Independent School District #146
Regular School Board Meeting
7:00 PM on December 15, 2025
Barnesville High School
302 3rd Street South
Barnesville, MN 56514

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes 2

Regular School Board Meeting
Monday, November 17, 2025 7:00 PM Central

Barnesville High School
302 3rd Street South
Barnesville, MN 56514

1. Call to Order

2. Roll Call
Jeremy Cossette: Present
Marla Field: Present
Crystal Henderson: Present
Sara Hough: Present
Andrew Maier: Present
Josh Schroeder: Present
Jacob Thompson: Present

Present: 7, Absent 0

Dr. Jon Ellerbusch - Superintendent: Present
Mr. Bryan Strand - HS Principal: Present
Mr. Todd Henrickson - Elementary Principal: Present
Mr. Aaron Schindler - Director of Student Activities and Community Education Coordinator: Present
Ms. Jodi Samuelson - Finance Officer: Present

Guests Present: Chandra Buck, Tori Olson, Sarah Poepping, Lynn Thorkildson, Chris Messer, Matt Askegaard, Carrie Jenkins, Sandy Meyer, Ryan Bomstad, Kailee Strand, Lisa Gilbertson, Michelle Tonsfeldt, Michelle Field, Megan Hoyer, Kraig Archambeau, Laura Jorud, Joe Westhrock, Cody Schepp, Dusty Hough, George Haj, Tracy Hinsz, Scott Amundson

3. Pledge of Allegiance

4. Approval of Agenda
Vote to approve the agenda as presented/amended. This motion, made by Andrew Maier and seconded by Sara Hough, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

5. Approval of Minutes
Vote to approve the minutes of the regular school board meeting on October 20, 2025 as presented/amended. This motion, made by Marla Field and seconded by Josh Schroeder, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

6. Claims, Accounts and Financial
Vote to approve claims, wires and all other financial reports as presented. This motion, made by Andrew Maier and seconded by Marla Field, Passed.

Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

7. Appreciation, Recognition and Presentations

7.A. Off-Campus Prom Venue

7.B. Washington, D.C. Trip with World Classrooms

7.C. Europe Trip with Education First (EF) Tours

7.D. Comprehensive Achievement and Civic Readiness (CACR)

8. Recognition of Citizens for Input Purposes

9. Reports/News

9.A. High School Principal's Report

9.B. Elementary Principal's Report

9.C. Director of Student Activities and Community Education Coordinator's Report

9.D. Superintendent's Report

9.E. Board Committee Reports

10. Removal of Consent Items for Discussion

11. Approval of Consent Items
Vote to approve the consent agenda items as presented/amended. This motion, made by Jeremy Cossette and seconded by Josh Schroeder, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

11.A. Personnel

11.A.1) Jared Hansen's Resignation as a Custodian

11.A.2) Katlin Deppa's Resignation as Concession Manager

11.A.3) Chris Messer as a Co-Concessions Manager

11.A.4) Jen Pickett as a Co-Concessions Manager

11.A.5) Lisa Bielejski as Paraprofessional

11.A.6) Henry Wellman as Student Custodian Substitute

11.A.7) Alissa Nibbe as One Act Play Advisor for 2025-26 School Year

11.A.8) Zach Anderson as Head Wrestling Coach for 2025-26 School Year

11.A.9) Ayden Hauck as JV Wresting Coach for 2025-26 School Year

11.A.10) Jeff Titus as Assistant Wresting Coach for 2025-26 School Year

11.A.11) Adam Tonsfeldt as JV Boys Basketball Coach for 2025-26 School Year

11.A.12) Justin Haugen as 9th Grade Boys Basketball Coach for 2025-26 School Year

11.A.13) Ben Del Greco as 8th Grade Boys Basketball Coach for 2025-26 School Year

11.A.14) Jacob Grosz as 7th Grade Boys Basketball Coach for 2025-26 School Year

11.A.15) George Haj as JV Grade Girls Basketball Coach for 2025-26 School Year

11.A.16) Amanda Scheffler as 8th Grade Girls Basketball Coach for 2025-26 School Year

11.A.17) Paul Anderson as Volunteer Wrestling Coach

11.A.18) Rylee Anderson as Volunteer Wrestling Coach

11.A.19) Tracy Hinsz as Volunteer Girls Basketball Coach

11.A.20) Ben Lofgren as Volunteer Girls Basketball Coach

11.A.21) Amanda Scheffler as Volunteer Girls Basketball Coach

11.A.22) Lindsey Schultz as Volunteer Girls Basketball Coach

11.A.23) Gannon Bolgrean as Volunteer Boys Basketball Coach

11.A.24) Nick Robideau as Volunteer Boys Basketball Coach

11.A.25) Zach Bredman as Volunteer Boys Basketball Coach

11.B. Donations

11.B.1) $400 Donation from Barb Tumberg for Elementary School Supplies (In Memory of Eva Lamb)

11.B.2) $300 Donation from Norman Hutchins Construction, LLC to Support the Preschool Carnival

11.B.3) $250 Donation from Stoneridge Software to Support Technology Fees for Elementary Students

11.B.4) $1,000 Donation from Barnesville Booster Club for Cross Country Home Meet T-Shirts

11.B.5) $399 Donation from Barnesville Booster Club for Girls Basketball Jersey Number Corrections

11.B.6) $380 Donation from Barnesville Booster Club for Boys Basketball Jersey Number Corrections

11.B.7) $1,600 Donation from Barnesville Booster Club for Boys Basketball JV and Varsity Uniforms

11.B.8) $500 Donation from Ratzo’s Pool Hall for Boys Basketball JV and Varsity Uniforms

11.B.9) $665 Donation from Barnesville Booster Club for Boys Golf Section Meet Meals and Related Expenses

11.B.10) $1,500 Donation from Barnesville Booster Club for Girls Basketball Wisconsin Dells Trip Expenses

11.B.11) $558 Donation from Barnesville Booster Club for Football State Tournament T-Shirts for Players

11.B.12) $150 Donation from Creative Traveler FM (Laura Ronngren) for Summer Field Trips

11.B.13) $10 Donation from Anonymous for Summer Field Trips

12. New Business

12.A. Washington, D.C. Trip with World Classrooms
Vote to approve the Washington, D.C. trip with World Classrooms as a recurring, school-sponsored opportunity for Barnesville students who have just completed 7th and 8th grade, to be offered every other year beginning with the next scheduled trip. This trip will take place during the summer months. Future Washington, D.C. trips offered on this cycle will not require individual Board approval unless there are substantive changes to the itinerary, cost structure, tour provider, or grade levels served. This motion, made by Jeremy Cossette and seconded by Andrew Maier, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.B. Europe Trip with Education First (EF) Tours
Vote to approve the Europe trip with Education First (EF) Tours as a recurring, school-sponsored travel opportunity for Barnesville students in the graduating and junior classes in the year of the trip, to be offered every other year beginning with the next scheduled trip. Future Europe trips following this cycle will not require individual Board approval unless there are substantive changes to the itinerary, cost structure, tour provider, or grade levels served. This motion, made by Jacob Thompson and seconded by Josh Schroeder, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.C. Off-Campus Prom Venue
Vote to approve the 2026 Prom to be held at Gottenborg's Barn in Hawley, MN, including a meal prepared by Food Service Director Kevin Roller. Students will participate in the Grand March at Barnesville High School, be transported by district-approved transportation to Gottenborg's Barn for dinner and the dance, and then be transported back to the high school for Post-Prom activities. This motion, made by Sara Hough and seconded by Jeremy Cossette, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.D. ECFE Little Trojan Carnival Fundraiser

Vote to approve the Little Trojan Carnival fundraiser to be held on Saturday, March 14 from 9:30 a.m. to 12:30 p.m. Proceeds will support midday busing and/or new curriculum and learning tools for early childhood programs. This motion, made by Andrew Maier and seconded by Crystal Henderson, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.E. ECFE Trojan Preschool & Elementary Apparel Fundraiser
Vote to approve the ECFE Parent Advisory Council fundraiser to sell Barnesville Trojan Preschool and Barnesville Elementary sweatshirts and t-shirts to preschool and elementary families beginning in February 2026. Proceeds will be used to support busing and/or new curriculum and learning tools. Clothing items will also be available for purchase at the Little Trojan Carnival. This motion, made by Marla Field and seconded by Jeremy Cossette, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.F. Class of 2027 Fundraising Activities for Prom
Vote to approve the Class of 2027 fundraising activities, with all proceeds designated for Prom. Fundraising efforts will include the sale of drinkware, hats, stickers, and decals during the fall; half-court shots at basketball games throughout the basketball season; a movie event with concessions to be scheduled at a later date; and the sale of chocolate bars at a time yet to be determined. This motion, made by Jacob Thompson and seconded by Andrew Maier, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.G. Afternoon Weight Room Coordinator Position for 2025–2026 School Year
Vote to approve adding an Afternoon Weight Room Coordinator position for the 2025-2026 school year, to operate from 3:30 p.m. to 5:00 p.m., Mondays through Thursdays, on days when school is in session. This motion, made by Jeremy Cossette and seconded by Crystal Henderson, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

12.H. Transfer of Up to $1,000 from General Fund to Food Service Fund for Meal Repack Program
Vote to approve transferring up to $1,000 from the General Fund to the Food Service Fund to support the Meal Repack Program, while the school district continues to explore USDA-approved options to fund the program - including securing private donations, donating leftover food to a local food bank, or continuing to transfer dollars from the General Fund to the Food Service Fund as needed to maintain compliance with USDA requirements. This motion, made by Andrew Maier and seconded by Jeremy Cossette, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew

Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

13. First Reading of Policies

14. Second Reading of Policies

15. Discussion/Information

15.A. Lakes Country Service Cooperative Board Election

16. Enrollment Update

17. Dates to Remember

17.A. Regular School Board Meeting

17.A.1) Monday, December 15, 2025, 7:00 PM, Barnesville High School

18. Adjournment
Vote to adjourn the meeting at 9:24 PM. This motion, made by Andrew Maier and seconded by Sara Hough, Passed.
Jeremy Cossette: Yea, Marla Field: Yea, Crystal Henderson: Yea, Sara Hough: Yea, Andrew Maier: Yea, Josh Schroeder: Yea, Jacob Thompson: Yea
Yea: 7, Nay: 0

6. Claims, Accounts and Financial 9

TREASURER'S REPORT

		2025-26	2024-25
Book Balance 11/1/25		$414,233.77	$457,899.18
Receipts			
11/3/2025	200,647.29		
11/4/2025	2,257.05		
11/5/2025	737.68		
11/6/2025	4,965.11		
11/7/2025	231,250.12		
11/10/2025	1,843.06		
11/12/2025	2,584.83		
11/13/2025	1,545.89		
11/14/2025	663.73		
11/17/2025	7,918.21		
11/18/2025	405,582.71		
11/19/2025	1,555.73		
11/20/2025	2,127.35		
11/21/2025	621.95		
11/24/2025	1,830.47		
11/25/2025	2,410.35		
11/26/2025	11,773.98		
11/28/2025	3,911.90		
11/30/2025	311.90		
Net in Transit	34.00	$884,573.31	$1,095,775.38
		$1,298,807.08	$1,553,674.56
Disbursements		$1,045,888.03	$1,038,604.26
Book Balance	11/30/2025	$252,919.05	$515,070.30
Student Activities		$215,219.72	$199,294.69
MSDLAF Investments		$6,129,057.18	$6,065,123.33
Midwest Money Market		$699,380.59	$675,781.23
Actual Balance		$7,296,576.54	$7,455,269.55

FUND	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE		BALANCE	
General	$4,728,398.80	$755,801.10	$1,303,426.07	$4,180,773.83	*	$4,053,495.37	^
Student Activities	$196,706.76	$41,347.14	$22,834.18	$215,219.72		$199,294.69	
Food Service	$146,003.42	$89,831.36	$69,297.05	$166,537.73		$201,260.41	
Community Service	($141,953.06)	$27,518.04	$26,170.15	($140,605.17)		($144,481.42)	
Building Construction	$1,073,220.42	$3,458.60	$0.00	$1,076,679.02		$1,424,071.42	
Debt Service	$1,519,262.74	$278,708.67	$0.00	$1,797,971.41		$1,721,629.08	
Total	$7,521,639.08	$1,196,664.91	$1,421,727.45	$7,296,576.54		$7,455,269.55	

* General Fund balance includes $1,984,607 of restricted/committed funds.

^ General Fund balance includes $1,865,585 of restricted/committed funds.

Minnesota School District Liquid Asset Fund Plus
November 2025

Max Account	$3,686,813.78
Liquid Account	$408,564.38
2023 Bond Proceeds	$1,076,679.02
Certificate of Deposit	$957,000.00

Investment Date	Institution	Maturity Date	Rate	Investment Amount	Value at Maturity
4/7/2025	Bank of China, NY	4/7/2026	4.40%	$239,000.00	$249,516.00
6/11/2025	Mission National Bank, CA	6/11/2026	4.40%	$239,000.00	$249,516.00
8/1/2025	Solera National Bank, CO	8/3/2026	4.48%	$239,000.00	$249,765.87
10/27/2025	Gbank, Las Vegas, NV	10/27/2026	3.95%	$240,000.00	$249,840.00

Total Minnesota School District Liquid Asset Fund Plus	$6,129,057.18

Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending November 30, 2025

Sequence: Fd, O/S

	Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
001	Levies	(1,382,550.00)	(101,040.42)	(522,004.20)	38%	0.00	38%	(860,545.80)
004	Tax Increment Finance Revenue	(2,000.00)	0.00	(813.39)	41%	0.00	41%	(1,186.61)
010	County Apport	(22,490.00)	(24.94)	(8,439.56)	38%	0.00	38%	(14,050.44)
019	Misc Local	(20,810.00)	0.00	(300.00)	1%	0.00	1%	(20,510.00)
021	Revenue from MN Dist	(60,000.00)	0.00	0.00	0%	0.00	0%	(60,000.00)
050	Fees from Patrons	(78,150.00)	(5,265.00)	(57,870.00)	74%	0.00	74%	(20,280.00)
060	Student Activity	(121,700.00)	(13,213.09)	(50,792.24)	42%	0.00	42%	(70,907.76)
061	Entry Fee	(9,500.00)	(720.00)	(3,720.00)	39%	0.00	39%	(5,780.00)
071	Med Assist Fr Dept of HS	(75,000.00)	0.00	0.00	0%	0.00	0%	(75,000.00)
092	Interest	(102,000.00)	(25,455.38)	(79,648.02)	78%	0.00	78%	(22,351.98)
093	Rent Facilities	(13,000.00)	0.00	(165.00)	1%	0.00	1%	(12,835.00)
096	Gifts/Bequests	(29,000.00)	(2,365.00)	(3,465.00)	12%	0.00	12%	(25,535.00)
099	Misc Revene	(45,230.00)	(5,477.33)	(85,475.68)	189%	0.00	189%	40,245.68
201	Endowment Fund Appr	(60,450.00)	0.00	(32,052.27)	53%	0.00	53%	(28,397.73)
211	Foundation Aid	(8,031,640.00)	(172,981.29)	(2,148,818.07)	27%	0.00	27%	(5,882,821.93)
227	Abatement	(1,430.00)	0.00	0.00	0%	0.00	0%	(1,430.00)
229	Disparity Reduction	(50.00)	0.00	0.00	0%	0.00	0%	(50.00)
234	Hmstd/Ag Market Value Credit	(4,110.00)	0.00	581.00	(14%)	0.00	(14%)	(4,691.00)
300	State & Grants	(179,650.00)	0.00	9,009.85	(5%)	0.00	(5%)	(188,659.85)
317	LTFM State Aid	(73,680.00)	(2,366.76)	1,962.66	(3%)	0.00	(3%)	(75,642.66)
360	Spec Ed General	(1,122,180.00)	0.00	(114,475.22)	10%	0.00	10%	(1,007,704.78)
369	Rev-Other State Agen	(75,000.00)	(61,274.18)	(54,841.67)	73%	0.00	73%	(20,158.33)
370	Misc Rev fm MDE	(6,430.00)	0.00	(22.29)	0%	0.00	0%	(6,407.71)
401	Federal Funds & Grants	(45,890.00)	(4,330.84)	(4,330.84)	9%	0.00	9%	(41,559.16)
619	COM Rev Producing Act (Contra)	45,000.00	3,258.79	17,001.91	38%	0.00	38%	27,998.09
620	Sale Mat-Rev Producing Act	(90,000.00)	(1,148.75)	(24,651.74)	27%	0.00	27%	(65,348.26)
621	Sale Mat-Resale Mat	(10,100.00)	0.00	(2,496.68)	25%	0.00	25%	(7,603.32)
624	Sale of Equipment	(5,000.00)	0.00	(251.10)	5%	0.00	5%	(4,748.90)

Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending November 30, 2025

Sequence: Fd, O/S

		Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances		% YTD + Enc	Remaining Balance
01		General Fund					FY25			
	625	Insurance Recovery	(5,000.00)	0.00	0.00	0%		0.00	0%	(5,000.00)
01		**General Fund**	(11,627,040.00)	(392,404.19)	(3,166,077.55)	27%	26%	0.00	27%	(8,460,962.45)
02		Food Service								
	092	Interest	(5,000.00)	0.00	0.00	0%		0.00	0%	(5,000.00)
	099	Misc Revene	(1,300.00)	0.00	0.00	0%		0.00	0%	(1,300.00)
	300	State & Grants	(450,090.00)	(61,127.23)	(119,684.83)	27%		0.00	27%	(330,405.17)
	369	Rev-Other State Agen	0.00	0.00	(1,453.94)	0%		0.00	0%	1,453.94
	400	Federal Funds and Grants	(3,100.00)	0.00	(1,539.25)	50%		0.00	50%	(1,560.75)
	471	School Lunch Fed	(60,000.00)	(7,760.26)	(15,322.83)	26%		0.00	26%	(44,677.17)
	472	Free & Reduced Meals	(97,500.00)	(12,025.52)	(24,191.04)	25%		0.00	25%	(73,308.96)
	473	Commodity Cash Program	(400.00)	0.00	0.00	0%		0.00	0%	(400.00)
	474	Commodities	(35,000.00)	0.00	0.00	0%		0.00	0%	(35,000.00)
	476	Breakfast Revenue	(36,590.00)	(4,871.00)	(9,626.62)	26%		0.00	26%	(26,963.38)
	477	Cash In Lieu Commod	(210.00)	0.00	(409.82)	195%		0.00	195%	199.82
	601	Type A Pupil	(45,430.00)	(3,096.60)	(38,601.41)	85%		0.00	85%	(6,828.59)
	606	Type A Adult	(5,740.00)	(941.20)	(2,482.75)	43%		0.00	43%	(3,257.25)
02		**Food Service**	(740,360.00)	(89,821.81)	(213,312.49)	29%	27%	0.00	29%	(527,047.51)
04		Community Service								
	001	Levies	(66,330.00)	(5,138.19)	(26,150.11)	39%		0.00	39%	(40,179.89)
	019	Misc Local	(50.00)	0.00	0.00	0%		0.00	0%	(50.00)
	021	Revenue from MN Dist	(52,900.00)	0.00	0.00	0%		0.00	0%	(52,900.00)
	050	Fees from Patrons	(322,480.00)	(21,336.00)	(139,643.91)	43%		0.00	43%	(182,836.09)
	092	Interest	(180.00)	0.00	0.00	0%		0.00	0%	(180.00)
	096	Gifts/Bequests	(43,500.00)	(460.00)	(760.00)	2%		0.00	2%	(42,740.00)
	229	Disparity Reduction	(130.00)	0.00	0.00	0%		0.00	0%	(130.00)
	234	Hmstd/Ag Market Value Credit	(1,570.00)	0.00	0.00	0%		0.00	0%	(1,570.00)
	258	Wetland & Native	(20.00)	0.00	0.00	0%		0.00	0%	(20.00)
	300	State & Grants	(69,190.00)	0.00	(22,477.17)	32%		0.00	32%	(46,712.83)

Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending November 30, 2025

Sequence: Fd, O/S

		Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
04		Community Service					FY25		
	301	**Non-Public Aid**	(1,020.00)	(731.63)	(701.15)	69%	0.00	69%	(318.85)
04		**Community Service**	(557,370.00)	(27,665.82)	(189,732.34)	34%	27% 0.00	34%	(367,637.66)
06		Building Construction							
	092	**Interest**	(25,000.00)	(3,458.60)	(16,418.37)	66%	0.00	66%	(8,581.63)
06		**Building Construction**	(25,000.00)	(3,458.60)	(16,418.37)	66%	0.00	66%	(8,581.63)
07		Debt Redemption							
	001	**Levies**	(1,335,920.00)	(117,040.24)	(308,297.34)	23%	0.00	23%	(1,027,622.66)
	019	**Misc Local**	(1,500.00)	0.00	0.00	0%	0.00	0%	(1,500.00)
	092	**Interest**	(500.00)	0.00	0.00	0%	0.00	0%	(500.00)
	229	**Disparity Reduction**	(1,200.00)	(179.15)	(895.77)	75%	0.00	75%	(304.23)
	234	**Hmstd/Ag Market Value Credit**	(24,300.00)	(3,538.91)	(17,694.54)	73%	0.00	73%	(6,605.46)
	258	**Wetland & Native**	(958,480.00)	(147,140.08)	(735,700.41)	77%	0.00	77%	(222,779.59)
	317	**LTFM State Aid**	(72,100.00)	(10,810.29)	(52,459.04)	73%	0.00	73%	(19,640.96)
07		**Debt Redemption**	(2,394,000.00)	(278,708.67)	(1,115,047.10)	47%	0.00	47%	(1,278,952.90)
21		Student Activities Fund							
	099	**Misc Revene**	(200,000.00)	0.00	0.00	0%	0.00	0%	(200,000.00)
21		**Student Activities Fund**	(200,000.00)	0.00	0.00	0%	0.00	0%	(200,000.00)
		Report Totals:	(15,543,770.00)	(792,059.09)	(4,700,587.85)	30%	0.00	30%	(10,843,182.15)

