SCHOOL BUILDING BONDS AND CALLING AN ELECTION THEREON NOVEMBER 5, 2024.**

BE IT RESOLVED by the School Board of Independent School District No. 2902, State of Minnesota, as follows:

1. The School Board hereby finds and determines that it is necessary and expedient for the School District to borrow money in an aggregate principal amount not to exceed \$20,000,000 and not to exceed any limitation upon the incurring of indebtedness which shall be applicable on the date or dates of the issuance of any bonds, for the purpose of providing funds for the acquisition and betterment of school sites and facilities, including the construction and equipping of additional classroom spaces, elementary music room spaces, a full-size gymnasium compliant with storm shelter building standards, and a fitness/weight room facility; renovations and upgrades to convert the existing fitness/weight room into a guidance and career exploration center; and the construction of storage areas and additional student/staff restroom facilities. The question on the borrowing of funds for these purposes shall be School District Question 1 on the School District ballot at the special election held to approve said authorization.
2. The administration of the School District is hereby authorized and directed to consult with the Minnesota Department of Education and cause a proposal to be prepared and submitted to the Commissioner of Education for the Commissioner’s Review and Comment on behalf of the School Board, and to take such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended. Any such actions taken by the administration prior to the date of this resolution are hereby ratified, confirmed, and approved in all respects. The actual holding of the special election on School District Question 1 specified above shall be contingent upon the receipt of a positive or unfavorable (provided applicable statutory requirements are met) Review and Comment from the Commissioner of Education on the projects included in that question.
3. The Clerk is hereby authorized and directed to cause the Commissioner’s Review and Comment to be published in the legal newspaper of the School District at least forty-eight (48) but no more than seventy (70) days prior to the date of the special election stated below.
4. The School Board must hold a public meeting to discuss the Commissioner’s Review and Comment before the referendum for bonds.
5. The ballot question specified above shall be submitted to the qualified voters of the School District at a special election, which is hereby called and directed to be held in conjunction with the State General Election on Tuesday, November 5, 2024. This date is a uniform election date specified in Minnesota Statutes, Section 205A.05.

6. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the School District and which have been established by the cities or towns located in whole or in part within the School District. The voting hours at those polling places shall be the same as those for the State General Election.

7. The Clerk is hereby authorized and directed to cause written notice of said special election to be given: (i) to the county auditor of each county in which the School District is located, in whole or in part, at least eighty-four (84) days prior to the date of said election; and (ii) to the Commissioner of Education, at least seventy-four (74) days prior to the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

8. The Clerk is hereby authorized and directed to cause notice of said special election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said special election.

9. The Clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on election day. The sample ballots shall not be printed on the same color paper as the official ballot.

10. The Clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the School District, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election. The notice of election so posted and published shall state each question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

11. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate officials regarding preparation and distribution of ballots, election administration and cost sharing.

12. The Clerk and members of the administration are further authorized and directed to cause a ballot to be prepared for use at said election in substantially the following form, with such changes in form, color, instructions, and content as may be necessary to accommodate an optical scan voting system, to correct typographical errors, or to comply with the form and content requirements of applicable state election laws:


[Form of Ballot on the Following Page]

Special Election Ballot

Independent School District No. 2902
(Russell Tyler Ruthton Public Schools)

November 5, 2024

Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: .

To vote for a question, fill in the oval next to the word "Yes" on that question.
To vote against a question, fill in the oval next to the word "No" on that question.

School District Question 1 Approval of School District Bond Issue

Yes

No

Shall the school board of Independent School District No. 2902 (Russell Tyler Ruthton Public Schools) be authorized to issue its general obligation school building bonds in an amount not to exceed \$20,000,000 to provide funds for the acquisition and betterment of school sites and facilities, including the construction and equipping of additional classroom spaces, elementary music room spaces, a full-size gymnasium compliant with storm shelter building standards, and a fitness/weight room facility; renovations and upgrades to convert the existing fitness/weight room into a guidance and career exploration center; and the construction of storage areas and additional student/staff restroom facilities?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU
ARE VOTING FOR A PROPERTY TAX INCREASE.**

13. Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

14. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer, at the request of the election official, shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

15. The individuals designated as judges for the State General Election shall act as election judges for this special election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the School Board for canvass in the manner provided for other school district elections. The special election must be canvassed between the third and the tenth day following the special election.

16. The Clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02 available on the School District's website. The Clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The Clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

Motion Made by: _____ Motion Second by: _____ Roll Call Vote On Motion: _____

22. Adjourn (Action) Time: _____

Motion Made by: _____ Motion Second by: _____ Vote On Motion: _____

Next Meeting:

August 14, 2024 @ 7:00 p.m.
RTR Public School Boardroom
111 County Road 8
Tyler, MN 56178

RTR Public Schools ISD # 2902
School Board Minutes
June 12, 2024
RTR Public School in Tyler, MN – 7:00 p.m.

School Board Attendance: Chandler, Dunblazier, Dybdahl, Hansen, Hess, Johansen, Kerkaert
Administration Attendance: Marlette, Baartman, Olsen

Chair Hansen called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited by those in attendance.

