

Finance Committee Meeting

Monday, June 8, 2026 7:30 AM

Faribault Public Schools District Office, 710 17th Street SW, Faribault, MN 55021

I. Business Items

I.A. Approval of the Agenda

I.B. Approval of the Finance Committee Minutes from
May 18, 2026

II. Contracts, Agreements, Bids and Grants for Review

II.A. Approval of the Student Device Lease with TRAFERA for FY27 **Presenter:** Mike Berding

II.B. Approval of the Property and Causality Insurance and Workers Compensation recommendation with Heartman Insurance for FY27 **Presenter:** Grant Wilson

II.C. Approval of the Food Service Contracts for FY27

III. Financial Performance

III.A. Monthly Student Count - May

III.B. Monthly Investment Report - May

III.C. Monthly Comparative Financial Report -
May

III.D. Monthly Analytical Report - May

IV. Financial Strategies

IV.A. Approval of the FY27 Adopted Budget -
Document Forthcoming

V. Next Meeting - July 13, 2026 at 7:30 am

VI. Adjourn - ACTION

FINANCE COMMITTEE MINUTES

This meeting was held remotely via Google Meet
May 18, 2026 at 7:30 a.m.

Members in Attendance: John Bellingham, Ashley Benhart, Jamie Bente, Lynda Boudreau, Rob Dehnert, Dick Dotterweich, Stacy Fox, Meghan Knutson, Brett Martindale, Barbie Roessler, and Chad Wolff

Others in Attendance: Ben Beaupre and Mike Berding

Members Absent: Jason Engbrecht

This meeting was called to order at 7:30 a.m.

I. Business Items

- a. Approval of the agenda: Motion to approve by Ms Boudreau and seconded by Mr Bente. Motion carried.
- b. Approval of the previous meeting minutes: Motion to approve by Mr Wolff and seconded by Mr Bellingham. Motion carried

II. Contracts, Agreements, Bids and Grants for Review

- a. Approval of the FY27 Extended Field Trip: Mr Beaupre presented a request for an extended field trip to NYC over spring break in FY27. There will be three staff attending plus any parents who would like to join. Some of the highlights of the itinerary are taking in a Broadway show as well as workshops, a show at the Radio City Music Hall, and a visit to Ellen's Stardust Diner. There will be no planned performances as it is hard to plan for something without knowing who will attend plus you might not have a full band. Some key instruments may not be attending which adds to the difficulties of planning a performance. The cost will be about \$2,400 dollars per student but hoping it will come down if the cost of fuel can come down between now and the actual trip. There are a couple of fundraisers, donations from Boosters, and Scholarships that can be awarded to help alleviate some of the costs for the students and their families. Mr Wolff asked what the average student is able to acquire through fundraising. Mr Beaupre replied that it is really based on each student. He has seen some students that are fine with selling a few candy bars to their grandparents and calling it good. To the other extreme, Mr Beaupre gave an example of a student that was fundraising hard for four years and covered the cost completely. Motion to approve by Ms Boudreau and seconded by Ms Fox. Ms Boudreau complimented Mr Beaupre and said it sounds like a great trip. Motion carried.
- b. Approval of the FY27 Third Party Billing Contract: Mr Dehnert said that each year we contract with Third Party Integrity. This year, as was the same in years past, the contract for this billing service and consulting will be \$22,000. This contract

ends up being paid for through third party billing revenue. This consulting service has brought in around \$700k each year, of the last three years, to reimburse the general fund for benefits for students providing third party billing services. Motion to approve by Mr Bellingham and seconded by Mr Bente. Motion carried.

- c. Approval of the Multi-Function Printer Request for Proposal: Mr Berding, Director of Education Technology and Innovation, said our contract with EO Johnson expires at the end of this school year and that he is recommending we move forward with Marco after reviewing all the bids. Ms Boudreau noted the significant savings and asked for elaboration. Ms Roessler stated that the savings is coming from the service. Service is based on clicks, whether it is a copy being made or a print job. EO Johnson charges a base price for clicks and then a set amount for every click over the base. Marco will not charge a base price and so we should be able to save money by only paying for the clicks that we actually use. Mike said that some of the savings is also coming from the reduction of printers needed. Mr Wolff asked what we spent last year or how is this going to compare to our expected costs. Mr Berding said that we paid \$79,000 in leases alone and those would be included in this service cost for Marco. Motion to approve by Mr Bente and seconded by Ms Boudreau. Motion carried.
- d. Approval of the Voice Over Internet Protocol Request for Proposal: Mr Berding, along with Tim Beedle, FPS' phone system technician, came up with what they would want in an RFP based on what was currently working well and what wasn't working so well. Mr Berding broke down the different categories and would recommend moving forward with Bevcomm. Ms Boudreau had a question as to which one is Bevcomm on the bid tabulation document. Ms Roessler stated that the one highlighted is Bevcomm. Motion to approve by Ms Boudreau and seconded by Mr Wolff. Mr Wolff had a couple questions: What does this cost compared to this year, are we up or down? Also what does survivability mean? Mr Berding said that we're going to be about break even after setup costs. Survivability means that if the internet goes down at the high school, we'll still be able to make calls internally between buildings. Currently, if the internet goes down, we lose all phone capabilities. Motion carried.
- e. Approval of the Food Service Management Request for Proposal: The RFP for Food Service has been a long process mainly due to the fact that MDE is heavily involved in the process. Four vendors bid on this including our current vendor. With the help from Ms Fox, Ms Hagen, and Ms Williams (school board student representative), Ms Roessler went through the process of scoring the proposals individually and then combined them into one. After tabulating everyone's evaluations, the recommendation is to go with Taher. The bid tabulation is mandated by MDE and we have to give the maximum point weight to the price. There are non-price points as well which, again, are mandated by MDE. The one non-price point unique to Faribault: will they provide food options representative to our population, do they mention local food services or vendors, and will they survey and respond to our student, staff, and community voices. The price points for each vendor came in the same, however, Taher scored the best in the

non-price points and so we're recommending Taher moving forward. Ms Boudreau asked if we're spending more or if what we will spend will go up. Ms Roessler mentioned that if we stay with our current vendor, Sodexo, we'd pay more based on the bids. Taher is the more valuable bid. Mr Wolff asked if we did reference checks and if so, how did those turn out. Ms Roessler stated that she did do reference checks. Sodexo only provides school lunches for one school in Minnesota. That school is Faribault. Taher serves roughly 50 school districts. The results came through with flying colors as far as customer service, on price, on quality and on variety. Mr Wolff also asked about the length of the contract. Ms Roessler mentioned that it's year to year up to 5 years. If either party would like to break the contract, they can as long as they give a 60 day notice. Mr Wolff asked if current employees of Sodexo could apply to work for the new vendor and the answer was yes. Lastly Mr Wolff asked about negotiations or questions with Freddy's Lockerroom Store being able to serve non-competing during the lunch hour where today they can't. Ms Roessler said we can have that conversation. Some of that is part of MDE, our wellness program, all of those different pieces, we'll need to discuss. MDE will need to approve our bid tabulation so our motion we'd want to make is that we'd approve moving along with Taher as long as MDE approves as well. They are not likely to not approve it. Motion to approve by Mr Bente and seconded by Ms Boudreau. Motion carried.

III. Financial Performance

- a. April Student Counts: The over/under from last month, we're down 2 students from March. Overall we're down 31 students as compared to what we had budgeted. Mr Wolff asked if the ADM, the 31 students, is the one that really matters and yes, that is true. The revenue per student is \$10k so we're down about \$310,000 as compared to what we budgeted for. Mr Wolff also asked if we've heard any more clarity on the 15 day drop. Nothing has been heard of from legislators at this time. Mr Bente mentioned that nothing was passed in any of the bills recently. Mr Bente said that he doesn't think we had too many drops though because we were keeping in contact with families.
- b. April Investment Financial Report: Our investments continue to do well. 27% of our investments are very liquid. We made some flips to the max money market from our liquid money market in order to earn more interest.
- c. April Comparative Financial Report: HVAC for April is zero, we are sitting on a credit for a meter reading error back a couple months ago and so we are holding bills until we can get enough of them in order to apply the credit against them. Water is holding steady and is about 87% of the budget. Electricity is down this month compared to this time last year but overall sitting at a good spot this time of year. We did see some snow removal costs in April but if we don't have anymore snow, we'll be right where we budgeted for snow. Self insurance is sitting well, revenues were exceeding expenditures, \$430k to date and has really helped our fund balance.

- d. April Analytics: We had expected to spend \$4.8 million over revenues. We're about 73% of total expenditures in all funds and 65% in revenues in all years, so we're sitting good. Year over year, in FY24 we'd spent 71% of our budget, 73% in FY25 and in our current year, we're at 71% so we're right on track with where we have been in past years.

IV. Financial Strategies

- a. Approval of the FY26 Final Revised Budget: Our revenues, with the drop in students, we're down \$781,000 because it drives other categoricals as well. We updated our Title 1 through 4 data and are up by \$342,000 and in Special Education, we usually do an accounting adjustment and we're able to increase our Special Education revenues by \$2,000,000. The expenditures, we had increases in salaries and benefits due to contract settlements. We ended up increasing that by \$146,000. Capital and LTFM had a couple projects go over by a little more than anticipated and so those were increased by \$366,000 and supplies and purchased services increased by \$579,000, including transportation, tuition billing we pay out, instructional supplies, maintenance supplies. Other areas of consideration, food service was minimal. Community Ed had some modifications due to different grants and braiding we do. Construction has been zeroed out now and had to move \$197,000 to the general fund. There was no change to the debt service fund nor in the irrevocable trust fund. Our internal service fund is seeing revenues increase and our expenses decrease. For enrollment, we had projected 3,057 students in our adopted budget and for the final budget, we've lost roughly 30 students and so we're projecting 3,027 students. The trend is to continue to see decreases in enrollment. We started the year with a 14% fund balance and we'll end the year with 12.5% fund balance or \$8,679,765. Expenditures are exceeding revenues by \$1,210,115 in the general fund. In food service we're purposefully spending more than we're receiving in revenue because our fund balance is too high compared to what MDE says it should be. We have over 6 months carryover when we should only have 3 months and so we need to spend it down. We have some construction projects at McKinley which will be the new ALC in FY27 and we'll likely see some more food service expenses there. Community Ed has a strong fund balance and is a testament to Cassie and her team. Construction has been intentionally zeroed out so we are done with our bonds from our HVAC construction projects. Our debt service fund is looking good at \$793,000 and is up a little from where we started. Our internal self-insurance fund has increased by almost \$200,000 and we're pleased with that. The irrevocable trust revenue exceeded expenditures by \$10,000 so we're expecting to see an increase in the irrevocable trust fund balance. Our balances in all funds are projected to decrease to \$17.5 million down from \$21.7 million. Over all funds, we do have a \$4.31 million dollar deficit but the key to remember is the construction fund. Motion to approve by Ms Bourdeau and seconded by Mr Bellingham. Ms Boudreau asked if we will lay out the plans for the upcoming years and where we're going. Ms Roessler stated

that we're planning on making cuts for next year and was planning on presenting the adopted FY27 in June. Motion carried.

