Regular School Board Meeting
Monday, August 17, 2026, 6:30 PM
Pipestone Area Schools
Conference Room 1148 MS/HS
1401 7th St SW
Pipestone, MN 56164

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
    1. Additions
        1. Approve Renewal of Food Service Management Company Cost Reimbursable Contract for 2026-2027
4. Public Forum
5. Presentation
6. Consent Agenda
    1. Approve Minutes of the July 27, 2026 Regular School Board Meeting 3
    2. Personnel Report: Action Required 16
7. Financials
    1. Review of Budget Year-to-Date 17
    2. Approve Treasurer's Report 18
    3. Approve 2023A Bonds Treasurer's Report 20
    4. Approve 2026A Facilities Maintenance Bond Treasurer's Report 22
    5. Approve Regular Bills 24
    6. Approve High School Activity Bills 51
8. Board Forum/Information
    1. Board Reports and Updates
9. Administrator's Report
    1. Superintendent's Board Report 52
    2. Principal's Board Report (Mrs. Ortman, Mrs. Moravetz) 62
    3. Curriculum, Teaching, and Learning Board Report 64
10. New Business
    1. First Reading of Policy 624 — Online Instruction 66
11. Board Action
    1. Resolution Accepting Donations — SB/RES/2026-25 71
    2. Retire Policy 560 - Administrative Restrictive Procedures Policy 75
    3. Approve Policy 524.5 - Personal Electronic Communication Devices 79
    4. Resolution Directing Superintendent to Make Recommendation for Adjustments in Curriculum, Programs, and Staff for the Following School Year (2027) - SB/RES/2026-26
    5. Approve Separation Agreement with Kathryn Baker
    6. Approve 2026-2027 MSHS Handbook 84
    7. Approve 2026-2027 Employee Handbook
    8. Approve Crisis Management Plan for 2026-2027
    9. Approve Transportation Contract with SWMN Christian for 2026-2027 301
    10. Consideration of Teacher Sub Rate of Pay for 2026–2027
    11. Consideration of Public Relation Services for Operating Referendum Public Information Campaign
    12. Approve Renewal of Food Service Management Company Cost Reimbursable Contract for 2026-2027 302
12. Adjourn

July 27, 2026

MINUTES OF THE REGULAR SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT NO. 2689, PIPESTONE COUNTY, PIPESTONE, MINNESOTA. A regular meeting of the Board of Directors of Pipestone Area Schools was held on Monday, July 27, 2026 beginning at 6:30 PM in Conference Room 1148. MS/HS.

The following members were present: Tyler Fruechte, Brad Carson, Katie Wiese, Daphne Likness, Mark Hiniker, Tami Taubert, and Chrissy DeBates. Also present: Dr. Klint Willert, Jacque Kennedy, and Deb Peschon.

Chairman Fruechte opened the meeting with the Pledge of Allegiance. Motion by Wiese, second by Hiniker, approved the agenda as presented. Motion carried 6-0-1 with Likness abstaining.
Public Forum: Jamie VanDyke and Angie Tofteland.
Presentation: Steve Pumper presented various options for the Board's consideration regarding a potential operating referendum.
Consent Agenda:

- Motion by Carson, second by Hiniker, to approve the Consent Agenda as presented. Motion carried 6-0-1 with Likness abstaining.

Financials:

- The budget year-to-date shows expenditures as of July 20, 2026 at $18,051,907.56 or 100%. This was non-action.
- The treasurer's report for month ended June 30, 2026 shows a cash balance of $9,215,749.66. Motion by DeBates, second by Likness, approved the treasurer's report. Motion carried unanimously.
- The MN Trust 2023A Bonds treasurer's report for month ended June 30, 2026 has a cash balance of $740,908.18. Motion by Carson, second by Likness, approved the 2023A bonds treasurer's report. Motion carried unanimously.
- The 2026A Facilities Maintenance Bond treasurer's report for month ended June 30, 2026 has a cash balance of $19,927.21. Motion by Likness, second by Taubert, approved the 2026A Facilities Maintenance Bond treasurer's report. Motion carried unanimously.
- Regular bills paid through July 15, 2026 totaled $1,709,655.58. Motion by Likness, second by DeBates, approved payment of the regular bills. Motion carried unanimously.
- High school activity bills paid through July 15, 2026 totaled $4,954.81. Motion by Carson, second by Taubert, approved payment of the high school activity bills. Motion carried unanimously.

Board Report: Committee meetings were held for Budget/Finance, Negotiations, and Policy.
Superintendent Report: Willert reported on the roofing project, registering students, attendance goals, Portrait of a Graduate, county fair, negotiations, operating referendum, new website, school board elections, Pipestone County emergency plan, grant application for outdoor classroom, book studies, and single use bathroom grant.
New Business: First reading of the 2026-2027 MSHS student handbook and policy 524.5 – Personal Electronic Communication Devices.
Board Action:
RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.", and

WHERAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full." and

WHERAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Pipestone Area Schools, ISD 2689, gratefully accepts the following donations to **high school activities** as identified below:

Allison Douty	$7,904.91	Volleyball

Live Like Joe		• 24 Jerseys ($2,160) • Jaypro VB top net tape/custom graphics ($363.95) • 24 Volleyballs ($1,632) • Trainer plus VB target ($1,990) • Multi color training top net tape ($285) • Coaches box ($1,180) • Porter VB blocking hands ($117.98) • Volleyball blocking pads (175.98)

The motion for adoption of the foregoing resolution made by Member Carson, and duly seconded by Member Wiese, and upon vote being taken thereon, the following voted in favor thereof: Carson, Wiese, Likness, DeBates, Taubert, Fruechte, and Hiniker.
and the following voted against the same: None.
The foregoing resolution passed 7-0.
SB/RES/2026-021
July 27, 2026
Minutes approved and dated by the board August 17, 2026

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.", and

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WHERAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Pipestone Area Schools, ISD 2689, gratefully accepts the following donations the **school** as identified below:

Christ the King Lutheran	$200.00	Donation to Wellness Room
Building the Blessing	$2,500	For cement pad for Non-Verbal sign on Elementary Playground

The motion for adoption of the foregoing resolution made by Member Carson, and duly seconded by Member Wiese, and upon vote being taken thereon, the following voted in favor thereof: Carson, Wiese, Likness, DeBates, Taubert, Fruechte, and Hiniker.
and the following voted against the same: None.
The foregoing resolution passed 7-0.
SB/RES/2026-021
July 27, 2026
Minutes approved and dated by the board August 17, 2026

Board Action

- Motion by Carson, second by Likness, to approve to move the August 24, 2026 regular school board meeting to August 17, 2026. Motion carried unanimously.
- Motion by Taubert, second by Likness, to approve all Dell Switches as surplus. Motion carried unanimously.
- Motion by Carson, second by DeBates, to approve 2026-2027 Little Arrows pre-school handbook. Motion carried unanimously.
- Motion by Wiese, second by Carson, to approve the 2026-2027 elementary handbook. Motion carried unanimously.
- Motion by Hiniker, second by DeBates, to approve the 2026-2027 activities handbook. Motion carried unanimously.

- Motion by Wiese, second by Hiniker, to approve the mobile device handbook. Motion carried unanimously.
- Motion by Carson, second by Hiniker to approve the Heartland Colony Lease for 2026-2027. Motion carried unanimously.
- Motion by Wiese, second by Likness, to approve policies 102, 208, 401, 402, 423, 506, 507.5, 509, 521, 524, 534, 613, 621, 709, 721, 722, and 806. Motion carried unanimously.
- Motion by Carson, second by Hiniker, to approve the 2026-2028 PAESP contract for secretaries, custodians, Tech assistant and accounts payable. Motion carried unanimously.
- Motion by Wiese, second by DeBates, to approve the 2026-2028 contract for paraprofessionals. Motion carried unanimously.
- Motion by Likness, second by Wiese, to approve Jennifer Moravetz as the Federal Title Representative and Homeless Liaison. Motion carried unanimously.

RESOLUTION FOR GENERAL ELECTION
RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

WHEREAS, the general election in each Minnesota school district must be held on the first Tuesday after the first Monday in November of either the odd-numbered or the even-numbered year.

WHEREAS, it is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 2689 (Pipestone Area Schools), State of Minnesota as follows:

The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 3rd day of November 2026.

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

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

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

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district for public inspection at least four (4) days before the date of said general election. The clerk shall also cause two (2) sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates, and rotation sequence on the ballots used in that polling place. The sample may be either in full or reduced size.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on Election Day.
The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the school district administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the form below, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

The motion for adoption of the Resolution was made by Member DeBates, duly seconded by Member Taubert,
The vote on adoption of the Resolution was as follows:
Aye: Carson, Wiese, Likness, DeBates, Taubert, Fruechte, and Hiniker.
Nay: None.
Absent: None.
Whereupon, said Resolution was declared duly adopted by Independent School District No. 2689, Pipestone Area Schools, State of Minnesota, this 27th day of July , 2026

By: /s/ Tyler Fruechte
School Board Chair

By: /s/ Daphne Likness
School Board Clerk

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 2689 (Pipestone Area Schools), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on July 27, 2026, at 6:30 pm in Conference Room 1148 in the Middle School/High School building.

Members present: Tyler Fruechte, Daphne Likness, Katie Wiese, Mark Hiniker, Tami Taubert, Chrissy DeBates, Brad Carson
Members absent: None
Documents attached:
Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF REVOKING AN EXISTING REFERENDUM REVENUE AUTHORIZATION AND REPLACING IT WITH A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on July 27, 2026.

/s/ Daphne Likness
School District Clerk

Member Brad Carson introduced the following resolution and moved its adoption, which motion was seconded by Member Chrissy DeBates:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF REVOKING AN EXISTING REFERENDUM REVENUE AUTHORIZATION AND REPLACING IT WITH A NEW REFERENDUM REVENUE AUTHORIZATION AND CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 2689 (Pipestone Area Schools), Minnesota (the School District), as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to revoke the School District's existing referendum revenue authorization of $474.26 per pupil and replace that authorization with a new authorization of $1,500 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2026 for taxes payable in 2027 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

2. The question on the revocation of the existing referendum revenue authorization and the approval of a new referendum revenue authorization of the School District shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held in conjunction with the state general election on Tuesday, November 3, 2026, between the hours of 7:00 a.m. and 8:00 p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special election are those precincts or parts of precincts located within the boundaries of the School District which have been established by the governing bodies located in whole or in part within the School District.

4. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to each County Auditor at least eighty-four (84) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) mailed to every taxpayer in the School District, at least fifteen (15) days but no more than forty-five (45) days prior to the date of the special election; (d) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (e) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 2689
(PIPESTONE AREA SCHOOLS), MINNESOTA

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 2689 (Pipestone Area Schools), Minnesota, on November 3, 2026, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

School District Question
Revoking Existing Referendum Revenue Authorization;
Approving New Authorization

The board of Independent School District No. 2689 (Pipestone Area Schools), Minnesota has proposed to revoke the School District's existing referendum revenue authorization of $474.26 per pupil and to replace that authorization with a new authorization of $1,500 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2026 for taxes payable in 2027 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.

Shall the revocation of the existing referendum authorization and the approval of the new authorization proposed by the board of Independent School District No. 2689 (Pipestone Area Schools), Minnesota be approved?

PASSAGE OF THIS REFERENDUM WILL RESULT IN AN INCREASE IN YOUR PROPERTY TAXES

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

The property tax portion of the revenue authorized will require an estimated referendum tax rate of 0.244594% for taxes payable in 2027 of the referendum market value of all classes of taxable property in the School District, as defined by Minnesota Statutes, Section 126C.01, Subdivision 3, which excludes certain agricultural property, seasonal property and post-secondary student housing.

The projected annual dollar increases for typical residential homesteads, apartments, commercial-industrial properties, and most other classes of property within the School District are as shown in the table below, subject to an annual increase at the rate of inflation. Agricultural property will pay taxes for the proposed referendum based only on the value of the house, garage and one acre of land. Seasonal recreational residential property (*i.e.,* cabins) will pay no taxes for the proposed referendum.

The figures in the table below are based on School District taxes for the proposed referendum levy authorization only and do not include tax levies for other purposes:

ISD 2689 Pipestone Area Schools
Referendum Estimated Tax Impact Analysis

	Estimated Tax Impact for Taxes Payable in 2027				
	Referendum Market Value	**Revoked Authority**	**Proposed Authority**	**Annual Net Tax Increase**	**Monthly Net Tax Increase**
Referendum Market Value	50,000	-$35	$122	$87	$7
	75,000	-$52	$183	$131	$11
	100,000	-$70	$245	$175	$15
	125,000	-$87	$306	$218	$18
	150,000	-$105	$367	$262	$22
	175,000	-$122	$428	$306	$25
	200,000	-$140	$489	$349	$29
	300,000	-$210	$734	$524	$44
	400,000	-$280	$978	$699	$58
	500,000	-$350	$1,223	$873	$73

The precincts and polling places for the special election will be the precincts and polling places used for the state general election.

All qualified electors residing in said School District may cast their ballots at the polling places for the precincts in which they reside during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on election day.

Dated: July 27, 2026.

BY ORDER OF THE SCHOOL BOARD

/s/ Daphne Likness, Clerk

5. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

6. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

[The remainder of this page is intentionally left blank]

Special Election Ballot
School District Ballot
Independent School District No. 2689
(Pipestone Area Schools), Minnesota

November 3, 2026

Instructions to Voters

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

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

School District Question
Revoking Existing Referendum Revenue Authorization;
Approving New Authorization

The board of Independent School District No. 2689 (Pipestone Area Schools), Minnesota has proposed to revoke the School District's existing referendum revenue authorization of $474.26 per pupil and to replace that authorization with a new authorization of $1,500 per pupil, subject to an annual increase at the rate of inflation. The proposed referendum revenue authorization would be first levied in 2026 for taxes payable in 2027 and applicable for ten (10) years unless otherwise revoked or reduced as provided by law.



YES
NO

Shall the revocation of the existing referendum authorization and the approval of the new authorization proposed by the board of Independent School District No. 2689 (Pipestone Area Schools), Minnesota be approved?

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

(Reverse side of ballot)

OFFICIAL BALLOT

November 3, 2026

_____
Judge

_____
Judge

(The ballot is to be initialed by two judges)

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

8. The individuals designated as judges for the state general election shall act as election judges for this special election and shall conduct the special election at the various polling places in the manner prescribed by law.

9. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 6, 2026, and the fourteenth day, November 17, 2026, after the special election for the purpose of canvassing the results thereof.

10. Pursuant to Minnesota Statutes, Sections 126C.17, Subdivision 9(e) and 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

11. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof: Daphne Likness, Katie Wiese, Tami Taubert, Tyler Fruechte, Chrissy DeBates, Brad Carson

and the following voted against the same: Mark Hiniker

whereupon the resolution was declared duly passed and adopted 6-1.

SCHOOL BOARD RESOLUTION
INDEPENDENT SCHOOL DISTRICT NO. 2689
ADOPTING THE SCHOOL DISTRICT'S FISCAL YEAR (FY) 28
LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN

WHEREAS, to qualify for Long-Term Facilities Maintenance revenue, Minnesota Statutes 2023, section 123B.595, subd. 4 states a school district or intermediate district must annually adopt and approve a ten-year LTFM facilities plan by July 31 for commissioner approval.

WHEREAS, the school district has developed a ten-year Long-Term Facilities Maintenance plan consistent with this law.

School Board Member Brad Carson moved for the resolution adoption and the motion was duly seconded by School Board Member Katie Wiese and, upon vote being thereon, the following voted in favor of the motion: Carson, Wiese, Likness, DeBates, Taubert, Fruechte, and Hiniker.

And the following voted against: None.

THEREFORE, BE IT RESOLVED THAT, the School Board of Independent School District No. 2689 approves and adopts the attached ten-year Long-Term Facilities Maintenance plan for FY 28 on this 27th day of July, 2027.

/s/ Daphne Likness
Daphne Likness, School Board Clerk

- Motion by Wiese, second by Hiniker, approved the Pipestone Area Schools Strategic Design Plan per Minnesota Statutes, section 120B.11, Subd 2. Motion carried unanimously.

Adjourn:

- Motion by DeBates, second by Taubert, to adjourn the meeting (8:52 PM). Motion carried unanimously.

/s/ Tyler Fruechte
Tyler Fruechte, Chairman

/s/ Daphne Likness
Daphne Likness, Clerk

Approved and dated by the board August 17, 2026
Submitted, Deb Peschon

A Regular School Board Meeting of the Board of Trustees of Pipestone Area Schools was held Monday, July 27, 2026 beginning at 6:30PM in Conference Room 1148, MS/HS. This is a summary of those proceedings, which are not to be confused with the official minutes of the PAS School Board meetings, which are maintained by the Superintendent's Office. Complete official minutes and resolutions are available at: https://meetings.boardbook.org/Public/Organization/1058 or in the District Office located at 1401 7th St SW, Pipestone, MN 56164.

Call to Order by Chairman Fruechte at 6:30 PM. Present: Fruechte, Carson, Wiese, DeBates, Likness, Taubert, and Hiniker. **Board Action: : 1.** Wiese/Hiniker/6-0-1 (Likness) approve agenda as presented. **2.** Carson/Hiniker/6-0-1 (Likness) approve the consent agenda as presented. **3.** DeBates/Likness/All in favor: approve the June 30, 2026 treasurer's report**. 4.** Carson/Likness/All in favor: approve the June 30, 2026 2023A bonds treasurer's report. **5.** Likness/Taubert/All in favor: approve the 2026A facilities maintenance bonds treasurer's report. **6.** Likness/DeBates/All in favor: approve payment of the regular bills. **6.** Carson/Taubert/All in favor: approve payment of the high school activity bills. **7.** Carson/Wiese/All in favor: resolution to approve donations to high school activities and the school. **8**. Carson/Likness/All in favor: approve to move the August 24, 2026 regular school board meeting to August 17, 2026. **9.** Taubert/Likness/All in favor: approve all Dell Switches as surplus. **10**. Carson/DeBates/All in favor: approve the 2026-2027 Little Arrows pre-school handbook. **11**. Wiese/Carson/All in favor: approve the 2026-2027 elementary handbook. **12.** Hiniker/DeBates/All in favor: approve the 2026-2027 activities handbook. **13.** Wiese/Hiniker/All in favor: approve the mobile device handbook. **14.** Carson/Hiniker/All in favor: approve the Heartland Colony Lease for 2026-2027. **15.** Wiese/Likness/All in favor: approve policies 102, 208, 401, 402, 423, 506, 507.5, 509, 521, 524, 534, 613, 621, 709, 721, 722, and 806. **16.** Carson/Hiniker/All in favor: approve the 2026-2028 PAESP contract for secretaries, custodians, Tech assistant and accounts payable. **17.** Wiese/DeBates/All in favor: approve the 2026-2028 contract for paraprofessionals. **18.** Likness/Wiese/All in favor: approve Jennifer Moravetz as the Federal Title Representative and Homeless Liaison. **19.** DeBates/Taubert/All in favor: approve the Resolution Relating to the Election of School Board Members and Calling the School District General Election. **20**. Carson/DeBates/All in favor: Resolution Relating to Determining the Necessity of Revoking an Existing Referendum Revenue Authorization and Replacing it with a New Referendum Revenue Authorization and Calling a Special Election Thereon. **21**. Carson/Katie/All in favor: Resolution Adopting the School District's Fiscal Year (FY)28 Long-Term Facilities Maintenance Ten-Year Plan. **22.** Wiese/Hiniker/All in favor: approve the Pipestone Area Schools Strategic Design Plan per Minnesota Statutes, section 120B.11, Subd 2.

Other: Board and Superintendent reports, Budget Year-to-Date, first reading of 2026-2027 MSHS student handbooks, first reading of policy 524.5 -personal electronic communication devices. **Adjourn:** DeBates/Taubert/All in favor (8:52 PM).

/s/ Tyler Fruechte, Chairman /s/ Daphne Likness, Clerk

Approved and dated by the board August 17, 2026. Submitted, Deb Peschon

Personnel Report - Action Requested
August 17, 2026 Regular School Meeting

Notice of New Contract/Work Agreement/Letter of Assignment

	Name	Position	Effective Date
1.	Chris Despinis	Heartland Para	8-24-2026
2.	Jennifer Yost	MSHS Admin Assistant	8-18-2026
3.	Nathaniel Schreiber	9th Grade Science	8-24-2026
4.	Jolene Nelson	MSHS English	8/24/2026
5.	Luz Johana Segura Salazar	Elementary Para	8-24-2026
6.	Brandi VanSanten	LTS Elementary	8-24-2026
~~7.~~	~~Zach Ploeger~~	~~Lessons~~	~~9-1-2026~~
8.	Pam Kruse	Lessons	9-1-2026
9.	Jennifer Dunn	Sound Technician	26-27 SY
10.	Jim Baustian	Lighting Technician	26-27 SY
11.	Hailey Langswierdt	Elementary Para	8-24-2026
12.	Ashlynn Gaul	MSHS Para	8-24-2026

Rationale

1. Replace Laura Prow
2. Reassignment
3. Replace Stacy Popma
4. Replace Andy Yost
5. Replace Sharon Blom
6. Maternity Leave

7 – 10. Yearly Assignments

11. Replace Lynne Dalen
12. Replace Stephanie Backer

Resignations:

1. Sharon Blom, Elementary Para

6th Assignments

1. Mark Moeller, Nutrition & Diet
2. Nicholas Welsh, World History
3. David Dulas, Into to Physics
4. Lori Gunnink, Library
5. Zach Ploeger, Lessons

Budget Presentation to the Board					
Expenditures as of 08/12/2026	FY2026				
General Fund			8/12/2026	Year to	
Classification	Code	FY2026 Amended	Year to Date	Date %	
Administrative Salaries	110	$617,860.00	$618,577.61	100%	
Teacher Salaries	140	$5,453,188.00	$5,463,308.29	100%	
Non-Licensed Classroom Personnel	141	$55,277.00	$150,034.31	271%	
Licensed Instructional Support Personnel	143	$146,324.00	$151,459.70	104%	
Non-License Instructional Support Personnel	144	$0.00	$0.00	#DIV/0!	
Substitute Salaries	145	$204,400.00	$195,896.20	96%	
Subsitute Non-Licensed Classroom Salaries	146	$33,900.00	$34,009.78	100%	
Language Pathalogist	152	$33,000.00	$30,457.64	92%	
School Nurse	154	$116,388.00	$114,711.58	99%	
School Social Worker	156	$113,702.00	$115,285.27	101%	
Certified Paraprofessional	161	$680,640.00	$561,189.07	82%	
Certified One-to-One Paraprofessional	162	$245,020.00	$215,727.19	88%	
Foreign Language Interpreter	163	$0.00	$0.00	#DIV/0!	
School Counselor	165	$209,937.00	$209,844.63	100%	
Non-Instructional Support	170	$953,317.00	$1,023,059.81	107%	
DAPE Specialist	174	$0.00	$9,687.01	#DIV/0!	
Cultural Liaison	175	$29,789.00	$29,859.99	100%	
Other Salary Payment	185	$576,120.00	$625,932.43	109%	
Severance	191	$17,105.00	$17,104.01	100%	
Third Party Pay Expense Salaries	195	$0.00	$0.00	#DIV/0!	
FICA	210	$714,829.00	$697,627.23	98%	
PERA	214	$154,613.00	$159,942.48	103%	
TRA	218	$644,463.00	$690,922.03	107%	
Paid Family Medical Leave	219	$27,020.00	$27,101.83	100%	
Health Insurance	220	$822,717.00	$856,692.00	104%	
Life Insurance	230	$11,475.00	$11,541.31	101%	
Dental Insurance	235	$1,487.00	$1,554.36	105%	
Long Term Disability	240	$1,650.00	$1,122.20	68%	
TSA Match	250	$110,840.00	$99,107.89	89%	
Employer Sponsored HSA's	251	$119,300.00	$82,177.53	69%	
Workmens Comp	270	$38,940.00	$52,111.16	134%	
Unemployment Compensation	280	$10,000.00	$7,138.71	71%	
Unemployment Summer Employees	281	$71,000.00	$71,498.16	101%	
Other Post-Employment Benefits	291	$27,453.00	$27,094.00	99%	
Third Party Pay Benefits	295	$0.00	$0.00	#DIV/0!	
Total Salaries and Fringe		$12,241,754.00	$12,351,775.41	101%	
Other Employee Benefits	299	$0.00	$0.00	#DIV/0!	
Fed Sub Awards Under $25,000	303	$865.00	$865.24	100%	
Fed Sub Awards Over $25,000	304	$0.00	$0.00	#DIV/0!	
Consulting and Servicing Fees	305	$367,240.00	$497,803.57	136%	
School Resource Officer	310	$61,212.00	$61,212.00	100%	
Services Purchased from Coop	316	$178,806.00	$184,251.66	103%	
Computer and Technology Services	319	$0.00	$0.00	#DIV/0!	
Communications/Phone	320	$41,100.00	$37,924.03	92%	
Postage and Express	329	$7,110.00	$8,124.09	114%	
Utility Services	330	$303,004.00	$322,539.35	106%	
Short Term Rentals	335	$171,023.00	$134,589.42	79%	
Property Insurance	340	$215,000.00	$214,896.95	100%	
Repairs and Maintenance	350	$277,650.00	$286,623.62	103%	
Transportation	360	$1,313,146.00	$1,329,271.87	101%	
Travel	366	$114,465.00	$127,508.39	111%	
Entry Fees/Student Travel	369	$48,175.00	$55,489.51	115%	
Rentals and Leases	370	$0.00	$0.00	#DIV/0!	
Mental Health Professional Services	379	$0.00	$0.00	#DIV/0!	
Third Party Reimbursement Services	385	$0.00	$0.00	0%	
To Other MN School Districts	390	$0.00	$0.00	#DIV/0!	
To Out of State Districts	392	$50,476.00	$39,307.84	78%	
Special Ed Contracted Services	393	$247,298.00	$228,038.98	92%	
To Non-Ed Agency	394	$293,245.00	$300,180.04	102%	
Spec Ed Salary Purchased from Co-op	396	$491,556.00	$460,014.54	94%	
Spec Ed Benefits Purchased from Co-op	397	$82,114.00	$85,101.59	104%	
Charge Back	398	$0.00	$0.00	0%	
Purchase Sped Contracted Services	399	$0.00	$0.00	#DIV/0!	
General Supplies	401	$251,611.00	$282,753.50	112%	
Non instructional Computer Software	405	$120,522.00	$102,484.41	85%	
Instructional Software License	406	$87,008.00	$97,418.40	112%	
Instructional Supplies	430	$132,410.00	$114,608.71	87%	
Individualized Materials	433	$46,044.00	$39,839.07	87%	
Fuel for Buildings	440	$94,500.00	$83,351.43	88%	
Noninstructional Tech Supplies	455	$22,500.00	$26,547.69	118%	
Instructional Tech Supplies	456	$0.00	$0.00	#DIV/0!	
Textbooks/Workbooks	460	$83,685.00	$101,238.73	121%	
Standarized Tests	461	$4,920.00	$4,876.00	99%	
Non-Instructional Tech Devices	465	$169,727.55	$173,585.28	102%	
Instructional Technology Devices	466	$43,900.00	$41,877.59	95%	
Library Books	470	$23,000.00	$13,857.73	60%	
Audio Visual Aids	480	$0.00	$0.00	0%	
Electronic Format	485	$0.00	$0.00	#DIV/0!	
Food	490	$0.00	$743.91	#DIV/0!	
Capital Non-Instruction Tech Software	505	$10,000.00	$9,500.00	95%	
Site or Grounds Acquisition	510	$25,000.00	$17,699.00	71%	
Building Acquisition and Construction	520	$165,000.00	$157,758.98	96%	
Equipment Purchased	530	$103,569.00	$88,384.72	85%	
Special Education Equipment	533	$0.00	$0.00	#DIV/0!	
Eligible Pupil Transportation	548	$0.00	$0.00	0%	
Vehicles Purchased	550	$0.00	$0.00	#DIV/0!	
Non-Instructional Technology Hardware	555	$24,409.45	$14,763.40	60%	
Capitalized Instructional Technology Hardware	556	$0.00	$0.00	#DIV/0!	
Principal on Long Term Lease	570	$0.00	$0.00	#DIV/0!	
Interest Long Term Lease	571	$0.00	$0.00	#DIV/0!	
Principal on Capital Lease	580	$85,000.00	$85,000.00	100%	
Interest on Capital Lease	581	$6,978.00	$6,977.25	100%	
Dues and Memberships	820	$23,100.00	$13,429.20	58%	
Taxes and Special Assessments	896	$1,100.00	$649.35	59%	
Affordable Care Act Penalties	897	$21,000.00	$0.00	0%	
Miscellaneous Other Expenses	899	$1,000.00	$75.15	8%	
Contingency		$0.00	$0.00	#DIV/0!	
Total		$18,051,223.00	$18,202,937.60	101%	
The prior year to date percentage was 99%					

INDEPENDENT SCHOOL DISTRICT NO. 2689
PIPESTONE AREA SCHOOLS
TREASURER'S REPORT TO SCHOOL BOARD
FOR THE MONTH ENDED JULY 31st, 2026

FUNDS	FUND NUMBER	CASH BALANCE BEGINNING OF MONTH	NET CASH ACTIVITY	CASH BALANCE END OF MONTH	ADJUSTMENTS	CASH BALANCE END OF MONTH FY27
GENERAL FUND	01,03,05	$5,794,133.09	($1,812,927.26)	$3,981,205.83		$3,981,205.83
FOOD SERVICE FUND	02	$992,566.59	($11,790.87)	$980,775.72		$980,775.72
COMMUNITY SERVICE FUND	04	$680,053.46	($43,090.63)	$636,962.83		$636,962.83
TOTAL OPERATING FUNDS		$7,466,753.14	($1,867,808.76)	$5,598,944.38		$5,598,944.38
BUILDING FUND	06	$0.00	$0.00	$0.00		$0.00
DEBT SERVICE FUND	07	$1,748,651.52	($242,870.71)	$1,505,780.81		$1,505,780.81
AGENCY FUND	09	$345.00	$0.00	$345.00		$345.00
CERTIFICATES OF DEPOSIT		$0.00	$0.00	$0.00		$0.00
TOTAL		$9,215,749.66	($2,110,679.47)	$7,105,070.19	$0.00	**$7,105,070.19**

RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS

DESCRIPTION	ACCOUNT NUMBER	CURRENT RATE OF INTEREST	BALANCE PER BANK STATEMENT	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	OTHER RECONCILING ITEMS	BALANCE PER TREASURER'S BOOKS
FIRST NATIONAL BANK-PAYROLL		0.05%	$335,979.09	($335.10)	$0.00	$0.00	$335,643.99
FIRST NATIONAL BANK-MM		0.10%	$1,104,839.08	$0.00	$0.00	$0.00	$1,104,839.08
FIRST F&M		2.00%	$1,115,622.21	($824,657.23)	$0.00	$0.00	$290,964.98
MNTrust		3.55%	$3,278,822.14	$0.00	$0.00	$0.00	$3,278,822.14
TOTAL			$5,835,262.52	($824,992.33)	$0.00	$0.00	$5,010,270.19

CERTIFICATES OF DEPOSIT	CD #	Date Purchased	Maturity Da	Maturity Period	Interest Rate		Dollar Amount
Cornerstone Bank NE	1373974-1	2/11/2025	1/22/2027	710 Days	4.178%	**0**	$231,100.00
Bank Hapoalim	1370834-1	11/8/2024	11/9/2026	24 Months	4.100%	**0**	$230,900.00
Freedom Northwest Credit Union	1370835-1	11/8/2024	11/9/2026	24 Months	4.071%	**0**	$230,800.00
American Commercial Bank	1373975-1	2/11/2025	1/22/2027	710 Days	4.143%	**0**	$231,300.00
Trustar Bank, VA	1377626-1	4/8/2025	10/8/2026	16 Months	3.780%	**0**	$236,300.00
Regent Bank, OK	1377623-1	4/8/2025	4/8/2027	24 Months	3.690%	**0**	$232,700.00
Solera National Bank, CO	1377624-1	4/8/2025	4/8/2027	24 Months	3.700%	**0**	$232,400.00
Truxton Trust Company	1378874-1	5/1/2025	1/25/2027	21 Months	3.715%	**0**	$234,500.00
First Capital Bank SC	1378875-1	5/1/2025	1/25/2027	21 Months	3.693%	**0**	$234,800.00
Total							$2,094,800.00
Grand Total							**$7,105,070.19**

Signed Jacque Kennedy

CASH BALANCE END OF MONTH FY26
$6,024,543.19
$954,190.99
$604,293.35
$7,583,027.53
$0.00
$1,099,786.84
$345.00
$0.00
$8,683,159.37

BALANCE PER TREASURER'S BOOKS
$351,349.81
$1,152,242.20
$537,362.29
$1,637,855.07
$3,678,809.37

Dollar Amount
$5,004,350.00
$8,683,159.37

INDEPENDENT SCHOOL DISTRICT NO. 2689										
PIPESTONE AREA SCHOOLS										
MNTRUST 2023A BONDS										
FOR THE MONTH ENDED JULY 31, 2026										
		CASH BALANCE					**CASH BALANCE**			
	FUND	**BEGINNING**					**END OF**			
FUNDS	**NUMBER**	**OF MONTH**		**NET CASH ACTIVITY**			**MONTH**		**ADJUSTMENTS**	
MNTRUST 2023A BONDS	06	$740,908.18		($739,718.14)			$1,190.04			
TOTAL		$730,111.23		($739,718.14)			$1,190.04		$0.00	
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS										
		CURRENT		**BALANCE**					**OTHER**	
	ACCOUNT	**RATE OF**		**PER BANK**	**OUTSTANDING**		**OUTSTANDING**		**RECONCILING**	
DESCRIPTION	NUMBER	**INTEREST**		**STATEMENT**	**CHECKS**		**DEPOSITS**		**ITEMS**	
MNTRUST		3.55%		$1,190.04	$0.00		$0.00		$0.00	
MNTRUST TERM SERIES		1.95%		$0.00	$0.00		$0.00		$0.00	
SECURITY(BONDS OR TREASURY NOTES)		Various		$0.00	$0.00		$0.00		$0.00	
CERTIFICATES OF DEPOSIT		Various		$0.00	$0.00		$0.00		$0.00	
TOTAL				$1,190.04	$0.00		$0.00		$0.00	
								Signed		Jacque

CASH BALANCE END OF MONTH
$1,190.04
$1,190.04

BALANCE PER TREASURER'S BOOKS
$1,190.04
$0.00
$0.00
$0.00
$1,190.04

Kennedy

INDEPENDENT SCHOOL DISTRICT NO. 2689										
PIPESTONE AREA SCHOOLS										
MNTRUST 2026A FACILITIES MAINTENANCE BONDS										
FOR THE MONTH ENDED JULY 31, 2026										
		CASH BALANCE					**CASH BALANCE**			
	FUND	**BEGINNING**					**END OF**			
FUNDS	**NUMBER**	**OF MONTH**		**NET CASH ACTIVITY**			**MONTH**		**ADJUSTMENTS**	
MNTRUST 2023A BONDS	06	$19,927.21		$583,710.04			$603,637.25			
TOTAL		$19,927.21		$583,710.04			$603,637.25		$0.00	
RECONCILEMENT OF TREASURE'S BALANCE WITH BANKS										
		CURRENT		**BALANCE**					**OTHER**	
	ACCOUNT	**RATE OF**		**PER BANK**	**OUTSTANDING**		**OUTSTANDING**		**RECONCILING**	
DESCRIPTION	NUMBER	**INTEREST**		**STATEMENT**	**CHECKS**		**DEPOSITS**		**ITEMS**	
MNTRUST		3.55%		$603,637.25	$0.00		$0.00		$0.00	
MNTRUST TERM SERIES		1.95%		$0.00	$0.00		$0.00		$0.00	
SECURITY(BONDS OR TREASURY NOTES)		Various		$0.00	$0.00		$0.00		$0.00	
CERTIFICATES OF DEPOSIT		Various		$0.00	$0.00		$0.00		$0.00	
TOTAL				$603,637.25	$0.00		$0.00		$0.00	
								Signed		Jacque

CASH BALANCE
END OF
MONTH
$603,637.25
$603,637.25
BALANCE PER
TREASURER'S
BOOKS
$603,637.25
$0.00
$0.00
$0.00
$603,637.25
Kennedy

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72314	10566		CHARMTECH LABS LLC		Check
			E 01 005 610 173 312 305	Capti Readbasix Student Licenses		$5,040.00
			E 01 005 610 173 312 305	Year 2 Professional Learning		$1,000.00
PO#: 19132	Voucher #:	102983	Invoice	Invoice No: 2582	7/14/2026	Paid Amt: $6,040.00
						Check Amount: $6,040.00
FIN	72315	10171		DAIKIN APPLIED		Check
			E 01 005 810 000 000 350	Repair&maint Service, CHILLER INSPECTION		$8,416.00
PO#:	Voucher #:	102987	Invoice	Invoice No: 3603218	7/14/2026	Paid Amt: $8,416.00
						Check Amount: $8,416.00
FIN	72316	10547		DAMEON PLACE		Check
			E 01 300 258 233 000 305	Consult & Serv.fees Band		$4,500.00
PO#:	Voucher #:	102984	Invoice	Invoice No: 2602	7/14/2026	Paid Amt: $4,500.00
						Check Amount: $4,500.00
FIN	72317	10420		FIRST MAIN STREET INSURANCE-CED		Check
			E 01 005 940 000 000 340	Property Insurance CYBER SECURITY		$16,137.09
PO#:	Voucher #:	102986	Invoice	Invoice No: 199481	7/14/2026	Paid Amt: $16,137.09
			E 01 005 940 000 000 340	Property Insurance, WIND HAIL BUY DOWN		$40,510.89
PO#:	Voucher #:	102985	Invoice	Invoice No: 199491	7/14/2026	Paid Amt: $40,510.89
						Check Amount: $56,647.98
FIN	72318	10529		GIMKIT INC		Check
			E 01 103 203 173 302 406	Gimkit School License		$500.00
			E 01 207 203 173 302 406	Gimkit School License		$240.00
			E 01 300 211 173 302 406	Gimkit School Licsense		$260.00
PO#: 19153	Voucher #:	102988	Invoice	Invoice No: GNRKCRAS	7/14/2026	Paid Amt: $1,000.00
						Check Amount: $1,000.00
FIN	72319	00256	00256	HILLYARD INC		Check
			E 01 005 810 000 000 401	General Supplies		$413.50
PO#:	Voucher #:	102990	Invoice	Invoice No: 9206116	7/14/2026	Paid Amt: $413.50
						Check Amount: $413.50
FIN	72321	01140		JERS ELECTRIC INC		Check
			E 01 005 810 000 000 350	Repair&maint Service		$665.83
PO#:	Voucher #:	102989	Invoice	Invoice No: 6111	7/14/2026	Paid Amt: $665.83
						Check Amount: $665.83
FIN	72322	00256		HILLYARD INC/ SIOUX FALLS		Check
			E 01 005 810 000 000 401	General Supplies		$321.60
PO#:	Voucher #:	102993	Invoice	Invoice No: 90203453	7/14/2026	Paid Amt: $321.60

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72322	00256		HILLYARD INC/ SIOUX FALLS		Check
			E 01 005 810 000 000 401	General Supplies		$4,667.00
PO#:	Voucher #:	102994	Invoice	Invoice No: 90203452	7/14/2026	Paid Amt: $4,667.00
			E 01 005 810 000 000 401	General Supplies		$1,601.40
PO#:	Voucher #:	102991	Invoice	Invoice No: 90206115	7/14/2026	Paid Amt: $1,601.40
			E 01 005 810 000 000 401	General Supplies		$2,431.40
PO#:	Voucher #:	102992	Invoice	Invoice No: 90206114	7/14/2026	Paid Amt: $2,431.40
						Check Amount: $9,021.40
FIN	72323	6780		DENNYS NAPA OF PIPESTONE		Check
			E 01 005 810 000 000 401	General Supplies		$376.72
PO#:	Voucher #:	102996	Invoice	Invoice No: 251306	7/14/2026	Paid Amt: $376.72
						Check Amount: $376.72
FIN	72324	00256		HILLYARD INC/ SIOUX FALLS		Check
			E 01 005 810 000 000 350	Repair&maint Service		$101.48
PO#:	Voucher #:	102998	Invoice	Invoice No: 90201412	7/14/2026	Paid Amt: $101.48
			E 01 005 810 000 000 350	Repair&maint Service		$123.34
PO#:	Voucher #:	102997	Invoice	Invoice No: 90201411	7/14/2026	Paid Amt: $123.34
						Check Amount: $224.82
FIN	72325	7787		OVERHEAD DOOR CO.		Check
			E 01 005 810 000 000 350	Repair&maint Service		$301.00
PO#:	Voucher #:	102995	Invoice	Invoice No: 0391016	7/14/2026	Paid Amt: $301.00
						Check Amount: $301.00
FIN	72326	7620		MASBO		Check
			E 01 005 640 173 316 820	Dues & Membership		$357.00
PO#:	Voucher #:	102999	Invoice	Invoice No: 07/14/2026	7/14/2026	Paid Amt: $357.00
						Check Amount: $357.00
FIN	72327	10171		DAIKIN APPLIED		Check
			E 01 300 810 000 000 350	Repair&maint Service, PARTS		$754.20
PO#:	Voucher #:	103002	Invoice	Invoice No: 3610360	7/15/2026	Paid Amt: $754.20
			E 01 103 865 000 380 520	Build Acq/Construct, CHILLER		$9,390.00
PO#:	Voucher #:	103001	Invoice	Invoice No: 3609979	7/15/2026	Paid Amt: $9,390.00
						Check Amount: $10,144.20
FIN	72328	9676		HUDL		Check
			E 01 300 296 209 000 401	General Supplies		$2,000.00
			E 01 300 296 201 000 401	General Supplies		$2,000.00
			E 01 300 294 201 000 401	General Supplies		$2,000.00

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72328	9676		HUDL		Check
			E	01 300 294 203 000 401 General Supplies		$4,000.00
PO#:		Voucher #:	103008	Invoice	Invoice No: HUS00020506	7/15/2026
						Paid Amt: $10,000.00
						Check Amount: $10,000.00
FIN	72329	6836		Midwest Alarm		Check
			E	02 005 770 000 701 350 Repair&maint Service		$95.37
PO#:		Voucher #:	103003	Invoice	Invoice No: 447324	7/15/2026
						Paid Amt: $95.37
						Check Amount: $95.37
FIN	72330	10379		PEMBERTON LAW, PLLP		Check
			E	01 005 010 113 000 305 Consult & Serv.fees, JUNE 2026		$1,397.00
PO#:		Voucher #:	103000	Invoice	Invoice No: 20246304.000	7/15/2026
						Paid Amt: $1,397.00
						Check Amount: $1,397.00
FIN	72331	6323		PIPESTONE CO. SHERIFF'S OFFICE		Check
			E	01 005 715 000 342 310 School Resource Officer, JULY-SEPTEMBER		$15,303.00
PO#:		Voucher #:	103004	Invoice	Invoice No: 07/15/2026	7/15/2026
						Paid Amt: $15,303.00
						Check Amount: $15,303.00
FIN	72332	5721		SCAN AIR FILTER INC		Check
			E	01 005 810 000 000 401 General Supplies		$515.88
PO#:		Voucher #:	103006	Invoice	Invoice No: 167251	7/15/2026
						Paid Amt: $515.88
			E	01 005 810 000 000 401 General Supplies		$659.65
PO#:		Voucher #:	103005	Invoice	Invoice No: 167250	7/15/2026
						Paid Amt: $659.65
						Check Amount: $1,175.53
FIN	72333	9206		TEACHING STRAEGIES, LLC		Check
			E	01 103 420 171 740 401 Teaching Strategies assessment		$1,165.50
PO#: 19141		Voucher #:	103009	Invoice	Invoice No: Q-368480	7/15/2026
						Paid Amt: $1,165.50
						Check Amount: $1,165.50
FIN	72334	6446		TRANE		Check
			E	01 005 810 000 000 350 MAINTNANCE AGREEMENT		$7,695.00
PO#:		Voucher #:	103007	Invoice	Invoice No: 990589960	7/15/2026
						Paid Amt: $7,695.00
						Check Amount: $7,695.00
FIN	72335	10077		ACCOUNTS MANAGEMENT INC		Check
			B	01 215 060 Garnishment		$1,049.71
PO#:		Voucher #:	103012	Invoice	Invoice No: M2026130	7/20/2026
						Paid Amt: $1,049.71
						Check Amount: $1,049.71

