



# ROCKFORD AREA SCHOOLS

INDEPENDENT SCHOOL DISTRICT 883

BOARD OF EDUCATION

*A Tradition of Excellence, One Student at a Time*

Agenda for January 22, 2025

6:30 PM

District Board Room

6051 Ash Street

Rockford, MN 55373

1.	<b><u>CALL MEETING TO ORDER</u></b>	
	A. Pledge of Allegiance	
	B. Board Roll Call	
2.	<b><u>APPROVAL OF AGENDA</u></b>	
3.	<b><u>PUBLIC COMMENTS</u></b>	
4.	<b><u>CONSENT ITEMS</u></b>	
	A. Consent--Approval of Minutes	3
	B. Consent--Personnel	16
	C. Consent--Approval of Bills and Wire Transfers	17
	D. Consent--Approval of Open Enrollments	34
	E. Consent -- Principals Seniority	35
	F. Consent - EC Seniority	37
5.	<b><u>SUPERINTENDENT REPORT</u></b>	<b><u>40</u></b>
6.	<b><u>STUDENT ACHIEVEMENT AND GROWTH</u></b>	
	A. REAMS Celebration	41
	B. REAMS Principal Report	42
7.	<b><u>HEALTHY AND SUPPORTIVE ENVIRONMENT</u></b>	
	A. REAMS Rocket Spotlight	60
	B. HR Report	61
8.	<b><u>STEWARDSHIP OF RESOURCES</u></b>	
	A. Resolution for Reduction in Programs and Positions	63
9.	<b><u>CULTURE OF COLLECTIVE PURPOSE</u></b>	
	A. Mid Year DOP Review	64
	B. Policy Review - 1st Read	71
10.	<b><u>COMMUNITY, SCHOOL AND FAMILY PARTNERSHIP</u></b>	
	A. Resolution of Acknowledgment of Contributions/Donations	126
	B. RAS School Board Retreat: Thursday, January 30, 2025 at 9:00 AM in the District Office Conference Room.	
	Policy Committee Meeting: Monday, February 3, 2025 at 4:00 PM in the District Office Conference Room.	
	Board of Education Work Session: Monday, February 3, 2025 at 5:30 PM in the District	



# ROCKFORD AREA SCHOOLS

INDEPENDENT SCHOOL DISTRICT 883

BOARD OF EDUCATION

Office Board Room.

Facilities Committee Meeting: Wednesday, February 19, 2025 at 4:30 PM in the District Office Conference Room.

Regular Meeting of the Board of Education: Wednesday, February 19, 2025 at 5:30 PM in the District Office Board Room.

C. Closed Session - Mid-Year Superintendent Review

128

D. Board Committee Updates

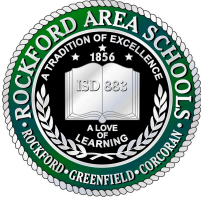
## 11. ADJOURNMENT

**Our Mission:** *In partnership with our communities and families, Rockford Area Schools provides challenging opportunities to engage, inspire, and educate globally-minded citizens.*

**Our Vision:** *Rockford Area Schools provides a supportive, rigorous, and relevant learning culture producing courageous learners prepared to enter a global society.*

### Rockford Board of Education

Eric Gordee	Jessica Johnson
Jamie Hillstrom	Chris Morgan
Dr. Beth Praska	Kevin Sjodin
Superintendent Dr. Jeff Ridlehoover	



**ROCKFORD AREA SCHOOLS**  
**Independent School District 883**  
**School Board Work Session Minutes**  
**Monday, December 2, 2024**

Pursuant to due call and notice, the Rockford Board of Education met in a work session on Monday, December 2, 2024 in the District Board Room. Amy Edwards called the work session meeting to order at 5:30 pm. Members Gordee, Edwards, Kneeland, Johnson, Praska and Hillstrom were present. Also present was Superintendent Jeff Ridlehoover, Administrative assistant Courtney Neibert, and Incumbent board members Kevin Sjodin and Chris Morgan.

- Board Officers Discussion
- Board Committee Discussion
- Board Meeting Schedule Review
- Board Mentor Assignments
- MSBA Leadership Conference
- Board Handbook
- Upcoming Communications Items
- Board Retreat Planning
- Board Reflections

Adjourned 7:51 pm

Courtney Neibert  
Recorder

Jamie Hillstrom  
Clerk



## Independent School District #883

Regular School Board Meeting  
Monday, December 16, 2024

Pursuant to due call and notice, the Rockford Board of Education met in a Regular School Board Meeting on Monday, December 16, 2024 in the District Board Room. Chair Gordee called the meeting to order at 5:30 pm. Members Gordee, Edwards, Johnson, Praska, Kneeland, and Hillstrom were present. Also present was Superintendent Jeff Ridlehoover, CFO Bridget Peterson, Director of Business Operations Mike McNulty, Ryan Schmidt from Schlenner Wenner & Co., and Administrative Assistant Courtney Neibert.

### **Pledge of Allegiance**

The meeting opened with the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

*Motion by Johnson seconded by Gordee to approve the agenda. Motion passed unanimously.*

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT ITEMS**

*Motion by Kneeland, seconded by Johnson to approve the consent items. Motion carried.*

- **Minutes:**
  - November 25, 2024 Work Session
  - November 25, 2024 Regular Meeting
  - December 5, 2024 Finance Committee Meeting

- **Personnel:**

Status	First Name	Last Name	Position	Date(s)
New Hire	Myka	Hirschey	RMS Nurse	December 16, 2024
Lane Change	Leah	Nelson	BA+10 to BA+20	January 15, 2025
Lane Change	Corissa	Schneider	MA to MA+10	
Resignation	Julie	Vergin	RMS SpEd Paraprofessional	December 9, 2024
Resignation	Sarah	Hamlin	RMS SpEd Paraprofessional	December 11, 2024

- **Bills and Wire Transfers:**

November 2024 Disbursements Paid (listings attached):

Fund 01 General Fund	\$ 718,793.83
Fund 01 Payroll	\$ 509,621.25
Fund 02 Food Service	\$ 12,842.16
Fund 04 Community Services	\$ 16,595.75
Fund 06 Building Construction	\$ 40,549.50
Fund 07 Debt Redemption	\$ 2,500
Fund 21 Student Activities	\$ 2,440.12
Fund 45 OPEB Trust	\$ 0
<b>Total All Funds</b>	<b>\$ 1,303,342.61</b>

- **Open Enrollments:**

**Resident Students Attending Other Schools**

Grade	Non-Resident District	Number	Date Effective	Address Change/New Enrollment
K	Buffalo Hanover Montrose	877	9/3/2024	entire family has attended Buffalo Schools
10	Buffalo Hanover Montrose	877	9/4/2024	looking for a different educational environment

**Non-Resident Students Attending Rockford**

Grade	Resident District	Number	Date Effective	Address Change/New Enrollment
10	Osseo	279	11/29/2024	family move; wanted to stay enrolled at Rockford
7	Osseo	279	12/16/2024	NEW ENROLLMENT: looking for school district with smaller class sizes

- **Robotics trips:** The Board was presented 2 robotics extended field trips for approval.

### SUPERINTENDENT'S REPORT

- **December 2024 Superintendent's Report:** Dr. Jeff Ridlehoover presented an update on the schools.

### STEWARDSHIP OF RESOURCES

- **Substitute Rate Approval:** Director of Business Operations Mike McNulty presented the new substitute pay rates effective February 1, 2025 for approval.

*Motion by Johnson seconded by Edwards to approve the Rockford Substitute Pay Rates as presented. Motion passed unanimously.*

- **Audit Report:** CFO Bridget Peterson presented the FY23-24 Audit Report for approval.

*Motion by Edwards seconded by Kneeland to approve the FY23-24 Audit Report as presented. Motion passed unanimously.*

- **Final Levy Certification:** CFO Bridget Peterson presented the Final Levy 2024 Pay 2025 certification for approval.

*Motion by Praska seconded by Hillstrom to approve Final levy 2024 pay 2025 certification as presented. Motion passed unanimously.*

### CULTURE OF COLLECTIVE PURPOSE

- **Learning & Innovation Report:** Dr. Jeff Ridlehoover presented a Learning & Innovation department update including the upcoming 2-year ADSIS application and literacy curriculum.
- **Policy Review Final Read:** The board was presented with the following policies that were reviewed by the Policy Committee for approval. Policies 612.1, 618, and 623.

*Motion by Praska seconded by Kneeland to approve the reviewed policies as presented. Motion passed unanimously.*

- **Policy Updates First Read:** The board was presented with the following policy updates that were reviewed by the Policy Committee for a first reading. Policies 614, 615, 619, 620R, 624, 524, and 613R.
- **Board Handbook Updates:** The board was presented updates to the board handbook for approval.

*Motion by Johnson seconded by Hillstrom to approve the changes to the board handbook as presented. Motion passed unanimously.*

- **IOWA Reauthorization Resolution:** The board was presented the Resolution to Authorize Executive Assistant Courtney Neibert as the IOWA.

### **Education Identity and Access Management Board Resolution**

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOWA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOWA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOWA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOWA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

**It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOWA. The IOWA will grant the IOWA Proxy role(s).**

### **Designation of the Identified Official with Authority for Education Identity and Access Management**

*Hillstrom motioned, seconded by Gordee, to approve the resolution Authorizing Assistant Courtney Neibert as the IOWA:*

*On a roll call vote, the following voted in favor: Gordee, Edwards, Kneeland, Johnson, Praska and Hillstrom. And the following voted against: None.*

*Whereupon said resolution was declared duly passed and adopted.*

### **COMMUNITY, SCHOOL AND FAMILY PARTNERSHIP**

**Truth in Taxation Presentation:** CFO Bridget Peterson requested approval of the Truth in Taxation Hearing

*Motion by Kneeland, seconded by Praska to approve the Truth in Taxation Hearing as presented. Motion passed unanimously.*

- **Resolution of Acknowledgement of Contributions/Donations**

*Edwards motioned, seconded by Hillstrom, to approve the following resolution as presented:*

WHEREAS Minnesota Statute 123B.02 permits school boards to “receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. On that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

THEREFORE, be it resolved by the School Board of Rockford Area Schools, Independent School District 883 that the School Board accepts, with appreciation, the contributions detailed below.

<i><b>Donor</b></i>	<i><b>Amount</b></i>	<i><b>Fund</b></i>
Wendy Fender	RMS Donation: 3 winter coats	General Fund Donation (RMS)
Rockford Education Foundation	\$70.06	General Fund Donation (RHS College & Career Fair water and snacks for vendors)
Rockford Education Foundation	\$1,500.00	General Fund Donation (REAMS Blast off sensory path pack)
Rockford Education Foundation	\$137.18	General Fund Donation (RHS Bacterial Transformation Kit)
Anonymous Donation	lodging for school board members for 2 nights	General Fund Donation (Lodging for school board members to attend MREA Summit)
Anonymous Donations	\$82.00	RHS FFA Fund Donation
Cargill	\$50.00	RHS FFA Fund Donation
Cargill	\$100.00	RMS FFA Fund Donation
Paul Fudenburg	RMS Donation: 150 pencils & 12 kickbands	General Fund Donation (RMS)
Missy Kuklok	RMS Donation: Power of Yet bulletin board decorations & Jolly Ranchers	General Fund Donation (RMS)
Eric Meyers	RMS Donation: 20 slinkys	General Fund Donation (RMS)

Pedersen Family	RMS Donation: weighted blanket for SPED Dept.	General Fund Donation (RMS)
Sarah Sheets	REAMS Donation: set of 4 bins	General Fund Donation (REAMS)
Mortenson Family	RMS Donation: Stress Balls	General Fund Donation (RMS)
Shannon Sand	REAMS Donation:2 picture books, countdown timer, memory matching math game	General Fund Donation (REAMS)
Natashia Olesen	REAMS Donation: 2 picture books, 3 packs of "book" temporary tattoos	General Fund Donation (REAMS)
Jessica Mathias	REAMS Donation: Book: The Sea in Winter by Christine Day	General Fund Donation (REAMS)
Bohjanen Family	RMS Donation: Yahtzee game	General Fund Donation (RMS)
Samantha Pierce	Preschool Donation: Glue Sticks	General Fund Donation (Preschool)

*On a roll call vote, the following voted in favor: Gordee, Edwards, Johnson, Praska, Kneeland, and Hillstrom. And the following voted against: None*

*Whereupon said resolution was declared duly passed and adopted.*

- **Exiting Board Recognition:** Exiting board members were recognized for their years of service.
- **Upcoming Meetings:**
  - Communications Committee Meeting: Monday, January 6, 2025 at 4:15 pm in the District Office Conference Room.
  - Organizational Meeting of the Board of Education: Monday, January 6, 2025 at 5:30 pm in the District Office Board Room.
  - Mayors, City Administrators, and Legislators Roundtable: Monday, January 6, 2025 at 7:00 pm in the District Office Board Room.
  - Board of Education Work Session: Wednesday, January 22, 2025 at 5:30 pm in the District Office Board Room.
  - Regular Meeting of the Board of Education: Wednesday, January 22, 2025 at 6:30 pm in the District Office Board Room.
- **Board Committee Updates:**
  - Gordee - AMSD meeting, Finance Committee Meeting, Northwest Suburban conversation, Board Prep call, Facilities Committee, MSBA Coffee & Conversations.

- Edwards - Board Prep Call, Finance Committee Meeting.
- Kneeland - Finance Committee Meeting, Volunteering.
- Hillstrom - None.
- Johnson - MAWSECO Work Session, Chamber Holiday Event
- Praska - SAFF Meeting, MREA Meeting

*Kneeland & Edwards motioned to adjourn the meeting at 8:40 p.m. Kneeland & Edwards seconded. Motion carried unanimously.*

*Courtney Neibert  
Recorder*

*Jamie Hillstrom  
Clerk*



## Independent School District #883

### Organizational Meeting

January 6, 2025

Chair Gordee called the meeting to order at 5:30 p.m.

#### **Pledge of Allegiance**

The meeting opened with the Pledge of Allegiance.

#### **Board Roll Call**

Members present: *Gordee, Johnson, Morgan, Hillstrom, Praska, and Sjodin*. Also present were Director of Business Operations Mike McNulty, Administrative Assistant Courtney Neibert, and *Superintendent Jeff Ridlehoover*.

#### **CEREMONIAL OATH OF OFFICE & SCHOOL BOARD**

The board members conducted the School Board Member Oath of Office.

#### **APPROVAL OF AGENDA**

*Motion by Johnson seconded by Hillstrom to approve the agenda as presented. Motion passed unanimously.*

#### **ELECTION OF SCHOOL BOARD OFFICERS**

School Board members were elected as the officers as follows:

- **Chair:** Eric Gordee. Johnson motioned to nominate Gordee as Chair. Hearing no other nominations, Elected by Acclamation.
- **Vice Chair:** Jessica Johnson. Hillstrom motioned to nominate Johnson as Vice-Chair. Hearing no other nominations, Elected by Acclamation.
- **Clerk:** Jamie Hillstrom. Praska motioned to nominate Hillstrom as Clerk. Hearing no other nominations, Elected by Acclamation.
- **Treasurer:** Chris Morgan. Sjodin motioned to nominate Morgan as Treasurer. Hearing no other nominations, Elected by Acclamation.

## COMMITTEES AND BOARDS

- **Renewal of Memberships:** Hillstrom motioned, seconded by Sjodin to renew the following district memberships for the 2025-26 school year as presented. Motion passed unanimously
  - AMSD Member since 2015
  - CMERDC Member since 1981
  - MN Rural Education Association (MREA) Member since 2014
  - MN School Board Association Member for many decades (no record found on start date)
  - Resource Training and Solution Member since 1992
  - Schools Advocating for Fair Funding Member since 1979
- **Board Committee Assignments:** The Board discussed and assigned the various committees and assignments. Johnson motioned, seconded by Gordee to renew the following district memberships for the 2025-26 school year as presented. Motion passed unanimously
  1. Finance Committee - (3) Morgan, Gordee, Sjodin
  2. Policy Committee - (3) Johnson, Hillstrom, Praska
  3. District Operations - (3) Gordee, Morgan, Praska
  4. Negotiations - (3) Johnson, Sjodin, Hillstrom
  5. Facilities Committee - (2) Gordee, Morgan
  6. Continuing Education Committee - (2) Johnson, Hillstrom
  7. Curriculum, Instruction and Assessment Committee - (2) Praska, Gordee
  8. Community Education Advisory Board - (2) Morgan, Sjodin
  11. Committee At-Large - (3) Johnson, Hillstrom, Sjodin
  12. Communications Committee - (3) Gordee, Hillstrom, Sjodin
  13. Minnesota State High School League (MSHSL) - (2) Sjodin, Hillstrom
  14. Chamber Committee - (2) Hillstrom, Sjodin
  15. Legislative/MSBA Delegate Assembly - (2) Hillstrom, Gordee
  16. Association of Metro School Districts - (2) Gordee, Johnson
  17. Meeker & Wright Special Education Cooperative - (2) Johnson, Sjodin
  18. Northwest Suburban Integration School District - (2) Gordee, Praska
  19. Schools Advocating for Fair Funding (SAFF)/Minnesota Rural Education Association (MREA) - (2) Hillstrom (SAFF), Praska (MREA)

## EFFICIENT & EFFECTIVE OPERATIONS

- Hillstrom motioned to **Delegate the Statutory Duties of Clerk to the Executive Assistant.** This includes keeping the book of minutes of all district school board meetings, and preparation of reports that shall include the condition and value of school district property, receipts, and disbursements in detail and such other financial matters that may be called for by the commissioner of the Minnesota Department of Education. Praska seconded. Motion passed unanimously.
- Morgan motioned to **Delegate the Statutory Duties of Treasurer to the School District Director of Business Operations or Superintendent.** This includes depositing funds of the district in the official depository and preparing the monthly treasurer's report. Sjodin seconded. Motion passed unanimously.

- Morgan motioned to approve a **Resolution Authorizing the School District CFO, Director of Business Operations to Make Deposits, Pay Expenses, Invest and Transfer Funds in the best interest of the district with a clarification to include Superintendent.** This includes the authority to invest and wire funds issue checks between board meetings to pay bills so as to be eligible for discounts, deadlines, etc., with payment of the same to be approved by the school board at the next meeting at which payments of claims are approved. The motion for the adoption of the resolution was duly seconded by Member Johnson. On a roll call vote, the following voted in favor: Hillstrom, Sjodin, Johnson, Praska, Gordee, Morgan. And the following voted against: None. Resolution passed.
- Gordee motioned to approve a **Resolution Authorizing the Use of Facsimile Signatures on payroll and voucher checks** in accordance with the provisions of Minn. Statutes 47.41 and 47.42 by roll call. The motion for the adoption of the resolution was duly seconded by Member Johnson. On a roll call vote, the following voted in favor: Hillstrom, Sjodin, Kneeland, Praska, Gordee, Morgan. And the following voted against: None. Resolution passed.
- **Compensation for School Board Members** Gordee motioned to make a change to include a stipend of \$300 for the Board Vice Chair. Morgan seconded. Motion passed unanimously.

Sjodin motioned to approve the school board compensation with the inclusion of a stipend for the Vice Chair. Praska seconded. Motion passed unanimously.

- **Designating Time and Place of meetings.** All School Board meetings, unless otherwise noted, will be held in the District Office Board Room. The official posting place for school board meeting notices is in the hallway glass cases by the entrance to the district office. The board meets on the third Monday of the month for regular meetings starting at 5:30 pm unless otherwise stated. The following changes were discussed and implemented.

#### **2024**

July 15, 2024	Work Session - 5:30 p.m.
July 15, 2024	Regular Meeting - 6:30 p.m.
August 5, 2024	Work Session - 5:30 p.m.
August 19, 2024	Regular Meeting - 5:30 p.m.
September 16, 2024	Work Session - 5:30 p.m.
September 16, 2024	Regular Meeting - 6:30 p.m.
October 7, 2024	Work Session - 5:30 p.m.
October 21, 2024	Regular Meeting - 5:30 p.m.
November 25, 2024	Work Session - 5:30 p.m.
November 25, 2024	Regular Meeting - 6:30 p.m.
December 2, 2024	Work Session - 5:30 p.m.
December 16, 2024	Regular Meeting (Truth in Taxation Hearing) - 5:30 p.m.

#### **2025**

January 6, 2025	Organizational Meeting - 5:30 p.m.
January 22, 2025	Work Session - 5:30 p.m. ( <i>moved due to MLK Jr. Day</i> )
January 22, 2025	Regular Meeting - 6:30 p.m.
February 3, 2025	Work Session - 5:30 p.m.

February 19, 2025	Regular Meeting - 5:30 p.m. ( <i>moved due to President's Day</i> )
March 17, 2025	Work Session - 5:30 p.m.
March 17, 2025	Regular Meeting - 6:30 p.m.
April 7, 2025	Work Session - 5:30 p.m.
April 21, 2025	Regular Meeting - 5:30 p.m.
May 19, 2025	Work Session - 5:30 p.m.
May 19, 2025	Regular Meeting - 6:30 p.m.
June 16, 2025	Work Session - 5:00 p.m. - Superintendent Evaluation
June 16, 2025	Regular Meeting - 6:30 p.m.

Praska motioned, seconded by Hillstrom, to approve the time and place of meetings as presented. Motion passed unanimously.

- **Designating Official Media Outlet.** Praska motioned, seconded by Sjodin, to designate the Wright County Journal Press as the official media outlet. Motion passed unanimously.
- **Designating Official Depositories.** Morgan motioned, Gordee seconded, the following as the designated official depositories of the District:
  - Bankwest, Rockford
  - PMA Securities, Inc.
  - Associated Bank

Motion passed unanimously.

- **Designating Legal Counsel.** The board needs to designate official legal counsel for the school district with an option to seek advice outside of area in times of litigation. It is recommended to have firms:
  1. Kennedy & Graven
  2. Ratwik, Roszak and Maloney P.A.
  3. Squires, Waldspurger & Mace, P.A.

Persons authorized to contact legal counsel include the Board Chair, the Superintendent, the Director of Business Services.

Johnson motioned to approve the official legal counsel as presented. Morgan seconded. Motion passed unanimously.