V. Next Meeting: June 8, 2026, at 7:30 am.

VI. Adjournment at 8:38 am: Motion to adjourn by Ms Fox and seconded by Mr Bente.
Motion carried.

Respectfully submitted by Brett Martindale



Lessee	Lessor	Lease Proposal
Faribault Public School District 710 17th Street Southwest Faribault MN 55021	Trafera Financial Services 2550 University Ave. W Suite 416-S St. Paul, MN 55114 USA	Created: May 19, 2026 Expiration: May 25, 2026 Created by: Brian Bagley brian.bagley@trafera.com

Description	Equipment Cost	Lease Term	Annual Payment
Faribault Public School District - HP Option per Trafera Estimate No: E000170273	\$429,400	4 Years	\$119,543
Faribault Public School District - 100E Gen5 8GB/64GB per Trafera Estimate No: E000170449	\$487,350	4 Years	\$135,676
Faribault Public School District - 500E Gen5 8GB/64GB per Trafera Estimate No: E000174012	\$564,300	4 Years	\$157,099

Fees

No legal, administrative, or documentation fees will be assessed by Lessor in connection with this lease.

Flex Lease

At any point during the lease term, Lessee may remove equipment, exchange items, or include additional equipment as needed.

Anticipated Delivery

Rent will apply only to Equipment that has been accepted by Lessee during the installation phase. The lease will officially begin on the first day of the month following completion and acceptance of all Equipment.

End of Lease Options

At the end of the \$1 Buyout lease term, Lessee will own the equipment for \$1.

Contingencies

Final approval of both credit and pricing by Lessor is required before this proposal and Lease Agreement become binding.

Thank you for considering Trafera Financial Services. Should you have any questions or require clarification on any aspect of this proposal, please do not hesitate to contact me directly. We look forward to the opportunity to support the success of your project.

Questions? Contact me

Brian Bagley

brian.bagley@trafera.com

612-718-6136



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

MEMORANDUM

Date: June 15, 2026

To: School Board Members
Finance Committee
Jamie Bente, Superintendent of Schools

From: Barbie Roessler, Director of Finance and Operations

RE: P & C Insurance Renewal FY2026-2027

Faribault Public Schools worked with our insurance broker, Heartman Insurance, to lessen the increase we could have faced due to property value increases as well as other factors affecting the insurance market. Our overall increase last year was \$47,433.

The total premium for FY2027 renewed policy is \$368,280, representing an overall increase of \$32,961. And, our Workers' Compensation shows an increase of \$2,106, which is less than 1%, with a premium of \$230,849.

My recommendation is an approval of the FY 2026–2027 property insurance policy with Selective Insurance for Property and Casual and SFM for Workers' Compensation coverages.



Child and Adult Care Food Program Renewal of Vended Meal Contract Program Year 2026-2027

An Institution that participates in the Child and Adult Care Food Program (CACFP) and contracts for vended meals 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.*

MDE’s prototype contract with a food service management company (FSMC) provides for an initial term of one year, with up to four additional one-year renewal periods (a total of five years). As such, FSMC contracts that started with the 2022-2023 program year or later are eligible for renewal for the 2026-2027 program year, if both parties have mutually agreed to renew and if not otherwise prohibited by local procurement rules.

This renewal document may not be appropriate if there are material changes to the terms of the original Contract (such as a large increase in the number of meals or addition of sites) that alters the scope of work or increases the amount of the original Contract (with the exception of the standard Consumer Price Index adjustment to the meal pricing). If such changes are intended to be incorporated into this renewal, contact MDE’s Nutrition Program Services for assistance as soon as possible at 651-582-8526, 800-366-8922 (Minnesota Toll-free) or mde.fns@state.mn.us.

1. Purpose

Institution Three Rivers Head Start [Cyber-Linked Interactive Child Nutrition Systems (CLiCS) Identification Number: 1000003565] and Vendor Faribault Public Schools ISD 656 originally entered into a contract for vended meals for program year 2023-2024 (“the Contract”) [insert the program year of the first year of the contract, for example, 2023-2024]. The Contract provided for up to four one-year renewal periods, upon mutual agreement of Institution and Vendor.

2. Renewal of the Contract

Institution 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 4th year of the Contract. [insert 2nd, 3rd, 4th or 5th]

Start Date for Renewal Period: 07/01/2026 End Date for Renewal Period: 06/30/2027

3. Adjusted Fixed Meal Prices

The federal regulations which govern the CACFP mandate specific meal component and pattern requirements. Vendor will provide meals that meet all the required components for a meal found in 7 CFR 226.20. Vendor's fixed meal prices have accounted for all of the meal components required by the applicable federal regulations. Each fixed price is "all-inclusive", meaning it includes any and all fees and costs incurred by Vendor in preparing and delivering the meals to Institution. No other fees, costs, charges, taxes or other expenses are allowed under this Contract.

Agreed-upon fixed meal prices are identified in the table below and have been calculated by multiplying the previous contract period's [program year 2025-2026] fixed meal price by the percent increase and adding that amount to the previous contract period's fixed meal price.

The maximum percent increase is 4.0, based on the Consumer Price Index for the 2025 - 2026 term.

Meal Service	25-26 Fixed Meal Price	Percent Increase	Increase Amount	26-27 Fixed Meal Price
<i>Breakfast with milk</i>	\$ 4.00	4.0%	\$0.16	\$4.16
<i>Breakfast without milk</i>	\$ 3.00	4.0%	\$0.12	\$3.12
Lunch with milk included	\$ 3.93	0 %	\$ 0	\$ 3.93
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$

4. 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 contract. Institution and Vendor may only terminate the contract without cause or for convenience if both parties mutually agree to terminate the contract.

5. Estimated Contract Amount

Meal Service	Fixed Price per Meal ("Price")	# of Operating Months ("Mos.")	Average # Service Days per Month ("Days")	Average # of Meals Served per Day ("Meals")	Total = Price x (Mos. x Days x Meals)
Lunch	3.93	9	16	71	\$40,182
Total Estimated Contract Amount:					\$40,182

6. 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 CACFP, including but not limited to 7 CFR Part 226 and 2 CFR Parts 200 and 400, and additions or amendments thereto.

7. 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.

8. Certifications

By executing this renewal document, Vendor expressly and specifically agrees that:

- a. Each Certification, Certificate and Assurance attached to the original Contract (or, in the case of the Assurance of Civil Rights Compliance, attached to a renewal document) remains true and accurate as of the date of Vendor’s signature on this renewal document;
- b. 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;

- c. A copy of Vendor's current and valid food and beverage license is attached to this renewal document; and
- d. Select one of the following:
 - i. there is no family or business relationship between Vendor and any principal of Institution and that the renewal of the original Contract causes no prohibited conflict of interest; or
 - ii. that a family or business relationship between Vendor and any principal of Institution exists and that Institution has completed a "Specific Prior Written Approval" form, submitted it to MDE, and that MDE has granted approval for the execution of this document to renew the original Contract between Institution and Vendor notwithstanding the relationship.

9. Other Modifications

If this box is checked, Institution 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".

Signatures

Institution Name: Three Rivers Head Start

Name of Authorized Representative: _____

Signature of Authorized Institution Representative: _____

Title: _____ Date: _____

Institution Contact – Name: _____

Phone: _____ Email: _____

Vendor Name: Faribault Public Schools ISD 656

Address: 710 17th Street SW, Faribault, MN 55021

Location where meals are produced if different: Faribault High School, 330 9th Avenue SW, Faribault, MN 55021

Authorized Representative: Barbie Roessler

Signature of Authorized Vendor Representative: *Barbie Roessler*

Title: Director of Finance & Operations Date: 06/05/2026

Vendor Contact – Name: Cathy Hammerschmidt

Phone: 507-333-6773 Email: chammerschmidt@faribault.k12.mn.us



Child and Adult Care Food Program Renewal of Vended Meal Contract Program Year 2026-2027

An Institution that participates in the Child and Adult Care Food Program (CACFP) and contracts for vended meals 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.*

MDE’s prototype contract with a food service management company (FSMC) provides for an initial term of one year, with up to four additional one-year renewal periods (a total of five years). As such, FSMC contracts that started with the 2022-2023 program year or later are eligible for renewal for the 2026-2027 program year, if both parties have mutually agreed to renew and if not otherwise prohibited by local procurement rules.

This renewal document may not be appropriate if there are material changes to the terms of the original Contract (such as a large increase in the number of meals or addition of sites) that alters the scope of work or increases the amount of the original Contract (with the exception of the standard Consumer Price Index adjustment to the meal pricing). If such changes are intended to be incorporated into this renewal, contact MDE’s Nutrition Program Services for assistance as soon as possible at 651-582-8526, 800-366-8922 (Minnesota Toll-free) or mde.fns@state.mn.us.

1. Purpose

Institution Little Scholars Academy, LLC [Cyber-Linked Interactive Child Nutrition Systems (CLiCS) Identification Number: 1000003421] and Vendor Faribault Public Schools ISD 656 originally entered into a contract for vended meals for program year 2023-2024 (“the Contract”) [insert the program year of the first year of the contract, for example, 2023-2024]. The Contract provided for up to four one-year renewal periods, upon mutual agreement of Institution and Vendor.

2. Renewal of the Contract

Institution 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 4th year of the Contract. [insert 2nd, 3rd, 4th or 5th]

Start Date for Renewal Period: 07/01/2026 End Date for Renewal Period: 06/30/2027

3. Adjusted Fixed Meal Prices

The federal regulations which govern the CACFP mandate specific meal component and pattern requirements. Vendor will provide meals that meet all the required components for a meal found in 7 CFR 226.20. Vendor's fixed meal prices have accounted for all of the meal components required by the applicable federal regulations. Each fixed price is "all-inclusive", meaning it includes any and all fees and costs incurred by Vendor in preparing and delivering the meals to Institution. No other fees, costs, charges, taxes or other expenses are allowed under this Contract.

Agreed-upon fixed meal prices are identified in the table below and have been calculated by multiplying the previous contract period's [program year 2025-2026] fixed meal price by the percent increase and adding that amount to the previous contract period's fixed meal price.

The maximum percent increase is 4.0, based on the Consumer Price Index for the 2025 - 2026 term.