Check Number: 72314-72399 Payment Date: 6/30/2026-8/31/2026 Period: 202701202612-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
FIN	**72337**	**10221**		**GREAT AMERICAN FINANCIAL SERVICES CORPORATION**		**Check**	
			E 01 005 110 000 000 335	Short Term Rentals		$6,568.82	
PO#:	**Voucher #:**	**103040**	Invoice	**Invoice No:** 4252050543	**7/20/2026**	**Paid Amt:**	**$6,568.82**
						Check Amount:	**$6,568.82**
FIN	**72338**	**9992**		**IT OUTLET**		**Check**	
			E 01 005 605 150 000 455	NonInstructional Tech Supplies		$215.00	
PO#:	**Voucher #:**	**103041**	Invoice	**Invoice No:** 10008560	**7/20/2026**	**Paid Amt:**	**$215.00**
						Check Amount:	**$215.00**
FIN	**72339**	**5168**		**J. W. PEPPER & SON, INC.**		**Check**	
			E 01 300 258 234 000 401	Musidex Choral Filing Envelopes		$40.00	
			E 01 300 258 234 000 401	Shipping		$9.99	
PO#: 19156	**Voucher #:**	**103037**	Invoice	**Invoice No:** 3368634519	**7/20/2026**	**Paid Amt:**	**$49.99**
						Check Amount:	**$49.99**
FIN	**72340**	**8402**		**LEGALSHIELD**		**Check**	
			B 01 215 037	LGL-ID		$251.30	
			B 01 215 039	LGL-IDONLY		$56.85	
PO#:	**Voucher #:**	**103021**	Invoice	**Invoice No:** M2026130	**7/20/2026**	**Paid Amt:**	**$308.15**
						Check Amount:	**$308.15**
FIN	**72341**	**6528**		**AVIBEN**		**Check**	
			E 01 005 110 000 000 305	Consult & Serv.fees, FLEX-PLAN		$143.00	
PO#:	**Voucher #:**	**103039**	Invoice	**Invoice No:** 42897	**7/20/2026**	**Paid Amt:**	**$143.00**
						Check Amount:	**$143.00**
FIN	**72342**	**03105**		**GOPHER**		**Check**	
			E 01 300 240 172 000 430	41-550Rainbow ClassicCoat-Foam Dodgeballs		$125.10	
			E 01 300 240 172 000 430	53-314Black Knight The Beast Aluminum/Stee		$71.91	
			E 01 300 240 172 000 430	31-045BucketGolf Golf Set - 12-Player Junior (		$719.10	
			E 01 300 240 172 000 430	89-959Rainbow DuraBag Mesh Ball Bags - XL		$0.00	
			E 01 300 240 172 000 430	71-606Rainbow Kowabunga! EZInflate Beach I		$77.55	
			E 01 300 240 172 000 430	01-166Rainbow Fox 40 Classic Pealess Whistl		$44.96	
			E 01 300 240 172 000 430	Shipping		$28.14	
PO#: 19155	**Voucher #:**	**103038**	Invoice	**Invoice No:** 525358	**7/20/2026**	**Paid Amt:**	**$1,066.76**
						Check Amount:	**$1,066.76**
FIN	**72343**	**8925**		**BLUEPEAK**		**Check**	
			E 01 005 810 000 000 320	Communications/Phone		$1,386.62	
PO#:	**Voucher #:**	**103045**	Invoice	**Invoice No:** 000459101	**7/20/2026**	**Paid Amt:**	**$1,386.62**
						Check Amount:	**$1,386.62**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72344	00143		GOPHER ATHLETIC SUPPLY CO		Check
			E	01 300 240 172 000 430 Instructional Supply		$144.53
PO#:	Voucher #:	103046	Invoice	Invoice No: 526203	7/20/2026	Paid Amt: $144.53
						Check Amount: $144.53
FIN	72345	00743		GREG'S WELDING,INC.		Check
			E	01 300 301 501 830 401 General Supplies		$73.98
			E	01 300 301 501 830 401 General Supplies		($73.98)
			E	01 300 301 501 830 433 General Supplies		$73.98
PO#:	Voucher #:	103044	Invoice	Invoice No: 9482	7/20/2026	Paid Amt: $73.98
						Check Amount: $73.98
FIN	72346	5983		SIOUX VALLEY ENERGY		Check
			E	01 300 810 184 000 330 Utilities - Electicity, JUNE 2026		$24,382.00
PO#:	Voucher #:	103042	Invoice	Invoice No: 7058684000	7/20/2026	Paid Amt: $24,382.00
						Check Amount: $24,382.00
FIN	72347	7716		VERIZON WIRELESS		Check
			E	01 005 810 000 000 320 Communications/Phone		$469.68
PO#:	Voucher #:	103043	Invoice	Invoice No: 6148135787	7/20/2026	Paid Amt: $469.68
						Check Amount: $469.68
FIN	72348	5249		VISA		Check
			E	04 005 249 000 321 366 Travel		$36.44
			E	04 005 249 000 321 401 General Supplies		$383.40
			E	04 005 249 000 321 366 Travel		$25.34
			E	04 005 249 000 321 366 Travel		$43.81
			E	04 005 249 000 321 366 Travel		$41.94
			E	04 005 249 000 321 366 Travel		$40.34
PO#:	Voucher #:	103049	Invoice	Invoice No: 9913	7/21/2026	Paid Amt: $571.27
			E	04 005 249 000 321 366 Travel & General Supplies DR. ED		$34.58
PO#:	Voucher #:	103050	Invoice	Invoice No: 1739	7/21/2026	Paid Amt: $34.58
						Check Amount: $605.85
FIN	72349	5249		VISA		Check
			E	01 005 605 150 000 366 Travel		$29.30
			E	04 005 249 000 321 366 Travel		$66.53
			E	04 005 249 000 321 366 Travel		$56.37
			E	04 005 249 000 321 366 Travel		$77.02
			E	01 300 294 200 000 366 Travel		$93.86
			E	01 300 294 200 000 366 Travel		$22.40

Check Number: 72314-72399 Payment Date: 6/30/2026-8/31/2026 Period: 202701202612-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	**72349**	**5249**		**VISA**		**Check**
			E 01 005 640 173 316 366	Curriculum Staff Development		$92.65
			E 01 300 294 210 000 369	Entry Fees/Student Travel		$55.53
PO#:		**Voucher #:**	**103051** Invoice	**Invoice No:** 9871	**7/21/2026**	**Paid Amt:** **$493.66**
			E 01 005 640 173 316 366	Curriculum Staff Development		$70.27
PO#:		**Voucher #:**	**103052** Invoice	**Invoice No:** 9871	**7/21/2026**	**Paid Amt:** **$70.27**
						Check Amount: **$563.93**
FIN	**72350**	**01252**		**NCPERS Group Life Ins**		**Check**
			B 01 215 034	UNIT NUMBER: 203411		$32.00
PO#:		**Voucher #:**	**103056** Invoice	**Invoice No:** M2027010	**7/21/2026**	**Paid Amt:** **$32.00**
						Check Amount: **$32.00**
FIN	**72351**	**7348**		**Madison National Life**		**Check**
			B 01 215 032	Employer Paid Life		$984.30
			B 01 215 033	Supplemental Life		$123.23
			B 01 215 031	LTD		$599.36
PO#:		**Voucher #:**	**103059** Invoice	**Invoice No:** M2027010	**7/22/2026**	**Paid Amt:** **$1,706.89**
						Check Amount: **$1,706.89**
FIN	**72352**	**5249**		**VISA**		**Check**
			E 01 005 640 173 316 366	Curriculum Staff Development		$30.36
			E 01 005 640 173 316 366	Curriculum Staff Development		$35.38
			E 01 005 640 173 316 366	Curriculum Staff Development		$539.04
			E 01 005 110 000 000 401	General Supplies		$14.96
			E 01 005 640 173 316 366	Curriculum Staff Development		$572.19
			E 01 005 810 000 000 401	General Supplies		$92.03
			E 01 005 810 000 000 401	General Supplies		$117.73
			E 01 005 810 000 000 401	General Supplies		$37.40
			E 01 005 810 000 000 401	General Supplies		$62.48
			E 01 103 200 000 000 430	Instructional Supply		$110.97
			E 01 103 203 171 000 430	Instructional Supply		$31.29
			E 01 103 203 171 000 430	Instructional Supply		$219.08
			E 01 103 203 171 000 430	Instructional Supply		$127.20
			E 01 103 203 171 000 430	Instructional Supply		$411.79
			E 01 300 301 501 830 433	Individualized Mat.		$56.50
PO#:		**Voucher #:**	**103057** Invoice	**Invoice No:** 0671	**7/22/2026**	**Paid Amt:** **$2,458.40**
			E 01 005 640 173 316 366	Curriculum Staff Development		$147.00
			E 01 300 294 200 000 366	Travel		$12.31
			E 01 300 294 200 000 366	Travel		$13.00

Check Number: 72314-72399 Payment Date: 6/30/2026-8/31/2026 Period: 202701202612-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type
FIN	72352	5249		VISA									Check
			E	01	300	294	200	000	366	Travel		$17.77	
			E	01	300	294	200	000	366	Travel		$462.29	
			E	01	300	292	000	000	401	General Supplies		$861.32	
			E	01	300	296	207	000	401	General Supplies		$3,600.00	
			E	01	300	292	000	000	401	General Supplies		$13.88	
			E	01	103	640	173	316	366	Travel		$229.00	
			E	01	005	640	173	316	366	Curriculum Staff Development		$5.60	
			E	01	005	640	173	316	366	Curriculum Staff Development		$20.36	
			E	01	005	640	173	316	366	Curriculum Staff Development		$324.32	
			E	01	300	258	233	000	401	General Supplies		$170.95	
			E	01	300	420	000	740	433	Individualized Mat.		$81.88	
			E	01	005	640	173	316	366	Curriculum Staff Development		$39.93	
			E	01	005	640	173	316	366	Curriculum Staff Development		$324.32	
			E	01	005	810	000	000	401	General Supplies		$5.28	
			E	01	005	810	000	000	401	General Supplies		$40.24	
			E	01	005	810	000	000	401	General Supplies		$2.39	
			E	04	005	505	419	321	430	Instructional Supply Summer Stem 25		$37.96	
			E	04	005	505	419	321	430	Instructional Supply Summer Stem 25		$168.74	
			E	04	005	505	419	321	430	Instructional Supply Summer Stem 25		$89.24	
PO#:		Voucher #:	103063	Invoice		Invoice No:	9897				7/22/2026	Paid Amt:	$6,667.78
												Check Amount:	$9,126.18
FIN	72353	10686		Caden Meulebroeck									Check
			E	01	005	810	000	000	170	Returned payroll check.		$1,744.05	
PO#:		Voucher #:	103069	Invoice		Invoice No:	M202701 Returned				7/23/2026	Paid Amt:	$1,744.05
												Check Amount:	$1,744.05
FIN	72354	5249		VISA									Check
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$7.99	
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$8.54	
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$51.29	
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$31.50	
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$720.00	
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$16.02	
			E	01	005	850	150	000	555	Technology Equipment		$436.00	
			E	01	005	850	150	000	555	Technology Equipment		$69.00	
			E	01	005	850	150	000	555	Technology Equipment	30	$186.00	
PO#:		Voucher #:	103067	Invoice		Invoice No:	5512				7/23/2026	Paid Amt:	$1,526.34

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type
FIN	**72354**	**5249**		**VISA**									**Check**
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$385.10		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$422.68		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$25.64		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$53.96		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$169.99		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$179.99		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$1,880.00		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies	$24.56		
			E	01	005	810	000	000	320	Communications/Phone	$125.11		
			E	01	005	605	150	000	350	Repair&maint Service	$250.65		
PO#:		**Voucher #:**	**103068**	Invoice		**Invoice No:** 5512						**7/23/2026**	**Paid Amt: $3,517.68**
													Check Amount: $5,044.02
FIN	**72355**	**10687**		**Vicki Van Essen**									**Check**
			E	01	300	258	234	000	185	Returned Payroll check	$1,496.55		
PO#:		**Voucher #:**	**103075**	Invoice		**Invoice No:** M2027010 Returned Ck						**7/23/2026**	**Paid Amt: $1,496.55**
													Check Amount: $1,496.55
FIN	**72356**	**7390**		**BLICK ART MATERIALS**									**Check**
			E	01	300	212	172	000	430	Princeton Contour	$7.35		
			E	01	300	212	172	000	430	Mudtools Polymer Rib Shape 2	$7.65		
			E	01	300	212	172	000	430	Mudtools Polymer Rib Shape 3	$15.30		
			E	01	300	212	172	000	430	Mudtools Polymer Rib Shape 0	$15.30		
			E	01	300	212	172	000	430	Stoneware Gloss -Sage Green	$12.16		
			E	01	300	212	172	000	430	Stoneware Gloss -Brown	$10.57		
			E	01	300	212	172	000	430	Stoneware Gloss - Pink	$12.16		
			E	01	300	212	172	000	430	Stoneware Gloss - Dark Green	$12.16		
			E	01	300	212	172	000	430	Stoneware Gloss - Black	$24.32		
			E	01	300	212	172	000	430	Stoneware Gloss - Red	$27.12		
			E	01	300	212	172	000	430	Stoneware Gloss - Orange	$13.56		
			E	01	300	212	172	000	430	Stoneware Gloss - Yellow	$12.16		
			E	01	300	212	172	000	430	Stoneware Gloss- Whte	$24.32		
			E	01	300	212	172	000	430	Stoneware Crystal Glaze- Winter wood	$13.52		
			E	01	300	212	172	000	430	Celadon Glaze -Marigold	$18.13		
			E	01	300	212	172	000	430	Celadon Glaze - Snapdragon	$18.13		
			E	01	300	212	172	000	430	Celadon Glaze - Snow	$72.52		
			E	01	300	212	172	000	430	Celadon Glaze - Smoke	$18.13		
			E	01	300	212	172	000	430	Celadon Glaze - Obsidian	$18.13		

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	**72356**	**7390**		**BLICK ART MATERIALS**		**Check**
			E 01 300 212 172 000 430	Stoneware Classic - Micro Cerulean		$12.16
			E 01 300 212 172 000 430	Stoneware Classic - Coral Sands		$12.22
			E 01 300 212 172 000 430	Stoneware classic - Lavender Mist		$12.22
			E 01 300 212 172 000 430	Stoneware classic - Abalone		$13.13
			E 01 300 212 172 000 430	Stoneware Classic - Birch		$10.62
			E 01 300 212 172 000 430	Stoneware Classic - Sapphire		$13.13
PO#: 19146	**Voucher #:**	**103072**	Invoice	**Invoice No:** 8389496	**7/23/2026**	**Paid Amt: $426.17**
						Check Amount: $426.17
FIN	**72357**	**7882**		**C & B OPERATIONS LLC**		**Check**
			E 01 005 810 000 000 350	Repair&maint Service		$977.19
PO#:	**Voucher #:**	**103073**	Invoice	**Invoice No:** 13767922	**7/23/2026**	**Paid Amt: $977.19**
			E 01 005 810 000 000 350	Repair&maint Service		$905.80
PO#:	**Voucher #:**	**103076**	Invoice	**Invoice No:** 13775003	**7/23/2026**	**Paid Amt: $905.80**
						Check Amount: $1,882.99
FIN	**72358**	**8304**		**Contract Paper Group, Inc.**		**Check**
			E 01 005 620 000 000 401	SEE ATTACHED		$7,740.00
PO#: 19129	**Voucher #:**	**103071**	Invoice	**Invoice No:** 43009938401	**7/23/2026**	**Paid Amt: $7,740.00**
						Check Amount: $7,740.00
FIN	**72359**	**00084**		**DEMCO INC**		**Check**
			E 01 300 850 000 302 530	3-Tier Oval Display Table 42" x 60" x 42"Item \		$557.07
			E 01 103 620 591 000 401	Silhouette Classification Label Humor 500/Roll		$10.20
			E 01 103 620 591 000 401	Classic Genre Labels Graphic Novels Yellow 1		$10.20
			E 01 103 620 591 000 401	Shipping		$8.16
			E 01 300 850 000 302 530	Shipping		$222.81
PO#: 19150	**Voucher #:**	**103074**	Invoice	**Invoice No:** 7827992	**7/23/2026**	**Paid Amt: $808.44**
						Check Amount: $808.44
FIN	**72360**	**10029**		**FIRST BANK & TRUST**		**Check**
			E 01 005 850 000 000 581	Interest on Capital Lease		$2,819.25
			E 01 005 850 000 000 580	Principal on Capital Lease		$88,000.00
PO#:	**Voucher #:**	**103077**	Invoice	**Invoice No:** ACCOUNT 20170725	**7/23/2026**	**Paid Amt: $90,819.25**
						Check Amount: $90,819.25
FIN	**72361**	**01097**		**FLINN SCIENTIFIC INC**		**Check**
			E 01 207 260 172 000 430	Bromothymol Blue solution, 1000 mL		$11.99
			E 01 300 260 172 000 430	Copper (II) chloride (500 g)		$49.99
			E 01 300 260 172 000 430	Acetone (4 liters)		$42.99

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type
FIN	**72361**	**01097**		**FLINN SCIENTIFIC INC**									**Check**
			E	01	300	260	172	000	430	Alka Seltzer	$71.45		
			E	01	300	260	172	000	430	Copper stripes	$43.47		
			E	01	300	260	172	000	430	30% Hydrogen Perioxide	$89.97		
			E	01	300	260	172	000	430	6% Hydrogen perioxide	$16.29		
			E	01	300	260	172	000	430	Electronic Balance	$878.00		
			E	01	300	260	172	000	430	50 ml Buret	$169.98		
			E	01	300	260	172	000	430	10 ml Grad. Cylinder	$109.90		
			E	01	300	260	172	000	430	50 ml Grad. Cylinder	$139.90		
			E	01	300	260	172	000	430	100 ml Grad Cylinder	$169.90		
			E	01	300	260	172	000	430	meter sticks	$93.48		
			E	01	300	260	172	000	430	Digital Thermometer	$191.94		
			E	01	300	260	172	000	430	Freight	$13.71		
			E	01	207	260	172	000	430	Freight	$0.08		
			E	01	300	260	172	000	430	Hazard Fee	$32.00		
PO#:		**Voucher #:**	**103078**	Invoice		**Invoice No:** 3287537						**7/23/2026**	**Paid Amt: $2,125.04**
													Check Amount: $2,125.04
FIN	**72362**	**00511**		**G & R CONTROLS**									**Check**
			E	01	005	810	000	000	350	Repair&maint Service	$3,520.00		
PO#:		**Voucher #:**	**103079**	Invoice		**Invoice No:** S13370						**7/23/2026**	**Paid Amt: $3,520.00**
													Check Amount: $3,520.00
FIN	**72363**	**00256**		**HILLYARD INC/ SIOUX FALLS**									**Check**
			E	01	005	810	000	000	401	General Supplies	$1,908.62		
PO#:		**Voucher #:**	**103080**	Invoice		**Invoice No:** 90211324						**7/23/2026**	**Paid Amt: $1,908.62**
													Check Amount: $1,908.62
FIN	**72364**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**									**Check**
			E	01	207	203	172	000	430	Intensity Low Odor Fine Point Dry Erase Marke	$9.28		
			E	01	207	203	172	000	430	Business Source 1/3 Tab Cut Letter Recycled	$8.99		
			E	01	207	203	172	000	430	Business Source Staple Remover - Plastic - E	$3.54		
			E	01	207	203	172	000	430	Disappearing Purple All Purpose Glue Sticks, (	$36.75		
			E	01	207	203	172	000	430	Integra Side-Apply Correction Tape - 0.20" Ta	$11.60		
			E	01	207	203	172	000	430	Tartan General-Purpose Packaging Tape - 54.(	$13.32		
			E	01	207	203	172	000	430	Heavyweight Tagboard, 12 x 18, White, 100/Pa	$12.49		
			E	01	207	203	172	000	430	Medium Weight Tagboard, 12 x 9, White, 100/F	$6.44		
			E	01	207	203	172	000	430	Three-Subject Wirebound Notebooks, 3-Subje	$7.71		
			E	01	207	203	172	000	430	Rubber Bands, Size 54 (Assorted), Assorted G	$1.78		
			E	01	207	203	172	000	430	Pen-Style Permanent Marker Value Pack, Fine	$8.36		

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type		
FIN	**72364**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**									**Check**		
			E	01	207	203	172	000	430	Binder Clips, Large, Black/Silver, 12/Box		$6.51			
			E	01	207	203	172	000	430	Self-Stick Note Pads, 3" x 3", Assorted Neon (		$5.78			
			E	01	207	203	172	000	430	Invisible Tape, 1" Core, 0.5" x 36 yds, Clear		$2.88			
PO#: 19174		**Voucher #:**	**103082**	Invoice			**Invoice No:** 5157768				**7/23/2026**		**Paid Amt:**	**$135.43**	
			E	01	207	203	172	000	430	Original Pads in Poptimistic Collection Colors,		$7.11			
PO#: 19174		**Voucher #:**	**103083**	Invoice			**Invoice No:** 5158411				**7/23/2026**		**Paid Amt:**	**$7.11**	
			E	01	207	203	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$11.85			
			E	01	207	203	172	000	430	Xtra-Strong Mechanical Pencil Value Pack, 0.		$7.70			
			E	01	207	203	172	000	430	Business Source Top-Loading Poly Sheet Prot		$4.03			
			E	01	207	203	172	000	430	Poly Index Dividers, 8-Tab, 11 x 8.5, Assorted		$35.72			
			E	01	207	203	172	000	430	Integra Permanent Fine Point Markers - Fine M		$4.23			
			E	01	207	203	172	000	430	Multi-Purpose Scissors, 8" Long, 3.38" Cut Ler		$11.85			
			E	01	207	203	172	000	430	Self-Stick Notes, 3" x 5", Yellow, 100 Sheets/F		$5.96			
			E	01	207	203	172	000	430	Tru-Ray Construction Paper, 76 lb Text Weight		$5.30			
			E	01	207	203	172	000	430	SunWorks Construction Paper, 50 lb Text Weig		$4.70			
			E	01	207	203	172	000	430	Tru-Ray Construction Paper - Art Project, Cra		$49.12			
			E	01	207	203	172	000	430	Arrowhead Eraser Caps, For Pencil Marks, Pi		$7.38			
			E	01	207	203	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip		$9.29			
			E	01	207	203	172	000	430	Classic Magnetic Dry Erase Board Eraser, 6.9		$15.42			
			E	01	207	203	172	000	430	Binder Clips, Small, Black/Silver, 12/Box		$3.72			
			E	01	207	203	172	000	430	Binder Clips, Medium, Black/Silver, 12/Box		$0.68			
			E	01	207	203	172	000	430	Deluxe Non-View D-Ring Binder with Label H		$3.44			
			E	01	207	203	172	000	430	Deluxe Non-View D-Ring Binder with Label H		$9.12			
PO#: 19175		**Voucher #:**	**103084**	Invoice			**Invoice No:** 5157788				**7/23/2026**		**Paid Amt:**	**$189.51**	
													Check Amount:		**$332.05**
FIN	**72365**	**9992**		**IT OUTLET**									**Check**		
			E	01	005	605	150	000	455	NonInstructional Tech Supplies		$129.00			
PO#:		**Voucher #:**	**103081**	Invoice			**Invoice No:** REF: 10008621				**7/23/2026**		**Paid Amt:**	**$129.00**	
													Check Amount:		**$129.00**
FIN	**72366**	**10093**		**MY AED & CPR SOLUTIONS**									**Check**		
			E	04	005	505	000	321	401	General Supplies, LIFEPAK CR2 SEMI AUTO		$7,640.00			
PO#:		**Voucher #:**	**103070**	Invoice			**Invoice No:** 1373				**7/23/2026**		**Paid Amt:**	**$7,640.00**	
													Check Amount:		**$7,640.00**
FIN	**72367**	**00063**		**CITY OF PIPESTONE**									**Check**		
			E	01	005	810	183	000	330	Utilities, WATER		$64.33			
			E	01	005	810	183	000	330	Utilities, WATER		$2,288.50			

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	**72367**	**00063**		**CITY OF PIPESTONE**		**Check**
			E 01 005 810 183 000 330	Utilities, WATER		$584.69
PO#:	**Voucher #:**	**103091**	Invoice	**Invoice No:** 0/23/2026	**7/23/2026**	**Paid Amt:** **$2,937.52**
						Check Amount: **$2,937.52**
FIN	**72369**	**6836**		**Midwest Alarm**		**Check**
			E 01 005 715 150 342 465	Non-Instructional Tech Devices		$10,042.10
PO#:	**Voucher #:**	**103085**	Invoice	**Invoice No:** 448697	**7/23/2026**	**Paid Amt:** **$10,042.10**
						Check Amount: **$10,042.10**
FIN	**72370**	**10680**		**MYFACTLAB, LLC**		**Check**
			E 01 103 203 171 000 430	2026-2027 MathFactLab School/District Accou		$540.00
PO#: 19225	**Voucher #:**	**103087**	Invoice	**Invoice No:** 26-0382	**7/23/2026**	**Paid Amt:** **$540.00**
						Check Amount: **$540.00**
FIN	**72371**	**9516**		**REGION I INFORMATION SERVICES**		**Check**
			E 01 005 050 000 000 405	Non Instructional Comp Softwar		$14,715.61
PO#:	**Voucher #:**	**103088**	Invoice	**Invoice No:** 16857	**7/23/2026**	**Paid Amt:** **$14,715.61**
						Check Amount: **$14,715.61**
FIN	**72372**	**6446**		**TRANE**		**Check**
			E 01 005 810 000 000 350	Repair&maint Service		$1,738.00
PO#:	**Voucher #:**	**103090**	Invoice	**Invoice No:** 990608648	**7/23/2026**	**Paid Amt:** **$1,738.00**
			E 01 103 865 000 380 520	Build Acq/Construct, VAV UPGRADE		$9,162.00
PO#:	**Voucher #:**	**103089**	Invoice	**Invoice No:** 990608453	**7/23/2026**	**Paid Amt:** **$9,162.00**
						Check Amount: **$10,900.00**
FIN	**72373**	**00779**		**THOMAS W HOUSELOG**		**Check**
			E 01 300 292 208 000 305	Consult & Serv.fees, TRACK		$265.00
PO#:	**Voucher #:**	**103093**	Invoice	**Invoice No:** 07/27/2026	**7/27/2026**	**Paid Amt:** **$265.00**
						Check Amount: **$265.00**
FIN	**72374**	**6836**		**Midwest Alarm**		**Check**
			E 01 300 605 150 000 465	Non-Instructional Tech Devices		$928.90
PO#:	**Voucher #:**	**103086**	Invoice	**Invoice No:** 448698	**7/27/2026**	**Paid Amt:** **$928.90**
						Check Amount: **$928.90**
FIN	**72375**	**3512**		**CHILDRENS CARE HOSP & SCHOOL**		**Check**
			E 01 103 416 000 000 392	to Out-of-State Dist		$1,560.00
			E 01 103 416 000 740 393	Sp Ed Contr Svcs Pup		$15,688.25
			E 01 100 411 000 000 392	to Out-of-State Dist		$1,560.00

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72375	3512		CHILDRENS CARE HOSP & SCHOOL		Check
			E 01 100 411 000 740 393	Sp Ed Contr Svcs Pup	$6,914.25	
PO#:	Voucher #:	103095	Invoice	Invoice No: 30000944	7/27/2026	Paid Amt: $25,722.50
						Check Amount: $25,722.50
FIN	72376	00733		FESTIVAL OF BANDS		Check
			E 01 300 258 233 000 369	Entry Fees/Student Travel	$250.00	
PO#:	Voucher #:	103096	Invoice	Invoice No: 07/27/2026	7/27/2026	Paid Amt: $250.00
						Check Amount: $250.00
FIN	72377	9518		INNOVATIVE OFFICE SOLUTIONS LLC		Check
			E 01 300 256 172 000 430	BICGDEM11BE Intensity Low Odor Chisel Tip I	$32.36	
			E 01 300 256 172 000 430	BICGDEM11BK Intensity Low Odor Chisel Tip I	$23.70	
			E 01 300 256 172 000 430	BICGDEM11GN Intensity Low Odor Chisel Tip	$31.84	
			E 01 300 256 172 000 430	BICGDEM11RD Intensity Low Odor Chisel Tip	$23.44	
			E 01 300 256 172 000 430	EPIE517 Disappearing Glue Stick, 0.77 oz, App	$38.64	
			E 01 300 256 172 000 430	ITA38015 Integra Premium 60mm Lead Refills	$0.82	
			E 01 300 256 172 000 430	PAP73015 Arrowhead Eraser Caps, For Pencil	$7.38	
			E 01 300 256 172 000 430	PENC505HB Led Refills .5mm	$0.62	
			E 01 300 256 172 000 430	UNV20971 Economy Round Ring View Binder	$11.68	
			E 01 300 256 172 000 430	UNV59022 Clear Plastic Ruler, Standard/Metri	$2.34	
			E 01 300 256 172 000 430	UNV81236 Invisible Tape, 1" Core, 0.5" x 36 y	$0.96	
PO#: 19188	Voucher #:	103107	Invoice	Invoice No: 5159658	7/27/2026	Paid Amt: $173.78
			E 01 300 270 172 000 430	BICMPLP241 Xtra-Sparkle Mechanical Pencil Y	$7.28	
			E 01 300 270 172 000 430	BSN65259 CARD,INDEX,3X5,RULED,WHITE	$6.90	
			E 01 300 270 172 000 430	BSN74551 Business Source Top-Loading Poly	$8.06	
			E 01 300 270 172 000 430	ITA38015 Integra Premium 60mm Lead Refills	$0.41	
			E 01 300 270 172 000 430	PAP70520 Pink Pearl Eraser, For Pencil Marks	$8.89	
			E 01 300 270 172 000 430	RED33360 Three-Subject Wirebound Noteboc	$7.71	
			E 01 300 270 172 000 430	UBR581U0416 Classic Magnetic Dry Erase Bc	$10.28	
			E 01 300 270 172 000 430	UNV20961 Economy Round Ring View Binder	$6.84	
			E 01 300 270 172 000 430	UNV31261 Bulldog Magnetic Clips, Medium, M	$3.13	
PO#: 19187	Voucher #:	103106	Invoice	Invoice No: 5159613	7/27/2026	Paid Amt: $59.50
			E 01 207 260 172 000 430	MARKS A LOT Large Desk-Style Permanent I	$9.45	
			E 01 207 260 172 000 430	Integra Pen Style Fluorescent Highlighters - Ch	$2.65	
			E 01 207 260 172 000 430	Integra Pen Style Fluorescent Highlighters - Ch	$2.38	
			E 01 207 260 172 000 430	Integra Presharpened No. 2 Pencils - #2 - Yel	$10.89	
			E 01 207 260 172 000 430	Integra Side-Apply Correction Tape - 0.20" Tap	$11.60	
			E 01 207 260 172 000 430	Lorell Dry-Erase Board Eraser - 2.19" Width x 3	$3.58	

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72377**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	207	260	172	000	430	SunWorks Construction Paper, 50 lb Text Weig		$1.02				
			E	01	207	260	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$0.95				
			E	01	207	260	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$0.98				
			E	01	207	260	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$0.96				
			E	01	207	260	172	000	430	Point Guard Flair Felt Tip Porous Point Pen, St		$13.29				
			E	01	207	260	172	000	430	Point Guard Flair Felt Tip Porous Point Pen, St		$13.29				
			E	01	207	260	172	000	430	Three-Subject Wirebound Notebooks, 3-Subje		$7.71				
			E	01	207	260	172	000	430	Invisible Tape, 1" Core, 0.75" x 36 yds, Clear, 1		$11.78				
PO#: 19178		**Voucher #:**		**103098**	Invoice			**Invoice No:**		5158583		**7/27/2026**			**Paid Amt:**	**$90.53**
			E	01	207	260	172	000	430	`Intensity Low Odor Chisel Tip Dry Erase Mark		$16.18				
			E	01	207	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$15.92				
			E	01	207	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$23.44				
			E	01	207	260	172	000	430	Wite-Out Quick Dry Correction Fluid, 20 mL Bo		$3.99				
			E	01	207	260	172	000	430	TAPE,INVISIBLE,3/4" X 1296		$20.60				
			E	01	207	260	172	000	430	Business Source Yellow Repositionable Adhes		$4.00				
			E	01	207	260	172	000	430	Business Source Medium Point Ballpoint Stic		$2.38				
			E	01	207	260	172	000	430	CLIP,PAPER,#1,REGULR,1000CT		$2.99				
			E	01	207	260	172	000	430	CLIP,GEM,JUMBO,1000CT		$7.29				
			E	01	207	260	172	000	430	Long-Length Colored Pencil Set, 3.3 mm, 2B,		$8.60				
			E	01	207	260	172	000	430	Rubber Bands, Size 54 (Assorted), Assorted (		$1.78				
			E	01	207	260	172	000	430	Desktop Tape Dispenser, Weighted Nonskid Ba		$3.86				
PO#: 19180		**Voucher #:**		**103105**	Invoice			**Invoice No:**		5158690		**7/27/2026**			**Paid Amt:**	**$111.03**
			E	01	300	260	172	000	430	MARKS A LOT Large Desk-Style Permanent M		$47.25				
			E	01	300	260	172	000	430	Business Source Yellow Repositionable Adhes		$4.00				
			E	01	300	260	172	000	430	Long-Length Colored Pencil Set, 3.3 mm, 2B, A		$17.20				
			E	01	300	260	172	000	430	Disappearing Purple All Purpose Glue Sticks, (		$36.75				
			E	01	300	260	172	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	260	172	000	430	Integra Permanent Fine Point Markers - Fine M		$4.23				
			E	01	300	260	172	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	260	172	000	430	Tartan General-Purpose Packaging Tape - 54.6		$26.64				
			E	01	300	260	172	000	430	Three-Subject Wirebound Notebooks, 3-Subje		$7.71				
			E	01	300	260	172	000	430	Vis-a-Vis Wet Erase Marker, Fine Bullet Tip, E		$13.99				
			E	01	300	260	172	000	430	Wet Erase Marker, Fine Bullet Tip, Blue, Dozer		$13.99				
			E	01	300	260	172	000	430	Scented Watercolor Marker, Broad Chisel Tip, A		$5.93				
			E	01	300	260	172	000	430	Fine Bullet Tip Permanent Marker, Green, Doz		$8.69				
			E	01	300	260	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$9.29				

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type	
FIN	**72377**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**	
			E	01	300	260	172	000	430	Classic Magnetic Dry Erase Board Eraser, 6.9		$10.28			
			E	01	300	260	172	000	430	Pen-Style Permanent Marker Value Pack, Fine		$8.36			
			E	01	300	260	172	000	430	General-Purpose Masking Tape, 3" Core, 24 m		$10.64			
PO#: 19184		**Voucher #:**	**103103**	Invoice			**Invoice No:**		5159573			**7/27/2026**		**Paid Amt:**	**$233.41**
			E	01	300	260	172	000	430	Three-Hole Punched Wood Ruler English and		$15.60			
			E	01	300	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Mark		$48.54			
			E	01	300	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$35.55			
			E	01	300	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$47.76			
			E	01	300	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Mark		$35.16			
			E	01	300	260	172	000	430	CARD,INDEX,4X6,RULED,WHITE		$9.90			
			E	01	300	260	172	000	430	CLIP,PAPER,#1,REGULR,1000CT		$2.99			
			E	01	300	260	172	000	430	Business Source Top-Loading Poly Sheet Prot		$8.06			
			E	01	300	260	172	000	430	CLIP,GEM,JUMBO,1000CT		$7.29			
			E	01	300	260	172	000	430	Integra Premium 60mm Lead Refills - 0.7 mm ·		$9.84			
			E	01	300	260	172	000	430	Super Hi-Polymer Lead Refills, 0.5 mm, HB, Bl		$14.88			
			E	01	300	260	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$38.85			
			E	01	300	260	172	000	430	White Board CARE Dry Erase Surface Cleaner		$49.38			
			E	01	300	260	172	000	430	White Board CARE Dry Erase Surface Cleaner		$35.88			
			E	01	300	260	172	000	430	Deluxe Non-View D-Ring Binder with Label Ho		$54.72			
PO#: 19181		**Voucher #:**	**103104**	Invoice			**Invoice No:**		5159456			**7/27/2026**		**Paid Amt:**	**$414.40**
			E	01	300	260	172	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$35.55			
			E	01	300	260	172	000	430	Wite-Out Quick Dry Correction Fluid, 20 mL B		$11.97			
			E	01	300	260	172	000	430	Disappearing Glue Stick, 0.77 oz, Applies Whit		$25.76			
			E	01	300	260	172	000	430	Tartan General-Purpose Packaging Tape - 54.6		$39.96			
PO#: 19186		**Voucher #:**	**103109**	Invoice			**Invoice No:**		5159607			**7/27/2026**		**Paid Amt:**	**$113.24**
			E	01	300	230	172	000	430	BSN21050LABEL,LSR,1X2-5/8,3000PK		$11.06			
			E	01	300	230	172	000	430	BSN32952TAPE,INVISIBLE,3/4" X 1296		$4.12			
			E	01	300	230	172	000	430	BSN37507Business Source Woodcase No. 2 F		$5.94			
			E	01	300	230	172	000	430	BSN65639CLIP,GEM,JUMBO,1000CT		$14.58			
			E	01	300	230	172	000	430	EPIE517Disappearing Glue Stick, 0.77 oz, App		$12.88			
			E	01	300	230	172	000	430	MMM1428 Multi-Purpose Scissors, 8" Long, 3.3		$3.95			
			E	01	300	230	172	000	430	PAC5214 Heavyweight Tagboard, 12 x 18, Whi		$12.49			
			E	01	300	230	172	000	430	PAC6307 SunWorks Construction Paper, 50 lb		$4.08			
			E	01	300	230	172	000	430	PAC6603 SunWorks Construction Paper, 50 lb		$1.06			
			E	01	300	230	172	000	430	PAC7003 SunWorks Construction Paper, 50 lb		$0.95			
			E	01	300	230	172	000	430	PAC8003 SunWorks Construction Paper, 50 lb		$0.96			

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72377**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	300	230	172	000	430	PAC8403 SunWorks Construction Paper, 50 lb		$0.96				
			E	01	300	230	172	000	430	PAC9203 SunWorks Construction Paper, 50 lb		$2.88				
			E	01	300	230	172	000	430	PAC9207 SunWorks Construction Paper, 50 lb		$4.72				
			E	01	300	230	172	000	430	PAC9903 SunWorks Construction Paper, 50 lb		$2.26				
			E	01	300	230	172	000	430	PAP2125408 Flair Scented Felt Tip Porous Po		$21.77				
			E	01	300	230	172	000	430	SAN37001B Ultra Fine Tip Permanent Marker,		$8.99				
			E	01	300	230	172	000	430	SAN80078A Low-Odor Dry-Erase Marker, Broa		$18.58				
			E	01	300	230	172	000	430	UBR581U0416 Classic Magnetic Dry Erase Bo		$5.14				
			E	01	300	230	172	000	430	UNV10210 Binder Clips, Medium, Black/Silver		$1.36				
			E	01	300	230	172	000	430	UNV43118Economy Full-Strip Stapler, 20-She		$3.13				
PO#: 19191		**Voucher #:**		**103102** Invoice						**Invoice No:** 5159714		**7/27/2026**			**Paid Amt:**	**$141.86**
			E	01	207	220	172	000	430	Disappearing Purple All Purpose Glue Sticks, (		$36.75				
			E	01	207	220	172	000	430	Integra Pen Style Fluorescent Highlighters - Cl		$2.65				
			E	01	207	220	172	000	430	HP-100 Headphones, 4 ft Cord, Black		$19.75				
			E	01	207	220	172	000	430	ScotchBlue Multi-Surface Painter's Tape - 60 y		$4.35				
			E	01	207	220	172	000	430	Medium Weight Tagboard, 12 x 18, White, 10(		$11.99				
			E	01	207	220	172	000	430	SunWorks Construction Paper, 50 lb Text Weig		$2.04				
			E	01	207	220	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$1.90				
			E	01	207	220	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$1.96				
			E	01	207	220	172	000	430	SunWorks Construction Paper, 50 lb Text Wei		$1.92				
			E	01	207	220	172	000	430	Point Guard Flair Felt Tip Porous Point Pen, St		$12.97				
			E	01	207	220	172	000	430	Ultra Pro Alkaline AAA Batteries, 8/Pack		$6.20				
			E	01	207	220	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$12.95				
			E	01	207	220	172	000	430	General-Purpose Masking Tape, 3" Core, 24 r		$5.32				
			E	01	207	220	172	000	430	Deluxe Economy Bookends, Nonskid Base, 4		$4.22				
PO#: 19179		**Voucher #:**		**103097** Invoice						**Invoice No:** 5158640		**7/27/2026**			**Paid Amt:**	**$124.97**
			E	01	300	256	172	000	401	ITA60232 Integra Side-Apply Correction Tape -		$11.60				
			E	01	300	256	172	000	401	UBR581U0416 Classic Magnetic Dry Erase Bo		$51.40				
			E	01	300	256	172	000	401	UNV20971 Economy Round Ring View Binder		$11.68				
			E	01	300	256	172	000	401	UNV59022 Clear Plastic Ruler, Standard/Metri		$5.85				
PO#: 19189		**Voucher #:**		**103108** Invoice						**Invoice No:** 5159668		**7/27/2026**			**Paid Amt:**	**$80.53**
			E	01	300	270	172	000	430	Xtra-Sparkle Mechanical Pencil Value Pack, 0.		$7.28				
			E	01	300	270	172	000	430	CLIP,PAPER,#1,REGULR,1000CT		$2.99				
			E	01	300	270	172	000	430	Long-Length Colored Pencil Set, 3.3 mm, 2B, /		$3.44				
			E	01	300	270	172	000	430	Integra Presharpened No. 2 Pencils - #2 - Yellc		$10.89				
			E	01	300	270	172	000	430	Arrowhead Eraser Caps, For Pencil Marks, Pi		$7.38				

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	**72377**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**		**Check**
			E 01 300 270 172 000 430	Three-Subject Wirebound Notebooks, 3-Subje	$7.71	
			E 01 300 270 172 000 430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,	$9.29	
			E 01 300 270 172 000 430	White Board CARE Dry Erase Surface Cleaner	$24.69	
			E 01 300 270 172 000 430	White Board CARE Dry Erase Surface Cleaner	$2.99	
			E 01 300 270 172 000 430	Classic Magnetic Dry Erase Board Eraser, 6.9	$15.42	
			E 01 300 270 172 000 430	Pen-Style Permanent Marker Value Pack, Fine	$8.36	
			E 01 300 270 172 000 430	Desktop Tape Dispenser, Weighted Nonskid E	$3.86	
			E 01 300 270 172 000 430	Deluxe Non-View D-Ring Binder with Label Ho	$86.00	
			E 01 300 270 172 000 430	Economy Full-Strip Stapler, 20-Sheet Capacity	$3.13	
			E 01 300 270 172 000 430	General-Purpose Masking Tape, 3" Core, 24 m	$5.32	
PO#: 19172		**Voucher #:**	**103110** Invoice	**Invoice No:** 5157696 **7/27/2026**		**Paid Amt:** **$198.75**
			E 01 300 256 172 000 430	Long-Length Colored Pencil Set, 3.3 mm, 2B, A	$10.47	
			E 01 300 256 172 000 430	Washable School Glue Sticks, 0.24 oz, Applies	$14.99	
			E 01 300 256 172 000 430	Integra Bullet Tip Dry-erase Whiteboard Marke	$36.96	
			E 01 300 256 172 000 430	ScotchBlue Multi-Surface Painter's Tape - 60 y	$8.70	
			E 01 300 256 172 000 430	Tartan General-Purpose Packaging Tape - 54.6	$13.32	
			E 01 300 256 172 000 430	Super Hi-Polymer Lead Refills, 0.5 mm, HB, Bl	$6.20	
			E 01 300 256 172 000 430	Desktop Tape Dispenser, Weighted Nonskid E	$3.86	
			E 01 300 256 172 000 430	Economy Full-Strip Stapler, 20-Sheet Capacit	$6.26	
			E 01 300 256 172 000 430	Dry Erase Marker, Broad Chisel Tip, Black, Dc	$46.80	
			E 01 300 256 172 000 430	Invisible Tape, 1" Core, 0.75" x 36 yds, Clear, 1	$11.78	
PO#: 19176		**Voucher #:**	**103099** Invoice	**Invoice No:** 5161980 **7/27/2026**		**Paid Amt:** **$159.34**
						Check Amount: **$1,901.34**
FIN	**72378**	**9992**		**IT OUTLET**		**Check**
			E 01 005 020 000 000 455	NonInstructional Tech Supplies	$195.00	
PO#:		**Voucher #:**	**103100** Invoice	**Invoice No:** 1000856 **7/27/2026**		**Paid Amt:** **$195.00**
						Check Amount: **$195.00**
FIN	**72379**	**00224**		**LUDOLPH BUS INCORPORATED**		**Check**
			E 03 005 760 000 720 360	FUEL PRICE ADJUSTMENT	$648.50	
PO#:		**Voucher #:**	**103094** Invoice	**Invoice No:** 07/27/2026 **7/27/2026**		**Paid Amt:** **$648.50**
						Check Amount: **$648.50**
FIN	**72380**	**9801**		**SPECIAL SCHOOL DISTRICT 1 MINNEAPOLIS PUBLIC SCHOOL**		**Check**
			E 04 005 583 000 354 461	Standarized Tests	$110.00	
PO#:		**Voucher #:**	**103101** Invoice	**Invoice No:** 1827000006 **7/27/2026**		**Paid Amt:** **$110.00**
						Check Amount: **$110.00**

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type		
FIN	**72381**	**7390**		**BLICK ART MATERIALS**									**Check**		
			E	01	103	203	171	000	430	black broadline markers		$37.20			
			E	01	103	203	171	000	430	yellow boadline markers		$31.00			
			E	01	103	203	171	000	430	red broadline markers		$24.80			
			E	01	103	203	171	000	430	green broadline markers		$24.80			
			E	01	103	203	171	000	430	blue broadline markers		$24.80			
			E	01	103	203	171	000	430	fine line markers 200 set		$64.99			
			E	01	103	203	171	000	430	broad line markers		$59.99			
			E	01	103	203	171	000	430	kwik stix class pack 144		$110.75			
			E	01	103	203	171	000	430	black kwik stix		$37.35			
			E	01	103	203	171	000	430	red kwik stix		$37.35			
			E	01	103	203	171	000	430	black oil pastels		$11.01			
			E	01	103	203	171	000	430	white oil pastels		$11.01			
			E	01	103	203	171	000	430	watercolor paints		$64.99			
			E	01	103	203	171	000	430	Crayola Crayons 832		$65.72			
			E	01	103	203	171	000	430	Crayola Colored Pencls		$64.99			
PO#: 19148		**Voucher #:**		**103111**	Invoice			**Invoice No:**		8389785		**7/28/2026**		**Paid Amt:**	**$670.75**
			E	01	300	212	172	000	430	Stoneware Classic - Cordovan		$13.62			
			E	01	300	212	172	000	430	Stoneware Classic - Stoned Denim		$10.62			
			E	01	300	212	172	000	430	Stoneware Clasic - Blue Surf		$24.44			
			E	01	300	212	172	000	430	Potter's Choice - Fire & Ice		$41.20			
			E	01	300	212	172	000	430	Potter's Choice - Flambe		$20.60			
			E	01	300	212	172	000	430	Potter's Choice - Deep Firebrick		$20.60			
			E	01	300	212	172	000	430	Potter's Choice - Frosted Melon		$38.32			
			E	01	300	212	172	000	430	Potter's Choice - Deep Sienna Speckle		$20.60			
			E	01	300	212	172	000	430	Potter's Choice - Emerald Falls		$38.32			
			E	01	300	212	172	000	430	Potter's Choice - Lustrous Jade		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Dark Green		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Sage		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Toasted Sage		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Light Sepia		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Oatmeal		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Frosted Turquoise		$20.60			
			E	01	300	212	172	000	430	Potter's Choice - Sapphire Float		$20.60			
			E	01	300	212	172	000	430	Potter's Choice - Indigo Float		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Blue Stone		$19.16			
			E	01	300	212	172	000	430	Potter's Choice - Artctic Blue		$19.16			

