

**Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
January 19, 2023 @ 4:30pm**

The mission of Discovery Public School of Faribault is to meet the current and future needs of middle and high school students by providing a stable and consistent environment in which each student builds necessary social, academic, personal, and career skills for a satisfying and productive life.

Per Statute 13D.021 subdivision 1,1:

“The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic.”

1. Call to Order and Roll Call –

___ Russ Kennedy, Chair

___ Jim Severson, Vice-Chair

___ Sarah Hammer

___ Authorizer (Osprey Wilds):

___ Guest(s):

___ Steven (Sam) Macklay;
Clerk/Treasurer

___ Cody Hanson

___ Sharon Hansen

___ Kari-Ann Schmidt

___ Dan Weisser, Ex-Officio

2. Approval of the Agenda-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

3. Approval of the December 15, 2022 Regular Meeting Minutes-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

4. Monthly Financial Statement–

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

5. Citizen Participation –

6. REPORTS –

1. Director’s Report –

2. Community – (Dan Weisser)

3. Finance – (Russ Kennedy, Jim Severson, Dan Weisser)

4. Academic Committee – (Dan Weisser, Jim Severson, Sharon Hansen)

5. Environmental Education - (Jim Severson, Sharon Hansen)

7. DISCUSSION ITEMS:

7.1 SCHOOL BOARD TRAINING: *None*

7.2 DPS – DPS AUDIT FINDINGS FOLLOW-UP:

8. ACTION ITEMS:

8.1 REVISED DPS 2022-2023 CALENDAR:

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.2 DPS 2023 MILEAGE REIMBURSEMENT RATE:

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.3 FILAN LAWN SERVICE 22-23 SNOW REMOVAL CONTRACT:

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

Our next meeting is scheduled for **February 23, 2023 at 4:30.**

Agenda items:

Board members are requested to check their schedules to confirm this date and time prior to Adjournment today.

9. ADJOURNMENT:

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

**Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
December 15, 2022 @ 4:30pm**

The mission of Discovery Public School of Faribault is to meet the current and future needs of middle and high school students by providing a stable and consistent environment in which each student builds necessary social, academic, personal, and career skills for a satisfying and productive life.

Per MN statute 13D.021 subdivision 1.1: "The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic."

1. **Call to Order and Roll Call:** *The meeting was called to order at 4:30 p.m. by Jim Severson. Jim Severson (Vice-Chair), Dan Weisser (Ex-Officio), Cody Hanson, Sharon Hansen and Sarah Hammer were present. S. Sam Macklay (Secretary) and Travis Berends (Guest) attended remotely, via "Google Meet". Russ Kennedy (Chair) arrived at 4:35 p.m.*
2. **Approval of the Agenda:** *Jim S. asked for a motion to approve the agenda. Sarah H. made a motion to approve the agenda. The motion was seconded by Cody H. The motion carried (5-0).*
3. **Approval of the November 17, 2022 Minutes:** *Sharon H. made a motion to approve the November 17, 2022 Regular Meeting minutes. The motion was seconded by Cody H. The motion carried (5-0).*
4. **Monthly Financial Statements:** *The Board reviewed and discussed the financial statement. Cody H. made a motion to accept the [As of] November 30, 2022 Financial Statements, as printed in the meeting packet. The motion was seconded by Sharon H. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**
 - 6.1 **Director's Report:** Cash on Hand: \$168,936 Enrollment: 51
 - DPS students will be having a Holiday Party on Wed. 12/21 prior to break, assuming students hit their goal of food items donated. DPS students/staff will also be holding a food drive leading up to the party. All food will be donated to St. Vincent de Paul's food shelf.
 - Qtr. 2 ends on 1/20/22.
 - 6.2 **Community:** No Report.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) This report was given as part of Discussion Item 7.1.
 - 6.4 **Academic Committee:** (Dan W., Jim S., Sharon H.)

We continue to meet with students to set goals and review credits. We have also met with new students to develop a graduation plan.

6.5 Environmental Education: (Sharon H., Garret Bitker, Jim S.)

Middle schoolers continue to study composting, additionally they have learned about recycling and plastics, and landfills. We are moving on to wastewater treatment and energy sources with a big lab on renewable energy. Mussels and smallmouth bass are still being studied as well as water quality issues. Dioramas of different biomes are being created as well.

Our Engineering Club was awarded a \$2000 grant for their super-mileage car project from the Gene Haas Foundation. The grant will be used to pay for parts for the car and/or transportation to Bemidji for the competition.

Juniors and seniors have completed their research and their essays on environmental issues. They will be writing emails to legislators in the next few weeks as the final step to the project.

7. Discussion Items:

7.1 School Board Training: Finance Training by Travis Berends from BerganKDV. Travis presented an overview of how the Financial Statements are prepared and answered specific questions from the board members. He reported that our current financial situation is acceptable but we may need to revise the working budget, depending on enrollment. We discussed the findings of the year-end Financial Audit and he recommended that we date-stamp all invoices when they are received in the office.

7.2 BA Boys Basketball CO-OP: Dan reported that of the five DPS students that are participating, one is a starter and scoring for the team. The others have somewhat erratic attendance but are being encouraged.

7.3 Osprey Wilds Point of Contact: Erin Anderson will be our official point of contact for the rest of the year. Our former liaison, Nalani McCutcheon, has started a new job (Growing-Up Healthy) in the local community. Nalani will still do our site visits and School Board meeting observations, this academic year.

7.4 WBWF Survey: The Board reviewed the 2021-22 Combined World's Best Workforce (WBWF) Summary and Achievement and Integration (A&I) Progress Report that has been prepared for submission to MDE. The information in the report was gleaned from our annual report to our authorizer.

8. Action Items:

8.1 DPS 2022 Year-End Financial Audit (Draft): The Board reviewed the rough draft (prepared by Strauss CPAs) that was printed in the meeting packet. We discussed the findings and Dan will follow-up on which actual invoices were not paid in a timely manner. *Sam M. made a motion to approve the Discovery Public School of Faribault, Charter District 4081, Financial Statements and Supplemental Information, Year Ended June 30, 2022. The motion was seconded by Sarah H. The motion carried (6-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for January 19, 2023 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Jim S. The motion carried (6-0).*

Respectfully submitted: Sam Macklay, Secretary



Discovery Public School of Faribault #4081
Faribault, MN

Financial Statements

As of December 31, 2022

Prepared by:
Travis Berends
Outsourced Controller,
School Services

Discovery Public School of Faribault

December 2022

Table of Contents

Executive Summary Page 1

Dashboard Page 2

Balance Sheet Page 4

Statement of Revenues and Expenditures Page 5

Supplemental Information – *December 2022*

Payroll checks Page 8

Receipts Recorded Page 11

AP Checks & Wire transfers issued Page 12

Journal Entries Page 13

Cash Flow Projections Page 14

**Discovery Public School of Faribault
Faribault, Minnesota
December 2022 Financial Statements
Executive Summary**

Summary of Key Financial Indicators

- * Average Daily Membership (ADM) Overview –
 - Original Budget: 52 ADM
 - Working Budget: 52 ADM
 - Actual: 49 ADM
- * The school has a budgeted surplus for the year of \$7,867. A projected cumulative fund balance of \$250,215 or 27.2% of expenditures at fiscal year-end.
- * The school has a working budgeted deficit for the year of \$9,191. A projected cumulative fund balance of \$240,183 or 25.7% of expenditures at fiscal year-end.
- * Projected Days Cash on Hand for the projected fiscal year-end is 52 days. Above 30 days meets best practices.