Meal Service	25-26 Fixed Meal Price	Percent Increase	Increase Amount	26-27 Fixed Meal Price
<i>Breakfast with milk</i>	\$ 4.00	4.0%	\$0.16	\$4.16
<i>Breakfast without milk</i>	\$ 3.00	4.0%	\$0.12	\$3.12
Lunch with milk included	\$ 3.93	0 %	\$ 0	\$ 3.93
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$
	\$	%	\$	\$

4. 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 contract. Institution and Vendor may only terminate the contract without cause or for convenience if both parties mutually agree to terminate the contract.

5. Estimated Contract Amount

Meal Service	Fixed Price per Meal ("Price")	# of Operating Months ("Mos.")	Average # Service Days per Month ("Days")	Average # of Meals Served per Day ("Meals")	Total = Price x (Mos. x Days x Meals)
Lunch	3.93	12	22	21.2	\$21,995.42
Total Estimated Contract Amount:					\$21,995.42

6. 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 CACFP, including but not limited to 7 CFR Part 226 and 2 CFR Parts 200 and 400, and additions or amendments thereto.

7. 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.

8. Certifications

By executing this renewal document, Vendor expressly and specifically agrees that:

- a. Each Certification, Certificate and Assurance attached to the original Contract (or, in the case of the Assurance of Civil Rights Compliance, attached to a renewal document) remains true and accurate as of the date of Vendor’s signature on this renewal document;
- b. 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;

- c. A copy of Vendor's current and valid food and beverage license is attached to this renewal document; and
- d. Select one of the following:
 - i. there is no family or business relationship between Vendor and any principal of Institution and that the renewal of the original Contract causes no prohibited conflict of interest; or
 - ii. that a family or business relationship between Vendor and any principal of Institution exists and that Institution has completed a "Specific Prior Written Approval" form, submitted it to MDE, and that MDE has granted approval for the execution of this document to renew the original Contract between Institution and Vendor notwithstanding the relationship.

9. Other Modifications

If this box is checked, Institution 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".

Signatures

Institution Name: Little Scholars Academy, LLC

Name of Authorized Representative: _____

Signature of Authorized Institution Representative: _____

Title: _____ Date: _____

Institution Contact – Name: _____

Phone: _____ Email: _____

Vendor Name: Faribault Public Schools ISD 656

Address: 710 17th Street SW, Faribault, MN 55021

Location where meals are produced if different: Faribault High School, 330 9th Avenue SW, Faribault, MN 55021

Authorized Representative: Barbie Roessler

Signature of Authorized Vendor Representative: *Barbie Roessler*

Title: Director of Finance & Operations Date: 06/03/2026

Vendor Contact – Name: Cathy Hammerschmidt

Phone: 507-333-6773 Email: chammerschmidt@faribault.k12.mn.us



School Nutrition Programs Agreement for Vended Meals Provided by a School Food Authority School Year 2026 - 2027

*This Agreement is for a School Food Authority (SFA) that participates in School Nutrition Programs (SNP) to obtain reimbursable SNP meals from another SFA. The SFA which is receiving the meals is simply referred to as “SFA” or as “receiving SFA”. The SFA which is providing the vended meals is referred to in this Agreement as “Vendor” or as “vending SFA”. An Agreement for Vended Meals Provided by a School Food Authority must be completed each school year the vending SFA will provide meals to SFA. This template **may not** be used to obtain SNP meals from **a commercial vendor**.*

Fixed meal prices are based on vending SFA recouping at least its estimated costs of providing the meals. If actual costs are not available, meal price may be based on the total federal reimbursement that could be received for the meal, including the value of USDA Foods, if applicable.

A formal procurement or additional, competitive quotes are not needed when a SFA chooses to obtain SNP meals from another SFA. Receiving SFA and vending SFA may simply directly negotiate meal prices.

If vending SFA has an existing food service management (FSMC) contract, the FSMC may NOT be a party to this Agreement. This Agreement is between vending SFA and receiving SFA only.

I. Purpose and Term

- A. “School Food Authority”, “SFA” or “receiving SFA” means the school food authority that will receive the meals and claim the meals for SNP reimbursements under that SFA’s agreement with the Minnesota Department of Education (MDE). “Vendor” or “vending SFA” means the school food authority that will provide the SNP meals.
- B. This Agreement, between receiving SFA Discovery Public School Faribault [Cyber-Linked Interactive Child Nutrition System (CLiCS) Sponsor Identification Number: 1000006412] and vending SFA Faribault Public Schools ISD #656 [CLiCS Sponsor Identification Number 1000003993] authorizes Vendor to provide meals and/or milk to SFA in accordance with this Agreement and the federal regulations for the school and other child nutrition programs indicated in Sections **** of this Agreement.
- C. This Agreement shall be in effect for the period of 07/01/2026 through 06/30/2027.

D. Vendor will provide meals to SFA site(s) listed below or on an Attachment titled "Site List".

Site Name	Site Address	CLICS number (if known)
Discovery Public School Faribault	126 8th Street NW, Faribault, MN 55021	100006412

E. SFA will notify Vendor with at least seven days' notice of any changes to sites.

F. If all sites do not receive the same types of meals, describe differences between sites here:

All sites receive same option.

II. Meal Requirements

A. Vendor will provide the following types of SNP meals that conform to the meal pattern and/or milk requirements for the following programs [*check all that apply*]:

- School Lunch (7 CFR 210)
- School Breakfast (7 CFR 220)
- Afterschool Care Snack (7 CFR 210)
- Milk Programs (Special Milk Program (SMP) [7 CFR Part 215] and/or Minnesota Kindergarten Milk Program (MKMP) [Minn. Stat. 124D.118 (2025)])
- Other (describe): _____

B. Vendor will provide meals to SFA:

- as unitized meals.
- in bulk quantities, with written instructions on the planned portion size for each food component so each meal is ensured to meet meal pattern requirements.

C. Vendor will also provide (check all that apply):

Eating Utensils

Transportation Containers

Condiments

Other (describe): _____

Paper Items

A la carte Milk [only when part of the NSLP as “a la carte”, meaning a milk served to a student in addition to the milk already received as part of a served reimbursable meal]

III. Meal Charges and Billing

A. SFA will pay the following fixed prices for meals that meet program requirements and are delivered in accordance with this Agreement. The fixed prices are the total amount due from SFA for each meal type. Each component of a meal is included in the fixed price of meal and cannot be billed separately. That is, milk cannot be billed separately; fruit cannot be billed separately; vegetables cannot be billed separately; grains cannot be billed separately; and meats/meat alternates cannot be billed separately.

Vendor will not charge other fees, or request reimbursement of any costs, in addition to the fixed meal prices. The sole exception to this prohibition is charges for substitution costs as specifically provided for in Section IV.C.

The meal equivalency factor for school year 2026 – 2027, used to determine the number of lunches that the a la carte food service revenue is equivalent to for billing purposes, is \$5.05.

Meal prices were calculated without considering the value of SFA’s USDA Foods to be received for the agreement year; receipt of these USDA Foods will reduce food costs to Vendor.

Meal Type	2026 – 2027 Price
Breakfast	\$ 3.08
Lunch	\$ 3.93
Snack	\$ 1.25
Milk (served as part of SMP or MKMP)	\$.58
A la carte Milk (served as part of NSLP)	\$
Adult	\$
Other (Specify)	\$

- B. Vendor must submit monthly _____ [*insert frequency of billing, for example, monthly*], itemized invoices to SFA no later than five business days after the end of the billing period.
- C. SFA has chargeback rights. If a charge on an invoice is an unallowable charge not provided for in this Contract, SFA may reject the charge and institute a chargeback. SFA may institute a chargeback by: withholding the unallowable amount from payment of the invoice with the unallowable charge; recouping the amount from Vendor's account; or offsetting the amount against future payments to Vendor. 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 SFA's right to a chargeback. SFA never waives its chargeback rights and can request a chargeback for unallowable charges at any time during the term of this Agreement, even after payment on an invoice.
- D. Charges outside the scope of this Agreement must be procured and invoiced separately.

IV. Substitutions and Modifications for Medical or Special Dietary Needs

- A. As specified in this Section IV., SFA will substitute or modify food or beverage items for qualifying students as required by federal law, state law, or local policies. SFA is responsible for: obtaining and maintaining any documentation required to support such substitutions or modifications; maintaining appropriate documentation required to support claim reimbursement for modified meals; and requesting and specifying substitutions and modifications from Vendor.
- B. Neither SFA nor Vendor may charge any additional amounts to students for substitutions or modifications.
- C. Vendor may invoice SFA for any excess costs of providing substitutions or modifications. Vendor must identify these charges on any invoices as a line item for "substitution costs" and documentation must be attached to the invoices to substantiate the additional charges.
- D. Substitutions or Modifications for Students with Disability [always applicable]
Vendor must provide substitutions to, or modifications of, meals on a case-by-case basis as required by federal law for students who are unable to consume the regular program meals due to a disability. SFA is responsible for: notifying SFA regarding the required substitutions or modifications; and maintaining "special diet statements" on behalf of students, which must identify the food(s) to be omitted from the student's diet, and the food(s) that must be substituted.
- E. Lactose-Reduced Milk for Students with Lactose Intolerance [always applicable]
Upon the written request of the parent of a lactose-intolerant student, Vendor must make available at least one of the following types of lactose-reduced milk that are specified in Minnesota Statutes 2025, section 124D.114: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. SFA is responsible for maintaining the parent's written request and notifying Vendor of the need for substitution.
- F. Substitutions or Modifications for Students without Disability This paragraph F. only applies if this box is checked.

SFA has established a policy, as allowed by SNP regulations, to offer meal substitutions or modifications for students who do not have a disability but are unable to eat the regular meals due to medical or special dietary needs. SFA will notify Vendor of the food or foods to be omitted from the student's diet and the food or foods that must be substituted. SFA is responsible for maintaining appropriate supporting documentation regarding such substitutions or modifications.

- G. Non-Dairy Fluid Milk Substitutes This paragraph G. only applies if this box is checked.

SFA has established a policy, as allowed by SNP regulations, to offer one or more non-dairy fluid milk substitutes that are nutritionally equivalent to cow's milk to students with a medical or other special dietary need. SFA will notify Vendor of the substitution requirements.

V. USDA Foods

- A. SFA's USDA Foods entitlement value for the school year is \$ 2,162.70. SFA will permit MDE to transfer SFA's entitlement value for the school year to Vendor. SFA must notify MDE prior to the Spring Store opening date of any entitlement transfer on an annual basis via email at mde.fsmc@state.mn.us.
- B. Vendor will credit SFA for SFA's USDA Foods based on SFA's entire entitlement value, even those foods Vendor chooses not to use or does not use during the contract year.
- C. Unless specifically indicated by the checked box below, Vendor will provide USDA Foods credits to the SFA on its monthly bills in a set monthly credit amount based on SFA's entitlement value divided by SFA's number of operating months.

