

The regular school board meeting of the ISD #2902 (Russell-Tyler-Ruthton) School Board will be held on Wednesday, February 12, 2025 at 7:00 pm, RTR Public School Boardroom, 111 County Road 8, Tyler, MN.

**RTR Public Schools ISD #2902**  
**Board Meeting Agenda**  
**February 12, 2025 – RTR Public School Boardroom - 7:00 pm**

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Public Forum
  - a. Student Council Representatives Report: Jilian Schoenfeld and Kamryn Novak
  - b. CEO Program - RTR Student Experiences: Seth Cowell, Kason Dybdahl, Olivia Lange, Eli Determan, Jenna Kremin, Sydney Seiler and Jade Williams.

4. Approve the Agenda – (action)  
Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote On Motion: \_\_\_\_\_

5. Consent Agenda – (action)
  - a. Approval of Minutes from School Board Meeting on January 8, 2025
  - b. Approval of Resignation of Assistant Baseball Coach – Nick Brown
  - c. Approval of Resignation of JH Baseball Coach – Tory Schreurs
  - d. Approval of Resignation of MS Para-Professional – Alexandra StittMotion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote On Motion: \_\_\_\_\_

6. Approval of Bills (action)
  - a. Expenditures Report - \$ 315,430.86
  - b. Manual Checks - \$ 9,559.92
  - c. Payroll Report - \$ 473,452.14
  - \$ 798,442.92**Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote On Motion: \_\_\_\_\_

7. Approval of Treasurer's Report (action)
  - a. Treasurers Report
  - b. Revenue vs. Disbursement ReportMotion 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 the Signature Removals/Authorizations on the Following Financial Accounts at First Independent Bank. (action)

**Account 128143 (General Account)**

**Remove:** Jeff Hansen and Peggy Dunblazier  
**Add:** Craig Hess, Bobbie Lensing, Robin Knudsen  
**Remaining on Account:** Matt Kerkaert, Sallie Thooft, Jordan Lichtsinn, Chelsey Gravley, Teri Schreurs and Alex Rott

**Account 139045 (MS Student Council)**

**Add:** Teri Schreurs  
**Remaining on Account:** Chelsey Gravley and Alex Rott

Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote on Motion: \_\_\_\_\_

10. Motion to Approve Spring Coaches. (action)

POSITION:	TRACK	POSITION:	GOLF	POSITION:	SOFTBALL	POSITION:	BASEBALL
Head	Ted Kern	Head	Tim O'Leary	Head	Darren Baartman	Head	Danny Moffitt
Assistant	Garrett Kern	Assistant	Carter Hansen	Assistant	Brian Baartman	Assistant	TBD
Assistant	Jessica Hamann	Volunteer	Rick Gossen	MS	Tori Teske	MS	Cody King
				Volunteer	Jared Baartman	MS	TBD

Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote on Motion: \_\_\_\_\_

11. Approval of the School Resource Officer Model Policy, as attached. (action)

Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote on Motion: \_\_\_\_\_

12. Adjourn: Time Out: \_\_\_\_\_ (action)

Motion Made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_ Vote On Motion: \_\_\_\_\_

**Next Meeting:**

March 12, 2025

at 7:00 PM, RTR Board Room

111 County Road # 8, Tyler, MN 56178

**RTR Public Schools ISD # 2902**  
**School Board Minutes**  
**January 8, 2025**  
**RTR Public School in Tyler, MN – 7:00 p.m.**

School Board Attendance: Dunblazier, Dybdahl, Johansen, Kerkaert, Lensing, Matzner

Administration Attendance: Baartman, Gossen, Olsen, Marlette

Clerk Dunblazier called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited by those in attendance.

The Acceptance of Office and Oath of Office was completed by newly elected board members, Tony Dybdahl, Bobbie Lensing and Alan Matzner.

M/S/C Kerkaert, Dybdahl to approve the agenda. (6-0 vote)

Peggy Dunblazier called for nominations for the 2025 Chairperson.

Craig Hess was nominated as Chairperson.

M/S/C Dybdahl, Johansen to cease nominations for chairperson. (6-0 vote)

M/S/C Kerkaert, Dybdahl to approve Craig Hess as Chairperson. (6-0 vote)

Peggy Dunblazier called for the following 2025 officer nominations:

Peggy Dunblazier was nominated as Vice-Chairperson.

M/S/C Johansen, Dybdahl to cease nominations for vice-chairperson. (6-0 vote)

M/S/C Dybdahl, Matzner to approve Peggy Dunblazier as Vice-Chairperson. (6-0 vote)

Bobbie Lensing was nominated as Clerk.

M/S/C Johansen, Kerkaert to cease nominations for clerk. (6-0 vote)

M/S/C Kerkaert, Dybdahl to approve Bobbie Lensing as Clerk. (6-0 vote)

Matt Kerkaert was nominated as Treasurer.

M/S/C Dybdahl, Matzner to cease nominations for treasurer. (6-0 vote)

M/S/C Johansen, Dybdahl to approve Matt Kerkaert as Treasurer. (6-0 vote)

M/S/C Kerkaert, Dybdahl to keep the board honorariums the same as 2024. (6-0 vote)

M/S/C Kerkaert, Matzner to approve the 2025 Minnesota State High School League representatives for ISD #2902 as listed below. (6-0 vote)

Administration:	Darren Baartman
Boys Athletics:	Ted Kern
Girls Athletics:	Neil Witte
Music:	Lorilee Malecha
Speech:	Erick Harper
Board Rep:	Craig Hess

M/S/C Dybdahl, Kerkaert to approve the 2025 School Board Committee assignments as listed. (6-0 vote)

Administrative & Finance Committee: Hess, Kerkaert, Johansen

Policy Committee: Lensing, Dunblazier, Matzner

Building & Grounds Committee: Dybdahl, Matzner, Dunblazier

Health & Safety Committee: Dunblazier, Lensing, Dybdahl

Negotiations Committee: Kerkaert, Johansen, Hess

M/S/C Kerkaert, Matzner to approve the Tyler Tribute as the district's official newspaper. (6-0 vote)

M/S/C Kerkaert, Johansen to approve Minnesota School District Liquid Asset, First Independent Bank (Russell, Tyler & Ruthton), and PMA Financial Network as the official depositories. (6-0 vote)

M/S/C Dybdahl, Lensing to approve the primary school district legal counsel as Knutson, Flynn & Deans, PA. and the secondary legal counsels as Ratwik, Roszak & Maloney, PA and Robert Gjorvad. (6-0 vote)

M/S/C Kerkaert, Dybdahl to approve the 2025 meeting dates as listed in Schedule A. (6-0 vote)

M/S/C Dybdahl, Matzner to approve the consent agenda. (6-0 vote)

- a. Approval of Minutes from School Board Meeting on December 11, 2024
- b. Approval of Mr. Ted Kern promoted to be our RTR Head Football Coach
- c. Approval of Resignation of C Squad Volleyball Coach – Ashlei Hoffmann

M/S/C Kerkaert, Johansen to approve the bills. – Schedule B (6-0 vote)

- a. Expenditures Report - \$2,346,380.02
  - b. Manual Checks - \$ 16,121.46
  - c. Payroll Report - \$ 489,638.41
- \$2,852,139.89**

M/S/C Kerkaert, Dybdahl to approve the Treasurer's Report. – Schedule C (6-0 vote)

Administrative reports were presented.

M/S/C Dybdahl, Kerkaert to approve the Resolution Designating David A. Marlette as ISD #2902's Identified Official with Authority (IOwA) for Education Identity and Access Management (EDIAM) system. (6-0 roll call vote)

M/S/C Dybdahl, Lensing to approve the Continuing Contract Teacher Seniority List as of January 1, 2025. (6-0 vote)

M/S/C Kerkaert, Johansen to approve the 2025 Pay Equity Implementation Report for ISD #2902. (6-0 vote)

M/S/C Kerkaert, Dybdahl to adjourn at 7:31 p.m. (6-0 vote)

Bobbie Lensing, Clerk

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

ISD #2902 - RTR Public Schools													
January, 2024 Manual Checks													
Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj	
ATHERTON, GREG	42014	1	145.00	145.00	1/27/25 SESM	202507	01	300	296	213	000	305	
<b>ATHERTON, GREG Total</b>			145.00	145.00									
BARNARD, KANOA	42017	1	145.00	145.00	1/28/25 MACCRAY	202507	01	300	294	213	000	305	
<b>BARNARD, KANOA Total</b>			145.00	145.00									
BAUMBERGER, CHRIS	41952	1	145.00	145.00	1/10/25 HBC	202507	01	300	294	213	000	305	
BAUMBERGER, CHRIS	41964	1	145.00	145.00	1/14/25 RRC	202507	01	300	294	213	000	305	
<b>BAUMBERGER, CHRIS Total</b>			290.00	290.00									
BEEKMAN, SCOTT	41974	1	145.00	145.00	1/16/25 MCC	202507	01	300	296	213	000	305	
<b>BEEKMAN, SCOTT Total</b>			145.00	145.00									
BOT, REID	41934	1	200.00	200.00	1/7/25 HLOF	202507	01	300	296	213	000	305	
BOT, REID	42018	1	145.00	145.00	1/28/25 MACCRAY	202507	01	300	294	213	000	305	
<b>BOT, REID Total</b>			345.00	345.00									
BRUENDER'S CORNER MART, INC	41962	1	94.50	94.50	24.24 Gal Diesel	202507	01	005	810	191	000	440	
BRUENDER'S CORNER MART, INC	41962	1	44.00	44.00	16.3 Gal	202507	01	005	760	190	733	440	
<b>BRUENDER'S CORNER MART, INC Total</b>			138.50	138.50									
COLLINS, WANDA	42028	1	371.16	371.16	One Act Play Sections Judge (Drama)	202507	01	300	291	236	000	305	
<b>COLLINS, WANDA Total</b>			371.16	371.16									
CRAIGMILE, MARC	41956	1	145.00	145.00	1/13/25 HLOF	202507	01	300	294	213	000	305	
<b>CRAIGMILE, MARC Total</b>			145.00	145.00									
DOLAN, BOB	41935	1	200.00	200.00	1/7/25 HLOF	202507	01	300	296	213	000	305	
DOLAN, BOB	41975	1	145.00	145.00	1/16/25 MCC	202507	01	300	296	213	000	305	
DOLAN, BOB	41965	1	145.00	145.00	1/14/25 RRC	202507	01	300	294	213	000	305	
DOLAN, BOB	41953	1	145.00	145.00	1/10/25 HBC	202507	01	300	294	213	000	305	
DOLAN, BOB	41977	1	145.00	145.00	1/17/25 AE	202507	01	300	294	213	000	305	
DOLAN, BOB	41931	1	145.00	145.00	1/6/25 Canby	202507	01	300	294	213	000	305	
<b>DOLAN, BOB Total</b>			925.00	925.00									
ELZENG, STEVE	41978	1	145.00	145.00	1/17/25 AE	202507	01	300	294	213	000	305	
<b>ELZENG, STEVE Total</b>			145.00	145.00									
FREEBURG, PARKER	41954	1	145.00	145.00	1/10/25 HBC	202507	01	300	294	213	000	305	
FREEBURG, PARKER	41976	1	145.00	145.00	1/16/25 MCC	202507	01	300	296	213	000	305	
FREEBURG, PARKER	42021	1	145.00	145.00	1/30/25 SWC	202507	01	300	296	213	000	305	
<b>FREEBURG, PARKER Total</b>			435.00	435.00									
KACZMAREK, GARY	42019	1	145.00	145.00	1/28/25 MACCRAY	202507	01	300	294	213	000	305	
<b>KACZMAREK, GARY Total</b>			145.00	145.00									
KASTNER, COREY	42015	1	145.00	145.00	1/27/25 SESM	202507	01	300	296	213	000	305	
<b>KASTNER, COREY Total</b>			145.00	145.00									
LETENDRE, MICHAEL	42022	1	145.00	145.00	1/30/25 SWC	202507	01	300	296	213	000	305	
LETENDRE, MICHAEL	41979	1	145.00	145.00	1/17/25 AE	202507	01	300	294	213	000	305	