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending November 30, 2025

Sequence: Fd, Pro

	Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
010	Board-Education	49,790.00	314.84	16,967.42	34%	0.00	34%	32,822.58
020	Office/Supt	243,450.00	18,742.34	94,408.23	39%	0.00	39%	149,041.77
050	School Admin	537,370.00	43,773.52	205,652.49	38%	0.00	38%	331,717.51
105	General Adm. Support	12,440.00	224.15	8,626.47	69%	0.00	69%	3,813.53
108	Administrative Tech Services	10,000.00	0.00	4,172.60	42%	0.00	42%	5,827.40
110	Business Services	295,930.00	23,802.83	141,384.14	48%	5,352.00	50%	149,193.86
201	Kindergarten	409,470.00	32,758.22	101,764.00	25%	63.98	25%	307,642.02
203	Elem Ed	333,730.00	14,601.88	214,316.83	64%	0.00	64%	119,413.17
204	First Grade	432,030.00	25,898.79	81,329.50	19%	0.00	19%	350,700.50
205	Second Grade	303,170.00	32,763.26	101,733.05	34%	0.00	34%	201,436.95
206	Third Grade	316,980.00	25,109.38	77,338.70	24%	0.00	24%	239,641.30
207	Fourth Grade	307,500.00	23,809.68	72,658.43	24%	18.83	24%	234,822.74
208	Fifth Grade	320,300.00	26,939.80	82,671.11	26%	0.00	26%	237,628.89
209	Sixth Grade	297,560.00	23,031.16	72,842.45	24%	51.70	24%	224,665.85
211	Secondary Ed-Gen	142,590.00	7,956.87	58,225.97	41%	830.65	41%	83,533.38
212	Art	167,840.00	13,545.71	45,044.73	27%	101.99	27%	122,693.28
213	Agriculture - Non Vocational	15,400.00	945.30	3,666.01	24%	0.00	24%	11,733.99
215	Business	800.00	0.00	149.47	19%	0.00	19%	650.53
216	Educ. Disadvantaged	45,340.00	2,111.86	6,448.95	14%	0.00	14%	38,891.05
218	Gifted And Talented	8,930.00	1,613.90	1,613.90	18%	0.00	18%	7,316.10
220	English	267,530.00	21,098.02	63,210.65	24%	0.00	24%	204,319.35
230	Foreign Language	73,920.00	4,854.32	14,562.96	20%	0.00	20%	59,357.04
240	Health/Phys Ed	295,770.00	22,472.33	68,291.01	23%	0.00	23%	227,478.99
249	Dr Trg/behind Wheel	1,180.00	1,188.44	1,188.44	101%	0.00	101%	(8.44)
254	Barnezville Branderz	3,000.00	0.00	0.00	0%	0.00	0%	3,000.00
255	Industrial Educ	119,270.00	10,854.56	37,026.03	31%	0.00	31%	82,243.97
256	Mathematics	275,480.00	21,305.93	64,010.96	23%	0.00	23%	211,469.04
258	Inst Music	76,110.00	6,041.71	17,652.93	23%	192.00	23%	58,265.07
259	Vocal Music	143,500.00	10,872.19	31,484.47	22%	200.00	22%	111,815.53

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending November 30, 2025

Sequence: Fd, Pro

		Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General Fund							
	260	Science	285,660.00	22,394.87	67,963.83	24%	686.58	24%	217,009.59
	270	Social-Scienc/Study	310,900.00	25,093.19	75,363.68	24%	0.00	24%	235,536.32
	271	Remedial Reading/Lang Arts	100,470.00	10,852.05	32,795.30	33%	0.00	33%	67,674.70
	272	Remedial Math	0.00	1,488.54	4,465.62	0%	0.00	0%	(4,465.62)
	274	Study Skills Improvement	0.00	971.09	2,913.26	0%	0.00	0%	(2,913.26)
	288	Flow Thru/Sales	19,500.00	813.50	2,814.12	14%	0.00	14%	16,685.88
	289	Flo Thru/Sales	23,800.00	3,246.49	6,664.64	28%	0.00	28%	17,135.36
	292	Boys/Girls Athletic	79,410.00	4,855.98	35,690.82	45%	122.19	45%	43,596.99
	294	Boys Athletics	202,010.00	5,524.73	77,224.54	38%	968.45	39%	123,817.01
	295	One Act Play	2,470.00	3,084.73	3,400.98	138%	0.00	138%	(930.98)
	296	Girls Athletics	151,040.00	8,056.72	54,599.95	36%	0.00	36%	96,440.05
	298	Extra-Curricular	157,940.00	16,125.22	50,999.89	32%	0.00	32%	106,940.11
	299	Concessions	47,680.00	2,615.72	12,619.94	26%	0.00	26%	35,060.06
	301	Agriculture	83,970.00	6,079.82	26,471.51	32%	0.00	32%	57,498.49
	341	Business and Office Education	111,300.00	8,924.51	26,773.52	24%	0.00	24%	84,526.48
	400	General Special Education	300.00	0.00	107.00	36%	0.00	36%	193.00
	401	Speech/Lang.impaired	156,830.00	9,609.12	34,751.15	22%	0.00	22%	122,078.85
	402	M.I.-Mild-Moderate	138,200.00	11,896.78	33,586.09	24%	259.99	24%	104,353.92
	403	M.I.-Moderate-Severe	58,260.00	1,129.56	5,886.24	10%	0.00	10%	52,373.76
	404	Physically Impaired	22,660.00	1,845.69	2,673.62	12%	0.00	12%	19,986.38
	405	Deaf-Hard of Hearing	700.00	0.00	2,125.82	304%	0.00	304%	(1,425.82)
	406	Visually Impaired	13,610.00	801.67	1,677.57	12%	0.00	12%	11,932.43
	407	Spec Learning Disabl	266,320.00	17,072.51	57,026.16	21%	0.00	21%	209,293.84
	408	Emot/Behavior Disord	150,380.00	8,970.21	30,855.39	21%	0.00	21%	119,524.61
	410	Other Health Impair	208,410.00	24,500.16	66,094.99	32%	0.00	32%	142,315.01
	411	Autistic	204,860.00	21,797.38	57,534.85	28%	0.00	28%	147,325.15
	412	Develop Delayed	38,680.00	2,426.33	8,331.43	22%	0.00	22%	30,348.57
	416	Multiple Handicap	300.00	0.00	0.00	0%	0.00	0%	300.00
	420	Special Ed General	93,530.00	0.00	15,183.22	16%	0.00	16%	78,346.78

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending November 30, 2025

Sequence: Fd, Pro

		Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01		General Fund					FY25		
	422	Early Intervening Services	99,030.00	8,539.73	25,939.49	26%	0.00	26%	73,090.51
	430	Homebound	1,260.00	0.00	0.00	0%	0.00	0%	1,260.00
	610	Curric. Consult/Development	51,140.00	4,434.05	13,302.17	26%	0.00	26%	37,837.83
	612	Technology	93,100.00	2,456.35	39,792.49	43%	0.00	43%	53,307.51
	620	Educ.media/Library	87,230.00	6,742.50	23,611.76	27%	386.04	28%	63,232.20
	625	Audio/Visual Dept.	280.00	0.00	15.18	5%	0.00	5%	264.82
	630	Instruc-Related Technology	75,590.00	7,083.33	56,808.84	75%	0.00	75%	18,781.16
	640	Staff Development	118,240.00	8,060.66	42,500.21	36%	0.00	36%	75,739.79
	690	Other Inst Support	66,700.00	745.11	25,608.40	38%	0.00	38%	41,091.60
	710	Counseling/Guidance	102,910.00	6,321.91	20,546.22	20%	0.00	20%	82,363.78
	715	School Security	49,600.00	15,992.53	40,204.82	81%	878.00	83%	8,517.18
	716	Drug Abuse Prevention	2,000.00	0.00	0.00	0%	0.00	0%	2,000.00
	718	Other School Safety	2,000.00	0.00	0.00	0%	0.00	0%	2,000.00
	720	Health Services	96,000.00	8,980.39	27,662.25	29%	0.00	29%	68,337.75
	740	Social Work Services	68,850.00	0.00	8,134.77	12%	0.00	12%	60,715.23
	760	Pupil Transport	791,450.00	81,923.68	306,580.19	39%	0.00	39%	484,869.81
	770	Food Service	0.00	10.00	10.00	0%	0.00	0%	(10.00)
	790	Other Pupil Services	179,500.00	44,795.57	115,975.39	65%	0.00	65%	63,524.61
	810	Oper/Maintenance	1,131,140.00	85,807.88	386,318.93	34%	180.83	34%	744,640.24
	811	Grounds Maint	26,000.00	3,683.80	16,142.08	62%	0.00	62%	9,857.92
	812	Buildings Maint	73,400.00	3,317.37	54,756.99	75%	90.50	75%	18,552.51
	813	Equip Maint	22,000.00	142.42	2,412.20	11%	1,697.80	19%	17,890.00
	850	Facilities	96,920.00	495.00	13,644.34	14%	990.00	15%	82,285.66
	865	LTFM Excld Costs -Pro 866,867	88,390.00	13,986.49	51,041.95	58%	0.00	58%	37,348.05
	940	Prop/Other Ins	112,090.00	0.00	113,467.49	101%	0.00	101%	(1,377.49)
	960	Other Non-Recurring Items	2,500.00	0.00	0.00	0%	0.00	0%	2,500.00
01		**General Fund**	11,872,890.00	940,326.33	3,869,513.19	33%	32% 13,071.53	33%	7,990,305.28
02		Food Service							

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending November 30, 2025

Sequence: Fd, Pro

		Description	B26 Annual Budget	Period 202605	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
02		Food Service					FY25		
	770	**Food Service**	813,510.00	68,201.55	252,932.98	31%	25,382.85	34%	535,194.17
02		**Food Service**	813,510.00	68,201.55	252,932.98	31%	24% 25,382.85	34%	535,194.17
04		Community Service							
	505	**Community Ed**	114,340.00	5,406.05	35,835.31	31%	0.00	31%	78,504.69
	506	**Summer Recreation**	84,070.00	1,381.77	52,626.67	63%	0.00	63%	31,443.33
	509	**Kids Club**	133,320.00	6,842.53	61,743.81	46%	0.00	46%	71,576.19
	580	**Early Childhood**	46,990.00	51.37	25,192.53	54%	0.00	54%	21,797.47
	582	**School Readiness**	216,570.00	9,629.24	77,106.66	36%	67.98	36%	139,395.36
	583	**Preschool Screening**	3,540.00	179.13	179.13	5%	0.00	5%	3,360.87
	585	**Youth Dev/Youth Serv**	11,320.00	2,827.84	2,827.84	25%	0.00	25%	8,492.16
	590	**Other Community Programs**	1,020.00	0.00	0.00	0%	0.00	0%	1,020.00
04		**Community Service**	611,170.00	26,317.93	255,511.95	42%	43% 67.98	42%	355,590.07
06		Building Construction							
	870	**Bldg/Capital Improv.**	1,468,270.00	0.00	340,865.34	23%	5,275.00	24%	1,122,129.66
06		**Building Construction**	1,468,270.00	0.00	340,865.34	23%	5,275.00	24%	1,122,129.66
07		Debt Redemption							
	910	**Debt Redemption**	2,401,700.00	0.00	420,850.00	18%	0.00	18%	1,980,850.00
07		**Debt Redemption**	2,401,700.00	0.00	420,850.00	18%	0.00	18%	1,980,850.00
21		Student Activities Fund							
	298	**Extra-Curricular**	200,000.00	0.00	0.00	0%	0.00	0%	200,000.00
21		**Student Activities Fund**	200,000.00	0.00	0.00	0%	0.00	0%	200,000.00
		Report Totals:	17,367,540.00	1,034,845.81	5,139,673.46	30%	43,797.36	30%	12,184,069.18

FOOD SERVICE REPORT 2025-26

2025-26	September	October	November	December	January	February	March	April	May	2024-25 Average
Beginning Balance	186,218.33	148,728.80	146,003.42	0.00	0.00	0.00	0.00	0.00	0.00	196,165
Receipts	12,068.41	89,933.60	89,821.36	0.00	0.00	0.00	0.00	0.00	0.00	69,115
Disbursements	49,557.94	92,658.98	69,297.05	0.00	0.00	0.00	0.00	0.00	0.00	66,931
Subtotal	148,728.80	146,003.42	166,527.73	0.00	0.00	0.00	0.00	0.00	0.00	198,349
Est. Federal/State Funding Due	69,447.12	84,208.47	72,133.07	0.00	0.00	0.00	0.00	0.00	0.00	69,690
Ending Balance	218,175.92	230,211.89	238,660.80	0.00	0.00	0.00	0.00	0.00	0.00	268,039
Average Daily Participation										
Breakfast										
Elementary	163	175	166	0	0	0	0	0	0	161
High School	103	117	115	0	0	0	0	0	0	108
Total	266	292	281	0	0	0	0	0	0	269
Lunch										
Elementary	396	412	409	0	0	0	0	0	0	413
High School	277	286	278	0	0	0	0	0	0	263
Total	673	697	687	0	0	0	0	0	0	676

Barnesville Public Schools #146

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$60.00	
PO#:	Voucher #:	111349	Invoice	Invoice No: 111425	11/18/2025	Paid Amt: $60.00
						Check Amount: $60.00
MB		17591		NELNET PAYMENT SERVICES		Wire
			E 01 005 110 000 305 000	ACH Fee	$9.55	
PO#:	Voucher #:	111348	Invoice	Invoice No: CI-000516570	11/18/2025	Paid Amt: $9.55
						Check Amount: $9.55
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$138.50	
PO#:	Voucher #:	111378	Invoice	Invoice No: 112025	11/21/2025	Paid Amt: $138.50
						Check Amount: $138.50
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$110.00	
PO#:	Voucher #:	111379	Invoice	Invoice No: 111925	11/21/2025	Paid Amt: $110.00
						Check Amount: $110.00
MB		16833		TRA		Wire
			E 01 005 105 000 401 000	TRA	$6.57	
PO#:	Voucher #:	111381	Invoice	Invoice No: 00146	11/21/2025	Paid Amt: $6.57
						Check Amount: $6.57
MB		17576		WEX HEALTH INC		Wire
			E 01 005 110 000 305 000	Benefits Fees	$112.75	
PO#:	Voucher #:	111380	Invoice	Invoice No: 0002260032-IN	11/21/2025	Paid Amt: $112.75
						Check Amount: $112.75
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$60.00	
PO#:	Voucher #:	111403	Invoice	Invoice No: 112425	11/26/2025	Paid Amt: $60.00
						Check Amount: $60.00
MB		17576		WEX HEALTH INC		Wire
			B 01 215 033	Health Savings Account	$1,553.45	
PO#:	Voucher #:	111416	Invoice	Invoice No: S2026100	11/30/2025	Paid Amt: $1,553.45
						Check Amount: $1,553.45
MB		12851	REMIT	EDUCATORS BENEFIT CONSULTANTS		Wire
			B 01 215 005	Tax Sheltered Annuities	$1,504.24	
PO#:	Voucher #:	111415	Invoice	Invoice No: S2026100	11/30/2025	Paid Amt: $1,504.24
						Check Amount: $1,504.24

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB		**12860**		**MINNESOTA TEACHERS RETIREMENT**		**Wire**
			B 01 215 018	TRA	$35,161.15	
PO#:	**Voucher #:**	**111414**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $35,161.15**
						Check Amount: $35,161.15
MB		**12861**		**PUBLIC EMPLOYEES RETIREMENT**		**Wire**
			B 01 215 017	PERA	$11,240.72	
PO#:	**Voucher #:**	**111413**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $11,240.72**
						Check Amount: $11,240.72
MB		**12862**	**REMIT**	**EDUCATORS BENEFIT CONSULTANTS**		**Wire**
			B 01 215 005	Tax Sheltered Annuities	$1,972.62	
PO#:	**Voucher #:**	**111408**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $1,972.62**
						Check Amount: $1,972.62
MB		**13386**		**MINNESOTA REVENUE**		**Wire**
			B 01 215 030	Guarnishment	$475.65	
PO#:	**Voucher #:**	**111410**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $475.65**
						Check Amount: $475.65
MB		**14128**		**INTERNAL REVENUE SERVICE**		**Wire**
			B 01 215 010	FICA Payable	$40,955.14	
			B 01 215 011	Federal Tax	$17,668.42	
PO#:	**Voucher #:**	**111406**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $58,623.56**
						Check Amount: $58,623.56
MB		**14129**		**MINN DEPT OF REVENUE**		**Wire**
			B 01 215 013	State Tax	$9,634.60	
PO#:	**Voucher #:**	**111409**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $9,634.60**
						Check Amount: $9,634.60
MB		**14968**	**REMIT**	**EDUCATORS BENEFIT CONSULTANTS**		**Wire**
			B 01 215 005	Tax Sheltered Annuities	$2,367.78	
PO#:	**Voucher #:**	**111412**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $2,367.78**
						Check Amount: $2,367.78
MB		**16537**	**REMIT**	**EDUCATORS BENEFIT CONSULTANTS**		**Wire**
			B 01 215 005	Tax Sheltered Annuities	$1,408.36	
PO#:	**Voucher #:**	**111404**	Invoice	**Invoice No:** S2026100	**11/30/2025**	**Paid Amt: $1,408.36**
						Check Amount: $1,408.36

Barnesville Public Schools #146

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB		16936	REMIT	EDUCATORS BENEFITS CONSULTANTS		Wire
			B 01 215 005	Tax Sheltered Annuities	$5,163.42	
PO#:	Voucher #:	111407	Invoice	Invoice No: S2026100	11/30/2025	Paid Amt: $5,163.42
						Check Amount: $5,163.42
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$87.99	
PO#:	Voucher #:	111417	Invoice	Invoice No: 11102025	11/30/2025	Paid Amt: $87.99
						Check Amount: $87.99
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$611.80	
PO#:	Voucher #:	111418	Invoice	Invoice No: 111725	11/30/2025	Paid Amt: $611.80
						Check Amount: $611.80
MB		11760		LAKES COUNTRY SERVICE COOP.		Wire
			B 01 215 026	Health Ins Premium	$83,797.90	
PO#:	Voucher #:	111438	Invoice	Invoice No: December 2025	12/5/2025	Paid Amt: $83,797.90
						Check Amount: $83,797.90
MB		13040		JMC COMPUTER SERVICE INC.		Wire
			E 01 005 110 000 305 000	JMC Fees	$91.36	
PO#:	Voucher #:	111441	Invoice	Invoice No: JMC Fees Nov 2025	12/5/2025	Paid Amt: $91.36
						Check Amount: $91.36
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$370.00	
PO#:	Voucher #:	111440	Invoice	Invoice No: 120325	12/5/2025	Paid Amt: $370.00
						Check Amount: $370.00
MB		17576		WEX HEALTH INC		Wire
			B 01 215 024	Flex Plan Medical & Dependent Care	$180.00	
PO#:	Voucher #:	111439	Invoice	Invoice No: 112825	12/5/2025	Paid Amt: $180.00
						Check Amount: $180.00
MB	89167	17920		ANDERSON, ADDISON		Check
			B 01 206 001	Payroll DD returned	$60.00	
PO#:	Voucher #:	111354	Invoice	Invoice No: 111425	11/19/2025	Paid Amt: $60.00
						Check Amount: $60.00
MB	89168	12474	remit	COLLEGE BOARD		Check
			E 01 300 289 000 401 000	PSAT Test	$421.20	
PO#:	Voucher #:	111351	Invoice	Invoice No: P2511593921	11/19/2025	Paid Amt: $421.20
						Check Amount: $421.20