### **BOARD AND SUPERINTENDENT UPDATES AND ANNOUNCEMENTS**

Mayors, City Administrators and Legislators Roundtable: Monday, January 6, 2025 at 7:00 pm in the District Office Board Room

MSBA Conference: January 16 & 17, 2025 at 8:00 am at the Minneapolis Convention Center

Board of Education Work Session: Wednesday, January 22, 2025 at 5:30 pm in the District Office Board Room

Regular Meeting of the Board of Education: Wednesday, January 22, 2025 at 6:30 pm in the District Office Board Room

Johnson motioned to adjourn the meeting at 5:57<sup>14</sup> p.m. Hillstrom seconded. Motion carried unanimously.

*Courtney Neibert*  
*Recorder*

*Jamie Hillstrom*  
*Clerk*



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Consent Personnel**

Meeting Date: January , 2025

Prepared By: Human Resources Office

Date Prepared: January , 2025

<input type="checkbox"/>	Information	<input type="checkbox"/>	Briefing	<input checked="" type="checkbox"/>	Action	<input type="checkbox"/>	Enclosure Item(s)
--------------------------	-------------	--------------------------	----------	-------------------------------------	--------	--------------------------	-------------------

Personnel Items:

Status	First Name	Last Name	Position	Date(s)
New Hire	Jersey	Marth	RMA SpEd Paraprofessional	January 13, 2025
Tenure	Elizabeth	Thell	REAMS 4th Grade	missed on October list
New Hire	Nathan	Stanek	RMS SpEd Teacher	January 2, 2025
New Hire	Sarah	Burch	RMS SpEd Paraprofessional	January 2, 2025
Resignation	Sarah	Burch	RMS SpEd Paraprofessional	January 13, 2025
Resignation	Anna	Sarkinen	REAMS SpEd Paraprofessional	January 24, 2025



ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION

**Subject:** *Consent Bills Paid and Wires in December 2024*

Meeting Date: January 22, 2025

Prepared by: Mike McNulty

Date Prepared: January 14, 2025

Information       Briefing       Action       Enclosure Item(s)

---

December 2024 Disbursements Paid (listings attached):

Fund 01 General Fund	\$ 498,078.51
Fund 01 Payroll	\$ 696,990.25
Fund 01 BankWest	\$ 165,922.34
Fund 02 Food Service	\$ 133,500.88
Fund 04 Community Services	\$ 16,461.34
Fund 04 CEd-BWest/KSBank	\$ 3,262.86
Fund 06 Building Construction	\$ 34,275.00
Fund 07 Debt Redemption	\$ 500.00
Fund 21 Student Activities	\$ 7,471.63
Fund 45 OPEB Trust	\$ 0

Total All Funds      \$ 1,556,462.81

## Rockford ISD #0883

### Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62697		Wire	1	4718		MN TRUST		No	Yes	No	12/31/2024	163.20
AS2		62439	107780	Check	1	7788	dance re	ACADEMY OF HOLY ANGELS		Yes	Yes	No	12/06/2024	150.00
AS2		62430	107781	Check	1	6623		ADVANCED IMAGING SOLUTIONS		Yes	Yes	No	12/06/2024	5,719.08
AS2		62431	107782	Check	1	6791		BARFKNECHT, ALAN		Yes	Yes	No	12/06/2024	120.00
AS2		62416	107783	Check	1	2949		BURAU, ROSS		Yes	Yes	No	12/06/2024	155.00
AS2		62413	107784	Check	1	1285		BURG, JOHN		Yes	Yes	No	12/06/2024	160.00
AS2		62410	107785	Check	1	1180		CENTERPOINT ENERGY		Yes	Yes	No	12/06/2024	570.60
AS2		62411	107786	Check	1	1181		CITY OF ROCKFORD		Yes	Yes	No	12/06/2024	2,018.79
AS2		62443	107787	Check	1	8446		CONCORD THEATRICAL CORP.		Yes	Yes	No	12/06/2024	16.60
AS2		62412	107788	Check	1	1200		CUB FOODS - BUFFALO		Yes	Yes	No	12/06/2024	159.65
AS2		62428	107789	Check	1	6377		DISH		Yes	Yes	No	12/06/2024	132.09
AS2		62434	107790	Check	1	7348		DRAMATIC PUBLISHING CO		Yes	Yes	No	12/06/2024	19.73
AS2		62432	107791	Check	1	6829		DRUSCH, MERLYN		Yes	Yes	No	12/06/2024	120.00
AS2		62424	107792	Check	1	5921		FARBER SOUND, LLC		Yes	Yes	No	12/06/2024	319.99
AS2		62438	107793	Check	1	7738		GRANITE TELECOMMUNICATIONS, LLC		Yes	Yes	No	12/06/2024	902.19
AS2		62446	107794	Check	1	8834	remit	GRIZZLY INDUSTRIAL, INC.		Yes	Yes	No	12/06/2024	138.16
AS2		62440	107795	Check	1	8134		HEMMANN, MICHAEL		Yes	Yes	No	12/06/2024	155.00
AS2		62423	107796	Check	1	5177		HOLT - PETERSON CHARTER BUS		Yes	Yes	No	12/06/2024	985.00
AS2		62436	107797	Check	1	7638		JACOBSON, WAYNE		Yes	Yes	No	12/06/2024	120.00
AS2		62418	107798	Check	1	4111	REMIT	JOSTENS INC		Yes	Yes	No	12/06/2024	23.80
AS2		62415	107799	Check	1	1731		KITTELSON MARKETING CO, INC.		Yes	No	Yes	12/06/2024	1,203.00
AS2		62415	107799	Check	1	1731		KITTELSON MARKETING CO, INC.		Yes	No	Yes	12/18/2024	(1,203.00)
AS2		62421	107800	Check	1	4811		KUPHAL BRENT		Yes	No	No	12/06/2024	155.00
AS2		62437	107801	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	Yes	No	12/06/2024	300.00
AS2		62426	107802	Check	1	6187		MN FFA		Yes	No	No	12/06/2024	612.00
AS2		62414	107803	Check	1	1519		NORMAN, TODD		Yes	Yes	No	12/06/2024	155.00
AS2		62433	107804	Check	1	7166		PARPART, NATHAN		Yes	No	No	12/06/2024	120.00
AS2		62442	107805	Check	1	8300		PENNINGS, JILL		Yes	Yes	No	12/06/2024	80.00
AS2		62444	107806	Check	1	8715		PRATT, ELIZABETH		Yes	Yes	No	12/06/2024	80.00
AS2		62419	107807	Check	1	4155	st. paul	REGION 4A		Yes	No	No	12/06/2024	200.00
AS2		62409	107808	Check	1	1152		RESOURCE TRAINING & SOLUTIONS		Yes	Yes	No	12/06/2024	410.00
AS2		62422	107809	Check	1	5073		RIVERWORKS		Yes	Yes	No	12/06/2024	65.00
AS2		62420	107810	Check	1	4535		ROCKFORD/GREENFIELD CHAMBER OF		Yes	No	No	12/06/2024	40.00
AS2		62417	107811	Check	1	3880		SCHERBER DREW		Yes	No	No	12/06/2024	155.00
AS2		62427	107812	Check	1	6279		SHI INTERNATIONAL CORP.		Yes	Yes	No	12/06/2024	52.54
AS2		62425	107813	Check	1	6118		STMA GYMNASTICS CLUB		Yes	No	No	12/06/2024	400.00
AS2		62445	107814	Check	1	8787		TACOS LA CHULE		Yes	No	No	12/06/2024	87.50

## Rockford ISD #0883 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62429	107815	Check	1	6437		TASC		Yes	Yes	No	12/06/2024	34.50
AS2		62435	107816	Check	1	7545		TEACHERS ON CALL		Yes	Yes	No	12/06/2024	4,637.60
AS2		62441	107817	Check	1	8170	remit	US BANCORP GOV'N'T LEASING & FINAN		Yes	Yes	No	12/06/2024	7,569.12
AS2		62408	107818	Check	1	1016		WRIGHT-HENNEPIN COOP. ELECTRIC		Yes	Yes	No	12/06/2024	437.25
AS2		62453	107819	Check	1	1215		XCEL ENERGY		Yes	Yes	No	12/12/2024	19,095.95
AS2		62461	107820	Check	1	1826		ANDERSON, BRIAN		Yes	Yes	No	12/13/2024	120.00
AS2		62479	107821	Check	1	7981		AT&T MOBILITY		Yes	Yes	No	12/13/2024	38.23
AS2		62486	107822	Check	1	8859		BARASA, ALEX		Yes	No	No	12/13/2024	30.00
AS2		62471	107823	Check	1	6791		BARFKNECHT, ALAN		Yes	Yes	No	12/13/2024	155.00
AS2		62463	107824	Check	1	2237		BERGMANN, TROY		Yes	Yes	No	12/13/2024	235.00
AS2		62465	107825	Check	1	4472		BOLLANT JOE		Yes	No	No	12/13/2024	155.00
AS2		62459	107826	Check	1	1180		CENTERPOINT ENERGY		Yes	Yes	No	12/13/2024	5,322.22
AS2		62472	107827	Check	1	6826		DAY, ROGER		Yes	Yes	No	12/13/2024	310.00
AS2		62485	107828	Check	1	8856		DUNN, ALIJAH		Yes	Yes	No	12/13/2024	90.00
AS2		62482	107829	Check	1	8678	remit	EDFINMN LLC		Yes	Yes	No	12/13/2024	9,000.00
AS2		62456	107830	Check	1	1053		FLINN SCIENTIFIC		Yes	Yes	No	12/13/2024	69.77
AS2		62480	107831	Check	1	8123		GEARMAN, MIKE		Yes	Yes	No	12/13/2024	155.00
AS2		62474	107832	Check	1	6872		GENERAL PARTS LLC		Yes	Yes	No	12/13/2024	1,126.55
AS2		62477	107833	Check	1	7681		INTERNATIONAL BACCALAUREATE ORC		Yes	Yes	No	12/13/2024	15,375.00
AS2		62458	107834	Check	1	1102		JW PEPPER		Yes	Yes	No	12/13/2024	121.73
AS2		62478	107835	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	Yes	No	12/13/2024	100.00
AS2		62460	107836	Check	1	1394		MBNA/BUSINESS CARD		Yes	Yes	No	12/13/2024	10,851.46
AS2		62462	107837	Check	1	2216		MENARDS INC		Yes	Yes	No	12/13/2024	123.79
AS2		62475	107838	Check	1	7163		MINNEAPOLIS PUBLIC SCHOOLS		Yes	No	Yes	12/13/2024	4,134.06
AS2		62455	107839	Check	1	1039		MINNESOTA ELEVATOR, INC		Yes	Yes	No	12/13/2024	517.54
AS2		62470	107840	Check	1	6517		MYLES, JOHN		Yes	Yes	No	12/13/2024	80.00
AS2		62454	107841	Check	1	1020	remit	PITNEY BOWES GLOBAL FINANCIAL SEF		Yes	Yes	No	12/13/2024	903.54
AS2		62483	107842	Check	1	8715		PRATT, ELIZABETH		Yes	Yes	No	12/13/2024	80.00
AS2		62481	107843	Check	1	8402		REPUBLIC SERVICES, INC.		Yes	Yes	No	12/13/2024	3,461.59
AS2		62464	107844	Check	1	3880		SCHERBER DREW		Yes	No	No	12/13/2024	155.00
AS2		62457	107845	Check	1	1091		SCHMITT MUSIC CENTER		Yes	Yes	No	12/13/2024	52.00
AS2		62469	107846	Check	1	5735		STRUMBEL, JENNIFER		Yes	Yes	No	12/13/2024	160.00
AS2		62476	107847	Check	1	7545		TEACHERS ON CALL		Yes	Yes	No	12/13/2024	1,549.98
AS2		62484	107848	Check	1	8846	remit	THE BOELTER COMPANIES INC.		Yes	Yes	No	12/13/2024	18,122.70
AS2		62466	107849	Check	1	5149		TOLL COMPANY		Yes	Yes	No	12/13/2024	51.00
AS2		62468	107850	Check	1	5547		UPS		Yes	Yes	No	12/13/2024	31.59
AS2		62473	107851	Check	1	6834		URBAN, NICHOLAS		Yes	Yes	No	12/13/2024	155.00

# Rockford ISD #0883

## Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62467	107852	Check	1	5327		VIDMAR, GERALD		Yes	Yes	No	12/13/2024	115.00
AS2		62498	107853	Check	1	4335		4 POINT 0 SCHOOL SERVICES		Yes	Yes	No	12/16/2024	79,976.78
AS2		62490	107854	Check	1	1369		ABC LETTERING		Yes	No	No	12/16/2024	340.00
AS2		62505	107855	Check	1	5442		ADA BADMINTON & TENNIS CO.		Yes	No	No	12/16/2024	240.97
AS2		62528	107856	Check	1	8399		AMPION PBC		Yes	Yes	No	12/16/2024	254.39
AS2		62512	107857	Check	1	6750		ART OF PROBLEM SOLVING		Yes	No	No	12/16/2024	2,425.00
AS2		62527	107858	Check	1	8390		BLUUM OF MINNESOTA, LLC		Yes	Yes	No	12/16/2024	72.82
AS2		62496	107859	Check	1	4138		BROUGH, TONY		Yes	No	No	12/16/2024	135.00
AS2		62489	107860	Check	1	1285		BURG, JOHN		Yes	Yes	No	12/16/2024	80.00
AS2		62525	107861	Check	1	8279		CADY BUSINESS TECHNOLOGIES, INC.		Yes	Yes	No	12/16/2024	2,717.69
AS2		62517	107862	Check	1	7544		CAPTIVATE MEDIA + CONSULTING		Yes	Yes	No	12/16/2024	3,500.00
AS2		62530	107863	Check	1	8621		CESO TRANSPORTATION, LLC		Yes	Yes	No	12/16/2024	130,361.93
AS2		62513	107864	Check	1	6826		DAY, ROGER		Yes	Yes	No	12/16/2024	155.00
AS2		62524	107865	Check	1	8265		DOMINO'S PIZZA		Yes	No	No	12/16/2024	65.81
AS2		62516	107866	Check	1	7348		DRAMATIC PUBLISHING CO		Yes	Yes	No	12/16/2024	214.19
AS2		62506	107867	Check	1	5921		FARBER SOUND, LLC		Yes	Yes	No	12/16/2024	146.00
AS2		62533	107868	Check	1	8701	Remit	GAME ONE		Yes	Yes	No	12/16/2024	2,128.70
AS2		62503	107869	Check	1	4945		GOPHER SPORTS		Yes	Yes	No	12/16/2024	81.40
AS2		62511	107870	Check	1	6471		GREEN, NICOLE		Yes	Yes	No	12/16/2024	135.00
AS2		62504	107871	Check	1	5416		GRIMM DESIGN, LLC		Yes	Yes	No	12/16/2024	2,000.00
AS2		62487	107872	Check	1	1057		HILLYARD		Yes	Yes	No	12/16/2024	3,059.69
AS2		62522	107873	Check	1	7849		HOLMAY, ALI		Yes	No	No	12/16/2024	135.00
AS2		62493	107874	Check	1	2323		HOUSE OF PRINT		Yes	Yes	No	12/16/2024	5,185.72
AS2		62501	107875	Check	1	4697		HUMANEX VENTURES		Yes	Yes	No	12/16/2024	700.00
AS2		62536	107876	Check	1	8860		INSTRUCTURE, INC.		Yes	Yes	No	12/16/2024	117.98
AS2		62500	107877	Check	1	4673		INTEGRIPRINT		Yes	Yes	No	12/16/2024	1,444.27
AS2		62535	107878	Check	1	8803		JACKSON & ASSOCIATES LLC		Yes	Yes	No	12/16/2024	19,000.00
AS2		62495	107879	Check	1	4111	REMIT	JOSTENS INC		Yes	Yes	No	12/16/2024	1,045.20
AS2		62507	107880	Check	1	6029		KIDZART		Yes	Yes	No	12/16/2024	450.00
AS2		62502	107881	Check	1	4811		KUPHAL BRENT		Yes	No	No	12/16/2024	155.00
AS2		62523	107882	Check	1	8010		LANGUAGE LINE SERVICES		Yes	Yes	No	12/16/2024	276.35
AS2		62515	107883	Check	1	7284	REMIT	LVC COMPANIES, INC.		Yes	Yes	No	12/16/2024	900.00
AS2		62518	107884	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	Yes	No	12/16/2024	435.00
AS2		62492	107885	Check	1	1471		MCEA		Yes	Yes	No	12/16/2024	935.00
AS2		62519	107886	Check	1	7751		NATIONAL BUSINESS FURNITURE, LLC		Yes	Yes	No	12/16/2024	1,759.98
AS2		62514	107887	Check	1	6913		NEE INVESTMENT <sup>9</sup> , LLC		Yes	No	No	12/16/2024	288.92
AS2		62499	107888	Check	1	4398		NORTH SHORE GYM SALES LLC		Yes	Yes	No	12/16/2024	502.00

# Rockford ISD #0883

## Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
AS2		62526	107889	Check	1	8300		PENNINGS, JILL		Yes	Yes	No	12/16/2024	40.00
AS2		62531	107890	Check	1	8677		REV ROBOTICS LLC		Yes	Yes	No	12/16/2024	202.14
AS2		62508	107891	Check	1	6082		SAM'S LAWN & LANDSCAPE, INC.		Yes	Yes	No	12/16/2024	4,210.35
AS2		62494	107892	Check	1	3880		SCHERBER DREW		Yes	No	No	12/16/2024	155.00
AS2		62529	107893	Check	1	8498		SCHMITT MUSIC ANOKA		Yes	Yes	No	12/16/2024	805.00
AS2		62509	107894	Check	1	6279		SHI INTERNATIONAL CORP.		Yes	Yes	No	12/16/2024	1,370.00
AS2		62510	107895	Check	1	6282		SOUTHWEST METRO EDUCATIONAL CO.		Yes	No	No	12/16/2024	2,441.70
AS2		62532	107896	Check	1	8693		STERNE, MEGAN		Yes	Yes	No	12/16/2024	1,170.00
AS2		62488	107897	Check	1	1089		TEACHER'S DISCOVERY		Yes	No	No	12/16/2024	149.00
AS2		62520	107898	Check	1	7786	REMIT	TERRAFORM PHOENIX II ARCADIA		Yes	Yes	No	12/16/2024	115.72
AS2		62534	107899	Check	1	8755		THE ACCIDENTAL ADULT, LLC		Yes	Yes	No	12/16/2024	337.50
AS2		62497	107900	Check	1	4194		US BANK		Yes	Yes	No	12/16/2024	500.00
AS2		62491	107901	Check	1	1416		WRIGHT COUNTY JOURNAL PRESS		Yes	No	No	12/16/2024	103.13
AS2		62521	107902	Check	1	7814		WRIGHT COUNTY SHERIFFS OFFICE		Yes	No	No	12/16/2024	563.00
AS2		62583	107903	Check	1	8666		APEX TROPHY & AWARDS, LLC		Yes	No	No	12/20/2024	30.50
AS2		62581	107904	Check	1	8238		BIRCHBARK BOOKS & NATIVE ARTS LL		Yes	No	No	12/20/2024	962.75
AS2		62564	107905	Check	1	1180		CENTERPOINT ENERGY		Yes	No	No	12/20/2024	3,224.97
AS2		62576	107906	Check	1	7420		CF-ADVERTISING		Yes	Yes	No	12/20/2024	2,823.50
AS2		62572	107907	Check	1	5507		CITY OF GREENFIELD WATER & SEWER I		Yes	No	No	12/20/2024	1,343.34
AS2		62586	107908	Check	1	8810		COUNTRYSIDE WOOD FLOORS, LLC		Yes	Yes	No	12/20/2024	2,200.00
AS2		62563	107909	Check	1	1113		GRAINGER		Yes	Yes	No	12/20/2024	716.66
AS2		62589	107910	Check	1	8862		GUSSE, LOGAN		Yes	Yes	No	12/20/2024	80.00
AS2		62561	107911	Check	1	1057		HILLYARD		Yes	Yes	No	12/20/2024	184.09
AS2		62587	107912	Check	1	8832	REMIT	HOBART SERVICE		Yes	Yes	No	12/20/2024	3,624.59
AS2		62570	107913	Check	1	4673		INTEGRIPRINT		Yes	Yes	No	12/20/2024	768.40
AS2		62568	107914	Check	1	2575	activities	ISD #882 - MONTICELLO		Yes	No	No	12/20/2024	375.00
AS2		62562	107915	Check	1	1102		JW PEPPER		Yes	Yes	No	12/20/2024	50.00
AS2		62573	107916	Check	1	6021		MAAE		Yes	No	No	12/20/2024	545.00
AS2		62579	107917	Check	1	7857		MCLEOD COMMUNITY SOLAR ONE LLC		Yes	No	No	12/20/2024	849.01
AS2		62580	107918	Check	1	7858		MEEKER COMMUNITY SOLAR ONE LLC		Yes	No	No	12/20/2024	1,050.34
AS2		62566	107919	Check	1	1751		MINNESOTA HISTORICAL SOCIETY		Yes	No	No	12/20/2024	338.00
AS2		62578	107920	Check	1	7771	remit	MRI SOFTWARE, LLC		Yes	Yes	No	12/20/2024	140.00
AS2		62571	107921	Check	1	4716	pipeston	MSHSBCA		Yes	Yes	No	12/20/2024	400.00
AS2		62590	107922	Check	1	8863		PARDINO, AIDEN		Yes	Yes	No	12/20/2024	145.00
AS2		62574	107923	Check	1	6031		POSTMASTER		Yes	No	No	12/20/2024	1,481.69
AS2		62585	107924	Check	1	8715		PRATT, ELIZABETH		Yes	Yes	No	12/20/2024	120.00
AS2		62588	107925	Check	1	8861		ROCKFORD ROBOTICS MN BOOSTER, IN		Yes	No	No	12/20/2024	250.00