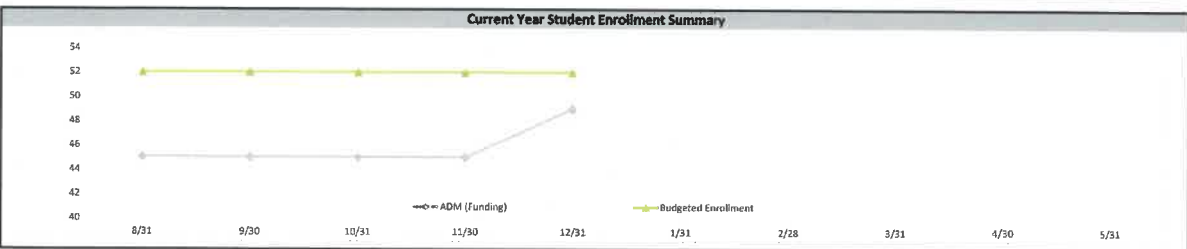
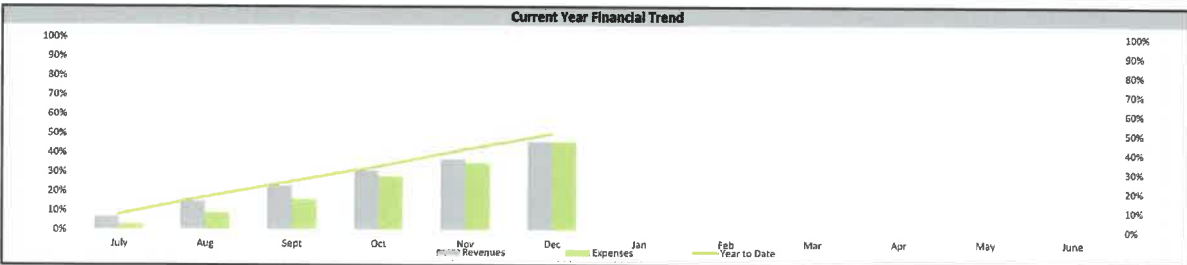
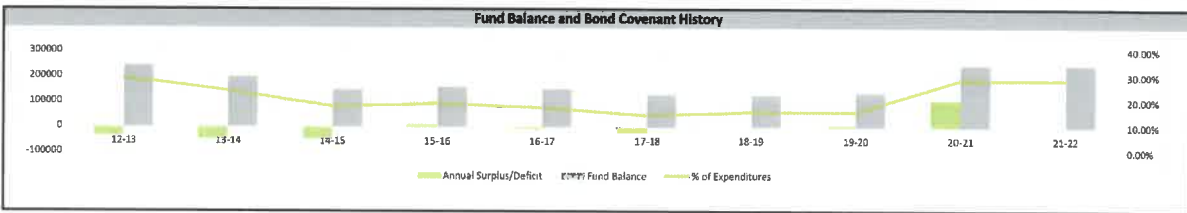
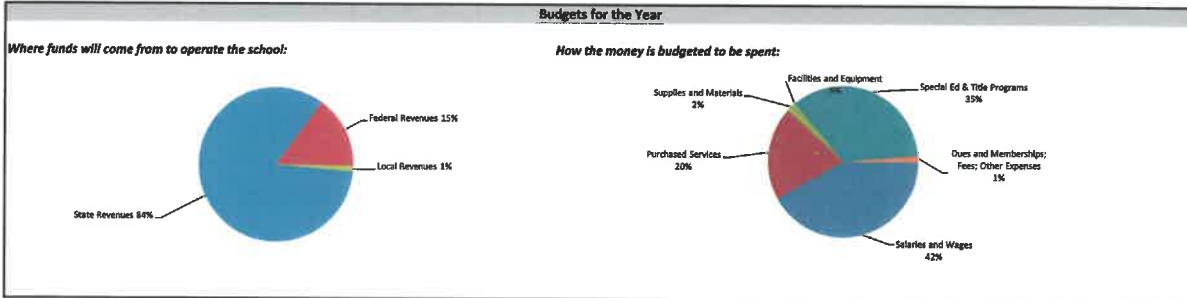
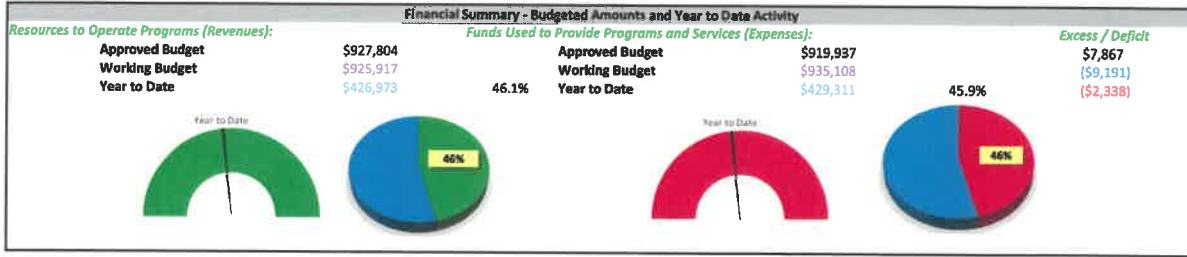
Financial Statement Key Points

- * As of month-end, 42% of the year was complete.
- * Cash Balance as of the reporting period is \$129,241 down from the previous month of \$168,936.
- * Prior year holdback balance is \$3,588 as of the reporting period. Final payments will be made over the course of the year, as MDE finalizes their review of annual entitlements.
- * Revenues received at end of the reporting period - 46%
- * Expenditures disbursed at end of the reporting period – 46%

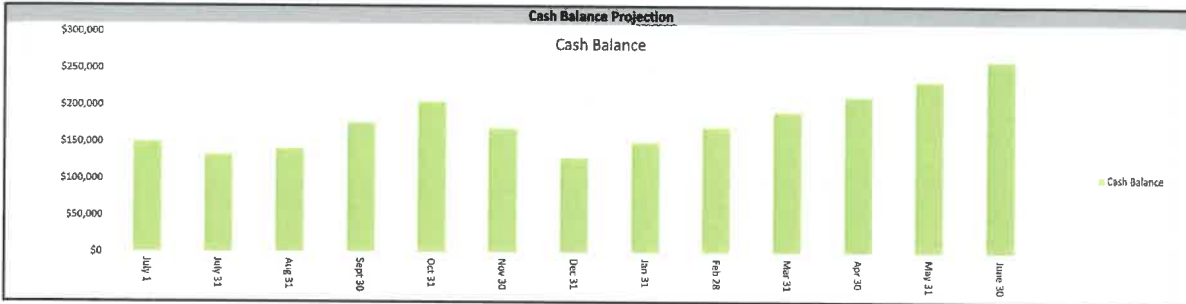
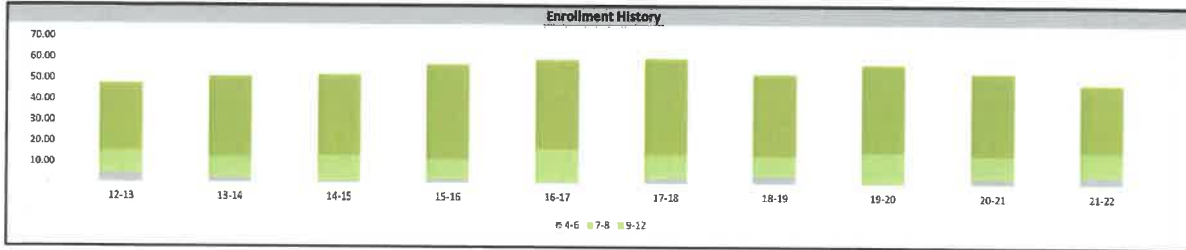
Other Items

- * Supplemental information is provided, that shows checks that were written during the month, receipts that were posted this month, journal entries that were completed, payroll check history for the month and FY23 projected cashflow.