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89169**	**16360**		**HALVERSON, STEVE**		**Check**
			B 01 206 001	Accounts Payable-Manual	$36.94	
PO#:	**Voucher #:**	**111353**	Invoice	**Invoice No:** 111425	**11/19/2025**	**Paid Amt:** **$36.94**
						Check Amount: **$36.94**
MB	**89170**	**17720**		**HILLBILLY LASER**		**Check**
			E 01 300 292 000 401 516	Team Cross Country Awards	$150.00	
			E 01 300 289 000 401 000	Auxiliary portion	$83.55	
PO#: 51298	**Voucher #:**	**111355**	Invoice	**Invoice No:** 4244	**11/19/2025**	**Paid Amt:** **$233.55**
			E 01 300 296 000 401 512	Year End Volleyball Awards	$150.00	
			E 01 300 289 000 401 000	Auxiliary acct portion	$287.50	
PO#: 51295	**Voucher #:**	**111356**	Invoice	**Invoice No:** 4187	**11/19/2025**	**Paid Amt:** **$437.50**
						Check Amount: **$671.05**
MB	**89171**	**15415**		**NCPERS GROUP LIFE INS.**		**Check**
			B 01 215 028	PERA Life Insurance	$160.00	
PO#:	**Voucher #:**	**111350**	Invoice	**Invoice No:** 108802122025	**11/19/2025**	**Paid Amt:** **$160.00**
						Check Amount: **$160.00**
MB	**89172**	**12140**	**bookfai**	**SCHOLASTIC BOOK FAIRS-15**		**Check**
			R 01 100 288 000 060 000	Elem Book Fair	$3,387.47	
PO#:	**Voucher #:**	**111352**	Invoice	**Invoice No:** W6040147BF	**11/19/2025**	**Paid Amt:** **$3,387.47**
						Check Amount: **$3,387.47**
MB	**89173**	**14911**		**REMIT2 AMAZON CAPITAL SERVICES**		**Check**
			E 01 300 295 000 401 515	Raybee Heavy Duty Clothes Rack, 630LBS Cl	$156.58	
PO#: 51262	**Voucher #:**	**111370**	Invoice	**Invoice No:** 1X1J-L3LP-1GN1	**11/21/2025**	**Paid Amt:** **$156.58**
			E 01 100 620 000 470 000	Tyrant's Tomb, Book 4	$11.94	
			E 01 100 620 000 470 000	How to save an Owl	$6.99	
			E 01 100 620 000 470 000	How to save an Otter	$8.99	
			E 01 100 620 000 470 000	The Humble Pie	$15.99	
			E 01 100 620 000 470 000	Coach (Track)	$14.39	
			E 01 100 620 000 470 000	Plants vs. Zombies Vol. 5	$8.24	
			E 01 100 620 000 470 000	Plants vs. Zombies Vol 12	$10.94	
			E 01 100 620 000 470 000	From the Word of Percy Jackson	$17.59	
			E 01 100 620 000 470 000	The Prophecies Begin #3	$19.99	
			E 01 100 620 000 470 000	Troubling Tonsils!	$11.18	
			E 01 100 620 000 470 000	Skandar and the Spirit War	$17.66	
			E 01 100 620 000 470 000	If I built a Town	$15.99	
			E 01 100 620 000 470 000	Buffalo Fluffalo and Puffalo	$15.99	
			E 01 100 620 000 470 000	The Trouble with Giraffes	$19.99	

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date		Pmt Type		
MB	**89173**	**14911**	**REMIT2**	**AMAZON CAPITAL SERVICES**										**Check**		
				E	01	100	620	000	470	000	The Perfect Present		$12.81			
				E	01	100	620	000	470	000	The Snow Day		$12.81			
				E	01	100	620	000	470	000	The Wonderful Wedding		$12.84			
				E	01	100	620	000	470	000	The Backyard Mystery		$4.99			
				E	01	100	620	000	470	000	The Big Mess		$12.81			
				E	01	100	620	000	470	000	The Class Party		$12.88			
				E	01	100	620	000	470	000	Big Nate: No Harm Done!		$12.08			
				E	01	100	620	000	470	000	Friendship According to Humphrey		$6.26			
PO#: 51247		**Voucher #:**	**111373**	Invoice				**Invoice No:**			11LX-W5YJ-WFTX	**11/21/2025**			**Paid Amt:**	**$283.35**
				E	01	100	203	000	401	000	Rainbow Colored Kraft Duo-Finish Paper, Whit		$50.00			
PO#: 51272		**Voucher #:**	**111369**	Invoice				**Invoice No:**			13YH-TWDF-99XP	**11/21/2025**			**Paid Amt:**	**$50.00**
				E	01	100	203	000	401	000	Pacon PAC5736 Lightweight Kraft Roll, Natura		$87.95			
				E	01	100	203	000	401	000	Pacon ArtKraft Duo-Finish Paper Roll, 36" x 1,		$128.02			
				E	01	100	203	000	401	000	Pacon® Rainbow Duo-Finish Kraft Paper Roll,		$64.39			
				E	01	100	203	000	401	000	(18 Pads) Pop Up Sticky Notes 3x3 Refills, Str		$8.54			
				E	01	100	203	000	401	000	(24 Pads) Sticky Notes 3x3 Inches,Bright Colo		$16.56			
				E	01	100	203	000	401	000	Amazon Basics Desktop Stapler with 1000 Sta		$0.00			
				E	01	100	203	000	401	000	Xnluothsk 6 Packs Sewing Craft Scissors Bulk		$8.49			
				E	01	100	203	000	401	000	Paper Roll 36" X 1000'		$51.31			
				E	01	100	203	000	401	000	StockHomery 10 Oz Foam Cups Lightweight I		$0.00			
				E	01	100	203	000	401	000	Geyee 500 Pcs Small Coin Seed Envelopes S		$16.99			
				E	01	100	203	000	401	000	Quality Park 6 x 9 Clasp Envelopes, Clasp an		$31.08			
				E	01	100	203	000	401	000	Febreze Air Mist Air Freshener Spray, Odor-Fig		$9.94			
				E	01	100	203	000	401	000	1" X 2-5/8" Address Labels 30 Per Sheet Stick		$27.98			
				E	01	100	203	000	401	000	Jovanssen White Correction Tape, 12 Pack, 3		$7.59			
				E	01	100	203	000	401	000	Seakii 8-Pack Colorful Plastic Whistles with La		$13.28			
				E	01	100	203	000	401	000	Super Glue Gel Clear Non-Drip, 12 X 3g All Pu		$5.99			
PO#: 51272		**Voucher #:**	**111371**	Invoice				**Invoice No:**			1H66-1DH4-DQV1	**11/21/2025**			**Paid Amt:**	**$478.11**
				E	01	300	295	000	401	515	VARTA Longlife AA Batteries (100 Pack), Alkal		$20.68			
				E	01	300	295	000	401	515	TOKYO REVENGERS Men King Costume 3 K		$32.99			
				E	01	300	295	000	401	515	LYANER Women's Boho Square Neck Ruffle S		$9.99			
				E	01	300	295	000	401	515	Byhoo 100 PCS Metal Gold Coins,DND Pirate		$16.14			
				E	01	300	295	000	401	515	Lorigun 15 Pcs Artificail Tomatoes, Fake Toma		$18.99			
				E	01	300	295	000	401	515	Huggies Natural Care Sensitive Baby Wipes, U		$17.59			
				E	01	300	295	000	401	515	2PCS Makeup Setting Spray for Face,Waterpr		$35.92			
				E	01	300	295	000	401	515	One Beat Extension Cord 15 ft,Surge Protecto		$43.66			

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89173	14911	REMIT2	AMAZON CAPITAL SERVICES		Check
	E 01 300 295 000 401 515			BN-LINK 2 Pack 12ft Indoor Extension Cord, 3		$23.07
	E 01 300 295 000 401 515			Retisee 8 Pcs Music Stand Light 18 LED Pian		$65.99
PO#: 51262	Voucher #: 111372	Invoice		Invoice No: 16PC-3C9W-WW7N	11/21/2025	Paid Amt: $285.02
	E 01 300 270 000 430 000			Chinese Hacky Sack		$11.99
	E 01 300 295 000 401 515			Staplers (PO 51292)		$65.64
	E 01 300 270 000 401 000			Dry Erasers		$5.99
PO#: 51291	Voucher #: 111368	Invoice		Invoice No: 1V1R-JGCQ-CCH4	11/21/2025	Paid Amt: $83.62
						Check Amount: $1,336.68
MB	89174	16975		GRAF, TODD		Check
	E 01 300 296 000 305 513			Fees For Services		$60.00
PO#:	Voucher #: 111361	Invoice		Invoice No: 111825	11/21/2025	Paid Amt: $60.00
						Check Amount: $60.00
MB	89175	17812		HEIBERG, JONATHAN		Check
	E 01 300 296 000 305 513			Fees For Services		$121.00
PO#:	Voucher #: 111357	Invoice		Invoice No: 111825	11/21/2025	Paid Amt: $121.00
						Check Amount: $121.00
MB	89176	17918		HOLMES, SAMMY		Check
	E 01 300 296 000 305 513			Fees For Services		$121.00
PO#:	Voucher #: 111358	Invoice		Invoice No: 111825	11/21/2025	Paid Amt: $121.00
						Check Amount: $121.00
MB	89177	17921		ITEEA CONFERENCE REGISTRATION		Check
	E 01 300 640 316 366 000			Gen.trv,Meals, Rooms		$535.00
PO#:	Voucher #: 111364	Invoice		Invoice No: 111925	11/21/2025	Paid Amt: $535.00
						Check Amount: $535.00
MB	89178	17892	REMIT	KELLY SERVICES INC		Check
	E 01 100 203 000 305 000			Elementary Substitute Teachers		$1,950.00
	E 01 300 211 000 305 000			HS Substitute Teachers		$1,755.00
PO#:	Voucher #: 111374	Invoice		Invoice No: 5612565833	11/21/2025	Paid Amt: $3,705.00
						Check Amount: $3,705.00
MB	89179	17914		KEYBOARD TEK LLC		Check
	E 01 300 295 000 401 515			KeyboardTEK Piano Patches		$450.00
PO#: 51261	Voucher #: 111377	Invoice		Invoice No: 9881	11/21/2025	Paid Amt: $450.00
						Check Amount: $450.00

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89180**	**17829**		**KLEVER, ALEX**		**Check**
			E 01 300 296 000 305 513	Fees For Services		$60.00
PO#:	**Voucher #:**	**111359**	Invoice	**Invoice No:** 111825	**11/21/2025**	**Paid Amt: $60.00**
						Check Amount: $60.00
MB	**89181**	**17836**		**LIMKE, JED**		**Check**
			E 01 300 296 000 305 513	Fees For Services		$121.00
PO#:	**Voucher #:**	**111375**	Invoice	**Invoice No:** 112025	**11/21/2025**	**Paid Amt: $121.00**
						Check Amount: $121.00
MB	**89182**	**15976**		**MARTINSON, RICK S.**		**Check**
			E 01 300 296 000 305 513	Fees For Services		$60.00
PO#:	**Voucher #:**	**111360**	Invoice	**Invoice No:** 111825	**11/21/2025**	**Paid Amt: $60.00**
						Check Amount: $60.00
MB	**89183**	**17869**		**NELSON WINDOW COMPANY**		**Check**
			E 01 005 865 369 350 000	Replace crash bar on art room door		$2,030.00
PO#: 51299	**Voucher #:**	**111366**	Invoice	**Invoice No:** 59271	**11/21/2025**	**Paid Amt: $2,030.00**
			E 01 005 715 000 350 000	Repairs to door 20		$460.00
PO#: 51299	**Voucher #:**	**111367**	Invoice	**Invoice No:** 59266	**11/21/2025**	**Paid Amt: $460.00**
						Check Amount: $2,490.00
MB	**89184**	**16332**		**PEMBERTON LAW PLLP**		**Check**
			E 01 005 105 000 305 000	Fees For Services		$50.00
PO#:	**Voucher #:**	**111365**	Invoice	**Invoice No:** 3	**11/21/2025**	**Paid Amt: $50.00**
						Check Amount: $50.00
MB	**89185**	**17922**		**SCHULTZ, BLAKE**		**Check**
			E 01 300 296 000 305 513	Fees For Services		$121.00
PO#:	**Voucher #:**	**111376**	Invoice	**Invoice No:** 112025	**11/21/2025**	**Paid Amt: $121.00**
						Check Amount: $121.00
MB	**89186**	**17901**		**SYSCO NORTH DAKOTA INC**		**Check**
			E 02 005 770 705 490 000	Breakfast Food		$135.52
			E 02 005 770 701 490 000	Food		$712.56
PO#:	**Voucher #:**	**111362**	Invoice	**Invoice No:** 395045408	**11/21/2025**	**Paid Amt: $848.08**
			E 02 005 770 705 490 000	Breakfast Food		$182.87
			E 02 005 770 701 490 000	Food		$960.67
			E 02 005 770 707 490 000	Food		$174.07
			E 02 005 770 701 401 000	General Supplies		$46.09
PO#:	**Voucher #:**	**111363**	Invoice	**Invoice No:** 395047430	**11/21/2025**	**Paid Amt: $1,363.70**
						Check Amount: $2,211.78

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89187**	**16124**		**A-1 SEWER & DRAIN INC**		**Check**
			E	01 005 812 000 350 000 Snake drain in boiler room		$407.00
PO#: 51304	**Voucher #:**	**111400**	Invoice	**Invoice No:** 53226	**11/26/2025**	**Paid Amt: $407.00**
						Check Amount: $407.00
MB	**89188**	**17929**		**AANENSON, AUSTIN**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111390**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89189**	**17925**		**AANENSON, GAGE**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111386**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89190**	**17838**		**BEACHY, ELIAS**		**Check**
			E	01 300 296 000 305 513 Fees For Services		$183.00
PO#:	**Voucher #:**	**111397**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $183.00**
						Check Amount: $183.00
MB	**89191**	**17737**	**REMIT**	**BOEN, CHRISTIAN**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111391**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89192**	**17923**		**BOLGREAN, GANNON**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111384**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89193**	**17928**		**BURNS, KYAN**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111389**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89194**	**16086**	**remit**	**COLONIAL LIFE INSURANCE COMPANY**		**Check**
			B	01 215 029 Supplemental Insurance-Voluntary		$215.42
PO#:	**Voucher #:**	**111383**	Invoice	**Invoice No:** 41790571113011	**11/26/2025**	**Paid Amt: $215.42**
						Check Amount: $215.42
MB	**89195**	**17926**		**CURTIS, PRESTON**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:	**Voucher #:**	**111387**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
MB	**89196**	**15413**	**remit**	**FIDELITY SECURITY LIFE**		**Check**	
			B 01 215 031	Vision Premium		$1,422.00	
PO#:	**Voucher #:**	**111402**	Invoice	**Invoice No:** 3273411	**11/26/2025**	**Paid Amt:**	**$1,422.00**
						Check Amount:	**$1,422.00**
MB	**89197**	**17931**		**GLINES, TYLER**		**Check**	
			E 01 300 296 000 305 513	Fees For Services		$183.00	
PO#:	**Voucher #:**	**111398**	Invoice	**Invoice No:** 112125	**11/26/2025**	**Paid Amt:**	**$183.00**
						Check Amount:	**$183.00**
MB	**89198**	**17554**		**LASSILA, GABRIEL P**		**Check**	
			E 01 300 294 000 305 503	Fees For Services		$75.00	
PO#:	**Voucher #:**	**111394**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt:**	**$75.00**
						Check Amount:	**$75.00**
MB	**89199**	**15395**		**MADISON NATIONAL LIFE**		**Check**	
			B 01 215 027	Life & LTD		$1,899.85	
PO#:	**Voucher #:**	**111401**	Invoice	**Invoice No:** 1734117	**11/26/2025**	**Paid Amt:**	**$1,899.85**
						Check Amount:	**$1,899.85**
MB	**89200**	**17930**		**MILES, EVAN**		**Check**	
			E 01 300 294 000 305 503	Fees For Services		$75.00	
PO#:	**Voucher #:**	**111393**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt:**	**$75.00**
						Check Amount:	**$75.00**
MB	**89201**	**15551**	**remit**	**NCS PEARSON INC**		**Check**	
			E 01 100 216 401 401 000	BOEHM test of Basic Concepts		$281.25	
			E 01 100 216 401 401 000	Freight		$16.88	
PO#: 50847	**Voucher #:**	**111382**	Invoice	**Invoice No:** 30151822	**11/26/2025**	**Paid Amt:**	**$298.13**
						Check Amount:	**$298.13**
MB	**89202**	**10166**		**REGION I**		**Check**	
			E 01 005 110 000 366 000	Smart System and MN Paid Leave 12/9/25		$35.00	
PO#: 51301	**Voucher #:**	**111399**	Invoice	**Invoice No:** 111925	**11/26/2025**	**Paid Amt:**	**$35.00**
						Check Amount:	**$35.00**
MB	**89203**	**17569**		**SAMUELSON, MATTHEW**		**Check**	
			E 01 300 294 000 305 503	Fees For Services		$75.00	
PO#:	**Voucher #:**	**111392**	Invoice	**Invoice No:** 112225	**11/26/2025**	**Paid Amt:**	**$75.00**
						Check Amount:	**$75.00**

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89204**	**17924**		**SCHLANGEN, BRETT**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:		**Voucher #:**	**111385**	Invoice **Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89205**	**17922**		**SCHULTZ, BLAKE**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:		**Voucher #:**	**111395**	Invoice **Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89206**	**17927**		**STANGE, NATHAN**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$75.00
PO#:		**Voucher #:**	**111388**	Invoice **Invoice No:** 112225	**11/26/2025**	**Paid Amt: $75.00**
						Check Amount: $75.00
MB	**89207**	**17605**		**STUMO, KARSTEN M**		**Check**
			E	01 300 296 000 305 513 Fees For Services		$183.00
PO#:		**Voucher #:**	**111396**	Invoice **Invoice No:** 112125	**11/26/2025**	**Paid Amt: $183.00**
						Check Amount: $183.00
MB	**89208**	**14625**		**AAA AWARDS CO.**		**Check**
			E	01 300 289 000 401 000 Awards for football		$469.60
			E	01 300 294 000 401 502 Awards for football		$150.00
PO#: 51315		**Voucher #:**	**111423**	Invoice **Invoice No:** 20607	**12/5/2025**	**Paid Amt: $619.60**
						Check Amount: $619.60
MB	**89209**	**15344**	**remit**	**AVIBEN LLC**		**Check**
			E	01 005 110 000 305 000 Fees For Services		$70.84
PO#:		**Voucher #:**	**111420**	Invoice **Invoice No:** 39946	**12/5/2025**	**Paid Amt: $70.84**
						Check Amount: $70.84
MB	**89210**	**13128**		**DEUTSCH, SCOTT**		**Check**
			E	01 300 296 000 305 513 Fees For Services		$121.00
PO#:		**Voucher #:**	**111433**	Invoice **Invoice No:** 120225	**12/5/2025**	**Paid Amt: $121.00**
						Check Amount: $121.00
MB	**89211**	**15325**		**DUMAS, ANDREW**		**Check**
			E	01 300 296 000 305 513 Fees For Services		$184.00
PO#:		**Voucher #:**	**111429**	Invoice **Invoice No:** 120225	**12/5/2025**	**Paid Amt: $184.00**
						Check Amount: $184.00
MB	**89212**	**12853**		**EA - BARNESVILLE**		**Check**
			B	01 215 025 Nea-Mea-Bea Dues Payable		$2,681.46
PO#:		**Voucher #:**	**111336**	Invoice **Invoice No:** S2026090	**12/5/2025**	**Paid Amt: $2,681.46**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89212**	**12853**		**EA - BARNESVILLE**		**Check**
			B 01 215 025	Nea-Mea-Bea Dues Payable	$2,681.46	
PO#:	**Voucher #:**	**111405**	Invoice	**Invoice No:** S2026100	**12/5/2025**	**Paid Amt:** **$2,681.46**
						Check Amount: **$5,362.92**
MB	**89213**	**15977**	**REMIT**	**ELAN FINANCIAL SERVICES**		**Check**
			E 01 300 296 000 401 513	Basketball Scorebooks	$98.06	
			E 01 300 294 000 401 503	Basketball Scorebooks	$98.05	
			E 04 005 505 321 401 000	Community Education Supplies	$540.00	
			E 01 300 289 000 369 000	Auxiliary Exp	$40.00	
			E 01 005 760 733 442 000	Gasoline	$47.45	
			E 04 005 509 321 305 000	Brightwheel Subscription	$150.00	
			E 01 300 292 000 366 516	Track Clinic	$128.94	
			E 01 300 640 316 366 000	Track Clinic	$257.87	
			E 01 300 292 000 366 505	Track Clinic	$128.94	
			E 01 300 292 000 366 516	State Cross Country	$39.00	
			E 01 300 292 000 401 505	HS Track Exp	$135.00	
			E 01 300 292 000 366 516	State Cross Country hotel	$484.47	
			E 01 300 289 000 369 000	State Cross Country hotel	$161.49	
			E 01 300 292 000 369 516	State Cross Country hotel	$484.47	
			E 01 300 640 316 366 000	Track Clinic	$129.50	
			E 01 005 020 000 401 000	ChatGPT Subscription	$20.00	
			E 01 100 050 000 401 000	ChatGPT Subscription	$20.00	
			E 01 005 110 000 401 000	ChatGPT Subscription	$20.00	
			E 04 005 505 321 401 000	ChatGPT Subscription	$20.00	
			R 01 300 299 000 619 000	Concessions Cost of Sales	$45.12	
			E 01 005 640 316 366 000	Staff Development	$383.65	
			E 01 005 720 000 401 000	Wellness Expense	$177.10	
			E 01 005 110 000 366 000	MN Employment Law Update	$105.56	
PO#:	**Voucher #:**	**111434**	Invoice	**Invoice No:** November 2025	**12/5/2025**	**Paid Amt:** **$3,714.67**
						Check Amount: **$3,714.67**
MB	**89214**	**15730**		**ESSENTIA HEALTH**		**Check**
			E 01 300 790 000 305 000	monthly sports medicine agreement	$125.00	
PO#:	**Voucher #:**	**111437**	Invoice	**Invoice No:** CINV-00002196	**12/5/2025**	**Paid Amt:** **$125.00**
						Check Amount: **$125.00**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89215	17625		GRANT, STONEY		Check
			E 01 300 296 000 305 513	Fees For Services		$86.00
PO#:	Voucher #:	111428	Invoice	Invoice No: 120225	12/5/2025	Paid Amt: $86.00
						Check Amount: $86.00
MB	89216	14156		HAWLEY HIGH SCHOOL		Check
			E 01 300 296 000 369 513	Entry Fees/Student Travel		$350.00
PO#:	Voucher #:	111424	Invoice	Invoice No: 120625	12/5/2025	Paid Amt: $350.00
						Check Amount: $350.00
MB	89217	16328	remit	HEISE, CHRISTOPHER A		Check
			E 01 300 296 000 305 513	Fees For Services		$184.00
PO#:	Voucher #:	111430	Invoice	Invoice No: 120225	12/5/2025	Paid Amt: $184.00
						Check Amount: $184.00
MB	89218	17892	REMIT	KELLY SERVICES INC		Check
			E 01 100 203 000 305 000	Elementary Substitute Teachers		$1,560.00
			E 01 300 211 000 305 000	HS Substitute Teachers		$1,462.50
PO#:	Voucher #:	111421	Invoice	Invoice No: 5612752049	12/5/2025	Paid Amt: $3,022.50
			E 01 100 203 000 305 000	Elementary Substitute Teachers		$780.00
			E 01 300 211 000 305 000	HS Substitute Teachers		$390.00
PO#:	Voucher #:	111422	Invoice	Invoice No: 5612834089	12/5/2025	Paid Amt: $1,170.00
						Check Amount: $4,192.50
MB	89219	17816		LEVANG, MICHAEL P		Check
			E 01 300 296 000 305 513	Fees For Services		$121.00
PO#:	Voucher #:	111432	Invoice	Invoice No: 12225	12/5/2025	Paid Amt: $121.00
						Check Amount: $121.00
MB	89220	17836		LIMKE, JED		Check
			E 01 300 296 000 305 513	Fees For Services		$86.00
PO#:	Voucher #:	111427	Invoice	Invoice No: 120225	12/5/2025	Paid Amt: $86.00
						Check Amount: $86.00
MB	89221	16818		MN SCHOOL EMPLOYEES ASSOCIATION		Check
			B 01 215 025	Nea-Mea-Bea Dues Payable		$448.16
PO#:	Voucher #:	111411	Invoice	Invoice No: S2026100	12/5/2025	Paid Amt: $448.16
						Check Amount: $448.16
MB	89222	17934		ST MICHAEL-ALBERTVILLE HIGH SCHOOL		Check
			E 01 300 294 000 369 506	Entry Fees/Student Travel		$25.00
PO#:	Voucher #:	111425	Invoice	Invoice No: 120425	12/5/2025	Paid Amt: $25.00
						Check Amount: $25.00