<b>LETENDRE, MICHAEL Total</b>			290.00	290.00								
MAYNARD'S	41972	1	52.42	52.42	Lab Food	202507	01	300	365	000	830	490
MAYNARD'S	41971	1	196.21	196.21	Lab Food	202507	01	300	365	000	830	490
MAYNARD'S	41972	1	9.38	9.38	Sour Cream (FFA)	202507	01	300	291	207	000	490
<b>MAYNARD'S Total</b>			258.01	258.01								
MESNER, TOM	42023	1	145.00	145.00	1/30/25 SWC	202507	01	300	296	213	000	305
MESNER, TOM	41932	1	145.00	145.00	1/6/25 Canby	202507	01	300	294	213	000	305
<b>MESNER, TOM Total</b>			290.00	290.00								
MN DEPT. OF REVENUE-SALES TAX	41973	1	649.00	649.00	Oct-Dec Sales Tax	202507	01	212	000			
<b>MN DEPT. OF REVENUE-SALES TAX Total</b>			649.00	649.00								
NELSON, SHARI	42029	1	297.46	297.46	One Act Play Sections Judge (Drama)	202507	01	300	291	236	000	305
<b>NELSON, SHARI Total</b>			297.46	297.46								
NORLAND, CRAIG	41957	1	145.00	145.00	1/13/25 HLOF	202507	01	300	294	213	000	305
<b>NORLAND, CRAIG Total</b>			145.00	145.00								
ROSS, VICKI	41966	1	145.00	145.00	1/14/25 RRC	202507	01	300	294	213	000	305
<b>ROSS, VICKI Total</b>			145.00	145.00								
SANOW, BRETT	41928	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	296	213	000	305
SANOW, BRETT	41928	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	294	213	000	305
<b>SANOW, BRETT Total</b>			225.00	225.00								
SERBUS, NATHAN	41958	1	145.00	145.00	1/13/25 HLOF	202507	01	300	294	213	000	305
<b>SERBUS, NATHAN Total</b>			145.00	145.00								
SHOEMATE, MATT	41929	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	296	213	000	305
SHOEMATE, MATT	41929	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	294	213	000	305
<b>SHOEMATE, MATT Total</b>			225.00	225.00								
SMITH, DOUG	42030	1	376.52	376.52	One Act Play Sections Judge (Drama)	202507	01	300	291	236	000	305
<b>SMITH, DOUG Total</b>			376.52	376.52								
STOWERS, RON	41930	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	294	213	000	305
STOWERS, RON	41930	1	112.50	112.50	1/4/25 Lakeview	202507	01	300	296	213	000	305
<b>STOWERS, RON Total</b>			225.00	225.00								
THOMPSEN, TODD	41933	1	145.00	145.00	1/6/25 Canby	202507	01	300	294	213	000	305
<b>THOMPSEN, TODD Total</b>			145.00	145.00								
VERIZON WIRELESS	42024	1	7.81	7.81	Phone Plan	202507	01	100	203	000	000	320
VERIZON WIRELESS	42024	1	15.61	15.61	Phone Plan	202507	01	300	211	000	000	320
<b>VERIZON WIRELESS Total</b>			23.42	23.42								
VISA	42025	1	96.39	96.39	Candy Grams (Student Council)	202507	01	100	291	206	000	401
VISA	42025	1	47.78	47.78	Retirement Cake	202507	01	005	010	000	000	490
VISA	42025	1	13.50	13.50	Ed Puzzle Monthly Subscription	202507	01	300	211	000	000	406
VISA	42025	1	41.59	41.59	13.87 Gal	202507	01	005	810	191	000	440
VISA	42026	1	317.00	317.00	Text to Speech Reader Pen	202507	01	005	404	000	740	433
VISA	42027	1	275.00	275.00	Donuts (Student Council)	202507	01	300	291	206	000	401
VISA	41963	1	17.72	17.72	Coffee/Napkins/Plates/Silverware	202507	01	005	010	000	000	401
VISA	41963	1	32.98	32.98	Cake/Ice Cream	202507	01	005	010	000	000	490

VISA	42009	1	42.64	42.64	Sanding Pads	202507	01	300	301	000	830	433
VISA	42010	1	29.93	29.93	Christmas Gift (Community Donations)	202507	09	300	298	904	301	401
VISA	42011	1	80.00	80.00	Member Affiliation (Std) (FCCLA)	202507	01	300	291	208	000	369
VISA	42012	1	52.00	52.00	Plastic Boxes	202507	02	005	770	000	701	401
VISA	42013	1	13.50	13.50	Ed Puzzle Monthly Subscription	202507	01	300	230	000	000	430
VISA Total			1,060.03	1,060.03								
VOYA	42020	1	20.82	20.82	Payroll Ded - Annuity	202507	01	300	220	000	000	250
VOYA Total			20.82	20.82								
WEDGE, MIKE	42016	1	145.00	145.00	1/27/25 SESM	202507	01	300	296	213	000	305
WEDGE, MIKE Total			145.00	145.00								
WOW ENTERTAINMENT INC	41980	1	875.00	875.00	Winter Formal Dance DJ (Student Council)	202507	01	300	291	206	000	305
WOW ENTERTAINMENT INC	41980	1	500.00	500.00	Winter Formal Dance DJ (Booster Club Donation)	202507	01	300	291	206	000	305
WOW ENTERTAINMENT INC Total			1,375.00	1,375.00								
Grand Total			9,559.92	9,559.92								
ISD #2902 - RTR Public Schools												
Februrary 12th, 2025												
Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
A & B BUSINESS, INC.	42031	1	1,874.62	1,874.62	75,357 Copies	202508	01	300	211	000	000	560
A & B BUSINESS, INC.	42031	1	132.07	132.07	5,309 Copies	202508	01	300	050	000	000	560
A & B BUSINESS, INC.	42032	1	93.38	93.38	Staples	202508	01	300	211	000	000	430
A & B BUSINESS, INC.	42031	1	38.88	38.88	1,563 Copies	202508	01	005	110	000	000	560
A & B BUSINESS, INC.	42031	1	1,217.21	1,217.21	48,930 Copies	202508	01	100	203	000	000	560
A & B BUSINESS, INC.	42031	1	307.60	307.60	12,365 Copies	202508	01	100	050	000	000	560
A & B BUSINESS, INC.	42031	1	83.28	83.28	3,348 Copies	202508	01	005	020	000	000	560
A & B BUSINESS, INC. Total			3,747.04	3,747.04								
AFFINITECH, INC.	42034	1	2,383.00	2,383.00	Access Cards	202508	01	005	715	000	342	455
AFFINITECH, INC.	42035	1	527.62	527.62	Programming/License	202508	01	005	630	000	000	406
AFFINITECH, INC.	42036	1	359.88	359.88	Perimeter Monitoring	202508	01	005	715	000	342	311
AFFINITECH, INC.	42033	1	160.03	160.03	Security System Support	202508	01	005	715	000	342	455
AFFINITECH, INC. Total			3,430.53	3,430.53								
AMAZON CAPITAL SERVICES	42075	1	45.86	45.86	Magnetic Letters/Flash Cards	202508	01	100	203	000	000	401
AMAZON CAPITAL SERVICES	42038	1	19.99	19.99	Crackers	202508	01	100	720	000	000	401
AMAZON CAPITAL SERVICES	42040	1	228.22	228.22	Christmas Gifts (Community Donations)	202508	09	300	298	904	301	401
AMAZON CAPITAL SERVICES	42052	1	226.62	226.62	Pom Poms/Hair Bows/Candy (Cheer)	202508	01	300	292	917	301	401
AMAZON CAPITAL SERVICES	42066	1	27.53	27.53	Pencil Sharpener/Tape/Dispenser	202508	01	100	203	242	000	430
AMAZON CAPITAL SERVICES	42060	1	172.96	172.96	Menstrual Products	202508	01	005	720	000	302	401
AMAZON CAPITAL SERVICES	42074	1	7.49	7.49	Whistles	202508	01	300	294	213	000	305
AMAZON CAPITAL SERVICES	42058	1	465.00	465.00	Telephones	202508	01	005	630	000	000	456
AMAZON CAPITAL SERVICES	42069	1	126.85	126.85	Curtains/Garland/Arch/Balloons (Yearbook)	202508	01	300	291	205	000	401
AMAZON CAPITAL SERVICES	42039	1	107.07	107.07	Hole Punches/Paint/Tracing/Sensory Packs	202508	04	005	582	000	344	430