Discovery Public School of Faribault
Faribault MN
Financial Statements Dashboard
As of December 31, 2022



Discovery Public School of Faribault
Faribault MN
Financial Statements Dashboard
As of December 31, 2022



**Discovery Public School of Faribault
Faribault MN**

December 31, 2022

	Audited Balance June 30, 2022	Ending Balance December 31, 2022
<u>Assets</u>		
Current Assets		
Cash and Investments	150,639	129,241
Accounts Receivable	1,828	1,453
MDE/State Aids Receivable/(Deferred Rev.) 21-22	60,412	3,588
MDE/State Aids Receivable balance 22-23	0	80,227
Federal Aids Receivable	78,697	31,834
Prepaid Expenses and Deposits	16,807	-
Total Current Assets	308,384	246,242
Total All Assets	308,384	246,242
<u>Liabilities and Fund Balance</u>		
Current Liabilities		
Salaries and Wages Payable, fy 2021-22	29,655	12,455
Accounts Payable	11,623	8,659
Line of Credit Payable	0	0
Due to Other Funds	0	0
Payroll Deductions and Contributions	17,732	(21,908)
Deferred Revenue		0
Total Current Liabilities	59,010	(794)
Fund Balance		
Audited Fund Balance 6-30-2022	249,374	249,374
Net Income fy 21-22 & fy 22-23		(2,338)
Total Fund Balance	249,374	247,036
Total Liabilities and Fund Balance	308,384	246,242
		-
	0.00	

**Discovery Public School of Faribault
Faribault MN**

**Statement of Revenues and Expenditures
December 31, 2022**

			Number of Months	6	50.0%
	FY 21-22 Audited 48 ADM 12.07.22	FY 22-23 Adopted Budget 52 ADM as of 6.30.22	FY 22-23 Working Budget 52 ADM 12.07.22	Year to Date Activity 49 ADM	Percent of Budget
General Fund - 01					
Revenues					
State Revenues					
General Education Aid	508,503	502,216	502,216	230,935	46.0%
Charter School Lease Aid	66,240	66,241	66,241	15,293	23.1%
Long-Term Facilities Maintenance	7,525	8,213	8,213	0	0.0%
Special Education Aid	198,531	197,091	197,539	60,649	30.7%
Estimated State Aid fyd 2022-23	0	0	0	80,227	0.0%
Prior year - Over/under	(3,725)	0	0	0	0.0%
Total State Revenues	777,074	773,761	774,209	387,104	50.0%
Federal Revenues					
Title Programs, I & II	30,201	35,258	16,926	14,883	87.9%
Special Education Aid, F419 & 425	16,734	20,373	20,380	14,924	73.2%
CARES Funds, GEER & ESSER	32,599	68,960	85,000	3,456	4.1%
CRF, Coronavirus Relief Funds	0			0	0.0%
REAP Funds	8,761	8,778	8,778	2,190	25.0%
Total Federal Revenues	88,295	133,369	131,084	35,452	27.1%
Local Revenues					
Donations & Contributions	6,111	6,500	6,500	37	0.6%
Miscellaneous local Revenues, snack fund	85	2,774	2,774	411	14.8%
Total Local Revenues	6,196	9,274	9,274	448	4.8%
Total Revenues	871,565	916,404	914,567	423,005	46.3%

**Statement of Revenues and Expenditures
December 31, 2022**

			Number of Months	6	50.0%
	FY 21-22 Audited 48 ADM 12.07.22	FY 22-23 Adopted Budget 52 ADM as of 6.30.22	FY 22-23 Working Budget 52 ADM 12.07.22	Year to Date Activity 49 ADM	Percent of Budget
Expenditures					
Salaries and Benefits not including special ed	383,931	356,038	390,490	188,080	51.4%
Salaries payable			0.00	12,455	incl above
Contracted Services	65,440	66,770	65,500	36,439	55.6%
Legal fees	0	3,276	500	0	0.0%
Communications Services	4,765	4,896	4,800	2,395	49.9%
Postage	589	506	525	10	1.8%
Utilities	14,000	14,000	14,000	8,167	58.3%
Property and Liability Insurance	9,762	11,495	9,800	8,350	85.2%
Repairs and Maintenance, mowing and plowing	1,141	2,550	1,500	325	21.7%
Contracted Transportation	403	1,536	750	0	0.0%
Entry Fees/Student Travel	0	0	1,000	105	10.5%
Travel, Conferences, and Staff Training	39	200	0	250	0.0%
Building Lease	73,600	73,601	73,601	42,933	58.3%
Other Rentals and Operating Leases	4,458	5,004	4,500	2,260	50.2%
Supplies - Non Instructional	7,420	7,580	7,500	3,269	43.6%
Supplies - Bldg Maint	1,895	2,550	2,000	472	23.6%
Computer Software License (SMART Finance & google)	5,030	5,484	5,000	4,261	85.2%
Instructional Supplies	3,403	4,760	3,500	2,673	76.4%
Textbooks & Media resources	403	1,481	500	360	72.1%
Fuel	0	189	250	0	0.0%
Equipment & Technology Equipment	47	2,500	0	15	0.0%
Dues and Memberships; Fees	6,265	8,722	6,300	3,855	61.2%
Other Expenses	0	1,196	500	0	0.0%
Misc. Expenses		1,548	1,000	0	0.0%
State Special Ed	209,230	207,464	207,936	75,498	36.3%
Title Programs - Federal	30,201	35,258	16,926	14,883	87.9%
Federal Special Ed, Director and Specialists	16,734	20,373	20,380	14,924	73.2%
CRF, Coronavirus Relief Funds	0				0.0%
CARES Federal Funds,	32,599	68,960	85,000	3,456	4.1%
Subtotal Expenditures	871,355	907,937	923,758	425,431	46.1%
Transfers to Other Funds	101	600	0	0	
Total Expenditures	871,456	908,537	923,758	425,431	46.1%
Expenditures Working Budget adjustments					
General Fund Net Income	109	7,867	(9,191)	(2,426)	

Statement of Revenues and Expenditures
December 31, 2022

	FY 21-22 Audited 48 ADM 12.07.22	FY 22-23 Adopted Budget 52 ADM as of 6.30.22	FY 22-23 Working Budget 52 ADM 12.07.22	Number of Months 6	50.0%
Food Services Fund - 02					
Revenues					
State Revenues	0	500	350	115	33.0%
Federal Revenues	0	10,500	10,000	3,508	35.1%
Sale of Lunches and Other Local Revenues	65	400	1,000	345	34.5%
Transfer from General Fund	101	600	0	0	0.0%
Total Revenues	166	12,000	11,350	3,968	35%
Expenditures					
Salaries and Wages	0	2,500	0	0	0.0%
Employee Benefits	0	0	0	0	0.0%
Purchased Services, Food & Milk, 490 & 495	334	9,500	10,638	3,544	33.3%
Supplies and Materials	0	0	500	336	67.3%
Equipment	0	0	0	0	0.0%
Dues and Memberships	0	0	212	0	0.0%
Total Expenditures	334	12,000	11,350	3,880	34.2%
Food Services Fund Net Income	(168)	0	0	88	
Total All Funds					
Revenues					
State Revenues	777,074	774,261	774,559	387,220	50.0%
Federal Revenues	88,295	143,869	141,084	38,960	27.6%
Local Revenues	6,261	9,674	10,274	793	7.7%
Transfers					
Total Revenues	871,630	927,804	925,917	426,973	46.1%
Expenditures					
Salaries and Benefits	383,931	358,538	390,490	200,535	51.4%
Purchased Services	174,531	193,334	187,114	104,776	56.0%
Supplies and Materials	18,151	22,044	19,250	11,371	59.1%
Equipment	47	2,500	0	15	0.0%
Other (Fundraising, Special Ed, Dues, etc.)	295,029	343,521	338,254	112,614	33.3%
Total Expenditures	871,689	919,937	935,108	429,311	45.9%
Total Revenues All Funds	871,630	927,804	925,917	426,973	46.1%
Total Expenditures All Funds	871,689	919,937	935,108	429,311	45.9%
Net Income - All Funds	(59)	7,867	(9,191)	(2,338)	
per budget model			(17,058)		
Net working budget adjustments revenue less expense			2,107		
Fund Balance, All Funds as of June 30, 2022	249,433	249,374	249,374		
Projected Fund Balance, All Funds, June 30, 2023	249,374	257,241	240,183		
	28.6%	28.0%	25.7%		