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89223**	**16653**	**remit**	**VERIFIED FIRST**		**Check**
			E 01 005 105 000 305 000	Background Chekcs		$659.88
PO#:	**Voucher #:**	**111419**	Invoice	**Invoice No:** INV-000583818	**12/5/2025**	**Paid Amt: $659.88**
						Check Amount: $659.88
MB	**89224**	**12478**		**WAHPETON PUBLIC SCHOOL**		**Check**
			E 01 300 294 000 369 506	Entry Fees/Student Travel		$300.00
PO#:	**Voucher #:**	**111426**	Invoice	**Invoice No:** 120525	**12/5/2025**	**Paid Amt: $300.00**
						Check Amount: $300.00
MB	**89225**	**15200**		**WEISER, RYAN**		**Check**
			E 01 300 296 000 305 513	Fees For Services		$184.00
PO#:	**Voucher #:**	**111431**	Invoice	**Invoice No:** 120225	**12/5/2025**	**Paid Amt: $184.00**
						Check Amount: $184.00
MB	**89226**	**16972**		**XCEL ENERGY**		**Check**
			E 01 005 810 000 333 000	Natural Gas		$2,813.21
PO#:	**Voucher #:**	**111435**	Invoice	**Invoice No:** 954620224	**12/5/2025**	**Paid Amt: $2,813.21**
						Check Amount: $2,813.21
MB	**89227**	**16972**		**XCEL ENERGY**		**Check**
			E 01 005 810 000 333 000	Natural Gas		$10,878.00
PO#:	**Voucher #:**	**111436**	Invoice	**Invoice No:** 954627278	**12/5/2025**	**Paid Amt: $10,878.00**
						Check Amount: $10,878.00
MB	**89228**	**11239**	**REMIT**	**ACME TOOLS**		**Check**
			E 01 300 255 000 350 000	#994534 Delta Jointer Switch		$42.99
PO#: 51311	**Voucher #:**	**111443**	Invoice	**Invoice No:** 15411485	**12/10/2025**	**Paid Amt: $42.99**
			E 01 300 255 000 350 000	SawStop Flex Plate		$5.60
PO#: 51275	**Voucher #:**	**111442**	Invoice	**Invoice No:** 15385464	**12/10/2025**	**Paid Amt: $5.60**
						Check Amount: $48.59
MB	**89229**	**14911**	**REMIT2**	**AMAZON CAPITAL SERVICES**		**Check**
			E 01 100 203 000 401 000	Return		$51.31
PO#:	**Voucher #:**	**111448**	Invoice	**Invoice No:** 17NM-QVCN-RCKQ	**12/10/2025**	**Paid Amt: $51.31**
			E 01 300 050 000 401 000	Manhasset Conductor's Stand		$155.04
			E 01 300 050 000 401 000	Window Film		$9.99
PO#: 51296	**Voucher #:**	**111447**	Invoice	**Invoice No:** 1LWD-QCCF-HPFP	**12/10/2025**	**Paid Amt: $165.03**
			E 01 100 620 000 470 000	Slice Mini Box Cutter		$8.07
			E 01 100 620 000 470 000	Gymnastic Jitters		$7.38
			E 01 100 620 000 470 000	You Can't Come in Here!		$17.99
			E 01 100 620 000 470 000	Together Forever		$9.00

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89229**	**14911**		**REMIT2 AMAZON CAPITAL SERVICES**		**Check**
			E 01 100 620 000 470 000	Watch Me Throw the Ball!	$8.68	
			E 01 100 620 000 470 000	Hardy Boys Clue Books Collection	$41.00	
			E 01 100 620 000 470 000	Shipping & Handling	$3.99	
PO#: 51293	**Voucher #:**		**111446** Invoice	**Invoice No:** 17PQ-RRJK-437K **12/10/2025**		**Paid Amt:** **$96.11**
			E 01 100 402 740 433 000	TIME TIMER 8 inch Visual Timer - 60 Minute D	$27.06	
			E 01 100 402 740 433 000	Amazon Basics Plastic Business Card Holder,	$6.93	
			E 01 100 402 740 433 000	Amazon Basics Sheet Protectors for 3 Ring Bi	$10.70	
			E 01 100 402 740 433 000	4 Pack NRR 28dB Safety Ear Muffs, Foldable	$34.99	
			E 01 100 402 740 401 000	Amazon Basics File Folders with Tabs for Filin	$11.32	
			E 01 100 402 740 401 000	Post-it Flags, 60/On-The-Go Dispenser, .94 in	$6.08	
			E 01 100 402 740 401 000	AFMAT PSX5 Electric Pencil Sharpener for Cc	$31.99	
			E 01 100 402 740 433 000	5 Pcs Professional Resistance Bands. Latex-F	$11.99	
			E 01 100 402 740 433 000	Pentel Super Hi-Polymer Refills, 0.7 mm Medi	$9.79	
			E 01 100 402 740 433 000	I Have, Who Has?: Language Arts Game, Gra	$16.14	
			E 01 100 402 740 401 000	Officemate Recycled Wood Clipboard, Letter S	$8.71	
			E 01 100 402 740 433 000	Lavigo Kitchen Timer, Countdown Visual Analc	$24.99	
			E 01 100 402 740 433 000	LEGO Classic Creative Vehicles, Colorful Con	$43.99	
PO#: 51303	**Voucher #:**		**111445** Invoice	**Invoice No:** 1FNW-YVPC-7RDH **12/10/2025**		**Paid Amt:** **$244.68**
			E 01 100 620 000 470 000	Ready for a Scare?	$6.99	
			E 01 100 620 000 470 000	The Siren Song	$7.20	
PO#: 51293	**Voucher #:**		**111449** Invoice	**Invoice No:** 1V96-VPCG-Q4XY **12/10/2025**		**Paid Amt:** **$14.19**
			E 01 300 299 000 401 000	Concessions Supplies	$75.34	
PO#:	**Voucher #:**		**111592** Invoice	**Invoice No:** 11DT-GKJH-HC9L **12/10/2025**		**Paid Amt:** **$75.34**
			E 01 100 203 000 401 000	Thermal Roll Laminating Film - 3mil 27" x 250'	$81.00	
PO#: 51313	**Voucher #:**		**111451** Invoice	**Invoice No:** 1TH6-F1NC-3HWR **12/10/2025**		**Paid Amt:** **$81.00**
						Check Amount: **$727.66**
MB	**89230**	**14431**		**BAND**		**Check**
			E 01 300 299 000 305 000	Concessions	$784.47	
PO#:	**Voucher #:**		**111506** Invoice	**Invoice No:** 120225 **12/10/2025**		**Paid Amt:** **$784.47**
						Check Amount: **$784.47**
MB	**89231**	**10685**		**BARNESVILLE BUS COMPANY, INC.**		**Check**
			E 01 005 760 720 442 000	Gasoline	$1,370.22	
			E 01 005 760 720 442 000	Gasoline	$955.13	
PO#:	**Voucher #:**		**111453** Invoice	**Invoice No:** Nov 25 Fuel **12/10/2025**		**Paid Amt:** **$2,325.35**
			E 01 005 760 713 360 000	Open Enrollment Transportation	$7,344.00	
PO#:	**Voucher #:**		**111456** Invoice	**Invoice No:** Nov 25 OE **12/10/2025**		**Paid Amt:** **$7,344.00**

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Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89231	10685		BARNESVILLE BUS COMPANY, INC.		Check
			E 01 005 760 720 360 000	Camera Charge (50%)		$100.00
PO#:	Voucher #:	111454	Invoice	Invoice No: Nov 25 Camera	12/10/2025	Paid Amt: $100.00
			E 04 005 582 344 360 000	Preschool Busing		$2,250.00
PO#:	Voucher #:	111455	Invoice	Invoice No: Nov 25 Preschool	12/10/2025	Paid Amt: $2,250.00
			E 01 300 298 733 360 000	Student Council		$414.00
			E 01 300 296 733 360 513	GBB		$2,103.00
			E 01 300 259 733 360 000	Choir		$516.75
			E 01 300 211 733 360 000	Guidance Counselor		$344.00
PO#:	Voucher #:	111459	Invoice	Invoice No: Nov 25 Extra	12/10/2025	Paid Amt: $3,377.75
						Check Amount: $15,397.10
MB	89232	10685		BARNESVILLE BUS COMPANY, INC.		Check
			E 01 005 760 720 360 000	Monthly Fee		$59,250.00
PO#:	Voucher #:	111452	Invoice	Invoice No: December 2025	12/10/2025	Paid Amt: $59,250.00
						Check Amount: $59,250.00
MB	89233	12156		BARNESVILLE C-STORE		Check
			E 01 005 760 733 442 000	Gasoline		$11.20
PO#:	Voucher #:	111467	Invoice	Invoice No: 530-2	12/10/2025	Paid Amt: $11.20
			E 01 005 760 733 442 000	Gasoline		$58.42
PO#:	Voucher #:	111468	Invoice	Invoice No: 699-1	12/10/2025	Paid Amt: $58.42
			E 01 005 760 733 442 000	Gasoline		$53.09
			E 01 005 760 733 401 000	Car Wash		$10.00
PO#:	Voucher #:	111464	Invoice	Invoice No: 1768-1	12/10/2025	Paid Amt: $63.09
			E 01 005 760 733 442 000	Gasoline		$43.64
PO#:	Voucher #:	111466	Invoice	Invoice No: 508-1	12/10/2025	Paid Amt: $43.64
			E 01 005 760 733 442 000	Gasoline		$46.67
PO#:	Voucher #:	111481	Invoice	Invoice No: 1384-1	12/10/2025	Paid Amt: $46.67
			E 01 005 760 733 442 000	Gasoline		$53.30
PO#:	Voucher #:	111472	Invoice	Invoice No: 2336-1	12/10/2025	Paid Amt: $53.30
			E 01 005 760 733 442 000	Gasoline		$45.77
PO#:	Voucher #:	111477	Invoice	Invoice No: 2887-1	12/10/2025	Paid Amt: $45.77
			E 01 005 760 733 442 000	Gasoline		$52.99
PO#:	Voucher #:	111471	Invoice	Invoice No: 1827-1	12/10/2025	Paid Amt: $52.99
			E 01 005 760 733 442 000	Gasoline		$56.38
PO#:	Voucher #:	111474	Invoice	Invoice No: 2626-1	12/10/2025	Paid Amt: $56.38
			E 01 005 760 733 442 000	Gasoline		$43.60
PO#:	Voucher #:	111475	Invoice	Invoice No: 2668-1	12/10/2025	Paid Amt: $43.60

Barnesville Public Schools #146

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor		Pmt/Void Date	Pmt Type		
MB	89233	12156		BARNESVILLE C-STORE			Check		
			E 01 005 760 733 442 000		Gasoline		$59.01		
PO#:	Voucher #:	111465	Invoice	Invoice No: 244-2		12/10/2025		Paid Amt:	$59.01
			E 01 005 760 733 442 000		Gasoline		$51.75		
PO#:	Voucher #:	111473	Invoice	Invoice No: 2519-1		12/10/2025		Paid Amt:	$51.75
			E 01 005 760 733 442 000		Gasoline		$54.18		
PO#:	Voucher #:	111476	Invoice	Invoice No: 2834-1		12/10/2025		Paid Amt:	$54.18
			E 01 005 760 733 442 000		Gasoline		$51.01		
PO#:	Voucher #:	111478	Invoice	Invoice No: 3220-1		12/10/2025		Paid Amt:	$51.01
			E 01 005 760 733 442 000		Gasoline		$43.75		
PO#:	Voucher #:	111469	Invoice	Invoice No: 1248-2		12/10/2025		Paid Amt:	$43.75
			E 01 005 760 733 442 000		Gasoline		$47.73		
PO#:	Voucher #:	111480	Invoice	Invoice No: 3479-1		12/10/2025		Paid Amt:	$47.73
			E 01 005 760 733 442 000		Gasoline		$35.73		
PO#:	Voucher #:	111479	Invoice	Invoice No: 3583-2		12/10/2025		Paid Amt:	$35.73
			E 01 005 760 733 442 000		Gasoline		$63.01		
PO#:	Voucher #:	111470	Invoice	Invoice No: 1410-1		12/10/2025		Paid Amt:	$63.01
			E 01 005 760 733 442 000		Gasoline		$60.15		
PO#:	Voucher #:	111462	Invoice	Invoice No: 9929-1		12/10/2025		Paid Amt:	$60.15
			E 01 005 760 733 442 000		Gasoline		$48.90		
			E 01 005 760 733 401 000		Car Wash		$10.00		
PO#:	Voucher #:	111463	Invoice	Invoice No: 86-1		12/10/2025		Paid Amt:	$58.90
								Check Amount:	$1,000.28
MB	89234	16618		BARNESVILLE DRUG & HARDWARE			Check		
			E 01 005 810 000 410 000		Custodial Supplies		$119.99		
PO#:	Voucher #:	111457	Invoice	Invoice No: 250932		12/10/2025		Paid Amt:	$119.99
								Check Amount:	$119.99
MB	89235	10025		BARNESVILLE RECORD-REVIEW			Check		
			E 01 005 010 000 380 000		Minutes-Sept. 15 board meeting		$442.20		
PO#:	Voucher #:	111458	Invoice	Invoice No: 12862		12/10/2025		Paid Amt:	$442.20
								Check Amount:	$442.20
MB	89236	15716		BERT'S TRUCK EQUIPMENT			Check		
			E 06 005 870 000 530 000		Tommy gate for pickup	Construction Dollars	$5,437.13		
PO#: 51297	Voucher #:	111460	Invoice	Invoice No: W 107439		12/10/2025		Paid Amt:	$5,437.13
								Check Amount:	$5,437.13

Barnesville Public Schools #146

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89237	17933		BOEHM AUCTION LLC		Check
			E 06 005 870 000 530 000	Wacker Tractor & Snow Blower Construction Dollars		$23,500.00
PO#: 51326	Voucher #:	111461	Invoice	Invoice No: 3557	12/10/2025	Paid Amt: $23,500.00
						Check Amount: $23,500.00
MB	89238	15818	remit	CDW GOVERNMENT		Check
			E 01 005 612 000 401 000	BenQ 65" Interactive TV		$1,016.43
			E 01 005 612 302 465 000	BenQ 65" Interactive TV		$223.08
			E 01 100 203 302 530 000	BenQ 65" Interactive TV		$1,000.00
PO#: 51225	Voucher #:	111482	Invoice	Invoice No: AH1SD6J	12/10/2025	Paid Amt: $2,239.51
						Check Amount: $2,239.51
MB	89239	17854	REMIT	CINTAS CORP		Check
			E 02 005 770 701 382 000	Laundry/Dry Cleaning		$51.95
PO#:	Voucher #:	111483	Invoice	Invoice No: 4250857850	12/10/2025	Paid Amt: $51.95
			E 02 005 770 701 382 000	Laundry/Dry Cleaning		$51.95
PO#:	Voucher #:	111484	Invoice	Invoice No: 4249244100	12/10/2025	Paid Amt: $51.95
			E 02 005 770 701 382 000	Laundry/Dry Cleaning		$58.58
PO#:	Voucher #:	111485	Invoice	Invoice No: 4250858015	12/10/2025	Paid Amt: $58.58
			E 02 005 770 701 382 000	Laundry/Dry Cleaning		$58.58
PO#:	Voucher #:	111486	Invoice	Invoice No: 4249244126	12/10/2025	Paid Amt: $58.58
						Check Amount: $221.06
MB	89240	10001		CITY OF BARNESVILLE		Check
			E 01 005 810 000 332 000	Electricity		$12,299.39
			E 01 005 810 000 331 000	Water-Sewage		$1,350.01
			E 04 005 505 321 320 000	Communication		$33.84
			E 01 005 810 000 320 000	Communication		$875.39
PO#:	Voucher #:	111487	Invoice	Invoice No: 10143006	12/10/2025	Paid Amt: $14,558.63
						Check Amount: $14,558.63
MB	89241	10520	AUDITO	CLAY COUNTY AUDITOR'S OFFICE		Check
			E 01 005 960 000 896 000	Property Tax Abatement		$13,097.10
PO#:	Voucher #:	111488	Invoice	Invoice No: 120325	12/10/2025	Paid Amt: $13,097.10
						Check Amount: $13,097.10
MB	89242	16568	CONC	COCA-COLA BOTTLING COMPANY HIGH COUNTRY		Check
			E 02 005 770 707 490 000	Food		$183.50
PO#:	Voucher #:	111495	Invoice	Invoice No: 9721676	12/10/2025	Paid Amt: $183.50
						Check Amount: $183.50