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
AMAZON CAPITAL SERVICES	42067	1	109.41	109.41	Rubber Stamps/Toolbox/Bingo Chips/Supplies	202508	04	005	582	000	344	430
AMAZON CAPITAL SERVICES	42050	1	159.00	159.00	Portable Bluetooth Speaker	202508	01	300	240	000	000	430
AMAZON CAPITAL SERVICES	42056	1	90.46	90.46	Envelopes	202508	01	005	110	000	000	401
AMAZON CAPITAL SERVICES	42057	1	57.59	57.59	Voice Recorder	202508	01	005	010	000	000	401
AMAZON CAPITAL SERVICES	42043	1	341.25	341.25	Door Latch Protectors	202508	01	005	715	000	342	530
AMAZON CAPITAL SERVICES	42044	1	308.69	308.69	Mixer Attachments/Bowl/Bag (Foundation)	202508	01	300	211	102	000	430
AMAZON CAPITAL SERVICES	42041	1	679.55	679.55	Thermometers/Pans/Scissors/Supplies (Foundation)	202508	01	300	211	102	000	430
AMAZON CAPITAL SERVICES	42061	1	7.98	7.98	Ethernet Extender Connectors	202508	01	005	630	000	000	456
AMAZON CAPITAL SERVICES	42073	1	13.98	13.98	Socks (Drama)	202508	01	300	291	236	000	401
AMAZON CAPITAL SERVICES	42065	1	9.99	9.99	USB Cables	202508	01	100	257	000	000	401
AMAZON CAPITAL SERVICES	42045	1	25.97	25.97	Stickers (FFA)	202508	01	300	291	207	000	401
AMAZON CAPITAL SERVICES	42074	1	7.50	7.50	Whistles	202508	01	300	296	213	000	305
AMAZON CAPITAL SERVICES	42037	1	86.20	86.20	Timer	202508	01	100	420	000	740	401
AMAZON CAPITAL SERVICES	42046	1	30.98	30.98	Key Chains (FFA)	202508	01	300	291	207	000	401
AMAZON CAPITAL SERVICES	42070	1	33.99	33.99	Compasses	202508	01	300	256	000	000	430
AMAZON CAPITAL SERVICES	42038	1	134.00	134.00	Construction Paper	202508	01	100	203	000	000	401
AMAZON CAPITAL SERVICES	42068	1	120.78	120.78	Tape/Paper	202508	01	100	203	000	000	401
AMAZON CAPITAL SERVICES	42072	1	50.97	50.97	Stones	202508	01	300	260	000	000	430
AMAZON CAPITAL SERVICES	42064	1	51.99	51.99	Paper	202508	01	005	020	000	000	401
AMAZON CAPITAL SERVICES	42051	1	29.97	29.97	Wooden Spoons	202508	01	300	301	000	830	433
AMAZON CAPITAL SERVICES	42063	1	15.99	15.99	Signature Stamp	202508	01	005	010	000	000	401
AMAZON CAPITAL SERVICES	42053	1	48.62	48.62	Gatorade/Candy (Honor Society)	202508	01	300	291	204	000	401
AMAZON CAPITAL SERVICES	42059	1	13.36	13.36	Wall Calendars	202508	01	005	020	000	000	401
AMAZON CAPITAL SERVICES	42055	1	19.98	19.98	TV Remote	202508	01	300	257	000	000	401
AMAZON CAPITAL SERVICES	42054	1	25.48	25.48	Laminating Pouches	202508	01	300	256	000	000	430
AMAZON CAPITAL SERVICES	42062	1	127.98	127.98	Flags	202508	01	005	810	000	000	401
AMAZON CAPITAL SERVICES	42042	1	394.46	394.46	Library Books	202508	01	300	620	000	000	470
AMAZON CAPITAL SERVICES	42071	1	29.91	29.91	Magnetic Hooks	202508	01	300	220	000	000	430
<b>AMAZON CAPITAL SERVICES Total</b>			4,453.62	4,453.62								
ANDERSON'S SCHOOL EVENTS	42076	1	112.36	112.36	Crown/Tiara (Student Council)	202508	01	300	291	206	000	401
<b>ANDERSON'S SCHOOL EVENTS Total</b>			112.36	112.36								
A-OX WELDING, INC	42164	1	72.43	72.43	Cylinder Rent	202508	01	300	301	000	830	433
A-OX WELDING, INC	42077	1	298.10	298.10	Electrodes/Grinding Discs	202508	01	300	301	000	830	433
<b>A-OX WELDING, INC Total</b>			370.53	370.53								
APOLLO WATER SYSTEMS INC.	42078	1	70.00	70.00	Salt	202508	02	005	770	000	701	401
<b>APOLLO WATER SYSTEMS INC. Total</b>			70.00	70.00								
BAARTMAN, CADE	42079	1	120.00	120.00	JH GBB Ref	202508	01	300	296	213	000	305
BAARTMAN, CADE	42079	1	320.00	320.00	JH BBB Ref	202508	01	300	294	213	000	305
<b>BAARTMAN, CADE Total</b>			440.00	440.00								
BETTIN, DJ	42080	1	80.00	80.00	Holiday Tournament Worker	202508	01	300	294	213	000	305
<b>BETTIN, DJ Total</b>			80.00	80.00								



Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
BIMBO BAKERIES USA	42081	1	761.32	761.32	Bread	202508	02	005	770	000	701	490
<b>BIMBO BAKERIES USA Total</b>			761.32	761.32								
BISBEE PLUMBING & HEATING INC.	42172	1	450.00	450.00	Repair/Replace Valve	202508	01	005	865	000	380	350
<b>BISBEE PLUMBING &amp; HEATING INC. Total</b>			450.00	450.00								
BORCH'S SPORTING GOODS, INC.	42082	1	3,454.00	3,454.00	Basketballs/Bag/Supplies	202508	04	005	505	000	321	401
BORCH'S SPORTING GOODS, INC.	42083	1	300.00	300.00	Hoopster Jerseys	202508	04	005	505	000	321	401
BORCH'S SPORTING GOODS, INC.	42084	1	602.00	602.00	Hoopster Shirts	202508	04	005	505	000	321	401
BORCH'S SPORTING GOODS, INC.	42085	1	255.00	255.00	Sweatshirts (Cheer)	202508	01	300	292	917	301	401
<b>BORCH'S SPORTING GOODS, INC. Total</b>			4,611.00	4,611.00								
CARLSON & STEWART INC.	42087	1	1,340.35	1,340.35	Preventative Maintenance/Cooler Repair	202508	02	005	770	000	701	350
CARLSON & STEWART INC.	42088	1	251.01	251.01	Ice Machine Cleaning	202508	01	300	292	000	000	350
<b>CARLSON &amp; STEWART INC. Total</b>			1,591.36	1,591.36								
CHRISTIANSON, ALISSA	42089	1	120.00	120.00	Scorebook	202508	01	300	296	213	000	305
CHRISTIANSON, ALISSA	42089	1	40.00	40.00	1/7/25 Scorebook	202508	01	300	294	213	000	305
<b>CHRISTIANSON, ALISSA Total</b>			160.00	160.00								
CLIMATE CONTROL SYSTEMS & SERVICE	42090	1	3,230.00	3,230.00	EMS Agreement	202508	01	005	865	000	380	350
<b>CLIMATE CONTROL SYSTEMS &amp; SERVICE Total</b>			3,230.00	3,230.00								
DECKER INC.	42091	1	32.45	32.45	Screws	202508	01	005	810	000	000	401
<b>DECKER INC. Total</b>			32.45	32.45								
DELTA DENTAL OF MN	42092	1	2,903.07	2,903.07	Feb Dental	202508	01	215	032			
<b>DELTA DENTAL OF MN Total</b>			2,903.07	2,903.07								
DETERMAN, AMY	42093	1	21.18	21.18	Cheer Camp Snacks	202508	01	300	292	917	301	401
<b>DETERMAN, AMY Total</b>			21.18	21.18								
DTB SYSTEMS	42094	1	745.00	745.00	Lockdown Alarm Integration	202508	01	005	715	000	342	311
<b>DTB SYSTEMS Total</b>			745.00	745.00								
EAST SIDE JERSEY DAIRY, INC	42167	1	3,834.16	3,834.16	Milk w/Meals	202508	02	005	770	000	710	495
<b>EAST SIDE JERSEY DAIRY, INC Total</b>			3,834.16	3,834.16								
EDUCATORS BENEFIT CONSULTANTS	42095	1	193.20	193.20	Flex Benefits Plan/Feb Service Fee	202508	01	005	010	000	000	305
<b>EDUCATORS BENEFIT CONSULTANTS Total</b>			193.20	193.20								
GLYNN, XANDER	42096	1	450.00	450.00	MS Play 1.5 Hrs (Drama)	202508	01	300	291	236	000	305
<b>GLYNN, XANDER Total</b>			450.00	450.00								
GUTHRIE THEATER	42097	1	550.00	550.00	The Nacirema Society Tickets	202508	01	300	211	000	000	369
<b>GUTHRIE THEATER Total</b>			550.00	550.00								
HALL TECHNOLOGIES	42098	1	517.49	517.49	Transmitter/Receiver	202508	01	005	630	000	000	456
<b>HALL TECHNOLOGIES Total</b>			517.49	517.49								
HANSON, SANDY	42099	1	79.46	79.46	Costumes (Drama)	202508	01	300	291	236	000	401
<b>HANSON, SANDY Total</b>			79.46	79.46								
HASHEY'S CUPCAKES	42100	1	60.00	60.00	Art Show Food (CAPP)	202508	01	100	203	000	000	490
<b>HASHEY'S CUPCAKES Total</b>			60.00	60.00								
HEALTH PARTNERS	42101	1	51,706.47	51,706.47	Feb Health Insurance	202508	01	215	028			
<b>HEALTH PARTNERS Total</b>			51,706.47	51,706.47								