If this box is checked, Vendor will provide credits for USDA Foods to the SFA less frequently than monthly, but no less than once within the contract year. The frequency and timing of providing credits to the SFA will be:

VI. Ordering and Delivering

- A. SFA will notify Vendor in advance of the number of meals needed for the next day [day, week, etc.] by 9:00 AM [time and day of deadline. For example, 3 P.M. on Friday when placing orders for the next week or 5 P.M. when placing orders for the next day.]
- B. Institution or Institution's sites will notify Vendor of orders via email, phone, form [email, phone, etc.]
- C. Any increases or decreases in the numbers of meals ordered shall be made by SFA, as needed, within three hours of the start of the delivery window identified in Section VI.E.
- D. Vendor will use an organized system for: receiving orders for delivery adjustments; documenting orders for delivery adjustments; adjusting production levels, if necessary; ensuring that delivery receipts are changed to reflect adjusted meal orders; and ensuring that adjusted meal orders for each site are correctly packaged and loaded for delivery.

- E. Vendor will deliver meals to SFA's site(s) between 7:00 AM [time] and 12:00 PM [time]. Vendor must comply with all building rules and regulations when dropping off the meals.
- F. Vendor SFA will be responsible for cleaning transport containers. Vendor will pick up transport containers at the time of the next delivery or _____.
- G. This paragraph G. is only applicable if this box is checked. The following special instructions apply for specific sites.

VII. Recordkeeping and Availability of Records

- A. Vendor agrees to maintain such full and accurate records as the SFA will need to support its Claims for Reimbursements in the SNP. Required records include: 1) daily menu records; 2) daily quantities of food prepared, by type of meal; and 3) daily number of meals furnished, by type of meal.
- B. Vendor will retain, and make available to the SFA upon request, all books and records pertaining to this Agreement for a period of three years from the end of the agreement term (including any renewal term) to which they pertain, for audit, examination, excerpts, and transcriptions by the SFA and state or federal representatives and auditors. If audit findings regarding Vendor's records have not been resolved within the three-year record retention period, the records must be retained beyond the three-year period, for as long as required for the resolution of the issues raised by the audit.

VIII. Health and Sanitation

- A. All food will be properly stored, prepared, packaged and transported free of contamination and at appropriate temperatures.
- B. No payment will be made to Vendor for meals that: are spoiled or unwholesome at the time of delivery; do not meet meal pattern requirements of the applicable federal regulations; or are delivered outside of the agreed-upon delivery window.

IX. SFA Control of Food Service

- A. SFA remains legally responsible for the conduct of its food service program and must supervise the food service operations in such manner as will ensure compliance with the rules and regulations of the MDE and the USDA regarding each of the SNP. The SFA must:
1. Retain control of the quality, extent and general nature of the food service, including counting the numbers of reimbursable meals and claiming SNP reimbursement from MDE.
 2. Retain control of the nonprofit food service account, overall financial responsibility for the nonprofit food service operation, and meal prices.
 3. Ensure the food service operation is in conformance with SFA's agreement with MDE to participate in SNP.
 4. Maintain all applicable health certifications for SFA site(s).
 5. Monitor Vendor's provided meals to ensure the food service is in conformance with program regulations.

X. Termination

- A. 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.
- B. SFA and Vendor may only terminate this Agreement without cause or for convenience if both parties mutually agree to terminate the Agreement.

XI. Additional Provisions

- A. If this box is checked, SFA and Vendor have agreed to additional provision to this Agreement, which have been preapproved by MDE and are attached to this Agreement on a separate sheet labeled "Additional Provisions".

Signatures

SFA Name: Discovery Public School Faribault

Authorized Representative: Dan Weisser

Title: Executive Director

Signature of Authorized Representative: _____

Date: _____

Vendor Name: Faribault Public Schools ISD #656

Authorized Representative: Barbie Roessler

Title: Director of Finance and Operations

Signature of Authorized Representative: *Barbie Roessler*

Date: 6/3/2026

School Nutrition Programs

Joint Agreement Between a School Food Authority and a Legally Separate Site

A joint agreement is required when a School Food Authority will administer one or more School Nutrition Programs (SNP) (and any other federal nutrition programs listed on page 2 of this Agreement) for another school that is legally separate from the SFA and is eligible to participate in SNP. In this Agreement, the School Food Authority administering the SNP is referred to as “SFA” and the legally separate school is referred to as “Site”.

SFA is responsible, under its program agreement with MDE, for ensuring that all SNP requirements are met at the Site, including accurate meal counts taken at the point of service. SFA is also responsible for fiscal and other corrective actions taken concerning program operations at the Site. By entering into a joint agreement, SFA takes on responsibility for Site just as if Site was a school within its legal authority. SFA will be held responsible by the Minnesota Department of Education (MDE) and the United States Department of Agriculture (USDA) for any SNP non-compliance at Site. If SFA is unwilling to engage in the level of oversight and responsibility this requires for Site, SFA should not enter into a joint agreement.

Additional key concepts to remember about use of a joint agreement:

- *This template must be used for such an agreement to meet program requirements.*
- *Meals served at Site qualify to be claimed for program reimbursement only if: (1) a joint agreement is in effect; and (2) Site must be listed, and an approved site to participate in the applicable SNP, on SFA’s application to the Minnesota Department of Education (MDE).*
- *While a joint agreement is in effect, Site may not participate in, or claim reimbursements for, the SNP independently from SFA.*

Instructions for Completing Section I: Information in Section I must be complete to meet program requirements. Section I provisions may not be changed except for information required to be inserted.

Instructions for Completing Section II: Information in Section II may be specified as needed to identify operational requirements between SFA and Site. SFA and Site may change, add to, or delete Section II provisions if the provisions of Section II do not ultimately conflict with the provisions of Section I.

Section I

Identification of Parties, Term and Renewals, Cancellation

- A. School Food Authority (SFA) Faribault Pubic Schools ISD #656 [Cyber-Linked Interactive Child Nutrition System (CLiCS) Identification Number: 1000003993] agrees to provide oversight and food service meeting the requirements of the federal regulations for the school and other child nutrition programs indicated in Sections I.F. and I.H. of this Agreement to (Site) Alexander Learning Academy-Cannon Vall [CLiCS ID No. 1000006287].
- B. This Agreement shall be in effect for the period of 07/01/2026 through 06/30/2027.
- C. This Agreement has four renewal options of additional one-year periods, if mutually agreed to by SFA and Site. Any renewal will use an agreement renewal template provided by MDE. Annually SFA must provide and upload a copy of the renewal document through CLiCS to confirm Site continues to be eligible as a site on SFA's program application.
- D. 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.
- E. SFA and Site may only terminate this Agreement without cause or for convenience if both parties mutually agree to terminate the Agreement.

Meal Requirements

- F. SFA will provide the following types of SNP meals that conform to the meal pattern and/or milk requirements for the following programs [*check all that apply*]:

- School Breakfast Program (SBP) (7 CFR 220)
- National School Lunch Program (NSLP) (7 CFR 210)
- Afterschool Care Snack (7 CFR 210)
- Milk Programs (Special Milk Program (SMP) [7 CFR Part 215] and/or Minnesota Kindergarten Milk Program (MKMP) [Minn. Stat. 124D.118 (2025)])

SMP reimbursement may be claimed only for milk served to groups of children who do not have access to program meals.

- G. SFA will provide meals:

- as unitized (individual) meals.
- in bulk quantities, with written instructions on the planned portion size for each food component so each meal is ensured to meet meal pattern requirements.

Describe any additional requirements for meals/milk:

H. If applicable, indicate additional nutrition programs for which meals will be provided, and specify which meal services will be provided for each program:

- Child and Adult Care Food Program (7 CFR 226)
- Summer Food Service Program (7 CFR 225)

I. SFA will be liable for meals: which do not meet applicable meal pattern requirements; or are spoiled or unwholesome at time of delivery.

Substitutions and Modifications for Medical or Special Dietary Needs

J. As specified in this paragraph J, SFA will substitute or modify food or beverage items for qualifying students as required by federal law, state law, or local policies. Neither SFA nor Site may charge any additional amounts to students for substitutions or modifications.

1. Substitutions or Modifications for Students with a Disability [always applicable]

SFA must provide substitutions to, or modifications of, meals on a case-by-case basis as required by federal law for students who are unable to consume the regular program meals due to a disability. Site is responsible for: notifying SFA regarding the required substitutions or modifications; and maintaining “special diet statements” on behalf of students, which must identify the food(s) to be omitted from the student’s diet, and the food(s) that must be substituted.

2. Lactose-Reduced Milk for Students with Lactose Intolerance [always applicable]

Upon the written request of the parent of a lactose-intolerant student, SFA must make available at least one of the following types of lactose-reduced milk that are specified in Minnesota Statutes 2025, section 124D.114: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. Site is responsible for maintaining the parent’s written request and notifying Vendor of the need for substitution.

3. Non-Dairy Fluid Milk Substitutes This subparagraph 3. only applies if this box is checked.

Site has established a policy, as allowed by SNP regulations, to offer one or more non-dairy fluid milk substitutes that are nutritionally equivalent to cow’s milk to students with a medical or other special dietary need. Site will notify SFA of the substitution requirements.

4. Substitutions or Modifications for Students without Disability This subparagraph 4. only applies if this box is checked.

Site has established a policy, as allowed by SNP regulations, to offer meal substitutions or modifications for students who do not have a disability but are unable to eat the regular meals due to medical or special dietary needs. Site will notify SFA of the food or foods to be omitted from the student’s diet and the food or foods that must be substituted. Site is responsible for maintaining appropriate supporting documentation regarding such substitutions or modifications.

Meal Counts

- K. SFA / Site will be responsible for properly counting, using a point of service system, the number of reimbursable meals served by category (free, reduced-price and paid) to eligible children, and the number of meals served to adults. If Site is responsible for meal counts, Site will accurately report meal counts to SFA. Regardless of which party is responsible for meal counts, SFA is responsible for submitting claims for reimbursement to MDE and maintaining meal count documentation to support the claim.

Describe any additional requirements for meal counts:

Collection of Payments

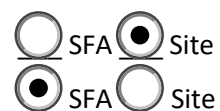
- L. SFA / Site is responsible for the collection of money and/or the sale of a la carte pre-payments to students and adults.
- M. A la carte payments will be deposited into SFA’s nonprofit food service fund. All payments received under this Agreement and all expenditures made by SFA in connection with this Agreement will be paid from this fund.