## Rockford ISD #0883

### Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void		Amount
													Date		
AS2		62565	107926	Check	1	1719		SCHOLASTIC BOOK FAIRS		Yes	Yes	No	12/20/2024		7,120.65
AS2		62584	107927	Check	1	8693		STERNE, MEGAN		Yes	Yes	No	12/20/2024		325.00
AS2		62569	107928	Check	1	4387		TAHER INC - BIN# 135092		Yes	Yes	No	12/20/2024		111,753.59
AS2		62575	107929	Check	1	6437		TASC		Yes	No	No	12/20/2024		34.50
AS2		62577	107930	Check	1	7545		TEACHERS ON CALL		Yes	Yes	No	12/20/2024		3,728.78
AS2		62582	107931	Check	1	8253		VITALSIGNS		Yes	Yes	No	12/20/2024		450.00
AS2		62567	107932	Check	1	1812	taxpaye	WRIGHT COUNTY TAX PAYER SERVICE		Yes	Yes	No	12/20/2024		3,682.71
AS2		62602	107933	Check	1	8857		ALL PARTITIONS & PARTS, LLC		Yes	Yes	No	12/27/2024		550.00
AS2		62594	107934	Check	1	1181		CITY OF ROCKFORD		Yes	Yes	No	12/27/2024		1,825.66
AS2		62596	107935	Check	1	2159		DELANO PUBLIC SCHOOLS		Yes	No	No	12/27/2024		125.00
AS2		62601	107936	Check	1	8406		GREENROCK DELI		Yes	No	No	12/27/2024		84.27
AS2		62598	107937	Check	1	6054	remit6	HENNEPIN COUNTY TREASURER		Yes	No	No	12/27/2024		580.00
AS2		62593	107938	Check	1	1102		JW PEPPER		Yes	No	No	12/27/2024		17.98
AS2		62600	107939	Check	1	7697		MARISELA V NELSON INTERPRETING		Yes	No	No	12/27/2024		635.00
AS2		62597	107940	Check	1	2216		MENARDS INC		Yes	No	No	12/27/2024		201.28
AS2		62599	107941	Check	1	7545		TEACHERS ON CALL		Yes	Yes	No	12/27/2024		5,564.02
AS2		62595	107942	Check	1	1192		VERIZON WIRELESS		Yes	No	No	12/27/2024		251.00
AS2		62605	107943	Check	1	4335		4 POINT 0 SCHOOL SERVICES		Yes	No	No	12/30/2024		108,863.35
AS2		62604	107944	Check	1	1492		ADAM'S PEST CONTROL INC		Yes	No	No	12/30/2024		376.04
AS2		62611	107945	Check	1	8864		AMORE ART LLC		Yes	No	No	12/30/2024		384.00
AS2		62610	107946	Check	1	8852		CYBER ADVISORS LLC		Yes	No	No	12/30/2024		344.38
AS2		62609	107947	Check	1	8595	remit	GILBERT MECHANICAL CONTRACTORS,		Yes	No	No	12/30/2024		13,075.00
AS2		62606	107948	Check	1	4955	remit	HENNEPIN CO ACCOUNTS RECEIV		Yes	No	No	12/30/2024		11,000.00
AS2		62607	107949	Check	1	5177		HOLT - PETERSON CHARTER BUS		Yes	No	No	12/30/2024		2,215.00
AS2		62603	107950	Check	1	1102		JW PEPPER		Yes	No	No	12/30/2024		97.99
AS2		62608	107951	Check	1	8527	track	UNIVERSITY OF MINNESOTA		Yes	No	No	12/30/2024		500.00
AS2		62612	107952	Check	1	8849		MESSERLI & KRAMER, P.A.		Yes	No	No	12/30/2024		229.90
													Bank Total:	\$689,084.36	
PAY		62537		Wire	1	2006		US GOVERNMENT		No	Yes	No	12/16/2024		121,041.70
PAY		62538		Wire	1	1962		MINNESOTA DEPT OF REVENUE		No	Yes	No	12/16/2024		20,552.45
PAY		62539		Wire	1	1938		TRA		No	Yes	No	12/16/2024		59,088.85
PAY		62547		Wire	1	1937		PUBLIC EMPLOYEES RETIREMENT ASSO		No	Yes	No	12/17/2024		25,112.50
PAY		62548		Wire	1	4050		AFLAC		No	Yes	No	12/17/2024		295.00
PAY		62549		Wire	1	2006		US GOVERNMENT		No	Yes	No	12/02/2024		124,213.13
PAY		62550		Wire	1	1962		MINNESOTA DEPT OF REVENUE		No	Yes	No	12/02/2024		21,760.39
PAY		62551		Wire	1	1937		PUBLIC EMPLOYEES RETIREMENT ASSO		No	Yes	No	12/02/2024		21,696.60
PAY		62552		Wire	1	1938		TRA		No	Yes	No	12/02/2024		63,762.73

## Rockford ISD #0883 Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Pay/Void		Amount
												Void	Date	
PAY		62553		Wire	1	2009		EDUCATION MINNESOTA ROCKFORD - EI		No	Yes	No	12/02/2024	9,266.26
PAY		62554		Wire	1	7649		TSA CONSULTING GROUP, INC.		No	Yes	No	12/02/2024	33,844.46
PAY		62555		Wire	1	2470		MSRS		No	Yes	No	12/02/2024	15,802.58
PAY		62591		Wire	1	5459		LEGAL SHIELD		Yes	Yes	Yes	12/02/2024	55.81
PAY		62591		Wire	1	5459		LEGAL SHIELD		Yes	Yes	Yes	12/31/2024	(55.81)
PAY		62592		Wire	1	6498		STATE OF MN TAX GARNISH		No	Yes	No	12/02/2024	626.72
PAY		62630		Wire	1	5459		LEGAL SHIELD		No	Yes	No	12/03/2024	111.60
PAY		62631		Wire	1	3431		MEDICA		No	Yes	No	12/11/2024	142,736.32
PAY		62632		Wire	1	8119		GIS BENEFITS, INC.		No	Yes	No	12/12/2024	17,134.33
PAY		62633		Wire	1	8741		Medsurety		No	Yes	No	12/31/2024	19,888.82
Bank Total:													\$696,934.44	
WES		62634		Wire	1	8480		Kansas State Bank		No	Yes	No	12/02/2024	253.50
WES		62635		Wire	1	8480		Kansas State Bank		No	Yes	No	12/30/2024	480.00
WES		62636		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/10/2024	2,510.81
WES		62637		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/10/2024	25.00
WES		62638		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/17/2024	18.55
WES		62639		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/10/2024	165,000.00
WES		62695		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/31/2024	479.83
WES		62696		Wire	1	1968		BANKWEST ROCKFORD		No	Yes	No	12/31/2024	417.51
Bank Total:													\$169,185.20	
Report Total:													\$1,555,204.00	

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62408	AS2	1	1016		WRIGHT-HENNEPIN COC	202506	9663	0.00	353.40
B	01	101	000				F			62408	AS2	1	1016		WRIGHT-HENNEPIN COC	202506	9663	0.00	83.85
B	01	101	000				F			62409	AS2	1	1152		RESOURCE TRAINING &	202506	9663	0.00	410.00
B	01	101	000				F			62410	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	298.82
B	01	101	000				F			62410	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	271.78
B	01	101	000				F			62411	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	20.81
B	01	101	000				F			62411	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	616.59
B	01	101	000				F			62411	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	1,261.31
B	01	101	000				F			62411	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	120.08
B	01	101	000				F			62412	AS2	1	1200		CUB FOODS - BUFFALO	202506	9663	0.00	47.35
B	01	101	000				F			62412	AS2	1	1200		CUB FOODS - BUFFALO	202506	9663	0.00	35.43
B	01	101	000				F			62412	AS2	1	1200		CUB FOODS - BUFFALO	202506	9663	0.00	17.96
B	01	101	000				F			62413	AS2	1	1285		BURG, JOHN	202506	9663	0.00	80.00
B	01	101	000				F			62413	AS2	1	1285		BURG, JOHN	202506	9663	0.00	80.00
B	01	101	000				F			62414	AS2	1	1519		NORMAN, TODD	202506	9663	0.00	155.00
B	01	101	000				F			62416	AS2	1	2949		BURAU, ROSS	202506	9663	0.00	155.00
B	01	101	000				F			62417	AS2	1	3880		SCHERBER DREW	202506	9663	0.00	155.00
B	01	101	000				F			62418	AS2	1	4111	REMI	JOSTENS INC	202506	9663	0.00	23.80
B	01	101	000				F			62419	AS2	1	4155	st. pa	REGION 4A	202506	9663	0.00	200.00
B	01	101	000				F			62420	AS2	1	4535		ROCKFORD/GREENFIELD	202506	9663	0.00	40.00
B	01	101	000				F			62421	AS2	1	4811		KUPHAL BRENT	202506	9663	0.00	155.00
B	01	101	000				F			62422	AS2	1	5073		RIVERWORKS	202506	9663	0.00	65.00
B	01	101	000				F			62423	AS2	1	5177		HOLT - PETERSON CHAI	202506	9663	0.00	524.91
B	01	101	000				F			62424	AS2	1	5921		FARBER SOUND, LLC	202506	9663	0.00	319.99
B	01	101	000				F			62427	AS2	1	6279		SHI INTERNATIONAL CO	202506	9663	0.00	52.54
B	01	101	000				F			62429	AS2	1	6437		TASC	202506	9663	0.00	34.50
B	01	101	000				F			62430	AS2	1	6623		ADVANCED IMAGING SC	202506	9663	0.00	5,719.08
B	01	101	000				F			62431	AS2	1	6791		BARFKNECHT, ALAN	202506	9663	0.00	120.00
B	01	101	000				F			62432	AS2	1	6829		DRUSCH, MERLYN	202506	9663	0.00	120.00
B	01	101	000				F			62433	AS2	1	7166		PARPART, NATHAN	202506	9663	0.00	120.00
B	01	101	000				F			62434	AS2	1	7348		DRAMATIC PUBLISHING	202506	9663	0.00	19.73
B	01	101	000				F			62435	AS2	1	7545		TEACHERS ON CALL	202506	9663	0.00	4,426.80
B	01	101	000				F			62436	AS2	1	7638		JACOBSON, WAYNE	202506	9663	0.00	120.00
B	01	101	000				F			62437	AS2	1	7697		MARISELA V NELSON IN	202506	9663	0.00	300.00
B	01	101	000				F			62438	AS2	1	7738		GRANITE TELECOMMUN	202506	9663	0.00	902.19
B	01	101	000				F			62439	24AS2	1	7788	danc	ACADEMY OF HOLY AN	202506	9663	0.00	150.00
B	01	101	000				F			62440	AS2	1	8134		HEMMANN, MICHAEL	202506	9663	0.00	155.00

Payment Distributions

Period: 202506-202506 JE Code: 0-999999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62441	AS2	1	8170	remit	US BANCORP GOVNT L	202506	9663	0.00	7,569.12
B	01	101	000				F			62442	AS2	1	8300		PENNINGS, JILL	202506	9663	0.00	40.00
B	01	101	000				F			62442	AS2	1	8300		PENNINGS, JILL	202506	9663	0.00	40.00
B	01	101	000				F			62443	AS2	1	8446		CONCORD THEATRICAL	202506	9663	0.00	16.60
B	01	101	000				F			62444	AS2	1	8715		PRATT, ELIZABETH	202506	9663	0.00	80.00
B	01	101	000				F			62445	AS2	1	8787		TACOS LA CHULE	202506	9663	0.00	87.50
B	01	101	000				F			62446	AS2	1	8834	remit	GRIZZLY INDUSTRIAL, II	202506	9663	0.00	138.16
B	01	101	000				F			62453	AS2	1	1215		XCEL ENERGY	202506	9663	0.00	19,095.95
B	01	101	000				F			62454	AS2	1	1020	remit	PITNEY BOWES GLOBA	202506	9663	0.00	903.54
B	01	101	000				F			62455	AS2	1	1039		MINNESOTA ELEVATOR	202506	9663	0.00	517.54
B	01	101	000				F			62456	AS2	1	1053		FLINN SCIENTIFIC	202506	9663	0.00	69.77
B	01	101	000				F			62457	AS2	1	1091		SCHMITT MUSIC CENTEF	202506	9663	0.00	52.00
B	01	101	000				F			62458	AS2	1	1102		JW PEPPER	202506	9663	0.00	67.74
B	01	101	000				F			62458	AS2	1	1102		JW PEPPER	202506	9663	0.00	53.99
B	01	101	000				F			62459	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	361.73
B	01	101	000				F			62459	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	433.02
B	01	101	000				F			62459	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	4,527.47
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	71.84
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	28.64
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	432.78
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	240.96
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	123.98
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	246.82
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	142.75
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	506.54
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	570.59
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	673.90
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	54.98
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	134.19
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	77.78
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	45.55
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	22.40
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	108.74
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	246.15
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	114.60
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	1,013.41
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	1,063.05

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	33.53
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	90.33
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	88.37
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	38.98
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	165.93
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	51.98
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	164.99
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	1,871.77
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	15.99
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	38.81
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	45.09
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	640.40
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	122.34
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	111.99
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	109.89
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	198.98
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	324.66
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	17.53
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	180.42
B	01	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	322.28
B	01	101	000				F			62461	AS2	1	1826		ANDERSON, BRIAN	202506	9663	0.00	120.00
B	01	101	000				F			62462	AS2	1	2216		MENARDS INC	202506	9663	0.00	33.97
B	01	101	000				F			62462	AS2	1	2216		MENARDS INC	202506	9663	0.00	37.70
B	01	101	000				F			62462	AS2	1	2216		MENARDS INC	202506	9663	0.00	52.12
B	01	101	000				F			62463	AS2	1	2237		BERGMANN, TROY	202506	9663	0.00	115.00
B	01	101	000				F			62463	AS2	1	2237		BERGMANN, TROY	202506	9663	0.00	120.00
B	01	101	000				F			62464	AS2	1	3880		SCHERBER DREW	202506	9663	0.00	155.00
B	01	101	000				F			62465	AS2	1	4472		BOLLANT JOE	202506	9663	0.00	155.00
B	01	101	000				F			62466	AS2	1	5149		TOLL COMPANY	202506	9663	0.00	51.00
B	01	101	000				F			62467	AS2	1	5327		VIDMAR, GERALD	202506	9663	0.00	115.00
B	01	101	000				F			62468	AS2	1	5547		UPS	202506	9663	0.00	31.59
B	01	101	000				F			62469	AS2	1	5735		STRUMBEL, JENNIFER	202506	9663	0.00	80.00
B	01	101	000				F			62469	AS2	1	5735		STRUMBEL, JENNIFER	202506	9663	0.00	80.00
B	01	101	000				F			62470	AS2	1	6517		MYLES, JOHN	202506	9663	0.00	80.00
B	01	101	000				F			62471	AS2	1	6791		BARFKNECHT, ALAN	202506	9663	0.00	155.00
B	01	101	000				F			62472	AS2	1	6826		DAY, ROGER	202506	9663	0.00	155.00
B	01	101	000				F			62472	AS2	1	6826		DAY, ROGER	202506	9663	0.00	155.00

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62473	AS2	1	6834		URBAN, NICHOLAS	202506	9663	0.00	155.00
B	01	101	000				F			62474	AS2	1	6872		GENERAL PARTS LLC	202506	9663	0.00	1,126.55
B	01	101	000				F			62475	AS2	1	7163		MINNEAPOLIS PUBLIC S	202506	9663	0.00	4,134.06
B	01	101	000				F			62476	AS2	1	7545		TEACHERS ON CALL	202506	9663	0.00	1,549.98
B	01	101	000				F			62477	AS2	1	7681		INTERNATIONAL BACC/	202506	9663	0.00	13,899.00
B	01	101	000				F			62477	AS2	1	7681		INTERNATIONAL BACC/	202506	9663	0.00	1,476.00
B	01	101	000				F			62478	AS2	1	7697		MARISELA V NELSON IN'	202506	9663	0.00	100.00
B	01	101	000				F			62479	AS2	1	7981		AT&T MOBILITY	202506	9663	0.00	38.23
B	01	101	000				F			62480	AS2	1	8123		GEARMAN, MIKE	202506	9663	0.00	155.00
B	01	101	000				F			62481	AS2	1	8402		REPUBLIC SERVICES, IN	202506	9663	0.00	3,461.59
B	01	101	000				F			62482	AS2	1	8678	remit	EDFINMN LLC	202506	9663	0.00	9,000.00
B	01	101	000				F			62483	AS2	1	8715		PRATT, ELIZABETH	202506	9663	0.00	80.00
B	01	101	000				F			62485	AS2	1	8856		DUNN, ALIJAH	202506	9663	0.00	45.00
B	01	101	000				F			62485	AS2	1	8856		DUNN, ALIJAH	202506	9663	0.00	45.00
B	01	101	000				F			62486	AS2	1	8859		BARASA, ALEX	202506	9663	0.00	30.00
B	01	101	000				F			62487	AS2	1	1057		HILLYARD	202506	9663	0.00	1,081.12
B	01	101	000				F			62487	AS2	1	1057		HILLYARD	202506	9663	0.00	670.40
B	01	101	000				F			62487	AS2	1	1057		HILLYARD	202506	9663	0.00	1,308.17
B	01	101	000				F			62488	AS2	1	1089		TEACHER'S DISCOVERY	202506	9663	0.00	149.00
B	01	101	000				F			62489	AS2	1	1285		BURG, JOHN	202506	9663	0.00	80.00
B	01	101	000				F			62491	AS2	1	1416		WRIGHT COUNTY JOUR	202506	9663	0.00	56.25
B	01	101	000				F			62491	AS2	1	1416		WRIGHT COUNTY JOUR	202506	9663	0.00	13.13
B	01	101	000				F			62491	AS2	1	1416		WRIGHT COUNTY JOUR	202506	9663	0.00	33.75
B	01	101	000				F			62494	AS2	1	3880		SCHERBER DREW	202506	9663	0.00	155.00
B	01	101	000				F			62495	AS2	1	4111	REMI	JOSTENS INC	202506	9663	0.00	1,045.20
B	01	101	000				F			62496	AS2	1	4138		BROUGH, TONY	202506	9663	0.00	135.00
B	01	101	000				F			62498	AS2	1	4335		4 POINT 0 SCHOOL SER	202506	9663	0.00	72,416.71
B	01	101	000				F			62498	AS2	1	4335		4 POINT 0 SCHOOL SER	202506	9663	0.00	5,228.81
B	01	101	000				F			62499	AS2	1	4398		NORTH SHORE GYM SA	202506	9663	0.00	502.00
B	01	101	000				F			62500	AS2	1	4673		INTEGRIPRINT	202506	9663	0.00	1,444.27
B	01	101	000				F			62501	AS2	1	4697		HUMANEX VENTURES	202506	9663	0.00	700.00
B	01	101	000				F			62502	AS2	1	4811		KUPHAL BRENT	202506	9663	0.00	155.00
B	01	101	000				F			62503	AS2	1	4945		GOPHER SPORTS	202506	9663	0.00	81.40
B	01	101	000				F			62505	AS2	1	5442		ADA BADMINTON & TEN	202506	9663	0.00	240.97
B	01	101	000				F			62506	AS2	1	5921		FARBER SOUND, LLC	202506	9663	0.00	146.00
B	01	101	000				F			62508	AS2	1	6082		SAM'S LAWN & LANDSC	202506	9663	0.00	800.85
B	01	101	000				F			62508	AS2	1	6082		SAM'S LAWN & LANDSC	202506	9663	0.00	626.50

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62508	AS2	1	6082		SAM'S LAWN & LANDSC	202506	9663	0.00	1,220.00
B	01	101	000				F			62508	AS2	1	6082		SAM'S LAWN & LANDSC	202506	9663	0.00	1,110.00
B	01	101	000				F			62508	AS2	1	6082		SAM'S LAWN & LANDSC	202506	9663	0.00	453.00
B	01	101	000				F			62509	AS2	1	6279		SHI INTERNATIONAL CO	202506	9663	0.00	1,370.00
B	01	101	000				F			62510	AS2	1	6282		SOUTHWEST METRO EI	202506	9663	0.00	2,441.70
B	01	101	000				F			62511	AS2	1	6471		GREEN, NICOLE	202506	9663	0.00	135.00
B	01	101	000				F			62512	AS2	1	6750		ART OF PROBLEM SOL\	202506	9663	0.00	2,425.00
B	01	101	000				F			62513	AS2	1	6826		DAY, ROGER	202506	9663	0.00	155.00
B	01	101	000				F			62514	AS2	1	6913		NEE INVESTMENT 9, LLC	202506	9663	0.00	171.68
B	01	101	000				F			62514	AS2	1	6913		NEE INVESTMENT 9, LLC	202506	9663	0.00	117.24
B	01	101	000				F			62515	AS2	1	7284		REMI' LVC COMPANIES, INC.	202506	9663	0.00	900.00
B	01	101	000				F			62516	AS2	1	7348		DRAMATIC PUBLISHING	202506	9663	0.00	214.19
B	01	101	000				F			62517	AS2	1	7544		CAPTIVATE MEDIA + CO	202506	9663	0.00	3,500.00
B	01	101	000				F			62518	AS2	1	7697		MARISELA V NELSON IN'	202506	9663	0.00	100.00
B	01	101	000				F			62518	AS2	1	7697		MARISELA V NELSON IN'	202506	9663	0.00	335.00
B	01	101	000				F			62519	AS2	1	7751		NATIONAL BUSINESS FL	202506	9663	0.00	1,759.98
B	01	101	000				F			62520	AS2	1	7786		REMI' TERRAFORM PHOENIX I	202506	9663	0.00	115.72
B	01	101	000				F			62521	AS2	1	7814		WRIGHT COUNTY SHERI	202506	9663	0.00	563.00
B	01	101	000				F			62522	AS2	1	7849		HOLMAY, ALI	202506	9663	0.00	135.00
B	01	101	000				F			62523	AS2	1	8010		LANGUAGE LINE SERVI	202506	9663	0.00	276.35
B	01	101	000				F			62525	AS2	1	8279		CADY BUSINESS TECHN	202506	9663	0.00	2,717.69
B	01	101	000				F			62526	AS2	1	8300		PENNINGS, JILL	202506	9663	0.00	40.00
B	01	101	000				F			62527	AS2	1	8390		BLUUM OF MINNESOTA,	202506	9663	0.00	72.82
B	01	101	000				F			62528	AS2	1	8399		AMPION PBC	202506	9663	0.00	254.39
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	31.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	85.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	94.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	30.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	108.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	118.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	110.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	81.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	121.00
B	01	101	000				F			62529	AS2	1	8498		SCHMITT MUSIC ANOKA	202506	9663	0.00	27.00
B	01	101	000				F			62530	AS2	1	8621		CESO TRANSPORTATIO	202506	9663	0.00	130,361.93
B	01	101	000				F			62533	AS2	1	8701		RemitGAME ONE	202506	9663	0.00	114.00
B	01	101	000				F			62533	AS2	1	8701		RemitGAME ONE	202506	9663	0.00	858.00