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72381	7390		BLICK ART MATERIALS		Check
			E 01 300 212 172 000 430	Potter's Choice - Moon River		$20.60
			E 01 300 212 172 000 430	Potter's Choice - Purple Crystal		$19.16
			E 01 300 212 172 000 430	Potter's Choice- BLue Midnight		$19.16
PO#: 19147		Voucher #:	103112 Invoice	Invoice No: 8383711	7/28/2026	Paid Amt: $500.88
						Check Amount: $1,171.63
FIN	72382	8791		CHRISTENSEN BROADCASTING		Check
			E 01 005 020 000 000 305	Consult & Serv.fees		$4,800.00
PO#:		Voucher #:	103127 Invoice	Invoice No: 07/28/2026	7/28/2026	Paid Amt: $4,800.00
						Check Amount: $4,800.00
FIN	72383	00063		CITY OF PIPESTONE		Check
			E 01 005 810 183 000 330	Utilities, WATER		$478.47
PO#:		Voucher #:	103116 Invoice	Invoice No: 07/28/2026	7/28/2026	Paid Amt: $478.47
						Check Amount: $478.47
FIN	72384	10153		FUN EXPRESS, LLC		Check
			E 01 103 203 171 000 430	$100 notepads		$7.19
			E 01 103 203 171 000 430	$100 bill playing cards		$15.98
			E 01 103 203 171 000 430	Halloween pencils		$5.75
			E 01 103 203 171 000 430	Christmas icon pencils		$5.43
			E 01 103 203 171 000 430	Heart wood pencils		$3.98
			E 01 103 203 171 000 430	Pete the Cat erasers		$11.99
			E 01 103 203 171 000 430	DIY unfinished birdhouses		$28.78
			E 01 103 203 171 000 430	Shipping		$9.95
PO#: 19152		Voucher #:	103113 Invoice	Invoice No: 74276477501	7/28/2026	Paid Amt: $89.05
						Check Amount: $89.05
FIN	72385	00256	00256	HILLYARD INC		Check
			E 01 005 810 000 000 350	Repair&maint Service		$209.00
PO#:		Voucher #:	103117 Invoice	Invoice No: 90223062	7/28/2026	Paid Amt: $209.00
						Check Amount: $209.00
FIN	72386	00256		HILLYARD INC/ SIOUX FALLS		Check
			E 01 005 810 000 000 401	General Supplies		$100.75
PO#:		Voucher #:	103124 Invoice	Invoice No: 90218837	7/28/2026	Paid Amt: $100.75
			E 01 005 810 000 000 401	General Supplies		$1,124.52
PO#:		Voucher #:	103125 Invoice	Invoice No: 90218838	7/28/2026	Paid Amt: $1,124.52
			E 01 005 810 000 000 350	Repair&maint Service		$667.88
PO#:		Voucher #:	103119 Invoice	Invoice No: 90223058	7/28/2026	Paid Amt: $667.88

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72386	00256		HILLYARD INC/ SIOUX FALLS		Check
			E 01 005 810 000 000 350	Repair&maint Service		$407.24
PO#:	Voucher #:	103126	Invoice	Invoice No: 90223063	7/28/2026	Paid Amt: $407.24
			E 01 005 810 000 000 350	Repair&maint Service		$209.00
PO#:	Voucher #:	103118	Invoice	Invoice No: 90223059	7/28/2026	Paid Amt: $209.00
			E 01 005 810 000 000 350	Repair&maint Service		$117.18
PO#:	Voucher #:	103122	Invoice	Invoice No: 90223057	7/28/2026	Paid Amt: $117.18
			E 01 005 810 000 000 350	Repair&maint Service		$300.69
PO#:	Voucher #:	103120	Invoice	Invoice No: 90223060	7/28/2026	Paid Amt: $300.69
			E 01 005 810 000 000 350	Repair&maint Service		$212.47
PO#:	Voucher #:	103121	Invoice	Invoice No: 90223064	7/28/2026	Paid Amt: $212.47
			E 01 005 810 000 000 350	Repair&maint Service		$285.29
PO#:	Voucher #:	103123	Invoice	Invoice No: 90223061	7/28/2026	Paid Amt: $285.29
						Check Amount: $3,425.02
FIN	72387	10089		METEOR EDUCATION LLC		Check
			E 01 300 850 000 302 530	Equipment Purchased		$1,369.69
PO#:	Voucher #:	103115	Invoice	Invoice No: 5426	7/28/2026	Paid Amt: $1,369.69
						Check Amount: $1,369.69
FIN	72388	9148		PLANBOOK INC		Check
			E 01 103 203 171 000 430	12-month subscription to planbook.com for 2 te		$36.00
PO#: 19244	Voucher #:	103114	Invoice	Invoice No: 1053791	7/28/2026	Paid Amt: $36.00
						Check Amount: $36.00
FIN	72389	10533		BLACK HAWK ROOF CO. INC		Check
			E 06 005 870 000 000 520	Build Acq/Construct		$620,756.79
PO#:	Voucher #:	103130	Invoice	Invoice No: 07/29/2026	7/29/2026	Paid Amt: $620,756.79
						Check Amount: $620,756.79
FIN	72390	5782		CENTERPOINT ENERGY		Check
			E 01 005 810 000 000 440	Fuel For Buildings, JUNE 2026		$114.17
PO#:	Voucher #:	103129	Invoice	Invoice No: 8000015159-9	7/29/2026	Paid Amt: $114.17
						Check Amount: $114.17
FIN	72391	5263		MIDWESTERN MECHANICAL INC.		Check
			E 01 005 865 000 363 350	FIRE SPRINKLER SYSTEM		$2,545.00
PO#: 19064	Voucher #:	103128	Invoice	Invoice No: J012797	7/29/2026	Paid Amt: $2,545.00
						Check Amount: $2,545.00

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72392**	**5263**		**MIDWESTERN MECHANICAL INC.**										**Check**		
			E	01	005	865	000	363	350	SEE ATTACHED, SPRINKLER SYSTEM		$4,858.00				
PO#: 19078		**Voucher #:**	**103131**	Invoice			**Invoice No:**	J012799			**7/29/2026**			**Paid Amt:**	**$4,858.00**	
														Check Amount:		**$4,858.00**
FIN	**72393**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	207	361	849	000	430	Three-Hole Punched Wood Ruler English and		$13.00				
			E	01	207	361	849	000	430	Xtra-Precision Mechanical Pencil Value Pack, (		$7.70				
			E	01	207	361	849	000	430	Xtra-Sparkle Mechanical Pencil Value Pack, 0		$7.28				
			E	01	207	361	849	000	430	Xtra-Strong Mechanical Pencil Value Pack, 0.9		$7.70				
			E	01	207	361	849	000	430	Disappearing Glue Stick, 0.77 oz, Applies Whit		$12.88				
			E	01	207	361	849	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	207	361	849	000	430	Integra Permanent Fine Point Markers - Fine M		$4.23				
			E	01	207	361	849	000	430	Integra Pen Style Fluorescent Highlighters - Cl		$2.65				
			E	01	207	361	849	000	430	Integra Pen Style Fluorescent Highlighters - C		$2.38				
			E	01	207	361	849	000	430	Integra Pen Style Fluorescent Highlighters - C		$2.38				
			E	01	207	361	849	000	430	Integra Pen Style Fluorescent Highlighters - C		$2.38				
			E	01	207	361	849	000	430	Integra Pen Style Fluorescent Highlighters - C		$2.38				
			E	01	207	361	849	000	430	Multi-Purpose Scissors, 8" Long, 3.38" Cut Le		$39.50				
			E	01	207	361	849	000	430	Fine Bullet Tip Permanent Marker, Green, Do:		$8.69				
			E	01	207	361	849	000	430	Fine Tip Permanent Marker, Fine Bullet Tip, Pu		$12.66				
			E	01	207	361	849	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$9.29				
			E	01	207	361	849	000	430	White Board CARE Dry Erase Surface Cleaner		$2.99				
			E	01	207	361	849	000	430	Expo Low-Odor Dry Erase Markers - Fine Ma		$18.46				
			E	01	207	361	849	000	430	Classic Magnetic Dry Erase Board Eraser, 6.9		$10.28				
			E	01	207	361	849	000	430	Binder Clips, Medium, Black/Silver, 12/Box		$0.68				
			E	01	207	361	849	000	430	Economy Round Ring View Binder, 3 Rings, 1.		$43.80				
			E	01	207	361	849	000	430	Clear Plastic Ruler, Standard/Metric, 12" Long,		$11.70				
			E	01	207	361	849	000	430	Sticky-Back Fasteners, Removable Adhesive, (		$15.99				
PO#: 19197		**Voucher #:**	**103134**	Invoice			**Invoice No:**	5160428			**7/29/2026**			**Paid Amt:**	**$243.23**	
			E	01	300	420	000	740	401	BSN65639CLIP,GEM,JUMBO,1000CT		$7.29				
			E	01	300	420	000	740	401	SAN80078A Low-Odor Dry-Erase Marker, Broa		$9.29				
			E	01	300	420	000	740	401	UNV35612 Self-Stick Note Pads, 3" x 3", Asso		$5.78				
			E	01	300	341	172	830	433	PAP3321131C Write Bros. Ballpoint Pen, Stick		$3.57				
			E	01	300	341	172	830	433	PENZEH10BP3K6 Hi-Polymer Eraser, For Pen		$10.00				
			E	01	300	341	172	830	433	SAN1944741AExpo Magnetic Dry-erase Mark		$14.54				
			E	01	300	341	172	830	433	SAN37001B Ultra Fine Tip Permanent Marker,		$17.98				
PO#: 19196		**Voucher #:**	**103135**	Invoice			**Invoice No:**	5160400			**7/29/2026**			**Paid Amt:**	**$68.45**	

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72393**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	300	220	172	000	430	BSN41883Business Source Staple Remover -		$1.18				
			E	01	300	220	172	000	430	BSN65261CARD,INDEX,4X6,RULED,WHITE		$4.95				
			E	01	300	220	172	000	430	CYO684012 Long-Length Colored Pencil Set,		$8.60				
			E	01	300	220	172	000	430	TA30016Integra Permanent Fine Point Markers		$4.23				
			E	01	300	220	172	000	430	ITA38015 Integra Premium 60mm Lead Refills		$0.41				
			E	01	300	220	172	000	430	MMM653AN Original Pads in Poptimistic Colle		$7.11				
			E	01	300	220	172	000	430	MMM6555PK Original Pads in Poptimistic Coll		$12.34				
			E	01	300	220	172	000	430	PAP8430152 Point Guard Flair Felt Tip Porous		$26.58				
			E	01	300	220	172	000	430	SAN1905070 Scented Watercolor Marker, Broa		$23.72				
			E	01	300	220	172	000	430	UBR581U0416 Classic Magnetic Dry Erase Bo		$10.28				
			E	01	300	220	172	000	430	UNV00454 Rubber Bands, Size 54 (Assorted)		$0.89				
			E	01	300	220	172	000	430	UNV15001 Desktop Tape Dispenser, Weighted		$1.93				
			E	01	300	220	172	000	430	UNV35612 Self-Stick Note Pads, 3" x 3", Asso		$5.78				
PO#: 19193		**Voucher #:**	**103136**	Invoice			**Invoice No:** 5160378					**7/29/2026**			**Paid Amt:**	**$108.00**
			E	01	300	301	501	830	433	Three-Hole Punched Wood Ruler English and		$5.20				
			E	01	300	301	501	830	433	Business Source Fold-back Binder Clips - Sma		$0.31				
			E	01	300	301	501	830	433	CLIP,PAPER,#1,REGULR,1000CT		$2.99				
			E	01	300	301	501	830	433	CLIP,GEM,JUMBO,1000CT		$7.29				
			E	01	300	301	501	830	433	Disappearing Purple All Purpose Glue Sticks,		$36.75				
			E	01	300	301	501	830	433	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	301	501	830	433	Integra Premium 60mm Lead Refills - 0.7 mm -		$1.23				
			E	01	300	301	501	830	433	Multi-Purpose Scissors, 8" Long, 3.38" Cut Le		$23.70				
			E	01	300	301	501	830	433	Tartan General-Purpose Packaging Tape - 54.6		$26.64				
			E	01	300	301	501	830	433	Binder Clips, Medium, Black/Silver, 12/Box		$0.68				
			E	01	300	301	501	830	433	Economy Round Ring View Binder, 3 Rings, 1		$8.76				
			E	01	300	301	501	830	433	Bulldog Magnetic Clips, Medium, Nickel, 12/P		$3.13				
			E	01	300	301	501	830	433	Clear Plastic Ruler, Standard/Metric, 12" Long,		$3.90				
PO#: 19201		**Voucher #:**	**103137**	Invoice			**Invoice No:** 5160445					**7/29/2026**			**Paid Amt:**	**$124.81**
			E	01	300	240	172	000	430	Intensity Low Odor Fine Point Dry Erase Mark		$9.28				
			E	01	300	240	172	000	430	Xtra-Precision Mechanical Pencil Value Pack,		$7.70				
			E	01	300	240	172	000	430	Business Source Yellow Repositionable Adhes		$4.00				
			E	01	300	240	172	000	430	Business Source Medium Point Ballpoint Stick		$1.19				
			E	01	300	240	172	000	430	Business Source Woodcase No. 2 Pencils - #2		$3.96				
			E	01	300	240	172	000	430	Original Pads in Beachside Cafe Collection C		$11.36				
			E	01	300	240	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$9.29				
			E	01	300	240	172	000	430	Low-Odor Dry-Erase Marker, Broad Chisel Tip,		$9.29				

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72393**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	300	240	172	000	430	Classic Magnetic Dry Erase Board Eraser, 6.9		$10.28				
			E	01	300	240	172	000	430	Binder Clips, Medium, Black/Silver, 12/Box		$0.68				
			E	01	300	240	172	000	430	Binder Clips, Medium, Black/Silver, 12/Box		$0.68				
			E	01	300	240	172	000	430	Economy Round Ring View Binder, 3 Rings, C		$2.40				
			E	01	300	240	172	000	430	Self-Stick Note Pads, 3" x 3", Assorted Neon C		$5.78				
PO#: 19202		**Voucher #:**		**103138**	Invoice			**Invoice No:**		5160453		**7/29/2026**			**Paid Amt:**	**$75.89**
			E	01	103	201	171	000	430	Desktop Tape Dispenser, Weighted Nonskid B		$3.86				
			E	01	103	201	171	000	430	Economy Round Ring View Binder, 3 Rings, 1		$68.40				
			E	01	103	201	171	000	430	Economy Full-Strip Stapler, 20-Sheet Capacit		$6.26				
PO#: 19215		**Voucher #:**		**103139**	Invoice			**Invoice No:**		5162279		**7/29/2026**			**Paid Amt:**	**$78.52**
			E	01	300	258	233	000	430	MARKS A LOT Large Desk-Style Permanent I		$9.45				
			E	01	300	258	233	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$16.18				
			E	01	300	258	233	000	430	Intensity Low Odor Chisel Tip Dry Erase Mark		$11.85				
			E	01	300	258	233	000	430	Intensity Low Odor Chisel Tip Dry Erase Marke		$15.92				
			E	01	300	258	233	000	430	Intensity Low Odor Chisel Tip Dry Erase Mark		$11.72				
			E	01	300	258	233	000	430	LABEL,LSR,1X2-5/8,3000PK		$11.06				
			E	01	300	258	233	000	430	TAPE,INVISIBLE,3/4" X 1296		$3.09				
			E	01	300	258	233	000	430	Business Source Yellow Repositionable Adhe		$4.00				
			E	01	300	258	233	000	430	ENV,CLASP,9X12,BKFT		$24.34				
			E	01	300	258	233	000	430	Business Source Micro-Perforated Legal Rule		$13.09				
			E	01	300	258	233	000	430	CARD,INDEX,4X6,RULED,WHITE		$1.98				
			E	01	300	258	233	000	430	CLIP,PAPER,#1,REGULR,1000CT		$2.99				
			E	01	300	258	233	000	430	CLIP,GEM,JUMBO,1000CT		$7.29				
			E	01	300	258	233	000	430	Business Source Top-Loading Poly Sheet Prot		$12.09				
			E	01	300	258	233	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	258	233	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	258	233	000	430	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	258	233	000	430	Multi-Purpose Scissors, 8" Long, 3.38" Cut Ler		$39.50				
			E	01	300	258	233	000	430	Tartan General-Purpose Packaging Tape - 54.6		$13.32				
			E	01	300	258	233	000	430	Fine Bullet Tip Permanent Marker, Green, Do:		$8.69				
			E	01	300	258	233	000	430	White Board CARE Dry Erase Surface Cleaner		$2.99				
			E	01	300	258	233	000	430	Pen-Style Permanent Marker Value Pack, Fine		$8.36				
			E	01	300	258	233	000	430	Economy Round Ring View Binder, 3 Rings, C		$7.20				
			E	01	300	258	233	000	430	Economy Round Ring View Binder, 3 Rings, 1		$6.84				
			E	01	300	258	233	000	430	General-Purpose Masking Tape, 3" Core, 24 r		$5.32				

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
FIN	**72393**	**9518**		**INNOVATIVE OFFICE SOLUTIONS LLC**										**Check**		
			E	01	300	258	233	000	430	Clear Plastic Ruler, Standard/Metric, 12" Long,		$0.39				
PO#: 19205		**Voucher #:**	**103140**	Invoice			**Invoice No:**	5162080			**7/29/2026**			**Paid Amt:**	**$250.35**	
			E	01	300	301	501	830	433	MARKS A LOT Large Desk-Style Permanent M		$18.90				
			E	01	300	301	501	830	433	Business Source Top-Loading Poly Sheet Pro		$4.03				
			E	01	300	301	501	830	433	Disappearing Purple All Purpose Glue Sticks, (		$73.50				
			E	01	300	301	501	830	433	Integra Permanent Fine Point Markers - Fine		$4.23				
			E	01	300	301	501	830	433	Tartan General-Purpose Packaging Tape - 54.(		$26.64				
			E	01	300	301	501	830	433	Three-Subject Wirebound Notebooks, 3-Subje		$7.71				
			E	01	300	301	501	830	433	Fine Bullet Tip Permanent Marker, Green, Doz		$8.69				
			E	01	300	301	501	830	433	Pen-Style Permanent Marker Value Pack, Fin		$8.36				
			E	01	300	301	501	830	433	Economy Full-Strip Stapler, 20-Sheet Capacity		$3.13				
			E	01	300	301	501	830	433	General-Purpose Masking Tape, 3" Core, 24 m		$15.96				
			E	01	300	301	501	830	433	Invisible Tape, 1" Core, 0.5" x 36 yds, Clear		$2.40				
PO#: 19200		**Voucher #:**	**103132**	Invoice			**Invoice No:**	5160440			**7/29/2026**			**Paid Amt:**	**$173.55**	
			E	01	300	331	172	830	433	Wite-Out Quick Dry Correction Fluid, 20 mL Bc		$7.98				
			E	01	300	331	172	830	433	CARD,INDEX,4X6,RULED,WHITE		$4.95				
			E	01	300	331	172	830	433	Disappearing Purple All Purpose Glue Sticks, (		$36.75				
			E	01	300	331	172	830	433	Integra Permanent Fine Point Markers - Fine M		$4.23				
			E	01	300	331	172	830	433	Medium Weight Tagboard, 12 x 18, White, 100		$59.95				
			E	01	300	331	172	830	433	Rubber Bands, Size 54 (Assorted), Assorted G		$0.89				
PO#: 19199		**Voucher #:**	**103133**	Invoice			**Invoice No:**	5160432			**7/29/2026**			**Paid Amt:**	**$114.75**	
															Check Amount:	**$1,237.55**
FIN	**72394**	**5354**		**LAKESHORE LEARNING MATERIALS**										**Check**		
			E	01	103	200	000	000	430	Colored Craft SticksItem # HL150		$9.99				
			E	01	103	200	000	000	430	Puffy Pipe StemsItem # EA123		$9.99				
			E	01	103	201	171	000	430	Catch a Letter Magnetic Learning GameItem #		$39.99				
			E	01	103	201	171	000	430	Gumball Grab Pre-Writing GameItem # LL317		$29.99				
			E	01	103	201	171	000	430	Fine Motor Tweezer Tongs - Set of 4Item # LL3		$9.99				
			E	01	103	201	171	000	430	Lakeshore Dough - Set 1 - Set of 6 ColorsItem		$159.98				
			E	01	103	201	171	000	430	Create & Design Drill KitItem # PP507		$59.98				
			E	01	103	201	171	000	430	Yarn Laces with TipsItem # FG639		$14.99				
			E	01	103	201	171	000	430	Double-Sided Magnetic Write & Wipe Board - S		$296.97				
PO#: 19161		**Voucher #:**	**103143**	Invoice			**Invoice No:**	94149032			**7/29/2026**			**Paid Amt:**	**$631.87**	
			E	01	103	201	171	000	430	Lakeshore Dough - Set 1 - Set of 6 ColorsItem		$79.99				
			E	01	103	201	171	000	430	Light Table Sensory Play Materials - Complete		$229.00				
			E	01	103	201	171	000	430	Washable Sensory Play Materials - Complete S		$229.00				

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
FIN	**72394**	**5354**		**LAKESHORE LEARNING MATERIALS**		**Check**		
			E 01 103 201 171 000 430	Light Table Pegs & Pegboard Set - Set of 4Iten		$99.99		
			E 01 103 201 171 000 430	Light Table Math Trays - Complete SetItem # L		$39.99		
PO#: 19162	**Voucher #:**	**103144**	Invoice	**Invoice No:** 94149039	**7/29/2026**		**Paid Amt:**	**$677.97**
			E 01 103 408 000 740 433	Extra 500 Coin SetItem # LC1308		$24.99		
			E 01 103 408 000 740 433	Lakeshore Magnetic Teaching ClockItem # JJ4		$19.99		
			E 01 103 408 000 740 433	Student Gear Clocks - Set of 6Item # FD876		$29.99		
			E 01 103 408 000 740 433	Touch & Match Sensory Math Cards - Complet		$119.00		
			E 01 103 408 000 740 433	1-100 Pocket Chart KitItem # CF616		$29.99		
			E 01 103 408 000 740 433	Giant Magnetic Regrouping ChartItem # FF30(		$39.99		
			E 01 103 408 000 740 433	Place Value Write & Wipe BoardsItem # PP37(		$49.99		
			E 01 103 408 000 740 433	Addition All Facts 0-12 Flash CardsItem # TE4		$15.99		
			E 01 103 408 000 740 433	Multiplication All Facts 0-12 Flash CardsItem #		$15.99		
			E 01 103 408 000 740 433	Touch & Match Sensory Subtraction CardsItem		$39.99		
			E 01 103 408 000 740 433	Division All Facts 0-12 Flash CardsItem # TE4		$15.99		
			E 01 103 408 000 740 433	English Language Development Writing Cente		$39.99		
			E 01 103 408 000 740 433	Flex-Space Washable Comfy Floor Seat - Gree		$79.99		
			E 01 103 408 000 740 433	Power Pen!® Math Quiz Cards - Complete Set		$95.00		
			E 01 103 408 000 740 433	Power Pen!®Item # BD530		$51.96		
			E 01 103 408 000 740 433	Splash! Subtraction GameItem # LM242		$12.99		
PO#: 19164	**Voucher #:**	**103145**	Invoice	**Invoice No:** 94149049	**7/29/2026**		**Paid Amt:**	**$681.83**
			E 01 103 201 171 000 430	Lakeshore No-Spill Paint Cups - Set of 10 Colc		$19.99		
			E 01 103 201 171 000 430	Giant Washable Color Ink Pads - Set 2 - Set of		$36.99		
			E 01 103 201 171 000 430	Classic Wild Animal CollectionItem # GG348		$79.99		
			E 01 103 201 171 000 430	Classic Farm Animal CollectionItem # RR250		$79.99		
			E 01 103 219 171 339 430	Classroom Magnetic Letters KitItem # LC926		$59.99		
PO#: 19163	**Voucher #:**	**103146**	Invoice	**Invoice No:** 94149061	**7/29/2026**		**Paid Amt:**	**$276.95**
			E 01 103 200 000 000 430	Animals Up Close Puzzle SetItem # JJ309		$149.00		
			E 01 103 200 000 000 430	Lakeshore Dough - Set 2 - Set of 6 ColorsItem		$79.99		
			E 01 103 200 000 000 430	Lakeshore Dough - Set 1 - Set of 6 ColorsItem		$79.99		
			E 01 103 200 000 000 430	Superbright Liquid Tempera Paint - Pint - Set o		$39.50		
			E 01 103 200 000 000 430	Color-Changing Light TableItem # LL646		$979.00		
			E 01 103 200 000 000 430	Stand-Up Magnetic Design CenterItem # LA58		$229.00		
			E 01 103 200 000 000 430	Kid-Safe Appliances - Complete SetItem # FA4		$69.99		
PO#: 19160	**Voucher #:**	**103141**	Invoice	**Invoice No:** 94149024	**7/29/2026**		**Paid Amt:**	**$1,626.47**
			E 04 005 580 000 325 430	Create & Play Magnetic MonstersItem # GG51		$49.99		
			E 04 005 580 000 325 430	Jumbo Magnetic Building TilesItem # LA214		$599.00		

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type		
FIN	**72394**	**5354**		**LAKESHORE LEARNING MATERIALS**									**Check**		
			E	04	005	580	000	325	430	Lakeshore Dough - Set 1 - Set of 6 ColorsItem		$79.99			
			E	04	005	580	000	325	430	Lakeshore Dough - Set 2 - Set of 6 ColorsItem		$79.99			
			E	04	005	580	000	325	430	Dough Scissors - Set of 10Item # DS344		$14.99			
			E	04	005	580	000	325	430	Dough Tool SetItem # VR811		$19.98			
			E	04	005	580	000	325	430	Lakeshore Fully Washable Liquid Tempera Pai		$45.50			
			E	04	005	580	000	325	430	Crystal Building BlocksItem # RA432		$119.98			
			E	04	005	580	000	325	430	Light Table Pegs & Pegboard SetItem # LL555		$59.98			
			E	04	005	580	000	325	430	Peel & Stick Shimmer ShapesItem # LL919		$65.97			
PO#: 19159		**Voucher #:**		**103142**	Invoice			**Invoice No:** 94149014			**7/29/2026**		**Paid Amt:**	**$1,135.37**	
													Check Amount:		**$5,030.46**
FIN	**72395**	**7390**		**BLICK ART MATERIALS**									**Check**		
			E	01	300	341	172	830	433	Non-Washable Marker, Broad Bullet Tip, Assor		$59.99			
			E	01	300	341	172	830	433	shipping		$9.95			
PO#: 19195		**Voucher #:**		**103147**	Invoice			**Invoice No:** 8446797			**7/29/2026**		**Paid Amt:**	**$69.94**	
													Check Amount:		**$69.94**
FIN	**72396**	**5761**		**CAROLINA BIOLOGICAL SUPPLY CO.**									**Check**		
			E	01	300	260	172	000	430	Sheep Brain with Dura Matter Removed		$217.80			
			E	01	300	260	172	000	430	Cow Eye		$49.80			
			E	01	300	260	172	000	430	Formalin Pig Double Injection		$0.00			
			E	01	300	260	172	000	430	Pig Heart		$143.40			
			E	01	300	260	172	000	430	Squid		$557.50			
			E	01	300	260	172	000	430	Small Gloves		$0.00			
			E	01	300	260	172	000	430	Medium Gloves		$0.00			
			E	01	300	260	172	000	430	Large Gloves		$0.00			
			E	01	300	260	172	000	430	XL Gloves		$0.00			
			E	01	300	260	172	000	430	Frogs		$697.50			
			E	01	300	260	172	000	430	Shipping		$116.03			
PO#: 19149		**Voucher #:**		**103148**	Invoice			**Invoice No:** 53511163RI			**7/29/2026**		**Paid Amt:**	**$1,782.03**	
													Check Amount:		**$1,782.03**
FIN	**72397**	**9807**		**BIOAG ENERGY SERVICES**									**Check**		
			E	01	005	810	000	000	401	General Supplies		$1,423.14			
PO#:		**Voucher #:**		**103151**	Invoice			**Invoice No:** 6949381198			**7/29/2026**		**Paid Amt:**	**$1,423.14**	
													Check Amount:		**$1,423.14**

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Check Number: 72314-72399 Payment Date: 6/30/2026-8/31/2026 Period: 202701202612-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
FIN	72398	00256	00256-1	HILLYARD INC		Check
			E 01 005 810 000 000 401	General Supplies		$5.87
PO#:		Voucher #:	103150	Invoice	Invoice No: 90224320	7/29/2026	Paid Amt: $5.87
						Check Amount: $5.87
FIN	72399	10178		HENNAGER PLUMBIN & HEATING INC		Check
			E 01 005 810 000 000 401	General Supplies		$208.50
PO#:		Voucher #:	103149	Invoice	Invoice No: 9778	7/29/2026	Paid Amt: $208.50
						Check Amount: $208.50
						Report Total: $1,027,215.90

Pipestone Area Schools ISD #2689

Detail Payment Register By Check

Check Number: 52735-52737 Payment Date: 7/1/2026-8/31/2026 Period: 202701-202702 Void Status: N

Bank	Check No	Code	Rcd	Vendor			Pmt/Void Date	Pmt Type		
HS	52735	5249		VISA				Check		
			E	21 005 298 913 301 401	Baseball			$214.72		
			E	21 005 298 913 301 401	Baseball			$269.83		
PO#:		Voucher #:	103058	Invoice	Invoice No: 9897		7/22/2026		Paid Amt:	$484.55
									Check Amount:	$484.55
HS	52736	5249		VISA				Check		
			E	21 005 298 914 301 401	Boys Basketball			$34.99		
PO#:		Voucher #:	103065	Invoice	Invoice No: 0671		7/22/2026		Paid Amt:	$34.99
			E	21 005 298 937 301 401	SCHOOL STORE			$63.72		
PO#:		Voucher #:	103066	Invoice	Invoice No: 0671		7/22/2026		Paid Amt:	$63.72
									Check Amount:	$98.71
HS	52737	10290		SOUTHWEST MN SHOOTOUT				Check		
			E	21 005 298 914 301 401	Boys Basketball			$225.00		
PO#:		Voucher #:	103092	Invoice	Invoice No: 07/27/2026		7/27/2026		Paid Amt:	$225.00
									Check Amount:	$225.00
									Report Total:	$808.26

PIPESTONE AREA SCHOOLS
District No. 2689

Dr. Klint W. Willert
Superintendent

Sonja Ortman
MS/HS Principal

Jennifer Moravetz
Elementary Principal

Lisa Pease
Coordinator of Curriculum, Teaching, and Learning

Jacque Kennedy
Business Manager

Rick Zollner
Activities Director

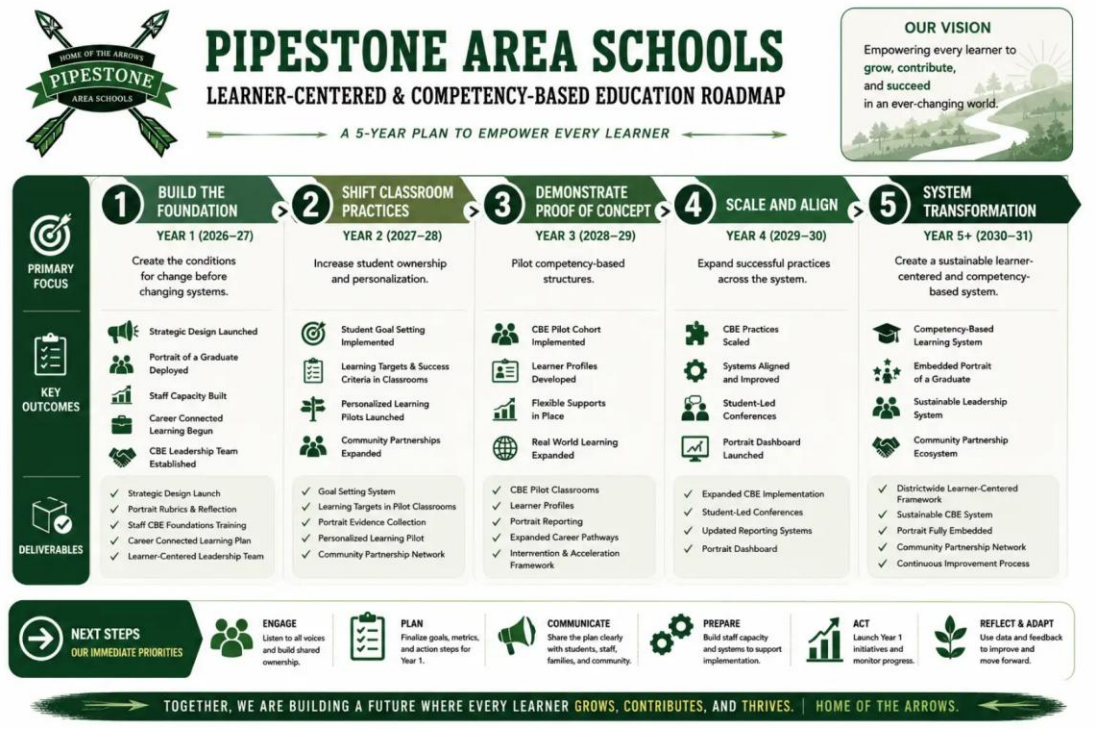
Len Burzynski
Maintenance Director

Kim Tuin
Food Service Director

Superintendent's Report – Pipestone Area Schools

We are officially all in BACK-TO-SCHOOL mode right now! With the start of the new year, there are more students and staff on campus for activities, meetings, and events. While our last board meeting was only a few weeks ago, here are some items to share with the board.

1. **Staff Workshop Week** – The week of August 24 will be very busy. The entire week is dedicated to back-to-school activities for staff members. The schedule includes time for staff to prepare classrooms for the open house events as well as time for staff training and collaboration work. During my presentation I plan to provide an overview of our strategic design and a 5-year map for the work we are embracing as it relates to the Portrait of a Graduate and competency-based teaching and learning. Here is a graphic of the 5-year roadmap that will be shared with staff.



1401 7th St. SW
Pipestone, MN 56164

Main Line:
507-562-6100 MSHS
507-562-6200 Elementary

Main Fax:
507-825-6729

2. **Roofing Project Phase II and Phase III** – The second and third phase of the roofing project is at about 90% complete. The most significant work left is completing some sheet metal work and flashing work. This work will happen in September and/or October. Tremco will complete their final walk through and ensure everything is as it should be. Overall, I have been pleased with the progress, the communication, and the outcome of the roofing project. I believe the board decision to address the roof was the right decision and will have a lasting impact on the district infrastructure.

3. **Start of the School Year** – As a reminder, we will be starting school before Labor Day this year. Given the later start to the Labor Day holiday, school districts were given the option to begin school prior to Labor Day. We have worked to communicate this to our families and community.

4. **Custodial Team Appreciation** – As you walk through the buildings you will see the result of the commitment and hard work of the custodial and maintenance teams. Their hard work over the summer months has prepared our facilities for the upcoming year. I appreciate their dedication, care, and concern to provide a safe, clean, and welcoming learning environment for students and staff. Please join me in thanking Len and those on his team for their work and effort.

5. **Fall Activities and Athletics** – There is great energy surrounding the start of our fall activity season. We want to encourage as many of our students as possible to participate in activities. Research demonstrates that students involved in school activities have greater rates of attendance, better academic results, and an overall greater connection to the school community. Please encourage participation and support the Arrows!

6. **Auditorium Carpet** – The auditorium is getting new carpet. The carpet is being installed as part of our budget plans. It will be a much-needed improvement to our facilities.

7. **Referendum Information** –Later this fall we will need to schedule some community sessions on the operating referendum. We know that there is a need to help inform and educate the community about the district funding and the basis for the referendum. Here is a graphic we created that demonstrates how the district general fund dollars are utilized in the district to provide the services, support, and programming we offer our students and community.

HOW THE GENERAL FUND BUDGET IS ALLOCATED…





I believe that is all I have for now. I look forward to the weeks and months to come as I begin my 27th year as a school superintendent! #StayProudArrows!

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
August	2016-2017	20	97	78	89	82	82	99	82	93	80	81	105	57	83	19	1147	45
	2017-2018	26	101	91	75	86	82	86	103	84	87	91	73	104	56	17	1162	
	2018-2019	30	105	76	90	71	85	79	86	103	81	85	95	69	96	18	1169	90
	2019-2020	22	109	87	74	86	73	80	83	80	105	83	89	78	73	15	1137	73
	2020-2021	25	86	79	79	69	84	73	78	81	79	108	86	80	83	14	1104	67
	2021-2022	23	101	78	81	82	71	86	73	77	79	79	112	74	72	12	1100	68
	2022-2023	21	107	81	80	86	75	68	86	72	74	82	83	103	76	12	1106	80
	2023-2024	24	99	73	80	83	83	81	73	91	73	78	84	83	95	12	1112	96
	2024-2025	28	96	82	72	80	85	82	79	75	92	76	81	84	77	12	1101	88
	2025-2026	16	99	83	90	74	83	82	87	79	74	90	72	78	79	14	1100	86
	2026-2027	23	99	65	85	89	73	83	82	89	75	69	89	63	74	15	**1073**	78
September	2004-2005	18	80	78	81	85	80	85	100	106	92	93	108	95	95	27	1243	
	2005-2006	16	69	70	71	84	86	80	95	94	105	103	90	112	90	28	1211	33
	2006-2007	19	96	61	77	77	85	83	81	100	93	111	86	91	106	25	1191	32
	2007-2008	37	82	92	59	74	78	93	82	84	97	103	101	88	84	23	1177	32
	2008-2009	28	91	77	93	71	77	85	89	85	82	95	99	94	85	24	1175	34
	2009-2010	29	104	84	75	93	65	81	89	87	79	89	91	96	92	24	1178	35
	2010-2011	35	108	86	85	71	93	70	79	84	90	91	75	81	90	22	1160	33
	2011-2012	33	98	94	82	88	72	90	70	77	83	98	86	79	80	22	1152	34
	2012-2013	36	96	93	87	81	83	76	94	69	75	97	90	80	71	24	1152	34
	2013-2014	41	89	88	96	87	91	80	78	97	64	79	91	77	74	22	1154	34
	2014-2015	31	89	87	85	94	82	92	84	73	108	71	75	77	78	24	1150	46
	2015-2016	28	88	85	85	87	100	82	93	87	68	112	64	79	73	19	1150	37
	2016-2017	24	100	79	90	79	84	100	82	93	79	80	105	57	76	19	1147	42 (plus 16 in ECSE
	2017-2018	28	96	92	73	85	80	86	103	84	88	91	72	101	56	17	1152	90
	2018-2019	35	102	74	86	72	82	79	82	98	79	88	86	73	97	18	1151	95
	2019-2020	25	105	88	73	83	68	83	80	78	107	87	86	79	67	15	1124	78
	2020-2021	25	83	77	78	69	84	75	78	80	76	108	81	77	83	14	1088	63
	2021-2022	24	105	78	80	82	71	89	73	76	80	78	108	72	75	12	1103	75
	2022-2023	20	110	79	79	86	75	70	87	75	77	80	87	103	74	12	1114	85
	2023-2024	26	102	72	77	82	83	78	74	91	72	79	83	73	89	12	1093	101
	2024-2025	27	96	86	73	82	85	85	80	75	91	76	79	83	72	12	1102	98
	2025-2026	15	97	82	89	74	84	81	89	80	76	88	72	74	76	14	1091	93

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
October																		
(MARSS)	2005-2006	17	69	70	73	84	86	80	95	93	103	103	91	113	90	28	1217	33
	2006-2007	21	95	63	77	77	87	81	82	100	94	111	86	90	104	25	1193	32
	2007-2008	30	85	91	59	74	79	94	84	85	96	102	100	88	85	23	1175	32
	2008-2009	32	92	75	93	69	78	84	90	83	81	95	100	95	82	24	1173	34
	2009-2010	32	104	84	73	93	64	79	86	87	78	89	89	94	91	24	1167	35
	2010-2011	33	107	85	85	71	89	69	79	83	89	89	74	78	89	22	1142	34
	2011-2012	33	98	93	81	87	72	91	69	77	83	99	87	78	79	22	1149	35
	2012-2013	38	95	93	87	81	82	75	93	69	74	97	89	79	72	24	1148	34
	2013-2014	37	89	88	94	87	88	81	79	98	65	86	88	81	73	22	1156	34
	2014-2015	31	89	87	86	94	82	91	85	73	106	72	73	77	78	24	1148	47
	2015-2016	29	88	85	85	85	100	81	91	87	68	111	62	80	72	20	1144	39
	2016-2017	26	99	80	88	79	84	100	81	92	78	80	104	56	75	19	1141	46 (Sped included)
	2017-2018	28	95	92	73	85	80	85	102	86	84	91	72	101	54	17	1145	93
	2018-2019	33	100	74	86	72	80	79	81	97	77	88	84	72	95	18	1136	93
	2019-2020	25	104	89	73	83	68	83	78	78	104	85	84	79	65	15	1113	78
	2020-2021	27	83	79	77	71	84	76	79	80	75	107	81	76	80	14	1089	66
	2021-2022	24	106	78	81	82	70	90	74	76	81	79	107	72	73	12	1105	78
	2022-2023	20	113	79	80	86	75	70	86	73	74	80	88	100	72	12	1108	
	2023-2024	26	103	72	78	81	84	77	73	90	72	80	84	74	88	11	1093	99
	2024-2025	28	96	86	73	83	84	85	79	74	92	74	77	81	71	12	1095	100
	2025-2026	16	96	82	88	74	84	79	89	80	75	89	73	75	72	14	1086	93
November																		
	2005-2006	17	68	72	75	84	87	81	97	93	103	99	86	109	90	28	1211	33
	2006-2007	32	93	64	76	76	88	82	81	99	93	109	83	90	102	25	1193	32
	2007-2008	32	88	92	60	75	79	94	85	85	96	100	99	87	83	26	1181	33
	2008-2009	36	91	76	94	68	78	84	90	84	80	94	101	95	81	24	1176	34
	2009-2010	34	105	86	73	94	65	78	85	88	77	89	86	95	92	24	1171	35
	2010-2011	32	108	86	86	71	90	69	78	83	89	87	75	78	91	22	1145	34
	2011-2012	33	98	92	82	88	72	91	67	77	82	98	85	78	79	22	1144	35
	2012-2013	45	94	94	86	82	82	73	95	69	74	97	87	78	71	24	1151	34
	2013-2014	36	90	87	94	87	88	80	78	98	66	86	88	82	73	22	1155	34
	2014-2015	30	88	88	86	92	80	90	86	73	106	71	74	78	78	24	1144	47
	2015-2016	26	90	86	85	86	100	82	92	86	67	111	62	79	73	20	1145	43
	2016-2017	30	96	80	89	79	82	98	81	92	78	79	103	54	73	19	1133	44 (Sped Inc)

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2017-2018	29	97	93	73	85	80	86	102	86	84	90	71	101	54	17	1148	95
	2018-2019	34	101	74	87	73	80	80	80	100	78	87	84	71	97	18	1144	90
	2019-2020	26	106	92	73	84	69	84	82	81	103	87	86	79	65	15	1132	78
	2020-2021	28	82	81	79	71	84	77	77	80	77	108	81	76	82	14	1097	66
	2021-2022	24	109	80	84	79	70	90	74	76	82	80	106	71	72	12	1109	79
	2022-2023	19	107	80	79	83	78	70	85	73	75	82	84	100	71	12	1098	84
	2023-2024	26	102	72	79	83	81	78	75	89	72	81	83	73	86	11	1091	101
	2024-2025	30	96	86	73	83	84	85	78	73	88	75	77	84	71	12	1095	101
	2025-2026	18	95	84	88	75	84	79	91	79	75	89	70	75	71	14	1087	94
December																		
	2005-2006	27	68	72	76	84	87	82	98	92	103	98	86	110	90	28	1223	33
	2006-2007	31	92	65	76	76	88	82	80	97	93	109	84	89	102	25	1189	32
	2007-2008	31	88	93	60	75	79	92	85	84	95	100	99	87	83	26	1177	33
	2008-2009	38	92	74	95	70	78	84	89	86	79	94	100	95	81	24	1179	34
	2009-2010	35	106	86	74	93	64	76	85	87	76	88	86	94	91	24	1165	35
	2010-2011	33	107	86	86	70	90	69	78	83	89	86	75	78	89	22	1141	35
	2011-2012	35	97	92	83	88	71	91	69	77	82	98	85	78	79	22	1147	35
	2012-2013	45	96	96	87	86	83	72	94	69	75	98	87	78	70	24	1160	35
	2013-2014	36	90	87	92	86	87	82	78	99	65	87	84	77	73	22	1145	34
	2014-2015	30	89	88	85	92	79	90	86	71	104	69	73	79	77	25	1137	47
	2015-2016	28	90	86	86	86	100	82	92	86	67	111	61	80	73	19	1147	43
	2016-2017	31	96	80	88	80	83	99	82	93	78	78	103	57	73	19	1140	45
	2017-2018	30	95	92	73	84	79	86	103	86	84	88	71	101	54	17	1143	95
	2018-2019	36	103	74	86	73	79	81	82	101	80	88	85	71	99	18	1156	92
	2019-2020	28	107	91	73	84	69	83	81	81	102	87	86	79	65	15	1131	81
	2020-2021	30	82	80	79	71	82	77	75	80	77	110	81	75	82	14	1095	66
	2021-2022	24	107	79	84	78	70	91	72	76	82	81	104	72	72	12	1104	80
	2022-2023	20	105	81	79	83	78	70	85	73	75	82	83	100	68	12	1094	82
	2023-2024	25	102	71	78	84	82	77	75	89	73	81	83	76	88	11	1095	104
	2024-2025	30	97	86	73	82	83	85	78	74	88	75	78	84	71	12	1096	100
	2025-2056	20	96	84	88	75	83	78	89	78	74	89	69	74	71	14	1082	95
January																		
	2005-2006	28	69	73	76	85	87	83	98	91	103	100	86	106	89	28	1225	33
	2006-2007	32	91	65	75	77	89	82	81	97	95	108	84	88	103	25	1192	32
	2007-2008	35	86	94	60	76	79	90	87	85	95	101	99	87	83	26	1183	33

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2008-2009	38	92	74	96	70	76	84	91	87	79	95	98	93	81	24	1178	34
	2009-2010	35	105	86	72	93	63	77	84	87	77	89	84	94	91	24	1161	36
	2010-2011	40	106	86	85	70	90	70	77	84	88	88	75	79	90	22	1150	36
	2011-2012	38	98	91	83	88	72	93	69	76	83	99	85	78	79	22	1154	35
	2012-2013	44	95	95	86	85	82	74	94	69	73	97	87	77	69	24	1151	35
	2013-2014	37	90	86	93	84	90	81	78	98	63	86	85	80	75	22	1148	34
	2014-2015	32	88	87	85	93	79	89	85	72	104	68	73	80	78	24	1137	48
	2015-2016	30	89	88	86	86	99	83	95	86	68	109	62	80	73	19	1153	43
	2016-2017	31	96	79	86	79	83	99	82	93	77	78	106	57	72	19	1137	66
	2017-2018	33	94	92	73	83	79	84	104	86	82	88	71	99	52	17	1137	92
	2018-2019	36	102	74	86	74	79	82	82	103	81	88	85	71	97	18	1158	94
	2019-2020	28	109	90	71	83	70	82	81	82	103	87	85	79	65	15	1130	79
	2020-2021	31	84	80	78	70	83	77	76	80	76	110	78	75	79	14	1091	68
	2021-2022	25	107	81	84	78	70	91	72	76	81	84	104	75	72	12	1112	82
	2022-2023	20	103	79	79	82	77	71	85	74	75	83	84	100	68	12	1092	81
	2023-2024	26	103	71	80	85	83	78	75	89	74	82	86	76	92	11	1111	104
	2024-2025	30	97	86	72	81	83	85	78	74	88	74	79	83	72	12	1094	100
	2025-2026	26	95	84	89	75	84	78	90	79	72	89	67	72	70	14	1084	99
February																		
	2005-2006	29	67	74	74	85	86	83	99	91	103	101	84	105	88	28	1224	33
	2006-2007	38	91	63	76	78	88	81	79	96	95	108	84	89	106	25	1197	32
	2007-2008	36	86	94	60	76	80	89	87	87	95	101	98	88	79	26	1182	33
	2008-2009	42	93	73	95	67	75	83	88	86	80	97	96	95	81	26	1177	34
	2009-2010	38	100	86	71	92	63	77	84	88	76	92	81	96	91	24	1159	37
	2010-2011	40	105	83	85	70	91	71	75	84	88	88	75	79	90	22	1146	36
	2011-2012	41	98	89	81	89	72	93	71	76	83	100	86	78	76	22	1155	36
	2012-2013	45	95	95	86	86	82	75	95	69	73	96	87	76	67	24	1151	35
	2013-2014	37	89	87	91	83	88	80	77	98	63	85	86	73	78	22	1137	34
	2014-2015	32	88	88	85	93	79	89	84	71	103	68	75	77	78	24	1134	48
	2015-2016	30	91	89	86	86	100	83	96	86	68	110	63	80	75	19	1162	43
	2016-2017	32	96	79	85	80	82	97	81	91	79	77	109	53	70	19	1130	66
	2017-2018	33	95	91	73	85	80	86	103	87	82	90	72	97	53	17	1144	93
	2018-2019	37	102	74	86	74	79	81	82	103	80	92	82	68	98	18	1156	94
	2020-2021	30	108	88	71	84	70	82	81	81	103	85	84	79	65	15	1126	79
	2021-2022	30	105	81	82	77	70	88	70	76	79	81	104	76	72	12	1103	87
	2022-2023	22	104	80	79	83	77	71	85	75	75	86	85	99	67	12	1100	81