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89243**	**16937**		**COLE PAPERS INC**		**Check**
			E 02 005 770 701 401 000	General Supplies		$585.18
PO#:	**Voucher #:**	**111494**	Invoice	**Invoice No:** 10656495	**12/10/2025**	**Paid Amt:** **$585.18**
			E 02 005 770 701 401 000	General Supplies		$28.69
PO#:	**Voucher #:**	**111571**	Invoice	**Invoice No:** 10660254	**12/10/2025**	**Paid Amt:** **$28.69**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$42.49
PO#:	**Voucher #:**	**111572**	Invoice	**Invoice No:** 10659469	**12/10/2025**	**Paid Amt:** **$42.49**
			E 02 005 770 701 401 000	General Supplies		$409.84
PO#:	**Voucher #:**	**111489**	Invoice	**Invoice No:** 10652268	**12/10/2025**	**Paid Amt:** **$409.84**
			E 02 005 770 701 401 000	General Supplies		$26.61
PO#:	**Voucher #:**	**111490**	Invoice	**Invoice No:** 10654360	**12/10/2025**	**Paid Amt:** **$26.61**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$316.78
PO#:	**Voucher #:**	**111491**	Invoice	**Invoice No:** 10651469	**12/10/2025**	**Paid Amt:** **$316.78**
			E 02 005 770 701 401 000	General Supplies		$269.58
PO#:	**Voucher #:**	**111492**	Invoice	**Invoice No:** 10651468	**12/10/2025**	**Paid Amt:** **$269.58**
			E 02 005 770 701 401 000	Credit		$92.24
PO#:	**Voucher #:**	**111493**	Credit	**Invoice No:** 37940	**12/10/2025**	**Paid Amt:** **($92.24)**
						Check Amount: **$1,586.93**
MB	**89244**	**14803**		**DAKOTA REFRIGERATION**		**Check**
			E 01 005 865 369 350 000	replace thermostat in walk in cooler by old kitc		$432.10
PO#: 51317	**Voucher #:**	**111496**	Invoice	**Invoice No:** F221749	**12/10/2025**	**Paid Amt:** **$432.10**
						Check Amount: **$432.10**
MB	**89245**	**10052**		**FARMERS COOPERATIVE OIL CO**		**Check**
			E 01 005 760 733 442 000	Gasoline		$95.54
PO#:	**Voucher #:**	**111501**	Invoice	**Invoice No:** 8200-1	**12/10/2025**	**Paid Amt:** **$95.54**
			E 01 005 810 000 442 000	Gasoline		$70.06
PO#:	**Voucher #:**	**111499**	Invoice	**Invoice No:** 5899-1	**12/10/2025**	**Paid Amt:** **$70.06**
			E 01 005 810 000 442 000	Gasoline		$54.05
PO#:	**Voucher #:**	**111500**	Invoice	**Invoice No:** 4120-2	**12/10/2025**	**Paid Amt:** **$54.05**
			E 01 005 760 733 442 000	Gasoline		$26.70
PO#:	**Voucher #:**	**111497**	Invoice	**Invoice No:** 4009-1	**12/10/2025**	**Paid Amt:** **$26.70**
			E 01 005 760 733 442 000	Gasoline		$28.16
PO#:	**Voucher #:**	**111498**	Invoice	**Invoice No:** 4017-1	**12/10/2025**	**Paid Amt:** **$28.16**
			E 01 005 811 000 442 000	Gasoline		$32.37
PO#:	**Voucher #:**	**111502**	Invoice	**Invoice No:** 8481-1	**12/10/2025**	**Paid Amt:** **$32.37**
						Check Amount: **$306.88**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89246	10060		FUCHS SANITATION, INC		Check
			E 01 005 810 000 330 000	Garbage	$1,384.89	
PO#:	Voucher #:	111503	Invoice	Invoice No: 2512011083792	12/10/2025	Paid Amt: $1,384.89
						Check Amount: $1,384.89
MB	89247	17846		GOPHERMODS, LLC		Check
			E 01 005 630 000 315 555	iPad Repair	$613.00	
PO#: 51318	Voucher #:	111504	Invoice	Invoice No: 7619	12/10/2025	Paid Amt: $613.00
						Check Amount: $613.00
MB	89248	13868		GRADE 10		Check
			E 01 300 299 000 305 000	Concessions	$486.89	
PO#:	Voucher #:	111505	Invoice	Invoice No: 11212025	12/10/2025	Paid Amt: $486.89
						Check Amount: $486.89
MB	89249	17488		HALL PASS ID		Check
			E 01 005 715 342 405 000	Hall Pass Annual Renewal 2025-26	$878.00	
PO#: 50987	Voucher #:	111573	Invoice	Invoice No: HP2023-3250	12/10/2025	Paid Amt: $878.00
						Check Amount: $878.00
MB	89250	17709		HARRY'S PIZZA LLC		Check
			R 01 300 299 000 619 000	Concessions Cost of Sales	$354.00	
PO#:	Voucher #:	111576	Invoice	Invoice No: 83792	12/10/2025	Paid Amt: $354.00
						Check Amount: $354.00
MB	89251	15388	remit	INNOVATIVE OFFICE SOLUTIONS LLC		Check
			E 01 300 211 000 401 000	PGC39346 TISSUE,PUFFS PLUS 24	$68.60	
PO#: 51290	Voucher #:	111507	Invoice	Invoice No: IN4997259	12/10/2025	Paid Amt: $68.60
			E 06 005 870 000 530 898	Common Area Seating in Elementary School	$19,220.00	
PO#: 51093	Voucher #:	111508	Invoice	Invoice No: CIN131445	12/10/2025 Construction Dollars	Paid Amt: $19,220.00
						Check Amount: $19,288.60
MB	89252	17932	REMIT	JACOB ANDERSON SNOW REMOVAL		Check
			E 01 005 811 000 350 000	Snow removal	$525.00	
PO#: 51324	Voucher #:	111450	Invoice	Invoice No: 2504	12/10/2025	Paid Amt: $525.00
						Check Amount: $525.00
MB	89253	16615		JIFFY JONS INC		Check
			E 01 005 811 000 350 000	Jiffy Jon Rent (FB fields)	$192.00	
PO#:	Voucher #:	111509	Invoice	Invoice No: 78614	12/10/2025	Paid Amt: $192.00
						Check Amount: $192.00

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89254**	**10904**		**JOHNSON CONTROLS, INC**		**Check**
			E 01 005 865 380 350 000	Replace check valve on boiler 1	$2,414.08	
PO#: 51305	**Voucher #:**	**111510**	Invoice	**Invoice No:** 1-136749525510	**12/10/2025**	**Paid Amt:** **$2,414.08**
			E 01 005 865 380 350 000	Fix coolant leak on air handler over new gym	$2,122.49	
PO#: 51305	**Voucher #:**	**111511**	Invoice	**Invoice No:** 1-136748387761	**12/10/2025**	**Paid Amt:** **$2,122.49**
						Check Amount: **$4,536.57**
MB	**89255**	**12685**	**REMIT**	**JW PEPPER & SON INC.**		**Check**
			E 01 300 259 000 430 000	Item #11572004 (A Very Patriotic Pageant! Un	$74.99	
			E 01 300 259 000 430 000	Freight	$13.99	
PO#: 51294	**Voucher #:**	**111512**	Invoice	**Invoice No:** 368020066	**12/10/2025**	**Paid Amt:** **$88.98**
						Check Amount: **$88.98**
MB	**89256**	**16348**	**remit**	**KEMPS LLC**		**Check**
			E 02 005 770 701 495 000	Milk	$133.05	
PO#:	**Voucher #:**	**111525**	Invoice	**Invoice No:** 6030449	**12/10/2025**	**Paid Amt:** **$133.05**
			E 02 005 770 701 495 000	Milk	$167.00	
PO#:	**Voucher #:**	**111513**	Invoice	**Invoice No:** 6041145	**12/10/2025**	**Paid Amt:** **$167.00**
			E 02 005 770 701 495 000	Milk	$150.30	
PO#:	**Voucher #:**	**111514**	Invoice	**Invoice No:** 6024765	**12/10/2025**	**Paid Amt:** **$150.30**
			E 02 005 770 701 495 000	Milk	$116.90	
PO#:	**Voucher #:**	**111521**	Invoice	**Invoice No:** 6053334	**12/10/2025**	**Paid Amt:** **$116.90**
			E 02 005 770 701 495 000	Milk	$400.80	
PO#:	**Voucher #:**	**111516**	Invoice	**Invoice No:** 6042850	**12/10/2025**	**Paid Amt:** **$400.80**
			E 02 005 770 701 495 000	Milk	$366.30	
PO#:	**Voucher #:**	**111517**	Invoice	**Invoice No:** 6047310	**12/10/2025**	**Paid Amt:** **$366.30**
			E 02 005 770 701 495 000	Milk	$829.92	
PO#:	**Voucher #:**	**111518**	Invoice	**Invoice No:** 6036181	**12/10/2025**	**Paid Amt:** **$829.92**
			E 02 005 770 701 495 000	Milk	$701.40	
			E 02 005 770 701 490 000	Food	$22.34	
PO#:	**Voucher #:**	**111519**	Invoice	**Invoice No:** 6054564	**12/10/2025**	**Paid Amt:** **$723.74**
			E 02 005 770 701 495 000	Milk	$851.15	
			E 02 005 770 701 490 000	Food	$22.34	
PO#:	**Voucher #:**	**111520**	Invoice	**Invoice No:** 6059495	**12/10/2025**	**Paid Amt:** **$873.49**
			E 02 005 770 701 495 000	Milk	$300.60	
PO#:	**Voucher #:**	**111522**	Invoice	**Invoice No:** 6058466	**12/10/2025**	**Paid Amt:** **$300.60**
			E 02 005 770 701 495 000	Milk	$333.45	
PO#:	**Voucher #:**	**111523**	Invoice	**Invoice No:** 6047308	**12/10/2025**	**Paid Amt:** **$333.45**
			E 02 005 770 701 495 000	Milk	$533.85	

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89256**	**16348**	**remit**	**KEMPS LLC**		**Check**
			E 02 005 770 701 490 000	Food		$22.34
PO#:	**Voucher #:**	**111515**	Invoice	**Invoice No:** 6031482	**12/10/2025**	**Paid Amt: $556.19**
			E 02 005 770 701 495 000	Milk		$33.40
PO#:	**Voucher #:**	**111524**	Invoice	**Invoice No:** 103730948	**12/10/2025**	**Paid Amt: $33.40**
			E 02 005 770 701 495 000	Milk		$267.20
PO#:	**Voucher #:**	**111526**	Invoice	**Invoice No:** 6035356	**12/10/2025**	**Paid Amt: $267.20**
			E 02 005 770 701 495 000	Milk		$247.41
PO#:	**Voucher #:**	**111527**	Invoice	**Invoice No:** 6024331	**12/10/2025**	**Paid Amt: $247.41**
			E 02 005 770 701 495 000	Milk		$100.20
PO#:	**Voucher #:**	**111528**	Invoice	**Invoice No:** 103730949	**12/10/2025**	**Paid Amt: $100.20**
						Check Amount: $5,599.95
MB	**89257**	**14364**		**KENNEDY & GRAVEN, CHARTERED**		**Check**
			E 01 005 105 000 305 000	Fees For Services		$132.50
PO#:	**Voucher #:**	**111529**	Invoice	**Invoice No:** 190785	**12/10/2025**	**Paid Amt: $132.50**
			E 01 005 105 000 305 000	Fees For Services		$1,304.00
PO#:	**Voucher #:**	**111530**	Invoice	**Invoice No:** 190786	**12/10/2025**	**Paid Amt: $1,304.00**
						Check Amount: $1,436.50
MB	**89258**	**10190**	**remit**	**LAKE AGASSIZ EDUCATION COOPERATIVE**		**Check**
			E 01 200 420 740 396 000	Sp Ed Sal Pur F Other D		$4,895.31
			E 01 200 401 740 396 000	Sp Ed Sal Pur F Other D		$2,821.90
			E 01 200 406 740 396 000	Sp Ed Sal Pur F Other D		$293.39
			E 01 100 740 317 347 000			$4,000.00
			E 01 200 420 740 396 000			$2,696.30
			E 01 200 404 740 396 000	Sp Ed Sal Pur F Other D		$76.62
PO#:	**Voucher #:**	**111531**	Invoice	**Invoice No:** November 2025	**12/10/2025**	**Paid Amt: $14,783.52**
						Check Amount: $14,783.52
MB	**89259**	**14269**		**LAKES COUNTRY SERVICE COOP**		**Check**
			E 01 100 411 372 394 000	Payments/Other Agcy		$2,328.75
PO#:	**Voucher #:**	**111532**	Invoice	**Invoice No:** 102225	**12/10/2025**	**Paid Amt: $2,328.75**
						Check Amount: $2,328.75
MB	**89260**	**13729**	**remit**	**LITANIA SPORTS GROUP, INC.**		**Check**
			E 01 300 292 000 401 505	931 Discus Carrier		$23.00
			E 01 300 292 000 401 505	929 Shot Put Carrier		$25.00

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89260**	**13729**	**remit**	**LITANIA SPORTS GROUP, INC.**		**Check**
			E 01 300 292 000 401 505	Shipping		$24.00
PO#: 51114	**Voucher #:**	**111570**	Invoice	**Invoice No:** 725905	**12/10/2025**	**Paid Amt:** **$72.00**
						Check Amount: **$72.00**
MB	**89261**	**14637**		**LOCKSHOP**		**Check**
			E 01 005 812 000 350 000	Rekey third floor and new keys for it		$254.50
PO#: 51337	**Voucher #:**	**111575**	Invoice	**Invoice No:** 0000308426	**12/10/2025**	**Paid Amt:** **$254.50**
						Check Amount: **$254.50**
MB	**89262**	**17883**		**MATH LEARNING CENTER**		**Check**
			E 01 100 203 302 460 000	Grade K Student Book - Pack of 5 - ISBN: 97		$20.00
			E 01 100 203 302 460 000	Freight		$10.00
PO#: 51193	**Voucher #:**	**111533**	Invoice	**Invoice No:** INV75930	**12/10/2025**	**Paid Amt:** **$30.00**
						Check Amount: **$30.00**
MB	**89263**	**17278**		**MENARDS**		**Check**
			E 01 005 810 000 410 000	Out door supplies		$154.26
PO#: 51320	**Voucher #:**	**111534**	Invoice	**Invoice No:** 25978	**12/10/2025**	**Paid Amt:** **$154.26**
						Check Amount: **$154.26**
MB	**89264**	**14380**		**MMEA**		**Check**
			E 01 300 640 316 366 000	Gen.trv,Meals, Rooms		$215.00
PO#:	**Voucher #:**	**111593**	Invoice	**Invoice No:** 2026 Midwinter	**12/10/2025**	**Paid Amt:** **$215.00**
						Check Amount: **$215.00**
MB	**89265**	**10452**	**remit**	**NAPA CENTRAL**		**Check**
			E 01 005 760 733 401 000	Wiper Blades		$67.56
PO#:	**Voucher #:**	**111535**	Invoice	**Invoice No:** 418031	**12/10/2025**	**Paid Amt:** **$67.56**
						Check Amount: **$67.56**
MB	**89266**	**17471**		**PERFORMANCE FOODSERVICE -TWIN CITIES**		**Check**
			E 02 005 770 701 490 000	Credit		$10.50
PO#:	**Voucher #:**	**111228**	Credit	**Invoice No:** 520029	**12/10/2025**	**Paid Amt:** **($10.50)**
			E 02 005 770 705 490 000	Breakfast Food		$84.18
			E 02 005 770 701 490 000	Food		$150.26
PO#:	**Voucher #:**	**111229**	Invoice	**Invoice No:** 732118	**12/10/2025**	**Paid Amt:** **$234.44**
			E 02 005 770 705 490 000	Breakfast Food		$1,042.72
PO#:	**Voucher #:**	**111577**	Invoice	**Invoice No:** 796579	**12/10/2025**	**Paid Amt:** **$1,042.72**
			E 02 005 770 701 490 000	Food		$9.24
PO#:	**Voucher #:**	**111225**	Invoice	**Invoice No:** 457824	**12/10/2025**	**Paid Amt:** **$9.24**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89266	17471		PERFORMANCE FOODSERVICE -TWIN CITIES		Check
			E 02 005 770 701 490 000	Credit		$495.28
PO#:	Voucher #:	111316	Credit	Invoice No: 763215	12/10/2025	Paid Amt: ($495.28)
			E 02 005 770 701 490 000	Credit		$495.28
PO#:	Voucher #:	111317	Credit	Invoice No: 763223	12/10/2025	Paid Amt: ($495.28)
			E 02 005 770 701 490 000	Credit		$478.24
PO#:	Voucher #:	111226	Credit	Invoice No: 494310	12/10/2025	Paid Amt: ($478.24)
			E 02 005 770 701 490 000	Credit		$495.28
PO#:	Voucher #:	111318	Credit	Invoice No: 763229	12/10/2025	Paid Amt: ($495.28)
			E 02 005 770 705 490 000	Breakfast Food		$235.28
			E 02 005 770 701 490 000	Food		$159.37
			E 02 005 770 701 401 000	General Supplies		$498.18
PO#:	Voucher #:	111538	Invoice	Invoice No: 766088	12/10/2025	Paid Amt: $892.83
			E 02 005 770 701 490 000	Credit		$552.40
PO#:	Voucher #:	111222	Credit	Invoice No: 769485	12/10/2025	Paid Amt: ($552.40)
			E 02 005 770 705 490 000	Breakfast Food		$83.84
PO#:	Voucher #:	111539	Invoice	Invoice No: 769249	12/10/2025	Paid Amt: $83.84
			E 02 005 770 701 490 000	Credit		$552.40
PO#:	Voucher #:	111221	Credit	Invoice No: 769484	12/10/2025	Paid Amt: ($552.40)
			E 02 005 770 705 490 000	Breakfast Food		$354.13
			E 02 005 770 701 490 000	Food		$223.10
			E 02 005 770 701 401 000	General Supplies		$176.39
PO#:	Voucher #:	111223	Invoice	Invoice No: 732119	12/10/2025	Paid Amt: $753.62
			E 02 005 770 705 490 000	Breakfast Food		$356.00
			E 02 005 770 701 490 000	Food		$643.52
			E 02 005 770 701 401 000	General Supplies		$55.61
PO#:	Voucher #:	111224	Invoice	Invoice No: 757406	12/10/2025	Paid Amt: $1,055.13
			E 02 005 770 705 490 000	Credit		$59.00
PO#:	Voucher #:	111227	Credit	Invoice No: 494378	12/10/2025	Paid Amt: ($59.00)
						Check Amount: $933.44
MB	89267	16645		PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC		Check
			E 01 005 110 302 370 000	Lease		$910.23
PO#:	Voucher #:	111536	Invoice	Invoice No: 3107518731	12/10/2025	Paid Amt: $910.23
						Check Amount: $910.23

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89268**	**12076**	**remit**	**PREMIUM WATERS - FARGO**		**Check**
			E 01 005 720 000 401 000	General Supplies		$137.37
PO#:	**Voucher #:**	**111537**	Invoice	**Invoice No:** 502958-11-25	**12/10/2025**	**Paid Amt:** **$137.37**
						Check Amount: **$137.37**
MB	**89269**	**10166**		**REGION I**		**Check**
			E 01 005 110 000 316 000	Time Tracker		$1,680.00
PO#:	**Voucher #:**	**111543**	Invoice	**Invoice No:** 16008	**12/10/2025**	**Paid Amt:** **$1,680.00**
						Check Amount: **$1,680.00**
MB	**89270**	**17730**	**remit**	**RICKFORD RANCH LLC**		**Check**
			E 02 005 770 701 490 000	Food		$9,171.25
PO#:	**Voucher #:**	**111540**	Invoice	**Invoice No:** 353	**12/10/2025**	**Paid Amt:** **$9,171.25**
						Check Amount: **$9,171.25**
MB	**89271**	**14314**	**remit**	**RICK'S TIRE & TOWING**		**Check**
			E 01 005 760 733 350 000	Mazda repairs		$402.00
PO#: 51306	**Voucher #:**	**111542**	Invoice	**Invoice No:** 9927	**12/10/2025**	**Paid Amt:** **$402.00**
			E 01 005 760 733 350 000	Repairs to mini bus		$347.00
PO#: 51306	**Voucher #:**	**111541**	Invoice	**Invoice No:** 9948	**12/10/2025**	**Paid Amt:** **$347.00**
						Check Amount: **$749.00**
MB	**89272**	**17864**		**SAFETYFIRST PLAYGROUND MAINTENANCE**		**Check**
			E 01 005 811 000 420 000	swing repair kits		$1,411.60
PO#: 51329	**Voucher #:**	**111544**	Invoice	**Invoice No:** 10167	**12/10/2025**	**Paid Amt:** **$1,411.60**
						Check Amount: **$1,411.60**
MB	**89273**	**13532**	**remit**	**SCHMITT MUSIC CREDIT DEPT**		**Check**
			E 01 300 258 000 450 000	Tenor Sax Reeds		$27.00
PO#: 51302	**Voucher #:**	**111591**	Invoice	**Invoice No:** 6850277	**12/10/2025**	**Paid Amt:** **$27.00**
			E 01 300 258 000 350 000	Bach Trumpet Repair		$120.00
PO#: 51242	**Voucher #:**	**111589**	Invoice	**Invoice No:** 6756808	**12/10/2025**	**Paid Amt:** **$120.00**
			E 01 300 258 000 430 000	Trophy Pep Band Windows		$45.00
PO#: 51226	**Voucher #:**	**111590**	Invoice	**Invoice No:** 6847117	**12/10/2025**	**Paid Amt:** **$45.00**
						Check Amount: **$192.00**
MB	**89274**	**12665**	**REMIT**	**SCHOLASTIC INC**		**Check**
			E 01 100 205 000 460 000	Scholastic news print and digital magazine Gra		$487.50
			E 01 100 205 000 460 000	shipping for scholastic news magazine		$48.75
PO#: 51148	**Voucher #:**	**111545**	Invoice	**Invoice No:** M7674885	**12/10/2025**	**Paid Amt:** **$536.25**
						Check Amount: **$536.25**

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type		
MB	**89275**	**11245**	**REMIT**	**SCHOOL SPECIALTY LLC**									**Check**		
				E	01	100	212	000	430	000	001239 Prang Semi-Moist Watercolor Paint Re		$7.21		
				E	01	100	212	000	430	000	001242 Prang Semi-Moist Watercolor Paint Re		$7.21		
				E	01	100	212	000	430	000	001245 Prang Semi-Moist Watercolor Paint Re		$7.21		
				E	01	100	212	000	430	000	001248 Prang Semi-Moist Watercolor Paint Re		$14.42		
				E	01	100	212	000	430	000	001251 Prang Semi-Moist Watercolor Paint Re		$14.42		
				E	01	100	212	000	430	000	001257 Prang Semi-Moist Watercolor Paint Re		$7.21		
				E	01	100	212	000	430	000	001254 Prang Semi-Moist Watercolor Paint Re		$7.21		
				E	01	100	212	000	430	000	001260 Prang Semi-Moist Watercolor Paint Re		$7.21		
PO#: 51264		**Voucher #:**	**111546**	Invoice				**Invoice No:**		208136544204		**12/10/2025**		**Paid Amt:**	**$72.10**
														Check Amount:	**$72.10**
MB	**89276**	**10140**		**STEIN'S INC**									**Check**		
				E	01	005	810	000	410	000	can liner 33 gal		$137.00		
				E	01	005	810	000	410	000	TP		$239.10		
				E	01	005	810	000	410	000	Hand towels		$195.69		
				E	01	005	810	000	410	000	freight		$5.00		
PO#: 51321		**Voucher #:**	**111549**	Invoice				**Invoice No:**		966740		**12/10/2025**		**Paid Amt:**	**$576.79**
				E	01	005	810	000	410	000	Mop buckets		$316.12		
PO#: 51339		**Voucher #:**	**111574**	Invoice				**Invoice No:**		966525-1		**12/10/2025**		**Paid Amt:**	**$316.12**
				E	01	005	810	000	410	000	E15 cleaner		$258.56		
				E	01	005	810	000	410	000	14" pads		$66.30		
				E	01	005	810	000	410	000	can liner 29x44		$54.48		
				E	01	005	810	000	410	000	hand towels		$334.44		
				E	01	005	810	000	410	000	TP		$334.74		
				E	01	005	810	000	410	000	hand soap		$209.04		
				E	01	005	810	000	410	000	can liner		$96.32		
				E	01	005	810	000	410	000	can liner		$102.75		
				E	01	005	865	352	401	000	nitrile gloves		$122.28		
				E	01	005	810	000	410	000	freight		$10.00		
PO#: 51308		**Voucher #:**	**111550**	Invoice				**Invoice No:**		966525		**12/10/2025**		**Paid Amt:**	**$1,588.91**
				E	01	005	810	000	410	000	Can liner 24x32		$96.32		
				E	01	005	810	000	410	000	E15 cleaner		$129.28		
				E	01	005	810	000	410	000	can liner 29x44		$18.16		
				E	01	005	810	000	410	000	can liner 33 gal		$34.25		
				E	01	005	810	000	410	000	TP		$95.64		
				E	01	005	810	000	410	000	hand towels		$111.48		