Discovery Public School of Faribault

Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax Other	Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP		
Ackmann, Yvonne Marie											
S202311-0	12/15/2022	1,045.31	61.49	ID 31 34.46 MN	64.81	15.16	67.95 PERA				801.44
S202312-0	12/30/2022	1,368.75	92.95	50.63 MN	84.87	19.85	88.97 PERA				1,031.48
		2,414.06	154.44	85.09	149.68	35.01	0.00	0.00	0.00	0.00	1,832.92
Bitker, Garret											
S202311-0	12/15/2022	2,166.67	93.88	ID 75 69.55 MN	134.33	31.42	162.50 TRA				1,674.99
S202312-0	12/30/2022	2,208.34	97.10	71.25 MN	136.92	32.02	165.63 TRA				1,705.42
		4,375.01	190.98	140.80	271.25	63.44	0.00	0.00	0.00	0.00	3,380.41
Blais, David A											
S202312-0	12/30/2022	250.00	0.00	ID 74 0.00 MN	15.50	3.62	18.75 TRA				212.13
		250.00	0.00	0.00	15.50	3.62	0.00	0.00	0.00	0.00	212.13
Clark, Michelle											
S202311-0	12/15/2022	333.36	0.00	ID 71 0.00 MN	20.67	4.83	25.00 TRA				282.86
		333.36	0.00	0.00	20.67	4.83	0.00	0.00	0.00	0.00	282.86
Flores, Sonia											
S202311-0	12/15/2022	1,162.00	72.40	ID 37 40.29 MN	72.05	16.85	75.53 PERA				884.88
S202312-0	12/30/2022	1,556.25	113.99	60.01 MN	96.48	22.56	101.16 PERA				1,162.05
		2,718.25	186.39	100.30	168.53	39.41	0.00	0.00	0.00	0.00	2,046.93
Hansen, Sharon Marie											
S202311-0	12/15/2022	2,270.83	157.46	ID 53 79.06 MN	134.35	31.42	170.31 TRA			103.99	1,594.24
S202312-0	12/30/2022	2,270.83	157.46	79.06 MN	134.34	31.42	170.31 TRA			103.99	1,594.25
		4,541.66	314.92	158.12	268.69	62.84	0.00	0.00	207.98	0.00	3,188.49
Hanson, Cody A											
S202311-0	12/15/2022	1,854.17	145.99	ID 54 71.18 MN	110.82	25.91	139.06 TRA			66.75	1,294.46

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 Prepared by BergankDV

 Management has elected to omit substantially all disclosures,
 government-wide financial statements and required supplementary information.
 No CPA provides any assurance on these financial statements.

Discovery Public School of Faribault

Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other	
Hanson, Cody A												
S202312-0	12/30/2022	1,854.17	145.99	ID 54 71.18 MN	110.82	25.92	139.06 TRA			66.75		1,294.45
		3,708.34	291.98	142.36	221.64	51.83	278.12	0.00	0.00	133.50	0.00	2,588.91
Hanson, Pamela A												
S202311-0	12/15/2022	1,833.33	112.16	ID 66 45.51 MN	106.08	24.81	137.50 TRA			122.35	28.40	1,256.52
S202312-0	12/30/2022	1,833.33	112.16	45.51 MN	106.08	24.81	137.50 TRA			122.35	28.40	1,256.52
		3,666.66	224.32	91.02	212.16	49.62	275.00	0.00	0.00	244.70	56.80	2,513.04
Johnson, Lawrence												
S202311-0	12/15/2022	351.00	0.00	ID 72 0.00 MN	21.77	5.09	22.82 PERA					301.32
S202312-0	12/30/2022	504.00	0.00	7.38 MN	31.24	7.31	32.76 PERA					425.31
		855.00	0.00	7.38	53.01	12.40	55.58	0.00	0.00	0.00	0.00	726.63
Luthe, Alexandra F												
S202311-0	12/15/2022	1,916.67	154.25	ID 59 75.86 MN	115.38	26.98	143.75 TRA			55.74		1,344.71
S202312-0	12/30/2022	1,916.67	154.25	75.86 MN	115.38	26.99	143.75 TRA			55.74		1,344.70
		3,833.34	308.50	151.72	230.76	53.97	287.50	0.00	0.00	111.48	0.00	2,689.41
Natole, Karen T.												
S202311-0	12/15/2022	2,106.94	148.52	ID 35 94.85 MN	121.32	28.37	136.95 PERA			150.28	49.00	1,377.65
S202312-0	12/30/2022	2,358.75	175.85	110.50 MN	136.92	32.02	153.32 PERA			150.28	49.00	1,550.86
		4,465.69	324.37	205.35	258.24	60.39	290.27	0.00	0.00	300.56	98.00	2,928.51
Palmer, Maria												
S202311-0	12/15/2022	1,666.67	111.69	ID 69 76.54 MN	103.33	24.16	125.00 TRA					1,225.95
S202312-0	12/30/2022	1,666.67	111.69	76.54 MN	103.33	24.17	125.00 TRA					1,225.94
		3,333.34	223.38	153.08	206.66	48.33	250.00	0.00	0.00	0.00	0.00	2,451.89

Discovery Public School of Faribault
Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other	
VanErp, Madison												
S202311-0	12/15/2022	857.50	26.22	33.98 MN	53.16	12.43	55.74 PERA					675.97
S202312-0	12/30/2022	1,159.38	56.77	49.08 MN	71.89	16.81	75.36 PERA					889.47
		2,016.88	82.99	83.06	125.05	29.24		0.00	0.00	0.00	0.00	1,565.44
Weisser, Dan R.												
S202311-0	12/15/2022	2,666.67	192.38	95.05 MN	165.33	38.67	200.00 TRA					1,957.34
S202312-0	12/30/2022	2,666.67	192.38	95.05 MN	165.33	38.67	200.00 TRA					1,957.34
		5,333.34	384.76	190.10	330.66	77.34		0.00	0.00	0.00	35.80	3,914.68
Employee Count 14												
Totals:		41,844.93	2,687.03	1,508.38	2,532.50	592.27	3,013.68	0.00	998.22	0.00	190.60	30,322.25

Discovery Public School of Faribault
Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
2015	4081	WF	CR122:													
IDEAS 12.15.2022			2104	Credit	A	12/15/22		Check	1	M						
			4081	R	01	005	000	000	000	211					25,440.83	0.00
										FY23 Gen Ed				Receipt Total:	\$25,440.83	\$0.00
														Deposit Total:	\$25,440.83	\$0.00
2016	4081	WF	CR122:													
IDEAS 12.30.2022			2105	Credit	A	12/30/22		Check	1	M						
			4081	R	01	005	000	000	000	211					25,502.22	0.00
										FY23 Gen Ed				Receipt Total:	\$25,502.22	\$0.00
IDEAS 12.30.2022			2106	Debit	A	12/30/22		Check	1	M						
			4081	B	01	121	000			FY22 Gen Ed adj					(0.57)	0.00
														Receipt Total:	(\$0.57)	\$0.00
														Deposit Total:	\$25,501.65	\$0.00
														Report Total:	\$50,942.48	\$0.00