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2023-2024	27	102	71	79	83	82	77	75	89	73	83	88	79	102	11	1121	105
	2024-2025	33	98	87	72	82	83	85	76	74	87	75	79	83	80	12	1106	99
	2025-2026	28	95	85	88	77	83	78	90	78	70	88	67	72	71	14	1084	99
March																		
	2005-2006	29	69	74	74	85	87	83	101	92	105	101	85	104	88	28	1220	33
	2006-2007	41	92	63	77	78	87	81	79	96	94	109	84	86	106	25	1198	32
	2007-2008	36	84	94	60	77	81	90	88	87	95	100	96	89	79	26	1182	33
	2008-2009	44	92	74	95	66	76	83	88	85	80	98	95	96	80	26	1178	35
	2009-2010	43	99	86	70	92	62	77	84	86	76	89	81	97	92	24	1158	35
	2010-2011	41	106	83	85	69	91	71	75	83	88	90	75	79	90	22	1148	34
	2011-2012	42	100	88	83	89	73	93	71	77	84	99	86	79	76	22	1162	34
	2012-2013	45	95	96	85	86	82	75	95	69	72	96	86	76	66	24	1148	35
	2013-2014	37	91	87	91	83	88	80	76	98	64	85	86	75	78	22	1141	34
	2014-2015	33	88	86	86	94	79	90	84	71	103	67	75	78	77	24	1135	49
	2015-2016	28	90	89	84	86	101	83	95	84	68	108	60	80	75	18	1149	42
	2016-2017	34	96	79	86	82	82	97	81	91	79	77	111	53	72	19	1139	71
	2017-2018	33	95	91	72	85	79	86	102	84	82	90	72	97	52	17	1137	93
	2018-2019	38	102	74	86	74	79	81	82	103	79	92	80	68	98	18	1154	93
	2019-2020	31	102	88	71	84	70	82	81	81	103	85	85	79	67	15	1124	79
	2020-2021	34	87	78	79	71	84	73	77	81	79	108	76	74	77	14	1092	74
	2021-2022	29	104	81	82	77	70	88	69	75	79	80	104	73	73	12	1096	84
	2022-2023	26	100	80	79	83	77	71	85	74	74	86	84	100	67	12	1098	87
	2023-2024	35	102	73	77	85	82	78	74	89	74	83	87	79	104	11	1133	105
	2024-2025	34	98	87	73	83	82	86	76	73	88	75	77	82	80	12	1106	99
	2025-2026	29	94	85	87	77	82	79	88	77	69	88	67	72	71	14	1079	97
April																		
	2005-2006	30	69	73	74	84	88	83	101	93	105	101	85	104	88	28	1219	33
	2006-2007	38	92	63	78	79	89	83	80	96	93	108	84	86	107	25	1201	32
	2007-2008	35	85	94	60	78	81	90	87	86	95	101	96	87	79	26	1180	33
	2008-2009	46	92	75	93	65	75	83	87	82	80	99	94	96	80	24	1171	35
	2009-2010	47	99	86	70	92	61	77	82	86	75	88	81	96	92	24	1156	35
	2010-2011	41	105	83	85	69	91	71	76	84	87	91	75	80	90	24	1152	34
	2011-2012	43	100	90	83	90	74	91	70	77	84	98	85	77	76	22	1160	34
	2012-2013	50	95	96	85	85	81	74	95	69	72	96	86	76	65	24	1149	35
	2013-2014	41	91	86	90	83	88	81	75	99	64	85	86	73	75	22	1139	34

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness
	2014-2015	34	87	84	87	95	79	89	84	73	101	67	76	78	77	24	1135	49
	2015-2016	30	89	88	83	85	99	81	94	84	68	108	60	79	75	18	1141	41
	2016-2017	36	96	77	87	80	82	98	81	90	79	76	112	53	72	19	1138	72
	2017-2018	36	95	90	74	86	79	86	102	82	81	92	71	98	53	17	1142	94
	2018-2019	40	103	75	87	75	78	82	80	105	77	91	80	67	96	18	1154	93
	2019-2020	31	102	86	70	84	70	82	81	81	103	85	84	79	67	15	1120	79
	2020-2021	35	86	78	79	71	84	73	78	81	79	109	74	74	77	14	1092	74
	2021-2022	29	106	81	82	76	71	87	69	75	79	80	103	72	73	12	1095	85
	2022-2023	27	100	80	80	85	76	71	86	74	74	85	84	97	66	12	1097	89
	2023-2024	33	103	74	79	84	85	78	74	90	74	82	88	79	103	11	1137	105
	2024-2025	34	98	87	73	83	83	86	77	73	88	75	81	83	80	12	1113	98
	2025-2026	29	96	84	87	75	85	80	87	77	69	89	64	71	72	14	1079	97
May																		
(MARSS)	2005-2006	33	70	73	73	83	87	82	99	92	105	99	85	104	89	28	1215	33
	2006-2007	39	92	63	78	79	90	83	80	97	94	108	83	86	107	25	1204	32
	2007-2008	36	86	94	60	78	81	90	86	85	95	101	96	87	79	26	1180	33
	2008-2009	47	93	74	94	65	76	83	87	81	80	99	94	94	80	24	1171	36
	2009-2010	49	99	84	70	92	61	75	82	86	75	88	82	96	92	24	1155	35
	2010-2011	41	106	83	85	68	92	71	76	84	86	91	75	81	89	23	1151	34
	2011-2012	44	100	90	83	90	73	91	70	77	84	98	84	76	76	22	1158	34
	2012-2013	54	95	96	85	85	80	74	94	69	72	96	85	76	65	24	1150	34
	2013-2014	41	91	86	90	83	87	82	76	98	63	86	86	75	75	22	1141	34
	2014-2015	33	88	85	87	96	79	89	85	73	100	67	77	78	77	24	1138	49
	2015-2016	33	89	88	84	85	99	82	94	85	69	109	61	79	74	18	1149	42
	2016-2017	41	97	77	87	80	82	98	81	89	79	76	111	51	72	19	1140	75
	2017-2018	39	95	90	73	86	79	86	101	82	81	91	71	97	54	17	1142	93
	2018-2019	41	104	76	87	75	79	81	81	105	77	91	79	67	95	18	1156	91
	2019-2020	32	102	86	70	84	70	82	81	81	103	85	83	79	66	15	1119	79
	2020-2021	36	86	78	79	71	84	72	78	81	80	110	74	74	77	14	1094	73
	2021-2022	32	107	81	82	76	70	87	70	74	79	81	100	72	72	12	1095	88
	2022-2023	30	101	79	80	85	76	70	85	75	74	85	84	95	66	12	1097	89
	2023-2024	36	101	74	80	85	84	78	75	91	74	74	88	78	102	11	1131	105
	2024-2025	39	98	87	74	82	84	86	77	73	87	74	81	83	79	12	1116	98
	2025-2026	28	96	84	87	75	84	79	87	77	69	89	64	71	72	14	1076	96

Enrollment		ECSE	K	1	2	3	4	5	6	7	8	9	10	11	12	Colony	Total	School Readiness

PIPESTONE AREA SCHOOLS
District No. 2689

Dr. Klint W. Willert
Superintendent

Sonja Ortman
MS/HS Principal

Jennifer Moravetz
Elementary Principal

Lisa Pease
Coordinator of Curriculum, Teaching, and Learning

Jacque Kennedy
Business Manager

Rick Zollner
Activities Director

Len Burzynski
Maintenance Director

Kim Tuin
Food Service Director

MS/HS Principal School Board Report: August 2026

Staffing updates as we start the 2026-2027 school year:

Ethan Strawn (replacing Erika Pelach in Choir)
Emelyn Fernandez (replacing Kristin Walerius in ML)
Jolene Nelson (replacing Andy Yost in HS English)
Nathan Schreiber (replacing Stacy Popma in HS Science)
Andy Yost (replacing Scott Boomgaarden as Dean of Students)
Stacy Lane (replacing Tiffany Fritsch in Art)

PSEO: Fall 2026
We have 44 juniors and seniors enrolled in PSEO coursework. Students are taking College Algebra, Composition I and II, Art Appreciation, Body Conditioning, and Building Trades

New Flexible Seating in the hallway:



1401 7th St. SW
Pipestone, MN 56164

Main Line:
507-562-6100 MSHS
507-562-6200 Elementary

Main Fax:
507-825-6729

PIPESTONE AREA SCHOOLS

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Elementary School Board Report

Monday, August 17, 2026

- **Back to School Family Connections Conferences**
  - Back to School Family Connections Conferences will take place on Tuesday, August 25, 2026 from 10am - 8:00pm. Teachers will meet individually with students and their families prior to the start of the school year to begin forming positive relationships and open lines of communication. These conferences provide an opportunity for families to share any important information that will help us support each student's success.
- **ML Family Orientation**
  - An ML Family Orientation will be held on Thursday, August 20, from 12:00–2:00 pm and 4:00–6:00 pm in the MS/HS Commons. This orientation will provide our ML families with important information to help them begin the school year successfully and connect with our school community.
  - Junior Aguilon Munoz, Cultural Liaison, and Leeann Trujillo will be available to provide translation support and help families navigate the information shared. A special thank you to Whitney Carpenter and Tamara Kremin for their hard work in organizing and preparing this important event for our ML families.
- **Elementary Playground**
  - A new fence has been installed surrounding our elementary playground. This important improvement will enhance the safety and security of our playground.
  - Several areas of concrete around the elementary school have been added and repaired, including sections in the Library Cove and other areas of the sidewalk.
- **New staff and new staffing roles at the Elementary**
  - Ainsley Johnson - 1st Grade Teacher
  - Kayla Kallevig - 4th Grade Teacher
  - Scott Boomgaarden - 4th Grade Teacher
  - JoLynn Nangle - Title I
  - Christine Despinis - Paraprofessional
  - Luz J Segura Salazar - Paraprofessional
  - Haley Langsweirdt - Paraprofessional

PIPESTONE AREA SCHOOLS District No. 2689

Dr. Klint W. Willert, Superintendent
Sonja Ortman, MS/HS Principal
Jennifer Moravetz, Elementary Principal
Len Burzynski, Maintenance Director
Jacque Kennedy, Business Manager
Rick Zollner, Activities Director
Josh Stukel, Technology Director
Kim Tuin, Food Service Director
Lisa Pease, Coordinator of Curriculum, Teaching & Learning, and Continuous Improvement

August 17, 2026 Board Report - Lisa Pease

1.) Synergy Training: On August 4, 2026, the principals, office staff, and I received a full-day training with the Synergy trainers. Synergy is the student information system that our district utilizes. Last year we looked at the possibility of changing to a different vendor. Instead of changing vendors, we decided it would be in our best interest to have some in-depth training as the majority of our office and certified staff, have never had Synergy training. At our Back-to-School Inservice all of our certified staff will also receive a 4-hour training.

2.) Capti Training: On August 5, 2026, two middle school ELA teachers, an Elementary Title Teacher, Mrs. Moravetz, Mrs. Ortman, and I participated in a Capti Data Review Facilitation Training. This training went in-depth on analyzing the Capti data, which will be helpful in creating multi-tiered systems of support for our struggling readers.

3.) Reading Assessment Done Right: On Friday, August 7, 2026 I attended a reading assessment workshop at SWWC in Marshall. The presenter was Stephanie Stollar, who is the author of the book *Reading Assessment Done Right*. The book is a practical guide that empowers teachers to use evidence-based reading assessments to screen, diagnose, and monitor student progress effectively.

4.) New Teacher Inservice: Our New Teacher Inservice will be held this Wednesday, August 19, 2026. The new teachers will meet with their respective principal, the teacher's union co-presidents, the tech office, Jennifer Dunn from HR, Kyle from Pipestone County Star, and their teacher mentors. Kim and her Taher team will be providing lunch at 12:15pm, which you are invited to attend. We will be in the MSHS Library on the south end. Following lunch, our Admin team will be taking them on a Community Tour around Pipestone.

5.) Back-to-School Inservice: Our Back-to-School Inservice will be held from August 24 - 27, 2026. This year our Open House will be on Tuesday, August 25, 2026 and our Welcome Back Breakfast will be on Wednesday, August 26, 2026. You are all invited to attend the breakfast, which will be from 7:45 - 8:15 am in the MSHS Commons. The New Teacher KIWANIS Lunch will also be on Wednesday. Teachers will have time on Monday to prepare for the Open House and later in the week will have synergy training, Appegy training (our new website), required Blood-Borne Pathogens and Seizure Training, Type III Vehicle Training, and Mandated Reporter Training.

6.) READ Act Cohorts: There are 3 elementary teachers that will begin their LETRS cohort this fall. They have 2 years to complete their training. We also have 14 middle school and high school teachers, along with Mrs. Ortman, that will begin their STRIVE cohort this fall. This cohort will complete their training by the end of the 2026-27 school year.

7.) Local Literacy Plan/District Literacy Lead: Our 2025-26 Data Submission and 2026-27 Continuous Improvement Plan was submitted to MDE in June by Emily Speer, who was our District Literacy Lead. With cuts to our Title funding, the district needs Emily to serve as a full-time Title teacher, so Lisa Pease will now be the District Literacy Lead.

- Our district uses DIBELS for our Universal Screener for grades K-3. Here is the data reported in our Literacy Plan for the 2025-26 school year:

Grade	Number of Students Universally Screened: Fall	Number of Students at or Above Benchmark: Fall	Number of Students Universally Screened: Winter	Number of Students at or Above Benchmark: Winter	Number of Students Universally Screened: Spring	Number of Students at or Above Benchmark: Spring
Kindergarten	62	28	63	44	64	56
1st	83	27	84	40	83	58
2nd	87	49	88	52	85	54
3rd	74	42	75	42	75	42

- In the 2025-26 school year, all 4th and 5th grade students took the Capti assessment and in grades 6 - 12, only the students that showed reading difficulties after taking the NWEA were assessed. In the 2026-27 school year, all students in grades 4 - 12 will be assessed 3 times per year.
- Pipestone Area School District (2689-01)'s literacy goal(s) for the 2026-27 school year:
    - Goal #1: All secondary ELA, SPED, and ML teachers will receive Strive training during the 2026-2027 school year.
    - Goal #2: At the EOY DIBELS Assessment, 80% of students in kindergarten and first grade will be reading at or above grade level.
- Link to the MDE Local Literacy Plan Report webpage: https://pub.education.mn.gov/MDEAnalytics/DataTopic.jsp?TOPICID=580
    - Choose 2025-26 School Year
    - Choose Pipestone Area Schools or any other district in the state of MN

624 ONLINE INSTRUCTION

I. PURPOSE

The purpose of this policy is to recognize and govern online instruction options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online instruction site for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

A. The school district shall not prohibit an enrolled student from applying to enroll in online instruction.

B. The school district shall grant academic credit for completing the requirements of an online instruction course or program.

III. DEFINITIONS

A. "Blended instruction" means a form of digital instruction that occurs when a student learns part time in a supervised physical setting and part time through online instruction under Paragraph E. below.

B. "Digital instruction" means instruction facilitated by technology that offers students an element of control over the time, place, path, or pace of learning and includes blended and online instruction.

C. "Enrolling district" means the school district in which a student is enrolled under Minnesota Statutes, section 120A.05, subdivision 8, or chapter 124E.

D. "Online course syllabus" means a written document that identifies the state academic standards taught and assessed in a supplemental online course under paragraph I; course content outline; required course assessments; instructional methods; communication procedures with students, guardians, and the enrolling district under Paragraph C. above; and supports available to the student.

E. "Online instruction" means a form of district approved digital instruction that occurs when a student learns primarily through digital technology away from a supervised physical setting.

F. "Online instructional site" means a site that offers district approved courses using online instruction under Paragraph E and may enroll students receiving online instruction under Paragraph E. above.

G. "Online teacher" means an employee of the enrolling district under Paragraph C. above or the supplemental online course provider under Paragraph J who holds the appropriate licensure under Minnesota Rules, chapter 8710, and is trained to provide online instruction under Paragraph E. above.

H. "Student" means a Minnesota resident enrolled in a school defined under Minnesota Statutes, section 120A.22, subdivision 4, in kindergarten through grade 12 up to the age of 21.

I. "Supplemental online course" means an online learning course taken in place of a course provided by the student's enrolling district under Paragraph C. above.

J. "Supplemental online course provider" means a school district, an intermediate school district, a state-operated school, an organization of two (2) or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that is authorized by the Minnesota Department of Education (MDE) to provide supplemental online courses under paragraph I. above.

IV. DIGITAL INSTRUCTION

A. An enrolling district may provide digital instruction, including blended instruction and online instruction, to the district's own enrolled students. Enrolling districts may establish agreements to provide digital instruction, including blended instruction and online instruction, to students enrolled in the cooperating schools.

B. When online instruction is provided, an online teacher shall perform all duties of teacher of record under Minnesota Rules, part 8710.0310. Unless the Commissioner of MDE grants a waiver, a teacher providing online instruction shall not instruct more than 40 students in any one online learning course or section.

C. Students receiving online instruction full time shall be reported as enrolled in an online instructional site.

D. Curriculum used for digital instruction shall be aligned with Minnesota's current academic standards and benchmarks.

E. Digital instruction shall be accessible to students under sections 504 and 508 of the federal Rehabilitation Act and Title II of the federal Americans with Disabilities Act.

F. An enrolling district providing digital instruction and a supplemental online course provider shall assist an enrolled student whose family qualifies for the education tax credit under Minnesota Statutes, section 290.0674 to acquire computer hardware and educational software so they may participate in digital instruction. Funds provided to a family to support digital instruction or supplemental online courses may only be used for qualifying expenses as determined by the provider. Nonconsumable materials purchased with public education funds remain the property of the provider. Records for any funds provided must be available for review by the public or MDE.

G. An enrolling district providing digital instruction shall establish and document procedures for determining attendance for membership and keep accurate records of daily attendance under Minnesota Statutes, section 120A.22.

V. SUPPLEMENTAL ONLINE COURSES

A. Notwithstanding Minnesota Statutes, sections 124D.03 and 124D.08 and Minnesota Statutes, chapter 124E, procedures for applying to take supplemental online courses other than those offered by the student's enrolling district are as provided in this subdivision.

B. Any kindergarten through grade 12 student may apply to take a supplemental online course. The student, or the student's parent or guardian for a student under age 17, must submit an application for the proposed supplemental online course or courses. A student may:

1. apply to take an online course from a supplemental online course provider that meets or exceeds the academic standards of the course in the enrolling district they are replacing;

2. apply to take supplemental online courses for up to fifty (50) percent of the student's scheduled course load;

3. apply to take supplemental online courses no later than fifteen (15) school days after the student's enrolling district's term has begun. An enrolling district may waive the fifty (50) percent course enrollment limit or the 15-day time limit; and

4. enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. A student taking a supplemental online course must have the same access to the computer hardware and education software available in a school as all other students in the enrolling district.

D. A supplemental online course provider must have a current, approved application to be listed by MDE as an approved provider. The supplemental online course provider must:

1. use an application form specified by MDE;

2. notify the student, the student's guardian if they are age seventeen (17) or younger, and enrolling district of the accepted application to take a supplemental online course within ten days of receiving a completed application;

3. notify the enrolling district of the course title, credits to be awarded, and the start date of the online course. A supplemental online course provider must make the online course syllabus available to the enrolling district;

4. request applicable academic support information for the student, including a copy of the IEP, EL support plan, or 504 plan; and

5. track student attendance and monitor academic progress and communicate with the student, the student's guardian if they are age seventeen (17) or younger, and the enrolling district's designated online learning liaison.

E. A supplemental online course provider may limit enrollment if the provider's school board or board of directors adopts by resolution specific standards for accepting and rejecting students' applications. The provisions may not discriminate against any protected class or students with disabilities.

F. A supplemental online course provider may request that MDE review an enrolling district's written decision to not accept a student's supplemental online course application. The student may participate in the supplemental online course while the application is under review. Decisions shall be final and binding for both the enrolling district and the supplemental online course provider.

G. A supplemental online course provider must participate in continuous improvement cycles with MDE.

VI. ENROLLING DISTRICT

A. An enrolling district may not restrict or prevent a student from applying to take supplemental online courses.

B. An enrolling district may request an online course syllabus to review whether the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district.

C. Within fifteen (15) days after receiving notice of a student applying to take a supplemental online course, the enrolling district must notify the supplemental online course provider whether the student, the student's guardian, and the enrolling district agree that academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district. If the enrolling district does not agree that the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district, then:

1. the enrolling district must provide a written explanation of the district's decision to the student, the student's guardian, and the supplemental online course provider; and

2. the online provider must provide a response to the enrolling district explaining how the course or program meets the graduation requirements of the enrolling district.

D. An enrolling district may reduce the course schedule of a student taking supplemental online courses in proportion to the number of supplemental online learning courses the student takes.

E. An enrolling district must appoint an online learning liaison who:

1. provides information to students and families about supplemental online courses;

2. provides academic support information including IEPs, EL support plans, and 504 plans to supplemental online providers; and

3. monitors attendance and academic progress, and communicates with supplemental online learning providers, students, families, and enrolling district staff.

F. An enrolling district must continue to provide support services to students taking supplemental online courses as they would for any other enrolled student including support for English learners, case management of an individualized education program, and meal and nutrition services for eligible students.

G. An online learning student must receive academic credit for completing the requirements of a supplemental online learning course. If a student completes an online learning course that meets or exceeds a graduation standard or the grade progression requirement at the enrolling district, that standard or requirement is met.

H. Secondary credits granted to a supplemental online learning student count toward the graduation and credit requirements of the enrolling district. The enrolling district must apply the same graduation requirements to all students, including students taking supplemental online courses.

I. An enrolling district must provide access to extracurricular activities for students taking supplemental online courses on the same basis as any other enrolled student.

VII. REPORTING

Courses that include blended instruction and online instruction must be reported in the manner determined by the Commissioner of MDE.

Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 124D.03 (Enrollment Options Act)
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. § 124D.094 (Online Instruction Act)
Minn. Rules Ch. 8710 (Teacher and Other School Professional Licensing)

Cross References: MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 620 (Credit for Learning)

Adopted: 9-28-2026

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.", and

WHERAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full." and

WHERAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Pipestone Area Schools, ISD 2689, gratefully accepts the following donations to **high school activities and the school** as identified below:

Brad & Kris Carson	$1,000	Band Instruments (school)
Pipestone Community Foundation	$2,500	Band Instruments (school)
Anonymous Donor	$10,000	Band Instruments (school)
Arrow Booster Club	$4,750	Donation to Hungry Athlete Program (HS Act)
Mark's General Machine	$200.00	Donation to FFA (HS Activities)
Pipestone Floral, LLC	$100.00	Donation to FFA (HS Activities)
Steve Everett (Everett Tire & Auto)	$50.00	Donation to FFA (HS Activities)
Gorter Clay & Dairy	$200.00	Donation to FFA (HS Activities)
Whip's Auto Sales	$25.00	Donation to FFA (HS Activities)

The motion for adoption of the foregoing resolution made by and duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

The foregoing resolution passed

SB/RES/2026-25
August 17, 2026
Minutes approved and dated by the board September 28, 2026

Pipestone Area Schools
Request for Acceptance of Donated Musical Instruments
August 2026 Board of Education Meeting

To: Pipestone Area Board of Education

From:
Dr. Zachary Ploeger
Director of Bands

Date: August 6, 2026

Request

I respectfully request that the Pipestone Area Board of Education formally accept the donation of the musical instruments listed below so they may become the property of Pipestone Area Schools and be incorporated into the district's instructional inventory.

These instruments were purchased by the Pipestone Area Band Parents Association using funds that were donated specifically for the purchase of band instruments. The monetary gifts included:

- Brad and Kris Carson - $1,000
- Pipestone Community Foundation - $2,500
- Anonymous Donor - $10,000

These generous contributions were designated with the specific purpose of ensuring that every student interested in participating in the Pipestone Area Schools Band Program has access to a quality instrument regardless of their family's financial circumstances.

Educational Impact

The Pipestone Area Schools Band Program continues to experience significant growth. This fall, the program welcomes its largest incoming beginning band class in many years, with nearly 60 fifth-grade students expected to participate.

The addition of these instruments ensures that every student who requires a school-owned instrument will have access to one, removing financial barriers to participation and allowing all students the opportunity to receive a high-quality music education.

The generosity of these donors, together with the support of the Pipestone Area Band Parents Association, represents an important investment in the educational opportunities available to students throughout the district.

Instruments Donated

Quantity	Instrument	Model	Price per Item	Item Total
3	Flute	Yamaha YFL-200ADII	385	1155
2	Clarinet	Jupiter JCL710N	410	820
2	Alto Saxophone	Jupiter JAS710NA	933	1866
2	Trumpet	Eastman ETR221	528	1056
1	Trombone	Eastman ETB221	539	539
1	Bass Clarinet	Jupiter JBC1000NA	2172	2172
1	Tenor Saxophone	Jupiter JTS700A	1689	1689

Total Instruments Donated: 12
Total Value of Donated Property: 9297
Available to Band Parent Association for future instrument purchase: 4203

Recommendation

It is respectfully recommended that the Pipestone Area Board of Education approve the acceptance of these donated musical instruments and authorize that they be added to the inventory of Pipestone Area Schools.

Signatures

Director of Bands

Zachary Ploeger Date: August 7th, 2026

Dr. Zachary Ploeger

Principal

_____ Date: _____

Mrs. Sonja Ortman

Superintendent

_____ Date: _____

Dr. Klint Willert

ESTONE ARROWS ATHLETIC BOOSTER CLUB (PAAB)
P.O. Box 431
Pipestone, MN 56164

Dear Coaches,

A few years ago, the Booster Club received a grant to help fund our Hungry Athlete Program (HAM. This program's goal was to provide food to athletes, identified by Administration and coaches as "in need" of food assistance. We have existing funds and we need to use them. We must utilize those remaining funds for what the grant was intended for.

We recognize the important role that proper nutrition plays in student-athlete performance, recovery, team building, and overall well-being, and we hope this contribution helps support those efforts. We are pleased to announce that those funds will be donated to each athletic program as a one-time donation. This funding is intended to help provide meals for your athletes and must be used, during your 2026-27 season.

Grant amounts were determined based on your official roster numbers for the 2025–2026 school year, to ensure equitable distribution across programs. You may use these funds for any team meal of your choice—whether it's a pre-game meal, post-game recovery meal, or team dinner.

Thank you for your continued dedication to our student athletes. Please feel free to reach out if you have any questions.

Donation

Sincerely,

Pipestone Arrows Athletic Booster Club

			$4,750.00
			Portion
Football	47	13.6%	$ 647.10
Volleyball	25	7.2%	$ 344.20
Cross Country	16	4.6%	$ 220.29
Girls Tennis	21	6.1%	$ 289.13
Boys BB	27	7.8%	$ 371.74
Girls BB	14	4.1%	$ 192.75
Gymnastics	9	2.6%	$ 123.91
Wrestling	28	8.1%	$ 385.51
Esports	17	4.9%	$ 234.06
Baseball	20	5.8%	$ 275.36
Softball	34	9.9%	$ 468.12
Track	46	13.3%	$ 633.33
Boys Tennis	4	1.2%	$ 55.07
Boys Golf	9	2.6%	$ 123.91
Girls Golf	1	0.3%	$ 13.77
Cheer	19	5.5%	$ 261.59
Clay Target	8	2.3%	$ 110.14
TOTAL	345		

Adopted: 7-25-2011 PAS Policy 560
Revised: 10/25/2021 (Policy Number Change)

STUDENTS – ADMINISTRATIVE PROCEDURES

RESTRICTIVE PROCEDURES

The School District promotes the use of positive approaches for behavioral interventions for all students. When restrictive procedures are employed in an emergency situation with only students with disabilities, the School District will adhere to the standards and requirements of Minnesota Statutes 125A.094 Restrictive Procedures for Children with Disabilities.

A. **Definitions**

The following terms have the meanings given them.

1. "Emergency" means a situation where immediate intervention is needed to protect a child or other individual from physical injury or to prevent serious property damage.

2. "Physical holding" means physical intervention intended to hold a child immobile or limit a child's movement and where body contact is the only source of physical restraint. The term "physical holding" does not mean physical contact that:

   (a) helps a child respond or complete a task;

   (b) assists a child without restricting the child's movement;

   (c) is needed to administer an authorized health-related service or procedure; or

   (d) is needed to physically escort a child when the child does not resist or the child's resistance is minimal.

3. "Positive behavioral interventions and supports" means interventions and strategies to improve the school environment and teach children the skills to behave appropriately.

4. "Restrictive procedures" means the use of physical holding or seclusion in an emergency.

5. "Seclusion" means confining a child alone in a room from which egress is barred. Removing a child from an activity to a location where the child cannot participate in or observe the activity is not seclusion.

B. **Personnel Development Activities**

Personnel development activities will be provided to District staff and contracted personnel who have routine contact with students and who may use restrictive procedures in the following areas:

1. Positive behavioral interventions;

2. Communicative intent of behaviors;

3. Relationship building;

4. Alternatives to restrictive procedures, including techniques to identify events and environmental factors that may escalate behavior;

5. De-escalation methods;

6. Standards for using restrictive procedures;

7. Obtaining emergency medical assistance;

8. Physiological and psychological impact of physical holding and seclusion;

9. Monitoring and responding to a child's physical signs of distress when physical holding is being used; and

10. Recognizing the symptoms of and interventions that may cause positional asphyxia when physical holding is used.

C. **Staff Training Requirements**

Staff who design and use behavioral interventions that include restrictive procedures will complete training in the use of positive approaches as well as restrictive procedures. Districts will maintain training records, and will identify the content of training, attendees, and training dates.

THOSE AUTHORIZED TO USE RESTRICTIVE PROCEDURES:

The following employee job classifications are authorized and certified to use restrictive procedures:

- Licensed special education teachers
- Licensed school social workers
- Licensed school psychologists
- Other certified/registered educational professionals (Behavior Specialists, Autism Specialists)
- Mental health professionals
- Educational assistants

D. **Restrictive Procedures and Prohibited Procedures**

Restrictive procedures that may be used in emergency situations include seclusion and physical holding.

Prohibited procedures included the following:

1. Corporal Punishment which includes conduct involving (1) hitting or spanking a person with or without an object; or (2) unreasonable physical force that causes bodily harm or substantial emotional harm under section 121.58;

2. Requiring the student to assume and maintain a specified physical position, activity, or posture that induces physical pain;

3. Totally or partially restricting a student's senses as punishment;

4. Presenting an intense sound, light, or other sensory stimuli using smell, taste, substance, or spray as punishment;

5. Denying or restricting the student's access to equipment and devices such as wheelchairs, hearing aids, or communication boards that facilitate the student's functioning, except when temporarily removing the equipment or device as needed to prevent injury to the students or others, or serious damage to the equipment or device, in which case the equipment or device shall be returned to the student as soon as possible;

6. Interacting with a student in a manner that constitutes sexual abuse, neglect, or physical abuse under section 626.556;

7. Withholding regularly scheduled meals or water;

8. Denying the student access to bathroom facilities, and/or;

9. Physical holding that restricts or impairs a student's ability to breathe.

E. **Documentation Procedures**

The use of restrictive procedures in emergency situations will be documented in the Student Information System and the Restrictive Procedure Reporting Form. The District will monitor and review the use of restrictive procedures, including conducting post-use debriefings and convening an oversight committee.

The use of restrictive procedures in behavioral intervention plans will be documented in the learner's file. Reviews will be conducted in accordance with the plan. Due process and documentation requirements will be followed.

Record retention will be in accordance with District policies on student records.

F. **Emergency Situations - Use of Restrictive Procedures**

The School District shall make reasonable efforts to notify the parent on the same day by phone when restrictive procedures are used in an emergency. If the school is unable to

provide same-day notice, notice will be sent by written or electronic means or as otherwise indicated by the parent.

District Administration will receive written notifications when restrictive procedures are used in emergency situations. Records will be reviewed annually.

524.5 PERSONAL ELECTRONIC COMMUNICATION DEVICES

I. PURPOSE

The objective of this policy is to support the school district's focus on learning in alignment with the district's mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools. Possession and use of personal electronic communication devices must be regulated to ensure that such devices do not disrupt or interfere with the education process or school operations, impair the safety, welfare, and privacy of students and staff, or are used as part of an act of academic dishonesty.

II. GENERAL STATEMENT OF POLICY

To minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment and to support school environments in which students can engage fully with their classmates, their teachers, and instruction, the school board has determined the use of personal electronic communication devices by students during school hours should be limited.

III. DEFINITIONS

A. Cell phones and other personal electronic devices are not permitted for student use upon arrival at school and throughout the instructional day. Therefore, students are discouraged from bringing personal devices to school. The district is not responsible for the loss, theft, or damage of personal devices.

"Bell-to-Bell" means from when the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the academic school day. "Bell-to bell" includes lunch and time in between class periods.

B. "Cell Phone" means a personal device capable of making calls, transmitting pictures or video, or sending or receiving messages through electronic means. The definition of cell phone includes a non-smart phone that is limited to making phone calls or text messages and a smart phone that encompasses the above features.

C. "Cyberbullying" means bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device.

D. "Instructional Time" means any structured or unstructured learning experiences that occur from when the first bell rings at the start of the school day until the dismissal bell rings at the end of the academic school day.

E. "Personal Electronic Communication Device" means any personal device capable of connecting to a cell phone, the internet, a cellular or Wi-Fi network, or directly connects to another similar device. Personal electronic communication devices may include cell phones, wearable devices such as smart watches, personal headphones, earbuds or pods, laptops, tablets, virtual reality devices, and other personal electronic communication devices with the abovementioned characteristics.

F. "Stored" means a cell phone or personal electronic communication device not being carried on the student's person, including not in the student's pocket. Storage options may include, but are not limited to, in the student's backpack, in the student's locker, in a locked pouch, or in a designated place in the classroom, as determined by school administration.

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. Personal Electronic Communication Device Use

1. Students are prohibited from using personal electronic communication devices, unless noted in section VI.

2. Elementary Schools (Pre-K-5)

a. Students are prohibited from using personal electronic communication devices on school premises, upon arrival until dismissal of the school day ~~from bell-to-bell,~~ which includes but is not limited to instructional time, lunch periods, recess, school-sponsored programs, events or activities, or any other time during the designated school day.

b. All personal electronic communication devices shall be kept in designated areas and turned off.

3. Middle/High School (6-12)

a. Students are prohibited from using personal electronic communication devices from bell to bell ~~during instructional time~~, which includes the entire period of a scheduled class and other times when students are directed to report to and participate in any instructional activity.

~~b. Students may wear smart or electronic watches but may not use any communication applications or features that are prohibited from use on other personal electronic communication devices and all notifications must be turned off.~~

b. All personal electronic communication devices shall be kept in designated areas and turned off from bell to bell. ~~during instructional time. Personal electronic communication devices may be used during passing times and lunch periods; however, such use is discouraged.~~

B. Off-Campus School-Sponsored Activities

School administration ~~may~~ shall establish guidelines for personal electronic communication device possession and use during off-campus school-sponsored activities, such as extracurricular activities, outdoor and service trips, and school field trips. These guidelines will be provided at pre-activity meetings, activity-specific permission slips, and by other means as appropriate in the circumstances.

V. LIMITATIONS ON USE OF AND STORAGE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES

A. Limitations on Use of Personal Electronic Communication Devices

1. Personal electronic communication devices may not be used in any manner that causes or results in disruption of the educational environment or school-sponsored extracurricular activities or events or impairs or interferes with school district operations.

2. Devices, including but not limited to personal electronic communication devices, with audio, video, or photo-taking capabilities shall not be used at any time in locker rooms, bathrooms, or other locations where the presence of such devices poses an unreasonable risk to the safety, welfare, or privacy of others. Confiscation and search of such devices will occur if found in these areas.

3. Students may not use a device to record, transmit, or post audio, videos, or photos of a person or persons on school grounds or on a school bus without the express permission of school staff in addition to the express consent of the individual or individuals that are the subjects of the recording.

4. Personal electronic communication devices may not be used to engage in bullying, cyberbullying, harassment, discrimination, or other activity prohibited under federal or state law or under school district policy.

5. Personal electronic communication devices shall not be used during a lockdown drill, a fire drill, or a similar safety drill.

B. Storage of Personal Electronic Communication Devices

Students ~~shall keep their~~ personal electronic communication devices will be stored in a school designated secure place throughout the school day. , ~~such as the student's locker, a closed backpack, a storage device provided by the school, or an area designated by the classroom teacher at all times when personal electronic communication device use is prohibited.~~

VI. EXCEPTIONS

A. Nothing in this policy prohibits a student from using a personal electronic communication device for a purpose documented in the student's individualized education program, a plan developed under section 504 of the Rehabilitation Act of 1973, or a health care plan in force regarding the student.

B. A student may use a personal electronic communication device to monitor or address a health concern or medical condition upon permission granted by school administration.

C. Students may use a personal electronic communication device when the use is necessary to respond to or report an emergency. For purposes of this policy, "emergency" means an actual or imminent threat to the health or safety of students and/or school personnel, which may result in death, bodily injury, or substantial property damage.

D. A student may use a personal electronic communication device during a time at which use would otherwise be prohibited when the student has been granted permission from a staff member to use the device. If the school district implements a curriculum that uses technology, students may be allowed to use their own personal electronic communication devices to access the curriculum. Students who are allowed to use their own devices to access the curriculum will be granted access to any application or electronic materials when they are available to students who do not use their own

devices, or provided free of charge to students who do not use their own devices for curriculum.

E. A personal electronic communication device may be stored in student vehicles parked on school district property provided that the device is not removed from the vehicle while on school district property.

F. Students who need to make a call may request permission to use a telephone in the building office.

VII. DISCIPLINE

If a student violates this policy, a teacher or administrator shall take the following progressively serious disciplinary measures:

A. Give the student a verbal warning and require the student to store the student's personal electronic communication device in accordance with this policy.

B. Securely store the student's personal electronic communication device in a teacher- or administrator-controlled locker, bin, or drawer for the duration of the class or period.

C. Place the student's personal electronic communication device in the school's central office for the remainder of the school day.

D. Place the student's personal device in the school's central office to be picked up by the student's parent or guardian.

E. Schedule a conference with the student's parent or guardian to discuss the student's personal device use.

F. Apply discipline as provided under school district policies and as appropriate.

G. Other (insert as needed).

VIII. SCHOOL DISTRICT RESPONSIBILITY

A. The school district is not responsible for, nor is it required to investigate, any lost, stolen, or damaged personal electronic communication devices brought onto school grounds or the bus or school-sponsored activities or events.

B. The school board directs the superintendent and school district administration to establish additional rules and procedures regarding student possession and use of personal electronic communication devices in schools as the superintendent and school district administration find appropriate. These rules shall be consistent with this policy and other applicable school district policies. These rules and procedures should seek to minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or pursuant to similar criteria.

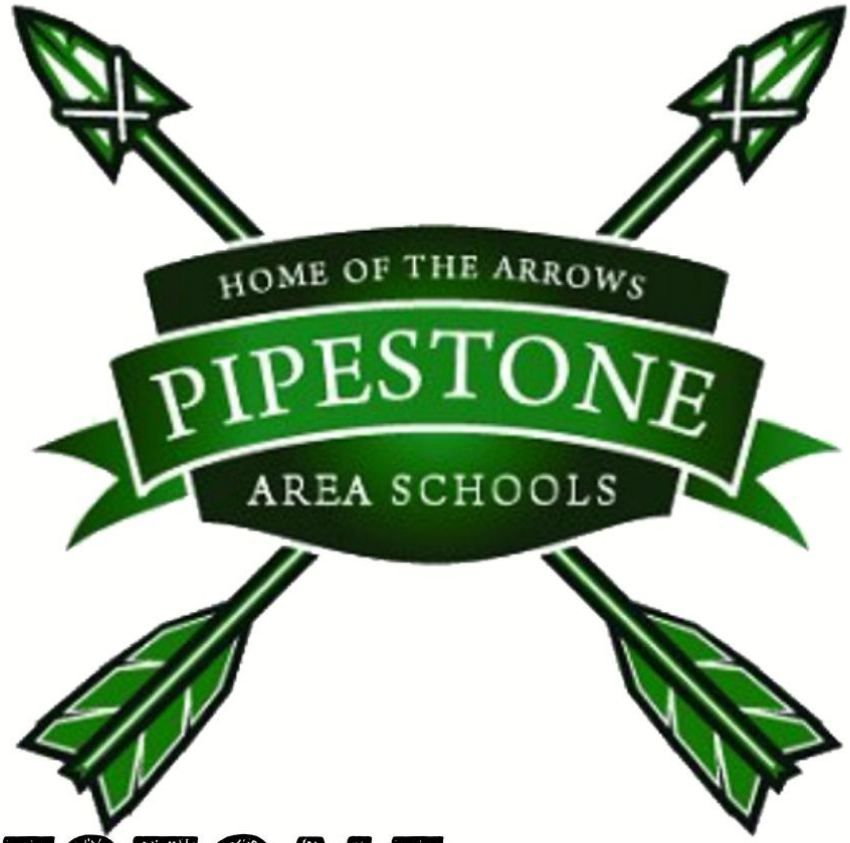
Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.73 (School Cell Phone Policy)

Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
29 U.S.C. § 794 (Nondiscrimination under Federal Grants and Programs)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 524 (Internet, Technology, and Cell Phone Acceptable Use and Safety Policy)

Resources: Away for the Day (www.awayfortheday.org)
MASSP/MESPA, *The Cell Phone Toolkit* (July 2024)

Adopted: 8-17-2026



PIPESTONE ARROWS

Pipestone Area Schools | Independent School District #2689

MS/HS Student Handbook

2026-2027

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Introduction

Dear Parents and Guardians,

Welcome to a new school year at Pipestone Area Middle and High School!

As I begin my third year as principal, I am filled with pride and excitement for the opportunities ahead. Last year was a year of learning, growth, and relationship-building, and I'm grateful for the warm welcome I received from this incredible community. It has been an honor to serve our students, staff, and families, and I look forward to continuing that work with even more momentum this year.

At Pipestone Area Schools, our mission is to create a safe, supportive, and engaging learning environment where every student is empowered to reach their full potential. We are committed to academic excellence, personal growth, and strong partnerships between home and school. We know that student success is built on collaboration, and we deeply value the role you play in your child's education.

As we look ahead, we remain focused on maintaining high expectations for both behavior and academics while also supporting students' well-being and sense of belonging. We have an outstanding team of educators who are passionate about helping students grow—not just as learners, but as young adults who are ready to make a difference in the world.

I encourage you to stay connected through our school website and our school app. Open communication is essential, and we welcome your questions, ideas, and feedback throughout the year.

Thank you for entrusting us with your child's education. Together, we will make this school year one of success, growth, and positive memories.

With gratitude,

Mrs. Sonja Ortman
Principal, Pipestone Area Middle & High School

Pipestone Area School District is located in Pipestone, MN. Heartland Colony is located on North Highway 75. Pipestone Area School District serves the communities of Hatfield, Holland, Ihlen, Jasper, Pipestone, Trosky and Woodstock. The district is located in Pipestone, Murray and Rock Counties and is 416.7 land square miles. We are proud of the comprehensive educational program we offer our community.

PART I – INFORMATION

Arrival and Dismissal Hours

School building hours are from 8:15 a.m. to 3:15 p.m. Students are expected to leave school grounds promptly at the end of the school day, unless they are participating in a school-sponsored activity or program. The school does not provide supervision after dismissal. This applies to any/all early releases as well.

Calendar

The school calendar is adopted annually by the school board. A copy of the school calendar can be found on the school district's website.

Complaints

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral. People are encouraged, but not required, to file a written complaint at the building level where appropriate. The appropriate administrator will respond in writing to the complaining party regarding the school district's response to the complaint.

E-Learning Day Plan

The state of Minnesota allows up to five e-learning days per year. While e-learning certainly does not replace face-to-face instruction, Pipestone Area School District believes that it can be a valuable alternative for students when inclement weather prevents us from being in the building. Teachers communicate the plan for potential e-learning to students throughout the year. Students may have assignments located on Google Classroom, they may be asked to attend Zoom meetings, or they may be asked to watch previously recorded lectures/video. Students must "check in" in order to be counted present for e-learning.

Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy and this handbook.

Employee Directory

The staff directory can be found on the school district website.

Employment Background Checks

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district. The school district also will seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Equal Access to School Facilities

The school district has created a limited open forum for secondary students to conduct non-curriculum-related meetings during noninstructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary and student initiated; will not be sponsored by school employees or agents; employees or agents of the school will be present at religious meetings only in a non-participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and non-school persons will not

direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, pens, paper, erasers, notebooks, and other personal items.

Students will be charged for textbooks, workbooks, and library books that are lost or destroyed. Students are responsible for the care of all district issued technology devices checked out to them. Fees for technology repairs and replacements are outlined below:

Item/Repair	**Estimated Cost**
Full Device Replacement	$350 - $450
Screen Replacement	$200 Touch Screen/$70 Non-Touch Screen
Keyboard Replacement	$59
Charger Replacement	$35 - $50
Screen Bezel	$25
Plastic Casing / Frame Damage	$25 Top Cover/$25 Bottom Cover
Palm Rest	$25
Lost or Stolen Device (not recovered)	Full Replacement Cost

The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact school administration.

Food in the Classrooms

Students may bring water bottles to school. Other food or drink items are prohibited in the classroom setting, unless authorized by the building principal.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the Activities Director. Participation in nonapproved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for non-school-related activities will not be allowed during the school day.

Gifts to Employees

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents/guardians and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

Graduation Ceremony

Student participation in the graduation ceremony is a privilege, not a right. Students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline. Graduation exercises are under the control and direction of the building principal.