M/S/C Dunblazier, Dybdahl to approve the agenda. (7-0 vote)

M/S/C Kerkaert, Chandler to approve the consent agenda. (7-0 vote)

- a. Approval of Minutes from School Board Meeting on May 8, 2024
- b. Approval of Resignation of JH Volleyball Coach – Susan Norgaard
- c. Approval of Resignation of Paraprofessional Student Assistant – Miranda Deutz
- d. Approval of Resignation of Assistant Custodian – Jared McChesney
- e. Approval of Summer Custodial Helper – Colton Appel
- f. Approval of Summer Custodial Helper – Isaac Janish
- g. Approval of Donations (Schedule C)

M/S/C Johansen, Dybdahl to approve the bills. – Schedule A (7-0 vote)

- a. Expenditures Report - \$ 253,314.42
- b. Manual Checks - \$ 15,892.78
- c. Payroll Report - \$ 598,974.01
\$ 868,181.21

M/S/C Kerkaert, Chandler to approve the Treasurer’s Report. – Schedule B (7-0 vote)

Administrative reports were presented.

M/S/C Chandler, Kerkaert to move RTR probationary teachers, Rachael Neal, Justin Buysse, Jodi Dubbeldee, Anna Hesse and Natalie Jerzak, to the status of tenure. (7-0 vote)

M/S/C Dybdahl, Johansen to approve the 2024-2025 Resolution for Membership in the Minnesota State High School League. (7-0 roll call vote)

M/S/C Kerkaert, Chandler to approve the 2024-2025 Insurance and Property Risk Management Contract with Vaaler Insurance Company. (7-0 vote)

M/S/C Chandler, Dybdahl to approve the 2024-2025 School Psychologist Contract for Jay Trenhaile in the amount of \$15,975. (7-0 vote)

M/S/C Dunblazier, Chandler to approve the designation of a Turf/Track Replacement Fund of \$20,000 per year, retroactive to 2021. (7-0 vote)

M/S/C Hess, Chandler to approve the write off of \$19.95 for five delinquent lunch accounts for families who no longer attend RTR. (7-0 vote)

M/S/C Hess, Chandler to approve the transfer of \$24.40 of non-deliverable lunch refunds to the Delinquent Lunch Account. (7-0 vote)

M/S/C Dybdahl, Kerkaert to approve the 2024-2025 preliminary budget as per Schedule D. (7-0 vote)

M/S/C Kerkaert, Johansen to approve budgeting \$2,500 per site annually for each of the three baseball/softball field complexes in Tyler, Russell and Ruthton. This money will be used to assist in the field maintenance and basic improvements at each site. (7-0 vote)

M/S/C Dybdahl, Johansen to approve the Secondary Principal Contract with Richard Gossen for the FY25, FY26 and FY27 school years. (7-0 vote)

M/S/C Kerkaert, Dybdahl to approve the Elementary Principal Contract with Cristina Olsen for the FY25, FY26 and FY27 school years. (7-0 vote)

M/S/C Hess, Chandler to adjourn at 7:41 p.m. (7-0 vote)

Peggy Dunblazier Clerk

All pertinent information, including schedules, is on file in the District Office.

EMPLOYEE NOTIFICATIONS FOR APPROVAL ON 07/10/2024		
EMPLOYEE	GRADE LEVEL	JOB POSITION
FOODSERVICE		
Sarah Blagdon	District	Foodservice Director
Jill Petersen	District	Head Cook
Cory Squires	District	Head Cook
Tessa Bloom	District	Assistant Cook
Laura Jensen	District	Assistant Cook
Lorraine Maleyko	District	Assistant Cook
Shirley Mortland	District	Assistant Cook
Bonnie Rutgers	District	Assistant Cook
Beth Terhark	District	Assistant Cook
CUSTODIAL		
Christeen Groenhoff	District	Custodial Manager
Lori Taveirne	District	Head Custodian
Jeff Conrad	District	Custodial Supervisor
John Haas	District	Custodial Supervisor
Elizabeth Groenhoff	District	Assistant Custodian
Adam Jorgensen	District	Assistant Custodian
NURSES		
Beverly Seehusen	District	Registered Nurse
Naomi Gunnink	District	Health Coordinator
PARAPROFESSIONALS		
Mary Bartz	ES	Paraprofessional Student Assistant
Lisa Carr	ES	Paraprofessional Student Assistant/Library Aide
Nicole Facile	ES	Paraprofessional Student Assistant
Jasmine Fonseca	ES	Paraprofessional Student Assistant
Bobbi Jo Grabow	ES	Paraprofessional Student Assistant
Judy Hansen	ES	Paraprofessional Student Assistant
Chelsey Jackson	ES	Paraprofessional Student Assistant
Brenda Johnson	ES	Paraprofessional Student Assistant
Tara King	ES	Paraprofessional Student Assistant
Lacie McChesney	ES	Paraprofessional Student Assistant (Preschool)
Alyssa Newborg	ES	Paraprofessional Student Assistant
Linda Sutherland	ES	Paraprofessional Student Assistant (Preschool)
Melissa Swanson	ES	Paraprofessional Student Assistant
Mindy Thooft	ES	Paraprofessional/SPED Secretary
Dawn Wee	ES	Paraprofessional Student Assistant
Jennifer Dressen	Secondary	Paraprofessional Student Assistant/Library Aide
Sandra Enemark	Secondary	Paraprofessional Student Assistant
Bethanni Jobe	Secondary	Paraprofessional Student Assistant
Ronda Lupkes	Secondary	Paraprofessional Student Assistant
Nicole Slegers	Secondary	Paraprofessional Student Assistant
Alexandra Stitt	Secondary	Paraprofessional Student Assistant
Sara Vogt	Secondary	Paraprofessional Student Assistant
Joy Wichmann	Secondary	Paraprofessional Student Assistant
SECRETARIAL		
Jordan Lichtsinn	ES	Principal's Secretary
Chelsey Gravley	MS	Principal's Secretary
Teri Schreurs	HS	Principal's Secretary
DISTRICT OFFICE		
Alex Rott	District	Accounting Manager
Sallie Thooft	District	Payroll Manager
Robin Knudsen	District	Office Manager
MUSIC		
Chris Miller	Secondary	Teacher Mentor (Music)
Megan Eide	Secondary	Band Lesson Tutor