Discovery Public School of Faribault
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
WF	9322			Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	12/07/2022	805.75
WF	9323			Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	12/07/2022	2,387.46
WF	9324			Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	12/07/2022	944.61
WF	9325			Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	12/07/2022	4,671.97
WF	9327			Wire	1	1197	Medica		No	Yes	No	12/15/2022	7,474.18
WF	9328			Wire	1	1392	Bill.com		No	Yes	No	12/15/2022	79.13
WF	9329			Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	12/15/2022	716.33
WF	9330			Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	12/15/2022	2,360.69
WF	9331			Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	12/15/2022	773.20
WF	9332			Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	12/15/2022	4,295.44
WF	9333			BP	1	1093	Faribault Transportation Company, Inc.		No	Yes	No	12/16/2022	147.38
WF	9334			BP	1	1180	AFLAC		No	Yes	No	12/16/2022	190.61
WF	9335			BP	1	1191	Faribault Area Chamber of Commerce		No	Yes	No	12/16/2022	423.00
WF	9336			BP	1	1231	Syand Corporation		No	Yes	No	12/16/2022	158.00
WF	9337			BP	1	1249	Indigo Education		No	Yes	No	12/16/2022	3,475.00
WF	9338			BP	1	1348	Consolidated Communications		No	Yes	No	12/16/2022	410.64
WF	9339			BP	1	1375	Culligan of Faribault		No	Yes	No	12/16/2022	48.60
WF	9340			BP	1	1412	AFLAC Inc		No	Yes	No	12/16/2022	125.08
WF	9341			BP	1	1415	TeleTeachers Inc		No	Yes	No	12/16/2022	5,700.00
WF	9342			Wire	1	1190	Wells Fargo Business Card		No	Yes	No	12/13/2022	483.28
WF	9347			Wire	1	1356	Loffler Companies, Inc.		No	Yes	No	12/28/2022	532.87
WF	9348			BP	1	1186	Hoa D. Nguyen		No	Yes	No	12/30/2022	7,300.00
WF	9349			BP	1	1211	ISD#656 Faribault Public Schls		No	Yes	No	12/30/2022	1,474.92
WF	9350			BP	1	1278	State of Minnesota		No	Yes	No	12/30/2022	25.00
WF	9351			BP	1	1280	Struss CPAs, P.C.	C Corporation	No	Yes	No	12/30/2022	10,350.00
WF	9352			BP	1	1353	Strategic Staffing Solutions, LLC	Ind/Sole Proprietor	No	Yes	No	12/30/2022	1,050.00
WF	9353			BP	1	1372	BerganKDV Outsourced Services LLC		No	Yes	No	12/30/2022	3,475.00
WF	9354			BP	1	1399	Reuvers Psych Consulting LLC	S Corporation	No	Yes	No	12/30/2022	480.00
Bank Total: \$60,358.14													
Report Total: \$60,358.14													

Discovery Public School of Faribault
Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
-------	--------	------	----	-----	-----	-------------	-------------	---	----	-----	-----	-----	-----	-----	---------------------	--------------	---------------

Discovery Public School of Faribault
Cash Flow Projection Summary
2022-23 School Year

Period Ending	Cash Inflows (Revenues)				Cash Outflows (Expenditures)				Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State/Federal Holdback	Total Receipts	Salaries and Benefits	Other Expenditures	Rent	
July 31	55,756	-	-	-	55,756	25,664	33,655	14,600	<i>Beginning Balance</i> \$ 150,639
Aug 31	55,820	6,570	500	13,160	76,050	24,511	35,934	7,300	132,477
Sept 30	64,221	628	333	56,274	121,456	36,028	42,124	7,300	140,782
Oct 31	40,584	1,382	-	59,522	101,488	30,364	35,660	7,300	176,786
Nov 30	39,668	5,116	372	(3)	45,154	30,272	43,552	7,300	204,950
Dec 31	50,943	-	-	(1)	50,942	30,322	53,058	7,300	168,979
Jan 31	55,756	18,880	1,411	-	76,047	30,546	17,387	7,300	129,241
Feb 28	55,823	18,880	1,411	-	76,114	30,546	17,387	7,300	150,055
Mar 31	55,756	18,880	1,411	-	76,047	30,546	17,387	7,300	170,937
Apr 30	55,756	18,880	1,411	-	76,047	30,546	17,387	7,300	191,751
May 31	55,823	18,880	1,411	-	76,114	30,546	17,387	7,300	212,565
June 30	55,756	18,880	1,411	-	76,047	30,546	17,387	-	233,447
Projected Totals	641,663	126,976	9,674	128,952	907,264	360,434	348,308	87,600	796,342

Assumptions: 10% State Aid Holdback

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any

Remittance Section

299

Loffler Companies Inc.

Loffler Companies Inc.
PO Box 660831
Dallas, TX 75266-0831

Invoice Number: 30458825
Agreement Number: 016-1607211-000
Invoice Print Date: 11/10/2021
Due Date: 12/05/2021
Total Due: \$431.64

FORWARDING SERVICE REQUESTED

☐ Check here for change of address (see reverse for details)

Use enclosed envelope and make check payable to:

MDG2015 00051303 1 AB 0.46

ATTN: ACCOUNTS PAYABLE
DISCOVERY PUBLIC SCHOOL OF FARIBAULT
126 8TH ST NW
FARIBAULT MN 55021-4241

Loffler Companies Inc.
PO Box 660831
Dallas, TX 75266-0831



00001616072110000000000304588250000000000431647

Keep lower portion for your records - Please return upper portion with your payment

Loffler Companies Inc.

Loffler Companies Inc.
PO Box 660831
Dallas, TX 75266-0831

Invoice Number: 30458825
Due Date: 12/05/2021
Total Due: \$431.64

Important Messages

We appreciate your business!

Please remove the remittance portion of this invoice and include it with your payment.

Invoice Detail

Agreement 016-1607211-000: Konica Minolta Copier		Amount	Tax	Total
1	Late Charges For 10/10/2021	49.89	0.00	49.89
2	Standard Payment	359.00	0.00	359.00
3	Usage For Black Impressions	16.17	0.00	16.17
4	Usage For Color Impressions	6.58	0.00	6.58
				\$431.64

To pay online, visit www.accountservicing.com/payment

For more information about your invoice, please:

- Email us at customersupport-02@accountservicing.com
- Visit www.accountservicing.com
- Call us at 888-312-5264

Total Due

\$431.64

Dishonored Checks, Drafts Or Orders Shall Be Subject To A Surcharge Of \$30

Invoice #
30458825

For more information about your invoice, please call us at 888-312-5264 or email us at customersupport-02@accountservicing.com.

Updated Contact Information

Please complete all information below to ensure our system is fully updated.

Effective Date: _____

Completed By: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Contact Fax: _____

New Billing Address:**New Equipment Location:**

- ☐ Same as new Billing Address
- ☐ Same as previous Equipment Location
- ☐ New Location (specify below)
- _____
- _____

If you need additional assistance updating your address, please
contact us to speak to a Customer Service Advisor.

Agreement #: 016-1607211-000

ADDITIONAL INFORMATION

- Please allow 7-10 days for your payment to be received by our office.
- Include the Remittance Section slip and payment referencing your agreement number and account name; failure to do so may result in a processing delay.

Usage Detail**Usage Report #1****Black Impressions 10/05/2021 - 11/04/2021 - 289001**

Serial Machine ID	Description Model	Reference Location	Begin	End	Adj/Cr	Usage %	Usage
1 A79K011024295 B19315	Konica Minolta Copie (016-1607211-000) C558		78,290	95,816	(0)	100.00%	17,526
Total Usage							17,526

Allowance	Excess Usage	Rate	Charge
15,000	2,526	0.006400000	16.17
Total:			\$16.17

Usage Report #2**Color Impressions 10/05/2021 - 11/04/2021 - 289002**

Serial Machine ID	Description Model	Reference Location	Begin	End	Adj/Cr	Usage %	Usage
2 A79K011024295 B19315	Konica Minolta Copie (016-1607211-000) C558		16,045	17,170	(0)	100.00%	1,125
Total Usage							1,125

Allowance	Excess Usage	Rate	Charge
1,000	125	0.052660000	6.58
Total:			\$6.58

Loffler Companies Inc.