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Library and Media Center

Students may use the library/media center during the school day and before and after school only when a supervisor is present.

Malicious and Sadistic Conduct

Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as **described below is prohibited**:

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:

1. on the school premises, at the school functions or activities, on the school transportation;

2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or

3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.

Meals

Meals are to be eaten in the commons only. Breakfast is served before school until 8:15 AM. Lunch times vary by grade level. Students will be notified of their assigned lunch time on the first day of school. See the "Student Meals" policy *(appendix 13)* for more information.

Students may receive a lunch at school or bring a prepared lunch from home. Meals delivered to students from outside the school, including fast food and restaurant meals, must be consumed in the school office, or designated area. Students may not take delivered meals to the cafeteria, classrooms, or other areas of the school.

Milk will be available to supplement lunches brought from home. Please see the school website under Food Service for more specific information.

Messages to Students

Office telephones are not available for routine student use. Students who need to contact a parent or guardian during the school day must receive permission from a teacher or administrator before using the office phone. Parents/guardians who need to communicate with a student during the school day should contact the school office. Students will not be called out of class to receive phone messages except in the event of an emergency. Personal cell phone use during the instructional day is prohibited in accordance with the district's bell-to-bell cell phone policy.

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability (or fail to ensure physical and program access for disabled persons), sexual orientation, including gender

identity and expression, or age in its programs and activities. The school board has designated Rick Zollner, Athletic Director, 1401 7th St SW, Pipestone, MN 56164, 507-562-6084 as the district's Title IX Coordinator and Dr. Klint Willert, Superintendent, 1401 7th St SW, Pipestone, MN 56164, 507-562-6070 as the Americans with Disabilities Act (ADA) coordinator.

Notice of Violent Behavior by Students

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Parent and Teacher Conferences

Parent and teacher conferences will be held November 13 from 1-7:30 pm. For more information, contact the building principal.

Pledge of Allegiance

Students will recite the Pledge of Allegiance to the flag of the United States of America every day. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

Schedule

Period	Time
1	8:15 – 9:08
2	9:11 – 10:04
3	10:07 – 11:00
4 for HS MS to lunch	11:03 – 11:56 Middle School lunch 11:03 – 11:33
4 for MS HS to lunch	11:36 – 12:29 High School lunch 11:59 – 12:29
5	12:32 – 1:25
6	1:28 – 2:20
7	2:23 – 3:15

School Activities

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health. Formal instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to represent responsibly the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline. Parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events.

The Pipestone Area School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer as applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact Mr. Rick Zollner, Activities Director.

There is no cost for student participation in activities. Students may not practice until all required documentation is submitted, which includes proof of a physical. All PAS students in grades K-12 receive a free activity pass.

School Closing Procedures

School may be cancelled when the superintendent believes severe weather or other circumstances threaten the safety of students and employees. The superintendent will decide as early in the day as possible about closing school or school buildings. School closing announcements will be broadcast over KLOH, KISD, and KJOE Radio; the school website and Facebook page; school messaging system and Keloland TV.

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches, and those may include K-9 searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, when appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Lockers and Personal Possessions Within a Locker

Under Minnesota law, school lockers are school district property. At no time does the school district relinquish its exclusive control of lockers provided for students' convenience. School officials may inspect the interior of lockers for any reason at any time, without notice, without student consent, and without a search warrant.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials will provide notice of the search to students whose lockers were searched, unless disclosure would impede an ongoing investigation by police or school officials.

Desks

School desks are school district property. At no time does the school district relinquish its exclusive control of desks provided for students' convenience.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Patrols and Inspections of Vehicles on Campus

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle, including the glove and trunk compartments, in a school district location may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to loss of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon a school official's request.

Student Publications and Materials

The school district's policy is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Non-school-sponsored publications may not be distributed without prior approval.

Distribution of Non-School-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing non-school-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, see the complete "Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees" policy (*Appendix 2*).

School-Sponsored Media

School district Policy 512 sets forth the rights and responsibilities of student journalists. Student media advisers shall supervise student journalists to ensure compliance with the law and school district policies. Students producing school-sponsored media and participating in school activities will be under the supervision of a student media adviser and the school principal. Expression in school-sponsored media or school-sponsored activity is prohibited when the material:

1. is obscene to minors;
2. is defamatory;
3. is profane, harassing, threatening, or intimidating;
4. constitutes an unwarranted invasion of privacy;
5. violates federal or state law;
6. causes a material and substantial disruption of school activities;
7. is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
8. advertises or promotes any product or service not permitted for minors by law;
9. advocates sexual, racial, or religious harassment or violence or prejudice; or

10. is distributed or displayed in violation of time, place, and manner regulations.

Expression in school-sponsored media or school-sponsored activity is subject to school district editorial control over the style and content when the school district's actions are reasonably related to legitimate pedagogical concerns. School-sponsored media may be distributed at reasonable times and locations.

Student Records

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or who is enrolled in an institution of post-secondary education. For more information on the rights of parents/guardians and eligible students regarding student records, see "Student Records" (*Appendix 3*). A complete copy of the school district's "Protection and Privacy of Pupil Records" policy may be viewed online, or in the MS/HS office.

Student Surveys

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection, and use of information for marketing purposes, and certain physical examinations, see "Student Surveys" (*Appendix 4*).). A complete copy of the school district's "Student Surveys" policy may be viewed online, or in the MS/HS office.

Transportation of Public-School Students

The school district will provide transportation, at the expense of the school district, for all resident students. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked by school administration or have been voluntarily surrendered by the students' parent or guardian.

Extracurricular/Cocurricular Transportation

The school district provides transportation for students traveling to and from most school-sponsored extracurricular/cocurricular activities. Students are expected to ride school-provided transportation to and from these events unless prior written arrangements have been approved by the coach, advisor, and/or school administration in accordance with district procedures.

Video and Audio Recording

School Buses

All school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversations or actions may be recorded. The school district may use a video recording of the actions of student passengers as evidence in any disciplinary action arising from the students' misconduct on the bus.

Places Other Than Buses

The school district buildings and grounds are equipped with video cameras. Video surveillance may occur in any school district building or on any school district property, except bathrooms and locker rooms.

PART II — ACADEMICS

Alternative Educational Opportunities

Some students may be at risk of not continuing or completing their educational programs. The school district provides alternative learning options for students at risk of not succeeding in school. Alternative educational opportunities may include special tutoring, modified curriculum and instruction, instruction through electronic media, special education services, homebound instruction, and enrollment in an alternative learning center, among others.

Area Learning Center Enrollment

The Alternative Learning Center (ALC) is designed to serve students whose educational needs are best met in an alternative learning environment. It is not a school of choice or an alternative to the traditional high school based solely on personal preference, scheduling convenience, or a desire for a different educational setting.

In accordance with Minnesota Statutes, section 124D.68, students must meet one or more state-established eligibility criteria to enroll in the ALC. Eligibility is determined through a review of the student's educational needs, academic progress, and other applicable factors.

Placement decisions are made collaboratively by school staff, the student, and the student's parent or guardian (when applicable) to determine whether the Area Learning Center is the most appropriate educational setting for the student's success.

When enrollment in an alternative educational setting is determined to be appropriate, efforts will be made to maintain communication and collaboration between the student, family, district staff, and administration in support of the student's continued success.

The district encourages collaborative planning and communication when students transition to alternative educational pathways. Educational decisions are most effective when students, families, staff, and administration remain engaged in supporting student success.

Students and parents/guardians with questions about these programs should contact the principal, Mrs. Sonja Ortman.

Alternative Learning Center Graduation and Commencement Participation

PAS students enrolled in an Alternative Learning Center (ALC) who successfully complete all state and local graduation requirements shall be awarded a PAS high school diploma in accordance with Minnesota law and District requirements. Pursuant to Minnesota Statutes §123A.06, Subdivision 4, students completing an approved Area Learning Center program are entitled to receive a high school diploma. The diploma may be issued in accordance with applicable Minnesota law and District procedures.

The educational mission and programming of the Alternative Learning Center is unique. The ALC conducts a separate ALC graduation recognition ceremony to honor students who complete the ALC program. The Pipestone Area Schools will recognize the ALC ceremony as the official recognition event for graduating ALC students.

Participation in commencement is a privilege subject to district expectations, eligibility requirements, standards of conduct, and graduation engagement expectations applicable to all students. If all students are required to meet the District's Portrait of a Graduate expectations before earning a diploma and participating in commencement, then students pursuing graduation through an alternative pathway ~~may~~ must also be expected to demonstrate those same competencies. Different educational pathways may provide different supports and learning environments, but commencement expectations should remain consistent for all students.

As a general rule, students completing graduation requirements through the Alternative Learning Center will participate in the ALC graduation recognition ceremony. However, students may be eligible to

participate in the Pipestone Area Schools commencement ceremony when established district criteria and exception requirements have been met.

Exception Process

The high school principal may approve an exception to this requirement when extraordinary or extenuating circumstances exist.

In reviewing requests, consideration may be given to the student's educational circumstances, documented involvement in transition planning, ongoing communication with district staff, and other factors demonstrating a continued connection to Pipestone Area Schools.

Students seeking an exception to participate in the PAS commencement ceremony may be evaluated using the same graduation engagement and Portrait of a Graduate expectations that apply to Pipestone Area Schools students.

Requests for an exception must:

1. Be submitted in writing no later than 60 calendar days prior to the scheduled graduation date to the high school principal by the student;
2. Explain the specific circumstances supporting the request;
3. Be submitted no later than the first day of the last quarter of the school year unless waived by the district for good cause;
4. Include any supporting documentation the district may reasonably request; and
5. Include a mandatory student and parent/guardian meeting.

Following the request for an exception, the request shall be reviewed by a team consisting of the superintendent, and the Student Assistant Team. The district will notify the individual making the request in writing if the exception has been approved or denied by the team no later than 30 calendar days prior to the graduation ceremony.

The decision shall be final.

Nothing in this policy shall be interpreted to limit rights provided under state or federal law, including Minnesota Statutes governing graduation requirements and commencement ceremonies. Students participating in any District graduation ceremony shall comply with all District expectations regarding conduct, attire, and ceremonial procedures, including protections afforded under Minnesota Statutes §124D.792 regarding Tribal regalia and objects of cultural significance.

Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be disciplined in accordance with the school district's "Student Discipline" policy (*Appendix 5*).

Class Rank/Academic Standing

Pipestone Area Schools identifies a Valedictorian and Salutatorian for graduation. In addition, the "laude Latin model" will be used to recognize academic excellence.

Summa Cum Laude- 4.0 GPA
Magna Cum Laude- 3.75-3.99 GPA
Cum Laude- 3.5-3.74 GPA

Early Graduation

Students may be considered for early graduation after meeting the conditions provided in school district policy.

Extended School Year Opportunities

The school district provides extended school year opportunities to a student who is the subject of an Individualized Education Program (IEP) if the student's IEP team determines the services are necessary during a break in instruction in order to provide a free and appropriate public education. For more information on extended school year opportunities for students with an IEP, contact your child's case manager.

Field Trips

Field trips are provided to enhance and supplement classroom learning. Students may voluntarily participate in optional field trips for which a fee may be charged, as permitted by law. Students will not be required to pay for instructional field trips that occur during the school day, are directly related to the course of study, and require student participation.

Participation in field trips is a privilege. Students are expected to meet behavioral and academic expectations and follow all school rules. The principal or designee may determine that a student is not eligible to participate in a field trip due to behavior, disciplinary concerns, safety considerations, attendance, or other school-related reasons. The principal's decision regarding field trip participation is final.

Non-School Sponsored Educational Travel

From time to time, students and families may be invited to participate in educational or cultural travel opportunities that are organized by independent travel organizations or other third-party providers. These trips are not sponsored, endorsed, or operated by the School District, unless specifically approved by the School Board as a district-sponsored activity.

Participation in these travel opportunities is strictly voluntary. Any agreements, payments, deposits, cancellations, refunds, travel insurance, itinerary changes, or other travel-related matters are solely between the participant and the travel provider.

The School District assumes no responsibility or liability for:

- The planning, organization, supervision, or operation of the trip;
- Transportation, lodging, meals, or travel arrangements;
- Changes to itineraries, cancellations, delays, or interruptions;
- Injuries, illnesses, accidents, property loss or damage, or any other claims arising from participation in the trip; or
- Financial losses, including deposits, payments, cancellation fees, or refunds.

District employees who choose to participate in or assist with these travel opportunities do so only in the capacity authorized by the travel provider and not as representatives of the School District unless otherwise approved by the School Board.

Participation in a non-school sponsored travel program does not constitute participation in a School District activity and is not governed by School District policies applicable to school-sponsored field trips, extracurricular activities, or student travel.

Grades

Students' grades will be reported consistently during the year. Parents and students may access current grades and missing assignments on StudentVue or ParentVue portals. Report cards may be printed, or they are fully available online.

Graduation Requirements

Students must meet all course credit requirements and graduation standards, as established by the state and the school board, in order to graduate from Pipestone Area School District. All students must also pass the state-identified proficiency tests, Minnesota comprehensive assessments, alternate assessments, and/or other applicable tests. Parents may opt out of the statewide assessments for their student(s) by completing the form in *Appendix 14* and returning it to the school district office.

Course Credits Required

To receive a diploma, students must successfully complete at least 21.5 credits and comply with the following high school level course requirements:

High School Level Courses Required for Graduation		
Subject Area	**Credits**	**Explanation**
Language Arts	4	Must be sufficient to satisfy all academic standards in the English language arts.
Mathematics	3	Must be sufficient to satisfy all of the academic standards in mathematics
Science	3	Must include one (1) credit to satisfy all the earth and space science standards for grades 9 through 12, one (1) credit to satisfy all the life science standards for grades 9 through 12, and one (1) credit to satisfy all the chemistry or physics standards for grades 9 through 12
Social Studies	3½	Must encompass at least United States history, geography, government and citizenship in either grade 11 or 12 for students beginning in grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies
Arts	1	Must be sufficient to satisfy all of the academic standards in the arts

Physical Education	"Credit"	Must be sufficient to satisfy the state standards in physical education
Health	"Credits"	credits sufficient to satisfy the state standards in health
Elective Courses	7 (minimum)	

Graduation Requirements (mn.gov)

Minnesota Academic Standards

All students must satisfactorily complete the following required Minnesota Academic Standards:

Minnesota Academic Standards, English Language Arts K-12
Minnesota Academic Standards, Mathematics K-12
Minnesota Academic Standards, Science K-12
Minnesota Academic Standards, Social Studies K-12
Minnesota Academic Standards, Physical Education K-12
Minnesota Academic Standards, Health
Minnesota Academic Standards or Local Standards, Arts K-12

School District Required and Elective Standards

All students must satisfactorily complete the following school district required and elective standards:

- School District Standards, Career and Technical Education (K-12); and
- School District Standards, World Languages (K-12).

Students with an individualized education program, Section 504 accommodation plan, or limited English proficiency needs may be eligible for testing accommodations, modifications, and/or exemption. For additional information, see the High School Principal.

Homework

Homework assignments are made by the teachers. The amount of homework varies by teacher and subject area. The school district asks parents/guardians to encourage their child(ren) to complete homework thoroughly and promptly.

Promotion and Retention

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The superintendent's decision will be final. The district has a variety of services to help students succeed in school. For more information, contact the High School Principal.

Postsecondary Enrollment Options

Postsecondary Enrollment Options (PSEO) is a program that allows 10th, 11th, and 12th-grade students to earn both high school and college credit while still in high school, through enrollment in and successful completion of college nonsectarian courses at any eligible postsecondary institution in Minnesota. Most PSEO courses are offered on the campus of the postsecondary institution; some courses are offered online. Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in Minnesota Statutes, section 124D.09. To assist the district in planning, students must inform the district by **May 30** (for fall term enrollment) or **October 30** (for spring term enrollment) of their intent to enroll in postsecondary courses.

Student Eligibility - Eleventh and 12th-grade students may take PSEO courses on a full or part-time basis. Each participating college or university sets its own admissions requirements for enrollment into the PSEO courses.

Tenth-grade students are eligible to enroll in **one** Career and Technical Education (CTE) course if they receive a reading proficiency score of "meets" or "exceeds" on the 8th grade MCA. If a 10th-grade student did not take the MCA in 8th grade, another reading assessment accepted by the enrolling postsecondary institution can be substituted. For students with disabilities, there is an alternative option to demonstrate reading proficiency. A 10th-grade student who enrolls in one CTE course and earns at least a grade C in the first term of enrollment, may take additional postsecondary courses in the subsequent term, not limited to CTE. Access the list of postsecondary institutions offering approved CTE courses to 10th grade students.

Students wishing to take a PSEO course should contact Ellen Dulas, High School Counselor.

Summer School

The school district may offer summer school learning opportunities to assist students in recovering academic credit and improving academic progress. Students who have not successfully completed one or two semesters of a core content course may be eligible to attend summer school. Parents and students are encouraged to take advantage of summer school opportunities when recommended to help students recover required credits. Students assigned to summer school must meet the minimum 70% attendance requirement and complete all required coursework in order to receive credit for the makeup course. For additional information regarding summer school opportunities, please contact Mrs. Ortman, Principal.

Parent Right to Know

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;

3. whether the teacher is teaching in the field of discipline of the certification of the teacher;

4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district will provide notice to parents

if their child has been assigned to, or taught for four or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

PART III — RULES AND DISCIPLINE

Attendance

Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability. For detailed information, see the "Student Attendance" policy (*Appendix 6*).

Bullying Prohibition

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, are prohibited on school district property, at school-related functions or activities, on school transportation, and by misuse of technology. For detailed information, see the school district's "Bullying Prohibition" policy (*Appendix 7*).

Buses – Conduct on School Buses and Consequences for Misbehavior

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Get to the bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.
- Respect the property of others while waiting at the bus stop.
- Keep your arms, legs, and belongings to yourself.
- Use appropriate language.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- No fighting, harassment, intimidation, or horseplay.
- No use of alcohol, tobacco, or drugs.

While riding a school bus, all riders must comply with the following rules:

- Follow the driver's directions at all times.
- Remain seated facing forward while the bus is in motion.
- Talk quietly and use appropriate language.
- Keep all parts of your body inside the bus.
- Keep arms, legs, and belongings to yourself and out of the aisle.
- No fighting, harassment, intimidation, or horseplay.
- Do not throw any object.
- No eating, drinking, or use of alcohol, tobacco, or drugs.
- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus.

Consequences for school bus/bus stop misconduct will be imposed by the school district under administrative discipline procedures. All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

Cell Phones and Other Personal Electronic Communication Devices

Student use of personal electronic communication devices is prohibited from bell to bell, beginning upon arrival at school and continuing throughout the instructional day. Personal electronic communication devices, including cell phones, smart watches, earbuds, headphones, tablets, and similar devices, must be turned off and stored in a designated area during the school day. Students are discouraged from bringing personal devices to school. The school district is not responsible for the loss, theft, or damage of personal electronic communication devices. For detailed information, see the school districts "Personal Electronic Communication Devices" policy *(Appendix 15)*

Discipline

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, see the "Student Discipline" policy (*Appendix 5*).

Dress and Appearance

Pipestone Area School students are expected to come to school dressed in clean and appropriate clothing to conform to educational standards. See the "Student Dress and Appearance" policy *(Appendix 8).*

Neat and Clean Attire: Clothing should be clean, in good condition, and appropriately sized.

Coverage: Students should wear clothing that adequately covers the body. This generally means no revealing clothing.

Prohibited Items:

- Clothing with offensive, inappropriate, or discriminatory language or imagery.
- Apparel promoting drugs, alcohol, tobacco, or illegal activities.
- Gang-related attire.
- Head coverings inside the building, unless for religious or medical reasons.

Students who violate the dress code policy will be spoken to by the principal or dean of students. Students will be given an opportunity to change into something more appropriate.

Drug-Free School and Workplace

The possession or use of alcohol, controlled substances, toxic substances, medical cannabis, nonintoxicating cannabinoids, and edible cannabinoid products are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy *(Appendix 9).*

District policy is not violated when a person brings a controlled substance that has a currently accepted medical treatment use onto a school location for personal use if the person has a physician's prescription for the substance except marijuana is not allowed on school property even if prescribed. Students who have prescriptions must comply with the school district's "Student Medication and Telehealth" policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition

The school district strives to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. Detailed information on the school district's "Harassment and Violence Prohibition" policy is included in this handbook (*Appendix 10*).

Hazing Prohibition

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy. Please see the school district's "Hazing Prohibition" policy (*Appendix 11*).

Internet Acceptable Use

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws.

A copy of the school district's "Internet and Technology Acceptable Use and Safety" policy is available online, or in the MS/HS office.

Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:

1. identify each curriculum, testing, or assessment technology provider with access to educational data;

2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and

3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.

The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.

Students will receive a copy of the school district's "Internet and Technology Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement form yearly.

Parking on School District Property

Students

The school district allows limited use and parking of motor vehicles by students in school district locations subject to the following rules:

- Parking a motor vehicle on school property during the school day is a privilege;
- Students are permitted to use motor vehicles on the high school campus only before and after the school day. Exceptions include senior students with privileges and parent verification/authorization.
- Unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.

The school district may conduct routine patrols of school district properties and inspections of the exteriors of the motor vehicles of students. Interiors of students' vehicles in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. If a search yields contraband, school officials may seize the item and may turn it over to legal authorities when appropriate. A student who violates this policy may be subject to withdrawal of parking privileges and/or discipline according to the school district's "Student Discipline" policy (*Appendix 5*).

Visitors

Visitors are permitted to park in designated school district visitor parking areas. Unattended vehicles left in other locations on school district property may be towed at the owner's expense.

Tobacco-Free Schools; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, or carrying or using activated electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction" policy, see *Appendix 12*. Contact the building principal if you have questions or wish to report violations.

Truancy – Pipestone County Truancy Policy

Research data tells us that students who become truant do not perform as well in school as those who attend school each and every day. Truancy could also lead to a student dropping out of school and sabotaging their opportunity for future employment success. The community, schools, parents, and the student share in the responsibility to promote regular attendance.

What is the Definition of Truancy?
There are two classifications of truancy according to Minnesota Statutes 260A.02, subd. 3. A continuing truant and habitual truant are defined as follows:

A *continuing truant* is a student, under the age of 18, who is absent from attendance at school without lawful excuse for:

- three or more days in one school year in elementary school; or
- three or more class periods or three or more days in one school year in middle, junior, and senior high school.

A *habitual truant* is a student, under 18, who is absent without a valid excuse for:

- seven or more days in elementary school; or
- one or more class periods on seven school days or seven or more days in middle, junior, and senior high school.

District/School Responsibility
The school is the arbitrator of whether or not student's absences are excused or unexcused. Examples of excused absences could be parent/doctor verified illness, family emergencies, and medical/dental appointments. Examples of unexcused absences could be overslept, babysitting, missed the bus, and no call/note from parent. Family vacation may be considered unexcused if prior arrangements have not been made with the school.

The districts, under the umbrella of the mission of public education, shall provide instruction to every child between the ages of 7 and 18 (Minnesota Statue 120A.ss, subd. 5). This means according to Minnesota Statue 260A.03, that a child who has one to three unexcused absences, the parent must be notified immediately. The school is legally responsible to begin the intervention (see Truancy Intervention Levels) which includes parent notification. It also includes the school setting up a meeting with a parent and child (and Family Services after 3-6 absences) and /or detention for the child. A school is required to report the student in violation of the law at seven unexcused absences according to Minnesota Statue 260.131, subd 1b.

Parent Responsibility
Parents hold primary responsibility for their child's attendance at school (Minnesota Statute 120A.22, subd. 1). Failure for parents to compel their children to attend school could result in criminal penalties of a $700 fine and/or 90 days in jail.

Any student between the ages of 16 and 18 may withdraw from school if the student's parents or guardians do the following:

- Attend a meeting with school personnel to discuss the educational opportunities available to the student including alternative education opportunities; and
- Sign a written election to withdraw.

Pipestone County's Responsibility
Upon receipt of the Truancy Offense Report and referral form from the school:

- Review the information to ensure that the Truancy Offense Report and Referral form is complete.
- Participate in a team meeting with the child/family/school.
- Provide intervention, and services as needed to assist the child to return to school and stay in school.
- Involve the court only when necessary.

Vandalism

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district does not allow the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension; confiscation of the weapon; immediate notification of police; parent or guardian notification; and recommendation to the

superintendent of dismissal for a period of time not to exceed one year. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis. For a copy of the "School Weapons" policy, contact the Middle/High School Principal.

PART IV — HEALTH AND SAFETY

Accidents

All student injuries that occur at school, at school-sponsored activities, or on school transportation should be reported to the licensed school nurse. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Crisis Management

The school district has developed a "Crisis Management" policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans.

The "Crisis Management" policy addresses a range of potential crisis situations in the school district. The school district has developed general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Emergency Contact Information

When parents register their children at Pipestone Area School, they are asked to fill out information which includes identifying an emergency contact. Families have an opportunity to update this information each year at Open House.

Health Information

First Aid

The nurse's office in each building is equipped to handle minor injuries requiring first aid. If the nurse's office is not open, assistance can be sought from the building's administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

The district has installed automated external defibrillators (AEDs) in the following areas:

- Outside auditorium doors, across from district office
- Outside the gymnasium by the water fountain across from the wrestling room
- 2nd Floor, top of stairs, above library
- 6 AEDs in athletic department, rotated locations during seasons

Tampering with any AED is prohibited and may result in discipline.

Communicable Diseases

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent or guardian suspects that his/her child has a communicable or contagious disease, the parent or guardian should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

Families should keep student(s) home when they have symptoms of a contagious illness or when exclusion is recommended by a healthcare provider or the Minnesota Department of Health (MDH). Examples of communicable illnesses include influenza (flu), COVID-19, strep throat, whooping cough (pertussis), chickenpox, measles, mumps, conjunctivitis (pink eye), hand, foot, and mouth disease, impetigo, norovirus, and other illnesses identified by public health officials.

Students with certain communicable diseases will not be excluded from attending school in their usual daily attendance settings as long as their health permits and their attendance does not create a significant risk of transmitting the illness to other students or school district employees. The school district will determine on a case-by-case basis whether a contagious student's attendance creates a significant risk of transmitting the illness to others.

Health Service

The Student Health Office is staffed by a trained registered nurse who is available to assist students with health-related needs during the school day.

Students who become ill while at school should notify their classroom teacher and request a pass to visit the school nurse. Students should not contact parents/guardians directly when they become sick. They are required to report to the school nurse, who will assess their condition and work with the attendance secretary and parent/guardian to determine appropriate next steps, including arrangements for early dismissal if necessary.

A parent/guardian should notify the school if his/her child is unable to attend school because of illness. email the attendance secretary at hsmsattendance@pas.k12.mn.us

Immunizations

All students must provide proof of immunization or submit appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the school nurse, Josie Loll, at Josie.Loll@pas.k12.mn.us

Lead-in-Water Annual Notification

Minnesota Statute 121A.335 requires public school buildings serving pre-kindergarten through grade 12 to test for lead in water every 5 years. This statute also requires school districts to make the results of the testing available to the public for review and notify parent of the availability of the information. Notification may be accomplished by publishing a statement in the "Back to School" newsletter or another publication that is available to staff, students, parents and the public. Pipestone Area Schools have historically conducted and continues to conduct Lead in Drinking Water testing per the Minnesota Department of Health guidelines.

Pipestone Area Schools are committed to providing a safe working and learning environment for employees and students. The district has developed a Lead in Water management plan and testing program that complies with the Minnesota Statute 121A.335, as well as Minnesota Department of Health (MDH), and Minnesota Department of Education (MDE)

For more information on Pipestone Area School's lead reduction program and testing results, please contact Main Office at 507-562-6100.

Medications at School During the School Day

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An "Administrating Prescription Medications" form must be completed once a year and/or when a change in the prescription or requirements for administration occurs. Prescription medications must be brought to school in the original container labeled for the student by a pharmacist, and must be administered in a manner consistent with the instructions on the label. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions that may be allowed include: prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (section504 Plan), or an individual health plan (IHP). Marijuana is not allowed on school property even if prescribed. The school district is to be notified of any change in administration of a student's prescription medication.

Pesticide Application Notice

A Minnesota state law went into effect in 2000 that requires schools to inform parents and guardians if they apply certain pesticides on school property.

Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available to parents and guardians for review or copying at each school office.

State law also requires that you be told that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood.

If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule please contact Cody Heidebrink, Maintenance and Grounds, Pipestone Area School, 1401 7'" St. SW, Pipestone, Minnesota, 56164 or call at (507)825-5861

Safety

The safety of students on campus and at school-related activities is a high priority of the district. While district-wide safety procedures are in place, student and parent cooperation is essential to ensuring school safety.

To promote a safe school environment:

- All visitors must enter through the main office and follow district visitor procedures.
- Exterior doors remain locked during the instructional day.
- Students must not prop open exterior doors or open locked exterior doors to allow anyone to enter the building. All visitors must enter through the designated main entrance and follow district visitor procedures.
- Students must follow staff directions during fire, tornado, lockdown, evacuation, and other emergency drills.
- Students should immediately report unsafe conditions, threats, bullying, harassment, or suspicious activity to a staff member or administrator.
- Students are expected to comply with all district safety procedures and applicable school board policies.
- Hallways, stairways, exits, and emergency equipment must remain unobstructed.

Seizure Action Plan

When a parent or guardian notifies the school district that a student has a diagnosed seizure disorder and has seizure rescue medication or medication prescribed by the student's licensed health care provider to treat seizure disorder symptoms, the school district will create an individualized seizure action plan.

Suicide Prevention Information

If you or someone you know is experiencing a mental health crisis or needs someone to talk to, help is available 24 hours a day, 7 days a week.

- **988 Suicide & Crisis Lifeline:** Call or text **988** to connect with a trained crisis counselor for free, confidential support.
- **Crisis Text Line:** Text **HOME** to **741741** to connect with a trained crisis counselor via text message at no cost.

If there is an immediate emergency or someone is in danger, call **911** immediately.

Visitors in District Buildings

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the High School office upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the main office and to wear a "visitors' badge" while in the building during the school day. Visitors are asked for their government-issued identification, and must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district.

Students are not allowed to bring visitors to school without prior permission from the principal.

APPENDIXES

1. School District Policy Cross Reference Table

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2. DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.

B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.

B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.

C. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. "Minor" means any person under the age of eighteen (18).

E. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, "material and substantial disruption"

is defined as any disruption which interferes with or impedes the implementation of that program.

2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. "School activities" means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

G. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.

B. Requests for distribution of nonschool-sponsored material will be reviewed by the administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:

1. is obscene to minors;

2. is libelous or slanderous;

3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;

4. advertises or promotes any product or service not permitted to minors by law;

5. advocates violence or other illegal conduct;

6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);

7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related;

2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;

3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;

4. the quantity or size of materials to be distributed;

5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;

6. whether distribution would require that nonschool persons be present on the school grounds;

7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.

B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

C. No one shall coerce a student or staff member to accept any publication.

D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:

1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.

2. Date(s) and time(s) of day intended for distribution.

3. Location where material will be distributed.

4. If material is intended for students, the grade(s) of students to whom the distribution is intended.

B. Within one school day, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.

C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.

D. If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.

B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.

C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

Last Update: 8/17/2026

STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;

2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;

4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and

7. The right to obtain a copy of this policy at the location set forth in Section XXI. of this policy.

B. Eligible Students

All rights and protections given to parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the education records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 Code of Federal Regulations, section 99.31(a).

C. Students with a Disability

The school district shall follow 34 Code of Federal Regulations, sections 300.610-300.617 with regard to the privacy, notice, access, recordkeeping, and accuracy of information related to students with a disability.

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

D. Annual Notification of Rights

1. The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Article VIII. of this policy.

   The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays, and legal holidays.

2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;

3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosures without consent;

4. That the school district may disclose education records to other school officials within the school district if the school district has determined they have legitimate educational interests. For purposes of such disclosure, a "school official" is a person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or other employee; a person serving on the school board; a person or company with whom the school district has consulted to perform a specific task (such as an attorney, auditor, medical consultant, therapist, public information officer or data practices compliance official); or a parent or student serving on an official committee, such as a disciplinary or grievance committee; or any individual assisting a school official in the performance of his or her tasks. A school official has a "legitimate educational interest" if the individual needs to review an education record in order to fulfill his or her professional responsibility and includes, but is not limited to, an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student and student health and welfare and the ability to respond to a request for educational data;

5. That the school district forwards education records on request to a school or post-secondary education institution in which a student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment, including information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, suspension and expulsion information pursuant to 20 U.S.C. § 7917, part of the federal Every Student Succeeds Act, and data regarding a student's history of violent behavior, and any disposition order which adjudicates the student as delinquent for committing an illegal act on school district property and certain other illegal acts;

6. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder. The name and address of the office that administers FERPA is:

   U.S. Department of Education
   Student Privacy Policy Office
   400 Maryland Avenue, S.W.
   Washington, D.C. 20202-8520

7. The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

8. The school has adopted a school board policy in order to comply with state and federal laws regarding education records. The policy does the following:

    a. It classifies records as public, private, or confidential.

    b. It establishes procedures and regulations to permit parents/guardians or students to inspect and review a student's education records. These procedures include the method of determining fees for copies, a listing of the locations of these education records, and the identity of the individuals in charge of the records.

    c. It establishes procedures and regulations to allow parents/guardians or students to request the amendment of a student's education records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the student's privacy rights.

    d. It establishes procedures and regulations for access to and disclosure of education records.

    e. It establishes procedures and regulations for safeguarding the privacy of education records and for obtaining prior written consent of the parent or student when required prior to disclosure.

Copies of the school board policy and accompanying procedures and regulations are available to parents/guardians and students upon written request to the Superintendent.

Directory Information

"Directory information" means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; dates of attendance; grade level; enrollment status (i.e., full-time or part-time); participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include:

a. a student's social security number

b. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;

c. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor known or possessed only by the student;

d. personally identifiable data which references religion, race, color, social position, or nationality; or

e. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

A school district may choose not to designate some or all of the enumerated information as directory information. A Minnesota school district may add items to the FERPA definition of "directory information", as long as the added data is not information that generally would be

deemed as an invasion of privacy or information that references the student's religion, race, color, social position, or nationality. Federal law now allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. The identity of those parties and/or purposes should be identified.

To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. Designation of directory information is an important policy decision for the local school board who must balance not only the privacy interests of the student against public disclosure but also the additional administrative requirements such restrictions on disclosures will place on the school district.

The 2024 Minnesota legislature enacted Minnesota Statutes, section 480.40, which includes a law limiting disclosure of personal information concerning "judicial officials" (school districts can review the statutory definition of "judicial official"). "Personal information" about a judicial official includes "the name of any child" and the name of any school that such a child attends if combined with an assertion that the child attends the school. School districts may not "knowingly publicly post, display, publish, sell, or otherwise make available on the Internet the personal information of any judicial official," including in response to requests for directory information.

Information to Military Recruiters

Pursuant to applicable law, Pipestone Area Schools gives notice to parents/guardians of secondary students and eligible secondary students of their rights regarding release of information to military recruiting officers. The school district must release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if available, that may be released to military recruiters only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers within sixty (60) days after the date of the request. Data released to military recruiting officers under this provision may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military and cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces.

Should the parent of a student or the eligible student so desire, any or all of the listed information will not be disclosed to military recruiting officers without prior consent.

To refuse release of this information without prior consent, the parent or eligible student must make a written request to the responsible authority, (building principal, by September 1 each year. This written request must include the following information:

- Name of student and parent, as appropriate;
- Home address;
- Student's grade level;
- School presently attended by student;
- Parent's legal relationship to student, if applicable;
- Specific category or categories of information which are not to be released to military recruiters without prior consent;
- Specific category or categories of directory information which are not to be released to the public, including military recruiters.

If a parent or guardian does not want their child's or eligible student's directory information (including a school district-provided email address) released to military recruiting officers, they must notify the school district that they do not want directory information released to any member of the public, including military recruiting officers.

Updated: 3-23-2026

4. Student Surveys

Updated: 3-23-2026

Independent School District No. 2689 gives notice to parents of students currently in attendance in the school district, eligible students currently in attendance in the school district, and students currently in attendance in the school district of their rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations.

1. Parents, eligible students, and students are hereby informed that they have the following rights:

   a. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by parents or guardians of students.

   b. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:

      (1) political affiliations or beliefs of the student or the student's parent;

      (2) mental and psychological problems of the student or the student's family;

      (3) sex behavior or attitudes;

      (4) illegal, antisocial, self-incriminating, or demeaning behavior;

      (5) critical appraisals of other individuals with whom respondents have close family relationships;

      (6) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;

      (7) religious practices, affiliations, or beliefs of the student or the student's parent; or

      (8) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

   c. A parent, on behalf of a student or an eligible student, has the right to receive notice and an opportunity to opt the student out of participating in:

      (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

      (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Paragraph 1.b., above.

      (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical examination or screening permitted or required under state law.

   d. This notice does not preempt applicable state law that may require parental notification.

   e. The school district has developed and adopted a policy, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the

administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

f. The school district will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes.

g. The school district will directly notify parents and eligible students, at least annually at the start of each school year or, if scheduled thereafter, parents will be provided with reasonable notice of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

(1) Collection, disclosure, or use of personal information for marketing, sales, or other distribution.

(2) Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.

(3) Any nonemergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-5920

INDEPENDENT SCHOOL DISTRICT NO. 2689 PIPESTONE, MINNESOTA
Date: August 26, 2024 /s/ Tyler Fruechte
School Board Chair

Following is a schedule of activities requiring parental notification and consent or opt-out for the upcoming school year. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 or older or an emancipated minor under state law.

Date:
Grades: [see sample activity notices attached]
Activity:
Summary:

Consent or Opt-out: [or both depending on situation]

If you wish to review any survey instrument or instructional material used in connection with any protected information or marketing survey, please submit a request to Sonja Ortman, 1401 7th St SW, Pipestone, MN 56164. Principal or designee will notify you of the time and place where you may review these materials. You have the right to review a survey and/or instructional materials before the survey is administered to a student.

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5. Student Discipline

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).

B. "Pupil withdrawal agreement" means a verbal or written agreement between a school

administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.

B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.

C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.

D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:

1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and

3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

A. <u>The School Board</u>

The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.

B. <u>Superintendent</u>

The superintendent shall establish guidelines and directives to carry out this policy, hold

all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

C. Principal

The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

D. Teachers.

All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. A teacher, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

E. Other School District Personnel.

All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.

F. Parents or Legal Guardians

Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

G. Students

All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

H. Community Members

Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

I. Reasonable Force Reports

1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).

2. The school district must report annually by July 15, in a form and manner determined by the Commissioner of the Minnesota Department of Education (MDE), data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).

3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to MDE as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;

B. To attend school daily, except when excused, and to be on time to all classes and other school functions;

C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;

D. To make necessary arrangements for making up work when absent from school;

E. To assist the school staff in maintaining a safe school for all students;

F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;

G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;

H. To be aware of and comply with federal, state, and local laws;

I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;

J. To respect and maintain the school's property and the property of others;

K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;

L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;

M. To conduct themselves in an appropriate physical or verbal manner; and

N. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;

2. The use of profanity or obscene language, or the possession of obscene materials;

3. Gambling, including, but not limited to, playing a game of chance for stakes;

4. Violation of the school district's Hazing Prohibition Policy;

5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;

6. Violation of the school district's Student Attendance Policy;

7. Opposition to authority using physical force or violence;

8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;

9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;

10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);

11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;

12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;

13. Violation of the school district's Weapons Policy;

14. Violation of the school district's Violence Prevention Policy;

15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state, or federal law as appropriate;

20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;

21. Violation of the school district's Internet and Technology–Acceptable Use and Safety Policy; including altering images or videos with the intent to harm. (Policy 524)

22. Use of a cell phone in violation of the school district's Internet Acceptable Use and Safety Policy 524.5

23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;

24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;

25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;

26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;

27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;

28. Possession or distribution of slanderous, libelous, or pornographic materials;

29. Violation of the school district's Bullying Prohibition Policy;

30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;

31. Criminal activity;

32. Falsification of any records, documents, notes, or signatures;

33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;

34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;

35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;

36. Violation of the school district's Harassment and Violence Policy;

37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;

38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;

39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;

40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;

41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;

43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;

44. Violation of the school district's one-to-one device rules and regulations;

45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;

46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.

B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.

C. The school district must not use recess detention unless:

1. a student causes or is likely to cause serious physical harm to other students or staff;

2. the student's parent or guardian specifically consents to the use of recess detention; or

3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.

D. The school district must not withhold recess from a student based on incomplete schoolwork.

E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within twenty-four (24) hours of using recess detention.

F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.

G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student’s misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;

B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

C. Parent contact;

D. Parent conference;

E. Removal from class;

F. In-school suspension;

G. Suspension from extracurricular activities;

H. Detention or restriction of privileges;

I. Loss of school privileges;

J. In-school monitoring or revised class schedule;

K. Referral to in-school support services;

L. Referral to community resources or outside agency services;

M. Financial restitution;

N. Referral to police, other law enforcement agencies, or other appropriate authorities;

O. A request for a petition to be filed in district court for juvenile delinquency adjudication;

P. Out-of-school suspension under the Pupil Fair Dismissal Act;

Q. Preparation of an admission or readmission plan;

R. Saturday school;

S. Expulsion under the Pupil Fair Dismissal Act;

T. Exclusion under the Pupil Fair Dismissal Act; and/or

U. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy.

1. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

2. Grounds for removal from class shall include any of the following:

a. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

b. Willful conduct that endangers surrounding persons, including school

district employees, the student or other students, or the property of the school;

c. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or

d. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

3. A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another.

B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

C. Procedures for Removal of a Student from a Class.

1. The building principal will determine the amount of time appropriateness of a student removal from class.

2. The teacher will follow up on any removal from class with a written description of the incident which led to the request for a student to be removed.

3. Documentation is recorded in the district adopted Student Information System.

D. Period of Time for which a Student may be Removed from a Class (may not exceed five (5) class periods for a violation of a rule of conduct)

1. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

E. Responsibility for and Custody of a Student Removed from Class.

1. Any student removed from class should report to the principal's office immediately.

2. A student removed from class will be expected to walk to the office without an escort, unless the situation warrants an escort be present.

3. While removed from class, the student may be assigned to a supervised study area and is expected to complete assignments missed while removed.

4. The building principal or designee will be responsible for assigning the student to a supervised study area while removed from class.

F. Procedures for Return of a Student to a Specific Class from Which the Student was Removed.

1. Principal/Teacher/Parent/Student conference to discuss terms and conditions of the students return to class.

2. Conditional return based on terms and conditions defined by the conference.

G. Procedures for Notifying a Student and the Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions;

1. Parent/Guardian will be notified by phone, email, or Certified USPS mail whenever there is a violation of school rules which results in disciplinary action.

2. When appropriate, a conference with the parent/guardian and student will be held prior to readmission to school or a class.

H. Students with a Disability; Special Provisions.

1. Any violation of school rules by a disabled student which results in serious disciplinary action or continuous assignment of less severe consequences will be followed up by a conference to determine if further assessment is needed, to review the adequacy of the current IEP and to determine if a referral is needed.

2.. Any student suspected of having a disability may be referred to Special Education services for assessment and determination of eligibility.

I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.

1. District will convene a chemical abuse preassessment team to the extent necessary.

2. Staff shall report chemical abuse concerns to the appropriate administrator for referral to the chemical abuse preassessment team.

XII. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, section 121A.425 is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;

2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:

   a. a preschool or prekindergarten program, including an early childhood family education, school readiness, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or

   b. kindergarten through Grade 3.

2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.

3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. Definition of "Suspension"

   "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.

   The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability.

   The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of

initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

2. Opportunity to Complete School Work

School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.

3. Parent/Guardian Meeting

If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. Readmission Plan

Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect.

5. Child with a Disability

A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6^{th}) consecutive day of suspension or the tenth (10^{th}) cumulative day of suspension has elapsed.

6. Alternative Education Services

Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.

7. Informal Administrative Conference

The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

8. Administration Options

After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

a. strongly encourage a parent or guardian of the student to attend school with the student for one day;

b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and

c. petition the juvenile court that the student is in need of services under Minnesota Statutes, chapter 260C.

9. Written Notice

A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

10. Notification

The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

12. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. EXPULSION AND EXCLUSION

A. Definitions

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.

2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

B. Proceedings

1. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

2. Notice

The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

3. Right to a Representative

The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.

If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

4. Hearing

a. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.

b. Hearing Schedule

The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.

All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.

c. Access to Records

At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.

d. Hearing Officer

All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

e. Evidence and Testimony

The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.

The student cannot be compelled to testify in the dismissal proceedings.

f. Recording

The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.

g. Findings and Recommendation

The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.

5. School Board Decision

The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of MDE (Commissioner) of the basis and reason for the decision.

6. Appeal

A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes, section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

7. Report

The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.

The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

XIV. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent

with Minnesota Statutes, section 120B.232, subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the Commissioner. This report must include a statement of the nonexclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XVI. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.

XVII. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is <u>not</u> a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline <u>is</u> a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special

education and related services during the period of expulsion or exclusion.

XVIII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes, section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes, section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes, chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XIX. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;

2. provide an opportunity for involved parties to submit additional information related to the complaint;

3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;

4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;

5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and

6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's

office.

XXI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.
Updated: 7-27-2026

6. Student Attendance

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

a. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

c. The district must count a student as in attendance on each day the student receives supervision, instruction, or services from school staff during scheduled school hours. Minnesota Statutes, section 120A.22 does not remove the school district's responsibility to continue to comply with reporting requirements in Minnesota Statutes, section 126C.05 for the purposes of funding.

d. The principal must issue and keep a record of attendance, under rules established by the school board.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

a. A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be made to a truant officer or the school official designated by the principal. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.

b. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school.

c. The school board of the district in which the child resides may approve the application under subparagraph (a) above upon a legitimate exception being demonstrated to the satisfaction of that board.

d. Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

(1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:

(a) child illness, medical, dental, orthodontic, or counseling appointments; including appointments conducted through telehealth;

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member;

(d) active duty in any military branch of the United States;

(e) the child has a condition that requires ongoing treatment for a mental health diagnosis; or

(f) other exemptions included in this attendance policy.

(2) that the child has already completed state and district standards required for graduation from high school; or

(3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three (3) hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.

c. Consequences of Excused Absences

(1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

2. Unexcused Absences

a. The following are examples of absences which will not be excused:

(1) Truancy. An absence by a student which was not approved by the parent and/or the school district.

(2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

(3) Work at home.

(4) Work at a business, except under a school-sponsored work release program.

(5) Vacations with family.

(6) Personal trips to schools or colleges.

(7) Absences resulting from cumulated unexcused tardies. Ten (10)

tardies equal one (1) unexcused absence.

(8) Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

(1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

(2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.

(3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

(4) Students with unexcused absences shall be subject to discipline in the following manner:

(a) Within 14 days upon receipt of notification, the student or his or her parent or guardian may, within a reasonable time, request a conference with school officials regarding the student's absences and the prescribed discipline. The notification will state that the school strongly urges the student's parent or guardian to request such a conference.