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
HESSE, MAKENNA	42102	1	30.00	30.00	C-Squad Book	202508	01	300	296	213	000	305
<b>HESSE, MAKENNA Total</b>			30.00	30.00								
HILLYARD - SIOUX FALLS	42103	1	-2,552.67	-2,552.67	Returned Floor Finish Supplies	202508	01	005	810	000	000	401
HILLYARD - SIOUX FALLS	42104	1	5,284.34	5,284.34	Paper Towels/Tissue/Garbage Bags/Supplies	202508	01	005	810	000	000	401
HILLYARD - SIOUX FALLS	42105	1	3,011.21	3,011.21	Glass Cleaner/Soap/Garbage Bags/Supplies	202508	01	005	810	000	000	401
<b>HILLYARD - SIOUX FALLS Total</b>			5,742.88	5,742.88								
HOWE, INC.	42106	1	500.00	500.00	Kitchen Hood Repair	202508	02	005	770	000	701	350
<b>HOWE, INC. Total</b>			500.00	500.00								
HUDL	42107	1	2,180.82	2,180.82	Gym Camera (RTR Educational Foundation)	202508	01	300	292	102	000	401
<b>HUDL Total</b>			2,180.82	2,180.82								
INTEGRATED MECHANICAL SOLUTIONS	42108	1	1,547.01	1,547.01	HVAC Filters	202508	01	005	810	000	000	401
<b>INTEGRATED MECHANICAL SOLUTIONS Total</b>			1,547.01	1,547.01								
ISD #173	42109	1	1,127.00	1,127.00	National Convention Lodging (FFA)	202508	01	300	291	207	000	366
ISD #173	42110	1	1,280.00	1,280.00	National Convention Lodging (FFA)	202508	01	300	291	207	000	369
<b>ISD #173 Total</b>			2,407.00	2,407.00								
JIM'S CLOTHING & SPORTING GOOD	42111	1	650.00	650.00	Holiday Tournament T-Shirts	202508	01	300	294	213	000	401
<b>JIM'S CLOTHING &amp; SPORTING GOOD Total</b>			650.00	650.00								
JONES CAULKING & TUCK POINTING, INC.	42112	1	3,287.50	3,287.50	Recaulk Windows	202508	01	005	865	000	379	401
JONES CAULKING & TUCK POINTING, INC.	42112	1	3,287.50	3,287.50	Caulk Windows	202508	01	005	810	000	000	401
<b>JONES CAULKING &amp; TUCK POINTING, INC. Total</b>			6,575.00	6,575.00								
KNUTSON FLYNN & DEANS PA	42113	1	15,577.50	15,577.50	Legal Service	202508	01	005	105	000	000	305
<b>KNUTSON FLYNN &amp; DEANS PA Total</b>			15,577.50	15,577.50								
KRONBORG RESTAURANT & LOUNGE	42114	1	347.05	347.05	Staff Christmas Party Food	202508	01	005	010	000	000	366
<b>KRONBORG RESTAURANT &amp; LOUNGE Total</b>			347.05	347.05								
KUESTERMEYER, ALEX	42115	1	60.00	60.00	C-Squad Clock/Book	202508	01	300	294	213	000	401
<b>KUESTERMEYER, ALEX Total</b>			60.00	60.00								
MARLETTE, DAVID	42116	1	280.00	280.00	400 Miles	202508	01	005	020	000	000	366
<b>MARLETTE, DAVID Total</b>			280.00	280.00								
MAYNARD'S	42117	1	6.49	6.49	Brk Food	202508	02	100	770	000	705	490
MAYNARD'S	42117	1	27.00	27.00	Lunch Food	202508	02	005	770	000	701	490
MAYNARD'S	42117	1	17.89	17.89	Oil	202508	01	005	810	000	000	401
MAYNARD'S	42118	1	52.60	52.60	Lab Supplies	202508	01	300	365	000	830	433
MAYNARD'S	42118	1	207.22	207.22	Lab Food	202508	01	300	365	000	830	490
<b>MAYNARD'S Total</b>			311.20	311.20								
MCDOWELL AGENCY INC.	42119	1	88.00	88.00	Background Checks (4)	202508	01	005	715	000	342	315
<b>MCDOWELL AGENCY INC. Total</b>			88.00	88.00								
MINNESOTA UNEMPLOYMENT INS	42120	1	371.57	371.57	DG/GV/BB/Unemployment	202508	01	005	211	000	000	280
MINNESOTA UNEMPLOYMENT INS	42120	1	163.95	163.95	Cook Unemployment	202508	01	005	211	000	000	281
<b>MINNESOTA UNEMPLOYMENT INS Total</b>			535.52	535.52								
MN FCCLA	42171	1	20.00	20.00	Midwinter/STAR Registration (Adv) (FCCLA)	202508	01	300	291	208	000	366
MN FCCLA	42171	1	3,511.00	3,511.00	Midwinter/STAR Registration (Std) (FCCLA)	202508	01	300	291	208	000	369

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
<b>MN FCCLA Total</b>			3,531.00	3,531.00								
MUSIC STREET INC	42121	1	27.92	27.92	Ligatures	202508	01	300	258	233	000	430
MUSIC STREET INC	42121	1	89.95	89.95	Instrument Repairs	202508	01	300	258	233	000	350
MUSIC STREET INC	42122	1	163.00	163.00	Instrument Repairs	202508	01	300	258	233	000	350
<b>MUSIC STREET INC Total</b>			280.87	280.87								
NILLES, JACOB	42124	1	225.00	225.00	8th Grade Play Tech Work (Drama)	202508	01	300	291	236	000	305
<b>NILLES, JACOB Total</b>			225.00	225.00								
NORGAARD, JONAH	42123	1	40.00	40.00	Holiday Tournament Worker	202508	01	300	294	213	000	305
<b>NORGAARD, JONAH Total</b>			40.00	40.00								
O'LEARY, TEIGYN	42125	1	30.00	30.00	C-Squad Clock	202508	01	300	296	213	000	305
<b>O'LEARY, TEIGYN Total</b>			30.00	30.00								
PEPPER, J.W. & SON INC.	42126	1	595.30	595.30	Band Music	202508	01	300	258	233	000	430
<b>PEPPER, J.W. &amp; SON INC. Total</b>			595.30	595.30								
PEPSI COLA BOTTLING, INC	42127	1	280.00	280.00	Pop	202508	01	300	292	000	000	619
<b>PEPSI COLA BOTTLING, INC Total</b>			280.00	280.00								
PERFORMANCE FOODSERVICE	42163	1	1,360.24	1,360.24	Ala Carte	202508	02	005	770	000	707	490
PERFORMANCE FOODSERVICE	42163	1	1,131.66	1,131.66	Brk Food	202508	02	005	770	000	705	490
PERFORMANCE FOODSERVICE	42163	1	970.63	970.63	Lunch Food	202508	02	005	770	000	701	490
PERFORMANCE FOODSERVICE	42163	1	543.10	543.10	Supplies	202508	02	005	770	000	701	401
<b>PERFORMANCE FOODSERVICE Total</b>			4,005.63	4,005.63								
PETERSEN, THERESA	42128	1	32.30	32.30	Retirement Party Supplies	202508	01	005	010	000	000	401
<b>PETERSEN, THERESA Total</b>			32.30	32.30								
PIPESTONE COUNTY	42129	1	153.56	153.56	Truth in Taxation Notice	202508	01	005	010	000	000	305
<b>PIPESTONE COUNTY Total</b>			153.56	153.56								
PLAYSCRIPTS, INC	42173	1	60.00	60.00	Royalty (Drama)	202508	01	300	291	236	000	401
<b>PLAYSCRIPTS, INC Total</b>			60.00	60.00								
PLUNKETT'S, INC.	42130	1	99.32	99.32	Pest Control	202508	01	005	810	000	000	350
<b>PLUNKETT'S, INC. Total</b>			99.32	99.32								
PRINCIPAL LIFE INSURANCE COMPANY	42131	1	100.10	100.10	Feb STD	202508	01	215	033			
PRINCIPAL LIFE INSURANCE COMPANY	42131	1	1,143.79	1,143.79	Feb LTD	202508	01	215	029			
PRINCIPAL LIFE INSURANCE COMPANY	42131	1	650.72	650.72	Feb Bd/Dep/Life	202508	01	215	028			
<b>PRINCIPAL LIFE INSURANCE COMPANY Total</b>			1,894.61	1,894.61								
PROMOTION PLUS	42132	1	795.00	795.00	Cheer Camp T-Shirts	202508	01	300	292	917	301	401
<b>PROMOTION PLUS Total</b>			795.00	795.00								
ROPS, BEN	42133	1	40.00	40.00	1/4/25 B-Squad Ref	202508	01	300	296	213	000	305
ROPS, BEN	42133	1	40.00	40.00	1/4/25 B-Squad Ref	202508	01	300	294	213	000	305
<b>ROPS, BEN Total</b>			80.00	80.00								
ROPS, STEVE	42134	1	280.00	280.00	Shot Clock/Ref	202508	01	300	294	213	000	305
<b>ROPS, STEVE Total</b>			280.00	280.00								
RTR BASEBALL ASSOCIATION	42135	1	2,500.00	2,500.00	Tarps/Line Maker (Ruthton Field)	202508	01	300	294	217	000	401
RTR BASEBALL ASSOCIATION	42135	1	1,613.93	1,613.93	Mound (Russell Field)	202508	01	300	294	217	000	401