Describe any additional requirements for collection of a la carte payments:

Free and Reduced-Price Meals

- N. Students enrolled in Minnesota schools that participate in the NSLP and the SBP are eligible to receive one breakfast and one lunch at no cost on each in-person academic school day. To maximize the amount of federal reimbursement received for meals, SFA and Site will coordinate procedures as necessary to claim meals by free and reduced-price eligibility for eligible children and ensure children are not discriminated against because of their eligibility status. Responsibility for free/reduced-price meal application procedures are as follows:

- Distribution of free/reduced-price meal applications
- Approval of free/reduced-price meal applications



- Verification process and reporting SFA Site
- Providing administrative review (appeal) of termination or reduction of benefits SFA Site

Describe any additional requirements for free and reduced-price meals procedures:

Distribution and collection of Education Benefit forms in a timely manner will be a collaborative effort for Site and SFA.

Health and Sanitation

- O. SFA and Site agree that federal, state and local health and sanitation requirements will be always met. All food will be properly stored, prepared, packaged and transported at appropriate temperatures and free of contamination.

Describe any additional requirements for health and sanitation:

Record Keeping

- P. In accordance with the federal regulations, SFA agrees to maintain all books and records pertaining to this Agreement for a period of three years from the end of the agreement term (including any renewal term) to which they pertain including records of meal counts, menus, food purchases, quantities prepared and delivered, and the use of USDA-donated commodities.
- Q. SFA and Site agree to make books and records pertaining to this Agreement and SNP operations at Site available to MDE, the USDA, and the U.S. Government Accountability Office for inspection and audit at any reasonable time and place for a period of three years after the date of receipt of the final payment for this Agreement, except that, in circumstances where audit or investigation findings have not been resolved, such records must be retained beyond the three-year period until all issues raised by the audit or investigation have been resolved.

Describe any additional requirements for record keeping:

SFA and Site agree that all staff assisting and supervising food service will complete and comply with all training requirements as provided by the SFA and MDE/USDA.

Monitoring

- R. Prior to February 1 of the school year that this Agreement is in effect, SFA will perform an on-site review of the lunch counting and claiming system used by Site. If the review discloses problems with meal counting or claiming procedures, SFA will ensure that Site implements corrective action and SFA will conduct a follow-up on-site review in accordance with 7 CFR 210.8(a)(1).

Section II

Ordering and Delivery

A. Site will notify SFA in advance of the number of meals needed for the next day [day, week, etc.] by phone [email, telephone, etc.].

B. By 9:00 AM [time] each day food is prepared, meals will be:

Delivered by SFA to Site.

Ready for pickup by Site at SFA's location.

Other – describe: _____

Site will provide a calendar of the days that meals are required.

Describe any additional procedures for ordering and delivery:

Labor

C. SFA or Site is responsible for providing labor, as indicated below:

SFA Site Labor

Employee(s) for meal service—number of employees: _____

Additional servers if necessary to accommodate meal schedules

Cashier

Supervision

Clean-up of kitchen

Cleaning of safe transportation containers

Other – describe: _____

The party providing each type of labor is responsible for the expense of the labor, unless otherwise indicated.

Equipment and Supplies

D. SFA or Site is responsible for providing equipment or supplies, as indicated below:

SFA Site Equipment and Supplies

Trays

- Serving spoons and tongs
- Eating utensils
- Condiments
- Disposable supplies
- Safe transportation containers
- Equipment

Specify equipment [oven, refrigerator, cooler, serving counter, etc.] and describe responsibilities for equipment:

Necessary equipment will be provided to the Site by the SFA as needed. SFA will provide for, and the cleaning of, all transportation related items of food service. Site will be responsible for all cleaning of Site facilities and

Financial Responsibilities

E. Describe any specific financial responsibilities SFA or Site will be responsible for with respect to this Agreement:

SFA will be responsible for additional financial needs.

Student and Adult Fixed Meal Prices

F. The following meal prices will be in effect during the term of this Agreement:

Meal	Children Elementary/Secondary	Adult
Breakfast	/	2.50
Lunch	/	5.05
Snack	/	
Milk*	.54 / .54	
Special diet	/	
Adult	/	
Summer Food	/	
Second Lunch [Minn. Stat. 124D.111, subd. 6 (2025)]	5.15 / 5.15	
Other (describe)	/	

Each fixed price is “all-inclusive”, meaning it includes all fees and costs incurred in preparing and delivering (and serving, if applicable) the meals to Site. No other fees, costs, charges, taxes or other expenses are allowed under this Agreement. Any other charges outside the scope of this Agreement must be procured and invoiced separately.

The fixed meal price is for one full reimbursable meal [see 7 CFR 210.10] including labor and cannot separate out any one component of the reimbursable meal (i.e., price of milk *must* be included in total fixed meal price).

***This price, and separate billing for milk, only when specifically charged as part of the SMP or MKMP or as part of the NSLP as “a la carte”, meaning a milk served to a student in addition to the milk already received as part of a served reimbursable meal.**

- G. Site has the following chargeback rights: If a charge on an invoice is an unallowable charge not provided for in this Agreement, Site may reject the charge and institute a chargeback. Site may institute a chargeback by: withholding the unallowable amount from payment of the invoice with the unallowable charge; recouping the amount from SFA’s account; or offsetting the amount against future payments to SFA.

Site will notify vendor of the chargeback; SFA must perform any required action on its end to complete the chargeback promptly and fully. There is no time limit on Site’s right to a chargeback. Site never waives its chargeback rights and can request a chargeback for unallowable charges at any time during the term of this Agreement.

Additional Provisions

- H. If this box is checked, SFA and Site have agreed to additional provision to this Agreement, which have been preapproved by MDE and are attached to this Agreement on a separate sheet labeled “Additional Provisions”.

SFA and Site have caused this Agreement to be executed by their duly authorized representatives:

SFA: Faribault Public Schools
Barbie Roessler Director of Finance & Operations
Authorized Representative Title of Authorized Representative
Telephone: 507-333-6059
Signature: *Barbie Roessler* Date: 06/05/26

Site: Cannon Valley Special Education Cooperative
Sarah McGuire Director
Authorized Representative Title of Authorized Representative
Telephone: 507-209-2030
Signature: _____ Date: _____

School Nutrition Programs

Joint Agreement Between a School Food Authority and a Legally Separate Site

A joint agreement is required when a School Food Authority will administer one or more School Nutrition Programs (SNP) (and any other federal nutrition programs listed on page 2 of this Agreement) for another school that is legally separate from the SFA and is eligible to participate in SNP. In this Agreement, the School Food Authority administering the SNP is referred to as “SFA” and the legally separate school is referred to as “Site”.

SFA is responsible, under its program agreement with MDE, for ensuring that all SNP requirements are met at the Site, including accurate meal counts taken at the point of service. SFA is also responsible for fiscal and other corrective actions taken concerning program operations at the Site. By entering into a joint agreement, SFA takes on responsibility for Site just as if Site was a school within its legal authority. SFA will be held responsible by the Minnesota Department of Education (MDE) and the United States Department of Agriculture (USDA) for any SNP non-compliance at Site. If SFA is unwilling to engage in the level of oversight and responsibility this requires for Site, SFA should not enter into a joint agreement.

Additional key concepts to remember about use of a joint agreement:

- *This template must be used for such an agreement to meet program requirements.*
- *Meals served at Site qualify to be claimed for program reimbursement only if: (1) a joint agreement is in effect; and (2) Site must be listed, and an approved site to participate in the applicable SNP, on SFA’s application to the Minnesota Department of Education (MDE).*
- *While a joint agreement is in effect, Site may not participate in, or claim reimbursements for, the SNP independently from SFA.*

Instructions for Completing Section I: Information in Section I must be complete to meet program requirements. Section I provisions may not be changed except for information required to be inserted.

Instructions for Completing Section II: Information in Section II may be specified as needed to identify operational requirements between SFA and Site. SFA and Site may change, add to, or delete Section II provisions if the provisions of Section II do not ultimately conflict with the provisions of Section I.

Section I

Identification of Parties, Term and Renewals, Cancellation

- A. School Food Authority (SFA) Faribault Pubic Schools ISD #656 [Cyber-Linked Interactive Child Nutrition System (CLiCS) Identification Number: 1000003993] agrees to provide oversight and food service meeting the requirements of the federal regulations for the school and other child nutrition programs indicated in Sections I.F. and I.H. of this Agreement to (Site) Nerstrand Elementary Charter School [CLiCS ID No. 1000002191].
- B. This Agreement shall be in effect for the period of 07/01/2026 through 06/30/2027.
- C. This Agreement has four renewal options of additional one-year periods, if mutually agreed to by SFA and Site. Any renewal will use an agreement renewal template provided by MDE. Annually SFA must provide and upload a copy of the renewal document through CLiCS to confirm Site continues to be eligible as a site on SFA's program application.
- D. 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.
- E. SFA and Site may only terminate this Agreement without cause or for convenience if both parties mutually agree to terminate the Agreement.

Meal Requirements

- F. SFA will provide the following types of SNP meals that conform to the meal pattern and/or milk requirements for the following programs *[check all that apply]*:

- School Breakfast Program (SBP) (7 CFR 220)
- National School Lunch Program (NSLP) (7 CFR 210)
- Afterschool Care Snack (7 CFR 210)
- Milk Programs (Special Milk Program (SMP) [7 CFR Part 215] and/or Minnesota Kindergarten Milk Program (MKMP) [Minn. Stat. 124D.118 (2025)])

SMP reimbursement may be claimed only for milk served to groups of children who do not have access to program meals.

- G. SFA will provide meals:

- as unitized (individual) meals.
- in bulk quantities, with written instructions on the planned portion size for each food component so each meal is ensured to meet meal pattern requirements.

Describe any additional requirements for meals/milk:

H. If applicable, indicate additional nutrition programs for which meals will be provided, and specify which meal services will be provided for each program:

- Child and Adult Care Food Program (7 CFR 226)
- Summer Food Service Program (7 CFR 225)

I. SFA will be liable for meals: which do not meet applicable meal pattern requirements; or are spoiled or unwholesome at time of delivery.

Substitutions and Modifications for Medical or Special Dietary Needs

J. As specified in this paragraph J, SFA will substitute or modify food or beverage items for qualifying students as required by federal law, state law, or local policies. Neither SFA nor Site may charge any additional amounts to students for substitutions or modifications.

1. Substitutions or Modifications for Students with a Disability [always applicable]

SFA must provide substitutions to, or modifications of, meals on a case-by-case basis as required by federal law for students who are unable to consume the regular program meals due to a disability. Site is responsible for: notifying SFA regarding the required substitutions or modifications; and maintaining “special diet statements” on behalf of students, which must identify the food(s) to be omitted from the student’s diet, and the food(s) that must be substituted.

2. Lactose-Reduced Milk for Students with Lactose Intolerance [always applicable]

Upon the written request of the parent of a lactose-intolerant student, SFA must make available at least one of the following types of lactose-reduced milk that are specified in Minnesota Statutes 2025, section 124D.114: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. Site is responsible for maintaining the parent’s written request and notifying Vendor of the need for substitution.