(b) After ten (10) cumulated unexcused absences in a semester, the administration may impose the loss of academic credit in the class or classes from which the student has been absent. However, prior to loss of credit, an administrative conference must be held among the principal, student, and parent.

(f) If the result of a grade reduction or loss of credit has the effect of an expulsion, the school district will follow the procedures set forth in the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

C. Tardiness

1. Definition

Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

a. Students tardy at the start of school must report to the school office for an admission slip.

b. Tardiness between periods will be handled by the teacher.

3. Excused Tardiness

Valid excuses for tardiness are:

a. Illness.

b. Serious illness in the student's immediate family.

c. A death or funeral in the student's immediate family or of a close friend or relative.

d. Medical, dental, orthodontic, or mental health treatment.

e. Court appearances occasioned by family or personal action.

f. Physical emergency conditions such as fire, flood, storm, etc.

g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.

4. Unexcused Tardiness

a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

b. Consequences of tardiness may include detention after two (2) unexcused tardies. In addition, ten (10) unexcused tardies are equivalent in one (1) unexcused absence.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.

2. School-initiated absences will be accepted and participation permitted.

3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.

4. If a student is suspended from any class, he or she may not participate in any activity or program that day.

5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

III. RELIGIOUS AND CULTURAL OBSERVANCES ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. Requests for accommodation should be directed to the building principal.

IV. DISSEMINATION OF POLICY

A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for a religious or cultural observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes, section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes, section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes, section 120A.05, without valid excuse within a single school year for:

1. Three (3) days if the child is in elementary school; or

2. Three (3) or more class periods on three (3) days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;

2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;

3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;

5. That alternative educational programs and services may be available in the child's enrolling or resident district;

6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;

7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes, chapter 260C;

8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to

Minnesota Statutes, section 260C.201; and

9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one (1) day.

C. Habitual Truant

1. A habitual truant is a child who is at least twelve (12) years old and less than eighteen (18) years old who is absent from attendance at school without lawful excuse for one or more class periods on seven (7) school days per school year if the child is in middle school, junior high school, or high school, or a child who is seventeen (17) years of age who is absent from attendance at school without lawful excuse for one (1) or more class periods on seven (7) school days per school year and who has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8.

   Pursuant to section 260C.163, subdivision 11, habitual truant also means a child under age twelve (12) who has been absent from school for seven (7) school days without lawful excuse, based on a showing by clear and convincing evidence that the child's absence is not due to the failure of the child's parent, guardian, or custodian to comply with compulsory instruction laws.

2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

Updated 3-23-2026

7. Bullying Prohibition

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:

1. on the school premises, at the school functions or activities, on the school transportation;

2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or

3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.

B. A school-aged child who voluntarily participates in a public-school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public-school students participating in the activity.

C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.

D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.

E. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.

F. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

G. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

H. False accusations or reports of bullying against another student are prohibited.

I. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See MSBA/MASA Model Policy 506). The school district may take into account the following factors:

1. The developmental ages and maturity levels of the parties involved;

2. The levels of harm, surrounding circumstances, and nature of the behavior;

3. Past incidences or past or continuing patterns of behavior;

4. The relationship between the parties involved; and

5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

J. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

A. "Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:

1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or

2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term "bullying" specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation.

B. "Cyberbullying" means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. "Intimidating, threatening, abusive, or harming conduct" means, but is not limited to, conduct that does the following:

1. Causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property;

2. Under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or

3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.

E. "Malicious and sadistic conduct" means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.

F. "On school premises, on school district property, at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities,

events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

G. "Prohibited conduct" means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.

H. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.

I. "Student" means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.

C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.

F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.

G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

A. Within three school days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.

B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.

C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and the student's developmental age and behavioral history. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.

E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent or guardian of students who are targets of bullying or other prohibited conduct and the parent or guardian of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law. For purposes of notification presumed under this paragraph, a parent or legal guardian may designate in writing to the school another individual to be notified of the prohibited conduct.

F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct.

VII. TRAINING AND EDUCATION

A. Consistent with its applicable policies and practices, the school district must discuss this policy with students, school personnel and volunteers and provide appropriate training for all school district personnel to prevent, identify, and respond to prohibited conduct. The school district must establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

B. The school district shall require ongoing professional development, consistent with Minnesota Statutes, section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:

1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;

2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;

3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;

4. The incidence and nature of cyberbullying; and

5. Internet safety and cyberbullying.

C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.

D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.

E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;

2. Partner with parents and other community members to develop and implement prevention and intervention programs;

3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;

4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;

5. Teach students to advocate for themselves and others;

6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and

7. Foster student collaborations that, in turn, foster a safe and supportive school climate.

F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the

student handbook.

VIII. NOTICE

A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

B. Article II, paragraph D, regarding malicious and sadistic conduct must be conspicuously posted throughout each school building.

C. This policy shall be conspicuously posted in the administrative offices of the school and school district in summary form.

D. This policy must be distributed to each school district or school employee and independent contractor, if the contractor regularly interacts with students, at the time of employment with the district or the school.

E. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.

F. This policy shall be available to all parents and other school community members in an electronic format in the languages appearing on the school district's or a school's website, consistent with the district policies and practices.

G. The school district shall provide an electronic copy of its most recently amended policy to the Minnesota Commissioner of Education.

H. The school district designates Building Principal or designee as the primary contact person in the school building to receive reports of prohibited conduct.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minnesota Statutes, sections 121A.031 and 121A.0312 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Updated: 7-28-2025

8. Student Dress and Appearance

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations that support educational goals. Students and their families have the primary and joint responsibility for student clothing and appearance. Teachers and other district staff should exemplify and reinforce student clothing and appearance standards and help students develop an understanding of appropriate appearance in the school environment.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to encourage students to be dressed suitably [or appropriately] for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).

B. A student's clothing or appearance may not materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities. A student's dress or appearance may not incite or contribute to substantial disorder or invasion of the rights of others or pose a threat to the health or safety of the student or others.

C. Students' rights to choose their dress and appearance for school and school-related activities will be protected provided that the clothing:

1. does not injure people or damage property;

2. does not materially and substantially disrupt or interfere with the educational process or classwork;

3. does not interfere with the requirements of discipline in the operation of the school or school activities, materially disrupt classwork;

4. does not involve substantial disorder or invasion of the rights of others.

Such clothing includes, but is not limited to, the following:

1. Clothing for the weather.

2. Clothing that does not create a health or safety hazard.

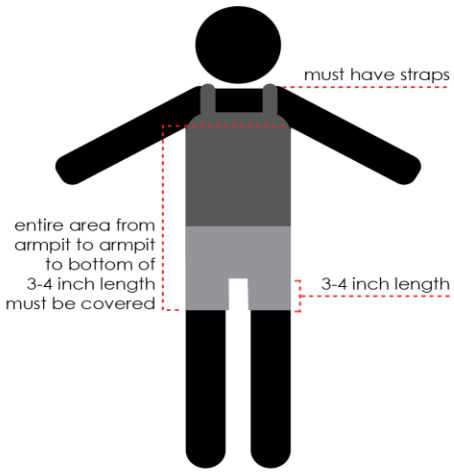
3. Clothing for the activity (i.e., physical education or the classroom).

4. Footwear that does not present a safety hazard.

5. Headwear, including hats/caps, hoods, or head coverings, are not allowed. Students may wear headgear for a medical or religious reason

C.

1. Clothing must cover areas from one armpit across to the other armpit, down to approximately 3 to 4 inches in length on the upper thighs (see image).



2. Clothing (including emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry) bearing a message that is lewd, vulgar, obscene, libelous, or denigrates, harasses, discriminates against others on the basis of protected class status under the Minnesota Human Rights Act, or violates school district policies prohibiting discrimination, violence, harassment, or other harmful activities.

3. Apparel promoting products or activities that are illegal for use by minors.

4. Communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Policy 413.

D. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing clothing on which such messages are stated. Such messages are acceptable as long as they are not lewd; vulgar; obscene; libelous; do not denigrate, harass, or discriminate against others on the basis of protected class status under the Minnesota Human Rights Act; or do not violate school district policies prohibiting discrimination, bullying, violence, harassment, or other harmful activities.

III. PROCEDURES

A. Enforcement of a student dress code will be approached with careful consideration and sensitivity, with the goals of supporting students as they express themselves and pursue their full potential, of not shaming students, and of minimalizing loss of instructional time. When possible, dress code matters should be addressed privately with students, should seek to determine whether factors exist that impact the student's ability to comply with the dress code, and should seek to address such issues.

B. When, in the reasonable judgment of the administration, (1) a student's clothing or appearance may materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities; (2) may incite or contribute to substantial disorder or invasion of the rights of others; or (3) pose a threat to the

health or safety of the student or others, the student will be directed to make modifications. Parents or guardians will be notified. Other consequences may be enforced in line with Policy 506 (Student Discipline).

C. The administration may recommend a form of clothing considered appropriate for a specific event and communicate the recommendation to students and parents or guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.

D. Likewise, an organized student group may recommend a form of clothing for students considered appropriate for a specific event and bring such recommendation to the administration for approval.

Last Update: 9-23-2024

9. Drug-Free Workplace/Drug-Free School

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

A. Use or possession of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.

B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.

C. An individual may not use or possess cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13, including all facilities, whether owned, rented, or leased, and all vehicles that the school district owns, leases, rents, contracts for, or controls.

D. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

A. "Alcohol" includes any alcoholic beverage containing more than one-half of one percent alcohol by volume.

B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.

C. "Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.

D. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; (4) combustion with use of dried raw cannabis; or (5) any other method approved by the Commissioner of the Minnesota Department of Health ("Commissioner").

E. "Nonintoxicating cannabinoid" means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by injection, inhalation,

ingestion, or by any other immediate means.

F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.

G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

H. "Sell" means to sell, give away, barter, deliver, exchange, distribute or dispose of to another, or to manufacture; or to offer or agree to perform such an act, or to possess with intent to perform such an act.

I. "Toxic substances" includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the Commissioner.

J. "Use" means to sell, buy, manufacture, distribute, dispense, be under the influence of, or consume in any manner, including, but not limited to, consumption by injection, inhalation, ingestion, or by any other immediate means.

IV. EXCEPTIONS

A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.

B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minnesota Statutes, section 624.701, subdivision 1a and is pursuant to the procedure established under Paragraph V.G below.

C. A violation of this policy does not occur when a person uses or possesses a toxic substance unless they do so with the intent of inducing or intentionally aiding another in inducing intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor.

D. The school district may not refuse to enroll or otherwise penalize a patient or person enrolled in the Minnesota Patient Registry Program or a Tribal medical cannabis program as a pupil solely because the patient or person is enrolled in the registry program or a Tribal medical cannabis program, unless failing to do so would violate federal law or regulations or cause the school to lose a monetary or licensing-related benefit under federal law or regulations.

An employer or a school must provide written notice to a patient at least fourteen (14)

days before the employer or school takes an action against the patient that is prohibited under Minnesota Statutes, section 342.57, subdivision 3 or 5. The written notice must cite the specific federal law or regulation that the employer or school believes would be violated if the employer or school fails to take action. The notice must specify what monetary or licensing-related benefit under federal law or regulations that the employer or school would lose if the employer or school fails to take action.

A school or an employer must not retaliate against a patient for asserting the patient's rights or seeking remedies under Minnesota Statutes, section 342.57 or section 152.32.

V. PROCEDURES

A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, must comply with the school district's student medication policy.

B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.

C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

D. Employees are subject to the school district's drug and alcohol testing policies and procedures.

E. Members of the public are not permitted to possess controlled substances, intoxicating cannabinoids, or edible cannabinoid products in a school location except with the express permission of the superintendent.

F. No person is permitted to possess or use medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products.

G. Possession of alcohol on school grounds pursuant to the exceptions of Minnesota Statutes, section 624.701, subdivision 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. SCHOOL PROGRAMS

A. Starting in the 2026-2027 school year, the school district must implement a comprehensive education program on cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, for students in middle

school and high school. The program must include instruction on the topics listed in Minnesota Statutes, section 120B.215, subdivision 1 and must:

1. respect community values and encourage students to communicate with parents, guardians, and other trusted adults about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl; and

2. refer students to local resources where students may obtain medically accurate information about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, and treatment for a substance use disorder.

B. School district efforts to develop, implement, or improve instruction or curriculum as a result of the provisions of this section must be consistent with Minnesota Statutes, sections 120B.10 and 120B.11.

C. Notwithstanding any law to the contrary, the school district shall have a procedure for a parent, a guardian, or an adult student eighteen (18) years of age or older to review the content of the instructional materials to be provided to a minor child or to an adult student pursuant to this article. The district must allow a parent or adult student to opt out of instruction under this article with no academic or other penalty for the student and must inform parents and adult students of this right to opt out.

VII. ENFORCEMENT

A. Students

1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, electronic cigarettes, and nonintoxicating cannabinoids, and edible cannabinoid products.

2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service, which may be provided by school based mental health services providers; and/or referral to law enforcement officials when appropriate.

3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.

3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Updated: 3-23-2026

10. Harassment and Violence

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability (Protected Class).

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to maintain a learning and working environment free from harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class.

B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person's Protected Class, as defined by this policy. (For purposes of this policy, school district personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)

C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's Protected Class.

D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel found to have violated this policy.

III. DEFINITIONS

A. "Assault" is:

1. an act done with intent to cause fear in another of immediate bodily harm or death;

2. the intentional infliction of or attempt to inflict bodily harm upon another; or

3. the threat to do bodily harm to another with present ability to carry out the threat.

B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, when the conduct:

1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;

2. has the purpose or effect of substantially or unreasonably interfering with an

individual's work or academic performance; or

3. otherwise adversely affects an individual's employment or academic opportunities.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. Protected Classifications

1. "Disability" means, with respect to an individual who

a. has a physical sensory or mental impairment that materially limits one or more major life activities of such individual;

b. has a record of such an impairment;

c. is regarded as having such an impairment; or

d. has an impairment that is episodic or in remission and would materially limit a major life activity when active.

2. "Familial status" means the condition of one or more minors having legal status or custody with:

a. the minor's parent or parents or the minor's legal guardian or guardians; or

b. the designee of the parent or parents or guardian or guardians with the written permission of the parent or parents or guardian or guardians. Familial status also means residing with and caring for one or more individuals who lack the ability to meet essential requirements for physical health, safety, or self-care because the individual or individuals are unable to receive and evaluate information or make or communicate decisions. The protections afforded against harassment or discrimination on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.

3. "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment or discrimination on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.

4. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.

5. "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.

6. "Sexual orientation" means to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.

7. "Status with regard to public assistance" means the condition of being a

recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

E. "Remedial response" means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.

F. Sexual Harassment

1. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or

b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

c. that conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include, but is not limited to:

a. unwelcome verbal harassment or abuse;

b. unwelcome pressure for sexual activity;

c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;

d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence

1. Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts or forcing a person to touch

any person's intimate parts. Intimate parts, as defined in Minnesota Statutes, section 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

2. Sexual violence may include, but is not limited to:

a. touching, patting, grabbing, or pinching another person's intimate parts
b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;

c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or

d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to an individual's Protected Class.

IV. REPORTING PROCEDURES

A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of Protected Class by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct that may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

D. In Each School Building

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures,

practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.

F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.

G. In the District

The school board hereby designates the superintendent as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.[1]

H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.

I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.

J. Use of formal reporting forms is not mandatory.

K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.

L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.

[1] In some school districts the superintendent may be the human rights officer. If so, an alternative individual should be designated by the school board.

N. False accusations or reports of violence or harassment against another person are prohibited.

O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence or harassment or engage in an act of reprisal or intentional false reporting of violence or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. INVESTIGATION

A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.

E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations

of this policy.

VI. SCHOOL DISTRICT ACTION

A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.

B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the targets or victims and alleged perpetrators of harassment or violence, the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.

C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy, who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights or another state or federal agency, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes, chapter 260E may be applicable.

B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.

B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.

C. This policy shall appear in the student handbook.

D. The school district will develop a method of discussing this policy with students and employees.

E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.

F. This policy shall be reviewed at least annually for compliance with state and federal law.

Last Update: 4-28-2025

11. Hazing Prohibition

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.

B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.

C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.

E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.

F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.

H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the

student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.

2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.

5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. "Immediately" means as soon as possible but in no event longer than 24 hours.

C. "On school premises or school district property, or at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.

E. "Student" means a student enrolled in a public school or a charter school.

F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party to use the report form available from

the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.

E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.

F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.

C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines hazing has occurred, the school

district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.

E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.

F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.

Updated: 3-23-2026

12. Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

II. GENERAL STATEMENT OF POLICY

A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or carries or uses an activated electronic delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

D. The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, tobacco-related devices, or electronic delivery devices. The school district will not promote or allow promotion of tobacco products or electronic delivery devices on school property or at school-sponsored events.

III. DEFINITIONS

A. "Electronic delivery device" means any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of aerosol or vapor from the product. Electronic delivery devices includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

B. "Heated tobacco product" means a tobacco product that produces aerosols containing nicotine and other chemicals which are inhaled by users through the mouth.

C. "Tobacco" means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

D. "Tobacco-related devices" means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors aerosol or vapor of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.

E. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking includes carrying or using an activated electronic delivery device.

F. "Vaping" means using an activated electronic delivery device or heated tobacco product.

IV. EXCEPTIONS

A. A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.

B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.

C. An American Indian student or staff member may use tobacco, sage, sweetgrass, and cedar to conduct individual or group smudging in a public school. The process for conducting smudging is determined by the building or site administrator. Smudging must be conducted under the direct supervision of an appropriate staff member, as determined by the building or site administrator.

V. VAPING PREVENTION INSTRUCTION

A. The school district must provide vaping prevention instruction at least once to students in grades 6 through 8.

B. The school district may use instructional materials based upon the Minnesota Department of Health's school e-cigarette toolkit or may use other smoking prevention instructional materials with a focus on vaping and the use of electronic delivery

devices and heated tobacco products. The instruction may be provided as part of the school district's locally developed health standards.

VI. ENFORCEMENT

A. All individuals on school premises shall adhere to this policy.

B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.

C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.

D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.

E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.

F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.

G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VII. DISSEMINATION OF POLICY

A. This policy shall appear in the student handbook.

Last Update: 8-26-2024

13. School Meals Policy

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for a la carte items or second meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

A. Students have use of a meal account. The Food Service Program is a pre-payment program. Meal accounts should be maintained with a positive balance at all times. If a lunch balance reaches zero, a student may no longer charge any a la carte items or second meals until funds are deposited into the account. Submit payments to Pipestone Area Schools Food Service Department, 1401 7th St SW, Pipestone, MN 56164 or making a payment online at mypaymentsplus.com

B. Free School Meals Program

1. The free school meals program is created within the Minnesota Department of Education

2. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage below the federal percentage determined for all meals to be reimbursed at the free rate via the Community Eligibility Provision must participate in the free school meals program.

3. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage at or above the federal percentage determined for all meals to be reimbursed at the free rate must participate in the federal Community Eligibility Provision in order to participate in the free school meals program.

4. Each school that participates in the free school meals program must:

a. participate in the United States Department of Agriculture School Breakfast Program and the United States Department of Agriculture National School Lunch Program; and

b. provide to all students at no cost up to two federally reimbursable meals per school day, with a maximum of one free breakfast and one free lunch.

c. A student who has been determined eligible for free and reduced-price meals must always be served a reimbursable meal even if the student has an outstanding debt.

C. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.

D. When a student has a negative account balance, the student will not be allowed to charge a snack item.

E. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

F. A student may purchase a second breakfast at the nonprogram price if the student has already selected a reimbursable breakfast.

G. A student may purchase a second lunch at the nonprogram price if the student has already selected a reimbursable lunch.

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero. Food Service staff will mail a low-balance notification letter to families when a student's meal account balance falls below $5.00.

B. Families will be notified of a low balance once it reaches $10. Families will be notified by automated calling system, email, and/or letters sent home

C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, providing alternative meals not specifically related to dietary needs; providing nonreimbursable meals; or affixing stickers, stamps, or pins.

IV. UNPAID MEAL CHARGES

A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges.

B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.

C. Negative balances not paid prior to the end of the school year will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

E. The school district will not impose any other restriction prohibited under Minnesota Statutes, section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field

trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

F. Staff negative balances not paid prior to the end of the school year will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

V. COMMUNICATION OF POLICY

A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:

1. all households at or before the start of each school year;

2. students and families who transfer into the school district, at the time of enrollment; and

3. all school district personnel who are responsible for enforcing this policy.

B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.

C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Updated: 7-27-2026

14. Parent/Guardian Refusal for Student Participation in Statewide Assessments

DEPARTMENT OF EDUCATION

Statewide Assessments: Parent/Guardian Participation Guide and Refusal Information

Your student's participation in statewide assessments is important as it allows your school and district to ensure all students have access to a high-quality education. In the past, students with disabilities and English learners were often excluded from statewide assessments. By requiring that all students take statewide assessments, schools and teachers have more information to see how all students are doing. This helps schools to continuously improve the education they provide and to identify groups, grades, or subjects that may need additional support.

Assessments Connect to Standards

Statewide assessments are based on the Minnesota Academic Standards or the WIDA English Language Development Standards. These standards define the knowledge and skills students should be learning in K–12 public and charter schools. Minnesota prioritizes high-quality education, and statewide assessments gives educators and leaders an opportunity to evaluate student and school success.

Minnesota Comprehensive Assessments (MCA) and Minnesota Test of Academic Skills (MTAS)

MCA and MTAS are the annual assessments in reading, mathematics and science that measure a snapshot of student learning of the Minnesota K–12 Academic Standards.

ACCESS and Alternate ACCESS for English Learners

The ACCESS and Alternate ACCESS are the annual assessments for English learners that provide information about their progress in learning academic English based on the WIDA English Language Development Standards.

Statewide Assessments Help Families and Students

Participating in statewide assessments helps families see a snapshot of their student's learning so they can advocate for their success in school. High school students can use MCA results:

- For course placement at a Minnesota State college or university. If students receive a college-ready score, they may not need to take a remedial, noncredit course for that subject.
- For Postsecondary Enrollment Options (PSEO) and College in the Schools programs.

English learners who take the ACCESS or Alternate ACCESS and meet certain requirements have the opportunity to exit from English learner programs.

Taking Statewide Assessments Helps Your Student's School

Statewide assessments provide information to your school and district about how all students are engaging with the content they learn in school. This information helps:

- Educators evaluate their instructional materials.
- Schools and districts identify inequities between groups, explore root causes and implement supports.
- School and district leaders make decisions about how to use money and resources to support all students.

Student Participation in Statewide Assessments

Student participation in state and locally required assessments is a parent/guardian choice. If you choose to have your student not participate in a statewide assessment, please provide a reason for your decision on the form. Contact your student's school to learn more about locally required assessments.

Consequences of Not Participating in Statewide Assessments

- The student will not receive an individual score. For ACCESS and Alternate ACCESS, the student would not have the opportunity to exit their English learner program.
- School and district assessment results will be incomplete, making it more difficult to have an accurate picture of student learning.
- Since all eligible students are included in some calculations even when they do not participate, school and district accountability results are impacted. This may affect the school's ability to be identified for support or recognized for success.

Check with your local school or district to see if there are any other consequences for not participating.



(education.mn.gov > Students and Families > Programs and Initiatives > Statewide Testing)

Additional Information

- On average, students spend less than 1 percent of instructional time taking statewide assessments each year.
- Minnesota statutes limit the total amount of time students can spend taking other district- or school-wide assessments to 11 hours or less each school year, depending on the grade.
- School districts and charter schools are required to publish an assessment calendar on their website by the beginning of each school year. Refer to your district or charter school's website for more information on assessments.

(Note: This form is only applicable for the 20___ to 20___ school year.)

DEPARTMENT OF EDUCATION

Statewide Assessment: Parent/Guardian Decision Not to Participate

By completing this form, you are acknowledging that your student will not participate in statewide assessments and will not receive individual assessment results. This form must be returned to your student's school before the applicable test administration.

Student Information

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____/____/_____ Current Grade in School: _____

School: _____ District:_____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Reason for Refusal:

Please indicate the statewide assessment(s) you are opting the student out of this school year:

☐ MCA/MTAS Reading ☐ MCA/MTAS Science

☐ MCA/MTAS Mathematics ☐ ACCESS/Alternate ACCESS

Contact your school or district for more information on how to opt out of local assessments.

15. Personal Electronic Communication Devices

I. PURPOSE

The objective of this policy is to support the school district's focus on learning in alignment with the district's mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools. Possession and use of personal electronic communication devices must be regulated to ensure that such devices do not disrupt or interfere with the education process or school operations, impair the safety, welfare, and privacy of students and staff, or are used as part of an act of academic dishonesty.

II. GENERAL STATEMENT OF POLICY

To minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment and to support school environments in which students can engage fully with their classmates, their teachers, and instruction, the school board has determined the use of personal electronic communication devices by students during school hours should be limited.

III. DEFINITIONS

A. Cell phones and other personal electronic devices are not permitted for student use upon arrival at school and throughout the instructional day. Therefore, students are discouraged from bringing personal devices to school. The district is not responsible for the loss, theft, or damage of personal devices.

"Bell-to-Bell" means from when the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the academic school day. "Bell-to bell" includes lunch and time in between class periods.

B. "Cell Phone" means a personal device capable of making calls, transmitting pictures or video, or sending or receiving messages through electronic means. The definition of cell phone includes a non-smart phone that is limited to making phone calls or text messages and a smart phone that encompasses the above features.

C. "Cyberbullying" means bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device.

D. "Instructional Time" means any structured or unstructured learning experiences that occur from when the first bell rings at the start of the school day until the dismissal bell rings at the end of the academic school day.

E. "Personal Electronic Communication Device" means any personal device capable of connecting to a cell phone, the internet, a cellular or Wi-Fi network, or directly connects to another similar device. Personal electronic communication devices may include cell phones, wearable devices such as smart watches, personal headphones, earbuds or pods, laptops, tablets, virtual reality devices, and other personal electronic communication devices with the abovementioned characteristics.

F. "Stored" means a cell phone or personal electronic communication device not being carried on the student's person, including not in the student's pocket. Storage options may include, but are not limited to, in the student's backpack, in the student's locker,

in a locked pouch, or in a designated place in the classroom, as determined by school administration.

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. Personal Electronic Communication Device Use

1. Students are prohibited from using personal electronic communication devices

2. Elementary Schools (Pre-K-5)

a. Students are prohibited from using personal electronic communication devices on school premises, upon arrival until dismissal of the school day, which includes but is not limited to instructional time, lunch periods, recess, school-sponsored programs, events or activities, or any other time during the designated school day.

b. All personal electronic communication devices shall be kept in designated areas and turned off.

3. Middle/High School (6-12)

a. Students are prohibited from using personal electronic communication devices from bell to bell, which includes the entire period of a scheduled class and other times when students are directed to report to and participate in any instructional activity.

b. All personal electronic communication devices shall be kept in designated areas and turned off from bell to bell

B. Off-Campus School-Sponsored Activities

School administration shall establish guidelines for personal electronic communication device possession and use during off-campus school-sponsored activities, such as extracurricular activities, outdoor and service trips, and school field trips. These guidelines will be provided at pre-activity meetings, activity-specific permission slips, and by other means as appropriate in the circumstances.

V. LIMITATIONS ON USE OF AND STORAGE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES

A. Limitations on Use of Personal Electronic Communication Devices

1. Personal electronic communication devices may not be used in any manner that causes or results in disruption of the educational environment or school-sponsored extracurricular activities or events or impairs or interferes with school district operations.

2. Devices, including but not limited to personal electronic communication devices, with audio, video, or photo-taking capabilities shall not be used at any time in locker rooms, bathrooms, or other locations where the presence of such devices poses an unreasonable risk to the safety, welfare, or privacy of others. Confiscation and search of such devices will occur if found in these areas.

3. Students may not use a device to record, transmit, or post audio, videos, or photos of a person or persons on school grounds or on a school bus without the express permission of school staff in addition to the express consent of the individual or individuals that are the subjects of the recording.

4. Personal electronic communication devices may not be used to engage in bullying, cyberbullying, harassment, discrimination, or other activity prohibited under federal or state law or under school district policy.

5. Personal electronic communication devices shall not be used during a lockdown drill, a fire drill, or a similar safety drill.

B. Storage of Personal Electronic Communication Devices

Students personal electronic communication devices will be stored in a school designated secure place throughout the school day.

VI. EXCEPTIONS

A. Nothing in this policy prohibits a student from using a personal electronic communication device for a purpose documented in the student's individualized education program, a plan developed under section 504 of the Rehabilitation Act of 1973, or a health care plan in force regarding the student.

B. A student may use a personal electronic communication device to monitor or address a health concern or medical condition upon permission granted by school administration.

C. Students may use a personal electronic communication device when the use is necessary to respond to or report an emergency. For purposes of this policy, "emergency" means an actual or imminent threat to the health or safety of students and/or school personnel, which may result in death, bodily injury, or substantial property damage.

D. A student may use a personal electronic communication device during a time at which use would otherwise be prohibited when the student has been granted permission from a staff member to use the device. If the school district implements a curriculum that uses technology, students may be allowed to use their own personal electronic communication devices to access the curriculum. Students who are allowed to use their own devices to access the curriculum will be granted access to any application or electronic materials when they are available to students who do not use their own devices, or provided free of charge to students who do not use their own devices for curriculum.

E. A personal electronic communication device may be stored in student vehicles parked on school district property provided that the device is not removed from the vehicle while on school district property.

F. Students who need to make a call may request permission to use a telephone in the building office.

VII. DISCIPLINE

If a student violates this policy, a teacher or administrator shall take the following progressively serious disciplinary measures:

A. Give the student a verbal warning and require the student to store the student's personal electronic communication device in accordance with this policy.

B. Securely store the student's personal electronic communication device in a teacher- or administrator-controlled locker, bin, or drawer for the duration of the class or period.

C. Place the student's personal electronic communication device in the school's central office for the remainder of the school day.

D. Place the student's personal device in the school's central office to be picked up by the student's parent or guardian.

E. Schedule a conference with the student's parent or guardian to discuss the student's personal device use.

F. Apply discipline as provided under school district policies and as appropriate.

G. Other (insert as needed).

VIII. SCHOOL DISTRICT RESPONSIBILITY

A. The school district is not responsible for, nor is it required to investigate, any lost, stolen, or damaged personal electronic communication devices brought onto school grounds or the bus or school-sponsored activities or events.

B. The school board directs the superintendent and school district administration to establish additional rules and procedures regarding student possession and use of personal electronic communication devices in schools as the superintendent and school district administration find appropriate. These rules shall be consistent with this policy and other applicable school district policies. These rules and procedures should seek to minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or pursuant to similar criteria.

Adopted: 8-17-2026

First Day of School
In-Service - No School
Holiday/Break - No School
Early Dismissal
New Teacher Orientation
* Conferences

Student Instruction Days
1st Quarter 44 Days - September 1 - November 5
2nd Quarter 41 Days - November 9 - January 15
3rd Quarter 45 Days - January 19 - March 23
4th Quarter 43 Days - March 30 - May 27

Adopted: March 23, 2026

2026-2027

8/19 - New Teacher Orientation
8/24, 8/25, 8/26 - In-Service (Teachers & Paras)
8/25 - Open House (Teachers & Paras)
8/27 - In-Service - (Teachers)
9/1 - First Day of School
9/4 - No School
9/7 - Labor Day - No School
9/9, 9/16, 9/23, 9/30 - **Early Dismissal - 2:00**
10/7, 10/14, 10/21, 10/28 - **Early Dismissal - 2:00**
10/15 and 10/16 - MEA No School
11/3 - No Meetings or Activities 6-8 PM
11/5 - End of 1st Quarter (44)
11/6 - In-Sevice (Teacher) No School
11/4, 11/11, 11/18 - **Early Dismissal - 2:00**
11/11 Veteran's Day - No Meetings
11/19 - **Early Dismissal - 12:00**
11/19 * - Parent Teacher Conferences 1:00 - 7:30
11/25 - **Early Dismissal - 12:00**
11/26 - 11/27 - Thanksgiving Break
12/2 ,12/9, 12/16 - **Early Dismissal - 2:00**
12/23 - **Early Dismissal - 1:00**
12/24 - 1/1 - No School - Winter Break
1/4 - School Resumes
1/6, 1/13, 1/20, 1/27 - **Early Dismissal - 2:00**
1/15 - End of First Semester (41)
1/18 - In-Service/No School/Snow Make-Up
1/18 - MLK Day - No Meetings
2/3, 2/10, 2/17, 2/24 - **Early Dismissal - 2:00**
2/15 - President's Day - No School
3/3, 3/10, 3/17, 3/31 **- Early Dismissal 2:00**
3/4 *- Elem. Student Led Conf/**No School Elementary**
3/9 - No Meetings/Activities 6-8 PM (Township Elect)
3/23 - End of 3rd Quarter (45)
3/24 - In-Service (T) No School/Snow Make-Up
3/25 - No School/Snow Make-Up Day
3/26, 3/29 - No School - Spring Break
4/7, 4/14, 4/21, 4/28 - **Early Dismissal - 2:00**
5/5, 5/12, 5/19, 5/26 - **Early Dismissal - 2:00**
5/27 - Last Student Day - **Early Dismissal 1:00** (43)
5/28 - In-Service - (Teacher & Paras)
5/30 - Graduation - 2:00
5/31 - Memorial Day
Snow Make-Up Days 1/18, 3/24, 3/25, 6/1, 6/2

AUGUST 2026

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PIPESTONE ARROWS

Pipestone Area Schools | Independent School District #2689

MS/HS Student Handbook

2026-2027

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Introduction

Dear Parents and Guardians,

Welcome to a new school year at Pipestone Area Middle and High School!

As I begin my third year as principal, I am filled with pride and excitement for the opportunities ahead. Last year was a year of learning, growth, and relationship-building, and I'm grateful for the warm welcome I received from this incredible community. It has been an honor to serve our students, staff, and families, and I look forward to continuing that work with even more momentum this year.

At Pipestone Area Schools, our mission is to create a safe, supportive, and engaging learning environment where every student is empowered to reach their full potential. We are committed to academic excellence, personal growth, and strong partnerships between home and school. We know that student success is built on collaboration, and we deeply value the role you play in your child's education.

As we look ahead, we remain focused on maintaining high expectations for both behavior and academics while also supporting students' well-being and sense of belonging. We have an outstanding team of educators who are passionate about helping students grow—not just as learners, but as young adults who are ready to make a difference in the world.

I encourage you to stay connected through our school website and our school app. Open communication is essential, and we welcome your questions, ideas, and feedback throughout the year.

Thank you for entrusting us with your child's education. Together, we will make this school year one of success, growth, and positive memories.

With gratitude,

Mrs. Sonja Ortman
Principal, Pipestone Area Middle & High School

Pipestone Area School District is located in Pipestone, MN. Heartland Colony is located on North Highway 75. Pipestone Area School District serves the communities of Hatfield, Holland, Ihlen, Jasper, Pipestone, Trosky and Woodstock. The district is located in Pipestone, Murray and Rock Counties and is 416.7 land square miles. We are proud of the comprehensive educational program we offer our community.

PART I – INFORMATION

Arrival and Dismissal Hours

School building hours are from 8:15 a.m. to 3:15 p.m. Students are expected to leave school grounds promptly at the end of the school day, unless they are participating in a school-sponsored activity or program. The school does not provide supervision after dismissal. This applies to any/all early releases as well.

Calendar

The school calendar is adopted annually by the school board. A copy of the school calendar can be found on the school district's website.

Complaints

Students, parents/guardians, employees, or other persons may report concerns or complaints to the school district. Complaints may be either written or oral. People are encouraged, but not required, to file a written complaint at the building level where appropriate. The appropriate administrator will respond in writing to the complaining party regarding the school district's response to the complaint.

E-Learning Day Plan

The state of Minnesota allows up to five e-learning days per year. While e-learning certainly does not replace face-to-face instruction, Pipestone Area School District believes that it can be a valuable alternative for students when inclement weather prevents us from being in the building. Teachers communicate the plan for potential e-learning to students throughout the year. Students may have assignments located on Google Classroom, they may be asked to attend Zoom meetings, or they may be asked to watch previously recorded lectures/video. Students must "check in" in order to be counted present for e-learning.

Eighteen-Year-Old Students

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy and this handbook.

Employee Directory

The staff directory can be found on the school district website.

Employment Background Checks

The school district will seek criminal history background checks for all applicants who receive an offer of employment with the school district. The school district also will seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the school district, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The school district may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Equal Access to School Facilities

The school district has created a limited open forum for secondary students to conduct non-curriculum-related meetings during noninstructional time. The school district will not discriminate against or deny equal access or a fair opportunity on the basis of the religious, political, philosophical, or other content of the speech at such meetings. These limited open forum meetings will be voluntary and student initiated; will not be sponsored by school employees or agents; employees or agents of the school will be present at religious meetings only in a non-participatory capacity; the meetings will not interfere with the orderly conduct of educational activities within the school; and non-school persons will not

direct, control, or regularly attend activities of student groups. All meetings under this provision must follow the procedures established by the school district.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, pens, paper, erasers, notebooks, and other personal items.

Students will be charged for textbooks, workbooks, and library books that are lost or destroyed. Students are responsible for the care of all district issued technology devices checked out to them. Fees for technology repairs and replacements are outlined below:

Item/Repair	**Estimated Cost**
Full Device Replacement	$350 - $450
Screen Replacement	$200 Touch Screen/$70 Non-Touch Screen
Keyboard Replacement	$59
Charger Replacement	$35 - $50
Screen Bezel	$25
Plastic Casing / Frame Damage	$25 Top Cover/$25 Bottom Cover
Palm Rest	$25
Lost or Stolen Device (not recovered)	Full Replacement Cost

The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact school administration.

Food in the Classrooms

Students may bring water bottles to school. Other food or drink items are prohibited in the classroom setting, unless authorized by the building principal.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the Activities Director. Participation in nonapproved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for non-school-related activities will not be allowed during the school day.

Gifts to Employees

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents/guardians and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

Graduation Ceremony

Student participation in the graduation ceremony is a privilege, not a right. Students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline. Graduation exercises are under the control and direction of the building principal.

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Library and Media Center

Students may use the library/media center during the school day and before and after school only when a supervisor is present.

Malicious and Sadistic Conduct

Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as **described below is prohibited**:

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:

1. on the school premises, at the school functions or activities, on the school transportation;

2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or

3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.

Meals

Meals are to be eaten in the commons only. Breakfast is served before school until 8:15 AM. Lunch times vary by grade level. Students will be notified of their assigned lunch time on the first day of school. See the "Student Meals" policy *(appendix 13)* for more information.

Students may receive a lunch at school or bring a prepared lunch from home. Meals delivered to students from outside the school, including fast food and restaurant meals, must be consumed in the school office, or designated area. Students may not take delivered meals to the cafeteria, classrooms, or other areas of the school.

Milk will be available to supplement lunches brought from home. Please see the school website under Food Service for more specific information.

Messages to Students

Office telephones are not available for routine student use. Students who need to contact a parent or guardian during the school day must receive permission from a teacher or administrator before using the office phone. Parents/guardians who need to communicate with a student during the school day should contact the school office. Students will not be called out of class to receive phone messages except in the event of an emergency. Personal cell phone use during the instructional day is prohibited in accordance with the district's bell-to-bell cell phone policy.

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability (or fail to ensure physical and program access for disabled persons), sexual orientation, including gender

identity and expression, or age in its programs and activities. The school board has designated Rick Zollner, Athletic Director, 1401 7th St SW, Pipestone, MN 56164, 507-562-6084 as the district's Title IX Coordinator and Dr. Klint Willert, Superintendent, 1401 7th St SW, Pipestone, MN 56164, 507-562-6070 as the Americans with Disabilities Act (ADA) coordinator.

Notice of Violent Behavior by Students

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Parent and Teacher Conferences

Parent and teacher conferences will be held November 13 from 1-7:30 pm. For more information, contact the building principal.

Pledge of Allegiance

Students will recite the Pledge of Allegiance to the flag of the United States of America every day. Any person who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice. Students will also receive instruction in the proper etiquette toward, correct display of, and respect for the flag.

Schedule

Period	Time
1	8:15 – 9:08
2	9:11 – 10:04
3	10:07 – 11:00
4 for HS MS to lunch	11:03 – 11:56 Middle School lunch 11:03 – 11:33
4 for MS HS to lunch	11:36 – 12:29 High School lunch 11:59 – 12:29
5	12:32 – 1:25
6	1:28 – 2:20
7	2:23 – 3:15

School Activities

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health. Formal instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to represent responsibly the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline. Parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events.

The Pipestone Area School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer as applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact Mr. Rick Zollner, Activities Director.

There is no cost for student participation in activities. Students may not practice until all required documentation is submitted, which includes proof of a physical. All PAS students in grades K-12 receive a free activity pass.

School Closing Procedures

School may be cancelled when the superintendent believes severe weather or other circumstances threaten the safety of students and employees. The superintendent will decide as early in the day as possible about closing school or school buildings. School closing announcements will be broadcast over KLOH, KISD, and KJOE Radio; the school website and Facebook page; school messaging system and Keloland TV.

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches, and those may include K-9 searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, when appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Lockers and Personal Possessions Within a Locker

Under Minnesota law, school lockers are school district property. At no time does the school district relinquish its exclusive control of lockers provided for students' convenience. School officials may inspect the interior of lockers for any reason at any time, without notice, without student consent, and without a search warrant.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials will provide notice of the search to students whose lockers were searched, unless disclosure would impede an ongoing investigation by police or school officials.

Desks

School desks are school district property. At no time does the school district relinquish its exclusive control of desks provided for students' convenience.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Patrols and Inspections of Vehicles on Campus

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Search of the Interior of a Student's Motor Vehicle

The interior of a student's motor vehicle, including the glove and trunk compartments, in a school district location may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to loss of parking privileges and to discipline if the student refuses to open a locked motor vehicle or its compartments under the student's control upon a school official's request.

Student Publications and Materials

The school district's policy is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Non-school-sponsored publications may not be distributed without prior approval.

Distribution of Non-School-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing non-school-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, see the complete "Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees" policy (*Appendix 2*).

School-Sponsored Media

School district Policy 512 sets forth the rights and responsibilities of student journalists. Student media advisers shall supervise student journalists to ensure compliance with the law and school district policies. Students producing school-sponsored media and participating in school activities will be under the supervision of a student media adviser and the school principal. Expression in school-sponsored media or school-sponsored activity is prohibited when the material:

1. is obscene to minors;
2. is defamatory;
3. is profane, harassing, threatening, or intimidating;
4. constitutes an unwarranted invasion of privacy;
5. violates federal or state law;
6. causes a material and substantial disruption of school activities;
7. is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
8. advertises or promotes any product or service not permitted for minors by law;
9. advocates sexual, racial, or religious harassment or violence or prejudice; or

10. is distributed or displayed in violation of time, place, and manner regulations.

Expression in school-sponsored media or school-sponsored activity is subject to school district editorial control over the style and content when the school district's actions are reasonably related to legitimate pedagogical concerns. School-sponsored media may be distributed at reasonable times and locations.

Student Records

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an "eligible" student is one who is 18 or older or who is enrolled in an institution of post-secondary education. For more information on the rights of parents/guardians and eligible students regarding student records, see "Student Records" (*Appendix 3*). A complete copy of the school district's "Protection and Privacy of Pupil Records" policy may be viewed online, or in the MS/HS office.

Student Surveys

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection, and use of information for marketing purposes, and certain physical examinations, see "Student Surveys" (*Appendix 4*).). A complete copy of the school district's "Student Surveys" policy may be viewed online, or in the MS/HS office.

Transportation of Public-School Students

The school district will provide transportation, at the expense of the school district, for all resident students. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide transportation for students whose transportation privileges have been revoked by school administration or have been voluntarily surrendered by the students' parent or guardian.

Extracurricular/Cocurricular Transportation

The school district provides transportation for students traveling to and from most school-sponsored extracurricular/cocurricular activities. Students are expected to ride school-provided transportation to and from these events unless prior written arrangements have been approved by the coach, advisor, and/or school administration in accordance with district procedures.

Video and Audio Recording

School Buses

All school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversations or actions may be recorded. The school district may use a video recording of the actions of student passengers as evidence in any disciplinary action arising from the students' misconduct on the bus.

Places Other Than Buses

The school district buildings and grounds are equipped with video cameras. Video surveillance may occur in any school district building or on any school district property, except bathrooms and locker rooms.

PART II — ACADEMICS

Alternative Educational Opportunities

Some students may be at risk of not continuing or completing their educational programs. The school district provides alternative learning options for students at risk of not succeeding in school. Alternative educational opportunities may include special tutoring, modified curriculum and instruction, instruction through electronic media, special education services, homebound instruction, and enrollment in an alternative learning center, among others.

Area Learning Center Enrollment

The Alternative Learning Center (ALC) is designed to serve students whose educational needs are best met in an alternative learning environment. It is not a school of choice or an alternative to the traditional high school based solely on personal preference, scheduling convenience, or a desire for a different educational setting.

In accordance with Minnesota Statutes, section 124D.68, students must meet one or more state-established eligibility criteria to enroll in the ALC. Eligibility is determined through a review of the student's educational needs, academic progress, and other applicable factors.

Placement decisions are made collaboratively by school staff, the student, and the student's parent or guardian (when applicable) to determine whether the Area Learning Center is the most appropriate educational setting for the student's success.

When enrollment in an alternative educational setting is determined to be appropriate, efforts will be made to maintain communication and collaboration between the student, family, district staff, and administration in support of the student's continued success.

The district encourages collaborative planning and communication when students transition to alternative educational pathways. Educational decisions are most effective when students, families, staff, and administration remain engaged in supporting student success.

Students and parents/guardians with questions about these programs should contact the principal, Mrs. Sonja Ortman.

Alternative Learning Center Graduation and Commencement Participation

PAS students enrolled in an Alternative Learning Center (ALC) who successfully complete all state and local graduation requirements shall be awarded a PAS high school diploma in accordance with Minnesota law and District requirements. Pursuant to Minnesota Statutes §123A.06, Subdivision 4, students completing an approved Area Learning Center program are entitled to receive a high school diploma. The diploma may be issued in accordance with applicable Minnesota law and District procedures.

The educational mission and programming of the Alternative Learning Center is unique. The ALC conducts a separate ALC graduation recognition ceremony to honor students who complete the ALC program. The Pipestone Area Schools will recognize the ALC ceremony as the official recognition event for graduating ALC students.

Participation in commencement is a privilege subject to district expectations, eligibility requirements, standards of conduct, and graduation engagement expectations applicable to all students. If all students are required to meet the District's Portrait of a Graduate expectations before earning a diploma and participating in commencement, then students pursuing graduation through an alternative pathway ~~may~~ must also be expected to demonstrate those same competencies. Different educational pathways may provide different supports and learning environments, but commencement expectations should remain consistent for all students.

As a general rule, students completing graduation requirements through the Alternative Learning Center will participate in the ALC graduation recognition ceremony. However, students may be eligible to

participate in the Pipestone Area Schools commencement ceremony when established district criteria and exception requirements have been met.