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
<b>RTR BASEBALL ASSOCIATION Total</b>			4,113.93	4,113.93								
S & K AUTO REPAIR	42168	1	41.95	41.95	14.99 Gal	202508	01	005	760	190	733	440
S & K AUTO REPAIR	42169	1	57.00	57.00	Van Oil Change	202508	01	005	760	190	733	350
S & K AUTO REPAIR	42170	1	61.99	61.99	Van Oil Change	202508	01	005	760	190	733	350
<b>S &amp; K AUTO REPAIR Total</b>			160.94	160.94								
SCOTT'S ELECTRONICS, INC	42136	1	151.00	151.00	Adjust/Install Cameras	202508	01	005	715	000	342	455
<b>SCOTT'S ELECTRONICS, INC Total</b>			151.00	151.00								
SEND IT	42137	1	71.88	71.88	Boxes/Bubble Wrap/Labels/Packaging	202508	01	300	211	000	000	329
<b>SEND IT Total</b>			71.88	71.88								
SERREYN, HENRY	42138	1	150.00	150.00	8th Grade Play Tech Work (Drama)	202508	01	300	291	236	000	305
<b>SERREYN, HENRY Total</b>			150.00	150.00								
SIOUX FALLS SCHOOL DIST 49-5	42139	1	164.12	164.12	Nov/Dec Tuition	202508	01	300	211	000	000	392
<b>SIOUX FALLS SCHOOL DIST 49-5 Total</b>			164.12	164.12								
SKATETIME SCHOOL PROGRAMS	42140	1	3,060.00	3,060.00	Skate Program	202508	01	100	000	238	000	619
<b>SKATETIME SCHOOL PROGRAMS Total</b>			3,060.00	3,060.00								
SOUTHWEST GLASS CTR INC	42141	1	42.00	42.00	Cut Keys	202508	01	005	810	000	000	305
<b>SOUTHWEST GLASS CTR INC Total</b>			42.00	42.00								
SUSSNER CONSTRUCTION INC.	42142	1	290.00	290.00	Auxillary Door Strips	202508	01	005	810	000	000	401
<b>SUSSNER CONSTRUCTION INC. Total</b>			290.00	290.00								
SW/WC SERVICE COOPERATIVES	42143	1	1,443.72	1,443.72	2nd Quarter Lease Allocation	202508	01	005	850	000	348	571
SW/WC SERVICE COOPERATIVES	42143	1	4,877.28	4,877.28	2nd Quarter Lease Allocation	202508	01	005	850	000	348	570
SW/WC SERVICE COOPERATIVES	42143	1	6,764.75	6,764.75	Nov Tech Support	202508	01	005	630	000	000	316
SW/WC SERVICE COOPERATIVES	42143	1	1,425.00	1,425.00	Nov Business Services	202508	01	005	110	000	000	316
<b>SW/WC SERVICE COOPERATIVES Total</b>			14,510.75	14,510.75								
THOFT, KYLE	42144	1	2,260.00	2,260.00	Snow Removal	202508	01	005	810	000	000	305
<b>THOFT, KYLE Total</b>			2,260.00	2,260.00								
TRANE U.S. INC.	42145	1	6,594.00	6,594.00	Replace Adaptview Unit Controller	202508	01	005	865	000	380	350
<b>TRANE U.S. INC. Total</b>			6,594.00	6,594.00								
TRENHAILE, JAY D.	42165	1	591.67	591.67	January Contracted Services	202508	01	300	211	000	000	394
TRENHAILE, JAY D.	42165	1	1,183.33	1,183.33	January Contracted Services	202508	01	005	420	000	740	394
<b>TRENHAILE, JAY D. Total</b>			1,775.00	1,775.00								
TYLER AREA COMMUNITY CLUB	42146	1	100.00	100.00	TAAC Membership	202508	01	005	020	000	000	820
<b>TYLER AREA COMMUNITY CLUB Total</b>			100.00	100.00								
TYLER BUS SERVICE, INC.	42147	1	162.36	162.36	HS Field Trip 66 Miles	202508	01	300	211	000	733	360
TYLER BUS SERVICE, INC.	42147	1	203.01	203.01	Knowledge Bowl 67 Miles	202508	01	300	291	238	733	360
TYLER BUS SERVICE, INC.	42147	1	1,484.48	1,484.48	Wrestling 720 Miles	202508	01	300	294	212	733	360
TYLER BUS SERVICE, INC.	42147	1	933.50	933.50	BBB 384 Miles	202508	01	300	294	213	733	360
TYLER BUS SERVICE, INC.	42147	1	1,708.18	1,708.18	GBB 644 Miles	202508	01	300	296	213	733	360
TYLER BUS SERVICE, INC.	42147	1	1,199.10	1,199.10	Excess Fuel	202508	01	005	760	000	720	360
TYLER BUS SERVICE, INC.	42147	1	7,863.24	7,863.24	Out of District 4,884 Miles	202508	01	005	760	000	713	360
TYLER BUS SERVICE, INC.	42147	1	7,036.70	7,036.70	SN Student Transportation	202508	01	005	760	000	723	360

Vendor Name	Vou #	Units	Rate	Total	Description	Period	Fd	Org	Pro	Crs	Fin	Obj
TYLER BUS SERVICE, INC.	42147	1	1,653.60	1,653.60	Van Route	202508	01	005	760	000	720	360
TYLER BUS SERVICE, INC.	42147	1	9,786.65	9,786.65	Shuttle	202508	01	005	760	000	720	360
TYLER BUS SERVICE, INC.	42147	1	67,370.15	67,370.15	Contracted Transportation	202508	01	005	760	000	720	360
TYLER BUS SERVICE, INC. Total			99,400.97	99,400.97								
TYLER CITY OF	42148	1	80.73	80.73	Dec Garbage	202508	01	005	810	186	000	330
TYLER CITY OF	42148	1	216.00	216.00	Dec Sewer	202508	01	005	810	183	000	330
TYLER CITY OF	42148	1	622.22	622.22	Dec Water	202508	01	005	810	183	000	330
TYLER CITY OF	42148	1	8,112.52	8,112.52	Dec Gas	202508	01	005	810	000	000	440
TYLER CITY OF	42148	1	10,630.00	10,630.00	Dec Electric	202508	01	005	810	184	000	330
TYLER CITY OF Total			19,661.47	19,661.47								
TYLER HARDWARE HANK	42149	1	19.99	19.99	Outlet	202508	01	005	810	000	000	401
TYLER HARDWARE HANK Total			19.99	19.99								
TYLER LUMBER COMPANY	42150	1	187.86	187.86	Lumber/Screws/Sanding Belt/Supplies	202508	01	300	301	000	830	433
TYLER LUMBER COMPANY	42151	1	19.80	19.80	Screws	202508	01	300	301	000	830	433
TYLER LUMBER COMPANY Total			207.66	207.66								
TYLER PETTY CASH	42152	1	80.00	80.00	BBB Tournament	202508	01	300	292	000	000	050
TYLER PETTY CASH	42152	1	38.00	38.00	Fitness Membership Refund	202508	01	300	292	000	000	050
TYLER PETTY CASH	42152	1	30.00	30.00	Car Washes	202508	01	005	760	190	720	350
TYLER PETTY CASH	42152	1	222.25	222.25	Postage	202508	01	005	110	000	000	329
TYLER PETTY CASH	42153	1	100.00	100.00	BBB Scrimmage	202508	01	300	294	213	000	369
TYLER PETTY CASH Total			470.25	470.25								
TYLER TRIBUTE	42154	1	189.20	189.20	Minutes	202508	01	005	010	000	000	305
TYLER TRIBUTE Total			189.20	189.20								
US FOODS, INC.	42166	1	26,591.99	26,591.99	Lunch Food	202508	02	005	770	000	701	490
US FOODS, INC. Total			26,591.99	26,591.99								
VAN DAMME, SHANE	42155	1	80.00	80.00	Ref GBB Games	202508	01	300	296	213	000	305
VAN DAMME, SHANE	42155	1	650.00	650.00	Ref BBB Games	202508	01	300	294	213	000	305
VAN DAMME, SHANE Total			730.00	730.00								
VAN ECK, RILEY	42156	1	40.00	40.00	Holiday Tournament Worker	202508	01	300	294	213	000	305
VAN ECK, RILEY Total			40.00	40.00								
WICHMANN, CODY	42157	1	80.00	80.00	Ref GBB Game	202508	01	300	296	213	000	305
WICHMANN, CODY	42157	1	240.00	240.00	Ref BBB Games	202508	01	300	294	213	000	305
WICHMANN, CODY Total			320.00	320.00								
WICHMANN, TYLER	42158	1	240.00	240.00	BBB Ref	202508	01	300	294	213	000	305
WICHMANN, TYLER Total			240.00	240.00								
WITTE, NEIL	42159	1	300.90	300.90	Costumes/Makeup (Drama)	202508	01	300	291	236	000	401
WITTE, NEIL Total			300.90	300.90								
Grand Total			315,430.86	315,430.86								

[illegible]

Presented by Alex Rott, District Treasurer	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Treasurer's Report				2024-2025 January 2025
TYPE OF FUND	MONTHLY STARTING BALANCE	MONTHLY RECEIPTS	MONTHLY DISBURSEMENTS	MONTHLY ADJUSTMENTS	MONTHLY ENDING BALANCE
GENERAL FUND 01*	\$ 3,611,709.16	\$ 1,066,342.35	\$ 865,967.19	\$0.00	\$ 3,812,084.32
FOOD SERVICE FUND 02*	\$ 396,434.98	\$ 52,961.24	\$ 43,620.54	\$0.00	\$ 405,775.68
COMM. SERVICE FUND 04*	\$ 110,327.83	\$ 5,099.93	\$ 19,078.22	\$0.00	\$ 96,349.54
Building Fund 06*	\$ (138,640.53)	\$ -	\$ -	\$0.00	\$ (138,640.53)
DEBT REDUCTION FUND 07*	\$ 2,063,023.17	\$ 853.10	\$ 1,897,967.50	\$0.00	\$ 165,908.77
Agency 09*	\$ 5,284.21	\$ 1,005.00	\$ 3,796.65	\$0.00	\$ 2,492.56
FY 25 DISTRICT TOTALS FUNDS (01* - 09*)	\$ 6,048,138.82	\$ 1,126,261.62	\$ 2,830,430.10	\$0.00	\$ 4,343,970.34
FY24 Comparisons	\$ 5,735,950.68	\$ 659,015.09	\$ 2,281,650.02	\$0.00	\$ 4,113,315.75
FY25 Difference	\$ 312,188.14	\$ 467,246.53	\$ 548,780.08	\$0.00	\$ 230,654.59
ACCOUNT BALANCES	BALANCE PER FY24 ACCOUNT BOOKS	FY25 - FY24 ACCOUNT DIFFERENCE	NAME AND TYPES OF ACCOUNTS		BALANCE PER FY25 ACCOUNT BOOKS
RTR FINANCIAL ACCOUNT BALANCES	\$ 127,941.97	\$ 327,216.30	DISTRICT CHECKING ACCOUNTS		\$ 455,158.27
	\$ 563,210.52	\$ 142.96	INVESTMENTS/CD's		\$ 563,353.48
	\$ 2,826,783.51	\$ 176,736.50	MN LIQUID ASSET FUND ACCOUNT		\$ 3,003,520.01
	\$ 595,379.75	\$ (273,441.17)	INVESTMENTS/PMA/UMB FINANCIAL NETWORK		\$ 321,938.58
	\$ 4,113,315.75	\$ 230,654.59	DISTRICT TOTALS:		\$ 4,343,970.34
BANK STATEMENT	FY24 ACCOUNT TOTALS:	FY25 BALANCE PER BANK STATEMENT	FY25 OUTSTANDING CHECKS PER	FY25 RATE OF INTEREST AND	FY25 BALANCE PER TREASURER'S BOOKS
First Independent Bank	0.25%	\$ 489,442.32	\$ (34,331.16)	0.25%	\$ 455,158.27
Checking	\$ 127,941.97			\$ 47.11	
PMA	5.27%	\$ 552,926.59	\$ -	4.36%	\$ 552,937.42
Public Investment	\$ 552,794.46			\$ 10.83	
First Independent Bank	.5% AND 2.00%	\$ 10,416.06	\$ -	1.5% AND 1.71%	\$ 10,416.06
CD's, Voice of Democracy	\$ 10,416.06			\$ -	
MN Liquid Asset Fund	5.28%	\$ 304,739.06	\$ -	4.27%	\$ 305,777.46
Liquid	\$ 47,889.02			\$ 1,038.40	
MN Liquid Asset Fund	5.37%	\$ 2,697,742.55	\$ -	4.36%	\$ 2,697,742.55
Maximum	\$ 2,778,894.49			\$ 15,304.45	
PMA Financial Network	5.28%	\$ 324,405.11	\$ -	4.40%	\$ 321,938.58
Construction Financing	\$ 595,379.75			\$ 2,466.53	
TOTALS	\$ 4,113,315.75	\$ 4,379,671.69	\$ (34,331.16)	\$ 18,867.32	\$ 4,343,970.34
				FY24 DIFFERENCE	\$ 230,654.59