Loffler Companies Inc.
PO Box 660831
Dallas, TX 75266-0831

Remittance Section

295

Invoice Number: 32815225
 Agreement Number: 016-1607211-000
 Invoice Print Date: 11/10/2022
Due Date: * 12/05/2022
 Current Charges: \$416.67
 Past Due Amount: \$517.90
Total Due: \$934.57

FORWARDING SERVICE REQUESTED

See reverse side for change of address

Use enclosed envelope and make check payable to:

ATTN: ACCOUNTS PAYABLE
 DISCOVERY PUBLIC SCHOOL OF FARIBAULT
 126 8TH ST NW
 FARIBAULT MN 55021-4241

Loffler Companies Inc.
 PO Box 660831
 Dallas, TX 75266-0831



NOV 23 2022
 Name: KR



00001616072110000000000328152250000000000934571

Keep lower portion for your records - Please return upper portion with your payment

Loffler Companies Inc.

Loffler Companies Inc.
 PO Box 660831
 Dallas, TX 75266-0831

Invoice Number: 32815225
Due Date: 12/05/2022
Total Due: \$934.57

Important Messages

Your payment is past due. Please remit the total due.

If you wish to complete a check-by-phone payment, please call the customer support number on this invoice. This option is provided to you for a nominal fee.

Invoice Detail

Agreement 016-1607211-000: Konica Minolta Copier		Amount	Tax	Total
1	Standard Payment	373.87	0.00	373.87
2	Usage For Black Impressions	42.80	0.00	42.80
				\$416.67

Subtotal of Current Charges **\$416.67**

Summary of Past Due Charges

Invoice 32615042 - Due 11/05/2022

517.90

Subtotal of Past Due Charges **\$517.90**To pay online, visit www.accountservicing.com/payment

For more information about your invoice, please:

- Email us at customersupport-02@accountservicing.com
- Visit www.accountservicing.com
- Call us at 888-312-5264

**Total Due \$934.57**

Dishonored Checks, Drafts Or Orders Shall Be Subject To A Surcharge Of \$30



Pay Online



Paperless Billing



Change of Address

SEE A/P
NOV 23 2022
KN
Name: _____

ADDITIONAL INFORMATION

- Please allow 7-10 days for your payment to be received by our office.
- Include the Remittance Section slip and payment referencing your agreement number and account name; failure to do so may result in a processing delay.

Usage Detail

Usage Report #1

Black Impressions - 10/05/2022 - 11/04/2022 - 299001

Serial Machine ID	Description Model	Reference Location	Begin	End	Adj/Cr	Usage %	Usage
1 A79K011024295 B19315	Konica Minolta Copie (016-1607211-000) C558		274,310	295,390	(0)	100.00%	21,080

Total Usage: 21,080

Allowance	Excess Usage	Rate	Charge
15,000	6,080	0.007040000	42.80
Total:			\$42.80

Usage Report #2

Color Impressions - 10/05/2022 - 11/04/2022 - 299002

Serial Machine ID	Description Model	Reference Location	Begin	End	Adj/Cr	Usage %	Usage
2 A79K011024295 B19315	Konica Minolta Copie (016-1607211-000) C558		37,278	38,276	(0)	100.00%	998

Total Usage: 998

Allowance	Excess Usage	Rate	Charge
1,000	0	0.057926000	0.00
Total:			\$0.00



Karen Natole <knatole@isd4081.org>

RE: Invoices for the week of 11/25/22

1 message

Karen Busta <Karen.Busta@bergankdv.com>
To: Karen Natole <knatole@isd4081.org>

Mon, Nov 28, 2022 at 10:19 AM

Hi Karen,

I have sent a connection reminder request to customersupport-02@accountservicing.com to see if they will connect in Bill.com. Until they either connect, or provide their banking information, I'll have to continue to pay them via check. When I look at the latest invoice from them #32815225, there isn't a late fee on the invoice, \$373.87 is for the standard payment and \$42.80 is for overages. I do think paying them by ePayment would be much better than a check though.

Thanks,

Karen Busta

Staff Accountant – Accounts Payable Emphasis (Charter)

DIRECT: 952.563.6845

karen.busta@bergankdv.com

bergankdv

bergankdv.com | DO MORE.

[Click Here to Send Files Securely](#)

From: Karen Natole <knatole@isd4081.org>
Sent: Monday, November 28, 2022 9:47 AM
To: Karen Busta <Karen.Busta@bergankdv.com>; Dan Weisser <dweisser3@gmail.com>
Subject: Re: Invoices for the week of 11/25/22

This message originated from outside your organization.

Have we requested to pay them by Bill.com? Could we see if that is possible? We don't want to keep paying late fees because we get the invoice in between payment processing dates? Just trying to think how we can avoid late fees?

Karen T. Natole

* Started communication because we have received invoices in the mail late several times in the past - or it cuts close!

Office Manager

Discovery Public School of Faribault

126 NW 8th Street

Faribault, MN 55021

P - (507) 331-5423

F - (507) 331-2618

On Mon, Nov 28, 2022 at 7:22 AM Karen Busta <Karen.Busta@bergankdv.com> wrote:

Hello Karen,

Loffler is paid by check. I will get working on these invoices today.

Karen Busta

Staff Accountant – Accounts Payable Emphasis (Charter)

DIRECT: 952.563.6845

karen.busta@bergankdv.com

bergankdv

bergankdv.com | **DO MORE.**

[Click Here to Send Files Securely](#)

From: Karen Natole <knatole@isd4081.org>
Sent: Wednesday, November 23, 2022 3:51 PM
To: Karen Busta <Karen.busta@bergankdv.com>
Subject: Invoices for the week of 11/25/22

This message originated from outside your organization.

Good Afternoon Karen!

Attached are the invoice for this 2nd Qtr of November, 2022. Could we please make sure to get these out asap as to not accrue late fees?? I'm specifically thinking of Loffler? Do they get paid electronically or by a mailed check? We seem to be having issues with getting them their payment on time?

Thank you!

Karen T. Natole

Office Manager

Discovery Public School of Faribault

126 NW 8th Street

Faribault, MN 55021

P - (507) 331-5423

F - (507) 331-2618

----- Forwarded message -----

From: <copier@isd4081.org>

Date: Wed, Nov 23, 2022 at 3:46 PM

Subject: Message from KM_C558

To: <knatole@isd4081.org>

FW: Loffler Companies - Checking in

1 message

Tait Thomsen <TThomsen@loffler.com>
To: Karen Natole <knatole@isd4081.org>

Mon, Nov 28, 2022 at 3:54 PM

Hi Karen,

Please see below:

Let me know if this does not help.
Thank you,

**Tait Thomsen** | *Account Executive*

3745 Louisiana Ave S, St Louis Park, MN 55426

Phone: +1 (952) 925-6867 | Fax: +1 (952) 925-6801

LOFFLER[GROW YOUR CAREER HERE](#)

From: Linnea Shomshak <Linnea.Shomshak@loffler.com> **On Behalf Of** AR
Sent: Monday, November 28, 2022 3:40 PM
To: Tait Thomsen <TThomsen@loffler.com>
Subject: RE: Loffler Companies - Checking in

Tait,

GAL does not take credit card payments or payments from [bill.com](#) period. They can send a check or pay via ACH online via their portal.

<http://www.accountservicing.com/payment>

Thanks,



Linnea Shomshak | Accounts Receivable Manager

3745 Louisiana Ave S, St Louis Park, MN 55426

Phone: +1 (952) 246-1048 | Fax: +1 (952) 925-6801

LOFFLER

[GROW YOUR CAREER HERE](#)

From: Tait Thomsen <TThomsen@loffler.com>
Sent: Monday, November 28, 2022 10:48 AM
To: AR <AR@loffler.com>
Subject: FW: Loffler Companies - Checking in

Can you please look into below?
NJPA 1607211-000
Thank you!