3. Non-Dairy Fluid Milk Substitutes This subparagraph 3. only applies if this box is checked.

Site has established a policy, as allowed by SNP regulations, to offer one or more non-dairy fluid milk substitutes that are nutritionally equivalent to cow’s milk to students with a medical or other special dietary need. Site will notify SFA of the substitution requirements.

4. Substitutions or Modifications for Students without Disability This subparagraph 4. only applies if this box is checked.

Site has established a policy, as allowed by SNP regulations, to offer meal substitutions or modifications for students who do not have a disability but are unable to eat the regular meals due to medical or special dietary needs. Site will notify SFA of the food or foods to be omitted from the student’s diet and the food or foods that must be substituted. Site is responsible for maintaining appropriate supporting documentation regarding such substitutions or modifications.

Meal Counts

- K. SFA / Site will be responsible for properly counting, using a point of service system, the number of reimbursable meals served by category (free, reduced-price and paid) to eligible children, and the number of meals served to adults. If Site is responsible for meal counts, Site will accurately report meal counts to SFA. Regardless of which party is responsible for meal counts, SFA is responsible for submitting claims for reimbursement to MDE and maintaining meal count documentation to support the claim.

Describe any additional requirements for meal counts:

Collection of Payments

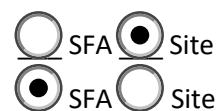
- L. SFA / Site is responsible for the collection of money and/or the sale of a la carte pre-payments to students and adults.
- M. A la carte payments will be deposited into SFA’s nonprofit food service fund. All payments received under this Agreement and all expenditures made by SFA in connection with this Agreement will be paid from this fund.

Describe any additional requirements for collection of a la carte payments:

Free and Reduced-Price Meals

- N. Students enrolled in Minnesota schools that participate in the NSLP and the SBP are eligible to receive one breakfast and one lunch at no cost on each in-person academic school day. To maximize the amount of federal reimbursement received for meals, SFA and Site will coordinate procedures as necessary to claim meals by free and reduced-price eligibility for eligible children and ensure children are not discriminated against because of their eligibility status. Responsibility for free/reduced-price meal application procedures are as follows:

- Distribution of free/reduced-price meal applications
- Approval of free/reduced-price meal applications



- Verification process and reporting SFA Site
- Providing administrative review (appeal) of termination or reduction of benefits SFA Site

Describe any additional requirements for free and reduced-price meals procedures:

Distribution and collection of Education Benefit forms in a timely manner will be a collaborative effort for Site and SFA.

Health and Sanitation

- O. SFA and Site agree that federal, state and local health and sanitation requirements will be always met. All food will be properly stored, prepared, packaged and transported at appropriate temperatures and free of contamination.

Describe any additional requirements for health and sanitation:

Record Keeping

- P. In accordance with the federal regulations, SFA agrees to maintain all books and records pertaining to this Agreement for a period of three years from the end of the agreement term (including any renewal term) to which they pertain including records of meal counts, menus, food purchases, quantities prepared and delivered, and the use of USDA-donated commodities.
- Q. SFA and Site agree to make books and records pertaining to this Agreement and SNP operations at Site available to MDE, the USDA, and the U.S. Government Accountability Office for inspection and audit at any reasonable time and place for a period of three years after the date of receipt of the final payment for this Agreement, except that, in circumstances where audit or investigation findings have not been resolved, such records must be retained beyond the three-year period until all issues raised by the audit or investigation have been resolved.

Describe any additional requirements for record keeping:

SFA and Site agree that all staff assisting and supervising food service will complete and comply with all training requirements as provided by the SFA and MDE/USDA.

Monitoring

- R. Prior to February 1 of the school year that this Agreement is in effect, SFA will perform an on-site review of the lunch counting and claiming system used by Site. If the review discloses problems with meal counting or claiming procedures, SFA will ensure that Site implements corrective action and SFA will conduct a follow-up on-site review in accordance with 7 CFR 210.8(a)(1).

Section II

Ordering and Delivery

A. Site will notify SFA in advance of the number of meals needed for the next day [day, week, etc.] by phone [email, telephone, etc.].

B. By 9:00 AM [time] each day food is prepared, meals will be:

Delivered by SFA to Site.

Ready for pickup by Site at SFA's location.

Other – describe: Prepared at Site or delivered by SFA to Site

Site will provide a calendar of the days that meals are required.

Describe any additional procedures for ordering and delivery:

Labor

C. SFA or Site is responsible for providing labor, as indicated below:

SFA Site Labor

Employee(s) for meal service—number of employees: _____

Additional servers if necessary to accommodate meal schedules

Cashier

Supervision

Clean-up of kitchen

Cleaning of safe transportation containers

Other – describe: _____

The party providing each type of labor is responsible for the expense of the labor, unless otherwise indicated.

Equipment and Supplies

D. SFA or Site is responsible for providing equipment or supplies, as indicated below:

SFA Site Equipment and Supplies

Trays

- Serving spoons and tongs
- Eating utensils
- Condiments
- Disposable supplies
- Safe transportation containers
- Equipment

Specify equipment [*oven, refrigerator, cooler, serving counter, etc.*] and describe responsibilities for equipment:

Necessary equipment will be provided to the Site by the SFA as needed. SFA will provide for, and the cleaning of, all transportation related items of food service. Site will be responsible for all cleaning of Site facilities and

Financial Responsibilities

E. Describe any specific financial responsibilities SFA or Site will be responsible for with respect to this Agreement:

SFA will be responsible for additional financial needs.

Student and Adult Fixed Meal Prices

F. The following meal prices will be in effect during the term of this Agreement:

Meal	Children Elementary/Secondary	Adult
Breakfast	/	2.50
Lunch	/	5.05
Snack	/	
Milk*	.54 / .54	
Special diet	/	
Adult	/	
Summer Food	/	
Second Lunch [Minn. Stat. 124D.111, subd. 6 (2025)]	5.15 / 5.15	
Other (describe)	/	

Each fixed price is “all-inclusive”, meaning it includes all fees and costs incurred in preparing and delivering (and serving, if applicable) the meals to Site. No other fees, costs, charges, taxes or other expenses are allowed under this Agreement. Any other charges outside the scope of this Agreement must be procured and invoiced separately.

The fixed meal price is for one full reimbursable meal [see 7 CFR 210.10] including labor and cannot separate out any one component of the reimbursable meal (i.e., price of milk *must* be included in total fixed meal price).

***This price, and separate billing for milk, only when specifically charged as part of the SMP or MKMP or as part of the NSLP as “a la carte”, meaning a milk served to a student in addition to the milk already received as part of a served reimbursable meal.**

- G. Site has the following chargeback rights: If a charge on an invoice is an unallowable charge not provided for in this Agreement, Site may reject the charge and institute a chargeback. Site may institute a chargeback by: withholding the unallowable amount from payment of the invoice with the unallowable charge; recouping the amount from SFA’s account; or offsetting the amount against future payments to SFA.

Site will notify vendor of the chargeback; SFA must perform any required action on its end to complete the chargeback promptly and fully. There is no time limit on Site’s right to a chargeback. Site never waives its chargeback rights and can request a chargeback for unallowable charges at any time during the term of this Agreement.

Additional Provisions

- H. If this box is checked, SFA and Site have agreed to additional provision to this Agreement, which have been preapproved by MDE and are attached to this Agreement on a separate sheet labeled “Additional Provisions”.

SFA and Site have caused this Agreement to be executed by their duly authorized representatives:

SFA: Faribault Public Schools
Barbie Roessler Director of Finance & Operations
Authorized Representative Title of Authorized Representative
Telephone: 507-333-6059
Signature: *Barbie Roessler* Date: 06/05/26

Site: Nerstrand Elementary Charter School
Nicole Musolf Director
Authorized Representative Title of Authorized Representative
Telephone: 507-333-6854
Signature: _____ Date: _____



School Nutrition Programs Agreement for Vended Meals Provided by a School Food Authority School Year 2026 - 2027

*This Agreement is for a School Food Authority (SFA) that participates in School Nutrition Programs (SNP) to obtain reimbursable SNP meals from another SFA. The SFA which is receiving the meals is simply referred to as “SFA” or as “receiving SFA”. The SFA which is providing the vended meals is referred to in this Agreement as “Vendor” or as “vending SFA”. An Agreement for Vended Meals Provided by a School Food Authority must be completed each school year the vending SFA will provide meals to SFA. This template **may not** be used to obtain SNP meals from **a commercial vendor**.*

Fixed meal prices are based on vending SFA recouping at least its estimated costs of providing the meals. If actual costs are not available, meal price may be based on the total federal reimbursement that could be received for the meal, including the value of USDA Foods, if applicable.

A formal procurement or additional, competitive quotes are not needed when a SFA chooses to obtain SNP meals from another SFA. Receiving SFA and vending SFA may simply directly negotiate meal prices.

If vending SFA has an existing food service management (FSMC) contract, the FSMC may NOT be a party to this Agreement. This Agreement is between vending SFA and receiving SFA only.

I. Purpose and Term

- A. “School Food Authority”, “SFA” or “receiving SFA” means the school food authority that will receive the meals and claim the meals for SNP reimbursements under that SFA’s agreement with the Minnesota Department of Education (MDE). “Vendor” or “vending SFA” means the school food authority that will provide the SNP meals.
- B. This Agreement, between receiving SFA Surad Academy [Cyber-Linked Interactive Child Nutrition System (CLiCS) Sponsor Identification Number: 2000010530] and vending SFA Faribault Public Schools ISD #656 [CLiCS Sponsor Identification Number 1000003993] authorizes Vendor to provide meals and/or milk to SFA in accordance with this Agreement and the federal regulations for the school and other child nutrition programs indicated in Sections **** of this Agreement.
- C. This Agreement shall be in effect for the period of 07/01/2026 through 06/30/2027.

D. Vendor will provide meals to SFA site(s) listed below or on an Attachment titled "Site List".

Site Name	Site Address	CLICS number (if known)
Surad Academy	128 8th Avenue NW, Faribault, MN 55021	2000010530

E. SFA will notify Vendor with at least seven days' notice of any changes to sites.

F. If all sites do not receive the same types of meals, describe differences between sites here:

All sites receive same option.

II. Meal Requirements

A. Vendor will provide the following types of SNP meals that conform to the meal pattern and/or milk requirements for the following programs [*check all that apply*]:

- School Lunch (7 CFR 210)
- School Breakfast (7 CFR 220)
- Afterschool Care Snack (7 CFR 210)
- Milk Programs (Special Milk Program (SMP) [7 CFR Part 215] and/or Minnesota Kindergarten Milk Program (MKMP) [Minn. Stat. 124D.118 (2025)])
- Other (describe): _____

B. Vendor will provide meals to SFA:

- as unitized meals.
- in bulk quantities, with written instructions on the planned portion size for each food component so each meal is ensured to meet meal pattern requirements.