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
L.L. HARDER, INC.	40731	1	406.50	406.50	Oven Repair	202412	02	005	770	000	701	350
L.L. HARDER, INC. Total			406.50	406.50								
LAKESHORE LEARNING MAT'LS	40732	1	29.99	29.99	Unlock the Shape Toy	202501	04	005	582	000	344	430
LAKESHORE LEARNING MAT'LS Total			29.99	29.99								
LIBRARYWORLD INC.	40733	1	525.00	525.00	Online Service/Tech Support	202501	01	300	620	000	000	430
LIBRARYWORLD INC.	40733	1	525.00	525.00	Online Service/Tech Support	202501	01	100	620	000	000	430
LIBRARYWORLD INC. Total			1,050.00	1,050.00								
LYON COUNTY LANDFILL	40734	1	16.11	16.11	Patio Lumber Disposal	202412	01	005	810	000	000	305
LYON COUNTY LANDFILL Total			16.11	16.11								
MAAE	40735	1	385.00	385.00	JB Summer Conference	202501	01	300	640	000	306	366
MAAE Total			385.00	385.00								
MARSH & MCLENNAN AGENCY	40736	1	4,525.00	4,525.00	Auto (Van)	202501	01	005	760	190	720	340
MARSH & MCLENNAN AGENCY	40736	1	106,740.02	106,740.02	Package Policy	202501	01	005	940	000	000	340
MARSH & MCLENNAN AGENCY Total			111,265.02	111,265.02								
MAYNARD'S	40812	1	100.28	100.28	Food/Drinks (Fundraising) (Student Lunch)	202412	01	300	291	206	000	401
MAYNARD'S	40812	1	24.30	24.30	Lab Food	202412	01	300	365	000	830	490
MAYNARD'S Total			124.58	124.58								
MCDOWELL AGENCY INC.	40737	1	134.20	134.20	Background Checks (4)	202412	01	005	715	000	342	311
MCDOWELL AGENCY INC. Total			134.20	134.20								
MENARDS	40738	1	124.85	124.85	Totes	202412	01	300	292	000	000	401
MENARDS	40739	1	46.38	46.38	Shelf/Rod/Brackets	202412	01	005	810	000	000	401
MENARDS	40740	1	40.99	40.99	Shelf/Rods/Brackets/Wire Pull	202412	01	005	810	000	000	401
MENARDS	40741	1	33.45	33.45	Returned Outlets	202412	01	005	810	000	000	401
MENARDS Total			245.67	245.67								
MIDWEST SPECIAL INSTRUMENTS	40742	1	134.00	134.00	Calibration Checks	202412	01	100	405	000	740	350
MIDWEST SPECIAL INSTRUMENTS Total			134.00	134.00								
MN ASSN SEC SCHOOL PRINCIPALS	40743	1	895.00	895.00	RG MASSP/NASSP Dues	202501	01	300	050	000	000	820
MN ASSN SEC SCHOOL PRINCIPALS Total			895.00	895.00								
MN DEPT. OF REVENUE-SALES TAX	40821	1	1,214.36	1,214.36	April-June Sales Tax	202412	01	212	000			
MN DEPT. OF REVENUE-SALES TAX Total			1,214.36	1,214.36								
MN RURAL EDUCATION ASSN	40744	1	1,820.00	1,820.00	24-25 Membership	202501	01	005	105	000	000	820
MN RURAL EDUCATION ASSN Total			1,820.00	1,820.00								
MN SCHOOL BOARDS ASSN	40745	1	3,798.00	3,798.00	23-24 Membership Fee	202501	01	005	010	000	000	820
MN SCHOOL BOARDS ASSN	40745	1	750.00	750.00	23-24 Policy Services Subscription	202501	01	005	010	000	000	305
MN SCHOOL BOARDS ASSN Total			4,548.00	4,548.00								
NATIONAL INVENTORS HALL OF FAME, INC.	40746	1	552.00	552.00	Camp Invention Kits	202412	01	005	206	011	433	430
NATIONAL INVENTORS HALL OF FAME, INC.	40746	1	7,360.00	7,360.00	Camp Invention Kits	202412	04	005	505	000	321	401
NATIONAL INVENTORS HALL OF FAME, INC. Total			7,912.00	7,912.00								
PEPSI COLA BOTTLING, INC	40747	1	160.00	160.00	Pop/Water	202412	01	300	292	000	000	619
PEPSI COLA BOTTLING, INC Total			160.00	160.00								
PLUNKETT'S, INC.	40825	1	95.50	95.50	Pest Control	202501	01	005	810	000	000	350