Tait Thomsen | Account Executive

3745 Louisiana Ave S, St Louis Park, MN 55426

Phone: +1 (952) 925-6867 | Fax: +1 (952) 925-6801

LOFFLER

[GROW YOUR CAREER HERE](#)

From: Karen Natole <knatole@isd4081.org>
Sent: Monday, November 28, 2022 10:44 AM
To: Tait Thomsen <TThomsen@loffler.com>
Subject: Re: Loffler Companies - Checking in

Good Morning Tait!

Our A/P Department started using Bill.com a few years back to pay invoices. Its quicker, saves time and money for everyone. We have reached out to Loffler via an email link of customersupport-02@accountservicing.com. Do you know if there is another person or email we should be reaching out to use this service? We have had a couple of months that payment has arrived late, and we have received a late charge. We would like to try to avoid this in the future.

Thanks for any assistance you can provide!

Karen T. Natole

Office Manager

Discovery Public School of Faribault

126 NW 8th Street

Faribault, MN 55021

P - (507) 331-5423

F - (507) 331-2618

On Mon, Nov 14, 2022 at 4:22 AM Tait Thomsen <TThomsen@loffler.com> wrote:

Good morning Karen,

With respect to your time, I wanted to check in on the Loffler printer. How are things going?

Please refer to this link for the all NEW available training information: <https://www.loffler.com/resources/product-training>
Attached is information on how to order supplies and place a service call: You can also reference these details online:

<https://www.loffler.com/support/imaging>

<https://www.loffler.com/customer-portal-iframe/>

Toner recycling information: <https://www.loffler.com/resources/toner-cartridge-recycling/>

The upcoming Holidays is a time for giving, and Loffler would like to give you a huge thanks for being our cherished customer. I hope you have a Happy Holiday season.

Thank you and have a great day,



Tait Thomsen | Account Executive

[1101 East 78th Street, Suite 200, Bloomington, MN 55420](#)

Phone: +1 (952) 925-6867 | Fax: +1 (952) 925-6801

LOFFLER

[GROW YOUR CAREER HERE](#)



Environmental Assurance Inc
17054 Huntington Path
Lakeville MN 55044

Invoice

Date	Invoice #
11/29/2021	112921-03

Bill To
DISCOVERY PUBLIC SCHOOL MR. DAN WEISSER 126 EIGHTH STREET NW FARIBAULT, MN 55021

S.E.
A/P Dept.
4.6.22
(KN)

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	ENVIRONMENTAL HEALTH & SAFETY PROGRAM MANAGEMENT	390.00	390.00
Total			\$390.00

✓
4.8.22
(45)



00000221700

INSURED COPY

America's small business insurance specialist®

NOTICE OF CANCELLATION

DISCOVERY PUBLIC SCHOOL
126 8TH ST NW
FARIBAULT MN 55021-4241

NAMED INSURED: DISCOVERY PUBLIC SCHOOL
POLICY NUMBER: EIG 4729822 01
AGENCY: HEARTMAN AGENCY INC
INSURER: EMPLOYERS PREFERRED INS. CO.

ISSUED DATE: 05/09/2022
POLICY EFFECTIVE DATE: 04/23/2022
POLICY EXPIRATION DATE: 04/23/2023
CARRIER NUMBER: 31283

NOTICE: You are hereby notified in accordance with the terms and conditions of the above mentioned policy, and in accordance with state law, that your Workers' Compensation and Employers Liability Insurance policy will cease at and from the hour and date stated below.

CANCELLATION IS EFFECTIVE 12:01 a.m. STANDARD TIME ON: JUNE 12, 2022

Reason for cancellation: non-payment of current year premium

To avoid cancellation, please pay the amount required before: JUNE 12, 2022

For a more detailed explanation about your notice of cancellation, you may send a written request to EMPLOYERS Payment Services Department 10375 Professional Circle Reno, NV 89521; or fax it to (775) 525-5048; or email it to paymentservices@employers.com.

You may have a legal duty to maintain workers' compensation insurance coverage. Please contact your licensed insurance agent to discuss obtaining coverage from another carrier authorized to sell workers' compensation insurance prior to your policy ceasing at and from the hour and date mentioned above.

UW_PH_022_US
Rev 10/2018

TO ENSURE PROPER PAYMENT POSTING, PLEASE SEND REMITTANCE SLIP WITH PAYMENT

Policy Number: EIG 4729822 01
Cancel Date: JUNE 12, 2022
Amount Required to
Avoid Cancellation: \$ 2,217.00

Amount Enclosed: _____

Insured:

DISCOVERY PUBLIC SCHOOL
126 8TH ST NW
FARIBAULT MN 55021-4241

Please Submit Payment to:

EMPLOYERS PREFERRED INS. CO.
P.O. BOX 842110
Los Angeles, California 90084-2110



EIG1003EIG47298220104232200000000000002217005



INVOICE

INSURED COPY

Invoice Date 03/14/2022

EMPLOYERS PREFERRED INS. CO.
P.O. BOX 539003
HENDERSON, NV 89053-9003

Insured:

DISCOVERY PUBLIC SCHOOL
126 8TH ST NW
FARIBAULT MN 55021-4241

Agent:

HEARTMAN AGENCY INC
330 CENTRAL AVENUE
FARIBAULT, MN 55021
507-334-5577

Policy Number: EIG 4729822 01

Effective Dates: 04/23/2022 - 04/23/2023

Cancellation Date:

For billing questions please call 1-800-677-3252

<u>Inst</u>	<u>Due Date</u>	<u>Transaction</u>	<u>Amount</u>
01	04/23/2022	RENEWAL BUSINESS DEPOSIT	\$2,109.00
01	04/23/2022	ASSESSMENTS	\$108.00

Total: \$2,217.00

Avoid installment fees by enrolling in Automatic Payments. Visit eaccess.employers.com to get started.

TO ENSURE PROPER PAYMENT POSTING, PLEASE SEND REMITTANCE SLIP WITH PAYMENT

NOT1_CW_V2

Policy Number: EIG 4729822 01 6413803

Amount Due: \$2,217.00

Check Number _____

(Please write check number in the space provided)

Please Remit Payment to:

Insured:

DISCOVERY PUBLIC SCHOOL
126 8TH ST NW
FARIBAULT MN 55021-4241

EMPLOYERS PREFERRED INS. CO.
P.O. BOX 842110
Los Angeles, California 90084-2110



EIG1003EIG4729822010423222042300000002217008

DISCOVERY PUBLIC SCHOOL

2022 - 2023 SCHOOL CALENDAR

DRAFT: 1/5/2023

KEY



First/Last Day of School



No School



Last Day of Quarter



Teacher Workshop Day



Parent Conferences



Open House



NWEA Testing



Graduation



Picture Day & Retake Day



Summer School
First/Last Days 9:00am
12:00pm Available to
Eligible 9th-12th
Graders