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89276**	**10140**		**STEIN'S INC**		**Check**
			E 01 005 810 000 410 000	freight		$5.00
PO#: 51300	**Voucher #:**	**111547**	Invoice	**Invoice No:** 966128	**12/10/2025**	**Paid Amt: $490.13**
			E 01 005 810 000 410 000	HD cleaning clothes		$206.20
PO#: 51307	**Voucher #:**	**111548**	Invoice	**Invoice No:** 964118-1	**12/10/2025**	**Paid Amt: $206.20**
						Check Amount: $3,178.15
MB	**89277**	**17905**		**STRAND ACE HARDWARE**		**Check**
			E 01 005 810 000 410 000	Custodial Supplies		$31.96
PO#:	**Voucher #:**	**111551**	Invoice	**Invoice No:** 11727	**12/10/2025**	**Paid Amt: $31.96**
			E 01 200 212 000 430 000	Instructional Sup		$298.03
PO#:	**Voucher #:**	**111552**	Invoice	**Invoice No:** 10354	**12/10/2025**	**Paid Amt: $298.03**
			E 01 300 295 000 401 515	Musical Expenses		$79.09
PO#:	**Voucher #:**	**111553**	Invoice	**Invoice No:** 9632	**12/10/2025**	**Paid Amt: $79.09**
			E 01 005 811 000 420 000	Repair Supplies		$104.79
PO#:	**Voucher #:**	**111554**	Invoice	**Invoice No:** 9802	**12/10/2025**	**Paid Amt: $104.79**
						Check Amount: $513.87
MB	**89278**	**17901**		**SYSCO NORTH DAKOTA INC**		**Check**
			E 02 005 770 707 490 000	Food		$36.45
			E 02 005 770 705 490 000	Breakfast Food		$210.00
			E 02 005 770 701 490 000	Food		$1,803.72
PO#:	**Voucher #:**	**111558**	Invoice	**Invoice No:** 395060707	**12/10/2025**	**Paid Amt: $2,050.17**
			E 02 005 770 705 490 000	Breakfast Food		$315.98
			E 02 005 770 701 490 000	Food		$868.75
PO#:	**Voucher #:**	**111559**	Invoice	**Invoice No:** 395055298	**12/10/2025**	**Paid Amt: $1,184.73**
			E 02 005 770 705 490 000	Breakfast Food		$100.75
			E 02 005 770 701 490 000	Food		$31.00
PO#:	**Voucher #:**	**111585**	Invoice	**Invoice No:** 395062637	**12/10/2025**	**Paid Amt: $131.75**
			E 02 005 770 705 490 000	Breakfast Food		$157.44
			E 02 005 770 701 490 000	Food		$1,265.69
			E 02 005 770 707 490 000	Food		$49.02
PO#:	**Voucher #:**	**111561**	Invoice	**Invoice No:** 395049986	**12/10/2025**	**Paid Amt: $1,472.15**
			E 02 005 770 705 490 000	Breakfast Food		$508.76
			E 02 005 770 701 490 000	Food		$1,773.00
PO#:	**Voucher #:**	**111562**	Invoice	**Invoice No:** 395051966	**12/10/2025**	**Paid Amt: $2,281.76**
			E 02 005 770 701 490 000	Food		$125.45
PO#:	**Voucher #:**	**111564**	Invoice	**Invoice No:** 395049988	**12/10/2025**	**Paid Amt: $125.45**
			E 02 005 770 701 490 000	Food		$3,679.30

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89278**	**17901**		**SYSCO NORTH DAKOTA INC**		**Check**
			E 02 005 770 705 490 000	Breakfast Food		$304.94
PO#:	**Voucher #:**	**111565**	Invoice	**Invoice No:** 395047431	**12/10/2025**	**Paid Amt:** **$3,984.24**
			E 02 005 770 701 490 000	Food		$645.32
			E 02 005 770 705 490 000	Breakfast Food		$60.04
PO#:	**Voucher #:**	**111566**	Invoice	**Invoice No:** 395045409	**12/10/2025**	**Paid Amt:** **$705.36**
			E 02 005 770 701 490 000	Food		$2,580.80
			E 02 005 770 705 490 000	Breakfast Food		$1,079.56
PO#:	**Voucher #:**	**111567**	Invoice	**Invoice No:** 395042874	**12/10/2025**	**Paid Amt:** **$3,660.36**
			E 02 005 770 701 490 000	Food		$533.16
PO#:	**Voucher #:**	**111568**	Invoice	**Invoice No:** 395040724	**12/10/2025**	**Paid Amt:** **$533.16**
			E 02 005 770 707 490 000	Food		$304.49
			E 02 005 770 705 490 000	Breakfast Food		$48.95
			E 02 005 770 701 490 000	Food		$932.85
PO#:	**Voucher #:**	**111578**	Invoice	**Invoice No:** 395062635	**12/10/2025**	**Paid Amt:** **$1,286.29**
			E 02 005 770 701 490 000	Food		$68.68
PO#:	**Voucher #:**	**111579**	Invoice	**Invoice No:** 395061455	**12/10/2025**	**Paid Amt:** **$68.68**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$468.26
PO#:	**Voucher #:**	**111580**	Invoice	**Invoice No:** 395062636	**12/10/2025**	**Paid Amt:** **$468.26**
			E 02 005 770 705 490 000	Breakfast Food		$154.07
			E 02 005 770 701 490 000	Food		$1,458.53
PO#:	**Voucher #:**	**111581**	Invoice	**Invoice No:** 395065348	**12/10/2025**	**Paid Amt:** **$1,612.60**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$380.48
PO#:	**Voucher #:**	**111582**	Invoice	**Invoice No:** 395065349	**12/10/2025**	**Paid Amt:** **$380.48**
			E 02 005 770 705 490 000	Breakfast Food		$27.93
			E 02 005 770 701 490 000	Food		$550.91
PO#:	**Voucher #:**	**111583**	Invoice	**Invoice No:** 395065350	**12/10/2025**	**Paid Amt:** **$578.84**
			E 02 005 770 705 490 000	Breakfast Food		$246.97
			E 02 005 770 701 490 000	Food		$1,486.11
PO#:	**Voucher #:**	**111563**	Invoice	**Invoice No:** 395055299	**12/10/2025**	**Paid Amt:** **$1,733.08**
			E 02 005 770 705 490 000	Breakfast Food		$454.97
			E 02 005 770 701 490 000	Food		$2,622.54
PO#:	**Voucher #:**	**111584**	Invoice	**Invoice No:** 395062638	**12/10/2025**	**Paid Amt:** **$3,077.51**
			E 02 005 770 705 490 000	Breakfast Food		$93.00
			E 02 005 770 701 490 000	Food		$38.75
PO#:	**Voucher #:**	**111586**	Invoice	**Invoice No:** 395062634	**12/10/2025**	**Paid Amt:** **$131.75**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89278**	**17901**		**SYSCO NORTH DAKOTA INC**		**Check**
			E 02 005 770 701 490 000	Food		$197.87
PO#:	**Voucher #:**	**111587**	Invoice	**Invoice No:** 395061454	**12/10/2025**	**Paid Amt: $197.87**
			E 02 005 770 705 490 000	Breakfast Food		$85.91
			E 02 005 770 701 490 000	Food		$1,855.75
PO#:	**Voucher #:**	**111560**	Invoice	**Invoice No:** 395051964	**12/10/2025**	**Paid Amt: $1,941.66**
			E 02 005 770 701 490 000	Food		$1,414.09
			E 02 005 770 705 490 000	Breakfast Food		$518.01
PO#:	**Voucher #:**	**111588**	Invoice	**Invoice No:** 395060709	**12/10/2025**	**Paid Amt: $1,932.10**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$349.79
			E 02 005 770 701 490 000	Food		$32.17
PO#:	**Voucher #:**	**111556**	Invoice	**Invoice No:** 395060708	**12/10/2025**	**Paid Amt: $381.96**
			R 01 300 299 000 619 000	Concessions Cost of Sales		$67.12
PO#:	**Voucher #:**	**111557**	Invoice	**Invoice No:** 395051965	**12/10/2025**	**Paid Amt: $67.12**
						Check Amount: $29,987.33
MB	**89279**	**17015**		**THEATREFOLK LTD**		**Check**
			E 01 300 295 000 401 519	One-Act Scripts and Royalties		$153.95
PO#: 51310	**Voucher #:**	**111555**	Invoice	**Invoice No:** 1377453	**12/10/2025**	**Paid Amt: $153.95**
						Check Amount: $153.95
MB	**89280**	**10389**		**WEST CENTRAL AREA SCHOOLS**		**Check**
			E 01 300 294 000 369 506	Entry Fees/Student Travel		$275.00
PO#:	**Voucher #:**	**111569**	Invoice	**Invoice No:** 121225	**12/10/2025**	**Paid Amt: $275.00**
						Check Amount: $275.00
MB	**89281**	**15412**		**AFLAC TRADITIONAL AND DIRECT**		**Check**
			B 01 215 029	Supplemental Insurance-Voluntary		$397.99
PO#:	**Voucher #:**	**111444**	Invoice	**Invoice No:** 325247	**12/12/2025**	**Paid Amt: $397.99**
						Check Amount: $397.99
MB	**89282**	**10013**		**BARNESVILLE GROCERY**		**Check**
			E 01 300 406 740 433 000	Indiv Instruct Mat'l		$5.44
PO#:	**Voucher #:**	**111615**	Invoice	**Invoice No:** 9976	**12/12/2025**	**Paid Amt: $5.44**
			E 01 300 301 830 433 000	Indiv Instruct Mat'l		$70.20
PO#:	**Voucher #:**	**111616**	Invoice	**Invoice No:** 5593	**12/12/2025**	**Paid Amt: $70.20**
			E 01 300 406 740 433 000	Indiv Instruct Mat'l		$5.39
PO#:	**Voucher #:**	**111614**	Invoice	**Invoice No:** 3170	**12/12/2025**	**Paid Amt: $5.39**
						Check Amount: $81.03

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	**89283**	**17904**		**BARNINGHAM, ANGELICA A**		**Check**
			E	04 005 505 321 305 000 TKD		$975.00
PO#:	**Voucher #:**	**111601**	Invoice	**Invoice No:** 121125	**12/12/2025**	**Paid Amt: $975.00**
						Check Amount: $975.00
MB	**89284**	**17341**		**CIHAK, ISAAC**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$165.00
PO#:	**Voucher #:**	**111609**	Invoice	**Invoice No:** 121125	**12/12/2025**	**Paid Amt: $165.00**
						Check Amount: $165.00
MB	**89285**	**16568**	**CONC**	**COCA-COLA BOTTLING COMPANY HIGH COUNTRY**		**Check**
			R	01 300 299 000 619 000 Concessions Cost of Sales		$832.00
PO#:	**Voucher #:**	**111594**	Invoice	**Invoice No:** 5299392	**12/12/2025**	**Paid Amt: $832.00**
						Check Amount: $832.00
MB	**89286**	**14803**		**DAKOTA REFRIGERATION**		**Check**
			E	01 005 813 000 350 000 Training room ice machine		$546.94
PO#: 51340	**Voucher #:**	**111617**	Invoice	**Invoice No:** F221645	**12/12/2025**	**Paid Amt: $546.94**
						Check Amount: $546.94
MB	**89287**	**15760**		**ENGEL, ROD**		**Check**
			E	01 300 294 000 305 503 Fees For Services		$220.00
PO#:	**Voucher #:**	**111608**	Invoice	**Invoice No:** 121125	**12/12/2025**	**Paid Amt: $220.00**
						Check Amount: $220.00
MB	**89288**	**15619**	**REMIT**	**KAMRAN CULINEX LLC**		**Check**
			E	02 005 770 701 530 000 serving counter cold food		$8,518.00
			E	02 005 770 701 530 000 breath guard		$1,839.00
			E	02 005 770 701 530 000 tray slide counter		$1,582.00
			E	02 005 770 701 530 000 serving counter cold food		$8,728.00
			E	02 005 770 701 530 000 breath guard		$2,128.00
			E	02 005 770 701 530 000 tray slide counter		$1,896.00
			E	02 005 770 701 401 000 spray valve		$92.17
PO#: 51092	**Voucher #:**	**111613**	Invoice	**Invoice No:** INV972898	**12/12/2025**	**Paid Amt: $24,783.17**
						Check Amount: $24,783.17
MB	**89289**	**17892**	**REMIT**	**KELLY SERVICES INC**		**Check**
			E	01 100 203 000 305 000 Elementary Substitute Teachers		$1,072.50
			E	01 300 211 000 305 000 HS Substitute Teachers		$292.50
PO#:	**Voucher #:**	**111607**	Invoice	**Invoice No:** 5613007318	**12/12/2025**	**Paid Amt: $1,365.00**
						Check Amount: $1,365.00

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89290	14364		KENNEDY & GRAVEN, CHARTERED		Check
			E 01 005 105 000 305 000	Fees For Services		$4,319.00
PO#:	Voucher #:	111606	Invoice	Invoice No: 191147	12/12/2025	Paid Amt: $4,319.00
						Check Amount: $4,319.00
MB	89291	14833		KUTTER, DANA		Check
			E 01 300 294 000 305 503	Fees For Services		$107.00
PO#:	Voucher #:	111612	Invoice	Invoice No: 121125	12/12/2025	Paid Amt: $107.00
						Check Amount: $107.00
MB	89292	16098		PETERSON, DAVID C.		Check
			E 01 300 294 000 305 503	Fees For Services		$165.00
PO#:	Voucher #:	111610	Invoice	Invoice No: 121125	12/12/2025	Paid Amt: $165.00
						Check Amount: $165.00
MB	89293	10140		STEIN'S INC		Check
			E 01 005 813 000 420 000	Floor scrubber squeegees		$330.94
PO#: 51341	Voucher #:	111619	Invoice	Invoice No: 966776	12/12/2025	Paid Amt: $330.94
						Check Amount: $330.94
MB	89294	17905		STRAND ACE HARDWARE		Check
			E 01 005 810 000 410 000	Custodial Supplies		$18.39
PO#:	Voucher #:	111602	Invoice	Invoice No: 10189	12/12/2025	Paid Amt: $18.39
			E 01 300 301 830 433 000	General Supplies		$159.01
PO#:	Voucher #:	111603	Invoice	Invoice No: 10190	12/12/2025	Paid Amt: $159.01
			E 01 300 301 830 433 000	Return		$3.80
PO#:	Voucher #:	111604	Credit	Invoice No: 10274	12/12/2025	Paid Amt: ($3.80)
						Check Amount: $173.60
MB	89295	17865	REMIT	TOSHIBA AMERICA BUSINESS SOLUTIONS INC		Check
			E 01 100 203 302 580 000			$984.22
			E 01 300 211 302 580 000			$984.22
			E 01 005 110 302 580 000			$492.11
			E 01 005 110 000 401 000	Color Copy Overages		$88.97
			E 01 300 211 000 401 000	Color Copy Overages		$177.95
			E 01 100 203 000 401 000	Color Copy Overages		$177.95
			E 01 005 110 000 401 000	B&W Copy Overages		$49.93
			E 01 300 211 000 401 000	B&W Copy Overages		$99.84
			E 01 100 203 000 401 000	B&W Copy Overages		$99.84
PO#:	Voucher #:	111605	Invoice	Invoice No: 5036836016	12/12/2025	Paid Amt: $3,155.03
						Check Amount: $3,155.03

Bank	Check No	Code	Rcd	Vendor								Pmt/Void Date	Pmt Type		
MB	**89296**	**16610**	**remit**	**ULINE**									**Check**		
				E	01	005	865	352	401	000	#S-19257 - Lynx Safety Glasses (Clear Le	$157.50			
				E	01	005	865	352	401	000	#S-7022 - Visitor Glasses	$20.00			
				E	01	005	865	352	401	000	#S-20449 - 3M Optime Earmuffs 105	$92.00			
				E	01	005	865	352	401	000	#S-10443 - Cowhide Gloves (Medium)	$39.00			
				E	01	005	865	352	401	000	#S-10443 - Cowhide Gloves (Large)	$39.00			
				E	01	005	865	352	401	000	Shipping	$26.05			
PO#: 51328		**Voucher #:**	**111618**	Invoice				**Invoice No:** 201443381				**12/12/2025**		**Paid Amt:**	**$373.55**
														Check Amount:	**$373.55**
MB	**89297**	**13590**		**WE TRAVEL PC INC**									**Check**		
				E	01	005	612	000	319	000	District Staff DNS Filter	$99.00			
PO#: 51342		**Voucher #:**	**111598**	Invoice				**Invoice No:** 14504				**12/12/2025**		**Paid Amt:**	**$99.00**
				E	01	005	612	000	401	000	Chat GPT Subscription	$20.00			
PO#: 51342		**Voucher #:**	**111599**	Invoice				**Invoice No:** 14505				**12/12/2025**		**Paid Amt:**	**$20.00**
				E	01	005	630	302	305	000	We Travel PC Contract Labor	$7,083.33			
PO#: 51342		**Voucher #:**	**111596**	Invoice				**Invoice No:** 14501				**12/12/2025**		**Paid Amt:**	**$7,083.33**
				E	01	005	612	000	319	000	BHS and PC Management	$750.00			
PO#: 51342		**Voucher #:**	**111600**	Invoice				**Invoice No:** 14506				**12/12/2025**		**Paid Amt:**	**$750.00**
				E	04	005	505	321	401	000	HP 3015 Black Toner 2 Pack	$84.99			
				E	01	300	612	000	401	000	HDMI to VGA Adapters	$26.97			
				E	01	300	612	000	401	000	20' Cat 6 Cable	$65.94			
				E	01	300	612	000	401	000	30' Cat 6 Cables	$55.96			
				E	01	300	612	000	401	000	40' Cat 6 Cables	$67.96			
				E	01	005	612	000	401	000	Ubiquit U7 Access Point	$119.00			
				E	04	005	505	321	401	000	Brother 4 Pack Toner Generic	$99.00			
				E	01	100	612	000	401	000	FlexMike FMN	$598.00			
PO#: 51342		**Voucher #:**	**111595**	Invoice				**Invoice No:** 14461				**12/12/2025**		**Paid Amt:**	**$1,117.82**
				E	01	005	715	342	405	000	Checkpoint Email Security	$540.00			
				E	01	005	715	342	405	000	Google Workspace Backup	$420.00			
				E	01	005	715	342	405	000	Server Protection	$399.00			
				E	01	005	715	342	405	000	Advanced MDR/EDR/SOC pcs and macs	$995.00			
				E	01	005	715	342	405	000	Vulnerability Scanning	$250.00			
				E	01	005	715	342	405	000	Awareness Training Education	$302.00			
PO#: 51342		**Voucher #:**	**111597**	Invoice				**Invoice No:** 14503				**12/12/2025**		**Paid Amt:**	**$2,906.00**
														Check Amount:	**$11,976.15**

Check Number: 0-2147483647 Payment Date: 11/15/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89298	15278		WENAAS, LAWRENCE		Check
			E	01 300 294 000 305 503 Fees For Services		$165.00
PO#:		Voucher #:	111611	Invoice Invoice No: 121125	12/12/2025	Paid Amt: $165.00
						Check Amount: $165.00
						Report Total: $559,829.31

Barnesville Public Schools #146
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General Fund	$434,465.86
02	Food Service	$73,053.49
04	Community Service	$4,152.83
06	Building Construction	$48,157.13
Report Total		**$559,829.31**

Student Activity Account

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/14/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MN	18839	1093		STRAND, BRYAN		Check
			E 01 300 298 000 401 580	Highlight Video		$400.00
PO#:	Voucher #:	5824	Invoice	Invoice No: Highlight Video	12/11/2025	Paid Amt: $400.00
						Check Amount: $400.00
MN	18840	1043		GAME ONE		Check
			E 01 300 298 000 401 530	Travel Gear & Practice Jerseys		$1,041.29
PO#: 1534	Voucher #:	5833	Invoice	Invoice No: 10515320	12/12/2025	Paid Amt: $1,041.29
						Check Amount: $1,041.29
MN	18841	1026		ISD #146		Check
			E 01 300 298 000 401 410	Donkey Basketball Concessions		$112.50
PO#:	Voucher #:	5830	Invoice	Invoice No: 3113	12/12/2025	Paid Amt: $112.50
			E 01 300 298 000 401 515	Cross Country State		$620.00
PO#:	Voucher #:	5832	Invoice	Invoice No: ValleyBUSCC	12/12/2025	Paid Amt: $620.00
						Check Amount: $732.50
MN	18842	1870		K'S CRAFTED CREATIONS		Check
			E 01 300 298 000 401 410	FFA Tshirts		$1,516.00
PO#:	Voucher #:	5827	Invoice	Invoice No: 12092025	12/12/2025	Paid Amt: $1,516.00
						Check Amount: $1,516.00
MN	18843	1556		LEISURE TIME TOURS		Check
			E 01 300 298 000 401 315	NYC Trip Payment Choir		$16,800.00
PO#:	Voucher #:	5828	Invoice	Invoice No: 12122025CH	12/12/2025	Paid Amt: $16,800.00
			E 01 300 298 000 401 300	Band Trip Payment		$9,600.00
PO#:	Voucher #:	5829	Invoice	Invoice No: 12122025B	12/12/2025	Paid Amt: $9,600.00
						Check Amount: $26,400.00
MN	18844	1780		MINNTEX		Check
			E 01 300 298 000 401 410	Fruit Sales		$5,682.50
PO#:	Voucher #:	5831	Invoice	Invoice No: 20902	12/12/2025	Paid Amt: $5,682.50
						Check Amount: $5,682.50
MN	18845	1105		WOW FUNDRAISING		Check
			E 01 100 298 000 401 107	Lip Suckers		$600.00
PO#: 1540	Voucher #:	5834	Invoice	Invoice No: 306597	12/12/2025	Paid Amt: $600.00
						Check Amount: $600.00
						Report Total: $43,472.36