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
PLUNKETT'S, INC. Total			95.50	95.50								
RSCHOOLTODAY/VNN	40831	1	765.00	765.00	Activity Scheduler Platform/Training	202501	01	300	292	000	000	305
RSCHOOLTODAY/VNN Total			765.00	765.00								
RUNNINGS SUPPLY, INC	40748	1	247.28	247.28	Grinder Kit/Wire Crimped Brush	202412	01	005	810	000	000	401
RUNNINGS SUPPLY, INC Total			247.28	247.28								
S & K AUTO REPAIR	40830	1	147.85	147.85	47.25 Gal	202412	01	005	760	190	733	440
S & K AUTO REPAIR Total			147.85	147.85								
SAVVAS LEARNING COMPANY LLC	40750	1	7,397.00	7,397.00	Music Licenses	202501	01	100	203	014	160	406
SAVVAS LEARNING COMPANY LLC Total			7,397.00	7,397.00								
SCHOOL SPECIALTY LLC	40809	1	181.12	181.12	Sponges/Tape/Glue/Supplies	202501	01	300	260	000	000	430
SCHOOL SPECIALTY LLC Total			181.12	181.12								
SEESAW LEARNING, INC.	40751	1	1,320.00	1,320.00	Licenses	202501	01	100	203	000	000	406
SEESAW LEARNING, INC. Total			1,320.00	1,320.00								
SEND IT	40752	1	24.50	24.50	Boxes/Bubble Wrap	202412	01	300	211	000	000	329
SEND IT Total			24.50	24.50								
SIoux FALLS SCHOOL DIST 49-5	40753	1	246.18	246.18	May Tuition	202412	01	300	211	000	000	392
SIoux FALLS SCHOOL DIST 49-5 Total			246.18	246.18								
SOUTHWEST COACHES INC.	40754	1	3,150.00	3,150.00	State Softball Lodging	202412	01	300	296	227	000	366
SOUTHWEST COACHES INC. Total			3,150.00	3,150.00								
STUDENT ASSURANCE SERVICES INC	40755	1	500.00	500.00	Catastrophic Coverage	202501	01	300	292	000	000	340
STUDENT ASSURANCE SERVICES INC Total			500.00	500.00								
STURDEVANT AUTO SUPPLY	40756	1	27.98	27.98	Windshield Wipers	202412	01	005	760	190	733	350
STURDEVANT AUTO SUPPLY	40757	1	19.99	19.99	Snap Ring Pliers	202412	01	005	810	000	000	401
STURDEVANT AUTO SUPPLY Total			47.97	47.97								
SUBSCRIPTION SERVICES OF AM.	40758	1	266.84	266.84	Subscriptions	202501	01	300	620	000	000	430
SUBSCRIPTION SERVICES OF AM. Total			266.84	266.84								
SW/WC SERVICE COOPERATIVES	40759	1	1,725.00	1,725.00	4/4 STARRS Online Academy	202412	01	300	211	000	000	390
SW/WC SERVICE COOPERATIVES	40759	1	10,355.40	10,355.40	Wide Area Network/Content Filtering	202412	01	005	680	000	311	320
SW/WC SERVICE COOPERATIVES	40759	1	1,855.81	1,855.81	Remote Backup Storage	202412	01	005	630	000	000	305
SW/WC SERVICE COOPERATIVES	40759	1	550.00	550.00	Project Discovery	202412	01	300	211	000	000	366
SW/WC SERVICE COOPERATIVES	40759	1	6,552.00	6,552.00	April Tech Support	202412	01	005	630	000	000	316
SW/WC SERVICE COOPERATIVES	40759	1	1,365.00	1,365.00	April Business Services	202412	01	005	110	000	000	316
SW/WC SERVICE COOPERATIVES	40760	1	1,518.92	1,518.92	Computer/Monitor	202412	01	005	630	013	160	466
SW/WC SERVICE COOPERATIVES	40761	1	4,739.89	4,739.89	Computers/Monitors	202412	01	005	630	013	160	466
SW/WC SERVICE COOPERATIVES Total			28,662.02	28,662.02								
THOMAS ELECTRIC, INC	40824	1	109,345.90	109,345.90	Generator/Installation (Remaining Payment)	202412	06	005	870	000	000	520
THOMAS ELECTRIC, INC Total			109,345.90	109,345.90								
TYLER BUS SERVICE, INC.	40810	1	89.05	89.05	Band 65 Miles	202412	01	300	258	233	733	360
TYLER BUS SERVICE, INC.	40810	1	578.14	578.14	Golf 422 Miles	202412	01	300	292	225	733	360
TYLER BUS SERVICE, INC.	40810	1	405.14	405.14	Track 179 Miles	202412	01	300	292	219	733	360
TYLER BUS SERVICE, INC.	40810	1	672.48	672.48	Baseball 354 Miles	202412	01	300	294	217	733	360