Staff Development Day



No School/ Snow Day

August 2022

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

September 2022

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

October 2022

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

November 2022

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

December 2022

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

January 2023

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

February 2023

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

March 2023

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

April 2023

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

May 2023

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

June 2023

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

July 2023

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

2022
2023

DRAFT: 1/5/2023

DATE	DAY	DESCRIPTION
AUG 25	THURSDAY	OPEN HOUSE - ALL GRADES - 12 PM TO 5 PM
AUG 22-25	M,T,W,TH	Teacher Workshop Days
AUG 30	TUESDAY	First Day of School for Students/First Day of Qtr 1
SEPT 5	MONDAY	No School - Labor Day
SEPT 30	FRIDAY	No School - Staff Development Day
OCT 4	TUESDAY	SCHOOL PICTURES-LIFETIME PHOTOGRAPHY
OCT 18	TUESDAY	Parent/Teacher Conferences (3:00-6:00 PM)
OCT 19-21	W,TH,F	No School - MEA Break
NOV 3	THURSDAY	Last Day of Quarter One (43 Days)
NOV 4	FRIDAY	No School - Staff Development Day
NOV 7	MONDAY	First Day of Quarter 2
NOV 15	TUESDAY	Picture Retake Day
NOV 23-25	W,TH,F	Thanksgiving Break
DEC 21	WEDNESDAY	SNOW DAY
DEC 22 - JAN 2	THURS-MON	No school - Winter Break
JAN 3-4	TUES, WED	SNOW DAY
JAN 16	MONDAY	No School - MLK Day
JAN 20	FRIDAY	Last Day of Quarter Two (43 Days)
JAN 23	MONDAY	No School - Staff Development Day
JAN 24	TUESDAY	First Day of Quarter 3
FEB 16	THURSDAY	Parent/Teacher Conferences (3:00-6:00 PM)
FEB 17	FRIDAY	No School
FEB 20	MONDAY	No School - Staff Development Day
MAR 24	FRIDAY	Last Day of Quarter Three (42 Days)
MAR 27-31	MON-FRI	No School - Spring Break
APR 3	MONDAY	First Day of Quarter 4
APR 7	FRIDAY	No School
APR 21	FRIDAY	No School
MAY 29	MONDAY	No School - Memorial Day
JUN 1	THURSDAY	Last Day of Quarter Four (41 Days)
JUN 1	THURSDAY	GRADUATION CEREMONY 5:00 PM
JUN 2	FRIDAY	End of Year Staff Meeting - 9:00 AM
JUN 5-23	M,T,W,TH,F	1st Summer School Session
JULY 10-28	M,T,W,TH,F	2nd Summer School Session

QTR 1	08/30/22 - 11/03/22 = 43 Days	Total Instructional Days - 166 Days
QTR 2	11/07/22 - 01/20/23 = 40 Days	Total Staff Workshop Days - 4 Days
QTR 3	01/24/23 - 03/24/23 = 42 Days	Total Staff Development Days - 4 Days
QTR 4	04/03/23 - 06/01/22 = 41 Days	Total School Days - 174 Days
		Total Instructional Hours - 1,045.8



IRS increases mileage rate for remainder of 2022

IR-2022-124, June 9, 2022

WASHINGTON — The Internal Revenue Service today announced an increase in the optional standard mileage rate for the final 6 months of 2022. Taxpayers may use the optional standard mileage rates to calculate the deductible costs of operating an automobile for business and certain other purposes.

For the final 6 months of 2022, the standard mileage rate for business travel will be 62.5 cents per mile, up 4 cents from the rate effective at the start of the year. The new rate for deductible medical or moving expenses (available for active-duty members of the military) will be 22 cents for the remainder of 2022, up 4 cents from the rate effective at the start of 2022. These new rates become effective July 1, 2022. The IRS provided legal guidance on the new rates in Announcement 2022-13 [PDF](#), issued today.

In recognition of recent gasoline price increases, the IRS made this special adjustment for the final months of 2022. The IRS normally updates the mileage rates once a year in the fall for the next calendar year. For travel from January 1 through June 30, 2022, taxpayers should use the rates set forth in Notice 2022-03 [PDF](#).

"The IRS is adjusting the standard mileage rates to better reflect the recent increase in fuel prices," said IRS Commissioner Chuck Rettig. "We are aware a number of unusual factors have come into play involving fuel costs, and we are taking this special step to help taxpayers, businesses and others who use this rate."

While fuel costs are a significant factor in the mileage figure, other items enter into the calculation of mileage rates, such as depreciation and insurance and other fixed and variable costs.

The optional business standard mileage rate is used to compute the deductible costs of operating an automobile for business use in lieu of tracking actual costs. This rate is also used as a benchmark by the federal government and many businesses to reimburse their employees for mileage.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

The 14 cents per mile rate for charitable organizations remains unchanged as it is set by statute.

Midyear increases in the optional mileage rates are rare, the last time the IRS made such an increase was in 2011.

Mileage Rate Changes

Purpose	Rates 1/1 through 6/30/2022	Rates 7/1 through 12/31/2022
Business	58.5	62.5
Medical/Moving	18	22
Charitable	14	14

FILAN LAWN SERVICE
20226 FORTUNE CREEK TRAIL
FARIBAULT MN 55021
507-210-6345



COPY

DISCOVERY SCHOOL
126 8th Street Northwest
Faribault MN 55021

TERM OF CONTRACT AND PAYMENT

The Contract herein shall commence Nov 1 2022 and terminate on _____ April 15 2023. Termination of the contract before the terms above shall constitute a breach of this contract, and entitle the aggrieved party to bring action to enforce the terms of the contract and/or to seek for injury sustained due to the breach of the contract.

Contractor shall regularly invoice the DISCOVERY SCHOOL at the end of each month, with payment due on the _____ 15th _____ of the following month.

ADDITIONAL TERMS

This contract shall be governed by, interpreted, and enforced under the laws of Minnesota.

FILAN LAWN SERVICE shall perform its work as is necessary for a satisfactory performance of its obligations.

This contract may be executed in one or more counterparts, each of which shall be deemed an original, and all of which taken together shall constitute one and the same instrument.

FILAN LAWN SERVICE shall assign no rights or delegate any obligations hereunder without the prior written consent of DISCOVERY SCHOOL

The failure of a party to enforce a right under this contract shall not be construed as a waiver of that right. No waiver of any provision of this contract shall be valid unless in writing and signed by the person or party against whom the waiver is charged.

This contract contains the entire agreement between the parties and supersedes all prior understandings and agreements, whether oral or written.

This contract has been negotiated by the parties hereto. This contract will be fairly interpreted under its terms and without strict construction in favor of or against either party.

DATED 1-12-23

DATED _____

FILAN LAWN SERVICE

DISCOVERY SCHOOL

FILAN LAWN SERVICE
20226 FORTUNE CREEK TRAIL
FARIBAULT MN 55021
507-210-6345



507-210-6345
20226 Fortune Creek Trl,
Faribault, MN

DISCOVERY SCHOOL
126 8th Street Northwest
Faribault MN 55021

SNOWPLOW CONTRACT 2022-2023

COPY

Property: Discovery School

Contact: Dan Weissner

1. This bid is based on a price of **\$83.00 for parking lot and \$38.00** for sidewalks for 1.5" and up snow fall of sidewalks and parking lot areas. Depending on time of snow fall and amount plowing will be performed as soon as possible by contractor. Customer understands that drifting snow may necessitate an additional plowing at this location, regardless of the total snowfall amount. Drifting will be plowed as determined by contractor and property owner/ manager. This season shall commence November 1, 2022 and shall terminate May 1, 2023. Snow depths are determined by official reports from the National Weather Service, local reports and Metro Airport. Payments due within 30 days of invoice.
2. If any equipment other than a snowplow, snow blower and snow shovel is required to move piles from parking areas (i.e, front end loader, dump truck, etc), an hourly rate of **\$100.00** per hour per unit shall be charged to the customer.
3. Snowplow price includes shoveling or plowing of sidewalks parking areas
4. Reports of damages to real or personal property must be reported to the contractor within 24 hours failure to report the damages constitutes a waiver and the contractor is released from liability and the customer will hold the contractor harmless from any liability.
5. This contract may be canceled by the customer by giving the contractor 30 days advance written notice to the other party. Delinquent payments will be due forthwith.
6. Filan Lawn Service is not responsible for any weather related accidents due to slippery conditions on sidewalks or parking lots caused by mother nature.
7. Snowfall amounts over 10in the base rate is doubled.
8. Additional services: Salting sidewalks when icy and sand parking lot total would be **\$90.00** per time.

FILAN LAWN SERVICE

 DATE 1-12-23

PROPERTY OWNER/ MANAGER

____ DATE _____