Student Activity Account

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/14/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MN	18831	1842		HILLBILLY LASER		Check
			E 01 300 298 000 401 580	Football Awards		$287.10
PO#:	Voucher #:	5817	Invoice	Invoice No: 4256	11/25/2025	Paid Amt: $287.10
						Check Amount: $287.10
MN	18832	1068		MINNESOTA FFA ASSOCIATION		Check
			E 01 300 298 000 401 410	MN Winter LEadership Summit		$355.00
PO#:	Voucher #:	5818	Invoice	Invoice No: MN0021	11/25/2025	Paid Amt: $355.00
						Check Amount: $355.00
MN	18833	1127		NATIONAL FFA ORGANIZATION		Check
			E 01 300 298 000 401 410	National FFA Convention- CNR89001		$1,080.00
PO#:	Voucher #:	5816	Invoice	Invoice No: CNR89001	11/25/2025	Paid Amt: $1,080.00
						Check Amount: $1,080.00
MN	18834	1407		DETROIT LAKES STUDENT COUNCIL		Check
			E 01 300 298 000 401 470	Leadership Retreat		$275.00
PO#:	Voucher #:	5819	Invoice	Invoice No: Leadership Retreat	12/11/2025	Paid Amt: $275.00
						Check Amount: $275.00
MN	18835	1827		EHLERT, CASEY		Check
			E 01 300 298 000 401 580	Photo's during season		$450.00
PO#:	Voucher #:	5820	Invoice	Invoice No: 1101	12/11/2025	Paid Amt: $450.00
						Check Amount: $450.00
MN	18836	1847		GOTTENBORG, BILL		Check
			E 01 300 298 000 401 530	Team Meal		$76.97
PO#:	Voucher #:	5825	Invoice	Invoice No: 11252025	12/11/2025	Paid Amt: $76.97
						Check Amount: $76.97
MN	18837	1842		HILLBILLY LASER		Check
			E 01 300 298 000 401 580	Football Awards		$15.95
PO#:	Voucher #:	5821	Invoice	Invoice No: 4285	12/11/2025	Paid Amt: $15.95
						Check Amount: $15.95
MN	18838	1026		ISD #146		Check
			E 01 300 298 000 401 315	Rush Order Teas		$1,485.60
PO#:	Voucher #:	5826	Invoice	Invoice No: Choir	12/11/2025	Paid Amt: $1,485.60
			E 01 300 298 000 401 580	Training Video		$149.00
PO#:	Voucher #:	5822	Invoice	Invoice No: Training Video	12/11/2025	Paid Amt: $149.00
			E 01 300 298 000 401 580	AAA Awards		$469.60
PO#:	Voucher #:	5823	Invoice	Invoice No: 20607	12/11/2025	Paid Amt: $469.60
						Check Amount: $2,104.20

District # 1146

Student Activity Account

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/14/2025-12/12/2025 Period: 202601-202606 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MN	18823	1861		BEE SEEN GEAR		Check
			E 01 300 298 000 401 106	MIttens & Beanies		$619.80
PO#:	Voucher #:	5808	Invoice	Invoice No: 71791	11/18/2025	Paid Amt: $619.80
			E 01 300 298 000 401 106	Beanie		$185.22
PO#:	Voucher #:	5809	Invoice	Invoice No: 71795	11/18/2025	Paid Amt: $185.22
			E 01 300 298 000 401 106	Port & Co Knit Cap		$274.40
PO#:	Voucher #:	5810	Invoice	Invoice No: 72361	11/18/2025	Paid Amt: $274.40
						Check Amount: $1,079.42
MN	18824	1868		CITY OF BARNESVILLE		Check
			E 01 300 298 000 401 540	Event Center Reservation		$100.00
PO#:	Voucher #:	5807	Invoice	Invoice No: 101-34951	11/18/2025	Paid Amt: $100.00
						Check Amount: $100.00
MN	18825	1026		ISD #146		Check
			E 01 300 298 000 401 540	VB Hillbilly		$287.50
PO#:	Voucher #:	5811	Invoice	Invoice No: VBHillbilly	11/18/2025	Paid Amt: $287.50
						Check Amount: $287.50
MN	18826	1602		TEEPLES, BRITTA		Check
			E 01 300 298 000 401 106	Turkey Bingo		$55.77
PO#:	Voucher #:	5806	Invoice	Invoice No: TurkeyBingo	11/18/2025	Paid Amt: $55.77
						Check Amount: $55.77
MN	18827	1735		DUVAL, SUSIE		Check
			E 01 300 298 000 401 360	Service Project November		$47.92
PO#:	Voucher #:	5812	Invoice	Invoice No: PaY	11/20/2025	Paid Amt: $47.92
						Check Amount: $47.92
MN	18828	1026		ISD #146		Check
			E 01 300 298 000 401 515	Cross Country Year End Awards		$83.55
PO#:	Voucher #:	5813	Invoice	Invoice No: HBillyCC	11/20/2025	Paid Amt: $83.55
						Check Amount: $83.55
MN	18829	1605		PURPLE GOOSE, THE		Check
			E 01 300 298 000 401 530	Team Meal		$271.70
PO#:	Voucher #:	5815	Invoice	Invoice No: 0004	11/20/2025	Paid Amt: $271.70
						Check Amount: $271.70
MN	18830	1700		SCHINDLER, AARON		Check
			E 01 300 298 000 401 561	Softball Bat		$529.99
PO#:	Voucher #:	5814	Invoice	Invoice No: Bat	11/20/2025	Paid Amt: $529.99
						Check Amount: $529.99

CLAIMS PRESENTED TO THE BOARD OF EDUCATION						
Monday, December 15, 2025						
Andres, Liam				$546.17		
		Custodial Expense	$546.17			
Archambeau, Kraig				$345.40		
		Transportation	$345.40			
Askegaard, Matthew				$960.86		
		Staff Development	$960.86			
Askegaard, Megan				$3,363.57		
		Community Ed	$2,231.25			
		Staff Development	$1,132.32			
Bielejeski, Lisa				$2,550.68		
		Paraprofessional	$2,550.68			
Blanco, Amira				$362.75		
		Kids Club	$362.75			
Blilie, Amber				$34.44		
		Teacher Substitute	$34.44			
Blilie, Macie				$544.12		
		Kids Club	$544.12			
Blomberg, Cassandra				$3,449.73		
		Kids Club	$1,545.70			
		Preschool	$1,904.03			
Bolgrean, Shirley				$2,308.84		
		Paraprofessional	$2,308.84			
Bowen, Susan				$819.25		
		Food Service Expense	$819.25			
Braton, Carrie				$78.06		
		Paraprofessional	$65.05			
		Staff Development	$13.01			
Brekhus, Korina				$126.96		
		Kids Club	$126.96			
Caruso, Amy				$1,451.82		
		Preschool	$1,313.32			
		Community Ed	$82.50			
		Paraprofessional Substitute	$56.00			
Christensen, Sierra				$51.66		
		Teacher Substitute	$51.66			
Del Greco, Benjamin				$68.88		
		Teacher Substitute	$68.88			
Deppa, Katlin				$292.15		
		Concessions	$292.15			
Duval, Duane				$347.76		
		Custodial	$347.76			
Eberhardt, Laura				$34.44		
		Teacher Substitute	$34.44			
Ernst, Laurie				$40.00		
		Custodial	$40.00			
Fenner, Juanita				$2,241.12		
		Food Service Expense	$2,241.12			
Fradet, Annika				$563.05		
		Kids Club	$563.05			
Frauendienst, Isaac				$75.00		
		Staff Development	$75.00			
Gerdes, Madelyn				$140.19		
		Staff Development	$140.19			

Gilbertson, Carl				$152.00		
		Custodial	$152.00			
Gottenborg, Roger				$766.33		
		Teacher Substitute	$34.44			
		Staff Development	$731.89			
Haj, George				$657.28		
		Staff Development	$657.28			
Halverson-Wolters, Chrissa				$492.40		
		Breakfast Monitor	$225.00			
		Staff Development	$267.40			
Hamman, Angela				$978.46		
		Food Service Expense	$978.46			
Haugen, Samantha				$2,257.80		
		Paraprofessional Substitute	$2,257.80			
Haus, Jessica				$134.78		
		Staff Development	$134.78			
Henrickson, Todd				$99.10		
		Staff Development	$99.10			
Herbranson, Joanne				$180.23		
		Staff Development	$153.76			
		Breakfast Monitor	$26.47			
Hinsz, Tracy				$51.66		
		Teacher Substitute	$51.66			
Hoyer, Megan				$34.44		
		Teacher Substitute	$34.44			
Huesman, Ava				$166.87		
		Kids Club	$166.87			
John, Stephen				$60.00		
		Basketball Official	$60.00			
Johnson, Jedidiah				$34.44		
		Teacher Substitute	$34.44			
Jolicoeur, Kendra				$51.66		
		Teacher Substitute	$51.66			
Jordahl, Lowell				$220.00		
		Custodial Substitute	$220.00			
Julsrud, Wanda				$2,384.70		
		Transportation	$2,384.70			
Kara, Roxanne				$48.00		
		Custodial	$48.00			
Kluck, Melissa				$2,685.07		
		Transportation	$2,685.07			
Krause, Jamin				$40.60		
		Mileage Reimbursement	$40.60			
Lempe, Laura				$166.40		
		PreSchool Screening	$166.40			
Loen, Nancy				$360.00		
		Staff Development	$360.00			
Loewen, Sydney				$182.61		
		Kids Club	$182.61			
Manning, Lynn				$580.00		
		Food Service Expense	$580.00			
Messer, Savannah				$1,161.93		
		Paraprofessional	$473.93			
		Paraprofessional Substitute	$688.00			
Nelson, Nichole				$172.20		
		Teacher Substitute	$172.20			

Norris, Riley				$351.87		
		Kids Club	$351.87			
Odden, Scott				$303.76		
		Custodial Expense	$303.76			
Olson, Logan				$43.78		
		Custodial Expense	$43.78			
Olson, Tori				$1,015.04		
		Staff Development	$1,015.04			
Olson, Troy				$1,104.00		
		Driver's Education	$1,104.00			
Palya, Samantha				$3,237.61		
		Preschool Paraprofessional	$1,096.96			
		Paraprofessional	$1,384.50			
		Transportation	$756.15			
Paur, Nicholas				$103.32		
		Teacher Substitute	$103.32			
Pender, Haley				$104.00		
		Paraprofessional Substitute	$104.00			
Peterson, Henry				$597.70		
		Custodial Expense	$597.70			
Rasmussen, Janet				$128.02		
		Paraprofessional	$128.02			
Redding, LaVonne				$783.75		
		Food Service Expense	$783.75			
Reep, Richard				$277.38		
		Custodial Expense	$277.38			
Ronsberg, Betsy				$369.18		
		Breakfast Monitor	$228.54			
		Staff Development	$140.64			
Rotz, Molly				$112.46		
		Kids Club	$112.46			
Rotz, Stacey				$2,027.56		
		Preschool	$2,027.56			
Samuelson, Jodi				$526.20		
		School Board Expense	$65.00			
		Staff Development	$461.20			
Schaub, Michael				$34.44		
		Teacher Substitute	$34.44			
Schmitt Jr, Thomas				$34.44		
		Teacher Substitute	$34.44			
Seifert, Nicole				$68.88		
		Teacher Substitute	$68.88			
Smith, Heidi				$210.81		
		Teacher Substitute	$34.44			
		Staff Development	$176.37			
Snow, Kayla				$435.38		
		Kids Club	$435.38			
Spillum, Emma				$206.77		
		Kids Club	$206.77			
Spillum, Mary				$762.38		
		Kids Club	$659.06			
		Teacher Substitute	$103.32			
Stanton, Shelly				$396.00		
		Custodial Expense	$396.00			
Strand, Bryan				$473.20		
		Staff Development	$473.20			

Suter, Chad				$44.00		
		Staff Development	$44.00			
Suter, Cheryl				$25.32		
		Paraprofessional	$25.32			
Thorkildson, Lynn				$51.66		
		Teacher Substitute	$51.66			
Wellman, Henry				$109.92		
		Custodial Expense	$109.92			
Wilson, Kari				$262.89		
		Clerical	$262.89			
Wirth, Barb				$1,112.44		
		Food Service Expense	$1,112.44			
Zander, Cindy				$657.28		
		Staff Development	$657.28			
		TOTAL	50,887.30	$50,887.30		
MSDLAF TRANSFERS TO MIDWEST BANK						
11/18/25		TRANSFER		$400,000		
12/1/25		TRANSFER		$400,000		
						$800,000
MIDWEST BANK CREDIT CARD EXPENDITURES						
Jon Ellerbusch						$20.00
		ChatGPT Subscription		$20.00		
Todd Henrickson						$20.00
		ChatGPT Subscription		$20.00		
Bryan Strand						$0.00
		None				
Jodi Samuelson						$731.43
		Chat GPT Subscription		$20.00		
		Concessions Cost of Goods Exp.		$45.12		
		Wellness Supplies		$177.10		
		Staff Development Expense		$489.21		
Aaron Schindler						$2,943.24
		HS Auxiliary Account Expense		$40.00		
		Wrestling Entry Fee		$135.00		
		Cross Country State Expense		$1,169.43		
		Winter Sports Supplies		$196.11		
		ChatGPT Subscription		$20.00		
		Brighthweel Subscription		$150.00		
		Community Ed Exp		$540.00		
		Gasoline		$47.45		
		Track Clinic		$645.25		
Total Credit Card Expense						$3,714.67

7. Appreciation, Recognition and Presentations
A. Truth in Taxation Hearing 60
Jodi Samuelson



Barnesville Public Schools, ISD 146

Public Hearing for Taxes Payable in 2026

DECEMBER 15, 2025

PRESENTED BY:

JODI SAMUELSON,

FINANCE OFFICER

Hearing Agenda



Review of Meeting Requirements per MN Statutes 275.065



District's Budget



District's Proposed Tax Levy for Taxes Payable in 2026



Public Comments

Minnesota State Law Requirements

A Public Meeting…

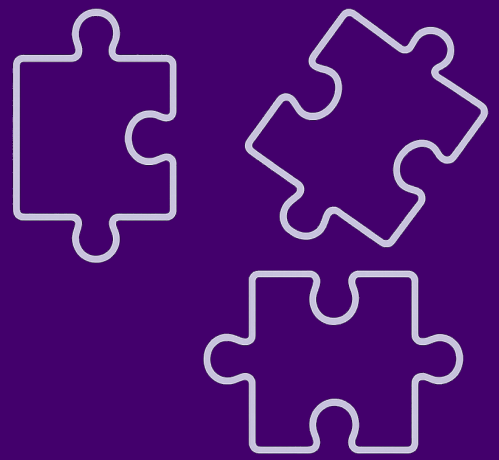
- Between November 25th & December 29th
- At 6:00 PM or later
- May be part of regularly scheduled meeting
- Must allow for public comments
- May adopt final levy at same meeting

…and Presentation of:

- Current year budget
- Proposed property tax levy

BUDGET INFORMATION

School Funding Puzzle – Lots of PIECES



Why Financial Stewardship Matters ….

P – Protects Student Programs and Services

I – Instills Budget Integrity

E – Enables Strategic Investments in Students

C – Cultivates Community Trust

E – Ensures Stable Reserves

S – Sustains Long-Term Stability



Budget Cycle vs. Tax Levy

Unlike cities and counties, a school district does not set its budget when setting the tax levy.



School District:

- Budget year is July 1 to June 30
- 2026 taxes provide revenue for 2026-27 fiscal year
- Budget adopted in June 2026



City/County:

- Budget year begins January 1st
- 2026 taxes provide revenue for 2026 calendar year budget

Budget Information

Because approval of school district budget lags certification of tax levy by six months, state requires *only current year budget information be presented at this hearing. Fiscal Year 2026-27 budget will be adopted by School Board in June 2026.*

School district budgets are divided into separate funds, each with its own purpose.

Our District's Funds:

- General
- Food Service
- Community Service
- Building Construction
- Debt Service



District Revenues & Expenditures

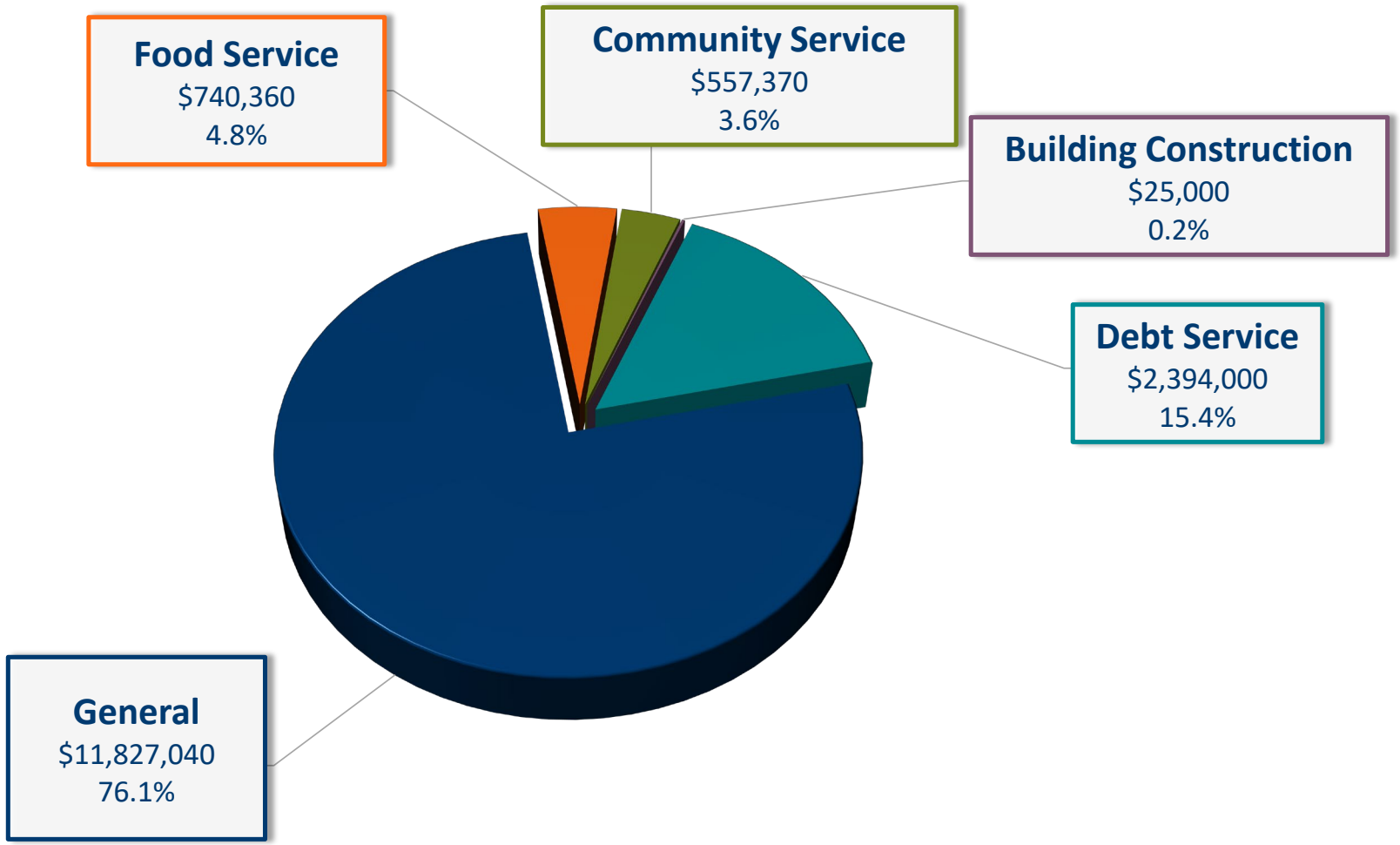
Actual for FY 2025, Budget for FY 2026

FUND	FISCAL 2025 BEGINNING	2024-25 ACTUAL		JUNE 30, 2025 ACTUAL	2025-26 BUDGET		JUNE 30, 2026 PROJECTED
	FUND BALANCES	REVENUES & TRANSFERS IN	EXPENDITURES & TRANSERS OUT	FUND BALANCES	REVENUES & TRANSERS IN	EXPENDITURES & TRANSFERS OUT	FUND BALANCES
General/Restricted	$1,027,739	$1,088,006	$1,084,599	$1,031,146	$1,018,430	$836,220	$1,213,356
General/Other	3,182,469	10,887,907	10,453,626	3,616,750	10,808,610	11,236,670	3,188,690
Food Service	217,185	750,549	745,514	222,220	740,360	813,510	149,070
Community Service	(83,688)	554,635	580,454	(109,507)	557,370	611,170	(163,307)
Building Construction	1,452,159	65,953	116,986	1,401,126	25,000	1,468,270	(42,144)*
Debt Service	473,601	2,468,809	2,392,500	549,910	2,394,000	2,401,700	542,210
Total All Funds	**6,269,465**	**15,815,859**	**15,373,679**	**6,711,645**	**15,543,770**	**17,367,540**	**4,887,875**

* Building Construction expenses of $42,144 were budgeted in FY 26 but were accrued or spent in FY 25.