Presented by Alex Rott, District Treasurer	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Treasurer's Report				2023-2024 June 2024
TYPE OF FUND	MONTHLY STARTING BALANCE	MONTHLY RECEIPTS	MONTHLY DISBURSEMENTS	MONTHLY ADJUSTMENTS	MONTHLY ENDING BALANCE
GENERAL FUND 01*	\$ 3,615,798.83	\$ 734,788.19	\$ 610,149.59	\$0.00	\$ 3,740,437.43
FOOD SERVICE FUND 02*	\$ 376,745.68	\$ 66,940.99	\$ 27,061.31	\$0.00	\$ 416,625.36
COMM. SERVICE FUND 04*	\$ 109,409.42	\$ 33,489.85	\$ 16,819.18	\$0.00	\$ 126,080.09
Building Fund 06*	\$ (102,722.40)	\$ 2,684.31	\$ -	\$0.00	\$ (100,038.09)
DEBT REDUCTION FUND 07*	\$ 746,602.32	\$ 307,271.09	\$ -	\$0.00	\$ 1,053,873.41
Agency 09*	\$ 1,265.26	\$ -	\$ -	\$0.00	\$ 1,265.26
FY 24 DISTRICT TOTALS FUNDS (01* - 09*)	\$ 4,747,099.11	\$ 1,145,174.43	\$ 654,030.08	\$0.00	\$ 5,238,243.46
FY23 Comparisons	\$ 5,261,668.96	\$ 596,495.84	\$ 659,860.68	\$0.00	\$ 5,198,304.12
FY24 Difference	\$ (514,569.85)	\$ 548,678.59	\$ (5,830.60)	\$0.00	\$ 39,939.34
ACCOUNT BALANCES	BALANCE PER FY23 ACCOUNT BOOKS	FY24 - FY23 ACCOUNT DIFFERENCE	NAME AND TYPES OF ACCOUNTS		BALANCE PER FY24 ACCOUNT BOOKS
RTR FINANCIAL ACCOUNT BALANCES	\$ 286,642.02	\$ 58,238.03	DISTRICT CHECKING ACCOUNTS		\$ 344,880.05
	\$ 563,126.18	\$ 144.95	INVESTMENTS/CD's		\$ 563,271.13
	\$ 3,610,346.51	\$ 88,647.50	MN LIQUID ASSET FUND ACCOUNT		\$ 3,698,994.01
	\$ 591,318.60	\$ 39,779.67	INVESTMENTS/PMA/UMB FINANCIAL NETWORK		\$ 631,098.27
	\$ 5,051,433.31	\$ 186,810.15	DISTRICT TOTALS:		\$ 5,238,243.46
BANK STATEMENT	FY23 ACCOUNT TOTALS:	FY24 BALANCE PER BANK STATEMENT	FY24 OUTSTANDING CHECKS PER	FY24 RATE OF INTEREST AND	FY24 BALANCE PER TREASURER'S BOOKS
First Independent Bank Checking	0.25%	\$ 363,835.40	\$ (19,032.87)	0.25%	\$ 344,880.05
PMA Public Investment	4.98%	\$ 552,842.95	\$ -	5.20%	\$ 552,855.07
First Independent Bank CD's, Voice of Democracy	.5% AND 2.00%	\$ 10,416.06	\$ -	0.5% AND 2.00%	\$ 10,416.06
MN Liquid Asset Fund Liquid	4.88%	\$ 78,458.61	\$ -	5.16%	\$ 78,776.98
MN Liquid Asset Fund Maximum	5.00%	\$ 3,605,507.45	\$ -	5.24%	\$ 3,620,217.03
PMA Financial Network Construction Financing	4.98%	\$ 628,413.96	\$ -	5.20%	\$ 631,098.27
TOTALS	\$ 5,051,433.31	\$ 5,239,474.43	\$ (19,032.87)	\$ 17,801.90	\$ 5,238,243.46
				FY23 DIFFERENCE	\$ 186,810.15