C. Vendor will also provide (check all that apply):

Eating Utensils

Transportation Containers

Condiments

Other (describe): _____

Paper Items

A la carte Milk [only when part of the NSLP as “a la carte”, meaning a milk served to a student in addition to the milk already received as part of a served reimbursable meal]

III. Meal Charges and Billing

A. SFA will pay the following fixed prices for meals that meet program requirements and are delivered in accordance with this Agreement. The fixed prices are the total amount due from SFA for each meal type. Each component of a meal is included in the fixed price of meal and cannot be billed separately. That is, milk cannot be billed separately; fruit cannot be billed separately; vegetables cannot be billed separately; grains cannot be billed separately; and meats/meat alternates cannot be billed separately.

Vendor will not charge other fees, or request reimbursement of any costs, in addition to the fixed meal prices. The sole exception to this prohibition is charges for substitution costs as specifically provided for in Section IV.C.

The meal equivalency factor for school year 2026 – 2027, used to determine the number of lunches that the a la carte food service revenue is equivalent to for billing purposes, is \$5.05.

Meal prices were calculated without considering the value of SFA’s USDA Foods to be received for the agreement year; receipt of these USDA Foods will reduce food costs to Vendor.

Meal Type	2026 – 2027 Price
Breakfast	\$ 3.08
Lunch	\$ 3.93
Snack	\$ 1.25
Milk (served as part of SMP or MKMP)	\$.58
A la carte Milk (served as part of NSLP)	\$
Adult	\$
Other (Specify)	\$

- B. Vendor must submit monthly _____ *[insert frequency of billing, for example, monthly]*, itemized invoices to SFA no later than five business days after the end of the billing period.
- C. SFA has chargeback rights. If a charge on an invoice is an unallowable charge not provided for in this Contract, SFA may reject the charge and institute a chargeback. SFA may institute a chargeback by: withholding the unallowable amount from payment of the invoice with the unallowable charge; recouping the amount from Vendor’s account; or offsetting the amount against future payments to Vendor. 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 SFA’s right to a chargeback. SFA never waives its chargeback rights and can request a chargeback for unallowable charges at any time during the term of this Agreement, even after payment on an invoice.
- D. Charges outside the scope of this Agreement must be procured and invoiced separately.

IV. Substitutions and Modifications for Medical or Special Dietary Needs

- A. As specified in this Section IV., SFA will substitute or modify food or beverage items for qualifying students as required by federal law, state law, or local policies. SFA is responsible for: obtaining and maintaining any documentation required to support such substitutions or modifications; maintaining appropriate documentation required to support claim reimbursement for modified meals; and requesting and specifying substitutions and modifications from Vendor.
- B. Neither SFA nor Vendor may charge any additional amounts to students for substitutions or modifications.
- C. Vendor may invoice SFA for any excess costs of providing substitutions or modifications. Vendor must identify these charges on any invoices as a line item for “substitution costs” and documentation must be attached to the invoices to substantiate the additional charges.
- D. Substitutions or Modifications for Students with Disability [always applicable]
Vendor must provide substitutions to, or modifications of, meals on a case-by-case basis as required by federal law for students who are unable to consume the regular program meals due to a disability. SFA is responsible for: notifying SFA regarding the required substitutions or modifications; and maintaining “special diet statements” on behalf of students, which must identify the food(s) to be omitted from the student’s diet, and the food(s) that must be substituted.
- E. Lactose-Reduced Milk for Students with Lactose Intolerance [always applicable]
Upon the written request of the parent of a lactose-intolerant student, Vendor must make available at least one of the following types of lactose-reduced milk that are specified in Minnesota Statutes 2025, section 124D.114: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. SFA is responsible for maintaining the parent’s written request and notifying Vendor of the need for substitution.
- F. Substitutions or Modifications for Students without Disability This paragraph F. only applies if this box is checked.

SFA has established a policy, as allowed by SNP regulations, to offer meal substitutions or modifications for students who do not have a disability but are unable to eat the regular meals due to medical or special dietary needs. SFA will notify Vendor of the food or foods to be omitted from the student's diet and the food or foods that must be substituted. SFA is responsible for maintaining appropriate supporting documentation regarding such substitutions or modifications.

- G. Non-Dairy Fluid Milk Substitutes This paragraph G. only applies if this box is checked.

SFA has established a policy, as allowed by SNP regulations, to offer one or more non-dairy fluid milk substitutes that are nutritionally equivalent to cow's milk to students with a medical or other special dietary need. SFA will notify Vendor of the substitution requirements.

V. USDA Foods

- A. SFA's USDA Foods entitlement value for the school year is \$ 11,070.00. SFA will permit MDE to transfer SFA's entitlement value for the school year to Vendor. SFA must notify MDE prior to the Spring Store opening date of any entitlement transfer on an annual basis via email at mde.fsmc@state.mn.us.
- B. Vendor will credit SFA for SFA's USDA Foods based on SFA's entire entitlement value, even those foods Vendor chooses not to use or does not use during the contract year.
- C. Unless specifically indicated by the checked box below, Vendor will provide USDA Foods credits to the SFA on its monthly bills in a set monthly credit amount based on SFA's entitlement value divided by SFA's number of operating months.

If this box is checked, Vendor will provide credits for USDA Foods to the SFA less frequently than monthly, but no less than once within the contract year. The frequency and timing of providing credits to the SFA will be:

VI. Ordering and Delivering

- A. SFA will notify Vendor in advance of the number of meals needed for the next day [day, week, etc.] by 9:00 AM [time and day of deadline. For example, 3 P.M. on Friday when placing orders for the next week or 5 P.M. when placing orders for the next day.]
- B. Institution or Institution's sites will notify Vendor of orders via email, phone, form [email, phone, etc.]
- C. Any increases or decreases in the numbers of meals ordered shall be made by SFA, as needed, within 1.5 hours of the start of the delivery window identified in Section VI.E.
- D. Vendor will use an organized system for: receiving orders for delivery adjustments; documenting orders for delivery adjustments; adjusting production levels, if necessary; ensuring that delivery receipts are changed to reflect adjusted meal orders; and ensuring that adjusted meal orders for each site are correctly packaged and loaded for delivery.

- E. Vendor will deliver meals to SFA's site(s) between 7:00 AM [time] and 11:00 PM [time]. Vendor must comply with all building rules and regulations when dropping off the meals.
- F. Vendor SFA will be responsible for cleaning transport containers. Vendor will pick up transport containers at the time of the next delivery or _____.
- G. This paragraph G. is only applicable if this box is checked. The following special instructions apply for specific sites.

VII. Recordkeeping and Availability of Records

- A. Vendor agrees to maintain such full and accurate records as the SFA will need to support its Claims for Reimbursements in the SNP. Required records include: 1) daily menu records; 2) daily quantities of food prepared, by type of meal; and 3) daily number of meals furnished, by type of meal.
- B. Vendor will retain, and make available to the SFA upon request, all books and records pertaining to this Agreement for a period of three years from the end of the agreement term (including any renewal term) to which they pertain, for audit, examination, excerpts, and transcriptions by the SFA and state or federal representatives and auditors. If audit findings regarding Vendor's records have not been resolved within the three-year record retention period, the records must be retained beyond the three-year period, for as long as required for the resolution of the issues raised by the audit.

VIII. Health and Sanitation

- A. All food will be properly stored, prepared, packaged and transported free of contamination and at appropriate temperatures.
- B. No payment will be made to Vendor for meals that: are spoiled or unwholesome at the time of delivery; do not meet meal pattern requirements of the applicable federal regulations; or are delivered outside of the agreed-upon delivery window.

IX. SFA Control of Food Service

- A. SFA remains legally responsible for the conduct of its food service program and must supervise the food service operations in such manner as will ensure compliance with the rules and regulations of the MDE and the USDA regarding each of the SNP. The SFA must:
1. Retain control of the quality, extent and general nature of the food service, including counting the numbers of reimbursable meals and claiming SNP reimbursement from MDE.
 2. Retain control of the nonprofit food service account, overall financial responsibility for the nonprofit food service operation, and meal prices.
 3. Ensure the food service operation is in conformance with SFA's agreement with MDE to participate in SNP.
 4. Maintain all applicable health certifications for SFA site(s).
 5. Monitor Vendor's provided meals to ensure the food service is in conformance with program regulations.

X. Termination

- A. 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.
- B. SFA and Vendor may only terminate this Agreement without cause or for convenience if both parties mutually agree to terminate the Agreement.

XI. Additional Provisions

- A. If this box is checked, SFA and Vendor have agreed to additional provision to this Agreement, which have been preapproved by MDE and are attached to this Agreement on a separate sheet labeled "Additional Provisions".

Signatures

SFA Name: Surad Academy

Authorized Representative: Kelly Huber

Title: Operations Manager

Signature of Authorized Representative: _____

Date: _____

Vendor Name: Faribault Public Schools ISD #656

Authorized Representative: Barbie Roessler

Title: Director of Finance and Operations

Signature of Authorized Representative: *Barbie Roessler*

Date: 6/5/2026

**Faribault Public Schools
Enrollment Report by Building
FY 2025-2026**

April

	Jefferson	Lincoln	Roosevelt	Middle	High	ALC	FOA - MS	FOA - HS	Allina PHP	Total Served @
Early Childhood			78							78
VPK			65							65
Kindergarten			185							185
1	85	102								187
2	84	101								185
3	92	118								210
4	88	108								196
5	77	89								166
6				201						201
7				198			5			203
8				208			11		-	219
9					207	-		14	1	222
10					200	31		23		254
11					206	47		31		284
12					179	48		47	1	275
Total	426.00	518.00	328.00	607.00	792.00	126.00	16.00	115.00	2.00	2,930
+/-over Last Month	(3)	6	-	-	(6)	(1)	1	(1)	2	(2)