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62533	AS2	1	8701	Remit	GAME ONE	202506	9663	0.00	155.00
B	01	101	000				F			62534	AS2	1	8755		THE ACCIDENTAL ADUL	202506	9663	0.00	337.50
B	01	101	000				F			62536	AS2	1	8860		INSTRUCTURE, INC.	202506	9663	0.00	117.98
B	01	101	000				F			62561	AS2	1	1057		HILLYARD	202506	9663	0.00	184.09
B	01	101	000				F			62562	AS2	1	1102		JW PEPPER	202506	9663	0.00	50.00
B	01	101	000				F			62563	AS2	1	1113		GRAINGER	202506	9663	0.00	716.66
B	01	101	000				F			62564	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	1,817.44
B	01	101	000				F			62564	AS2	1	1180		CENTERPOINT ENERGY	202506	9663	0.00	1,407.53
B	01	101	000				F			62565	AS2	1	1719		SCHOLASTIC BOOK FAI	202506	9663	0.00	7,120.65
B	01	101	000				F			62566	AS2	1	1751		MINNESOTA HISTORICA	202506	9663	0.00	338.00
B	01	101	000				F			62567	AS2	1	1812	taxp	WRIGHT COUNTY TAX F	202506	9663	0.00	1,480.68
B	01	101	000				F			62567	AS2	1	1812	taxp	WRIGHT COUNTY TAX F	202506	9663	0.00	2,202.03
B	01	101	000				F			62568	AS2	1	2575	activi	ISD #882 - MONTICELLC	202506	9663	0.00	300.00
B	01	101	000				F			62568	AS2	1	2575	activi	ISD #882 - MONTICELLC	202506	9663	0.00	75.00
B	01	101	000				F			62570	AS2	1	4673		INTEGRIPRINT	202506	9663	0.00	768.40
B	01	101	000				F			62571	AS2	1	4716	pipes	MSHSBCA	202506	9663	0.00	400.00
B	01	101	000				F			62572	AS2	1	5507		CITY OF GREENFIELD W	202506	9663	0.00	42.72
B	01	101	000				F			62572	AS2	1	5507		CITY OF GREENFIELD W	202506	9663	0.00	1,300.62
B	01	101	000				F			62573	AS2	1	6021		MAAE	202506	9663	0.00	150.00
B	01	101	000				F			62573	AS2	1	6021		MAAE	202506	9663	0.00	395.00
B	01	101	000				F			62574	AS2	1	6031		POSTMASTER	202506	9663	0.00	1,481.69
B	01	101	000				F			62575	AS2	1	6437		TASC	202506	9663	0.00	34.50
B	01	101	000				F			62577	AS2	1	7545		TEACHERS ON CALL	202506	9663	0.00	3,728.78
B	01	101	000				F			62578	AS2	1	7771	remit	MRI SOFTWARE, LLC	202506	9663	0.00	140.00
B	01	101	000				F			62579	AS2	1	7857		MCLEOD COMMUNITY S	202506	9663	0.00	849.01
B	01	101	000				F			62580	AS2	1	7858		MEEKER COMMUNITY S	202506	9663	0.00	1,050.34
B	01	101	000				F			62581	AS2	1	8238		BIRCHBARK BOOKS & I	202506	9663	0.00	962.75
B	01	101	000				F			62582	AS2	1	8253		VITALSIGNS	202506	9663	0.00	450.00
B	01	101	000				F			62583	AS2	1	8666		APEX TROPHY & AWAR	202506	9663	0.00	30.50
B	01	101	000				F			62585	AS2	1	8715		PRATT, ELIZABETH	202506	9663	0.00	120.00
B	01	101	000				F			62588	AS2	1	8861		ROCKFORD ROBOTICS I	202506	9663	0.00	250.00
B	01	101	000				F			62589	AS2	1	8862		GUSSE, LOGAN	202506	9663	0.00	80.00
B	01	101	000				F			62590	AS2	1	8863		PARDINO, AIDEN	202506	9663	0.00	145.00
B	01	101	000				F			62593	AS2	1	1102		JW PEPPER	202506	9663	0.00	17.98
B	01	101	000				F			62594	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	1,172.81
B	01	101	000				F			62594	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	20.81
B	01	101	000				F			62594	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	97.61

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	000				F	Cash & Cash Equiv		62594	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	532.81
B	01	101	000				F			62594	AS2	1	1181		CITY OF ROCKFORD	202506	9663	0.00	1.62
B	01	101	000				F			62595	AS2	1	1192		VERIZON WIRELESS	202506	9663	0.00	150.60
B	01	101	000				F			62597	AS2	1	2216		MENARDS INC	202506	9663	0.00	201.28
B	01	101	000				F			62598	AS2	1	6054	remit	HENNEPIN COUNTY TRE	202506	9663	0.00	580.00
B	01	101	000				F			62599	AS2	1	7545		TEACHERS ON CALL	202506	9663	0.00	5,564.02
B	01	101	000				F			62600	AS2	1	7697		MARISELA V NELSON IN'	202506	9663	0.00	335.00
B	01	101	000				F			62600	AS2	1	7697		MARISELA V NELSON IN'	202506	9663	0.00	300.00
B	01	101	000				F			62601	AS2	1	8406		GREENROCK DELI	202506	9663	0.00	84.27
B	01	101	000				F			62602	AS2	1	8857		ALL PARTITIONS & PAR'	202506	9663	0.00	550.00
B	01	101	000				F			62603	AS2	1	1102		JW PEPPER	202506	9663	0.00	23.00
B	01	101	000				F			62603	AS2	1	1102		JW PEPPER	202506	9663	0.00	41.49
B	01	101	000				F			62603	AS2	1	1102		JW PEPPER	202506	9663	0.00	4.00
B	01	101	000				F			62603	AS2	1	1102		JW PEPPER	202506	9663	0.00	29.50
B	01	101	000				F			62604	AS2	1	1492		ADAM'S PEST CONTROL	202506	9663	0.00	91.34
B	01	101	000				F			62604	AS2	1	1492		ADAM'S PEST CONTROL	202506	9663	0.00	91.34
B	01	101	000				F			62604	AS2	1	1492		ADAM'S PEST CONTROL	202506	9663	0.00	60.00
B	01	101	000				F			62604	AS2	1	1492		ADAM'S PEST CONTROL	202506	9663	0.00	133.36
B	01	101	000				F			62605	AS2	1	4335		4 POINT 0 SCHOOL SER'	202506	9663	0.00	106,690.65
B	01	101	000				F			62606	AS2	1	4955	remit	HENNEPIN CO ACCOUNT	202506	9663	0.00	11,000.00
B	01	101	000				F			62607	AS2	1	5177		HOLT - PETERSON CHAI	202506	9663	0.00	1,268.70
B	01	101	000				F			62608	AS2	1	8527	track	UNIVERSITY OF MINNES	202506	9663	0.00	500.00
B	01	101	000				F			62610	AS2	1	8852		CYBER ADVISORS LLC	202506	9663	0.00	344.38
B	01	101	000				F			62612	AS2	1	8849		MESSERLI & KRAMER, F	202506	9663	0.00	229.90
B	01	101	000				F			62697	AS2	1	4718		MN TRUST	202506	9672	0.00	163.20
Account Total:																			
\$0.00   \$498,078.51																			
B	01	101	003				F	Cash & Cash Equiv -		62537	PAY	1	2006		US GOVERNMENT	202506	9663	0.00	109,516.76
B	01	101	003				F			62537	PAY	1	2006		US GOVERNMENT	202506	9663	0.00	11,468.70
B	01	101	003				F			62537	PAY	1	2006		US GOVERNMENT	202506	9663	0.00	56.24
B	01	101	003				F			62538	PAY	1	1962		MINNESOTA DEPT OF RE	202506	9663	0.00	18,647.10
B	01	101	003				F			62538	PAY	1	1962		MINNESOTA DEPT OF RE	202506	9663	0.00	1,905.35
B	01	101	003				F			62539	PAY	1	1938		TRA	202506	9663	0.00	59,059.17
B	01	101	003				F			62539	PAY	1	1938		TRA	202506	9663	0.00	29.68
B	01	101	003				F			62547	PAY	1	1937		PUBLIC EMPLOYEES RE	202506	9663	0.00	20,616.97
B	01	101	003				F			62547	PAY	1	1937		PUBLIC EMPLOYEES RE	202506	9663	0.00	4,444.05
B	01	101	003				F			62547	PAY	1	1937		PUBLIC EMPLOYEES RE	202506	9663	0.00	51.48
B	01	101	003				F			62548	PAY	1	4050		AFLAC	202506	9663	0.00	147.50

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	01	101	003				F	Cash & Cash Equiv -		62548	PAY	1	4050		AFLAC	202506	9663	0.00	147.50
B	01	101	003				F			62549	PAY	1	2006		US GOVERNMENT	202506	9663	0.00	124,213.13
B	01	101	003				F			62550	PAY	1	1962		MINNESOTA DEPT OF RE	202506	9663	0.00	21,760.39
B	01	101	003				F			62551	PAY	1	1937		PUBLIC EMPLOYEES RE	202506	9663	0.00	21,696.60
B	01	101	003				F			62552	PAY	1	1938		TRA	202506	9663	0.00	63,762.73
B	01	101	003				F			62553	PAY	1	2009		EDUCATION MINNESOT/	202506	9663	0.00	4,633.13
B	01	101	003				F			62553	PAY	1	2009		EDUCATION MINNESOT/	202506	9663	0.00	4,633.13
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	3,999.21
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	8,839.49
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	4,083.53
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	3,999.21
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	8,839.49
B	01	101	003				F			62554	PAY	1	7649		TSA CONSULTING GROI	202506	9663	0.00	4,083.53
B	01	101	003				F			62555	PAY	1	2470		MSRS	202506	9663	0.00	7,901.29
B	01	101	003				F			62555	PAY	1	2470		MSRS	202506	9663	0.00	7,901.29
B	01	101	003				F			62591	PAY	1	5459		LEGAL SHIELD	202506	9663	55.81	0.00
B	01	101	003				F			62591	PAY	1	5459		LEGAL SHIELD	202506	9663	0.00	55.81
B	01	101	003				F			62592	PAY	1	6498		STATE OF MN TAX GAR	202506	9663	0.00	626.72
B	01	101	003				F			62630	PAY	1	5459		LEGAL SHIELD	202506	9663	0.00	111.60
B	01	101	003				F			62631	PAY	1	3431		MEDICA	202506	9663	0.00	142,736.32
B	01	101	003				F			62632	PAY	1	8119		GIS BENEFITS, INC.	202506	9663	0.00	17,134.33
B	01	101	003				F			62633	PAY	1	8741		Medsurety	202506	9663	0.00	19,888.82
Account Total:																			
\$55.81   \$696,990.25																			
B	01	101	004				F	Cash & Cash Equiv -		62637	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	25.00
B	01	101	004				F			62639	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	165,000.00
B	01	101	004				F			62695	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	479.83
B	01	101	004				F			62696	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	417.51
Account Total:																			
\$0.00   \$165,922.34																			
B	02	101	000				F	Cash & Cash Equiv		62484	AS2	1	8846	remit	THE BOELTER COMPANI	202506	9663	0.00	18,122.70
B	02	101	000				F			62569	AS2	1	4387		TAHER INC - BIN# 13509	202506	9663	0.00	111,753.59
B	02	101	000				F			62587	AS2	1	8832	REMI	HOBART SERVICE	202506	9663	0.00	3,624.59
Account Total:																			
\$0.00   \$133,500.88																			
B	04	101	000				F	Cash & Cash Equiv		62425	AS2	1	6118		STMA GYMNASTICS CL	202506	9663	0.00	400.00
B	04	101	000				F			62428	AS2	1	6377		DISH	202506	9663	0.00	132.09
B	04	101	000				F			62435	AS2	1	7545		TEACHERS ON CALL	202506	9663	0.00	210.80
B	04	101	000				F			62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	150.75

Payment Distributions

Period: 202506-202506 JE Code: 0-99999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	04	101	000				F	Cash & Cash Equiv		62460	AS2	1	1394		MBNA/BUSINESS CARD	202506	9663	0.00	146.80
B	04	101	000				F			62490	AS2	1	1369		ABC LETTERING	202506	9663	0.00	340.00
B	04	101	000				F			62492	AS2	1	1471		MCEA	202506	9663	0.00	935.00
B	04	101	000				F			62493	AS2	1	2323		HOUSE OF PRINT	202506	9663	0.00	5,185.72
B	04	101	000				F			62498	AS2	1	4335		4 POINT 0 SCHOOL SER'	202506	9663	0.00	1,520.89
B	04	101	000				F			62498	AS2	1	4335		4 POINT 0 SCHOOL SER'	202506	9663	0.00	810.37
B	04	101	000				F			62504	AS2	1	5416		GRIMM DESIGN, LLC	202506	9663	0.00	2,000.00
B	04	101	000				F			62507	AS2	1	6029		KIDZART	202506	9663	0.00	450.00
B	04	101	000				F			62524	AS2	1	8265		DOMINO'S PIZZA	202506	9663	0.00	26.82
B	04	101	000				F			62532	AS2	1	8693		STERNE, MEGAN	202506	9663	0.00	495.00
B	04	101	000				F			62532	AS2	1	8693		STERNE, MEGAN	202506	9663	0.00	675.00
B	04	101	000				F			62584	AS2	1	8693		STERNE, MEGAN	202506	9663	0.00	325.00
B	04	101	000				F			62595	AS2	1	1192		VERIZON WIRELESS	202506	9663	0.00	100.40
B	04	101	000				F			62605	AS2	1	4335		4 POINT 0 SCHOOL SER'	202506	9663	0.00	2,172.70
B	04	101	000				F			62611	AS2	1	8864		AMORE ART LLC	202506	9663	0.00	384.00
Account Total:																		\$0.00	\$16,461.34
B	04	101	004				F	Cash & Cash Equiv -		62634	WES	1	8480		Kansas State Bank	202506	9663	0.00	253.50
B	04	101	004				F			62635	WES	1	8480		Kansas State Bank	202506	9663	0.00	480.00
B	04	101	004				F			62636	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	2,510.81
B	04	101	004				F			62638	WES	1	1968		BANKWEST ROCKFORD	202506	9663	0.00	18.55
Account Total:																		\$0.00	\$3,262.86
B	06	101	000				F	Cash & Cash Equiv		62535	AS2	1	8803		JACKSON & ASSOCIATI	202506	9663	0.00	19,000.00
B	06	101	000				F			62586	AS2	1	8810		COUNTRYSIDE WOOD F	202506	9663	0.00	2,200.00
B	06	101	000				F			62609	AS2	1	8595	remit	GILBERT MECHANICAL (	202506	9663	0.00	13,075.00
Account Total:																		\$0.00	\$34,275.00
B	07	101	000				F	Cash & Cash Equiv		62497	AS2	1	4194		US BANK	202506	9663	0.00	500.00
Account Total:																		\$0.00	\$500.00
B	21	101	000				F	Cash & Cash Equiv		62412	AS2	1	1200		CUB FOODS - BUFFALO	202506	9663	0.00	58.91
B	21	101	000				F			62415	AS2	1	1731		KITTELSON MARKETING	202506	9663	1,203.00	0.00
B	21	101	000				F			62415	AS2	1	1731		KITTELSON MARKETING	202506	9663	0.00	1,203.00
B	21	101	000				F			62423	AS2	1	5177		HOLT - PETERSON CHAI	202506	9663	0.00	460.09
B	21	101	000				F			62426	AS2	1	6187		MN FFA	202506	9663	0.00	300.00
B	21	101	000				F			62426	AS2	1	6187		MN FFA	202506	9663	0.00	312.00
B	21	101	000				F			62524	AS2	1	8265		DOMINO'S PIZZA	202506	9663	0.00	38.99
B	21	101	000				F			62531	AS2	1	8677		REV ROBOTICS LLC	202506	9663	0.00	202.14

Payment Distributions

Period: 202506-202506 JE Code: 0-999999999

L	Fd	Org	Pro	Crs	Fin	O/S	Ty	Description	Batch	Pmt No	Bank	Grp	Code	Rcd	Vendor	Pd	JE Cd	Debit Amount	Credit Amount
B	21	101	000				F	Cash & Cash Equiv		62533	AS2	1	8701	Remit	GAME ONE	202506	9663	0.00	1,001.70
B	21	101	000				F			62576	AS2	1	7420		CF-ADVERTISING	202506	9663	0.00	29.00
B	21	101	000				F			62576	AS2	1	7420		CF-ADVERTISING	202506	9663	0.00	2,794.50
B	21	101	000				F			62596	AS2	1	2159		DELANO PUBLIC SCHO	202506	9663	0.00	125.00
B	21	101	000				F			62607	AS2	1	5177		HOLT - PETERSON CHAI	202506	9663	0.00	946.30
Account Total:																		\$1,203.00	\$7,471.63
Report Total:																		\$1,258.81	\$1,556,462.81



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Open Enrollments**

Meeting Date: January 22, 2025

Prepared by: Business Office

Date Prepared: January 13, 2025

Information     Briefing     Action     Enclosure Item(s)

**Resident Students Attending Other Schools**

Grade	Non-Resident District	Number	Date Effective	Address Change/New Enrollment
5	Buffalo Hanover Montrose	877	9/3/2024	change of school for personal reasons
5	Buffalo Hanover Montrose	877	9/3/2024	family move; want to stay enrolled at Buffalo
2	Buffalo Hanover Montrose	877	9/3/2024	family move; want to stay enrolled at Buffalo
3	Buffalo Hanover Montrose	877	9/3/2024	family move; want to stay enrolled at Buffalo
6	Delano	879	1/2/2025	hoping Delano will be a better fit
EC	Anoka-Hennepin	11	9/9/2024	attends daycare in Anoka-Hennepin district
4	Anoka-Hennepin	11	10/25/2024	family move; wants to stay enrolled at Anoka-Hennepin
7	Elk River	728	1/2/2025	family move; wants to stay enrolled at Elk River

**Non-Resident Students Attending Rockford**

Grade	Resident District	Number	Date Effective	Address Change/New Enrollment
2	Anoka Hennepin	11	10/15/2024	family move; wanted to stay enrolled at Rockford
3	Anoka Hennepin	11	10/15/2024	family move; wanted to stay enrolled at Rockford
9	Delano	879	9/3/2024	family move; wanted to stay enrolled at Rockford
9	Buffalo Hanover Montrose	877	10/28/2024	family move; wanted to stay enrolled at Rockford
6	Delano	879	9/3/2024	family move; wanted to stay enrolled at Rockford
6	Buffalo Hanover Montrose	877	10/28/2024	family move; wanted to stay enrolled at Rockford
K	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
3	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
5	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
8	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
10	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
11	Anoka Hennepin	11	1/2/2025	family move; wanted to stay enrolled at Rockford
10	Wayzata	284	1/2/2025	NEW ENROLLMENT: desired a smaller school

Note : Non-resident agreements will not be signed for families requesting a release from our school district. The students listed above are covered under MN Statute 124D.03, thus meeting the legal requirements for open enrollment.



ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION

**Subject: 2024-25 Principal Seniority List**

Meeting Date: January 22, 2025

Prepared by: Mike McNulty

Date Prepared: January 15, 2025

Information       Briefing       Action       Enclosure Item(s)

---

Per the current Master Agreement between the Rockford Area Schools and Education Minnesota - Rockford, here is presented the 2024-2025 Principal Seniority List for Board of Education for approval.

Action item:

**Section 6. Establishment of Seniority List:**

**Subd. 1. Preparation:** The School Board shall annually cause a seniority list (by name, date of employment, qualification, position, and grade level assignment) to be prepared from its records. This list shall be available to view in the School District office by January 20<sup>th</sup>.

**Subd. 2: Request for Change:** Any principal whose name appears on such list and who may disagree with the order of seniority in said list shall have ten (10) days from the date of the list's availability to supply written documentation, proof, and request for seniority change to the Superintendent.

**Subd. 3. Final List:** Within twenty (20) days from the date of the original list, the School District shall evaluate any and all such written communications regarding the order of seniority contained in said list and may make such changes the School District deems warranted. A final seniority list shall then be prepared by the School District, which list, as revised, shall be binding on the School District and any principal.

Rockford Area Schools  
Independent School District No. 883

**2024-25 updated 12/31/2024**

**PRINCIPAL SENIORITY LIST**

1. This list is intended to reflect the first day of the most recent continuous service in the district and major and minor licensure filed with the school district office as of December 31, 2024.
2. Time off for leave of any kind authorized by the school district shall not be deemed to be a break in continuous service.
3. Expiration refers to licensure expiration. A license expires June 30 in the year indicated.
4. Per the current Master Agreement, additions to this list establish the First Day as the date of Board action on the hire; ties go to the lower File Folder number.

Number	Name	First Day	File Folder	Tier/Scope	Current Valid Licensure	Expiration	General Assignment
1	Nyhus, Brenda	7/10/2006	367945	4	Vocal & Classroom Music	2029	Elementary Principal
				Prof Admin	Principal K-12		
2	Menard, Paul	1/27/2020	422891	4	Communication Arts/Lit 5-12	2026	High School Principal
				Prof Admin	Principal K-12		
3	Warzecha, Paul	7/1/2022	436203	4	Mathematics (5-8)	2027	Middle School Principal
				4	Elementary Education K-6		
				Prof Admin	Principal K-12		



ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION

**Subject: 2024-25 EC Teacher Seniority List**

Meeting Date: January 22, 2025

Prepared by: Mike McNulty

Date Prepared: January 21, 2025

Information       Briefing       Action       Enclosure Item(s)

Per the current Master Agreement between the Rockford Area Schools and Education Minnesota - Rockford, here is presented the 2024-2025 EC Teacher Seniority List for Board of Education for approval.

Action item:

**Section 8. Seniority:**

1. Seniority commences on the date of board approval as an ECFE and/or SR teacher. Teachers hired in the ECFE and/or SR programs shall accumulate no seniority on the K-12 teachers' seniority list. No K-12 teacher will be allowed to accumulate seniority to replace an ECFE and/or SR teacher. The District will create separate seniority lists for ECFE teachers and SR teachers. Teachers hired in the ECFE program shall accumulate no seniority on the SR teacher's seniority list, and vice versa.
2. In the event that a teacher resigns, retires, or otherwise ends employment with the School District, but is later rehired, the teacher's seniority will reset to the date of Board approval of the rehire.
3. The ECFE/SR seniority lists will be posted within the worksite on or before January 15 of each year. Any teacher who feels that an error has been made on the seniority list shall have ten (10) working days from the date of posting to supply written documentation, proof, and request for seniority change to the District.
4. Within ten (10) working days thereafter, the District shall evaluate any and all written communications regarding the order of seniority and may make such changes the District deems warranted. A final seniority list shall thereupon be prepared by the District, which list as revised shall be binding on the District and any Teacher subject to the grievance procedure.