MONTH ENDING	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Revenue vs. Disbursement Report						Presented by Alex Rott, RTR Treasurer	
June, 2024								
TYPE OF FUND	FY24 YTD REVENUES	FY24 BUDGET REVENUES	%	FY24 YTD EXPENSES	FY24 BUDGET EXPENSES	%	YTD REVENUES MINUS EXPENSES	%
01* - GENERAL FUND (WITH TRANS & CAPITAL)	\$ 9,259,052	\$ 8,585,540	107.84%	\$ 8,272,931	\$ 9,078,460	91.13%	\$ 986,121	16.72%
FY23 COMPARISON	\$ 8,118,720	\$ 7,833,712	103.64%	\$ 9,292,889	\$ 8,803,809	105.56%	\$ (1,174,168)	-1.92%
YEARS DIFFERENCE	\$ 1,140,331	\$ 751,828	4.21%	\$ (1,019,958)	\$ 274,651	-14.43%	\$ 2,160,289	18.63%
02* - FOOD SERVICE FUND	\$ 660,442	\$ 539,500	122.42%	\$ 479,247	\$ 492,299	97.35%	\$ 181,194	25.07%
FY23 COMPARISON	\$ 568,539	\$ 539,500	105.38%	\$ 467,938	\$ 483,110	96.86%	\$ 100,601	8.52%
YEARS DIFFERENCE	\$ 91,903	\$ -	17.03%	\$ 11,309	\$ 9,189	0.49%	\$ 80,594	16.55%
04* - COMMUNITY SERVICE FUND	\$ 180,791	\$ 244,479	73.95%	\$ 238,730	\$ 194,785	122.56%	\$ (57,939)	-48.61%
FY23 COMPARISON	\$ 243,767	\$ 233,898	104.22%	\$ 195,003	\$ 188,703	103.34%	\$ 48,765	0.9%
YEARS DIFFERENCE	\$ (62,976)	\$ 10,581	-30.3%	\$ 43,727	\$ 6,082	19.22%	\$ (106,704)	-49.5%
07* - DEBT REDEMPTION FUND	\$ 2,333,456	\$ 2,559,889	91.15%	\$ 2,441,455	\$ 2,439,605	100.08%	\$ (107,999)	-8.92%
FY23 COMPARISON	\$ 2,685,930	\$ 2,445,503	109.83%	\$ 2,433,060	\$ 2,433,568	99.98%	\$ 252,870	9.85%
YEARS DIFFERENCE	\$ (352,474)	\$ 114,386	0.00%	\$ 8,395	\$ 6,037	0.10%	\$ (360,869)	-0.10%
2023 - 2024 TOTALS	\$ 12,433,740	\$ 11,929,408	104.23%	\$ 11,432,363	\$12,205,149	93.67%	\$ 1,001,377	10.56%
2022 - 2023 TOTALS	\$ 11,616,956	\$ 11,052,613	105.11%	\$ 12,388,889	\$11,909,190	104.03%	\$ (771,933)	1.08%
FY24 DIFFERENCE	\$ 816,784	\$ 876,795	-0.88%	\$ (956,526)	\$ 295,959	-10.36%	\$ 1,773,310	9.48%
06* - BUILDING CONSTRUCTION FUND	\$ 39,309	\$ 29,000	135.55%	\$ 229,489	\$ 79,800	0.00%	\$ (190,180)	0.00%
FY24 YTD REVENUES	June 30th is the end of our FY24 school year, but we still have two months to clean up any revenues or expenses that are directed to the 2023-2024 school term. As of right now, we are \$816,784 ahead with our 12-month revenues.							
FY24 YTD EXPENSES	June 30th is the end of our FY24 school year, but we still have two months to clean up any revenues or expenses that are directed to the 2023-2024 school term. As of right now, we are \$956,526 under what we paid in expenses last year. This relates to \$1.7M ahead for revenues - expenses..							

RTR Public Schools
Petty Cash – Check Book Reimbursement
July 10, 2024

CHECK #	VENDOR	DESCRIPTION	AMOUNT
13771	PAS	Track Meet	150.00
13775	TMB	Track Meet	100.00
13777	PAS	Track Meet	150.00
13782	PAS	Track Meet	150.00
13787	Great Life Golf & Fitness	Golf Tournament	144.00
13789	MCC	Track Meet	50.00
13790	USPS	Postage	60.84
13791	Mt. Lake Public School	Track Meet	75.00
13793	USPS	Postage	72.21
13794	Cash	State Golf Food Money	150.00
		TOTAL	1,102.05

Activity	July 1st Balance	Revenue	Expense	June 30th Balance
FFA	14,592.56	38,112.03	26,556.92	26,147.67
Yearbook	3,843.74	2,697.81	3,230.47	3,311.08
Student Council	2,534.97	8,257.00	8,453.17	2,338.80
FCCLA	3,164.79	36,919.09	37,262.78	2,821.10
Drumline	1,940.07	0.00	0.00	1,940.07
Football	0.00	8,082.00	4,284.50	3,797.50
Volleyball	8,631.81	9,744.37	7,940.83	10,435.35
Cheer	6,691.76	6,828.89	5,502.27	8,018.38
Baseball	3,846.50	1,282.60	867.95	4,261.15
MS Basketball	328.01	0.00	0.00	328.01
Caring is Sharing	3,049.14	2,487.90	1,906.13	3,630.91