MONTH ENDING	RTR INDEPENDENT SCHOOL DISTRICT No. 2902 Russell, Tyler, Ruthton, Minnesota Revenue vs. Disbursement Report						Presented by Alex Rott, RTR Treasurer	
January, 2025								
TYPE OF FUND	FY25 YTD REVENUES	FY25 BUDGET REVENUES	%	FY25 YTD EXPENSES	FY25 BUDGET EXPENSES	%	YTD REVENUES MINUS EXPENSES	%
01* - GENERAL FUND (WITH TRANS & CAPITAL)	\$ 4,671,698	\$ 8,756,932	53.35%	\$ 4,423,867	\$ 8,873,393	49.86%	\$ 247,831	3.49%
FY24 COMPARISON	\$ 4,198,664	\$ 8,585,540	48.90%	\$ 4,441,831	\$ 9,078,460	48.93%	\$ (243,167)	-0.02%
YEARS DIFFERENCE	\$ 473,034	\$ 171,392	4.44%	\$ (17,964)	\$ (205,067)	0.93%	\$ 490,998	3.52%
02* - FOOD SERVICE FUND	\$ 232,443	\$ 673,800	34.50%	\$ 255,959	\$ 498,364	51.36%	\$ (23,516)	-16.86%
FY24 COMPARISON	\$ 245,227	\$ 539,500	45.45%	\$ 225,102	\$ 492,299	45.72%	\$ 20,125	-0.27%
YEARS DIFFERENCE	\$ (12,785)	\$ 134,300	-10.96%	\$ 30,857	\$ 6,065	5.64%	\$ (43,641)	-16.59%
04* - COMMUNITY SERVICE FUND	\$ 89,911	\$ 163,502	54.99%	\$ 133,928	\$ 200,172	66.91%	\$ (44,017)	-11.92%
FY24 COMPARISON	\$ 114,478	\$ 244,479	46.83%	\$ 133,609	\$ 194,785	68.59%	\$ (19,131)	-21.8%
YEARS DIFFERENCE	\$ (24,567)	\$ (80,977)	8.2%	\$ 319	\$ 5,387	-1.69%	\$ (24,886)	9.9%
07* - DEBT REDEMPTION FUND	\$ 1,440,203	\$ 2,425,463	59.38%	\$ 541,818	\$ 2,424,900	22.34%	\$ 898,386	37.03%
FY24 COMPARISON	\$ 1,319,264	\$ 2,559,889	51.54%	\$ 572,653	\$ 2,439,605	23.47%	\$ 746,612	28.06%
YEARS DIFFERENCE	\$ 120,939	\$ (134,426)	0.00%	\$ (30,835)	\$ (14,705)	-1.13%	\$ 151,774	1.13%
2024 - 2025 TOTALS	\$ 6,434,255	\$ 12,019,697	53.53%	\$ 5,355,571	\$11,996,829	44.64%	\$ 1,078,684	8.89%
2023 - 2024 TOTALS	\$ 5,877,633	\$ 11,929,408	49.27%	\$ 5,373,195	\$12,205,149	44.02%	\$ 504,439	5.25%
FY25 DIFFERENCE	\$ 556,621	\$ 90,289	4.26%	\$ (17,624)	\$ (208,320)	0.62%	\$ 574,245	3.64%
06* - BUILDING CONSTRUCTION FUND	\$ 15,780	\$ 29,000	54.41%	\$ 42,608	\$ 79,800	0.00%	\$ (26,828)	0.00%
FY25 YTD REVENUES	The YTD Revenues for January 2025 was \$556,621 more than last year at this time.							
FY25 YTD EXPENSES	The YTD Expenses for January 2025 was \$17,624 less than last year at this time. The Revenues minus Expenses shows that we added \$574,245 to our balance sheet over last year at this time.							



***RTR Public Schools***  
Petty Cash – Check Book Reimbursement  
February 12, 2025

CHECK #	VENDOR	DESCRIPTION	AMOUNT
13830	Cash	Reimburse Cash Box	470.25
13831	Tracy Area School	Hoops Classic	80.00
13833	Lakeview HS	BBB	100.00
13834	USPS	Postage	69.26
13835	Justine Heath	Fitness Center Reimb	38.00
13837	Cash	Reimburse Cash Box	118.56
		TOTAL	470.25

Activity	July 1st Balance	Revenue	Expense	Jan 31st Balance
FFA	16,085.95	19,896.63	16,174.07	19,808.51
Yearbook	3,312.81	1,123.06	637.60	3,798.27
Student Council	1,538.80	7,573.00	7,883.71	1,228.09
FCCLA	5,557.60	24,390.81	20,907.98	9,040.43
Drumline	1,940.07	0.00	0.00	1,940.07
Football	3,622.50	2,673.00	1,184.99	5,110.51
Volleyball	10,435.35	6,867.93	3,323.77	13,979.51
Cheer	8,018.38	6,947.51	3,841.21	11,124.68
Baseball	4,261.15	0.00	0.00	4,261.15
MS Basketball	328.01	0.00	0.00	328.01
Caring is Sharing	3,630.91	8,820.60	3,949.58	8,501.93

**RTR Public Schools #2902**  
**Exp Detail - Fd, Org, Pro**  
**Period Ending January 31, 2025**

Sequence: Fd, Org, Pro

										25BUD			% YTD			Remaining
L Fd Org Pro Crs Fin O/S Class Sub Description										Annual Budget	Period 202507	Year To Date	% YTD	Encumbrances	+ Enc	Balance
01	General															
	005	Districtwide														
	810	Operations Maint.														
E 01	005	810	102	000	401	422	00	Oper Maint Sup/Mat on-li		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	1,282.92	4,689.73	55	0.00	55	3,810.27
E 01	005	810	184	000	330	422	00	Electricity Services		131,950.00	10,730.00	76,132.00	58	0.00	58	55,818.00
E 01	005	810	000	000	230	422	00	Custodial Life Ins		140.00	12.82	83.42	60	0.00	60	56.58
E 01	005	810	000	000	220	422	00	Custodial Health Insurances		48,464.00	4,784.56	31,180.03	64	0.00	64	17,283.97
E 01	005	810	000	000	214	422	00	Custodial PERA		20,401.00	2,053.37	12,747.97	62	0.00	62	7,653.03
E 01	005	810	000	000	210	422	00	Custodial FICA		22,920.00	2,055.23	13,226.98	58	0.00	58	9,693.02
E 01	005	810	000	000	199	422	00	Custodial Cash in Lieu		904.00	89.00	607.07	67	0.00	67	296.93
E 01	005	810	000	000	170	422	00	Custodial Salary		318,521.00	27,426.24	176,165.55	55	0.00	55	142,355.45
E 01	005	810	186	000	330	422	00	Garbage Services		33,000.00	80.73	8,595.85	26	1,664.61	31	22,739.54
E 01	005	810	191	000	440	422	00	Fuels-Custodial		0.00	0.00	1,537.70	0	136.09	0	(1,673.79)
E 01	005	810	000	000	401	422	00	Custodial Sup/Mat		45,000.00	4,658.12	33,780.28	75	0.00	75	11,219.72
E 01	005	810	000	000	440	422	00	atural Gas		70,000.00	7,506.02	18,565.73	27	0.00	27	51,434.27
E 01	005	810	000	302	530	424	00	Cust E uipment Purchased		16,800.00	0.00	22,517.64	134	0.00	134	(5,717.64)
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	251	422	00	Custodial Health Reimb Arrai		0.00	41.66	295.12	0	0.00	0	(295.12)
E 01	005	810	000	000	270	422	00	Custodial Workers Compens		5,512.00	0.00	0.00	0	0.00	0	5,512.00
E 01	005	810	000	000	305	422	00	Custodial Fees For Svc		14,000.00	15.00	4,533.00	32	0.00	32	9,467.00
E 01	005	810	000	000	350	422	00	Custodial Repair Maint Sei		85,300.00	1,587.08	11,459.81	13	0.00	13	73,840.19
E 01	005	810	000	000	366	422	00	Custodial Travel		300.00	0.00	0.00	0	0.00	0	300.00
	<b>810</b>	<b>Operations &amp; Maint.</b>								<b>833,732.00</b>	<b>62,322.75</b>	<b>416,117.88</b>	<b>50%</b>	<b>1,800.70</b>	<b>50%</b>	<b>415,813.42</b>
	850	Capital Facilities														
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 Ac uisition Improver		0.00	0.00	27,713.08	0	0.00	0	(27,713.08)
E 01	005	850	000	000	580	422	00	Principal Ctf of Part		120,000.00	0.00	0.00	0	120,000.00	100	0.00
E 01	005	850	000	000	581	422	00	Interest Ctf of Part.		46,200.00	0.00	23,100.00	50	23,100.00	100	0.00
E 01	005	850	000	302	530	424	00	Fac. E uipment 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 Assessmer		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	4,877.28	0	0.00	0	(4,877.28)
E 01	005	850	000	348	571	422	00	Inter LT Bld/Land Leases		0.00	0.00	1,443.72	0	0.00	0	(1,443.72)
	<b>850</b>	<b>Capital Facilities</b>								<b>179,800.00</b>	<b>0.00</b>	<b>57,134.08</b>	<b>32%</b>	<b>143,100.00</b>	<b>111%</b>	<b>(20,434.08)</b>
	865	Long Term Facilty 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 January 31, 2025**