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

Rockford Area Schools  
Independent School District No. 883  
**2024-25 updated 12/31/2024**

**CONTINUING CONTRACT TEACHER SENIORITY LIST**

1. This list is intended to reflect the first day of the most recent continuous service in the district and major and minor licensure filed with the school district office as of December 31, 2024.
2. Time off for leave of any kind authorized by the school district shall not be deemed to be a break in continuous service.
3. Expiration refers to licensure expiration. A license expires June 30 in the year indicated.
4. Per the current Master Agreement, for teachers hired prior to Jan. 1, 2024, means date of board approval with the school board; ties go to the lower File Folder number.  
For teachers hired after January 1, 2024, seniority will be defined by the date and time the employee's contract was signed with the school district in a position requiring a license.

Number	Name	First Day	File Folder	Yrs - Rockford as of December 2024	Months	Tier	Current Valid Licensure	Expiration	General Assignment
1	Michelle Jane Anderson	8/21/2007	350831	17	4	4	PRE-KINDERGARTEN	2028	School Readiness/PreSchool
2	Deann Denise Lommel	8/25/2015	361902	9	4	4	ELEMENTARY EDUCATION (K-6) PRE-KINDERGARTEN	2025 2025	School Readiness/PreSchool
3	Bethann Joy Brooks	8/25/2015	371516	9	4	4	PRE-KINDERGARTEN PARENT AND FAMILY EDUCATION	2026 2026	School Readiness/PreSchool
4	Lindsey S Stotts	8/10/2016	413378	8	4	4	EARLY CHILDHOOD EDUCATION (B-Grade 3)	2029	School Readiness/PreSchool
5	Jessica Marie Koch	3/16/2021	446342	3	9	4	LIFE SCIENCES (9-12) PARENT AND FAMILY EDUCATION	2027 2027	ECFE Parent Educator
6	Lori Vigesaa	10/14/2021	395787	3	3	4	EARLY CHILDHOOD SPECIAL EDUCATION (B-Age 6)	2027	ECFE/ECSE Teacher



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: January 2025 Superintendent's Report**

Meeting Date: January 22, 2025

Prepared by: Superintendent's Office

Date Prepared: January 13, 2025

Information     Briefing     Action     Enclosure Item(s)

---

Dr. Jeff Ridlehoover to give updates on the district.



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: REAMS Celebration**

Meeting Date: January 22, 2025

Prepared by: Brenda Nyhus

Date Prepared: 1-15-2025

Information     Briefing     Action     Enclosure Item(s)

---

***Letter Leaders and Math Masters students***

The program's purpose is to provide leadership opportunities for our oldest students in the building and for our youngest learners to gain mastery in foundational literacy and math concepts.



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: REAMS Principals Report**

Meeting Date: January 22, 2025

Prepared by: Brenda Nyhus

Date Prepared: 1-15-2025

Information     Briefing     Action     Enclosure Item(s)

---

**Brenda Nyhus Powerpoint Goals Report**



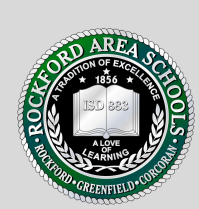
# Rockford Area Schools

*presented by,  
Brenda Nyhus REAMS Principal*

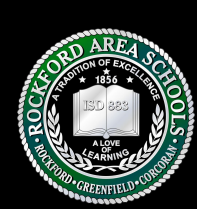
*January 22, 2025*

**#ROCKETS883**





# Rockford Elementary Arts Magnet School General Updates



# General Updates

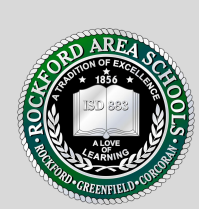
**Grade 3 Concert-Jan 23rd**

**Great Kindness Challenge-Jan 27-31**

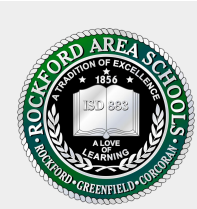
**I Love to Read Month is coming up in February.**

- Battle of the Books
- All Day Read
- Wear A Readable Shirt dress up days

**Heart Challenge Week-Feb. 10-14**



# Rockford Elementary Arts Magnet School 2024-2025 School Improvement Goals

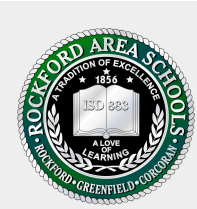


# REAMS School Improvement Plan (SIP)-Goal #1

## *Standards, Learning Targets, & Assessments-Standards*

**During the 2024-2025 school year all grade levels and departments will complete a universal structure that includes standards, learning targets and assessments. Grade levels will complete this structure for ELA and Math standards.**

- A universal template will be available for the instructors to unpack standards, learning targets and assessments. Instructors will need time to complete the determined document, using team support, and previously developed standards documents as examples.
- Teachers will have the option to divide work up throughout the year or to complete the work together. An example would be to have half of your team work on ELA standards and the other half work on math standards, or to work on one set of standards at the beginning of the year and another set of standards during the second part of the year.

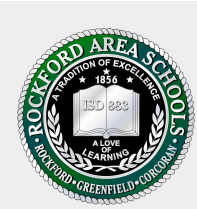


# REAMS School Improvement Plan (SIP)-Goal #1

## *Standards, Learning Targets, & Assessments-Learning Targets*

During the 2024-25 school year all grade levels and departments will create student friendly learning targets. Grade levels will complete learning targets for ELA and math standards. Specialists will complete learning targets for their specific standard area.

- A universal template will contain the targets that connect to each standard.

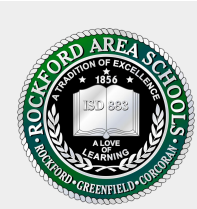


# REAMS School Improvement Plan (SIP)-Goal #1

## ***Standards, Learning Targets, & Assessments-Assessments***

**During the 2024-25 school year all grade levels and departments will evaluate assessments to ensure standards-alignment for ELA and math standards.**

- The curriculum map will contain the assessment information that connects to each standard.

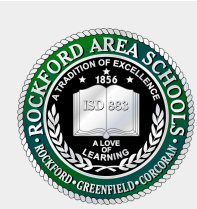


# REAMS School Improvement Plan (SIP)-Goal #2

## *Student Connectedness*

**Students in grades three and four will be given mySABERS survey in the fall and spring regarding their sense of belonging at REAMS. Students in grades K-4 will receive weekly guidance lessons with the counselors during the 2024-25 school year.**

- The counselors will administer the mySABERS survey with the third and fourth grade teachers. Letters will be sent home to parents prior to the survey as an opt out option. Guidance lessons will be provided by the counselors to each class in grades K-4 weekly. Lessons will include topics of connectedness.

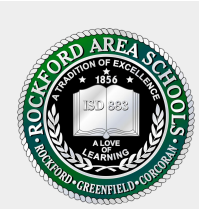


# REAMS School Improvement Plan (SIP)-Goal #3

**101 students will show growth by decreasing their risk level (or showing significant growth within the high risk category) from Fall 2024 to Spring 2025 on the aReading test.**

**110 students will show growth by decreasing their risk level (or showing significant growth within the high risk category) from Fall 2024 to Spring 2025 on the aMath test.**

- Individual Q-Comp Goals



# Student Achievement and Growth

**Collaborate with the REAMS teachers to continue to implement a structured literacy approach in each classroom in the building. Collaborate with the literacy lead, regarding monthly literacy staff meetings and collaborate with literacy lead regarding literacy coaching.**

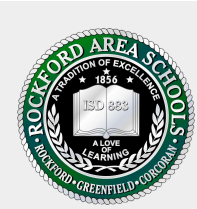
**Oversee the use of IXL at REAMS to ensure 100% fidelity.**

## Progress

- Complete CORE Reading training
- Collaborate with literacy lead to help facilitate the monthly literacy meetings and ensure that all staff have access to the Literacy Google Classroom
- Collaborate with Resource Training and Solution to assist in the implementation of the literacy coach.

## Up Next:

- Fidelity checks to ensure all teachers are using IXL at REAMS.
- Meet regularly with Literacy Lead to review literacy coaching and the needs to make coaching successful



# Healthy and Supportive Environment

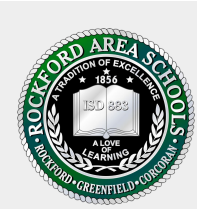
**Collaborate with the newly formed BILT and BOLT teams to ensure that staff members have a voice and an outlet to share ideas and concerns. BILT and BOLT members will follow up with staff in an email, at a staff meeting, or in teams regarding any implementation or discussion around a topic.**

## **Progress:**

Schedule and meet with BILT and BOLT monthly. Ensure that there are notes and follow through actions when necessary.

## **Up Next:**

Share out agendas and increased communication with all staff.



# Community, School, & Family Partnerships

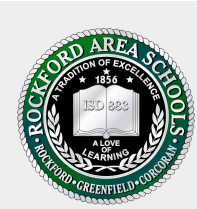
**Work closely with the selected individuals to train and implement the “I Love U Guys” program in the Rockford Area Schools. Parents' first and most important relationship begins with staff keeping their child safe. Having a solid plan will build trust with parents that their child is coming to a place that will keep them safe each day so the events that unfold throughout the year are successful.**

## **Progress:**

- Attend “I Love U Guys” training

## **Up Next:**

- Collaborate with staff who attend training to implement the program including any updates to the reunification plan.



# Culture of Collective Purpose

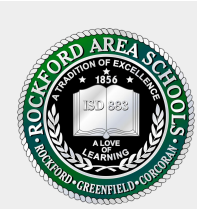
**Collaborate with the staff at REAMS to ensure that students feel connected to their school and have a solid relationship with at least one adult.**

## **Progress:**

- Students and staff will participate in MySabers survey twice a year.
- Principal and the counselors will collaborate on a kindness lesson for all sections of students twice a year.
- Students will receive counseling lessons weekly from a counselor
- Third and Fourth grade students will have an opportunity to participate on student council leadership committees.
- Students who need a strong connection and additional support with an adult will be assigned a Rockee Buddy.

## **Up Next:**

- Second MySabers survey
- Second Kindness Lesson



# Stewardship of Resources

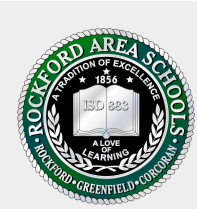
**Monitor spending, staffing allocations, and budgets to remain within total budget projection outlook for REAMS in FY25.**

## **Progress:**

- Meet monthly with Michelle O'Hern to review budget spending.
- Work with CFO to better understand staffing and budget allocations at RAS moving forward.
- Monitor budget transfers and orders

## **Up Next:**

- Prioritize staffing based upon student enrollment
- Work with CFO and Superintendent to strategically staff according to student need
- Work with CFO and Superintendent to monitor and adjust future building budget lines
- Coordinate with district directors regarding building, program, and equipment needs to support curriculum



# REAMS-Magnet Updates-Artist in Residence

## **Kindergarten**

April 1, 2, 3, 2025

Dance Artist/Educator Roxane Wallace

Life cycle of a plant, Dance

## **First Grade**

Apr 7, 8, 9, 10, 11, 2025

Dance Artist/Educator Karla Nweje

Life cycle of a frog, Dance

## **Second Grade**

Apr 23, 24, 25, 28, 29, May 1, 2, 2025 (including Grandparent's Day performances)

Visual and Theater Artist/Educator Julie Boada

Native American culture, Literacy, Visual Art and Theater including puppetry, storytelling, and acting

## **Third Grade**

Nov 11, 12, 13, 14, 15, 2024

Dance Artist/Educator Karla Nweje

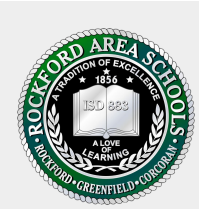
Native American culture, literacy, science concepts including stars and constellations, moon phases, and the rotation and revolution of the earth (seasons,length of day)

## **Fourth Grade**

May 6, 7, 8, 12, 13, 2025 (including Arts and Academics performance)

Dance Artist/Educator Roxane Wallace

10 or more math concepts in past years, this year connecting to science concepts to be determined



# REAMS-Magnet Updates-All School Song

## All School Song

***“We Are Here!”***

**Recording will take place on March 19th**

**All REAMS students will participate!**



**Thank You.**



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: REAMS Rocket Spotlight**

Meeting Date: January 22, 2025

Prepared by: Brenda Nyhus

Date Prepared: 1-15-2025

Information     Briefing     Action     Enclosure Item(s)

---

**Erika Abel**  
REAMS Special Education Teacher



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: HR update for FY25**

Meeting Date: January 22, 2025

Prepared by: Mike McNulty

Date Prepared: January 16, 2025

Information       Briefing       Action       Enclosure Item(s)

- 
1. Open enrollment completed in Nov/Dec of 2024, all personnel now put into the system and our insurance carrier is still Medica (health), and MetLife (dental/vision/others).
  2. We are changing our insurance broker from MMA to USI. Complacency in the assistance we received is the main reason. No major change in overall cost. We will then monitor the service received over the next 2 years to ensure we are getting what we need.
  3. Food Service audit completed, with a special thanks to Christa Larson, along with Harlan Adelman and his team from Taher. We passed with flying colors.
  4. I will be completing our local Food Service oversight during the last 2 weeks of January. This means I will be monitoring all three buildings services for breakfast and lunches - lunch counts, proper setup and service, etc. This is a MDE/MDH requirement.
  5. Seniority Lists were posted, updated and are being approved for the Teachers (now including a separate list for EC Teachers) and Principals. The principal list is on the agenda for approval.
  6. District Office spring/summer goals to complete:
    - W2s will be mailed 1/31/2025.to all staff.
    - Employee notice requirement by legislature - Every 120 calendar days beginning January 1, 2024, a public employer must provide the list to an exclusive representative of each unit. This file will be sent out to our two union representatives by January 31, 2025.



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Resolution Directing the Administration to make  
Recommendation for Reductions in Programs and Positions and Reasons  
Therefore**

Meeting Date: January 22, 2025

Prepared by: Superintendent's Office

Date Prepared: January 13, 2025

Information     Briefing     Action     Enclosure Item(s)

---

This resolution is required if the district would need to make any budget reductions for the 2025-26 school year. It has been adopted annually to ensure that we have covered all necessary procedures in the event reductions would need to occur. By adopting the resolution, we are not required to make any reductions.

**RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS  
FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE.**

- WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and
- WHEREAS, this reduction in expenditure must include discontinuance of positions and discontinuance or curtailment of programs, and
- WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District #883, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of program or positions to effectuate economies in the school district and reduce expenditures, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of position and curtailment of positions.



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Mid Year DOP Review**

Meeting Date: January 22, 2025

Prepared by: Superintendent's Office

Date Prepared: January 14, 2025

Information     Briefing     Action     Enclosure Item(s)

---

Dr. Ridlehoover will review the status of the District Operational Plan (DOP) as a mid-year review/update.



# District Operational Plan Mid Year Report

## Student Achievement and Growth

### Goal

Increase our capacity to provide instruction relative to the Science of Reading (SOR) and the requirements associated with the Minnesota READ Act

### Evidence

Reading Instruction at REAMS Communication (in Spanish)

Leading with Literacy Newsletter 24-25  
Leading with Literacy Meetings 24-25  
REAMS Literacy PD Examples

MDE Local Literacy Plan

RAS Literacy Coach Job Description

### Status

- Met  
 In Progress

Creation of our RAS Instructional Roadmap

### Evidence

Roadmap Visual  
Purpose Process Product Visual  
REAMS, RMS-CES, RHS

### Status

- Met  
 In Progress

Create and implement a strong and sustainable curriculum review process

### Evidence

Process Guide  
Curriculum Process Draft

Implementation of our New Elementary Science Curriculum

### Status

- Met  
 In Progress

In addition to our standard metrics connected to our WBWF plan (now titled CA & CR), goals related to mathematics and student connectedness will be added for SY 2024-25

### Evidence

CA&CR Report

### Status

- Met  
 In Progress

Aligning our work in the areas of literacy and ADSIS intervention with a sustainable MTSS process

### Evidence

ADSIS Application

### Status

- Met  
 In Progress

Increased focus on our AIPAC goals

### Evidence

AIPAC Newsletter

### Status

- Met  
 In Progress

AIPAC Bylaws

MDE American Indian Education Aid  
Application to come - February 2025

Increase our collective capacity to provide relevant CTE programming to our students.

**Evidence**  
RHS CTE Student Enrollment  
Student Feedback Survey - Spring 2025

**Status**  
 Met  
 In Progress

Continue our work as a statewide model school district in providing students and families with high-quality Magnet programming at all levels

**Evidence**  
Student/Family Feedback - TBD  
Grant progress with our NWSISD partners (Buffalo and Fridley)

**Status**  
 Met  
 In Progress

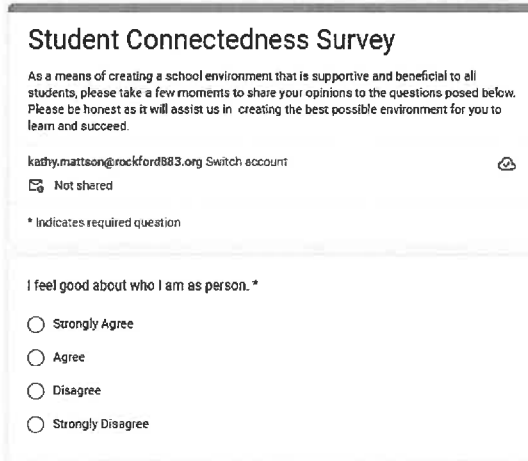
RHS Registration Presentation

**Healthy and Supportive Environment**

Create and implement a Student Connectedness Survey

**Evidence**  
Student Connectedness Survey

**Status**  
 Met  
 In Progress



Implementation of Restorative Practices - (note: this work is a continuation of our work that began in the late winter of 2024)

**Evidence**  
Restorative Folder  
Restorative Practices in Rockford Area Schools

**Status**  
 Met  
 In Progress

Create and implement a District Wellness Plan for all employees	<p><b>Evidence</b></p> <p><u>Wellness Committee</u></p> <p><u>Wellness Policy</u></p> <p><u>Wellness Policy Assessment</u></p> <p><u>Wellness Triennial Assessment</u></p> <p><u>RAS Insurance Year-to-Year Comparables</u></p>	<p><b>Status</b></p> <p><input checked="" type="checkbox"/> Met</p> <p><input checked="" type="checkbox"/> In Progress</p>
Enhance our District Safety Committee	<p><b>Evidence</b></p> <p><u>ER Procedures/Crisis Management Plan</u></p> <p>Monitor our use of the <i>Raptor System</i> for increased school visitor protocols</p> <p><u>Raptor FAQ</u></p> <p><u>Raptor Data</u></p> <p>Monitor Workers Compensation Claims - EOY Report in late spring</p>	<p><b>Status</b></p> <p><input checked="" type="checkbox"/> Met</p> <p><input checked="" type="checkbox"/> In Progress</p>
Monitor and (when financially feasible) enhance District facilities for safety and increased functionality and aesthetics.	<p><b>Evidence</b></p> <p><u>Facility Use</u></p> <p>User satisfaction survey - Spring 2025</p> <p><u>Facilities Presentation</u></p> <p><u>Facilities Committee Improvement Projects Recommendations</u></p>	<p><b>Status</b></p> <p><input type="checkbox"/> Met</p> <p><input checked="" type="checkbox"/> In Progress</p>
<b>Community, School and Family Partnerships</b>		
Establish a district communications/public relations committee	<p><b>Evidence</b></p> <p><u>RAS Communications Committee January 2025</u></p> <p><u>Elected Official Round Table</u></p> <p>EC/Galaxy Brochure - in progress</p> <p><u>Social Media Analytics</u></p> <p>Create E-12 Brand &amp; Culture Advantage Rockford</p>	<p><b>Status</b></p> <p><input checked="" type="checkbox"/> Met</p> <p><input checked="" type="checkbox"/> In Progress</p>

Create, distribute, and analyze a new community survey to assess perceptions on strengths and areas for improvement	<b>Evidence</b> <u>RAS Community &amp; Parent/Guardian Survey</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Technology and Communication Enhancements	<b>Evidence</b> Conversations with our website provider, Finalsity, to enhance our web presence. <u>Website</u>  Change in our domain name from rockford.k12.mn.us (state owned) to rockford883.org (domain owned by RAS). <u>Staff email about change</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Promote the use of District facilities and for the purpose of community usage and enjoyment	<b>Evidence</b> Community Education Report - Spring 2025	<b>Status</b> <input type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Enhance partnerships with our local nonprofits to strengthen our community and foster collaboration	<b>Evidence</b> <u>Hennepin County Youth Sports Grant</u>  <u>RiverWorks &amp; Thousand Hearts Collaboration</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
<b>Culture of Collective Purpose</b>		
The implementation of the annual District Operational Plan (DOP)	<b>Evidence</b> <u>DOP</u> Board/Superintendent/Cabinet Satisfaction - Questionnaire - TBD	<b>Status</b> <input checked="" type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Reorganize District Operations	<b>Evidence</b> <u>RAS Roles &amp; Responsibilities</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Quarterly Superintendent Updates at all 3 school sites	<b>Evidence</b> <u>State of the District</u>  <u>Curricular Map Introduction</u>	<b>Status</b> <input type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Create and utilize a consistent and structured onboarding process for all employees within Rockford Area Schools	<b>Evidence</b> <u>Onboarding</u>  <u>Offboarding Survey</u>	<b>Evidence</b> <input checked="" type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress

The creation of a new District Employee Handbook	<b>Evidence</b>  <u>Handbook</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Establishment of BILT (Building Instructional Leadership Team)	<b>Evidence</b>  BILT Institute <ul style="list-style-type: none"> <li>• <u>Agenda</u></li> <li>• <u>Slides</u></li> </ul> <u>PLC Template</u>  <u>Curricular Mapping Template</u> <u>Curricular Mapping Guide</u> <u>Curricular Map Intro</u> <u>Curricular Map Self-Assessment</u>  December 2024 <ul style="list-style-type: none"> <li>• <u>BILT Evaluation</u></li> <li>• <u>Program Evaluation</u></li> </ul> <b>Professional development</b> <u>Workshop week</u> <u>10/16</u> <u>11/4</u> <u>1/20</u> <ul style="list-style-type: none"> <li>• <u>24-25 Rocket Camp Registration Guide</u></li> </ul>	<b>Status</b> <input checked="" type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Establishment of BOLT (Building Operational Leadership Team)	<b>Evidence</b>  <u>BOLT Agenda Guidance</u>  December 2024 <ul style="list-style-type: none"> <li>• <u>BOLT Evaluation</u></li> </ul>	<b>Status</b> <input type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Establishment of Coordinating Council	<b>Evidence</b>  <u>RAS Coordinating Council Agenda</u>	<b>Status</b> <input type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Establishment of Instructional Cabinet (I-Cab)	<b>Evidence</b>  <u>Instructional Cabinet Agenda</u>	<b>Status</b> <input type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress
Coaching and developing leaders for continuous improvement	<b>Evidence</b>  <u>RAS BILT Job Description</u>  <u>RAS BOLT Job Description</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress

	<u>RAS Learning &amp; Innovation Specialist Job Description</u>	
	<u>Maintenance/B&amp;G MASBO Leadership Training</u>	
	<u>Harvard GSE Instructional Coaching</u>	
Establish a monthly “Rocket Recognition” as a means to highlight the great work of employees throughout RAS	<b>Evidence</b>  <u>Rocket Recognition Process</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
<b>Stewardship of Resources</b>		
Ensure fiscal transparency and oversight by implementing quarterly budget updates at board meetings	<b>Evidence</b>  <u>Finance Committee Notes (Example)</u>  <u>Finance Committee Agenda (Example)</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Negotiate fair and fiscally sound employee contracts	<b>Evidence</b>  <u>Finalized Contracts</u>  <u>Fiscal Spreadsheets (Principals, Teachers)</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Reorganization of the RAS District Finance Department (began in Fall 2023/Winter 2024)	<b>Evidence</b>  <u>CFO Job Description</u>  <u>Directors of Business Operations Job Description</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input type="checkbox"/> In Progress
Potential Technology Levy (if approved by the Board of Education)	<b>Evidence</b>  <u>Vote2024</u>  <u>Community Presentation</u>  <u>Community Education Vote Flyer</u>  <u>Technology Update</u>  <u>September Board Presentation</u>  <u>RAS 5-Year Technology Plan</u>	<b>Status</b> <input checked="" type="checkbox"/> Met <input checked="" type="checkbox"/> In Progress



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Policy Updates First Read**

Meeting Date: January 22, 2025

Prepared by: Superintendent's Office

Date Prepared: January 14, 2025

Information     Briefing     Action     Enclosure Item(s)

---

The following policies have been updated by the policy committee and are up for a first read.