Exception Process

The high school principal may approve an exception to this requirement when extraordinary or extenuating circumstances exist.

In reviewing requests, consideration may be given to the student's educational circumstances, documented involvement in transition planning, ongoing communication with district staff, and other factors demonstrating a continued connection to Pipestone Area Schools.

Students seeking an exception to participate in the PAS commencement ceremony may be evaluated using the same graduation engagement and Portrait of a Graduate expectations that apply to Pipestone Area Schools students.

Requests for an exception must:

1. Be submitted in writing no later than 60 calendar days prior to the scheduled graduation date to the high school principal by the student;
2. Explain the specific circumstances supporting the request;
3. Be submitted no later than the first day of the last quarter of the school year unless waived by the district for good cause;
4. Include any supporting documentation the district may reasonably request; and
5. Include a mandatory student and parent/guardian meeting.

Following the request for an exception, the request shall be reviewed by a team consisting of the superintendent, and the Student Assistant Team. The district will notify the individual making the request in writing if the exception has been approved or denied by the team no later than 30 calendar days prior to the graduation ceremony.

The decision shall be final.

Nothing in this policy shall be interpreted to limit rights provided under state or federal law, including Minnesota Statutes governing graduation requirements and commencement ceremonies. Students participating in any District graduation ceremony shall comply with all District expectations regarding conduct, attire, and ceremonial procedures, including protections afforded under Minnesota Statutes §124D.792 regarding Tribal regalia and objects of cultural significance.

Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be disciplined in accordance with the school district's "Student Discipline" policy (*Appendix 5*).

Class Rank/Academic Standing

Pipestone Area Schools identifies a Valedictorian and Salutatorian for graduation. In addition, the "laude Latin model" will be used to recognize academic excellence.

Summa Cum Laude- 4.0 GPA
Magna Cum Laude- 3.75-3.99 GPA
Cum Laude- 3.5-3.74 GPA

Early Graduation

Students may be considered for early graduation after meeting the conditions provided in school district policy.

Extended School Year Opportunities

The school district provides extended school year opportunities to a student who is the subject of an Individualized Education Program (IEP) if the student's IEP team determines the services are necessary during a break in instruction in order to provide a free and appropriate public education. For more information on extended school year opportunities for students with an IEP, contact your child's case manager.

Field Trips

Field trips are provided to enhance and supplement classroom learning. Students may voluntarily participate in optional field trips for which a fee may be charged, as permitted by law. Students will not be required to pay for instructional field trips that occur during the school day, are directly related to the course of study, and require student participation.

Participation in field trips is a privilege. Students are expected to meet behavioral and academic expectations and follow all school rules. The principal or designee may determine that a student is not eligible to participate in a field trip due to behavior, disciplinary concerns, safety considerations, attendance, or other school-related reasons. The principal's decision regarding field trip participation is final.

Non-School Sponsored Educational Travel

From time to time, students and families may be invited to participate in educational or cultural travel opportunities that are organized by independent travel organizations or other third-party providers. These trips are not sponsored, endorsed, or operated by the School District, unless specifically approved by the School Board as a district-sponsored activity.

Participation in these travel opportunities is strictly voluntary. Any agreements, payments, deposits, cancellations, refunds, travel insurance, itinerary changes, or other travel-related matters are solely between the participant and the travel provider.

The School District assumes no responsibility or liability for:

- The planning, organization, supervision, or operation of the trip;
- Transportation, lodging, meals, or travel arrangements;
- Changes to itineraries, cancellations, delays, or interruptions;
- Injuries, illnesses, accidents, property loss or damage, or any other claims arising from participation in the trip; or
- Financial losses, including deposits, payments, cancellation fees, or refunds.

District employees who choose to participate in or assist with these travel opportunities do so only in the capacity authorized by the travel provider and not as representatives of the School District unless otherwise approved by the School Board.

Participation in a non-school sponsored travel program does not constitute participation in a School District activity and is not governed by School District policies applicable to school-sponsored field trips, extracurricular activities, or student travel.

Grades

Students' grades will be reported consistently during the year. Parents and students may access current grades and missing assignments on StudentVue or ParentVue portals. Report cards may be printed, or they are fully available online.

Graduation Requirements

Students must meet all course credit requirements and graduation standards, as established by the state and the school board, in order to graduate from Pipestone Area School District. All students must also pass the state-identified proficiency tests, Minnesota comprehensive assessments, alternate assessments, and/or other applicable tests. Parents may opt out of the statewide assessments for their student(s) by completing the form in *Appendix 14* and returning it to the school district office.

Course Credits Required

To receive a diploma, students must successfully complete at least 21.5 credits and comply with the following high school level course requirements:

High School Level Courses Required for Graduation		
Subject Area	**Credits**	**Explanation**
Language Arts	4	Must be sufficient to satisfy all academic standards in the English language arts.
Mathematics	3	Must be sufficient to satisfy all of the academic standards in mathematics
Science	3	Must include one (1) credit to satisfy all the earth and space science standards for grades 9 through 12, one (1) credit to satisfy all the life science standards for grades 9 through 12, and one (1) credit to satisfy all the chemistry or physics standards for grades 9 through 12
Social Studies	3½	Must encompass at least United States history, geography, government and citizenship in either grade 11 or 12 for students beginning in grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under Minnesota Statutes, section 120B.21, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies
Arts	1	Must be sufficient to satisfy all of the academic standards in the arts

Physical Education	"Credit"	Must be sufficient to satisfy the state standards in physical education
Health	"Credits"	credits sufficient to satisfy the state standards in health
Elective Courses	7 (minimum)	

Graduation Requirements (mn.gov)

Minnesota Academic Standards

All students must satisfactorily complete the following required Minnesota Academic Standards:

Minnesota Academic Standards, English Language Arts K-12
Minnesota Academic Standards, Mathematics K-12
Minnesota Academic Standards, Science K-12
Minnesota Academic Standards, Social Studies K-12
Minnesota Academic Standards, Physical Education K-12
Minnesota Academic Standards, Health
Minnesota Academic Standards or Local Standards, Arts K-12

School District Required and Elective Standards

All students must satisfactorily complete the following school district required and elective standards:

- School District Standards, Career and Technical Education (K-12); and
- School District Standards, World Languages (K-12).

Students with an individualized education program, Section 504 accommodation plan, or limited English proficiency needs may be eligible for testing accommodations, modifications, and/or exemption. For additional information, see the High School Principal.

Homework

Homework assignments are made by the teachers. The amount of homework varies by teacher and subject area. The school district asks parents/guardians to encourage their child(ren) to complete homework thoroughly and promptly.

Promotion and Retention

All students are expected to achieve an acceptable level of proficiency. Students who achieve at an acceptable level will be promoted to the next grade level at the completion of the school year. Retention of a student may be considered when professional staff and parents/guardians feel that it is in the best interest of the student. The superintendent's decision will be final. The district has a variety of services to help students succeed in school. For more information, contact the High School Principal.

Postsecondary Enrollment Options

Postsecondary Enrollment Options (PSEO) is a program that allows 10th, 11th, and 12th-grade students to earn both high school and college credit while still in high school, through enrollment in and successful completion of college nonsectarian courses at any eligible postsecondary institution in Minnesota. Most PSEO courses are offered on the campus of the postsecondary institution; some courses are offered online. Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in Minnesota Statutes, section 124D.09. To assist the district in planning, students must inform the district by **May 30** (for fall term enrollment) or **October 30** (for spring term enrollment) of their intent to enroll in postsecondary courses.

Student Eligibility - Eleventh and 12th-grade students may take PSEO courses on a full or part-time basis. Each participating college or university sets its own admissions requirements for enrollment into the PSEO courses.

Tenth-grade students are eligible to enroll in **one** Career and Technical Education (CTE) course if they receive a reading proficiency score of "meets" or "exceeds" on the 8th grade MCA. If a 10th-grade student did not take the MCA in 8th grade, another reading assessment accepted by the enrolling postsecondary institution can be substituted. For students with disabilities, there is an alternative option to demonstrate reading proficiency. A 10th-grade student who enrolls in one CTE course and earns at least a grade C in the first term of enrollment, may take additional postsecondary courses in the subsequent term, not limited to CTE. Access the list of postsecondary institutions offering approved CTE courses to 10th grade students.

Students wishing to take a PSEO course should contact Ellen Dulas, High School Counselor.

Summer School

The school district may offer summer school learning opportunities to assist students in recovering academic credit and improving academic progress. Students who have not successfully completed one or two semesters of a core content course may be eligible to attend summer school. Parents and students are encouraged to take advantage of summer school opportunities when recommended to help students recover required credits. Students assigned to summer school must meet the minimum 70% attendance requirement and complete all required coursework in order to receive credit for the makeup course. For additional information regarding summer school opportunities, please contact Mrs. Ortman, Principal.

Parent Right to Know

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

1. whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

2. whether the teacher is teaching under emergency or other provisional licensing status through which state qualification or licensing criteria have been waived;

3. whether the teacher is teaching in the field of discipline of the certification of the teacher;

4. whether the student is provided services by paraprofessionals and, if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district will provide notice to parents

if their child has been assigned to, or taught for four or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

PART III — RULES AND DISCIPLINE

Attendance

Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability. For detailed information, see the "Student Attendance" policy (*Appendix 6*).

Bullying Prohibition

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, are prohibited on school district property, at school-related functions or activities, on school transportation, and by misuse of technology. For detailed information, see the school district's "Bullying Prohibition" policy (*Appendix 7*).

Buses – Conduct on School Buses and Consequences for Misbehavior

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Get to the bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.
- Respect the property of others while waiting at the bus stop.
- Keep your arms, legs, and belongings to yourself.
- Use appropriate language.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- No fighting, harassment, intimidation, or horseplay.
- No use of alcohol, tobacco, or drugs.

While riding a school bus, all riders must comply with the following rules:

- Follow the driver's directions at all times.
- Remain seated facing forward while the bus is in motion.
- Talk quietly and use appropriate language.
- Keep all parts of your body inside the bus.
- Keep arms, legs, and belongings to yourself and out of the aisle.
- No fighting, harassment, intimidation, or horseplay.
- Do not throw any object.
- No eating, drinking, or use of alcohol, tobacco, or drugs.
- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus.

Consequences for school bus/bus stop misconduct will be imposed by the school district under administrative discipline procedures. All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

Cell Phones and Other Personal Electronic Communication Devices

Student use of personal electronic communication devices is prohibited from bell to bell, beginning upon arrival at school and continuing throughout the instructional day. Personal electronic communication devices, including cell phones, smart watches, earbuds, headphones, tablets, and similar devices, must be turned off and stored in a designated area during the school day. Students are discouraged from bringing personal devices to school. The school district is not responsible for the loss, theft, or damage of personal electronic communication devices. For detailed information, see the school districts "Personal Electronic Communication Devices" policy *(Appendix 15)*

Discipline

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, see the "Student Discipline" policy (*Appendix 5*).

Dress and Appearance

Pipestone Area School students are expected to come to school dressed in clean and appropriate clothing to conform to educational standards. See the "Student Dress and Appearance" policy *(Appendix 8).*

Neat and Clean Attire: Clothing should be clean, in good condition, and appropriately sized.

Coverage: Students should wear clothing that adequately covers the body. This generally means no revealing clothing.

Prohibited Items:

- Clothing with offensive, inappropriate, or discriminatory language or imagery.
- Apparel promoting drugs, alcohol, tobacco, or illegal activities.
- Gang-related attire.
- Head coverings inside the building, unless for religious or medical reasons.

Students who violate the dress code policy will be spoken to by the principal or dean of students. Students will be given an opportunity to change into something more appropriate.

Drug-Free School and Workplace

The possession or use of alcohol, controlled substances, toxic substances, medical cannabis, nonintoxicating cannabinoids, and edible cannabinoid products are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy *(Appendix 9).*

District policy is not violated when a person brings a controlled substance that has a currently accepted medical treatment use onto a school location for personal use if the person has a physician's prescription for the substance except marijuana is not allowed on school property even if prescribed. Students who have prescriptions must comply with the school district's "Student Medication and Telehealth" policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition

The school district strives to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. Detailed information on the school district's "Harassment and Violence Prohibition" policy is included in this handbook (*Appendix 10*).

Hazing Prohibition

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy. Please see the school district's "Hazing Prohibition" policy (*Appendix 11*).

Internet Acceptable Use

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws.

A copy of the school district's "Internet and Technology Acceptable Use and Safety" policy is available online, or in the MS/HS office.

Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:

1. identify each curriculum, testing, or assessment technology provider with access to educational data;

2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and

3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.

The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.

Students will receive a copy of the school district's "Internet and Technology Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement form yearly.

Parking on School District Property

Students

The school district allows limited use and parking of motor vehicles by students in school district locations subject to the following rules:

- Parking a motor vehicle on school property during the school day is a privilege;
- Students are permitted to use motor vehicles on the high school campus only before and after the school day. Exceptions include senior students with privileges and parent verification/authorization.
- Unauthorized vehicles parked on school district property may be towed at the expense of the owner or operator.

The school district may conduct routine patrols of school district properties and inspections of the exteriors of the motor vehicles of students. Interiors of students' vehicles in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. If a search yields contraband, school officials may seize the item and may turn it over to legal authorities when appropriate. A student who violates this policy may be subject to withdrawal of parking privileges and/or discipline according to the school district's "Student Discipline" policy (*Appendix 5*).

Visitors

Visitors are permitted to park in designated school district visitor parking areas. Unattended vehicles left in other locations on school district property may be towed at the owner's expense.

Tobacco-Free Schools; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, or carrying or using activated electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction" policy, see *Appendix 12*. Contact the building principal if you have questions or wish to report violations.

Truancy – Pipestone County Truancy Policy

Research data tells us that students who become truant do not perform as well in school as those who attend school each and every day. Truancy could also lead to a student dropping out of school and sabotaging their opportunity for future employment success. The community, schools, parents, and the student share in the responsibility to promote regular attendance.

What is the Definition of Truancy?
There are two classifications of truancy according to Minnesota Statutes 260A.02, subd. 3. A continuing truant and habitual truant are defined as follows:

A *continuing truant* is a student, under the age of 18, who is absent from attendance at school without lawful excuse for:

- three or more days in one school year in elementary school; or
- three or more class periods or three or more days in one school year in middle, junior, and senior high school.

A *habitual truant* is a student, under 18, who is absent without a valid excuse for:

- seven or more days in elementary school; or
- one or more class periods on seven school days or seven or more days in middle, junior, and senior high school.

District/School Responsibility
The school is the arbitrator of whether or not student's absences are excused or unexcused. Examples of excused absences could be parent/doctor verified illness, family emergencies, and medical/dental appointments. Examples of unexcused absences could be overslept, babysitting, missed the bus, and no call/note from parent. Family vacation may be considered unexcused if prior arrangements have not been made with the school.

The districts, under the umbrella of the mission of public education, shall provide instruction to every child between the ages of 7 and 18 (Minnesota Statue 120A.ss, subd. 5). This means according to Minnesota Statue 260A.03, that a child who has one to three unexcused absences, the parent must be notified immediately. The school is legally responsible to begin the intervention (see Truancy Intervention Levels) which includes parent notification. It also includes the school setting up a meeting with a parent and child (and Family Services after 3-6 absences) and /or detention for the child. A school is required to report the student in violation of the law at seven unexcused absences according to Minnesota Statue 260.131, subd 1b.

Parent Responsibility
Parents hold primary responsibility for their child's attendance at school (Minnesota Statute 120A.22, subd. 1). Failure for parents to compel their children to attend school could result in criminal penalties of a $700 fine and/or 90 days in jail.

Any student between the ages of 16 and 18 may withdraw from school if the student's parents or guardians do the following:

- Attend a meeting with school personnel to discuss the educational opportunities available to the student including alternative education opportunities; and
- Sign a written election to withdraw.

Pipestone County's Responsibility
Upon receipt of the Truancy Offense Report and referral form from the school:

- Review the information to ensure that the Truancy Offense Report and Referral form is complete.
- Participate in a team meeting with the child/family/school.
- Provide intervention, and services as needed to assist the child to return to school and stay in school.
- Involve the court only when necessary.

Vandalism

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons. Appropriate discipline and action will be taken against any person who violates this policy. The school district does not allow the possession, use, or distribution of weapons by students. Discipline of students will include, at a minimum: immediate out-of-school suspension; confiscation of the weapon; immediate notification of police; parent or guardian notification; and recommendation to the

superintendent of dismissal for a period of time not to exceed one year. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis. For a copy of the "School Weapons" policy, contact the Middle/High School Principal.

PART IV — HEALTH AND SAFETY

Accidents

All student injuries that occur at school, at school-sponsored activities, or on school transportation should be reported to the licensed school nurse. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Crisis Management

The school district has developed a "Crisis Management" policy. Each school building has its own building-specific crisis management plan. Students and parents will be provided with information as to district- and school-specific plans.

The "Crisis Management" policy addresses a range of potential crisis situations in the school district. The school district has developed general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Emergency Contact Information

When parents register their children at Pipestone Area School, they are asked to fill out information which includes identifying an emergency contact. Families have an opportunity to update this information each year at Open House.

Health Information

First Aid

The nurse's office in each building is equipped to handle minor injuries requiring first aid. If the nurse's office is not open, assistance can be sought from the building's administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

The district has installed automated external defibrillators (AEDs) in the following areas:

- Outside auditorium doors, across from district office
- Outside the gymnasium by the water fountain across from the wrestling room
- 2nd Floor, top of stairs, above library
- 6 AEDs in athletic department, rotated locations during seasons

Tampering with any AED is prohibited and may result in discipline.

Communicable Diseases

To protect other students from contagious illnesses, students infected with certain diseases are not allowed to come to school while contagious. If a parent or guardian suspects that his/her child has a communicable or contagious disease, the parent or guardian should contact the school nurse or principal so that other students who might have been exposed to the disease can be alerted.

Families should keep student(s) home when they have symptoms of a contagious illness or when exclusion is recommended by a healthcare provider or the Minnesota Department of Health (MDH). Examples of communicable illnesses include influenza (flu), COVID-19, strep throat, whooping cough (pertussis), chickenpox, measles, mumps, conjunctivitis (pink eye), hand, foot, and mouth disease, impetigo, norovirus, and other illnesses identified by public health officials.

Students with certain communicable diseases will not be excluded from attending school in their usual daily attendance settings as long as their health permits and their attendance does not create a significant risk of transmitting the illness to other students or school district employees. The school district will determine on a case-by-case basis whether a contagious student's attendance creates a significant risk of transmitting the illness to others.

Health Service

The Student Health Office is staffed by a trained registered nurse who is available to assist students with health-related needs during the school day.

Students who become ill while at school should notify their classroom teacher and request a pass to visit the school nurse. Students should not contact parents/guardians directly when they become sick. They are required to report to the school nurse, who will assess their condition and work with the attendance secretary and parent/guardian to determine appropriate next steps, including arrangements for early dismissal if necessary.

A parent/guardian should notify the school if his/her child is unable to attend school because of illness. email the attendance secretary at hsmsattendance@pas.k12.mn.us

Immunizations

All students must provide proof of immunization or submit appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the school nurse, Josie Loll, at Josie.Loll@pas.k12.mn.us

Lead-in-Water Annual Notification

Minnesota Statute 121A.335 requires public school buildings serving pre-kindergarten through grade 12 to test for lead in water every 5 years. This statute also requires school districts to make the results of the testing available to the public for review and notify parent of the availability of the information. Notification may be accomplished by publishing a statement in the "Back to School" newsletter or another publication that is available to staff, students, parents and the public. Pipestone Area Schools have historically conducted and continues to conduct Lead in Drinking Water testing per the Minnesota Department of Health guidelines.

Pipestone Area Schools are committed to providing a safe working and learning environment for employees and students. The district has developed a Lead in Water management plan and testing program that complies with the Minnesota Statute 121A.335, as well as Minnesota Department of Health (MDH), and Minnesota Department of Education (MDE)

For more information on Pipestone Area School's lead reduction program and testing results, please contact Main Office at 507-562-6100.

Medications at School During the School Day

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The administration of prescription medication or drugs at school requires a completed signed request from the student's parent. An "Administrating Prescription Medications" form must be completed once a year and/or when a change in the prescription or requirements for administration occurs. Prescription medications must be brought to school in the original container labeled for the

student by a pharmacist, and must be administered in a manner consistent with the instructions on the label. Prescription medications are not to be carried by the student, but will be left with the appropriate school personnel. Exceptions that may be allowed include: prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (section504 Plan), or an individual health plan (IHP). Marijuana is not allowed on school property even if prescribed. The school district is to be notified of any change in administration of a student's prescription medication.

Pesticide Application Notice

A Minnesota state law went into effect in 2000 that requires schools to inform parents and guardians if they apply certain pesticides on school property.

Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available to parents and guardians for review or copying at each school office.

State law also requires that you be told that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood.

If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule please contact Cody Heidebrink, Maintenance and Grounds, Pipestone Area School, 1401 7'" St. SW, Pipestone, Minnesota, 56164 or call at (507)562-6100

Safety

The safety of students on campus and at school-related activities is a high priority of the district. While district-wide safety procedures are in place, student and parent cooperation is essential to ensuring school safety.

To promote a safe school environment:

- All visitors must enter through the main office and follow district visitor procedures.
- Exterior doors remain locked during the instructional day.
- Students must not prop open exterior doors or open locked exterior doors to allow anyone to enter the building. All visitors must enter through the designated main entrance and follow district visitor procedures.
- Students must follow staff directions during fire, tornado, lockdown, evacuation, and other emergency drills.
- Students should immediately report unsafe conditions, threats, bullying, harassment, or suspicious activity to a staff member or administrator.
- Students are expected to comply with all district safety procedures and applicable school board policies.
- Hallways, stairways, exits, and emergency equipment must remain unobstructed.

Seizure Action Plan

When a parent or guardian notifies the school district that a student has a diagnosed seizure disorder and has seizure rescue medication or medication prescribed by the student's licensed health care provider to treat seizure disorder symptoms, the school district will create an individualized seizure action plan.

Suicide Prevention Information

If you or someone you know is experiencing a mental health crisis or needs someone to talk to, help is available 24 hours a day, 7 days a week.

- **988 Suicide & Crisis Lifeline:** Call or text **988** to connect with a trained crisis counselor for free, confidential support.

- **Crisis Text Line:** Text **HOME** to **741741** to connect with a trained crisis counselor via text message at no cost.

If there is an immediate emergency or someone is in danger, call **911** immediately.

Visitors in District Buildings

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the High School office upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the main office and to wear a "visitors' badge" while in the building during the school day. Visitors are asked for their government-issued identification, and must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district.

Students are not allowed to bring visitors to school without prior permission from the principal.

APPENDIXES

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2. DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

I. PURPOSE

The purpose of this policy is to protect the exercise of students' and employees' free speech rights, taking into consideration the educational objectives and responsibilities of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that students and employees have the right to express themselves on school property. This protection includes the right to distribute, at a reasonable time and place and in a reasonable manner, nonschool-sponsored material.

B. To protect First Amendment rights, while at the same time preserving the integrity of the educational objectives and responsibilities of the school district, the school board adopts the following regulations and procedures regarding distribution of nonschool-sponsored material on school property and at school activities.

III. DEFINITIONS

A. "Distribute" or "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in internal staff or student mailboxes.

B. "Nonschool-sponsored material" or "unofficial material" includes all materials or objects intended for distribution, except school newspapers, employee newsletters, literary magazines, yearbooks, and other publications funded and/or sponsored or authorized by the school. Examples of nonschool-sponsored materials include, but are not limited to, leaflets, brochures, buttons, badges, flyers, petitions, posters, and underground newspapers whether written by students or employees or others, and tangible objects.

C. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. "Minor" means any person under the age of eighteen (18).

E. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the district for which student attendance is compulsory, "material and substantial disruption"

is defined as any disruption which interferes with or impedes the implementation of that program.

2. Where the normal school activity is voluntary in nature (including school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, specific facts must exist upon which the likelihood of disruption can be forecast including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. "School activities" means any activity sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

G. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

A. Students and employees of the school district have the right to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, nonschool-sponsored material.

B. Requests for distribution of nonschool-sponsored material will be reviewed by the administration on a case-by-case basis. However, distribution of the materials listed below is always prohibited. Material is prohibited that:

1. is obscene to minors;

2. is libelous or slanderous;

3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;

4. advertises or promotes any product or service not permitted to minors by law;

5. advocates violence or other illegal conduct;

6. constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religious, or ethnic origin);

7. presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

C. Distribution by students and employees of nonschool-sponsored materials on school district property are subject to reasonable time, place, and manner restrictions set forth below. In making decisions regarding the time, place, and manner of distribution, the administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related;

2. the extent to which distribution is likely to cause disruption of or interference with the school district's educational objectives, discipline, or school activities;

3. whether the materials can be distributed from the office or other isolated location so as to minimize disruption of traffic flow in hallways;

4. the quantity or size of materials to be distributed;

5. whether distribution would require assignment of school district staff, use of school district equipment, or other resources;

6. whether distribution would require that nonschool persons be present on the school grounds;

7. whether the materials are a solicitation for goods or services not requested by the recipients.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

A. No nonschool-sponsored material shall be distributed during and at the place of a normal school activity if it is reasonably likely to cause a material and substantial disruption of that activity.

B. Distribution of nonschool-sponsored material is prohibited when it blocks the safe flow of traffic within corridors and entrance ways of the school, and school parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

C. No one shall coerce a student or staff member to accept any publication.

D. The time, place, and manner of distribution will be solely within the discretion of the administration, consistent with the provisions of this policy.

VI. PROCEDURES

A. Any student or employee wishing to distribute (as defined in this policy) nonschool-sponsored material must first submit for approval a copy of the material to the principal at least 24 hours in advance of desired distribution time, together with the following information:

1. Name and phone number of the person submitting the request and, if a student, the room number of his or her first-period class.

2. Date(s) and time(s) of day intended for distribution.

3. Location where material will be distributed.

4. If material is intended for students, the grade(s) of students to whom the distribution is intended.

B. Within one school day, the principal will review the request and render a decision. In the event that permission to distribute the material is denied or limited, the person submitting the request should be informed in writing of the reasons for the denial or limitation.

C. If the person submitting the request does not receive a response within one school day, the person shall contact the office to verify that the lack of response was not due to an inability to locate the person.

D. If the person is dissatisfied with the decision of the principal, the person may submit a written request for appeal to the superintendent. If the person does not receive a response within three (3) school days (not counting Saturdays, Sundays, and holidays) of submitting the appeal, the person shall contact the office of the superintendent to verify that the lack of response is not due to an inability to locate the person.

E. Permission or denial of permission to distribute material does not imply approval or disapproval of its contents by either the school, the administration of the school, the school board, or the individual reviewing the material submitted.

VII. DISCIPLINARY ACTION

A. Distribution by any student of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and disciplinary action will be taken in accordance with the school district's Student Discipline Policy.

B. Distribution by any employee of nonschool-sponsored material prohibited herein or in violation of the provisions of time, place, and manner of distribution as described above will be halted and appropriate disciplinary action will be taken, in accordance with any individual contract, collective bargaining agreement, school district policies and procedures, and/or governing statute.

C. Any other party violating this policy will be requested to leave the school property immediately and, if necessary, the police will be called.

Last Update: 8/17/2026

STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;

2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;

4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and

7. The right to obtain a copy of this policy at the location set forth in Section XXI. of this policy.

B. Eligible Students

All rights and protections given to parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the education records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 Code of Federal Regulations, section 99.31(a).

C. Students with a Disability

The school district shall follow 34 Code of Federal Regulations, sections 300.610-300.617 with regard to the privacy, notice, access, recordkeeping, and accuracy of information related to students with a disability.

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

D. Annual Notification of Rights

1. The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Article VIII. of this policy.

   The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays, and legal holidays.

2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;

3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosures without consent;

4. That the school district may disclose education records to other school officials within the school district if the school district has determined they have legitimate educational interests. For purposes of such disclosure, a "school official" is a person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or other employee; a person serving on the school board; a person or company with whom the school district has consulted to perform a specific task (such as an attorney, auditor, medical consultant, therapist, public information officer or data practices compliance official); or a parent or student serving on an official committee, such as a disciplinary or grievance committee; or any individual assisting a school official in the performance of his or her tasks. A school official has a "legitimate educational interest" if the individual needs to review an education record in order to fulfill his or her professional responsibility and includes, but is not limited to, an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student and student health and welfare and the ability to respond to a request for educational data;

5. That the school district forwards education records on request to a school or post-secondary education institution in which a student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment, including information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, suspension and expulsion information pursuant to 20 U.S.C. § 7917, part of the federal Every Student Succeeds Act, and data regarding a student's history of violent behavior, and any disposition order which adjudicates the student as delinquent for committing an illegal act on school district property and certain other illegal acts;

6. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder. The name and address of the office that administers FERPA is:

   U.S. Department of Education
   Student Privacy Policy Office
   400 Maryland Avenue, S.W.
   Washington, D.C. 20202-8520

7. The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

8. The school has adopted a school board policy in order to comply with state and federal laws regarding education records. The policy does the following:

    a. It classifies records as public, private, or confidential.

    b. It establishes procedures and regulations to permit parents/guardians or students to inspect and review a student's education records. These procedures include the method of determining fees for copies, a listing of the locations of these education records, and the identity of the individuals in charge of the records.

    c. It establishes procedures and regulations to allow parents/guardians or students to request the amendment of a student's education records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the student's privacy rights.

    d. It establishes procedures and regulations for access to and disclosure of education records.

    e. It establishes procedures and regulations for safeguarding the privacy of education records and for obtaining prior written consent of the parent or student when required prior to disclosure.

Copies of the school board policy and accompanying procedures and regulations are available to parents/guardians and students upon written request to the Superintendent.

Directory Information

"Directory information" means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; dates of attendance; grade level; enrollment status (i.e., full-time or part-time); participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include:

a. a student's social security number

b. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;

c. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor known or possessed only by the student;

d. personally identifiable data which references religion, race, color, social position, or nationality; or

e. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

A school district may choose not to designate some or all of the enumerated information as directory information. A Minnesota school district may add items to the FERPA definition of "directory information", as long as the added data is not information that generally would be

deemed as an invasion of privacy or information that references the student's religion, race, color, social position, or nationality. Federal law now allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. The identity of those parties and/or purposes should be identified.

To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. Designation of directory information is an important policy decision for the local school board who must balance not only the privacy interests of the student against public disclosure but also the additional administrative requirements such restrictions on disclosures will place on the school district.

The 2024 Minnesota legislature enacted Minnesota Statutes, section 480.40, which includes a law limiting disclosure of personal information concerning "judicial officials" (school districts can review the statutory definition of "judicial official"). "Personal information" about a judicial official includes "the name of any child" and the name of any school that such a child attends if combined with an assertion that the child attends the school. School districts may not "knowingly publicly post, display, publish, sell, or otherwise make available on the Internet the personal information of any judicial official," including in response to requests for directory information.

Information to Military Recruiters

Pursuant to applicable law, Pipestone Area Schools gives notice to parents/guardians of secondary students and eligible secondary students of their rights regarding release of information to military recruiting officers. The school district must release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if available, that may be released to military recruiters only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers within sixty (60) days after the date of the request. Data released to military recruiting officers under this provision may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military and cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces.

Should the parent of a student or the eligible student so desire, any or all of the listed information will not be disclosed to military recruiting officers without prior consent.

To refuse release of this information without prior consent, the parent or eligible student must make a written request to the responsible authority, (building principal, by September 1 each year. This written request must include the following information:

- Name of student and parent, as appropriate;
- Home address;
- Student's grade level;
- School presently attended by student;
- Parent's legal relationship to student, if applicable;
- Specific category or categories of information which are not to be released to military recruiters without prior consent;
- Specific category or categories of directory information which are not to be released to the public, including military recruiters.

If a parent or guardian does not want their child's or eligible student's directory information (including a school district-provided email address) released to military recruiting officers, they must notify the school district that they do not want directory information released to any member of the public, including military recruiting officers.

Updated: 3-23-2026

4. Student Surveys

Updated: 3-23-2026

Independent School District No. 2689 gives notice to parents of students currently in attendance in the school district, eligible students currently in attendance in the school district, and students currently in attendance in the school district of their rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations.

1. Parents, eligible students, and students are hereby informed that they have the following rights:

   a. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by parents or guardians of students.

   b. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:

      (1) political affiliations or beliefs of the student or the student's parent;

      (2) mental and psychological problems of the student or the student's family;

      (3) sex behavior or attitudes;

      (4) illegal, antisocial, self-incriminating, or demeaning behavior;

      (5) critical appraisals of other individuals with whom respondents have close family relationships;

      (6) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;

      (7) religious practices, affiliations, or beliefs of the student or the student's parent; or

      (8) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

   c. A parent, on behalf of a student or an eligible student, has the right to receive notice and an opportunity to opt the student out of participating in:

      (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

      (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Paragraph 1.b., above.

      (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical examination or screening permitted or required under state law.

   d. This notice does not preempt applicable state law that may require parental notification.

   e. The school district has developed and adopted a policy, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the

administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

f. The school district will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes.

g. The school district will directly notify parents and eligible students, at least annually at the start of each school year or, if scheduled thereafter, parents will be provided with reasonable notice of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

(1) Collection, disclosure, or use of personal information for marketing, sales, or other distribution.

(2) Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.

(3) Any nonemergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-5920

INDEPENDENT SCHOOL DISTRICT NO. 2689 PIPESTONE, MINNESOTA
Date: August 26, 2024 /s/ Tyler Fruechte
School Board Chair

Following is a schedule of activities requiring parental notification and consent or opt-out for the upcoming school year. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 or older or an emancipated minor under state law.

Date:
Grades: [see sample activity notices attached]
Activity:
Summary:

Consent or Opt-out: [or both depending on situation]

If you wish to review any survey instrument or instructional material used in connection with any protected information or marketing survey, please submit a request to Sonja Ortman, 1401 7th St SW, Pipestone, MN 56164. Principal or designee will notify you of the time and place where you may review these materials. You have the right to review a survey and/or instructional materials before the survey is administered to a student.

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5. Student Discipline

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).

B. "Pupil withdrawal agreement" means a verbal or written agreement between a school

administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.

B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.

C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.

D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:

1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and

3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

A. <u>The School Board</u>

The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.

B. <u>Superintendent</u>

The superintendent shall establish guidelines and directives to carry out this policy, hold

all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

C. Principal

The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

D. Teachers.

All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. A teacher, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

E. Other School District Personnel.

All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.

F. Parents or Legal Guardians

Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

G. Students

All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

H. Community Members

Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

I. Reasonable Force Reports

1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).

2. The school district must report annually by July 15, in a form and manner determined by the Commissioner of the Minnesota Department of Education (MDE), data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).

3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to MDE as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;

B. To attend school daily, except when excused, and to be on time to all classes and other school functions;

C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;

D. To make necessary arrangements for making up work when absent from school;

E. To assist the school staff in maintaining a safe school for all students;

F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;

G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;

H. To be aware of and comply with federal, state, and local laws;

I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;

J. To respect and maintain the school's property and the property of others;

K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;

L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;

M. To conduct themselves in an appropriate physical or verbal manner; and

N. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;

2. The use of profanity or obscene language, or the possession of obscene materials;

3. Gambling, including, but not limited to, playing a game of chance for stakes;

4. Violation of the school district's Hazing Prohibition Policy;

5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;

6. Violation of the school district's Student Attendance Policy;

7. Opposition to authority using physical force or violence;

8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy;

9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;

10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);

11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;

12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;

13. Violation of the school district's Weapons Policy;

14. Violation of the school district's Violence Prevention Policy;

15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state, or federal law as appropriate;

20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;

21. Violation of the school district's Internet and Technology–Acceptable Use and Safety Policy; including altering images or videos with the intent to harm. (Policy 524)

22. Use of a cell phone in violation of the school district's Internet Acceptable Use and Safety Policy 524.5

23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;

24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;

25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;

26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;

27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;

28. Possession or distribution of slanderous, libelous, or pornographic materials;

29. Violation of the school district's Bullying Prohibition Policy;

30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;

31. Criminal activity;

32. Falsification of any records, documents, notes, or signatures;

33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;

34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;

35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;

36. Violation of the school district's Harassment and Violence Policy;

37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;

38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;

39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;

40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;

41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;

43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;

44. Violation of the school district's one-to-one device rules and regulations;

45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;

46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.

B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.

C. The school district must not use recess detention unless:

1. a student causes or is likely to cause serious physical harm to other students or staff;

2. the student's parent or guardian specifically consents to the use of recess detention; or

3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.

D. The school district must not withhold recess from a student based on incomplete schoolwork.

E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within twenty-four (24) hours of using recess detention.

F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.

G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student’s misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;

B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

C. Parent contact;

D. Parent conference;

E. Removal from class;

F. In-school suspension;

G. Suspension from extracurricular activities;

H. Detention or restriction of privileges;

I. Loss of school privileges;

J. In-school monitoring or revised class schedule;

K. Referral to in-school support services;

L. Referral to community resources or outside agency services;

M. Financial restitution;

N. Referral to police, other law enforcement agencies, or other appropriate authorities;

O. A request for a petition to be filed in district court for juvenile delinquency adjudication;

P. Out-of-school suspension under the Pupil Fair Dismissal Act;

Q. Preparation of an admission or readmission plan;

R. Saturday school;

S. Expulsion under the Pupil Fair Dismissal Act;

T. Exclusion under the Pupil Fair Dismissal Act; and/or

U. Other disciplinary action as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy.

1. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

2. Grounds for removal from class shall include any of the following:

a. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

b. Willful conduct that endangers surrounding persons, including school

district employees, the student or other students, or the property of the school;

c. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or

d. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

3. A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another.

B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

C. Procedures for Removal of a Student from a Class.

1. The building principal will determine the amount of time appropriateness of a student removal from class.

2. The teacher will follow up on any removal from class with a written description of the incident which led to the request for a student to be removed.

3. Documentation is recorded in the district adopted Student Information System.

D. Period of Time for which a Student may be Removed from a Class (may not exceed five (5) class periods for a violation of a rule of conduct)

1. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

E. Responsibility for and Custody of a Student Removed from Class.

1. Any student removed from class should report to the principal's office immediately.

2. A student removed from class will be expected to walk to the office without an escort, unless the situation warrants an escort be present.

3. While removed from class, the student may be assigned to a supervised study area and is expected to complete assignments missed while removed.

4. The building principal or designee will be responsible for assigning the student to a supervised study area while removed from class.

F. Procedures for Return of a Student to a Specific Class from Which the Student was Removed.

1. Principal/Teacher/Parent/Student conference to discuss terms and conditions of the students return to class.

2. Conditional return based on terms and conditions defined by the conference.

G. Procedures for Notifying a Student and the Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions;

1. Parent/Guardian will be notified by phone, email, or Certified USPS mail whenever there is a violation of school rules which results in disciplinary action.

2. When appropriate, a conference with the parent/guardian and student will be held prior to readmission to school or a class.

H. Students with a Disability; Special Provisions.

1. Any violation of school rules by a disabled student which results in serious disciplinary action or continuous assignment of less severe consequences will be followed up by a conference to determine if further assessment is needed, to review the adequacy of the current IEP and to determine if a referral is needed.

2.. Any student suspected of having a disability may be referred to Special Education services for assessment and determination of eligibility.

I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students While on School Premises.

1. District will convene a chemical abuse preassessment team to the extent necessary.

2. Staff shall report chemical abuse concerns to the appropriate administrator for referral to the chemical abuse preassessment team.

XII. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, section 121A.425 is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;

2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:

   a. a preschool or prekindergarten program, including an early childhood family education, school readiness, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or

   b. kindergarten through Grade 3.

2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.

3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. Definition of "Suspension"

   "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.

   The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability.

   The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of

initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

2. Opportunity to Complete School Work

School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.

3. Parent/Guardian Meeting

If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. Readmission Plan

Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect.

5. Child with a Disability

A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6^{th}) consecutive day of suspension or the tenth (10^{th}) cumulative day of suspension has elapsed.

6. Alternative Education Services

Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.

7. Informal Administrative Conference

The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

8. Administration Options

After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

a. strongly encourage a parent or guardian of the student to attend school with the student for one day;

b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and

c. petition the juvenile court that the student is in need of services under Minnesota Statutes, chapter 260C.

9. Written Notice

A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

10. Notification

The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

12. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. EXPULSION AND EXCLUSION

A. Definitions

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.

2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

B. Proceedings

1. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

2. Notice

The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

3. Right to a Representative

The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.

If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

4. Hearing

a. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.

b. Hearing Schedule

The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.

All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.

c. Access to Records

At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.

d. Hearing Officer

All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

e. Evidence and Testimony

The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.

The student cannot be compelled to testify in the dismissal proceedings.

f. Recording

The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.

g. Findings and Recommendation

The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.

5. School Board Decision

The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of MDE (Commissioner) of the basis and reason for the decision.

6. Appeal

A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes, section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

7. Report

The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.

The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

XIV. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent

with Minnesota Statutes, section 120B.232, subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the Commissioner. This report must include a statement of the nonexclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XVI. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.

XVII. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is <u>not</u> a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline <u>is</u> a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special

education and related services during the period of expulsion or exclusion.

XVIII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes, section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes, section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes, chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XIX. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;

2. provide an opportunity for involved parties to submit additional information related to the complaint;

3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;

4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;

5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and

6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's

office.

XXI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.
Updated: 7-27-2026

6. Student Attendance

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

a. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

c. The district must count a student as in attendance on each day the student receives supervision, instruction, or services from school staff during scheduled school hours. Minnesota Statutes, section 120A.22 does not remove the school district's responsibility to continue to comply with reporting requirements in Minnesota Statutes, section 126C.05 for the purposes of funding.

d. The principal must issue and keep a record of attendance, under rules established by the school board.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

a. A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be made to a truant officer or the school official designated by the principal. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.

b. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school.

c. The school board of the district in which the child resides may approve the application under subparagraph (a) above upon a legitimate exception being demonstrated to the satisfaction of that board.

d. Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

(1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:

(a) child illness, medical, dental, orthodontic, or counseling appointments; including appointments conducted through telehealth;

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member;

(d) active duty in any military branch of the United States;

(e) the child has a condition that requires ongoing treatment for a mental health diagnosis; or

(f) other exemptions included in this attendance policy.

(2) that the child has already completed state and district standards required for graduation from high school; or

(3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three (3) hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.

c. Consequences of Excused Absences

(1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

2. Unexcused Absences

a. The following are examples of absences which will not be excused:

(1) Truancy. An absence by a student which was not approved by the parent and/or the school district.

(2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

(3) Work at home.

(4) Work at a business, except under a school-sponsored work release program.

(5) Vacations with family.

(6) Personal trips to schools or colleges.

(7) Absences resulting from cumulated unexcused tardies. Ten (10)

tardies equal one (1) unexcused absence.

(8) Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

(1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

(2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.

(3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

(4) Students with unexcused absences shall be subject to discipline in the following manner:

(a) Within 14 days upon receipt of notification, the student or his or her parent or guardian may, within a reasonable time, request a conference with school officials regarding the student's absences and the prescribed discipline. The notification will state that the school strongly urges the student's parent or guardian to request such a conference.

(b) After ten (10) cumulated unexcused absences in a semester, the administration may impose the loss of academic credit in the class or classes from which the student has been absent. However, prior to loss of credit, an administrative conference must be held among the principal, student, and parent.

(f) If the result of a grade reduction or loss of credit has the effect of an expulsion, the school district will follow the procedures set forth in the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

C. Tardiness

1. Definition

Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

a. Students tardy at the start of school must report to the school office for an admission slip.

b. Tardiness between periods will be handled by the teacher.

3. Excused Tardiness

Valid excuses for tardiness are:

a. Illness.

b. Serious illness in the student's immediate family.

c. A death or funeral in the student's immediate family or of a close friend or relative.

d. Medical, dental, orthodontic, or mental health treatment.

e. Court appearances occasioned by family or personal action.

f. Physical emergency conditions such as fire, flood, storm, etc.

g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.

4. Unexcused Tardiness

a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

b. Consequences of tardiness may include detention after two (2) unexcused tardies. In addition, ten (10) unexcused tardies are equivalent in one (1) unexcused absence.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.

2. School-initiated absences will be accepted and participation permitted.

3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.

4. If a student is suspended from any class, he or she may not participate in any activity or program that day.

5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

III. RELIGIOUS AND CULTURAL OBSERVANCES ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. Requests for accommodation should be directed to the building principal.

IV. DISSEMINATION OF POLICY

A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for a religious or cultural observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes, section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes, section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes, section 120A.05, without valid excuse within a single school year for:

1. Three (3) days if the child is in elementary school; or

2. Three (3) or more class periods on three (3) days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;

2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;

3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes, section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;

5. That alternative educational programs and services may be available in the child's enrolling or resident district;

6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;

7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes, chapter 260C;

8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to

Minnesota Statutes, section 260C.201; and

9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one (1) day.

C. Habitual Truant

1. A habitual truant is a child who is at least twelve (12) years old and less than eighteen (18) years old who is absent from attendance at school without lawful excuse for one or more class periods on seven (7) school days per school year if the child is in middle school, junior high school, or high school, or a child who is seventeen (17) years of age who is absent from attendance at school without lawful excuse for one (1) or more class periods on seven (7) school days per school year and who has not lawfully withdrawn from school under Minnesota Statutes, section 120A.22, subdivision 8.

   Pursuant to section 260C.163, subdivision 11, habitual truant also means a child under age twelve (12) who has been absent from school for seven (7) school days without lawful excuse, based on a showing by clear and convincing evidence that the child's absence is not due to the failure of the child's parent, guardian, or custodian to comply with compulsory instruction laws.

2. A school district attendance officer shall refer a habitual truant child and the child’s parent or legal guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

Updated 3-23-2026

7. Bullying Prohibition

I. PURPOSE

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

A. An act of bullying, by either an individual student or a group of students, is expressly prohibited:

1. on the school premises, at the school functions or activities, on the school transportation;

2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or

3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.

B. A school-aged child who voluntarily participates in a public-school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public-school students participating in the activity.

C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.

D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.

Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.

E. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.

F. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.

G. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

H. False accusations or reports of bullying against another student are prohibited.

I. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy (See MSBA/MASA Model Policy 506). The school district may take into account the following factors:

1. The developmental ages and maturity levels of the parties involved;

2. The levels of harm, surrounding circumstances, and nature of the behavior;

3. Past incidences or past or continuing patterns of behavior;

4. The relationship between the parties involved; and

5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

J. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

A. "Bullying" means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:

1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or

2. materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term "bullying" specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation.

B. "Cyberbullying" means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. "Intimidating, threatening, abusive, or harming conduct" means, but is not limited to, conduct that does the following:

1. Causes physical harm to a student or a student's property or causes a student to be in reasonable fear of harm to person or property;

2. Under Minnesota common law, violates a student's reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or

3. Is directed at any student or students, including those based on a person's actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation including gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.

E. "Malicious and sadistic conduct" means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.

F. "On school premises, on school district property, at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities,

events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

G. "Prohibited conduct" means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.

H. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.