Sequence: Fd, Org, Pro

										25BUD				% YTD			Remaining
										Annual Budget	Period 202507	Year To Date	% YTD	Encumbrances	+ Enc	Balance	
01	General																
	005 Districtwide																
	865 Long Term Facitly Maint																
	E	01	005	865	000	349	305	467	00	Ha Chem Inv Fee/Bulb Rec	700.00	0.00	0.00	0	0.00	0	700.00
	E	01	005	865	000	380	350	467	00	Mechanical Sys-Repair Ma	0.00	0.00	12,525.41	0	0.00	0	(12,525.41)
	E	01	005	865	000	381	350	467	00	LTFM Plumbing Repair Mai	0.00	0.00	2,325.00	0	0.00	0	(2,325.00)
	E	01	005	865	000	384	350	467	00	Site Proj Repair Maint Ser	0.00	0.00	7,316.00	0	0.00	0	(7,316.00)
	E	01	005	865	000	368	520	467	00	Bldgs Envelope Ac uis 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 Ser	0.00	0.00	1,806.30	0	0.00	0	(1,806.30)
	E	01	005	865	000	370	350	467	00	LTFM Electrical Repair	1,000.00	169.63	169.63	17	0.00	17	830.37
	E	01	005	865	000	352	305	467	00	H/S Contract	8,600.00	0.00	4,796.00	56	0.00	56	3,804.00
	E	01	005	865	000	352	401	467	00	H/S Supplies	0.00	32.99	32.99	0	0.00	0	(32.99)
	E	01	005	865	000	363	305	467	00	Fire Safety Fees for Service	2,000.00	0.00	8,334.50	417	0.00	417	(6,334.50)
	E	01	005	865	000	363	350	467	00	Fire Safety Repair Maint L1	4,000.00	0.00	341.50	9	0.00	9	3,658.50
										865 Long Term Facitly Maint	36,800.00	202.62	37,947.33	103%	0.00	103%	(1,147.33)
										005 Districtwide	1,050,332.00	62,525.37	511,199.29	49%	144,900.70	62%	394,232.01
	300 High School																
	865 Long Term Facitly Maint																
	E	01	300	865	000	370	350	467	00	LTFM Electrical Repair	0.00	0.00	1,229.89	0	0.00	0	(1,229.89)
										865 Long Term Facitly Maint	0.00	0.00	1,229.89	0%	0.00	0%	(1,229.89)
										300 High School	0.00	0.00	1,229.89	0%	0.00	0%	(1,229.89)
01	General										1,050,332.00	62,525.37	512,429.18	49%	144,900.70	63%	393,002.12

**RTR Public Schools #2902**  
**Exp Detail - Fd, Org, Pro**  
**Period Ending January 31, 2025**

Sequence: Fd, Org, Pro

										25BUD					% YTD	Remaining
L	Fd	Org	Pro	Crs	Fin	O/S	Class	Sub	Description	Annual Budget	Period 202507	Year To Date	% YTD	Encumbrances	+ Enc	Balance
06	Building Construction															
	005 Districtwide															
	870 Bldg Construction															
E	06	005	870	000	000	305	464	000	Consult/Fees For Svc	5,800.00	0.00	0.00	0	0.00	0	5,800.00
E	06	005	870	801	000	305	464	801	Consult/Fees For Svc-Athl C	6,200.00	0.00	0.00	0	0.00	0	6,200.00
E	06	005	870	000	000	520	464	000	Bldgs Ac uisation Improver	7,800.00	0.00	11,658.21	149	0.00	149	(3,858.21)
E	06	005	870	801	000	520	464	801	Bldgs Ac uisation Impr-Ath	60,000.00	0.00	30,950.00	52	0.00	52	29,050.00
	870 Bldg Construction									79,800.00	0.00	42,608.21	53%	0.00	53%	37,191.79
	005 Districtwide									79,800.00	0.00	42,608.21	53%	0.00	53%	37,191.79
06	Building Construction									79,800.00	0.00	42,608.21	53%	0.00	53%	37,191.79
Report Totals:										1,130,132.00	62,525.37	555,037.39	49%	144,900.70	62%	430,193.91





# RTR SCHOOL DISTRICT #2902

## Russell – Tyler - Ruthton

PO Box 659 ♦ Tyler, MN 56178-0659  
507-247-5913 ♦ Fax: 507-579-0994 ♦ [www.rtrschoools.org](http://www.rtrschoools.org)

### Elementary Board Report - February 12, 2025

#### Cristy Olsen – Principal

February is I Love to Read Month and with that comes many fun reading challenges and activities. We are excited to celebrate!

February 10 - The Sweet Escape Event took place on February 10. We invited parents to come and have a breakfast treat with their children. We invited them to stay to read a book and/or make a special card. These cards will be sent with Meals on Wheels meals and our student council will deliver other cards to the Nursing Home residents.

At the end of the 2nd quarter, we celebrated our Knights of the Round Table Knightly Shield recipients and gave a shoutout to all of our Noble Knights who earned Golden Tickets.

February 5-7 - The MESPA Institute was held in Minneapolis. Thank you for the opportunity to attend this. I always come back with ideas and it is good for me to stay current with all that's going on in education!

We had a good discussion at our last early out about how to arrange and rearrange our building to optimize its use. We still have needs that need to be met and we will need to be a little more creative in how we do it!

Here are the current enrollment numbers as of right now:

<b>Preschool - 80</b>	<b>Kindergarten - 44</b>
<b>First Grade - 32</b>	<b>Second Grade - 52</b>
<b>Third Grade - 44</b>	<b>Fourth Grade - 42</b>
<b>Fifth Grade - 44</b>	
<b>Total Enrollment: 338</b>	

Thanks for all of your support as a school board and if you ever have any concerns or questions, please do not hesitate to reach out!





**ACTIVITIES  
BOARD REPORT  
FEBRUARY 2025**

1. The Jr. Hoopsters hosted a basketball tournament on Saturday, January 25th and Sunday, January 26th.
2. The Marshall/RTR/Lakeview wrestling team competed for the Big South Conference Championship on Saturday, February 8th.
3. RTR won the Sub-Section One Act Play on January 25th and took 2nd in the Section which was held at RTR on Saturday, February 1st. Congratulations to the OAP on a fantastic season.
4. The One Act Play will be performing on February 14th at 6:00, February 15th at 6:00 and then February 16th for the Dinner Theater.
5. I'm in the process of getting all the Spring coaches put in place.
6. Postseason tournaments will be starting up at the end of February. Best of luck to all our teams and participants.
7. Spring sports are just around the corner. Softball and Track will start March 10th with Golf and Baseball starting March 17th.
8. Congratulations to Gavin Schreurs and Ava Guida on being named the RTR ExCel Award winners.



**School Board Meeting  
February 12, 2025  
7:00 PM**

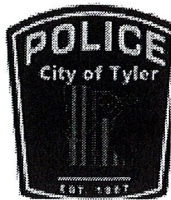
**Secondary Principal Report**

- Staffing for 2025-2026: At the MS/HS level, we currently have three positions posted.
  1. MS/HS Counselor: I have received interest from three individuals. One is not licensed, one is graduating from college in May and the third is currently working in a nearby district.
  2. SPED Teacher: I believe I have one current employee that will be applying. I am not exactly sure when she finishes school, but I don't think she will be licensed by the start of the school year in September. The second is currently working as a para at MCC and finished her degree in December. She should be fully licensed by the start of the year.
  3. HS English Teacher: I have had two people reach out about this position. One is currently a teacher in Minnesota (not a nearby district) and the other applicant currently teaches in Texas.
- Student Resource Officer: This is obviously still new, but I think it is going fine. It is really nice to have another set of eyes in the morning.
- CEO Recruitment for 2025-2026: I will be setting up a time for the current CEO kids to talk to sophomores and juniors that have interest in the program. I am hoping that we get 5-10 kids to apply again for next year!

- **Current Enrollment: February 5, 2025**

Grade 6:	46	
Grade 7:	52	
Grade 8:	61	159
Grade 9:	55	
Grade 10:	61	
Grade 11:	57	
Grade 12:	48	221
<b>Total 6-12:</b>		<b>380</b>





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## **City of Tyler Police Department/ RTR School Resource Officer Policy**

### **SCHOOL RESOURCE OFFICER MODEL POLICY**

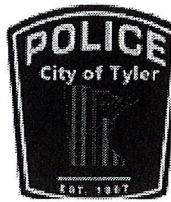
Minn. Stat. 626.8482

#### **I. POLICY**

The primary purpose of this policy is to provide guidelines which define the relationship between law enforcement agencies and the schools utilizing school resource officers (SRO). It will further facilitate the understanding of this relationship with regards to criminal matters and law enforcement situations, which will arise at the local school level. The goal of the SRO programs is to provide safe learning environments, provide valuable resources to school staff members, foster a positive relationship with students and develop strategies to resolve problems that affect our youth with the goal of protecting all children, so they can reach their fullest potential.

#### **II. GUIDING PRINCIPLES**

- The SRO employed by Tyler Police Department should be carefully selected, thoroughly trained, and appropriately equipped to fulfill their role within the school community. The SRO should actively engage in early prevention and early intervention educational programs that focus on and support student needs.
- SROs shall be specially trained in the principles and standards identified in Minn. Stat. 626.8482, Subd. 4 which recognize the unique role of an SRO to foster positive relationships, open communication and mentorship while providing a safe and constructive environment for students, staff and visitors in the school setting.
- SROs are expected to recognize and consider alternatives to formal criminal referral such as diversion and restorative justice programs where possible and as appropriate for the incident, the involved students and families, victim(s) and the larger school community.