RTR Public Schools #2902
Exp Detail - Fd, Org, Pro
Period Ending June 30, 2024

Sequence: Fd, Org, Pro

										24RVSDBUD			% YTD			Remaining		
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202412	Year To Date	% YTD	Encumbrances	+ Enc	Balance		
01	General																	
	005	Districtwide																
		810	Operations & Maint.															
E	01	005	810	000	000	170	422	00	Custodial Salary	310,000.00	26,539.96	282,777.10	91%	11,805.50	95%	15,417.40		
E	01	005	810	000	000	199	422	00	Custodial Cash in Lieu	879.00	83.05	973.05	111%	0.00	111%	(94.05)		
E	01	005	810	000	000	210	422	00	Custodial FICA	22,166.00	1,988.86	21,265.95	96%	885.49	100%	14.56		
E	01	005	810	000	000	214	422	00	Custodial PERA	19,855.00	1,746.45	20,299.64	102%	757.05	106%	(1,201.69)		
E	01	005	810	000	000	220	422	00	Custodial Health Insurances	48,368.00	4,188.60	46,221.43	96%	1,745.25	99%	401.32		
E	01	005	810	000	000	230	422	00	Custodial Life Ins	140.00	12.35	146.88	105%	4.75	108%	(11.63)		
E	01	005	810	102	000	401	422	00	Oper & Maint Sup/Mat Non-I	8,700.00	0.00	0.00	0%	0.00	0%	8,700.00		
E	01	005	810	183	000	330	422	00	Water/Sewer	8,500.00	2,098.71	11,170.83	131%	0.00	131%	(2,670.83)		
E	01	005	810	184	000	330	422	00	Electricity Services	131,950.00	20,431.00	129,526.00	98%	0.00	98%	2,424.00		
E	01	005	810	186	000	330	422	00	Garbage Services	33,000.00	1,294.61	14,398.61	44%	0.00	44%	18,601.39		
E	01	005	810	191	000	440	422	00	Fuels-Custodial	0.00	0.00	1,029.38	0%	0.00	0%	(1,029.38)		
E	01	005	810	000	000	401	422	00	Custodial Sup/Mat	45,000.00	14,475.92	79,482.86	177%	1,723.63	180%	(36,206.49)		
E	01	005	810	000	000	440	422	00	Natural Gas	70,000.00	4,694.98	49,177.52	70%	0.00	70%	20,822.48		
E	01	005	810	000	302	530	424	00	Cust Equipment Purchased	16,800.00	0.00	0.00	0%	0.00	0%	16,800.00		
E	01	005	810	000	302	550	424	00	Veh Leased/Purchased	3,200.00	0.00	0.00	0%	0.00	0%	3,200.00		
E	01	005	810	000	733	365	422	00	Custodial Chargeback	120.00	0.00	0.00	0%	0.00	0%	120.00		
E	01	005	810	000	000	270	422	00	Custodial Workers Compens	5,500.00	0.00	4,427.46	80%	0.00	80%	1,072.54		
E	01	005	810	000	000	305	422	00	Custodial Fees For Svc	14,000.00	46.11	14,005.61	100%	0.00	100%	(5.61)		
E	01	005	810	000	000	350	422	00	Custodial Repair & Maint Ser	85,300.00	95.50	26,769.26	31%	0.00	31%	58,530.74		
E	01	005	810	000	000	366	422	00	Custodial Travel	300.00	0.00	0.00	0%	0.00	0%	300.00		
		810	Operations & Maint.								823,778.00	77,696.10	701,671.58	85%	16,921.67	87%	105,184.75	
		850	Capital Facilities															
E	01	005	850	000	000	305	422	00	Construction Fees	500,000.00	0.00	0.00	0%	0.00	0%	500,000.00		
E	01	005	850	000	000	390	422	00	Levy Allocation	10,540.00	0.00	0.00	0%	0.00	0%	10,540.00		
E	01	005	850	000	000	520	422	00	Bldgs Acquisition & Improver	0.00	1,925.61	19,116.19	0%	0.00	0%	(19,116.19)		
E	01	005	850	000	000	580	422	00	Principal Ctf of Part	110,000.00	0.00	115,000.00	105%	0.00	105%	(5,000.00)		
E	01	005	850	000	000	581	422	00	Interest Ctf of Part.	52,950.00	0.00	49,650.00	94%	0.00	94%	3,300.00		
E	01	005	850	000	302	530	424	00	Fac. Equipment Purchased	2,600.00	0.00	0.00	0%	0.00	0%	2,600.00		
E	01	005	850	000	302	896	424	00	Taxes & Special Assessment	460.00	0.00	0.00	0%	0.00	0%	460.00		
E	01	005	850	000	348	570	422	00	Princ LT Bld/Land Leases	0.00	0.00	8,272.47	0%	0.00	0%	(8,272.47)		
E	01	005	850	000	348	571	422	00	Inter LT Bld/Land Leases	0.00	0.00	1,024.53	0%	0.00	0%	(1,024.53)		
		850	Capital Facilities								676,550.00	1,925.61	193,063.19	29%	0.00	29%	483,486.81	
		865	Long Term Facility Maint															
E	01	005	865	000	347	305	467	00	FS Inspection	500.00	0.00	300.00	60%	0.00	60%	200.00		