<b>Policy Number</b>	<b>Policy Name</b>
614	School District Testing Plan and Procedures
615	Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Student
619	Staff Development for Standards
620R	Credit for Learning
624	Online Learning Options
524	Graduation requirements
613R	Internet Acceptable Use and Safety Policy



Adopted: 11/19/01

Orig. 1996

Reviewed: 2019, 2022, 2024

Revised: 02/19/20, 3/21/22, 9/19/2022, 1/22/24, 1/22/25

## **524R INTERNET , TECHNOLOGY, AND CELL PHONE ACCEPTABLE USE AND SAFETY POLICY**

### **I. PURPOSE**

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

### **II. GENERAL STATEMENT OF POLICY**

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

### **III. LIMITED EDUCATIONAL PURPOSE**

The school district is providing students and employees with access to the school district computer system, which includes Internet access. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

### **IV. USE OF SYSTEM IS A PRIVILEGE**

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under other applicable laws.



**V. UNACCEPTABLE USES**

- A. The following uses of the school district system and Internet resources or accounts are considered unacceptable:
1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit or distribute:
    - a. pornographic, obscene or sexually explicit material or other visual depictions that are harmful to minors;
    - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
    - c. materials that use language, images, or content that are inappropriate in the education setting or disruptive to the educational process;
    - d. information or materials that could cause damage or danger of disruption to the educational process;
    - e. materials that use language, images, or content that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
  2. Users will not use the school district system to knowingly or recklessly post, transmit or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
  3. Users will not use the school district system to engage in any illegal act or violate any local, state or federal statute or law.
  4. Users will not use the school district system to vandalize, damage or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means, will not tamper with, modify or change the school district system software, hardware or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
  5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information or files without the implied or direct permission of that person.
  6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses,



identification numbers, account numbers, access codes or passwords, labeled photographs or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.

- a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
- b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
  - (1) such information is classified by the school district as directory information, and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
  - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as "Facebook," "X (Formerly Twitter)," "Instagram," "Snapchat," and "Reddit," and similar websites or applications.
7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
  8. Users will not use the school district system to violate copyright laws or usage



licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer or personal device while using school district network (including wireless), and will not plagiarize works they find on the Internet.

9. Users will not use the school district system or school district computers for conducting business, for unauthorized commercial purposes or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
  10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy (MSBA/MASA Model Policy 514). This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such violations are, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.
- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

**VI. FILTER**

- A. With respect to any of its computers with Internet access while connected through the school district network, the school district will monitor the online activities of both minors



and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:

1. Obscene;
  2. Child pornography; or
  3. Harmful to minors.
- B. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:
1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
  2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
  3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
- D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
- E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber-bullying awareness and response.

**VII. CONSISTENCY WITH OTHER SCHOOL POLICIES**

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

**VIII. LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.



- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files. Parents have the right to request the termination of their child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

**IX. INTERNET USE AGREEMENT**

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents and employees of the school district.
- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, and the parent or guardian. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office.

**X. LIMITATION ON SCHOOL DISTRICT LIABILITY**

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district diskettes, tapes, hard drives or servers, or for delays or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

**XI. USER NOTIFICATION**

- A. All users shall be notified of the school district policies relating to Internet use.



- B. This notification shall include the following:
1. Notification that Internet use is subject to compliance with school district policies.
  2. Disclaimers limiting the school district's liability relative to:
    - a. Information stored on school district compact disks, digital video disks, hard drives or servers.
    - b. Information retrieved through school district computers, networks or online resources.
    - c. Personal property used to access school district computers, networks or online resources.
    - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
  3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
  4. Notification that, even though the school district may use technical means to limit Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
  5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
  6. Notification that the collection, creation, reception, maintenance and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
  7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
  8. Notification that all provisions of the acceptable use policy are subordinate to local, state and federal laws.

**XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE**

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district



system from home or a remote location.

- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
  - 1. A copy of the user notification form provided to the student user.
  - 2. A description of parent/guardian responsibilities.
  - 3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
  - 4. A statement that the Internet Use Agreement must be signed by the user, and the parent or guardian prior to use by the student.
  - 5. A statement that the school district's acceptable use policy is available for parental review.

**XIII. NOTIFICATION REGARDING TECHNOLOGY PROVIDERS**

- A. "Technology provider" means a person who:
  - 1. contracts with the school district, as part of a one-to-one program or otherwise, to provide a school-issued device for student use; and
  - 2. creates, receives, or maintains educational data pursuant or incidental to a contract with the school district.
- B. "Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- C. Within 30 days of the start of each school year, the school district must give parents and students direct and timely notice, by United States mail, e-mail, or other direct form of communication, of any curriculum, testing, or assessment technology provider contract affecting a student's educational data. The notice must:
  - 1. identify each curriculum, testing, or assessment technology provider with access to educational data;
  - 2. identify the educational data affected by the curriculum, testing, or assessment technology provider contract; and
  - 3. include information about the contract inspection and provide contact information for a school department to which a parent or student may direct questions or concerns regarding any program or activity that allows a curriculum, testing, or assessment technology provider to access a student's educational data.
- D. The school district must provide parents and students an opportunity to inspect a complete copy of any contract with a technology provider.
- E. A contract between a technology provider and the school district must include requirements to ensure appropriate security safeguards for educational data. The



contract must require that:

1. the technology provider's employees or contractors have access to educational data only if authorized; and
  2. the technology provider's employees or contractors may be authorized to access educational data only if access is necessary to fulfill the official duties of the employee or contractor.
- F. All educational data created, received, maintained, or disseminated by a technology provider pursuant or incidental to a contract with a public educational agency or institution are not the technology provider's property.

#### **XIV. SCHOOL-ISSUED DEVICES**

- A. "School-issued device" means hardware or software that the school district, acting independently or with a technology provider, provides to an individual student for that student's dedicated personal use. A school-issued device includes a device issued through a one-to-one program.
- B. Except as provided in paragraph C, the school district or a technology provider must not electronically access or monitor:
1. any location-tracking feature of a school-issued device;
  2. any audio or visual receiving, transmitting, or recording feature of a school-issued device; or
  3. student interactions with a school-issued device, including but not limited to keystrokes and web-browsing activity.
- C. The school district or a technology provider may only engage in activities prohibited by paragraph B if:
1. the activity is limited to a noncommercial educational purpose for instruction, technical support, or exam-proctoring by school district employees, student teachers, staff contracted by the school district, a vendor, or the Minnesota Department of Education, and notice is provided in advance;
  2. the activity is permitted under a judicial warrant;
  3. the school district is notified or becomes aware that the device is missing or stolen;
  4. the activity is necessary to respond to an imminent threat to life or safety and the access is limited to that purpose;
  5. the activity is necessary to comply with federal or state law, including but not limited to Minnesota Statutes section 121A.031; or
  6. the activity is necessary to participate in federal or state funding programs, including but not limited to the E-Rate program.
- D. If the school district or a technology provider interacts with a school-issued device as provided in paragraph C, clause 4, it must, within 72 hours of the access, notify the student to whom the school-issued device was issued or that student's parent and provide a written description of the interaction, including which features of the device were accessed and a description of the threat. This notice is not required at any time



when the notice itself would pose an imminent threat to life or safety, but must instead be given within 72 hours after that imminent threat has ceased.

**XV. CELL PHONE USE**

The school board directs the superintendent and school district administration to establish rules and procedures regarding student possession and use of cell phones in schools. These rules and procedures should seek to minimize the impact of cell phones on student behavior, mental health, and academic attainment. These rules and procedures may be designed for specific school buildings, grade levels, or similar criteria and are outlined in the respective school board approved annually in all school handbooks.

~~1. Students are prohibited from using cell phones and other electronic communication devices during the instructional time, unless directed to do so by the classroom teacher or staff member. Students also are prohibited from using a cell phone or other electronic communication device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, and malicious and sadistic conduct.~~

~~¶~~

~~2. If the school district has a reasonable suspicion that a student has violated a school policy, rule, or law by use of a cell phone or other electronic communication device, the school district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search.~~

~~¶~~

~~3. Cell phone expectations are designed to ensure that cell phones do not hinder the learning environment or disrupt positive social interactions. By adhering to these guidelines students, parents, and school staff contribute to a school community that values education, engagement, and respectful behavior.~~

**XVI. LIMIT ON SCREEN TIME FOR CHILDREN IN PRESCHOOL AND KINDERGARTEN**

A child in a publicly funded preschool or kindergarten program may not use an individual-use screen, such as a tablet, smartphone, or other digital media, without engagement from a teacher or other students. This section does not apply to a child for whom the school has an individualized family service plan, an individualized education program, or a 504 plan in effect.

**XVII. IMPLEMENTATION; POLICY REVIEW**

- A. The school district administration may develop appropriate user notification forms, guidelines and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff and members of the community.
- D. Because of the rapid changes in the development of the Internet, the school board shall



conduct an annual review of this policy.

**Legal References:**

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.031 (School Student Bullying Policy)  
[Minn. Stat. § 121A.73 \(School Cell Phone Policy\)](#)  
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)  
Minn. Stat. § 125B.15 (Internet Access for Students)  
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)  
15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)  
17 U.S.C. § 101 *et seq.* (Copyrights)  
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))  
47 C.F.R. § 54.520 (FCC rules implementing CIPA)  
Minn. Stat. § 121A.0695 (School Board Policy; Prohibiting Intimidation and Bullying)  
Minn. Stat. § 125B.15 (Internet Access for Students)  
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)  
*Tinker v. Des Moines Indep. Cmty. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*United States v. Amer. Library Assoc.*, 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)  
*Doninger v. Niehoff*, 527 F.3d 41 (2<sup>nd</sup> Cir. 2008)  
*R.S. v. Minnewaska Area Sch. Dist. No. 2149*, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)  
*Tatro v. Univ. of Minnesota*, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)  
*S.J.W. v. Lee’s Summit R-7 Sch. Dist.*, 696 F.3d 771 (8<sup>th</sup> Cir. 2012)  
*Kowalski v. Berkeley County Sch.*, 652 F.3d 565 (4<sup>th</sup> Cir. 2011)  
*Layshock v. Hermitage Sch. Dist.*, 650 F.3d 205 (3<sup>rd</sup> Cir. 2011)  
*Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist.*, 853 F.Supp.2d 888 (W.D. Mo. 2012)  
*M.T. v. Cent. York Sch. Dist.*, 937 A.2d 538 (Pa. Commw. Ct. 2007)

**Cross References:**

MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)  
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)  
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)  
MSBA/MASA Model Policy 603 (Curriculum Development)  
MSBA/MASA Model Policy 604 (Instructional Curriculum)



MSBA/MASA Model Policy 606 (Textbooks and Instructional Materials)  
MSBA/MASA Model Policy 806 (Crisis Management Policy)  
MSBA/MASA Model Policy 904 (Distribution of Materials on School District  
Property by Nonschool Persons)



Adopted: 03/20/00

Reviewed: 2019, 2022

Revised: 04/20/20, 11/21/2022, 2/19/25

Orig. 1997

## **613R GRADUATION REQUIREMENTS**

### **I. PURPOSE**

The purpose of this policy is to set forth requirements for graduation from the school district.

### **II. GENERAL STATEMENT OF POLICY**

The policy of the school district is that all students, the school district's policy is that students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

### **III. DEFINITIONS**

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages
- B. "Credit" is equivalent to a student's successful completion of one semester of study or a student's mastery of the applicable subject matter, as determined by the school district.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

### **IV. DISTRICT ASSESSMENT COORDINATOR**

A designee from the Department of Learning and Innovations chosen by the superintendent ~~Director of Teaching and Learning~~ shall be named the District Assessment Coordinator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

### **V. GRADUATION ~~ASSESSMENT~~ REQUIREMENTS**



Students' state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:

- A. Achievement and career and college readiness in mathematics, reading, and writing, as measured against a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation—and which facilitates the monitoring of students' continuous development of and growth in requisite knowledge and skills; analysis of students' progress and performance levels identification of students' academic strengths and diagnosis of areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and determination of students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the student based on analysis of students' progress and performance data; and
- B. Consistent with this paragraph and Minnesota Statutes section 120B.125 (*see Policy 604, Section II.H.*), age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
- C. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.
- D. Students meeting the state graduation requirements under this section must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary remediation.
- E. Students meeting the state graduation requirements under this section and who are students in grade 11 or 12 and who are identified as academically ready for a career or college are actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment to graduate from high school.
- F. A student's progress toward career and college readiness must be recorded on the student's high school transcript.



**VI. GRADUATION CREDIT REQUIREMENTS**

- A. Class of 2022-2026 Students must successfully complete, as determined by the school district, the following high school level course credits for graduation (*one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year*):
1. *Eleven* credits of language arts sufficient to satisfy all academic standards in English language arts;
  2. *Eight* credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics.
  3. An algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;
  4. *Eight* credits of science, including at least (a) one credit of biology, (b) one credit of chemistry or physics; and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;
  5. *Ten* credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.
  6. *Two* credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;
  7. *One* credit of health *and* one credit of physical education,
  8. *One* credit of career and technical education
  9. A minimum of *twenty* elective course credits.
  10. Credit equivalencies
    - a. A *one* credit of economics taught in a school's agriculture education or business department may fulfill a *one* credit in social studies under VI. B.5., above, if the credit is sufficient to satisfy all of the academic standards in economics.
    - b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI. B.4., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit



in chemistry or physics required under VI. B.4., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI. B.4., above.

- c. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI. B.2 or VI. B.6, above.
  - d. A computer science credit may fulfill a mathematics credit requirement under VI. B.2., above, if the credit meets state academic standards in mathematics.
  - e. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI. B.2. or VI. B.4., above, if the credit meets the state academic standards in science or mathematics.
- B. Class of 2027 ~~Students~~ beginning 8<sup>th</sup> grade in the 2022-23 ~~2015-16~~ school year, must successfully complete, as determined by the school district, the following high school level course credits for graduation (~~one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year~~):
- 1. ~~Eight~~ ~~Seven~~ credits of language arts sufficient to satisfy all academic standards in English language arts;
  - 2. ~~Six~~ ~~Eight~~ credits of mathematics, ~~an advanced algebra credit or its equivalent including an algebra II credit or its equivalent~~, sufficient to satisfy all of the academic standards in mathematics.
  - 3. ~~An algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;~~
  - 4. ~~Six~~ ~~Eight~~ credits of science, including ~~one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry and physics standards for grades 9 through 12; at least (a) one credit of biology, (b) one credit of chemistry or physics, and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~
  - 5. ~~Seven~~ ~~Nine~~ credits of social studies, including credit for a course in government and citizenship in either grade 11 or 12 for students beginning grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under section 120B.021, subdivision 1a, and a combination of other credits encompassing at least United States



history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies; ~~encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.~~

6. Two credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;
7. One Credit sufficient to satisfy the state standards in physical education; ~~One credit of health and one credit of physical education;~~
8. One Credits sufficient to satisfy the state standards in health ~~One credit of career and technical education~~
9. A minimum of *eighteen* elective course credits.
10. Credit equivalencies
  - a. A *one* credit of economics taught in a school's agriculture, food, and natural resources education or business department may fulfill a *one* credit in social studies under VI.~~EE~~.5., above, if the credit is sufficient to satisfy all of the academic standards in economics.
  - b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI. ~~EE~~.4., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI. ~~EE~~.4., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI. ~~EE~~.4., above.
  - c. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.~~EE~~.2 or VI.~~EE~~.6, above.
  - d. A computer science credit may fulfill a mathematics credit requirement under VI.~~EE~~.2., above, if the credit meets state academic standards in mathematics.
  - e. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.~~EE~~.2. or VI.~~EE~~.4., above, if the credit meets the state academic standards in science or mathematics.



- a. An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local standards or other requirements.
- C. Class of 2028 Students beginning 8<sup>th</sup> grade in the 2023-24 school year, must successfully complete, as determined by the school district, the following high school level course credits for graduation (~~one (1) course credit = 1 trimester through the 2017-18 school year, one (1) course credit = 1 semester starting 2018-19 school year~~):
1. ~~Eight~~ ~~Nine~~ credits (4 years) of language arts sufficient to satisfy all academic standards in English language arts;
  2. ~~Six~~ ~~Seven~~ credits (3 years) of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics.
  3. ~~An algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;~~
  4. ~~Six~~ ~~Seven~~ credits (3 years) of science, including one credit to satisfy all the earth and space science standards for grades 9 through 12, one credit to satisfy all the life science standards for grades 9 through 12, and one credit to satisfy all the chemistry and physics standards for grades 9 through 12; ~~at least (a) one credit of biology, (b) one credit of chemistry or physics; and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science;~~
  5. ~~Eight~~ credits of social studies, including credit for a course in government and citizenship in either grade 11 or 12 for students beginning grade 9 in the 2025-2026 school year and later or an advanced placement, international baccalaureate, or other rigorous course on government and citizenship under section 120B.021, subdivision 1a, and a combination of other credits encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies; ~~encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies.~~
  6. ~~Two~~ credits in the arts sufficient to satisfy all of the state or local academic standards in the arts;
  7. ~~One~~ Credit sufficient to satisfy the state standards in physical education; ~~One credit of health and one credit of physical education;~~
  8. ~~One~~ Credits sufficient to satisfy the state standards in health



- 9. One credit of career and technical education, and
- 10. One credit of Personal Finance
- 119. A minimum of ~~seventeen~~ *eighteen* elective course credits.
- 1210. Credit equivalencies
  - a. A *one* credit of economics taught in a school's agriculture, food, and natural resources education or business department may fulfill a *one* credit in social studies under VI.~~ED~~.5., above, if the credit is sufficient to satisfy all of the academic standards in economics.
  - b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI. ~~ED~~.4., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district.
  - c. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI. ~~ED~~.4., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation.
  - d. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI. ~~ED~~.4., above.
  - ee. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.~~ED~~.2 or VI.~~ED~~.6, above.
  - fel. A computer science credit may fulfill a mathematics credit requirement under VI.~~ED~~.2., above, if the credit meets state academic standards in mathematics.
  - ge. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.~~ED~~.2. or VI.~~ED~~.4., above, if the credit meets the state academic standards in science or mathematics.