**Faribault Public Schools
Enrollment Report by Month**

School Year 2025 - 2026

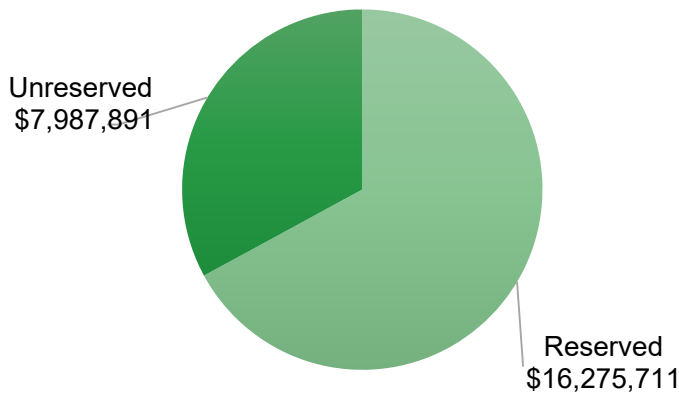
	<i>September</i>	<i>October</i>	<i>November</i>	<i>December</i>	<i>January</i>	<i>February</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>YTD Average</i>	<i>Plus: Projected Tuition</i>	<i>Projected Total ADM</i>
Early Childhood	80	80	78	77	80	80	78	78	78	79		79
VPK	66	66	66	66	66	66	66	65	65	66		66
Kindergarten	196	197	193	192	187	184	184	185	185	189	2.0	191
1	199	198	194	191	190	189	189	187	189	192	2.0	194
2	191	191	190	186	188	186	185	185	187	188	2.0	190
3	215	213	215	214	212	211	210	210	211	212	2.8	215
4	194	193	190	189	190	191	192	196	198	193	3.0	196
5	165	165	164	166	168	168	165	166	167	166	3.0	169
6	206	204	206	206	203	203	202	201	200	203	2.0	205
7	214	205	206	206	202	205	203	203	205	205	4.4	210
8	229	226	226	225	223	215	217	219	221	222	2.0	224
9	226	225	222	223	221	220	223	222	223	223	3.9	227
10	244	259	257	259	254	254	255	254	253	254	5.9	260
11	272	289	288	288	288	291	286	284	283	285	5.8	291
12	310	316	305	300	290	275	277	275	269	291	14.5	305
Total	3,007	3,027	3,000	2,988	2,962	2,938	2,932	2,930	2,934	2,969	53.3	3,022.0
		20	(27)	(12)	(26)	(24)	(6)	(2)	4			
Over (Under) Budget 3,057	(50)	(30)	(57)	(69)	(95)	(119)	(125)	(127)	(123)			(35)



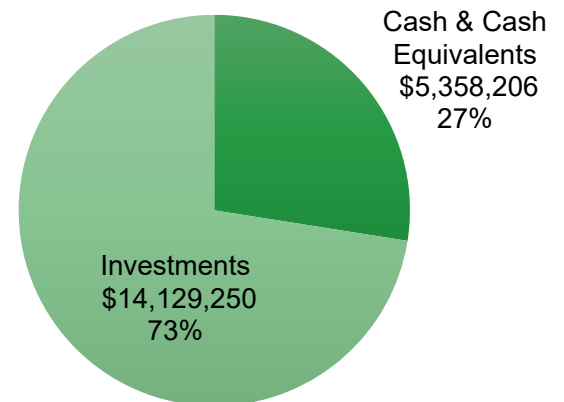
FARIBAULT PUBLIC SCHOOLS
Investment Balances
As of May 31, 2026

	Ending Balance 4/30/2026	Ending Balance 5/31/2026	Interest/Div Earned
RELIANCE - MAIN CHECKING	750,000.00	750,000.00	
RELIANCE - SAVINGS	2,076,858.56	2,076,858.56	
MSDLAF+LIQUID MONEY MARKET	319,352.97	443,342.67	1,235.66
MSDLAF+ MAX MONEY MARKET	2,209,588.94	2,216,310.90	6,721.96
MN TRUST OPERATIONS	7,095,683.20	11,739,837.73	22,229.25
MN TRUST INVESTMENTS	3,382,033.04	3,382,033.04	47,064.39
MN TRUST MAINTENANCE BONDS	423,742.63	425,020.56	1,277.93
US BANK - IRREVOCABLE TRUST	2,767,401.61	2,767,401.61	
US BANK - ROOSEVELT DEBT	185.93	185.93	
FIRST UNITED BANK CD	150,000.00	150,000.00	
PREMIER BANK CD	160,204.06	160,204.06	
RELIANCE BANK CD	-	-	
STATE BANK OF FARIBAULT CD	150,000.00	150,000.00	
PETTY CASH	2,406.00	2,406.00	
TOTAL CASH AND INVESTMENTS	\$ 19,487,456.94	\$ 24,263,601.06	\$ 78,529.19

Asset Reservations



Liquidity



Faribault Public Schools
Comparative Financial Report - Select General Fund Expenditure Accounts
As of May 31, 2026

	FY25 May 2025	FY26 May 2026	FY25 YTD Through May 2025	FY26 YTD Through May 2026	FY25 FIN Budget	FY26 FIN Budget	FY25 % of Budget through May 2025	FY26 % of Budget through May 2026
EXPENDITURES:								
HVAC	44,556	-	292,539	346,302	289,000	297,500	101.22%	116.40%
Water	8,259	8,818	77,041	81,200	67,200	83,500	114.64%	97.25%
Electric	48,695	-	576,120	564,498	639,000	683,816	90.16%	82.55%
Snow Removal	595	-	48,721	83,788	100,200	83,261	48.62%	100.63%
Total Expenditures	102,105	8,818	994,421	1,075,788	1,095,400	1,148,077	90.78%	93.70%

Faribault Public Schools
Comparative Financial Report - Self Insurance Fund
As of May 31, 2026

	FY25 May 2025	FY26 May 2026	FY25 YTD Through May 2025	FY26 YTD Through May 2026	FY25 FIN Budget	FY26 FIN Budget	FY25 % of Budget through May 2025	FY26 % of Budget through May 2026
REVENUES:								
District Contributions	262,161	265,634	2,482,724	2,704,815	2,536,426	2,916,890	97.88%	92.73%
Employee Contributions	29,871	35,255	250,432	332,283	264,673	304,374	94.62%	109.17%
Retirees Contributions	5,310	5,010	79,951	56,203	85,261	55,886	93.77%	100.57%
Cobra Contributions	-	-	2,862	-	11,130	18,165	25.72%	0.00%
Total Revenue	297,342	\$305,899	\$2,815,968	\$3,093,301	\$2,897,490	\$3,295,315	97.19%	93.87%

EXPENDITURES:								
Medical Claims	154,983	108,872	2,407,549	1,998,380	2,782,154	2,842,024	86.54%	70.32%
Administrative Fees	124,991	500	488,478	438,014	403,787	476,307	120.97%	91.96%
Additional Charges	7,486	4,165	50,636	34,913	84,357	60,000	60.03%	58.19%
Total Expenditures	\$287,461	\$113,538	\$2,946,663	2,471,307	\$3,270,298	\$3,378,331	90.10%	73.15%

\$621,994

Faribault Public Schools ISD 656
Exp/Rev Summary - Fd
Period Ending May 31, 2026

Sequence: L, Fd

Description		26FIN Annual Budget	Period 202611	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
E	Expenditure							
01	General	70,951,780.00	6,677,370.84	56,766,065.48	80%	293,021.66	80%	13,892,692.86
02	Food Service	3,226,558.00	346,786.20	2,455,367.52	76%	30.44	76%	771,160.04
04	Community Service	7,484,057.00	552,683.60	4,934,212.61	66%	94,157.66	67%	2,455,686.73
06	Building Construction	2,523,211.00	4,680.00	2,436,509.43	97%	0.00	97%	86,701.57
07	Debt Redemption	2,379,350.00	0.00	2,378,825.00	100%	0.00	100%	525.00
20	Internal Service	3,100,687.00	113,537.81	2,471,307.23	80%	0.00	80%	629,379.77
45	OPEB Irrevocable Trust	158,000.00	9,910.41	121,036.51	77%	0.00	77%	36,963.49
50	Student Activities	110,000.00	20,330.62	92,779.83	84%	714.04	85%	16,506.13
E	Expenditure	89,933,643.00	7,725,299.48	71,656,103.61	80%	387,923.80	80%	17,889,615.59
R	Revenue							
01	General	(69,739,665.00)	(6,360,869.56)	(50,642,089.50)	73%	0.00	73%	(19,097,575.50)
02	Food Service	(2,715,717.00)	(306,787.46)	(2,413,831.18)	89%	0.00	89%	(301,885.82)
04	Community Service	(7,038,298.00)	(95,398.65)	(3,763,698.45)	53%	0.00	53%	(3,274,599.55)
06	Building Construction	(164,327.00)	0.00	(123,245.22)	75%	0.00	75%	(41,081.78)
07	Debt Redemption	(2,569,387.00)	0.00	(1,278,131.38)	50%	0.00	50%	(1,291,255.62)
20	Internal Service	(3,295,315.00)	(305,899.23)	(3,093,300.96)	94%	0.00	94%	(202,014.04)
45	OPEB Irrevocable Trust	(168,000.00)	0.00	(261,181.89)	155%	0.00	155%	93,181.89
50	Student Activities	(112,000.00)	(13,451.25)	(101,686.44)	91%	0.00	91%	(10,313.56)
R	Revenue	(85,802,709.00)	(7,082,406.15)	(61,677,165.02)	72%	0.00	72%	(24,125,543.98)
	Report Totals:	4,130,934.00	642,893.33	9,978,938.59	242%	387,923.80	251%	(6,235,928.39)

Faribault Public Schools ISD 656 Multi Year Guideline by Object Series

Sequence: Fd, O/S		202411			202511			202611		
Description	Budget 24FIN	Year to Date	%	Budget 25REV	Year to Date	%	Budget 26FIN	Year to Date	%	
01 General										
100 Salaries & Wages	36,691,729.00	28,165,828.28	77%	35,400,605.00	28,375,085.94	80%	37,447,675.00	29,831,431.98	80%	
200 Employee Benefits	12,743,620.00	10,337,708.17	81%	13,187,389.00	10,825,540.47	82%	15,160,114.00	11,964,051.55	79%	
300 Purchased Services	9,419,104.00	8,322,675.21	88%	10,442,726.00	8,701,162.44	83%	12,088,436.00	9,851,366.84	81%	
400 Supplies & Materials	2,870,733.00	2,073,022.09	72%	2,864,209.00	2,147,768.65	75%	2,639,347.00	1,750,783.10	66%	
500 Capital Expenditures	2,066,851.00	1,979,215.84	96%	2,053,292.00	1,887,570.69	92%	3,125,362.00	3,061,457.11	98%	
800 Other Expenditures	621,589.00	285,679.65	46%	428,579.00	240,968.12	56%	424,274.00	241,320.62	57%	
900 Other Financing Uses	0.00	0.00	0%	0.00	0.00	0%	66,572.00	66,571.72	100%	
01 General	64,413,626.00	51,164,129.24	79%	64,376,800.00	52,178,096.31	81%	70,951,780.00	56,766,982.92	80%	
Report Totals:	64,413,626.00	51,164,129.24	79%	64,376,800.00	52,178,096.31	81%	70,951,780.00	56,766,982.92	80%	