RTR Public Schools #2902
Exp Detail - Fd, Org, Pro
Period Ending June 30, 2024

Sequence: Fd, Org, Pro

										24RVSD BUD				% YTD	Remaining			
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202412	Year To Date	% YTD	Encumbrances	+ Enc	Balance		
01	General																	
	005	Districtwide																
		865	Long Term Facility Maint															
E	01	005	865	000	349	305	467	00	Haz Chem Inv Fee/Bulb Rec	700.00	0.00	570.00	81%	0.00	81%	130.00		
E	01	005	865	000	380	350	467	00	Mechanical Sys-Repair & Ma	0.00	2,308.00	17,645.29	0%	0.00	0%	(17,645.29)		
E	01	005	865	000	381	350	467	00	LTFM Plumbing Repair & Ma	0.00	0.00	8,596.11	0%	0.00	0%	(8,596.11)		
E	01	005	865	000	368	350	467	00	LTFM Bldg Env-Repair & Ma	0.00	0.00	1,863.00	0%	0.00	0%	(1,863.00)		
E	01	005	865	000	368	520	467	00	Bldgs Envelope Acquis & Imj	20,000.00	0.00	0.00	0%	0.00	0%	20,000.00		
E	01	005	865	000	369	350	467	00	Elevator Repair & Maint Serv	0.00	0.00	1,746.00	0%	0.00	0%	(1,746.00)		
E	01	005	865	000	370	350	467	00	LTFM Electrical Repair	1,000.00	0.00	4,505.19	451%	0.00	451%	(3,505.19)		
E	01	005	865	000	352	305	467	00	H/S Contract	8,600.00	0.00	6,937.00	81%	0.00	81%	1,663.00		
E	01	005	865	000	352	401	467	00	H/S Supplies	0.00	3,970.00	3,970.00	0%	0.00	0%	(3,970.00)		
E	01	005	865	000	363	305	467	00	Fire Safety Fees for Service	2,000.00	0.00	5,298.50	265%	0.00	265%	(3,298.50)		
E	01	005	865	000	363	350	467	00	Fire Safety Repair & Maint L	4,000.00	0.00	25,594.50	640%	0.00	640%	(21,594.50)		
		865	Long Term Facility Maint									36,800.00	6,278.00	77,025.59	209%	0.00	209%	(40,225.59)
	005	Districtwide									1,537,128.00	85,899.71	971,760.36	63%	16,921.67	64%	548,445.97	
	300	High School																
		850	Capital Facilities															
E	01	300	850	000	302	896	424	00	Taxes & Special Assessment	0.00	0.00	70.00	0%	0.00	0%	(70.00)		
		850	Capital Facilities									0.00	0.00	70.00	0%	0.00	0%	(70.00)
		865	Long Term Facility Maint															
E	01	300	865	000	370	350	467	00	LTFM Electrical Repair	0.00	827.15	827.15	0%	0.00	0%	(827.15)		
		865	Long Term Facility Maint									0.00	827.15	827.15	0%	0.00	0%	(827.15)
	300	High School									0.00	827.15	897.15	0%	0.00	0%	(897.15)	
01	General									1,537,128.00	86,726.86	972,657.51	63%	16,921.67	64%	547,548.82		

RTR Public Schools #2902
Exp Detail - Fd, Org, Pro
Period Ending June 30, 2024

Sequence: Fd, Org, Pro

										24RVSD BUD				% YTD	Remaining		
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202412	Year To Date	% YTD	Encumbrances	+ Enc	Balance	
06	Building Construction																
	005		Districtwide														
	870		Bldg Construction														
E	06	005	870	801	000	520	464	801	Bldgs Acquisition & Impr-Ath	60,000.00	0.00	59,532.27	99%	0.00	99%	467.73	
E	06	005	870	000	000	520	464	000	Bldgs Acquisition & Improver	7,800.00	0.00	157,800.00	2023%	109,345.90	3425%	(259,345.90)	
E	06	005	870	801	000	305	464	801	Consult/Fees For Svc-Athl C	6,200.00	0.00	6,124.80	99%	0.00	99%	75.20	
E	06	005	870	000	000	305	464	000	Consult/Fees For Svc	5,800.00	0.00	5,760.90	99%	0.00	99%	39.10	
E	06	005	870	000	000	401	464	000	Construction Supplies	0.00	0.00	270.90	0%	0.00	0%	(270.90)	
	870		Bldg Construction								79,800.00	0.00	229,488.87	288%	109,345.90	425%	(259,034.77)
	005		Districtwide														
										79,800.00	0.00	229,488.87	288%	109,345.90	425%	(259,034.77)	
06	Building Construction									79,800.00	0.00	229,488.87	288%	109,345.90	425%	(259,034.77)	
Report Totals:										1,616,928.00	86,726.86	1,202,146.38	74%	126,267.57	82%	288,514.05	

Purpose:

The purpose of this policy is to minimize student cell phone distractions, decrease disruptions to the learning environment, and to promote greater student engagement in educational and social learning activities.

1. Student Cell Phone Usage Hours:

- Student cell phones, smartwatches, and wireless air pods/ear pods are not allowed to be used, be visible, or be audible during each school day from 8:15 a.m. until 3:15 p.m. This includes all instructional time, passing time, lunch breaks, activity times, etc.

2. Storage of Student Cell Phones:

- Student cell phones must be turned off or placed in airplane mode and then stored in school supplied and purchased YONDR Pouches.
- Student cell phones cannot be carried on the person, kept in their pockets, or stored visibly.
- If a student’s YONDR Cell Phone Pouch is damaged, destroyed, tampered with, or lost; the student will be responsible for the \$30.00 cost of a new YONDR Pouch.

3. Exceptions:

- Students arriving late must check in at the office, lock their phone and wireless accessories into their YONDR Pouch ***in front of office staff***, and receive a tardy pass to enter their classes.
- Students leaving school early must check out in the office and then unlock their YONDR pouch.
- Exceptions will be very limited, but can be granted by school staff for educational purposes, medical emergencies, or other approved special circumstances.

4. Consequences for Violation:

- If a student is found to be using a cell phone or having their cell phone visible during the prohibited school hours, the phone will be confiscated and turned into the office.
- A second violation will be the same as the first with the addition of an assigned detention.
- A third violation will result in the student handing the phone into the office each morning and picking it up at the end of each day.
- Any device, tool, etc. used to defeat the magnetic lock on the pouch will be confiscated, the cell phone will be confiscated, and the episode will be counted as an infraction.
- **Confiscated phones will remain in the office until a parent or guardian retrieves it!**

5. Responsibility:

- It is the responsibility of the student to comply with this policy.
- Students are responsible for the care and security of their cell phones and YONDR Pouches.

Acknowledgment:

I have read and understand the RTR School Cell Phone Policy. I agree to comply with the guidelines outlined above.

Student Name _____

Grade _____

Student Signature _____

Date: _____