~~D. Students beginning 8<sup>th</sup> grade in the 2017-18 school year and beyond, must successfully complete, as determined by the school district, the following high school level course credits for graduation (one (1) course credit = 1 semester):~~

~~ff~~

- ~~1. Eight credits of language arts sufficient to satisfy all academic standards in English language arts;~~

~~ff~~



~~2. Six credits of mathematics, including an algebra II credit or its equivalent, sufficient to satisfy all of the academic standards in mathematics. ¶¶~~

~~¶¶~~

~~3. An algebra I credit by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics; ¶¶~~

~~¶¶~~

~~4. Six credits of science, including at least (a) one credit of biology, (b) one credit of chemistry or physics; and (c) one elective credit of science. The combination of credits must be sufficient to satisfy (i) all of the academic standards in either chemistry or physics and (ii) all other academic standards in science; ¶¶~~

~~¶¶~~

~~5. Seven credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics sufficient to satisfy all of the academic standards in social studies. ¶¶~~

~~¶¶~~

~~6. Two credits in the arts sufficient to satisfy all of the state or local academic standards in the arts; ¶¶~~

~~¶¶~~

~~7. One credit of health and one credit of physical education; ¶¶~~

~~¶¶~~

~~8. One credit of career and technical education ¶¶~~

~~¶¶~~

~~9. A minimum of eighteen elective course credits. ¶¶~~

~~¶¶~~

~~10. Credit equivalencies ¶¶~~

~~¶¶~~

~~a. A one credit of economics taught in a school's agriculture education or business department may fulfill a one credit in social studies under VI.E.5., above, if the credit is sufficient to satisfy all of the academic standards in economics. ¶¶~~

~~¶¶~~

~~b. An agriculture science or career and technical education credit may fulfill the elective science credit required under VI.E.4., above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under VI.E.4., above, if the credit meets the state chemistry or physics academic standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under VI.E.4., above. ¶¶~~

~~¶¶~~

~~c. A career and technical education course may fulfill a mathematics credit or arts requirement under Section VI.E.2 or VI.E.6, above. ¶¶~~

~~¶¶~~



- ~~d. A computer science credit may fulfill a mathematics credit requirement under VI.E.2., above, if the credit meets state academic standards in mathematics.¶¶~~
- ~~¶¶~~
- ~~e. A Project Lead the Way credit may fulfill a science or mathematics credit requirement under VI.E.2. or VI.E.4., above, if the credit meets the state academic standards in science or mathematics.¶¶~~

## VII. GRADUATION STANDARDS REQUIREMENTS

- A. All students must satisfactorily complete the following required and elective standards, in accordance with the standards adopted by the school district:
  - 1. School District Standards, Health (K-12);
- B. Academic standards in health, world languages, and career and technical education will be reviewed on an annual basis.\* A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages.
  - \* Reviews are required to be conducted on a periodic basis. Therefore, this time period may be changed to accommodate individual school district needs.
- C. All students must satisfactorily complete the following required Graduation Standards in accordance with the standards developed by the Minnesota Department of Education (MDE):
  - 1. Minnesota Academic Standards, English Language Arts K-12;
  - 2. Minnesota Academic Standards, Mathematics K-12 ;
  - 3. Minnesota Academic Standards, Science K-12;
  - 4. Minnesota Academic Standards, Social Studies K-12; and
  - 5. Minnesota Academic Standards, Physical Education K-12.
- D. State standards in the Arts K-12 are available, or school districts may choose to develop their own standards.
- E. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

## VIII. EARLY GRADUATION



Students may be considered for early graduation, as provided for within Minnesota Statutes section 120B.07 upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

**Legal References:**

- Minn. Stat. § 120B.018 (Definitions)
- Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
- Minn. Stat. § 120B.021 (Required Academic Standards)
- Minn. Stat. § 120B.023 (Benchmarks)
- Minn. Stat. § 120B.024 (Credits)
- Minn. Stat. § 120B.07 (Early Graduation)
- Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce)
- Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
- Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
- Minn. Rules Parts 3501.0505-3501.0655 (Academic Standards for Language Arts)
- Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
- Minn. Rules Part 3501.0820 (Academic Standards for the Arts)
- Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
- Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
- Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
- 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

**Cross References:**

- MSBA/MASA Model Policy 104 (School District Mission Statement)
- MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
- MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
- MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEP, Section 504 Plan, and LEP Students)
- MSBA/MASA Model Policy 616 (School District System Accountability)



Adopted: 2/11/02

Reviewed: 2017, 2022

Revised: 12/17/18, 2/16/25 ~~12/16/24~~

Orig. 1997

## **614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE**

### **I. PURPOSE**

The purpose of this policy is to set forth the school district's testing plan and procedure.

### **II. GENERAL STATEMENT OF POLICY**

The policy of the school district is to implement procedures for testing, test security, documentation, and record keeping.

### **III. DUTIES OF SCHOOL DISTRICT PERSONNEL REGARDING TEST ADMINISTRATION**

#### **A. Superintendent**

1. Responsibilities before testing.
  - a. Designate a district assessment coordinator and district technology coordinator.
  - b. The superintendent, or a designee who has been authorized to be the identified official with authority by the school board, pre-authorizes staff access for applicable Minnesota Department of Education (MDE) secure systems.
  - c. Annually review and recertify staff who have access to MDE secure systems.
  - d. Read and complete the *Assurance of Test Security and Non-Disclosure*. [Note: This form is available on the Minnesota PearsonAccess Next website – see Cross references for website address.]
  - e. Establish a culture of academic integrity.
  - f. Fully cooperate with MDE representatives conducting site visits or Minnesota Test of Academic Skills (MTAS) audits during testing.
  - g. Ensure student information is current and accurate.
  - h. Ensure that a current district test security procedure is in place and that all relevant staff have been provided district training on test administration and test security.



- i. Ensure that a current process is included for tracking which students tested with which test monitors and any other adult(s) who were present in the testing room (e.g., staff providing assistance, paraprofessionals, etc.).
  - j. Confirm the district assessment coordinator has current information and training specific to test security and the administration of statewide assessments.
  - k. Confirm the district assessment coordinator completes Pre-test Editing in the Test Web Edit System (WES).
  - l. Post on the school district website the complete Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing form.
2. Responsibilities after testing.
- a. Confirm the district assessment coordinator and Minnesota Automated Reporting Student System (MARSS) coordinator complete Post-test Editing in Test WES.
  - b. Verify with the district assessment coordinator that all test security issues have been reported to MDE and are being addressed.
  - c. Confirm the MARSS coordinator has updated all student records for Post-test Editing.
  - d. Confirm the district assessment coordinator has finalized the district's assessment information prior to the close of Post-test Editing in Test WES.
  - e. Confirm the district assessment coordinator, or designee, has access to the Graduation Requirements Records (GRR) system and enters necessary information.
  - f. Discuss assessment results with the district assessment coordinator and school administrators.

B. District Assessment Coordinator

1. Responsibilities before testing.
  - a. Serve as primary contact with MDE regarding policy and procedure questions related to test administration.
  - b. Read and complete the *Assurance of Test Security and Non-Disclosure*.
  - c. Confirm all staff who handle test materials, administer tests, or have access to secure test content have completed the *Assurance of Test Security and Non-Disclosure*.



- (1) Maintain the completed *Assurance of Test Security and Non-Disclosure* for two years after the end of the academic school year in which testing took place.
- d. Review with all staff the *Assurance of Test Security and Non-Disclosure* and their responsibilities thereunder.
- e. Identify appropriate tests for students and ensure student data sent to service providers for testing are correct.
- f. Establish district testing schedule within the testing windows specified by the MDE and service providers.
- g. Prepare testing conditions, including user access to service provider websites, preparing readiness for online testing, preparing a plan for tracking which students test on which computers or devices, ensure accommodations are indicated as necessary, providing students with opportunity to become familiar with test format, item types, and tools prior to test administration; establishing process for inventorying and distributing secure test materials where necessary; preparing procedures for expected and unexpected situations occurring during testing; planning for addressing technical issues while testing; identify staff who will enter student responses from paper accommodated test materials and scores from MTAS administration online.
- h. Train school assessment coordinators, test monitors, MTAS test administrators, and ACCESS (test for English language learners) and Alternate ACCESS test administrators.
  - (1) Provide training on proper test administration and test security. (Pearson's Training Management System)
  - (2) Verify staff complete any and all test-specific training.
- i. Maintain security of test content, test materials, and record of all staff involved.
  - (1) Receive secure paper test materials from the service provider and immediately lock them in a previously identified secure area, inventory same, and contact service provider with any discrepancies.
  - (2) Organize secure test materials for online administrations and keep them secure.
  - (3) Define chain of custody for providing test materials to test monitors and administrators. The chain of custody must address the process for providing test materials on the day of testing, distributing test materials to and collecting test



materials from students at the time of testing, keeping test materials secure between testing sessions, and returning test materials after testing is completed.

j. Confirm that all students have appropriate test materials.

2. Responsibilities on testing day(s).

a. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and policies and procedures.

b. Fully cooperate with MDE representatives conducting site visits or MTAS audits.

c. Contact the MDE assessment contact within 24 hours of a security breach and submit the *Test Security Notification* in Test WES within 48 hours.

d. Address invalidations and test or accountability codes.

3. Responsibilities after testing.

a. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.

b. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.

c. Return secure test materials as outlined in applicable manuals and resources.

d. Collect security documents and maintain them for two years from the end of the academic school year in which testing took place.

e. Review student assessment data and resolve any issues.

f. Distribute Individual Student Reports no later than fall parent/teacher conferences.

g. Enter Graduation Requirements Records in the GRR system.

C. School Principal

1. Responsibilities before testing.

a. Designate a school assessment coordinator and technology coordinator for the building.

b. Be knowledgeable about proper test administration and test security as outlined in manuals and directions.



- c. Read and complete the *Assurance of Test Security and Non-Disclosure*.
  - d. Communicate the importance of test security and expectation that staff will keep test content secure and act with honesty and integrity during test administration.
  - e. Provide adequate secure storage space for secure test materials before, during, and after testing until they are returned to the service provider or securely disposed of.
  - f. Ensure adequate computers and/or devices are available and rooms appropriately set up for online testing.
  - g. Verify that all test monitors and test administrators receive proper training for test administration.
  - h. Ensure students taking specified tests have opportunity to become familiar with test format, item types, and tools prior to test administration.
  - i. Include the complete Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing form in the student handbook.
2. Responsibilities on testing day(s).
    - a. Ensure that test administration policies and procedures and test security requirements in all manuals and directions are followed.
    - b. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
  3. Responsibilities after testing.
    - a. Ensure all secure test materials are collected, returned, and/or disposed of securely as required in any manual.
    - b. Ensure requirements for embargoed final assessment results are followed.

D. School Assessment Coordinator

1. Responsibilities before testing.
  - a. Implement test administration and test security policies and procedures.
  - b. Read and complete the *Assurance of Test Security and Non-Disclosure*.
  - c. Ensure all staff who handle test materials, administer tests, or have access to secure test content read and complete the *Assurance of Test Security and Non-Disclosure*.



- d. Identify appropriate tests for students and ensure student data sent to service providers for testing are correct.
- e. Prepare testing conditions, including the following: schedule rooms and computer labs; arrange for test monitors and administrators; arrange for additional staff to assist with unexpected situations; arrange for technology staff to assist with technical issues; develop a plan for tracking which students test on which computers or devices; plan seating arrangements for students; ensure preparations are completed for Optional Local Purpose Assessment (OLPA), Minnesota Comprehensive Assessment (MCA), and ACCESS online testing; ensure accommodations are properly reported; confirm how secure paper test materials will arrive and quantities to expect; address accommodations and specific test administration procedures; determine staff who will enter the student responses from paper accommodated test materials and scores from MTAS administrations online.
- f. Train staff, including all state-provided training materials, policies and procedures, and test-specific training.
- g. Maintain security of test content and test materials.
  - (1) Receive secure paper test materials from the service provider and immediately lock them in a previously identified secure area, inventory same, and contact service provider with any discrepancies.
  - (2) Organize secure test materials for online administrations and keep them secure.
  - (3) Follow chain of custody for providing test materials to test monitors and administrators. The chain of custody must address the process for providing test materials on the day of testing, distributing test materials to and collecting test materials from students at the time of testing, keeping test materials secure between testing sessions, and returning test materials after testing is completed.
  - (4) Identify need for additional test materials to district assessment coordinator.
  - (5) Provide MTAS student data collection forms if necessary.
  - (6) Distribute applicable ACCESS and Alternate ACCESS *Test Administrator Scripts* and *Test Administration Manuals* to test administrators so they can become familiar with the script and prepare for test administration.



- (7) Confirm that all students taking ACCESS and Alternate ACCESS have appropriate test materials and preprinted student information on the label is accurate.
2. Responsibilities on testing day(s).
    - a. Distribute materials to test monitors and ACCESS test administrators and ensure security of test materials between testing sessions and that district procedures are followed.
    - b. Ensure *Test Monitor and Student Directions* and *Test Administrator Scripts* are followed and answer questions regarding same.
    - c. Fully cooperate with MDE representatives conducting site visits or MTAS audits, as applicable.
    - d. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and test administration policies and procedures.
    - e. Report testing irregularities to district assessment coordinator using the *Test Administration Report*.  
[Note: This form is available on the Minnesota PearsonAccess Next website – see Cross references for website address.]
    - f. Report security breaches to the district assessment coordinator as soon as possible.
  3. Responsibilities after testing.
    - a. Ensure that all paper test materials are kept locked and secure and security checklists completed.
    - b. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.
    - c. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.
    - d. Return secure test materials as outlined in applicable manuals and resources.
    - e. Prepare materials for pickup by designated carrier on designated date(s). Maintain security of all materials.
    - f. Ensure requirements for embargoed final assessment results are followed.

E. Technology Coordinator



1. Ensure that district is prepared for online test administration and provide technical support to district staff.
2. Acquire all necessary user identifications and passwords.
3. Read and complete the *Assurance of Test Security and Non-Disclosure*.
4. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
5. Attend district training and any service provider technology training.
6. Review, use, and be familiar with all service provider technical documentation.
7. Prepare computers and devices for online testing.
8. Confirm site readiness.
9. Provide all necessary accessories for testing, technical support/troubleshooting during test administration and contact service provider help desks as needed.

F. Test Monitor

1. Responsibilities before testing.
  - a. Read and complete the *Assurance of Test Security and Non-Disclosure*.
  - b. Attend trainings related to test administration and security.
  - c. Complete required training course(s) for tests administering.
  - d. Be knowledgeable about how to contact the school assessment coordinator during testing, where to pick up materials on day of test, and plan for securing test materials between test sessions.
  - e. Be knowledgeable regarding student accommodations.
  - f. Remove or cover any instructional posters or visual materials in the testing room.
2. Responsibilities on testing day(s).
  - a. Before test.
    - (1) Receive and maintain security of test materials.
    - (2) Verify that all test materials are received.
    - (3) Ensure proper number of computers/devices or paper accommodated test materials are present.



- (4) Verify student testing tickets and appropriate allowable materials.
  - (5) Assign numbered test books to individual students.
  - (6) Complete information as directed.
  - (7) Record extra test materials.
- b. During test.
- (1) Verify that students are logged in and taking the correct test or using the correct grade-level and tier test booklet for students with paper accommodated test materials.
  - (2) Follow all directions and scripts exactly.
  - (3) Follow procedures for restricting student access to cell phones and other electronic devices, including wearable electronic devices.
  - (4) Stay in testing room and remain attentive during entire test session. Practice active monitoring by circulating throughout the room during testing.
  - (5) Be knowledgeable about responding to emergency or unusual circumstances and technology issues.
  - (6) Do not review, discuss, capture, email, post, or share test content in any format.
  - (7) Ensure all students have been provided the opportunity to independently demonstrate their knowledge.
  - (8) Fully cooperate with MDE representatives conducting site visits or MTAS audits.
  - (9) Document the students who tested with the test monitor and any other adult(s) who were present in the testing room (e.g., staff providing assistance, paraprofessionals, etc.).
  - (10) Document students who require a scribe or translated directions or any unusual circumstances and report to school assessment coordinator.
  - (11) Report any possible security breaches as soon as.
- c. After test.
- (1) Follow directions and scripts exactly.



(2) Collect all materials and keep secure after each session. Upon completion return to the school assessment coordinator.

(3) Immediately report any missing test materials to the school assessment coordinator.

G. MTAS Test Administrator

1. Before testing.

a. Read and complete the *Assurance of Test Security and Non-Disclosure*.

b. Attend trainings related to test administration and security.

c. Complete required training course(s) for tests administering.

d. Be knowledgeable as to when and where to pick up MTAS materials and the school's plan for keeping test materials secure.

e. Prepare test materials for administration, including objects and manipulatives, special instructions, and specific adaptations for each student.

2. Responsibility on testing day(s).

a. Before the test.

(1) Maintain security of materials.

(2) Confirm appropriate MTAS materials are available and prepared for student.

b. During the test.

(1) Administer each task to each student and record the score.

(2) Be knowledgeable about how to contact the district or school assessment coordinator, if necessary, and responding to emergency and unusual circumstances.

(3) Fully cooperate with MDE representatives conducting site visits or MTAS audits.

(4) Document and report and unusual circumstances to district or school assessment coordinator.

c. After the test.

(1) Keep materials secure.



- (2) Return all materials.
- (3) Return objects and manipulatives to classroom.
- (4) Enter MTAS scores online or return data collection forms to the district or school assessment coordinator.

H. MARSS Coordinator

1. Responsibilities before testing.
  - a. Confirm all eligible students have unique state student identification (SSID) or MARSS numbers.
  - b. Ensure English language and special education designations are current and correct for students testing based on those designations.
  - c. Submit MARSS data on an ongoing basis to ensure accurate student demographic and enrollment information.
2. Responsibilities after testing.
  - a. Ensure accurate enrollment of students in schools during the accountability windows.
  - b. Ensure MARSS identifying characteristics are correct, especially for any student not taking an accountability test.
  - c. Work with district assessment coordinator to edit discrepancies during the Post-test Edit window in Test WES.

I. Any Person with Access to Test Materials

Read and complete the *Assurance of Test Security and Non-Disclosure*.

**IV. TEST SECURITY**

A. Test Security Procedures will be adopted by school district administration.

[Note: This form is available on the Minnesota PearsonAccess Next website – see Cross references for website address.]

B. Students will be informed of the following:

1. The importance of test security;
2. Expectation that students will keep test content secure;
3. Expectation that students will act with honesty and integrity during test administration;



4. Expectation that students will not access cell phones, wearable technology (e.g., smart watches, fitness trackers), or other devices that can electronically send or receive information. The test of a student who wears a device during testing must be invalidated.

If a student completes testing and then accesses a cell phone or other prohibited device (including wearable technology), the school district must take further action to determine if the test should be invalidated, rather than automatically invalidating the test.

5. Availability of the online Test Security Tip Line on the MDE website for reporting suspected incidents of cheating or other improper or unethical behavior

C. Staff will be informed of the following:

1. Availability of the online Test Security Tip Line on the MDE website for reporting suspected incidents of cheating or other improper or unethical behavior.
2. Other contact information and options for reporting security concerns.

**V. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT**

A. The school district shall maintain records necessary for program audits conducted by MDE. The records must include documentation consisting of the following:

1. Signed *Assurance of Test Security and Non-Disclosure* forms must be maintained for two years after the end of the academic year in which the testing took place.
2. School district security checklists provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
3. School security checklists provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
4. Test Monitor Test Materials Security Checklist provided for each group of students assigned to a test monitor must be maintained for two years after the end of the academic school year in which testing took place.
5. School district test monitor tracking documentation must be maintained for two years after the end of the academic year in which the tracking took place.
6. ACCESS and Alternate ACCESS Packing List and Security Checklist provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
7. Documentation of school district staff training on test administration and test security must be maintained for two years after the end of the academic school year in which testing took place.



8. Test Security Notification must be maintained for two years after the end of the academic school year in which testing took place.
9. Test Administration Report must be maintained for one year after the end of the academic school year in which testing took place.
10. Record of staff trainings and test-specific trainings must be maintained for one year after the end of the academic year in which testing took place.

## VI. RETALIATION PROHIBITED

An employee who discloses information to the MDE Commissioner or a parent or guardian about service disruptions or technical interruptions related to administering assessments under this section is protected under section 181.932, governing disclosure of information by employees.

**[NOTE: The 2024 Minnesota legislature enacted this provision.]**

### **Legal References:**

Minn. Stat. § 13.34 (Examination Data)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness ~~the World's Best Workforce~~)  
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)  
Minn. Stat. § 120B.36, Subd. 2 (School Accountability)  
Minn. Rules Parts 3501.0640-3501.0660 ~~55~~ (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0960 ~~55~~ (Academic Standards in Science)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)

### **Cross References:**

MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 615 (Testing, Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
Minnesota PearsonAccess Next Resources and Forms:  
<http://minnesota.pearsonaccessnext.com/policies-and-procedures/>



Adopted: 05/15/06

Reviewed: 2019, 2022

Revised: 04/20/20, 2/16/25 12/16/24

Orig. 1997

**615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 PLANS, AND LEP STUDENTS**

**I. PURPOSE**

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, **Section 504** (Section 504) accommodation, or limited English proficiency (LEP) needs to participate in statewide assessment systems designed to hold schools accountable for the academic performance of all students.

**II. GENERAL STATEMENT OF POLICY**

A. Minnesota Test of Academic Skills (MTAS)

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. Participation decisions will be made separately for mathematics, reading, and science. The assessment options are the Minnesota Comprehensive Assessment (MCA) and the MTAS.
3. Eligibility Requirements
  - a. The following requirements must be met for a student with a significant cognitive disability to be eligible for the MTAS:
    - (1) The IEP team must consider the student's ability to access the MCA, with or without accommodations;
    - (2) The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided;
    - (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;



- (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
- (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.

b. MTAS participation decisions must not be made on the following factors:

- (1) Student's disability category;
- (2) Placement;
- (3) Participation in a separate, specialized curriculum;
- (4) An expectation that the student will receive a low score on the MCA;
- (5) Language, social, cultural, or economic differences;
- (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.
2. Eligibility Requirements
  - a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.
  - b. The student must have a significant cognitive disability. If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.
  - c. For students in grades that the MTAS is not administered:
    - (1) the student must have cognitive functioning significantly below age level;



- (2) the student's disability must have a significant impact on his or her ability to function in multiple environments, including home, school, and community; and
  - (3) the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments.
- d. The IEP team must consider the student's ability to access the ACCESS, with or without accommodations.
  - e. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.
3. Alternate ACCESS participation decisions must not be made on the following factors:
- a. Student's disability category;
  - b. Participation in a separate, specialized curriculum;
  - c. Current level of English language proficiency;
  - d. The expectation that the student will receive a low score on the ACCESS for ELs;
  - e. Language, social, cultural, or economic differences;
  - f. Concern for accountability calculations.

C. EL Students New to the United States

EL students new to the United States will take all assessments, including all academic assessments (math, reading, and science), as well as the English Language Proficiency Assessment (ACCESS).

**III. DEFINITION OF TERMS**

See the current "Procedures Manual for the Minnesota Assessments" which is produced by the Minnesota Department of Education and available through [minnesota.pearsonaccessnext.com/policies-and-procedures](http://minnesota.pearsonaccessnext.com/policies-and-procedures).



**IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR TESTING**

See Chapter 54 of the current “Procedures Manual for the Minnesota Assessments” and ~~2020-21~~ Guidelines for Administration of Accommodations and Linguistic Supports [http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/Guidelines%20for%20Accomm\\_2020-21.pdf](http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/Guidelines%20for%20Accomm_2020-21.pdf)

**V. RECORDS**

All test accommodations, modifications, or exemptions shall be reported to the School District Test Administrator. The School District Test Administrator shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. Testing results will be documented and reported.