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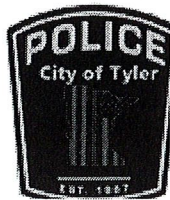


- When a criminal incident also involves a violation of school rules, SRO's should consider referral of the matter to school authorities in lieu of formal criminal referral, as appropriate for the incident, the students and families involved, the victim(s) and the larger school community.
- Nothing in this policy should be construed as limiting any other duty or responsibility imposed on peace officers; the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

**III.**

**DEFINITIONS**

- A. **School:** An elementary school, middle school, or secondary school, as defined in section 120A.05, subdivisions 9, 11 and 13.
- B. **School resource officer:** A licensed peace officer who is assigned to work in an elementary school, middle school, or secondary school during the regular instructional school day as one of the officer's regular responsibilities through the terms of a contract entered between the peace officer's employer and the designated school district or charter school.
- C. **Positive School Climate:** A school environment that makes students feel safe, supported and welcome.
- D. **Developmentally appropriate practices:** Means individualized, responsive care that is appropriate for the child's age, cultural context, disability status and personality.
- E. **Great bodily harm:** As defined in Minn. Stat. 609.02 Sub. 8 means bodily injury which creates a high probability of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of any bodily member or organ or other serious bodily harm.



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F. **Prone restraint:** As defined in Minn. Stat. 121A.58 and for purposes of this policy, prone restraint means placing a child in a face down position.

G. **Custodial arrest:** A custodial arrest is the actual, physical restraint of a person and subsequent detention. Custodial arrest may occur with or without a warrant depending on the circumstances.

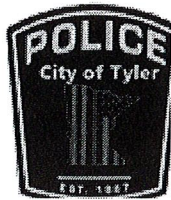
H. **De-escalation:** Refers to the methods and actions taken to decrease the severity of a conflict, whether physical or verbal in nature.

#### IV. **PROCEDURE**

A. General contractual requirements: The law enforcement agency's contract with a school district or charter school shall define the SRO duties in compliance with Minn. Stat. 626.8482, Subd. 2.

1. Additional issues to be addressed in contract. The contract between the parties:
  - i. Must address a mutually agreed upon policy regarding the use of plain clothes, modified uniforms, and other changes to SRO attire with the goal of fostering a positive school climate, facilitating the establishment of positive relationships with students, and promoting open communication;
  - ii. Shall articulate the role, if any, of the school district in the selection, vetting and retention of the SRO;
  - iii. Should address how the SRO will be informed of school district resources available to school staff to assist with de-escalation of conflicts in school, e.g. specialized crisis teams, mediation opportunities, etc.; and
  - iv. Shall establish a public notification process that an SRO will be present in the schools.
2. A school district or charter school may contract with a school resource officer's employer for the officer to perform additional duties to those described in paragraph IV.A.





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**B. Fostering a Positive School Climate and Constructive Relationships:**

1. SRO's should consider establishing a presence at times that allow opportunities to build connections and relationships.
2. SRO's should establish connections based upon mutual trust and respect while encouraging communication.
3. SRO's are a resource for educating students on what concerns should be reported to a responsible adult.

**C. SRO's work in collaboration with the schools to Providing Campus Safety Training:**

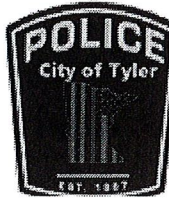
1. Use developmentally appropriate practices that take into consideration differences in culture, language, trauma and an individual's disabilities.
2. Use methods that help ensure school safety and security, focusing on safety over violence.
3. Encourage students to ask questions about school safety.

**D. Crisis Intervention and De-escalation**

1. SRO's are often required to make assessments of rapidly evolving situations, analyze potential responses and act upon various levels of safety concerns. Crisis intervention and de-escalation strategies should be used whenever possible in response to crisis or safety situations. The safety of the individual, SRO's, school staff, students, and others present should not be compromised during de-escalation tactics.
2. SRO's should understand and use developmentally appropriate principles of evidence-based crisis intervention and de-escalation strategies. These strategies include, but are not limited to:
  - i. Be empathetic and non-judgmental
  - ii. Respect personal space
  - iii. Use non-threatening nonverbal communication
  - iv. Avoid challenging questions
  - v. Allow time for decisions

**E. Use of Force.**





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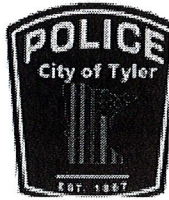
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1. SRO use of force is governed by and will comply with Minn. Stats. 609.06 Authorized Use of Force; 609.066 Authorized Use of Deadly Force by Peace Officers; 626.8475 Duty to Intercede and Report; and the Law Enforcement Agency Use of Force Policy.
2. Specific tactics and strategies to minimize uses of force or the use and duration of prone restraint or physical holds of students:
  - i. Employ de-escalation techniques, the least restrictive physical intervention strategies, as reasonable, for addressing conflicts in schools as identified in the training required under Minn. Stat. 626.8482, Subd. 4., and use only that amount of force that reasonably appears necessary given the facts and circumstances perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose.
  - ii. Consistent with training after any use of force, the SRO shall assess the condition of the student and render aid as needed including restoring the student to a non-prone position as soon as possible,
3. Additional considerations for SROs when using force as allowed in Minn. Stat. 609.06 in a school situation, should include:
  1. Immediacy and severity of the threat to officers or others.
    - a. Potential for injury to officers, students, and others
  2. The conduct of the individual being confronted, as reasonably perceived by the officer at the time.
  3. Officer/individual factors (e.g. age and/or maturity, physical size and/or abilities).
  4. The individual's ability to understand and comply with officer commands
    - a. The effects of suspected drug or alcohol use.
    - b. The individual's mental state or capacity.
    - c. The student's education plan or accommodations, if known.
  5. Proximity of weapons or dangerous improvised devices.
  6. The degree to which the individual has been effectively restrained and his/her ability to resist despite being restrained.



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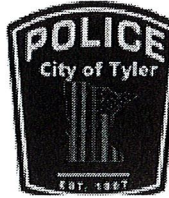
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7. The availability of other reasonable and feasible options and their possible effectiveness (Minn. Stat. § 626.8452).
  8. The immediate need for intervention versus allowing time and distance for additional de-escalation.
    - a. Seriousness of the suspected offense or reason for contact with the individual.
  9. Training and experience of the officer.
  10. Whether the individual appears to be resisting, attempting to evade arrest by flight, or is attacking the officer.
  11. The risk and reasonably foreseeable consequences of escape.
  12. Whether the conduct of the individual being confronted no longer reasonably appears to pose an imminent threat to the officer or others.
  13. Prior contacts with the individual or awareness of any propensity for violence.
  14. Any other exigent circumstances.
4. When a criminal incident also involves a violation of school rules, SRO's should consider referral of the matter to school authorities in lieu of formal criminal referral, as appropriate for the incident, the students and families involved, the victim(s) and the larger school community.
5. SROs should exercise age-appropriate practices when interacting with children, and developmentally appropriate practices with youth and individuals known to have physical, mental health, developmental or intellectual disabilities recognizing that the individual's disability may affect their ability to understand or comply with commands from SROs.
- F. Arrest considerations.
1. As much as is reasonably practical, SROs should seek to utilize alternatives to formal criminal referral such as diversion and restorative justice programs where possible and as appropriate for the incident, the students and families involved, victim(s) and the larger school community.





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2. Custodial arrests in school should be avoided if reasonably practical. If a custodial arrest is necessary because of exigency or public safety considerations, the arrest should be made in a non-communal area away from the view of other students if practicable.
3. When reasonably practicable, appropriate school staff should be notified prior to and/or present during the custodial arrest of a student.

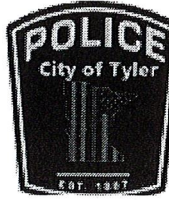
**G.**

**Training**

1. Except as provided for in paragraphs G.2., G.3., and G.4. below, beginning September 1, 2025, a peace officer assigned to serve as a school resource officer must complete a training course that provides instruction on the learning objectives identified in Minnesota Statutes, section 626.8482, subdivision 4 prior to assuming the duties of a school resource officer.
2. A peace officer who has completed either the School Safety Center standardized Basic School Resource Officer Training or the National School Resource Officer Basic School Resource Officer course prior to September 1, 2025, must complete the training mandated under paragraph G.1. above before June 1, 2027. A peace officer covered under this paragraph may complete a supplemental training course approved by the board pursuant to Minnesota Statutes, section 626.8482, subdivision 4, paragraph (b), to satisfy the training requirement.
3. Whenever practicable, it is preferable that a peace officer completes the training required under this section prior to filling the role of SRO.

However, if an officer's employer is unable to provide the required training course to the officer prior to the officer assuming the duties of a school resource officer, the officer must complete the required training within six months of assuming the duties of a school resource officer. The officer is not required to perform the duties described in Minnesota Statutes, section 626.8482, subdivision 2, paragraph (a), clause (4) or (5), until the officer has completed the required training course. The officer must review any policy adopted by the officer's employer pursuant to section 626.8482, subdivision 6 before assuming the other duties of a school resource officer and must comply with that policy.

4. An officer who is serving as a substitute school resource officer for fewer than 60 student contact days within a school year is not obligated to complete the required training or perform the duties described in Minnesota Statutes, section 626.8482



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subdivision 2, paragraph (a), clause (4) or (5), but must review and comply with any policy adopted pursuant to subdivision 6 by the law enforcement agency that employs the substitute school resource officer.

5. An SRO will complete a refresher course at a minimum of once every three years.
6. For each school resource officer employed by an agency, the chief law enforcement officer must maintain a copy of the most recent training certificate issued to the officer for completion of the training mandated under this section.

**H. Data practices**

1. The contract between the school district and the law enforcement agency must address data practices policies and procedures. These procedures and policies shall identify the education records that can be shared with the law enforcement agency generally and with the SRO specifically and for what purposes.
2. Law enforcement records that contain student and parent data that are maintained by the law enforcement agency shall be governed by the agency's data practices policy and in compliance with the requirements of the Minnesota Government Data Practices Act, Minn. Stats., chapter 13, and Minnesota Rules, parts 1205.0100-1205.2000.