I. "Student" means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

A. Any person who believes he or she has been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered complaints as well.

C. The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to a school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker or a third party designated by the school district shall be responsible for the investigation. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.

F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.

G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

A. Within three school days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.

B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.

C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and the student's developmental age and behavioral history. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.

E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent or guardian of students who are targets of bullying or other prohibited conduct and the parent or guardian of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law. For purposes of notification presumed under this paragraph, a parent or legal guardian may designate in writing to the school another individual to be notified of the prohibited conduct.

F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who provides information about bullying or prohibited conduct, who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct, or who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct.

VII. TRAINING AND EDUCATION

A. Consistent with its applicable policies and practices, the school district must discuss this policy with students, school personnel and volunteers and provide appropriate training for all school district personnel to prevent, identify, and respond to prohibited conduct. The school district must establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.

B. The school district shall require ongoing professional development, consistent with Minnesota Statutes, section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:

1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;

2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;

3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;

4. The incidence and nature of cyberbullying; and

5. Internet safety and cyberbullying.

C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.

D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.

E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;

2. Partner with parents and other community members to develop and implement prevention and intervention programs;

3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;

4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;

5. Teach students to advocate for themselves and others;

6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and

7. Foster student collaborations that, in turn, foster a safe and supportive school climate.

F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

G. The school district shall inform affected students and their parents of rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See MSBA/MASA Model Policy 515) in the

student handbook.

VIII. NOTICE

A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

B. Article II, paragraph D, regarding malicious and sadistic conduct must be conspicuously posted throughout each school building.

C. This policy shall be conspicuously posted in the administrative offices of the school and school district in summary form.

D. This policy must be distributed to each school district or school employee and independent contractor, if the contractor regularly interacts with students, at the time of employment with the district or the school.

E. Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.

F. This policy shall be available to all parents and other school community members in an electronic format in the languages appearing on the school district's or a school's website, consistent with the district policies and practices.

G. The school district shall provide an electronic copy of its most recently amended policy to the Minnesota Commissioner of Education.

H. The school district designates Building Principal or designee as the primary contact person in the school building to receive reports of prohibited conduct.

IX. POLICY REVIEW

To the extent practicable, the school board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minnesota Statutes, sections 121A.031 and 121A.0312 and other applicable law. Revisions shall be made in consultation with students, parents, and community organizations.

Updated: 7-28-2025

8. Student Dress and Appearance

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations that support educational goals. Students and their families have the primary and joint responsibility for student clothing and appearance. Teachers and other district staff should exemplify and reinforce student clothing and appearance standards and help students develop an understanding of appropriate appearance in the school environment.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to encourage students to be dressed suitably [or appropriately] for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).

B. A student's clothing or appearance may not materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities. A student's dress or appearance may not incite or contribute to substantial disorder or invasion of the rights of others or pose a threat to the health or safety of the student or others.

C. Students' rights to choose their dress and appearance for school and school-related activities will be protected provided that the clothing:

1. does not injure people or damage property;

2. does not materially and substantially disrupt or interfere with the educational process or classwork;

3. does not interfere with the requirements of discipline in the operation of the school or school activities, materially disrupt classwork;

4. does not involve substantial disorder or invasion of the rights of others.

Such clothing includes, but is not limited to, the following:

1. Clothing for the weather.

2. Clothing that does not create a health or safety hazard.

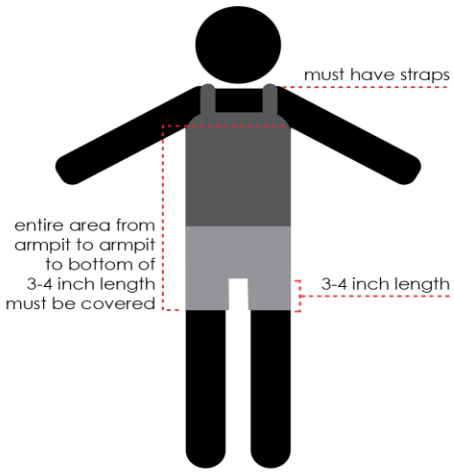
3. Clothing for the activity (i.e., physical education or the classroom).

4. Footwear that does not present a safety hazard.

5. Headwear, including hats/caps, hoods, or head coverings, are not allowed. Students may wear headgear for a medical or religious reason

C.

1. Clothing must cover areas from one armpit across to the other armpit, down to approximately 3 to 4 inches in length on the upper thighs (see image).



2. Clothing (including emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry) bearing a message that is lewd, vulgar, obscene, libelous, or denigrates, harasses, discriminates against others on the basis of protected class status under the Minnesota Human Rights Act, or violates school district policies prohibiting discrimination, violence, harassment, or other harmful activities.

3. Apparel promoting products or activities that are illegal for use by minors.

4. Communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Policy 413.

D. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing clothing on which such messages are stated. Such messages are acceptable as long as they are not lewd; vulgar; obscene; libelous; do not denigrate, harass, or discriminate against others on the basis of protected class status under the Minnesota Human Rights Act; or do not violate school district policies prohibiting discrimination, bullying, violence, harassment, or other harmful activities.

III. PROCEDURES

A. Enforcement of a student dress code will be approached with careful consideration and sensitivity, with the goals of supporting students as they express themselves and pursue their full potential, of not shaming students, and of minimalizing loss of instructional time. When possible, dress code matters should be addressed privately with students, should seek to determine whether factors exist that impact the student's ability to comply with the dress code, and should seek to address such issues.

B. When, in the reasonable judgment of the administration, (1) a student's clothing or appearance may materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities; (2) may incite or contribute to substantial disorder or invasion of the rights of others; or (3) pose a threat to the

health or safety of the student or others, the student will be directed to make modifications. Parents or guardians will be notified. Other consequences may be enforced in line with Policy 506 (Student Discipline).

C. The administration may recommend a form of clothing considered appropriate for a specific event and communicate the recommendation to students and parents or guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.

D. Likewise, an organized student group may recommend a form of clothing for students considered appropriate for a specific event and bring such recommendation to the administration for approval.

Last Update: 9-23-2024

9. Drug-Free Workplace/Drug-Free School

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

A. Use or possession of alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, and controlled substances before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.

B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, medical cannabis, nonintoxicating cannabinoids, edible cannabinoid products, or controlled substances in any school location.

C. An individual may not use or possess cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public school, as defined in Minnesota Statutes, section 120A.05, subdivisions 9, 11, and 13, including all facilities, whether owned, rented, or leased, and all vehicles that the school district owns, leases, rents, contracts for, or controls.

D. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

A. "Alcohol" includes any alcoholic beverage containing more than one-half of one percent alcohol by volume.

B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.

C. "Edible cannabinoid product" means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.

D. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; (4) combustion with use of dried raw cannabis; or (5) any other method approved by the Commissioner of the Minnesota Department of Health ("Commissioner").

E. "Nonintoxicating cannabinoid" means substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by injection, inhalation,

ingestion, or by any other immediate means.

F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.

G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

H. "Sell" means to sell, give away, barter, deliver, exchange, distribute or dispose of to another, or to manufacture; or to offer or agree to perform such an act, or to possess with intent to perform such an act.

I. "Toxic substances" includes: (1) glue, cement, aerosol paint, containing toluene, benzene, xylene, amyl nitrate, butyl nitrate, nitrous oxide, or containing other aromatic hydrocarbon solvents, but does not include glue, cement, or paint contained in a packaged kit for the construction of a model automobile, airplane, or similar item; (2) butane or a butane lighter; or (3) any similar substance declared to be toxic to the central nervous system and to have a potential for abuse, by a rule adopted by the Commissioner.

J. "Use" means to sell, buy, manufacture, distribute, dispense, be under the influence of, or consume in any manner, including, but not limited to, consumption by injection, inhalation, ingestion, or by any other immediate means.

IV. EXCEPTIONS

A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.

B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minnesota Statutes, section 624.701, subdivision 1a and is pursuant to the procedure established under Paragraph V.G below.

C. A violation of this policy does not occur when a person uses or possesses a toxic substance unless they do so with the intent of inducing or intentionally aiding another in inducing intoxication, excitement, or stupefaction of the central nervous system, except under the direction and supervision of a medical doctor.

D. The school district may not refuse to enroll or otherwise penalize a patient or person enrolled in the Minnesota Patient Registry Program or a Tribal medical cannabis program as a pupil solely because the patient or person is enrolled in the registry program or a Tribal medical cannabis program, unless failing to do so would violate federal law or regulations or cause the school to lose a monetary or licensing-related benefit under federal law or regulations.

An employer or a school must provide written notice to a patient at least fourteen (14)

days before the employer or school takes an action against the patient that is prohibited under Minnesota Statutes, section 342.57, subdivision 3 or 5. The written notice must cite the specific federal law or regulation that the employer or school believes would be violated if the employer or school fails to take action. The notice must specify what monetary or licensing-related benefit under federal law or regulations that the employer or school would lose if the employer or school fails to take action.

A school or an employer must not retaliate against a patient for asserting the patient's rights or seeking remedies under Minnesota Statutes, section 342.57 or section 152.32.

V. PROCEDURES

A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, must comply with the school district's student medication policy.

B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.

C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

D. Employees are subject to the school district's drug and alcohol testing policies and procedures.

E. Members of the public are not permitted to possess controlled substances, intoxicating cannabinoids, or edible cannabinoid products in a school location except with the express permission of the superintendent.

F. No person is permitted to possess or use medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility. This prohibition includes (1) vaporizing or combusting medical cannabis on any form of public transportation where the vapor or smoke could be inhaled by a minor child or in any public place, including indoor or outdoor areas used by or open to the general public or place of employment; and (2) operating, navigating, or being in actual physical control of any motor vehicle or working on transportation property, equipment or facilities while under the influence of medical cannabis, nonintoxicating cannabinoids, or edible cannabinoid products.

G. Possession of alcohol on school grounds pursuant to the exceptions of Minnesota Statutes, section 624.701, subdivision 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. SCHOOL PROGRAMS

A. Starting in the 2026-2027 school year, the school district must implement a comprehensive education program on cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, for students in middle

school and high school. The program must include instruction on the topics listed in Minnesota Statutes, section 120B.215, subdivision 1 and must:

1. respect community values and encourage students to communicate with parents, guardians, and other trusted adults about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl; and

2. refer students to local resources where students may obtain medically accurate information about cannabis use and substance use, including but not limited to the use of fentanyl or mixtures containing fentanyl, and treatment for a substance use disorder.

B. School district efforts to develop, implement, or improve instruction or curriculum as a result of the provisions of this section must be consistent with Minnesota Statutes, sections 120B.10 and 120B.11.

C. Notwithstanding any law to the contrary, the school district shall have a procedure for a parent, a guardian, or an adult student eighteen (18) years of age or older to review the content of the instructional materials to be provided to a minor child or to an adult student pursuant to this article. The district must allow a parent or adult student to opt out of instruction under this article with no academic or other penalty for the student and must inform parents and adult students of this right to opt out.

VII. ENFORCEMENT

A. Students

1. Students may be required to participate in programs and activities that provide education against the use of alcohol, tobacco, marijuana, smokeless tobacco products, electronic cigarettes, and nonintoxicating cannabinoids, and edible cannabinoid products.

2. Students may be referred to drug or alcohol assistance or rehabilitation programs; school based mental health services, mentoring and counseling, including early identification of mental health symptoms, drug use and violence and appropriate referral to direct individual or group counselling service, which may be provided by school based mental health services providers; and/or referral to law enforcement officials when appropriate.

3. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.

B. Employees

1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.

3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.

4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Updated: 3-23-2026

10. Harassment and Violence

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability (Protected Class).

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to maintain a learning and working environment free from harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class.

B. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel through conduct or communication based on a person's Protected Class, as defined by this policy. (For purposes of this policy, school district personnel include school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)

C. A violation of this policy occurs when any student, teacher, administrator, or other school district personnel inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel based on a person's Protected Class.

D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel found to have violated this policy.

III. DEFINITIONS

A. "Assault" is:

1. an act done with intent to cause fear in another of immediate bodily harm or death;

2. the intentional infliction of or attempt to inflict bodily harm upon another; or

3. the threat to do bodily harm to another with present ability to carry out the threat.

B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, including gender identity or expression, or disability, when the conduct:

1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;

2. has the purpose or effect of substantially or unreasonably interfering with an

individual's work or academic performance; or

3. otherwise adversely affects an individual's employment or academic opportunities.

C. "Immediately" means as soon as possible but in no event longer than 24 hours.

D. Protected Classifications

1. "Disability" means, with respect to an individual who

a. has a physical sensory or mental impairment that materially limits one or more major life activities of such individual;

b. has a record of such an impairment;

c. is regarded as having such an impairment; or

d. has an impairment that is episodic or in remission and would materially limit a major life activity when active.

2. "Familial status" means the condition of one or more minors having legal status or custody with:

a. the minor's parent or parents or the minor's legal guardian or guardians; or

b. the designee of the parent or parents or guardian or guardians with the written permission of the parent or parents or guardian or guardians. Familial status also means residing with and caring for one or more individuals who lack the ability to meet essential requirements for physical health, safety, or self-care because the individual or individuals are unable to receive and evaluate information or make or communicate decisions. The protections afforded against harassment or discrimination on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.

3. "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment or discrimination on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.

4. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.

5. "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.

6. "Sexual orientation" means to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.

7. "Status with regard to public assistance" means the condition of being a

recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

E. "Remedial response" means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.

F. Sexual Harassment

1. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or

b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

c. that conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include, but is not limited to:

a. unwelcome verbal harassment or abuse;

b. unwelcome pressure for sexual activity;

c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;

d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

G. Sexual Violence

1. Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts or forcing a person to touch

any person's intimate parts. Intimate parts, as defined in Minnesota Statutes, section 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

2. Sexual violence may include, but is not limited to:

a. touching, patting, grabbing, or pinching another person's intimate parts
b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;

c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or

d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

H. Violence

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to an individual's Protected Class.

IV. REPORTING PROCEDURES

A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of Protected Class by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct that may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

D. In Each School Building

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures,

practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.

F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.

G. In the District

The school board hereby designates the superintendent as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.[1]

H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.

I. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.

J. Use of formal reporting forms is not mandatory.

K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.

L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.

[1] In some school districts the superintendent may be the human rights officer. If so, an alternative individual should be designated by the school board.

N. False accusations or reports of violence or harassment against another person are prohibited.

O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence or harassment or engage in an act of reprisal or intentional false reporting of violence or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. INVESTIGATION

A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.

E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations

of this policy.

VI. SCHOOL DISTRICT ACTION

A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.

B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the targets or victims and alleged perpetrators of harassment or violence, the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.

C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy, who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights or another state or federal agency, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes, chapter 260E may be applicable.

B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.

B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.

C. This policy shall appear in the student handbook.

D. The school district will develop a method of discussing this policy with students and employees.

E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.

F. This policy shall be reviewed at least annually for compliance with state and federal law.

Last Update: 4-28-2025

11. Hazing Prohibition

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.

B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.

C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.

E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.

F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.

H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the

student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:

1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.

2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.

5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. "Immediately" means as soon as possible but in no event longer than 24 hours.

C. "On school premises or school district property, or at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

D. "Remedial response" means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.

E. "Student" means a student enrolled in a public school or a charter school.

F. "Student organization" means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.

B. The school district encourages the reporting party to use the report form available from

the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

The building principal, the principal's designee, or the building supervisor (hereinafter the "building report taker") is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.

E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.

F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.

C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

D. Upon completion of an investigation that determines hazing has occurred, the school

district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.

E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.

F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.

Updated: 3-23-2026

12. Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

II. GENERAL STATEMENT OF POLICY

A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or carries or uses an activated electronic delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

D. The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, tobacco-related devices, or electronic delivery devices. The school district will not promote or allow promotion of tobacco products or electronic delivery devices on school property or at school-sponsored events.

III. DEFINITIONS

A. "Electronic delivery device" means any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of aerosol or vapor from the product. Electronic delivery devices includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

B. "Heated tobacco product" means a tobacco product that produces aerosols containing nicotine and other chemicals which are inhaled by users through the mouth.

C. "Tobacco" means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

D. "Tobacco-related devices" means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors aerosol or vapor of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.

E. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking includes carrying or using an activated electronic delivery device.

F. "Vaping" means using an activated electronic delivery device or heated tobacco product.

IV. EXCEPTIONS

A. A violation of this policy does not occur when an Indian adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An American Indian student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.

B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.

C. An American Indian student or staff member may use tobacco, sage, sweetgrass, and cedar to conduct individual or group smudging in a public school. The process for conducting smudging is determined by the building or site administrator. Smudging must be conducted under the direct supervision of an appropriate staff member, as determined by the building or site administrator.

V. VAPING PREVENTION INSTRUCTION

A. The school district must provide vaping prevention instruction at least once to students in grades 6 through 8.

B. The school district may use instructional materials based upon the Minnesota Department of Health's school e-cigarette toolkit or may use other smoking prevention instructional materials with a focus on vaping and the use of electronic delivery

devices and heated tobacco products. The instruction may be provided as part of the school district's locally developed health standards.

VI. ENFORCEMENT

A. All individuals on school premises shall adhere to this policy.

B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.

C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.

D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.

E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.

F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.

G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VII. DISSEMINATION OF POLICY

A. This policy shall appear in the student handbook.

Last Update: 8-26-2024

13. School Meals Policy

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for a la carte items or second meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

A. Students have use of a meal account. The Food Service Program is a pre-payment program. Meal accounts should be maintained with a positive balance at all times. If a lunch balance reaches zero, a student may no longer charge any a la carte items or second meals until funds are deposited into the account. Submit payments to Pipestone Area Schools Food Service Department, 1401 7th St SW, Pipestone, MN 56164 or making a payment online at mypaymentsplus.com

B. Free School Meals Program

1. The free school meals program is created within the Minnesota Department of Education

2. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage below the federal percentage determined for all meals to be reimbursed at the free rate via the Community Eligibility Provision must participate in the free school meals program.

3. Each school that participates in the United States Department of Agriculture National School Lunch program and has an Identified Student Percentage at or above the federal percentage determined for all meals to be reimbursed at the free rate must participate in the federal Community Eligibility Provision in order to participate in the free school meals program.

4. Each school that participates in the free school meals program must:

   a. participate in the United States Department of Agriculture School Breakfast Program and the United States Department of Agriculture National School Lunch Program; and

   b. provide to all students at no cost up to two federally reimbursable meals per school day, with a maximum of one free breakfast and one free lunch.

   c. A student who has been determined eligible for free and reduced-price meals must always be served a reimbursable meal even if the student has an outstanding debt.

C. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.

D. When a student has a negative account balance, the student will not be allowed to charge a snack item.

E. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

F. A student may purchase a second breakfast at the nonprogram price if the student has already selected a reimbursable breakfast.

G. A student may purchase a second lunch at the nonprogram price if the student has already selected a reimbursable lunch.

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero. Food Service staff will mail a low-balance notification letter to families when a student's meal account balance falls below $5.00.

B. Families will be notified of a low balance once it reaches $10. Families will be notified by automated calling system, email, and/or letters sent home

C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, providing alternative meals not specifically related to dietary needs; providing nonreimbursable meals; or affixing stickers, stamps, or pins.

IV. UNPAID MEAL CHARGES

A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges.

B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.

C. Negative balances not paid prior to the end of the school year will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

E. The school district will not impose any other restriction prohibited under Minnesota Statutes, section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field

trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

F. Staff negative balances not paid prior to the end of the school year will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.

V. COMMUNICATION OF POLICY

A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:

1. all households at or before the start of each school year;

2. students and families who transfer into the school district, at the time of enrollment; and

3. all school district personnel who are responsible for enforcing this policy.

B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.

C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Updated: 7-27-2026

14. Parent/Guardian Refusal for Student Participation in Statewide Assessments

DEPARTMENT OF EDUCATION

Statewide Assessments: Parent/Guardian Participation Guide and Refusal Information

Your student's participation in statewide assessments is important as it allows your school and district to ensure all students have access to a high-quality education. In the past, students with disabilities and English learners were often excluded from statewide assessments. By requiring that all students take statewide assessments, schools and teachers have more information to see how all students are doing. This helps schools to continuously improve the education they provide and to identify groups, grades, or subjects that may need additional support.

Assessments Connect to Standards

Statewide assessments are based on the Minnesota Academic Standards or the WIDA English Language Development Standards. These standards define the knowledge and skills students should be learning in K–12 public and charter schools. Minnesota prioritizes high-quality education, and statewide assessments gives educators and leaders an opportunity to evaluate student and school success.

Minnesota Comprehensive Assessments (MCA) and Minnesota Test of Academic Skills (MTAS)

MCA and MTAS are the annual assessments in reading, mathematics and science that measure a snapshot of student learning of the Minnesota K–12 Academic Standards.

ACCESS and Alternate ACCESS for English Learners

The ACCESS and Alternate ACCESS are the annual assessments for English learners that provide information about their progress in learning academic English based on the WIDA English Language Development Standards.

Statewide Assessments Help Families and Students

Participating in statewide assessments helps families see a snapshot of their student's learning so they can advocate for their success in school. High school students can use MCA results:

- For course placement at a Minnesota State college or university. If students receive a college-ready score, they may not need to take a remedial, noncredit course for that subject.
- For Postsecondary Enrollment Options (PSEO) and College in the Schools programs.

English learners who take the ACCESS or Alternate ACCESS and meet certain requirements have the opportunity to exit from English learner programs.

Taking Statewide Assessments Helps Your Student's School

Statewide assessments provide information to your school and district about how all students are engaging with the content they learn in school. This information helps:

- Educators evaluate their instructional materials.
- Schools and districts identify inequities between groups, explore root causes and implement supports.
- School and district leaders make decisions about how to use money and resources to support all students.

Student Participation in Statewide Assessments

Student participation in state and locally required assessments is a parent/guardian choice. If you choose to have your student not participate in a statewide assessment, please provide a reason for your decision on the form. Contact your student's school to learn more about locally required assessments.

Consequences of Not Participating in Statewide Assessments

- The student will not receive an individual score. For ACCESS and Alternate ACCESS, the student would not have the opportunity to exit their English learner program.
- School and district assessment results will be incomplete, making it more difficult to have an accurate picture of student learning.
- Since all eligible students are included in some calculations even when they do not participate, school and district accountability results are impacted. This may affect the school's ability to be identified for support or recognized for success.

Check with your local school or district to see if there are any other consequences for not participating.



(education.mn.gov > Students and Families > Programs and Initiatives > Statewide Testing)

Additional Information

- On average, students spend less than 1 percent of instructional time taking statewide assessments each year.
- Minnesota statutes limit the total amount of time students can spend taking other district- or school-wide assessments to 11 hours or less each school year, depending on the grade.
- School districts and charter schools are required to publish an assessment calendar on their website by the beginning of each school year. Refer to your district or charter school's website for more information on assessments.

(Note: This form is only applicable for the 20___ to 20___ school year.)

DEPARTMENT OF EDUCATION

Statewide Assessment: Parent/Guardian Decision Not to Participate

By completing this form, you are acknowledging that your student will not participate in statewide assessments and will not receive individual assessment results. This form must be returned to your student's school before the applicable test administration.

Student Information

First Name: _____ Middle Initial: _____ Last Name: _____

Date of Birth: _____/____/_____ Current Grade in School: _____

School: _____ District:_____

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Reason for Refusal:

Please indicate the statewide assessment(s) you are opting the student out of this school year:

☐ MCA/MTAS Reading ☐ MCA/MTAS Science

☐ MCA/MTAS Mathematics ☐ ACCESS/Alternate ACCESS

Contact your school or district for more information on how to opt out of local assessments.

15. Personal Electronic Communication Devices

I. PURPOSE

The objective of this policy is to support the school district's focus on learning in alignment with the district's mission to ignite students' passion for learning, cultivate a strong foundation of knowledge, and foster a sense of community within our schools. Possession and use of personal electronic communication devices must be regulated to ensure that such devices do not disrupt or interfere with the education process or school operations, impair the safety, welfare, and privacy of students and staff, or are used as part of an act of academic dishonesty.

II. GENERAL STATEMENT OF POLICY

To minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment and to support school environments in which students can engage fully with their classmates, their teachers, and instruction, the school board has determined the use of personal electronic communication devices by students during school hours should be limited.

III. DEFINITIONS

A. Cell phones and other personal electronic devices are not permitted for student use upon arrival at school and throughout the instructional day. Therefore, students are discouraged from bringing personal devices to school. The district is not responsible for the loss, theft, or damage of personal devices.

"Bell-to-Bell" means from when the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the academic school day. "Bell-to bell" includes lunch and time in between class periods.

B. "Cell Phone" means a personal device capable of making calls, transmitting pictures or video, or sending or receiving messages through electronic means. The definition of cell phone includes a non-smart phone that is limited to making phone calls or text messages and a smart phone that encompasses the above features.

C. "Cyberbullying" means bullying using technology or other electronic communication, including but not limited to a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device.

D. "Instructional Time" means any structured or unstructured learning experiences that occur from when the first bell rings at the start of the school day until the dismissal bell rings at the end of the academic school day.

E. "Personal Electronic Communication Device" means any personal device capable of connecting to a cell phone, the internet, a cellular or Wi-Fi network, or directly connects to another similar device. Personal electronic communication devices may include cell phones, wearable devices such as smart watches, personal headphones, earbuds or pods, laptops, tablets, virtual reality devices, and other personal electronic communication devices with the abovementioned characteristics.

F. "Stored" means a cell phone or personal electronic communication device not being carried on the student's person, including not in the student's pocket. Storage options may include, but are not limited to, in the student's backpack, in the student's locker,

in a locked pouch, or in a designated place in the classroom, as determined by school administration.

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. Personal Electronic Communication Device Use

1. Students are prohibited from using personal electronic communication devices

2. Elementary Schools (Pre-K-5)

a. Students are prohibited from using personal electronic communication devices on school premises, upon arrival until dismissal of the school day, which includes but is not limited to instructional time, lunch periods, recess, school-sponsored programs, events or activities, or any other time during the designated school day.

b. All personal electronic communication devices shall be kept in designated areas and turned off.

3. Middle/High School (6-12)

a. Students are prohibited from using personal electronic communication devices from bell to bell, which includes the entire period of a scheduled class and other times when students are directed to report to and participate in any instructional activity.

b. All personal electronic communication devices shall be kept in designated areas and turned off from bell to bell

B. Off-Campus School-Sponsored Activities

School administration shall establish guidelines for personal electronic communication device possession and use during off-campus school-sponsored activities, such as extracurricular activities, outdoor and service trips, and school field trips. These guidelines will be provided at pre-activity meetings, activity-specific permission slips, and by other means as appropriate in the circumstances.

V. LIMITATIONS ON USE OF AND STORAGE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES

A. Limitations on Use of Personal Electronic Communication Devices

1. Personal electronic communication devices may not be used in any manner that causes or results in disruption of the educational environment or school-sponsored extracurricular activities or events or impairs or interferes with school district operations.

2. Devices, including but not limited to personal electronic communication devices, with audio, video, or photo-taking capabilities shall not be used at any time in locker rooms, bathrooms, or other locations where the presence of such devices poses an unreasonable risk to the safety, welfare, or privacy of others. Confiscation and search of such devices will occur if found in these areas.

3. Students may not use a device to record, transmit, or post audio, videos, or photos of a person or persons on school grounds or on a school bus without the express permission of school staff in addition to the express consent of the individual or individuals that are the subjects of the recording.

4. Personal electronic communication devices may not be used to engage in bullying, cyberbullying, harassment, discrimination, or other activity prohibited under federal or state law or under school district policy.

5. Personal electronic communication devices shall not be used during a lockdown drill, a fire drill, or a similar safety drill.

B. Storage of Personal Electronic Communication Devices

Students personal electronic communication devices will be stored in a school designated secure place throughout the school day.

VI. EXCEPTIONS

A. Nothing in this policy prohibits a student from using a personal electronic communication device for a purpose documented in the student's individualized education program, a plan developed under section 504 of the Rehabilitation Act of 1973, or a health care plan in force regarding the student.

B. A student may use a personal electronic communication device to monitor or address a health concern or medical condition upon permission granted by school administration.

C. Students may use a personal electronic communication device when the use is necessary to respond to or report an emergency. For purposes of this policy, "emergency" means an actual or imminent threat to the health or safety of students and/or school personnel, which may result in death, bodily injury, or substantial property damage.

D. A student may use a personal electronic communication device during a time at which use would otherwise be prohibited when the student has been granted permission from a staff member to use the device. If the school district implements a curriculum that uses technology, students may be allowed to use their own personal electronic communication devices to access the curriculum. Students who are allowed to use their own devices to access the curriculum will be granted access to any application or electronic materials when they are available to students who do not use their own devices, or provided free of charge to students who do not use their own devices for curriculum.

E. A personal electronic communication device may be stored in student vehicles parked on school district property provided that the device is not removed from the vehicle while on school district property.

F. Students who need to make a call may request permission to use a telephone in the building office.

VII. DISCIPLINE

If a student violates this policy, a teacher or administrator shall take the following progressively serious disciplinary measures:

A. Give the student a verbal warning and require the student to store the student's personal electronic communication device in accordance with this policy.

B. Securely store the student's personal electronic communication device in a teacher- or administrator-controlled locker, bin, or drawer for the duration of the class or period.

C. Place the student's personal electronic communication device in the school's central office for the remainder of the school day.

D. Place the student's personal device in the school's central office to be picked up by the student's parent or guardian.

E. Schedule a conference with the student's parent or guardian to discuss the student's personal device use.

F. Apply discipline as provided under school district policies and as appropriate.

G. Other (insert as needed).

VIII. SCHOOL DISTRICT RESPONSIBILITY

A. The school district is not responsible for, nor is it required to investigate, any lost, stolen, or damaged personal electronic communication devices brought onto school grounds or the bus or school-sponsored activities or events.

B. The school board directs the superintendent and school district administration to establish additional rules and procedures regarding student possession and use of personal electronic communication devices in schools as the superintendent and school district administration find appropriate. These rules shall be consistent with this policy and other applicable school district policies. These rules and procedures should seek to minimize the impact of personal electronic communication devices on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or pursuant to similar criteria.

Adopted: 8-17-2026

First Day of School
In-Service - No School
Holiday/Break - No School
Early Dismissal
New Teacher Orientation
* Conferences

Student Instruction Days
1st Quarter 44 Days - September 1 - November 5
2nd Quarter 41 Days - November 9 - January 15
3rd Quarter 45 Days - January 19 - March 23
4th Quarter 43 Days - March 30 - May 27

Adopted: March 23, 2026

AUGUST 2026

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

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
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OCTOBER

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NOVEMBER

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2026-2027

8/19 - New Teacher Orientation
8/24, 8/25, 8/26 - In-Service (Teachers & Paras)
8/25 - Open House (Teachers & Paras)
8/27 - In-Service - (Teachers)
9/1 - First Day of School
9/4 - No School
9/7 - Labor Day - No School
9/9, 9/16, 9/23, 9/30 - **Early Dismissal - 2:00**
10/7, 10/14, 10/21, 10/28 - **Early Dismissal - 2:00**
10/15 and 10/16 - MEA No School
11/3 - No Meetings or Activities 6-8 PM
11/5 - End of 1st Quarter (44)
11/6 - In-Sevice (Teacher) No School
11/4, 11/11, 11/18 - **Early Dismissal - 2:00**
11/11 Veteran's Day - No Meetings
11/19 - **Early Dismissal - 12:00**
11/19 * - Parent Teacher Conferences 1:00 - 7:30
11/25 - **Early Dismissal - 12:00**
11/26 - 11/27 - Thanksgiving Break
12/2 ,12/9, 12/16 - **Early Dismissal - 2:00**
12/23 - **Early Dismissal - 1:00**
12/24 - 1/1 - No School - Winter Break
1/4 - School Resumes
1/6, 1/13, 1/20, 1/27 - **Early Dismissal - 2:00**
1/15 - End of First Semester (41)
1/18 - In-Service/No School/Snow Make-Up
1/18 - MLK Day - No Meetings
2/3, 2/10, 2/17, 2/24 - **Early Dismissal - 2:00**
2/15 - President's Day - No School
3/3, 3/10, 3/17, 3/31 **- Early Dismissal 2:00**
3/4 *- Elem. Student Led Conf/**No School Elementary**
3/9 - No Meetings/Activities 6-8 PM (Township Elect)
3/23 - End of 3rd Quarter (45)
3/24 - In-Service (T) No School/Snow Make-Up
3/25 - No School/Snow Make-Up Day
3/26, 3/29 - No School - Spring Break
4/7, 4/14, 4/21, 4/28 - **Early Dismissal - 2:00**
5/5, 5/12, 5/19, 5/26 - **Early Dismissal - 2:00**
5/27 - Last Student Day - **Early Dismissal 1:00** (43)
5/28 - In-Service - (Teacher & Paras)
5/30 - Graduation - 2:00
5/31 - Memorial Day
Snow Make-Up Days 1/18, 3/24, 3/25, 6/1, 6/2

JANUARY 2027

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SCHOOL BUS TRANSPORTATION CONTRACT
Pipestone Area Schools, I.S.D. #2689

THIS AGREEMENT made and entered this 17th day of August 2026 by and between I.S.D. No. 2689, Pipestone Area Schools of Pipestone County, Minnesota, hereinafter referred to as "School District", Southwest Minnesota Christian Schools, Edgerton, Minnesota, hereinafter referred to as "Contractor".

For the consideration herein expressed, Contractor agrees with the School District:

1. To transport (public-nonpublic-handicapped-DAC) school pupils, as designated by the School Board, over school bus routes as specified by the School Board, for one round trip per school day to and from the school.

2. To provide transportation equipment which at all times will conform to the minimum standards for conventional school transportation as established by the State Board of Education and the legal requirements of the State of Minnesota; this equipment will initially be as follows (list additional vehicles on the bottom of this sheet):

Year Model	Chassis Make	Body Make	Seat capacity	School Pupils	Route No.
2013	International	International	69	11	4
~~2016~~	~~Thomas~~	~~SB~~	~~77~~		~~11~~
2019	International		77	6	6
2019	IC	International	77	9	5
2011	Blue Bird Vision	Blue Bird	76	11	11

3. To provide currently legally licensed and qualified drivers, who shall have been approved by the School Board, at a regular school board meeting.

4. To provide and keep in force during the term of contract, liability and workmen's compensation insurance protecting pupils and public, and employees, and naming School District as "additional insured", limits of liability insurance shall be $100,000/$1,000,000. Copies of insurance policies showing issuance and in force to be immediately furnished to the School Board.

5. Contractor agrees to require all school bus drivers to attend one county or regional school bus drivers' school of instruction and to take all vehicles used for the transportation of pupils to a meeting for inspection when such meeting is called by the State Department of Education; compensation therefore to be not in addition to what is prescribed in paragraph 7.

6. To comply with the rules and regulations relating to school transportation adopted by the State Board of Education and the School Board.

7. It is mutually agreed that the terms of this contract shall be a period of one school year of approximately 171 school days dependent upon weather-related closing, commencing on the 27th day of August, 2026 and ending on the 27th day of May, 2027, for which transportation service the School District agrees to pay and the Contractor agrees to receive the sum of $3.60 per day/ per student. The Contractor will send a monthly bill with the number of days per month and the number of students per month. If a student leaves school mid-year, the School District will only pay for the days that the student is enrolled.

8. Contractor cannot assign or transfer any part or all of his interest in this contract without the written approval of the School Board of the School District at a regular school board meeting.

IN WITNESS WHEREOF we have hereunto set our hands and seal this 17th day of August, 2026.

Independent School District No. 2689

_____ Chairman

_____ Clerk

Southwest Minnesota Christian Schools

_____ Principal

8/12/26 Date

DEPARTMENT OF EDUCATION

School Nutrition Programs
Renewal of Food Service Management Company
Cost Reimbursable Contract
School Year 2026-27

A school food authority that participates in School Nutrition Programs (SNP) and contracts for management of its school food service must use this contract renewal template to meet program requirements.

With the exception of provisions in this renewal template that require information to be inserted (reflected by "blanks"), no changes or additions may be made to the standard provisions of this renewal template ***unless approved by the Minnesota Department of Education (MDE) prior to execution of the renewal.*** *Instruction text in the template is in italics.*

The federal regulations governing the SNP limit the term of contract with a food service management company to one year, with up to four additional one-year renewal periods (a total of five years). [7 CFR 210.16(d); see also Minn. Stat. 123B.52, subd. 7 (2025)]. As such, FSMC contracts that started with the 2022-23 school year or later are eligible for renewal for the 2026-27 school year, if both parties have mutually agreed to renew.

1. Purpose

School Food Authority (SFA) Pipestone Area Schools [Cyber-Linked Interactive Child Nutrition Systems (CLiCS)] Identification Number: 1000004109] and Vendor Taher, Inc. originally entered into a contract for food service management for school year 2024-2025 ("the Contract") [insert the school year of the first year of the contract, for example, 2023-24]. The Contract provided for up to four one-year renewal periods, upon mutual agreement of SFA and Vendor.

2. Renewal of the Contract

SFA and Vendor mutually agree to renew the Contract for the additional period indicated below, which does not exceed one year.

This renewal period will be the 3 year of the Contract. *[insert 2nd, 3rd, 4th or 5th]*

Start Date for Renewal Period: 7/1/2026 End Date for Renewal Period: 6/30/2027

3. Adjusted Fixed Administrative Fee & Maximum Direct Costs

The federal regulations which govern the SNP mandate specific meal requirements. For example, the daily required components for a school lunch are at least one fruit; at least one vegetable; grains; meats/meat alternates; and fluid milk. See 7 CFR 210.10(b). The Maximum Direct Cost per meal and Fixed Administrative

Fee per meal is for one full reimbursable meal and accounts for all the meal components as required by the federal regulations.

Vendor may directly invoice the SFA for costs which are allowable pursuant to SNP regulations (see generally 2 CFR Part 200, subpart E) and which may be paid by the SFA from its nonprofit school food service account. The Fixed Administrative Fee compensates Vendor for all other costs (administrative, supervisory, general overhead, and any profit) incurred in the performance of this contract that are not otherwise billed as allowable direct costs. No separate indirect cost rate shall be applied.

The agreed-upon Fixed Administrative Fees and Maximum Direct Costs are identified in the table below and have been calculated by multiplying the previous contract period's [school year 2025-26] Fixed Administrative Fees and Maximum Direct Costs by the percent increase and adding that amount to the previous contract period's Fees and Costs.

The maximum percentage increase is 4.0, based on the Consumer Price Index for the twelve months ending December 2025.

The Maximum Direct Costs under this Contract apply only to reimbursable direct costs incurred in the provision of services and do not include the Fixed Administrative Fee. The administrative fee is a fixed fee and shall be invoiced separately from direct costs.

Meal Service	25-26 Price	Percent Increase	Increase Amount	26-27 Price
Admin Fee (example)	*$ 0.25*	*4.0%*	*$ 0.01*	*$ 0.26*
Max Direct Cost Lunch (example)	*$ 4.00*	*4.0%*	*$ 0.16*	*$ 4.16*
Management Fee	$ .2010	4.0 %	$ .08	$ .2090
Lunch	$ 4.20	4.0 %	$ .17	$ 4.364
Breakfast	$ 2.83	4.0 %	$ .11	$ 2.943
Afterschool Snack	$ 1.34	4.0 %	$ .05	$ 1.394
Milk	$ .52	4.0 %	$ .02	$ .536
Summer Breakfast	$ 2.83	4.0 %	$ .11	$ 2.943
Summer Lunch	$ 4.20	4.0%	.17	$ 4.364
Meal Equivalent	$ 4.58	4.0%	.18	$ 4.760

4. **Chargeback**

The SFA has the following chargeback rights: If a charge on an invoice is an unallowable charge not provided for in this Contract, the SFA may reject the charge and institute a chargeback. The SFA may institute a chargeback by: withholding the unallowable amount from payment of the invoice with the unallowable charge; recouping the amount from the Vendor's account; or offsetting the amount against future payments to the Vendor.

The SFA will notify vendor of the chargeback; Vendor must perform any required action on its end to complete the chargeback promptly and fully. There is no time limit on the SFA's right to a chargeback. The SFA never waives its chargeback rights and can request a chargeback for unallowable charges at any time during the term of this Contract.

5. **Meal Equivalency Factor**

The meal equivalency factor for school year 2026-27, used to determine the number of lunches that the à la carte food service revenue is equivalent to for billing purposes, is $5.05.

6. **U.S. Department of Agriculture (USDA) Foods**

Vendor is responsible for crediting the SFA for the value of all USDA Foods received for use in the nonprofit school food service during the school year, including entitlement and bonus USDA foods. This includes USDA Foods: received at the warehouse or processor during the renewal period and not ultimately used by the SFA; contained in processed end products procured by Vendor on behalf of the SFA; and contained in processed end products when Vendor acts as an intermediary in passing USDA Foods value through to the SFA. [7 CFR 250.51].

The Fixed Administrative Fee and the Maximum Direct Costs agreed to in this Renewal were calculated without considering the value of USDA Foods to be received for the renewal period; receipt of these USDA Foods will reduce food costs to Vendor.

After all USDA Foods for the contract year have been received at the warehouse and/or processor, the SFA will reconcile the total credits for USDA Foods provided by Vendor to the total value of USDA Foods received at the warehouse and/or processor using MDE's published *USDA Foods Received Report for the Auditor* form. This is an "annual reconciliation".

In this cost-reimbursable contract, Vendor charges the SFA for certain specified net costs of conducting the food service, including the cost of food. Since Vendor is only being reimbursed for the actual cost of the food purchased for, and used in the food service, there must be a method in place to track the use and value of USDA Foods that Vendor received on behalf of the SFA. This method is called crediting by disclosure.

The amount owed to Vendor is based on the value of the purchased inventory drawn down to produce the meals. The amount disclosed on the invoice would be the value of USDA Foods drawn down for the billing period and represents the savings resulting from the use of USDA Foods. Vendor must maintain inventory records in order to support the use of USDA Foods.

In the annual reconciliation, the SFA must ensure the amounts disclosed on Vendor invoices for the contract year add up to the amount shown on the *USDA Foods Received Report for the Auditor* report. As part of the annual reconciliation, the SFA should request inventory records from Vendor that demonstrate the receipt and use of USDA Foods for the school year.

If the annual reconciliation shows that the SFA has not received credit (by disclosure) for the value of its USDA Foods for the contract year, Vendor will pay any credit amount due to the SFA within 30 days after the release of the USDA Foods Received Report for the Auditor report. **Renewal of this Contract for any additional renewal year cannot occur until the reconciliation for the prior contract year shows that the SFA has been fully credited by Vendor for USDA Foods.**

7. **Program Requirements**

Vendor remains obligated to comply with the regulations and guidance of the United States Department of Agriculture and the Minnesota Department of Education that are applicable to the nutrition programs being

administered, including but not limited to 7 CFR Parts 210, 215, 220, 225, 245, 250, and 2 CFR Parts 200 and 400, and additions or amendments thereto.

8. Invoice Requirements

Each invoice submitted by Vendor must contain sufficient detail: to allow the SFA to verify that the direct costs are allowable pursuant to the federal regulations and may be paid by the SFA from its nonprofit school food service account; and all discounts, rebates and other applicable credits (including USDA Foods) have been passed on to the SFA from Vendor.

At a minimum, invoices must include separate line items for the following, broken down by meal type (e.g., breakfast, lunch):

- Direct, allowable costs charged to the SFA (in an amount not to exceed the agreed-upon contract amount of Maximum Direct Costs) and further broken down into:
  - Food costs;
  - Labor costs; and
  - Supplies and other allowable costs (with sufficient detail to determine allowability).
- Fixed Administrative Fee (in an amount not to exceed the agreed-upon contract amount)
- Discounts, rebates and other applicable credits and further broken down into:
  - The value of USDA Foods received during the billing period;
  - Discounts received by Vendor as a result of purchases on behalf of the SFA, prorating discounts as necessary;
  - Rebates received by Vendor as a result of purchases on behalf of the SFA, prorating rebates as necessary; and
  - Other applicable credits (describing the nature of the credit) received by Vendor as a result of purchases on behalf of the SFA, prorating the credits as necessary.

The SFA is not obligated to pay any invoice submitted by Vendor that does not meet the requirements identified in this paragraph.

9. Documentation

Vendor must maintain records that establish the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification. [7 CFR 210.21(f)(1)(ii)(B)]. Vendor must maintain documentation of costs and discounts, rebates and other applicable credits, and must furnish such documentation upon request to the SFA, MDE, or the USDA. [7 CFR 210.21(f)(1)(vi)]. Vendor will maintain records identifying the types, amounts and cash values of USDA Foods received. [7 CFR 250.54].

10. Termination

If either party commits a material breach, the non-breaching party may terminate this agreement for cause by giving 60 days' written notice. If the breach is remedied prior to the proposed termination date, the non-breaching party may elect to continue this agreement.

The following are all material breaches of this Contract: Vendor failing to produce, within five business days of the SFA's request, documentation of the discounts, rebates and other applicable credits due to the SFA; Vendor charging the SFA in excess of the agreed-upon fixed administrative fee and/or maximum direct costs

per meal on an invoice; and Vendor failing to produce, within five business days of the SFA's request, sufficient documentation to support a direct cost charged to the SFA.

The SFA and Vendor may only terminate the contract without cause or for convenience if both parties mutually agree to terminate the contract.

11. Original Contract Terms

Unless a provision of the original Contract is specifically modified in this renewal document, all terms, provisions and conditions as set forth in the original Contract remain unmodified and in full force and effect. In cases of direct conflict between provisions in the original Contract and provisions in this renewal document, the provisions of this renewal document control.

12. Certifications

By executing this renewal document, Vendor expressly and specifically agrees that: each Certification, Certificate and Assurance attached to the original Contract (or, in the case of the Assurance of Civil Rights, attached to a previous renewal document) remains true and accurate as of the date of Vendor's signature on this renewal document; and Vendor will continue to comply with each and every Certification contained in the "Certifications" section of the original Contract, including those regarding compliance with applicable civil rights laws and Buy American provisions.

13. Other Modifications

☐ If this box is checked, SFA and Vendor have agreed to additional minor modifications to the terms of the original Contract, which have been preapproved by MDE and are attached to this renewal document on a separate sheet labeled "Other Modifications".

[Signature Block Follows on the Next Page]

Signatures

School Food Authority: Pipestone Area Schools

Address: 1401 7th St SW

Authorized Representative: Dr. Klint Willert

Title: Superintendent of Schools

Signature:

Date: 6/26/2026

Vendor: Taher, Inc

Address: 5570 Smetana Drive, Minnetonka MN 55343

Authorized Representative: Bruce Taher

Title: CEO & President

Signature:

Date: 6/26/2026

School Food Authority Contact: Jennifer Dunn

Title: Payroll/HR/SFA

Phone: (507) 562-6071

Email: Jennifer.dunn@pas.k12.mn.us

Vendor Contact: Jeri Crater

Title: Vice President of Operations

Phone: (952) 945-0505

Email: j.crater@taher.com