**Legal References:** Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness ~~the World’s Best Workforce~~)  
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)  
Minn. Stat. § 125A.08 (Individualized Education Programs)  
Minn. Rules Parts 3501.0660-40-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0960-55 (Academic Standards in Science)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)  
Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS), <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf> Alternate ACCESS for ELLs Participation Guidelines, <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

**Cross References:** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 616 (School District System Accountability)



Adopted: 07/15/02

Orig. 1998

Reviewed: 2017

Revised: 04/15/19, 11/21/2022, ~~2/16/25~~2/16/24

## 619 STAFF DEVELOPMENT FOR STANDARDS

### I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Graduation Assessment Requirements and with students as they progress to achievement of those Graduation Assessment Requirements and meet the requirements of federal law.

### II. GENERAL STATEMENT OF POLICY

The school district is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Graduation Assessment Requirements and federal law at all levels.

### III. STANDARDS FOR STAFF DEVELOPMENT

- A. The Advisory Committee for Comprehensive Continuous Improvement of Student Achievement (the CIA Committee "~~Committee~~") shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Graduation Assessment Requirements and federal law at all levels. The Committee will advise the school board on the planning of staff development opportunities.
- B. The school district shall place a high priority on staff development including activities, programs, and other efforts to implement the Graduation Assessment Requirements effectively and to upgrade that implementation continuously.
- C. Staff development plans for the school district shall address identified needs for Graduation Assessment Requirements implementation throughout all levels of the school district programs.
- D. In service, staff meeting, and district and building level staff development plans and programs shall focus on improving implementation of the Graduation Assessment Requirements at all levels for all students, including those with special needs.

### IV. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. Paraprofessionals. The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality, vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.



Additionally, with regard to paraprofessionals providing support to special education students, the school district will ensure that annual training opportunities are required to enable the paraprofessional to further develop the knowledge and skills that are specific to the students with whom the paraprofessional works, including understanding disabilities, the unique and individual needs of each student according to the student's disability and how the disability affects the student's education and behavior, following lesson plans, and implementing follow-up instructional procedures and activities.

B. Teachers/Administrators

The school district will provide high quality and ongoing professional development activities as required by state and federal laws.

**Legal References:**

- Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
- Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement ~~goals~~; Striving for ~~Comprehensive Achievement and Civic Readiness~~the World's Best Workforce)
- Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
- Minn. Stat. § 122A.16 (Qualified Teacher Defined)
- Minn. Stat. § 122A.60 (Staff Development Program)
- Minn. Rules Parts 3501.0660-3501.0655 (Academic Standards for Language Arts)
- Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
- Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
- Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
- Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
- Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
- Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
- 20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

**Cross References:**

- MSBA/MASA Model Policy 104 (School District Mission Statement)
- MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
- MSBA/MASA Model Policy 613 (Graduation Requirements)
- MSBA/MASA Model Policy 616 (School District System Accountability)



Adopted: 7/15/02

Orig. 1998

Reviewed: 2019

Revised: 04/20/20, 11/21/2022, 1/22/24, 2/16/25

## 620R CREDIT FOR LEARNING

***[Note: School districts statutorily are required to provide students with credit for approved postsecondary courses, as set forth in Section V; and accelerated or advanced academic courses offered by a higher education institution or nonprofit public agency, as set forth in Section VII. Additionally, school districts are required by statute to identify whether the school district offers weighted grades and, if it does, identify the courses for which a student may earn a weighted grade (Section VIII).]***

### I. PURPOSE

This policy recognizes student achievement that occurs in Postsecondary Enrollment Options and other advanced enrichment programs. This policy also recognizes student achievement that occurs in other schools, in alternative learning sites, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities. This policy addresses transfer of student credit from out-of-state, private, or home schools and online learning programs and to address how the school district will recognize student achievement obtained outside of the school district.

### II. GENERAL STATEMENT OF POLICY

The policy of the school district is to provide a process for awarding students credit toward graduation requirements for credits and grades students complete in other schools, postsecondary or higher education institutions, and online courses and programs.

### III. DEFINITIONS

- A. "Accredited school" means a school that is accredited by an accrediting agency, recognized according to Minnesota Statutes section 123B.445 or recognized by the Commissioner of the Minnesota Department of Education (Commissioner).
- B. "Concurrent enrollment" means nonsectarian courses in which an eligible pupil under subdivision 5 or 5b enrolls to earn both secondary and postsecondary credits, are taught by a secondary teacher or a postsecondary faculty member, and are offered at a high school for which the district is eligible to receive concurrent enrollment program aid under Minnesota Statutes, section 124D.091.
- C. "Course" means a course or program.
- D. "Eligible institution" means a Minnesota public post-secondary institution, a private, nonprofit two-year trade and technical school granting associate



degrees, an opportunities industrialization center accredited by an accreditor recognized by the United States Department of Education, or a private, residential, two-year or four-year, liberal arts, degree-granting college or university located in Minnesota.

- E. "Nonpublic school" is a private school or home school in which a child is provided instruction in compliance with the Minnesota compulsory attendance laws.
- F. "Weighted grade" is a letter or numerical grade that is assigned a numerical advantage when calculating the grade point average.

#### IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

##### A. Transfer of Academic Requirements from Other Minnesota Public Secondary Schools

- 1. The school district will accept and transfer secondary credits and grades awarded to a student from another Minnesota public secondary school upon presentation of a certified transcript from the transferring public secondary school evidencing the course taken and the grade and credit awarded.
- 2. Credits and grades awarded from another Minnesota public secondary school may be used to compute honor roll and/or class rank if a student has earned at least **24** credits from the school district.

##### B. Transfer of Academic Requirements from Other Schools

- 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
  - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
  - b. Commensurate credits and grades awarded from an accredited nonpublic school or public school in another state may be used to compute honor roll and/or class rank if a student has earned at least **4 semesters of** credits from the school district.
  - c. In the event the content of a course taken at an accredited nonpublic school or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to



- elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.
- d. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.
2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.
- a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.
- b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).
- c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.
- d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.
- e. Credit and grades earned from a non-accredited nonpublic school shall not be used to compute honor roll and/or class rank
3. A student must provide the school with a copy of the student's grades in each course taken for secondary credit under this policy, including interim or nonfinal grades earned during the academic term.

**V. POSTSECONDARY ENROLLMENT CREDIT**



- A. A student who satisfactorily completes a postsecondary enrollment options course or program under Minnesota Statutes, section 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a postsecondary enrollment options course or program must be counted toward the graduation requirements and subject area requirements of the district.
  - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
  - 2. Seven quarter or four semester postsecondary credits shall equal at least one full year of high school credit. Fewer postsecondary credits may be prorated.
  - 3. When a determination is made that the content of the postsecondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
  - 4. In the event the content of the postsecondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
  - 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
  - 6. When secondary credit is granted for postsecondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a postsecondary institution.
- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11. To assist the school district in planning, a pupil must inform the district by October 30 or May 30 of each year of the pupil's intent to enroll in



postsecondary courses during the following ~~school-year~~ academic term. A pupil is bound by notifying or not notifying the district by October 30 or May 30.

- E. Postsecondary institutions must notify a pupil's school as soon as practicable if the pupil withdraws from the enrolled course. The institution must also notify the pupil's school as soon as practicable if the pupil has been absent from a course for ten consecutive days on which classes are held, based on the postsecondary institution's academic calendar, and the pupil is not receiving instruction in their home or hospital or other facility.

## **VI. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS**

Consistent with the career and technical pathways program, a student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center may earn up to two elective credits each year toward graduation under Minnesota Statutes, section 120B.024, subdivision 1, paragraph (a), clause (7), at the discretion of the enrolling school district. A student may earn one elective credit for every 350 hours worked, including hours worked during the summer. A student who is employed by an eligible employer must submit an application, in the form or manner required by the school district, for elective credit to the school district in order to receive elective credit. The school district must verify the hours worked with the employer before awarding elective credit.

## **VII. ADVANCED ACADEMIC CREDIT**

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.



## VIII\*. WEIGHTED GRADES

- A. Additional weight is given for courses where the curriculum is significantly more challenging, such as College in the School (CIS) courses and International Baccalaureate (IB) courses. College courses taken by PSEO students, deemed by Rockford High School to be equivalent to its CIS courses, are eligible for weighted grading, per District Policy 620R. If a student takes a weighted class at Rockford High School, that student cannot receive weighted grading for the equivalent class taken at college.

Grades will be weighted with an addition of .66 and this weighted amount will be calculated into the students weighted grade point average (GPA). On a 4.0 scale, weighted classes will be given a .66 boost. (Example: 3.0 grade in a weighted class on 4.0 scale becomes 3.66.)

### Grades K-6

#### Standards Rubric

1 - Does Not Meet

2 - Partially Meets

3 - Meets

4 - Exceeds

NE - No evidence

\_\_ - A blank entry indicates a standard has not been addressed during a given grading period. ~~The school district offers weighted grades for courses that are identified as more rigorous or academically challenging. Grades will be weighted with an additional multiplication factor of .66 and this weighted factor will be calculated into the students weighted grade point average (GPA).~~

- B. The school district will update its website prior to the beginning of each school year with a listing of the courses for which a student may earn a weighted grade. The complete list of weighted courses can be found on the high school website, by navigating to Student Services, then [Registration & Course Catalog](#). ~~RHS Weighted Classes.~~

## IX. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as



requested. Any pertinent documentation in support of the request should be submitted.

- C. The decision of the superintendent as to the award of credits or grades shall be a final decision by the school district and shall not be appealable by the student or student's parent or guardian except as set forth in Section IX.D. below.
- D. If a student disputes the number of credits granted by the school district for a particular postsecondary enrollment course, or advanced academic credit course, the student may appeal the school district's decision to the Commissioner. The decision of the Commissioner shall be final.
- E. At any time during the process, the building principal or superintendent may ask for course descriptions, syllabi, or work samples from a course where content of the course is in question for purposes of determining alignment with graduation requirements or the number of credits to be granted. Students will not be provided credit until requested documentation is available for review, if requested.

**Legal References:**

Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)  
Minn. Stat. § 120B.021 (Required Academic Standards)  
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement *Goals; Striving for Comprehensive Achievement and Civic Readiness*~~the World's Best Workforce~~)  
Minn. Stat. § 120B.14 (Advanced Academic Credit)  
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.445 (Nonpublic Education Council)  
Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)  
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)  
Minn. Stat. § 124D.094 (Online Instruction Act)  
Minn. Rules Parts 3501.0660-3501.0655 (Academic Standards for Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)  
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)  
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)  
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)  
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)  
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

**Cross References:**

MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)  
MSBA/MASA Model Policy 613 (Graduation Requirements)



MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Testing, Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)  
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)  
MSBA/MASA Model Policy 624 (Online Instruction)



Adopted: 6/19/06

Orig. 2003

Reviewed: 2019

Revised: 10/21/19, 11/21/2022, 08/21/23, 2/16/25

## **624 ONLINE LEARNING OPTIONS**

### **I. PURPOSE**

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

### **II. GENERAL STATEMENT OF POLICY**

- A. The school district shall not prohibit an enrolled student from applying to enroll in online instruction.
- B. The school district shall grant academic credit for completing the requirements of an online instruction course or program.

### **III. DEFINITIONS**

- A. "Blended instruction" means a form of digital instruction that occurs when a student learns part time in a supervised physical setting and part time through online instruction under paragraph (E).
- B. "Digital instruction" means instruction facilitated by technology that offers students an element of control over the time, place, path, or pace of learning and includes blended and online instruction.
- C. "Enrolling district" means the school district in which a student is enrolled under Minnesota Statutes, section 120A.22, subdivision 4.
- D. "Online course syllabus" means a written document that identifies the state academic standards taught and assessed in a supplemental online course under paragraph (I); course content outline; required course assessments; instructional methods; communication procedures with students, guardians, and the enrolling district under paragraph (C); and supports available to the student.
- E. "Online instruction" means a form of digital instruction that occurs when a student learns primarily through digital technology away from a supervised physical setting.
- F. "Online instructional site" means a site that offers courses using online instruction under paragraph (E) and may enroll students receiving online instruction under paragraph (E).
- G. "Online teacher" means an employee of the enrolling district under paragraph (C) or the supplemental online course provider under paragraph (J) who holds the appropriate licensure under Minnesota Rules, chapter 8710, and is trained to provide online instruction under paragraph (E).
- H. "Student" means a Minnesota resident enrolled in a school defined under Minnesota Statutes, section 120A.22, subdivision 4, in kindergarten through grade 12 up to the age of 21.



- I. "Supplemental online course" means an online learning course taken in place of a course provided by the student's enrolling district under paragraph (C).
- J. "Supplemental online course provider" means a school district, an intermediate school district, an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that is authorized by the Minnesota Department of Education (MDE) to provide supplemental online courses under paragraph (I).

**IV. DIGITAL INSTRUCTION**

- A. An enrolling district may provide digital instruction, including blended instruction and online instruction, to the district's own enrolled students. Enrolling districts may establish agreements to provide digital instruction, including blended instruction and online instruction, to students enrolled in the cooperating schools.
- B. When online instruction is provided, an online teacher shall perform all duties of teacher of record under Minnesota Rules, part 8710.0310. Unless the Commissioner of MDE grants a waiver, a teacher providing online instruction shall not instruct more than 40 students in any one online learning course or section.
- C. Students receiving online instruction full time shall be reported as enrolled in an online instructional site.
- D. Curriculum used for digital instruction shall be aligned with Minnesota's current academic standards and benchmarks.
- E. Digital instruction shall be accessible to students under sections 504 and 508 of the federal Rehabilitation Act and Title II of the federal Americans with Disabilities Act.
- F. An enrolling district providing digital instruction and a supplemental online course provider shall assist an enrolled student whose family qualifies for the education tax credit under Minnesota Statutes, section 290.0674 to acquire computer hardware and educational software so they may participate in digital instruction. Funds provided to a family to support digital instruction or supplemental online courses may only be used for qualifying expenses as determined by the provider. Nonconsumable materials purchased with public education funds remain the property of the provider. Records for any funds provided must be available for review by the public or MDE.
- G. An enrolling district providing digital instruction shall establish and document procedures for determining attendance for membership and keep accurate records of daily attendance under Minnesota Statutes, section 120A.21.

**V. SUPPLEMENTAL ONLINE COURSES**

- A. Notwithstanding Minnesota Statutes, sections 124D.03 and 124D.08 and Minnesota Statutes, chapter 124E, procedures for applying to take supplemental online courses other than those offered by the student's enrolling district are as provided in this subdivision.
- B. Any kindergarten through grade 12 student may apply to take a supplemental online course. The student, or the student's parent or guardian for a student under age 17, must submit an application for the proposed supplemental online course or courses. A student may:
  - 1. apply to take an online course from a supplemental online course provider that meets or exceeds the academic standards of the course in the enrolling district they are replacing;



2. apply to take supplemental online courses for up to 50 percent of the student's scheduled course load; ~~and~~
3. apply to take supplemental online courses no later than 15 school days after the student's enrolling district's term has begun. An enrolling district may waive the 50 percent course enrollment limit or the 15-day time limit; ~~and~~
4. enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

**[NOTE: The 2024 Minnesota legislature added this provision.]¶¶**

- C. A student taking a supplemental online course must have the same access to the computer hardware and education software available in a school as all other students in the enrolling district.
- D. A supplemental online course provider must have a current, approved application to be listed by MDE as an approved provider. The supplemental online course provider must:
  1. use an application form specified by MDE;
  2. notify the student, the student's guardian if they are age 17 or younger, and enrolling district of the accepted application to take a supplemental online course within ten days of receiving a completed application;
  3. notify the enrolling district of the course title, credits to be awarded, and the start date of the online course. A supplemental online course provider must make the online course syllabus available to the enrolling district;
  4. request applicable academic support information for the student, including a copy of the IEP, EL support plan, or 504 plan; and
  5. track student attendance and monitor academic progress and communicate with the student, the student's guardian if they are age 17 or younger, and the enrolling district's designated online learning liaison.
- E. A supplemental online course provider may limit enrollment if the provider's school board or board of directors adopts by resolution specific standards for accepting and rejecting students' applications. The provisions may not discriminate against any protected class or students with disabilities.
- F. A supplemental online course provider may request that MDE review an enrolling district's written decision to not accept a student's supplemental online course application. The student may participate in the supplemental online course while the application is under review. Decisions shall be final and binding for both the enrolling district and the supplemental online course provider.
- G. A supplemental online course provider must participate in continuous improvement cycles with MDE.

## **VI. ENROLLING DISTRICT**

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



- B. An enrolling district may request an online course syllabus to review whether the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district.
- C. Within 15 days after receiving notice of a student applying to take a supplemental online course, the enrolling district must notify the supplemental online course provider whether the student, the student's guardian, and the enrolling district agree that academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district. If the enrolling district does not agree that the academic standards in the online course meet or exceed the academic standards in the course it would replace at the enrolling district, then:
  - 1. the enrolling district must provide a written explanation of the district's decision to the student, the student's guardian, and the supplemental online course provider; and
  - 2. the online provider must provide a response to the enrolling district explaining how the course or program meets the graduation requirements of the enrolling district.
- D. An enrolling district may reduce the course schedule of a student taking supplemental online courses in proportion to the number of supplemental online learning courses the student takes.
- E. An enrolling district must appoint an online learning liaison who:
  - 1. provides information to students and families about supplemental online courses;
  - 2. provides academic support information including IEPs, EL support plans, and 504 plans to supplemental online providers; and
  - 3. monitors attendance and academic progress, and communicates with supplemental online learning providers, students, families, and enrolling district staff.
- F. An enrolling district must continue to provide support services to students taking supplemental online courses as they would for any other enrolled student including support for English learners, case management of an individualized education program, and meal and nutrition services for eligible students.
- G. An online learning student must receive academic credit for completing the requirements of a supplemental online learning course. If a student completes an online learning course that meets or exceeds a graduation standard or the grade progression requirement at the enrolling district, that standard or requirement is met.
- H. Secondary credits granted to a supplemental online learning student count toward the graduation and credit requirements of the enrolling district. The enrolling district must apply the same graduation requirements to all students, including students taking supplemental online courses.
- I. An enrolling district must provide access to extracurricular activities for students taking supplemental online courses on the same basis as any other enrolled student.

**VII. REPORTING**

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



**Rockford Area School District #883 -- Policy 624**

---

**LEGAL REFERENCES:**

Minn. Stat. § 120A.21 (Enrollment of a Student in Foster Care)  
Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 124D.03 (Enrollment Options Act)  
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District; Exceptions)  
Minn. Stat. § 124D.094 (Online Instruction Act)  
~~Minn. Stat. Ch. 124E (Charter Schools)~~  
Minn. Rules Ch. 8710 (Teacher and Other School Professional Licensing)

**CROSS REFERENCES:**

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



**ROCKFORD AREA SCHOOLS**  
**INDEPENDENT SCHOOL DISTRICT 883**  
**BOARD OF EDUCATION**

**Subject: Acknowledgement of Contributions Resolution**

Meeting Date: January 22, 2025

Prepared by: Business Office

Date Prepared: January 13, 2025

Information    
  Briefing    
  Action    
  Enclosure Item(s)

**RESOLUTION**

Whereas Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, be it resolved by the School Board of Rockford Area Schools, Independent School District 883 that the School Board accepts, with appreciation, the contributions detailed below.

<i>Donor</i>	<i>Amount</i>	<i>Fund</i>
Anonymous Donations	\$134.00	RHS Band/Choir Activity Fund (donations for band/choir trip)
Stephen & Kathryn Iverson	\$100.00	RHS Band/Choir Activity Fund (donations for band/choir trip)
Rockford Education Foundation	\$379.10	General Fund (RMS Hardcover copies of Starfish book)
Rockford Education Foundation	\$953.00	General Fund (REAMS 1st grade Children's Theater Fieldtrip)
Rockford Education Foundation	\$134.19	General Fund (RHS Games for Rocket Block)
Rockford Education Foundation	\$479.20	General Fund (RHS Nurses Watches and Scrubs for CNA students)
Nick Klonne	REAMS Donation: large fabric parachute	General Fund Donation (REAMS)
Nick Klonne	RHS Donation: Wide Dry Erase Markers & Classroom Kleenex	General Fund Donation (RHS)
Nick Klonne	Galaxy Kids Donation: Floor Puzzle & box of liquid water colors	General Fund Donation (Galaxy Kids)
Cathy & Cory Jones	REAMS Donation: drum set	General Fund Donation (REAMS)
Rocket Boosters	\$1,800.00	Boys Basketball Activity Fund
Haas Family	\$142,141.31	Baseball Program
Sheena Swanson	\$82.80	General Fund Donation

Rockford Education Foundation	Rocket Wish Gift Items (\$4,783.91)	General Fund Donation
Rockford Education Foundation	Kwik Trip Gift Cards for Nurse Volunteers with CNA Program (\$40.00)	General Fund Donation
Heinzen-Ditter VFW Post 5903	\$1,000 donation for Bass Clarinet	Band Activity Fund
Anonymous Donations	\$265.00	Football Activity Fund
Box Tops	\$69.10	RMS Gift Fund

## 2024 Baseball Field Improvement Donations

\$49,875.00	Artificial turf installation in new bullpen and existing batting cages
\$22,595.12	Concrete stair and metal railing installation; bleacher sidewalk landing widened
\$17,366.00	Infield/outfield/warning track grading, seeding, topdressing, general rehab work
\$15,655.00	Rehab of mound and batters boxes with clay brick installed
\$11,937.75	Cleaning/rust removal of dugout backs & sides, bleachers, fences, poles, and backstop
\$10,995.00	First baseline bullpen fencing/gate installation
\$4,648.00	Two (2) portable mounds
\$2,762.24	Dugout liquid sandblasting
\$2,550.34	Dugout cleaning/rust removal
\$1,320.00	Dugout doors and facias cleaning and repainting
\$542.63	Preliminary test of hard surface cleaning with rust removal
\$499.00	Dugout exteriors full washed with soap and fungicide
\$396.28	Bullpen wind screens (2)
\$383.00	Replacement and installation of dugout door hinges and door sweeps
\$263.48	Baseball carry cart
\$182.27	Tarp for batting practice turtle
\$170.20	Cleat cleaners
<b>\$142,141.31</b>	



**ROCKFORD AREA SCHOOLS  
INDEPENDENT SCHOOL DISTRICT 883  
BOARD OF EDUCATION**

**Subject: Closed Session - Mid-Year Superintendent Review**

Meeting Date: January 22, 2025

Prepared by: Superintendent's Office

Date Prepared: January 13, 2025

Information     Briefing     Action     Enclosure Item(s)

---

The board will enter into closed session to discuss the Mid-Year Superintendent's Review pursuant to Minnesota Statute section 13D.05.

**Subd. 3. What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.