Revenue
- All Funds -

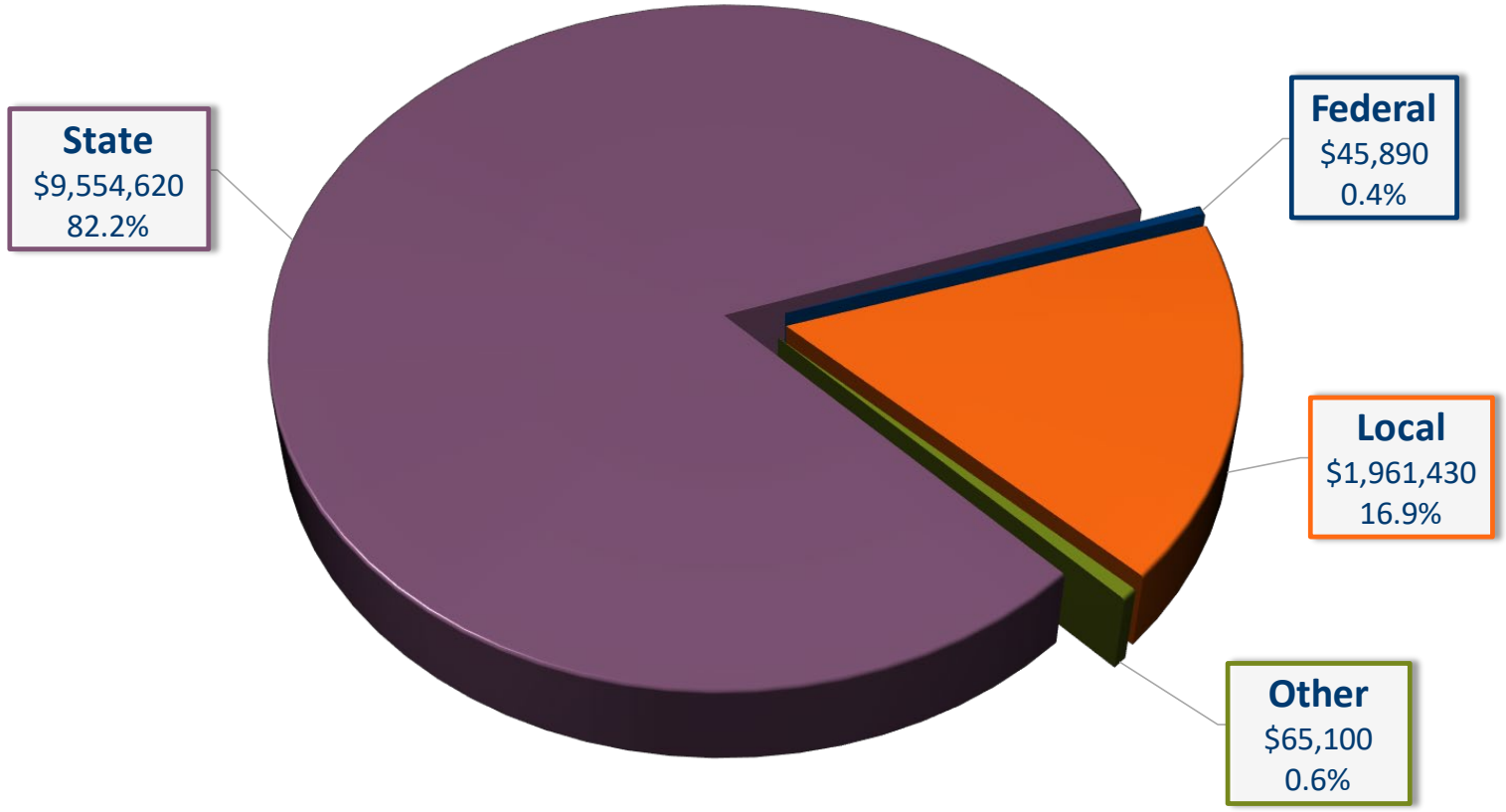
2025-26 Budget
$15,543,770



General Fund Revenue

2025-26 Budget $11,627,040*

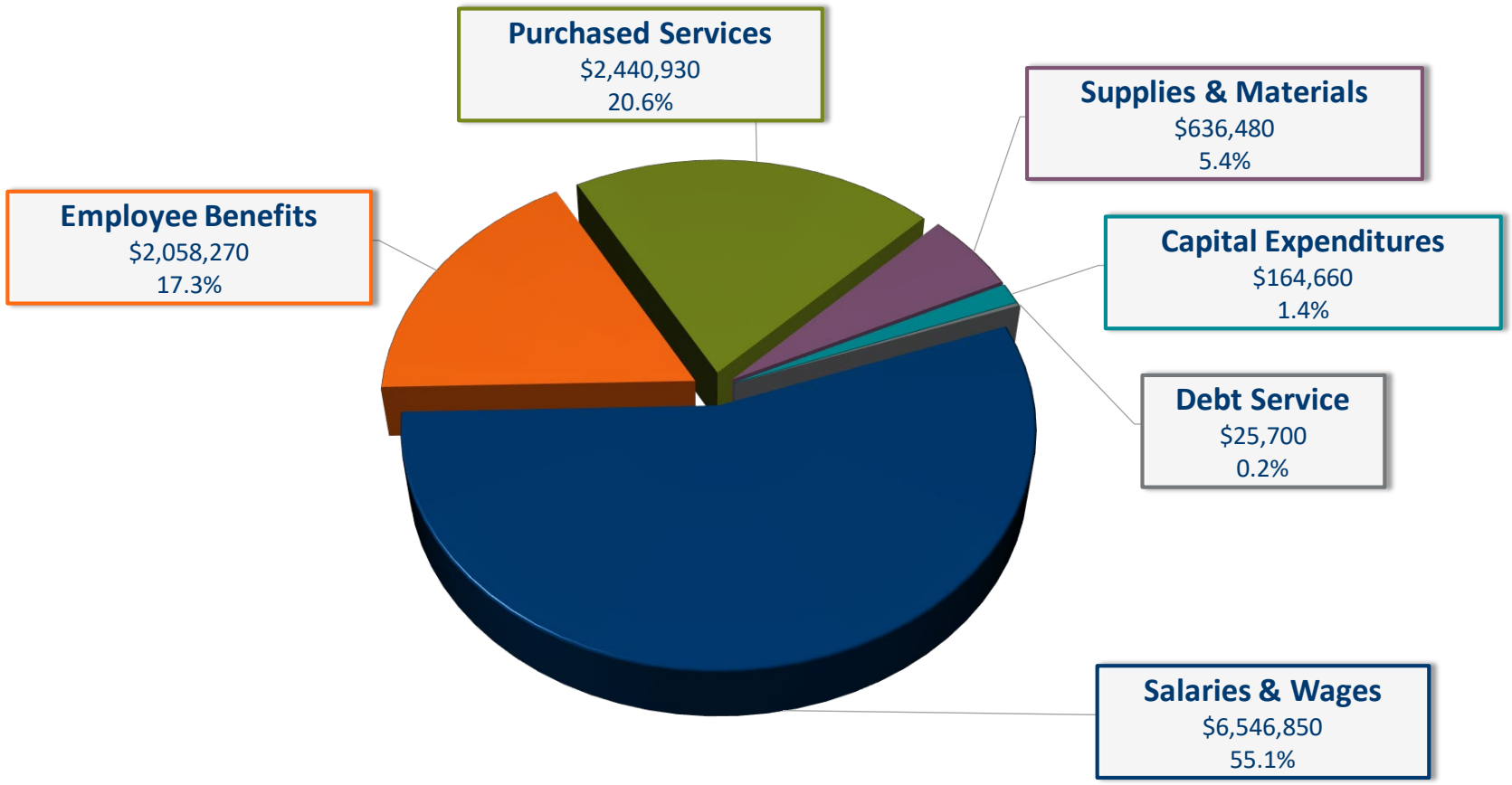
*does not include budgeted revenue of $200,000 for student auxiliary accounts



General Fund Expenditures - by Object -

2025-26 Budget $11,872,890 *

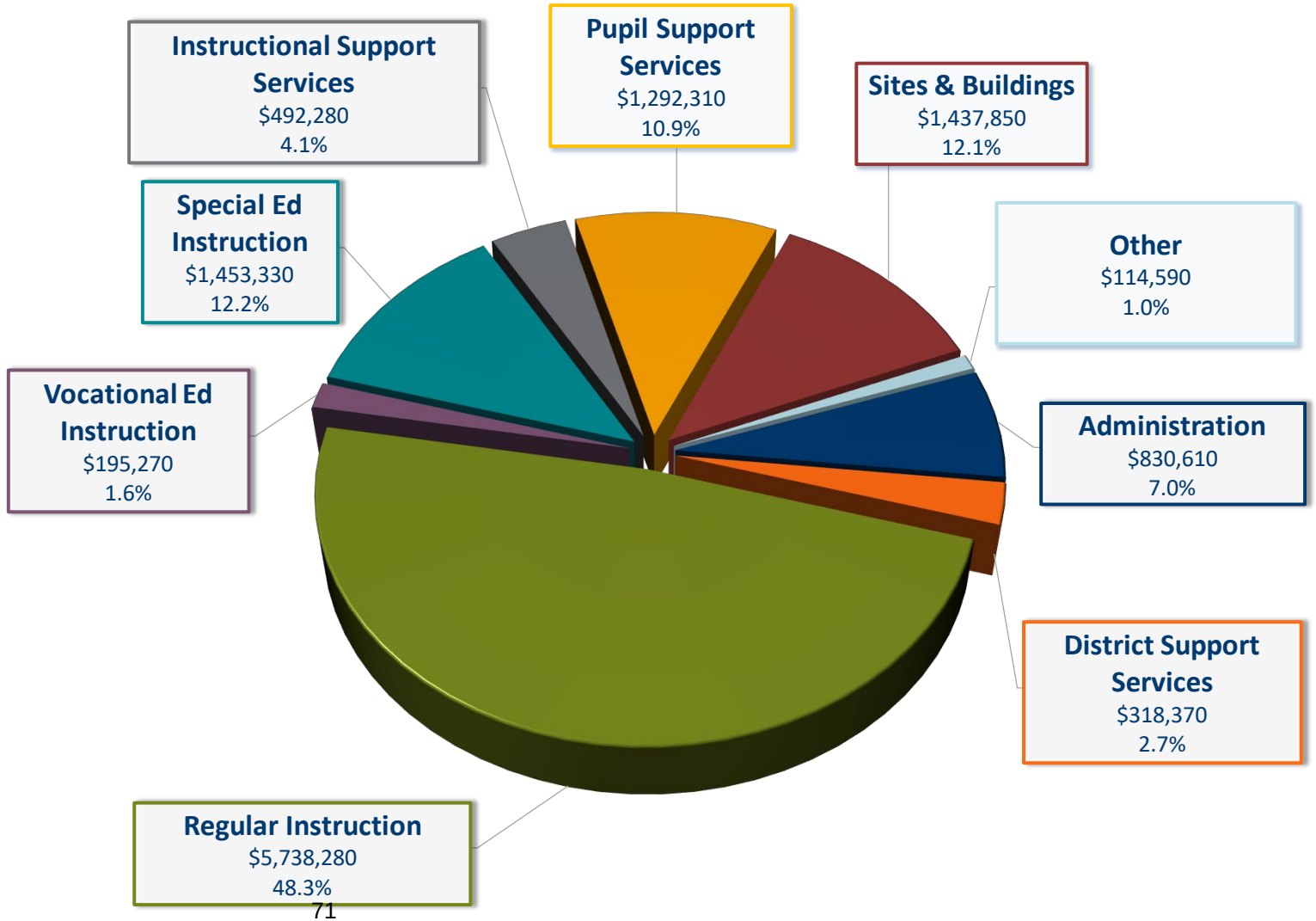
* does not include budgeted expenses of $200,000 for student auxiliary accounts



General Fund Expenditures - by Program -

2025-26 Budget $11,872,890 *

* does not include $200,000 of budgeted expenses for student auxiliary accounts



Property Tax Levy

MN Legislature Must Set Funding for Minnesota Public Schools

Minnesota Constitution ARTICLE XIII

MISCELLANEOUS SUBJECTS

Section 1

“UNIFORM SYSTEM OF PUBLIC SCHOOLS. The stability of a republican form of government depending mainly upon the intelligence of the people, it is the duty of the legislature to establish a general and uniform system of public schools. The ***legislature shall make such provisions by taxation or otherwise*** as will secure a thorough and efficient system of public schools throughout the state.”

As a Result, Funding is Highly Regulated

State Sets:

- Formulas which determine revenue; most revenue based on specified amounts per pupil
- Tax policy for local schools
- Maximum authorized property tax levy
  - Districts can levy less, but not more than amount authorized by state, unless approved by voters in November

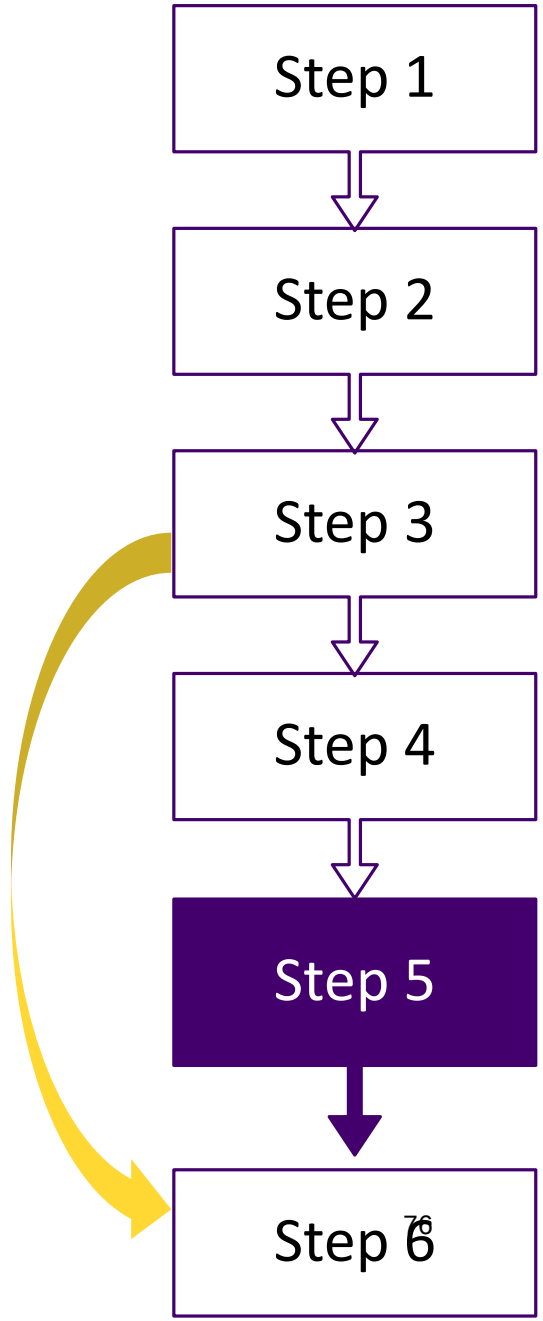
State also authorizes school board to submit referendums for operating & capital needs to voters for approval

School District Property Taxes

- Each school district has limited authority to levy taxes
- MDE calculates levy amounts for various categories, set by:
  - State law
  - Voter approval

School District Property Tax Process

Note: For certain levy categories, tax rates & levy amounts are based on referendum market value, rather than tax capacity.



City or County Assessor determines estimated market value for each parcel of property.

Legislature sets formulas for tax capacity and school district levy limits.

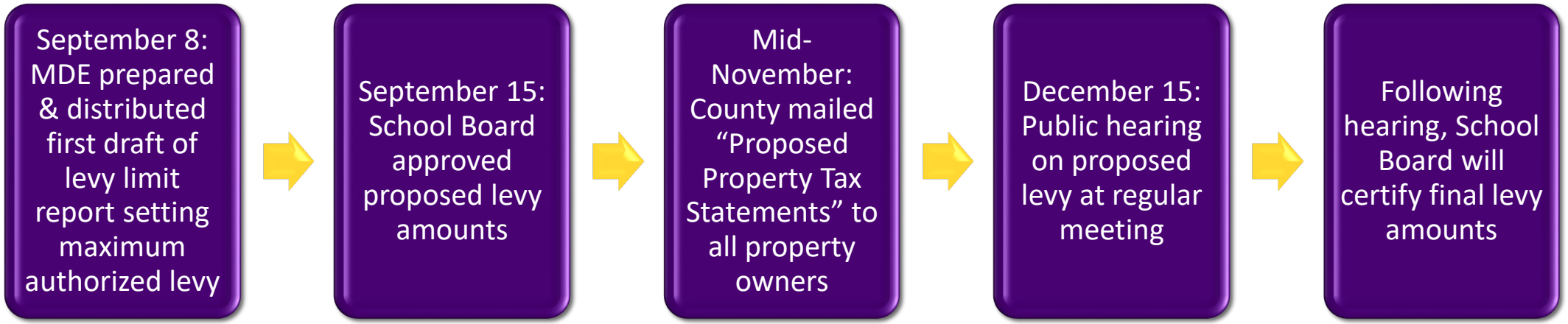
County Auditor calculates tax capacity for each parcel of property, as well as total tax capacity for each school district.

Minnesota Department of Education calculates detailed levy limits for each school district, based on formulas approved by Legislature.

School Board sets levy and is only one step in the process.

County Auditor divides final levy by district's total tax capacity to determine tax rate needed to raise levy amount.

Approval of District's Tax Levy in 2025 (Payable 2026)





Overview of District's Proposed Tax Levy

- Proposed Payable 2026 tax levy is a decrease from 2025 of $119,539 or 3.2%
- Changes by levy category and reasons for major increases & decreases in levy are included on following slides

Comparison of Actual Tax Levy Payable in 2025 to Proposed Levy Payable in 2026

Fund Levy Category	Actual Levy Payable in 2025	Proposed Levy Payable in 2026	$ Change	% Change
General				
Voter Approved Operating Referendum	$244,807	$243,949	($857)	
Local Optional Revenue (LOR)	609,956	547,307	(62,649)	
Equity	151,360	151,483	123	
Operating Capital	141,476	158,246	16,771	
Long Term Facilities Maintenance (LTFM)	113,324	119,772	6,448	
Lease Levy	70,628	71,988	1,361	
Other	134,468	131,308	(3,161)	
Prior Year Adjustments	(79,354)	(151,384)	(72,029)	
Total, General Fund	$1,386,664	$1,272,669	($113,995)	-8.2%
Community Service				
Basic Community Education	$38,647	$38,647	$0	
Early Childhood Family Education	27,383	27,090	(293)	
Other	945	1,017	73	
Prior Year Adjustments	(56)	(2,364)	(2,308)	
Total, Community Service Fund	$66,918	$64,390	($2,528)	-3.8%
Debt Service				
Voter Approved	$2,332,471	$2,337,983	$5,512	
Long Term Facility Maintenance	117,247	123,950	6,703	
Reduction for Debt Excess	(128,060)	(143,289)	(15,229)	
Prior Year Adjustments	1	(1)	(2)	
Total, Debt Service Fund	$2,321,659	$2,318,643	($3,016)	-0.1%
Total Levy, All Funds	**$3,775,242**	**$3,655,702**	**($119,539)**	**-3.2%**
Subtotal by Truth in Taxation Categories:				
Voter Approved	2,442,756	2,426,246	(16,510)	
Other	1,332,485	1,229,456	(103,029)	
Total	**$3,775,242**	**$3,655,702**	**($119,539)**	**-3.2%**

Explanation of Levy Changes

Category:	• General Fund – Local Optional Revenue (LOR)
Change:	• -$62,649
Use of Funds:	• General Operating Expenses
Reason for Change:	• Revenue is provided through a combination of local tax levy and state aid; because the District's equalization factors changed, the share of funding through the tax levy decreased

Explanation of Levy Changes

Category:	• General Fund – Prior Year Adjustments
Change:	• -$72,029
Use of Funds:	• Various
Reason for Change:	• Initial levies are based on estimates. In later years, amounts are updated and levies are retroactively adjusted.

Factors Impacting Individual Taxpayers' School Taxes

Many factors can cause a tax bill for an individual property to increase or decrease from year to year

- Changes in value of individual property
- Changes in total value of all property within District
- Increases or decreases in levy amounts caused by changes in state funding formulas, local needs & costs, voter-approved referendums & other factors

Four Year School Levy Comparison

- Examples include school district taxes only & are shown based on no change and a 19.1% increase in property value for residential homes over the past four years
  - Actual changes in value may be more or less than this for any parcel of property
  - Intended to provide a fair representation of what happened to school district property taxes over this period for typical properties
- Amounts for 2026 are preliminary estimates; final amounts could change slightly
- Estimates prepared by Ehlers (District's municipal advisors)

Estimated Changes in School Property Taxes, 2023 to 2026

Based on No Changes in Property Values

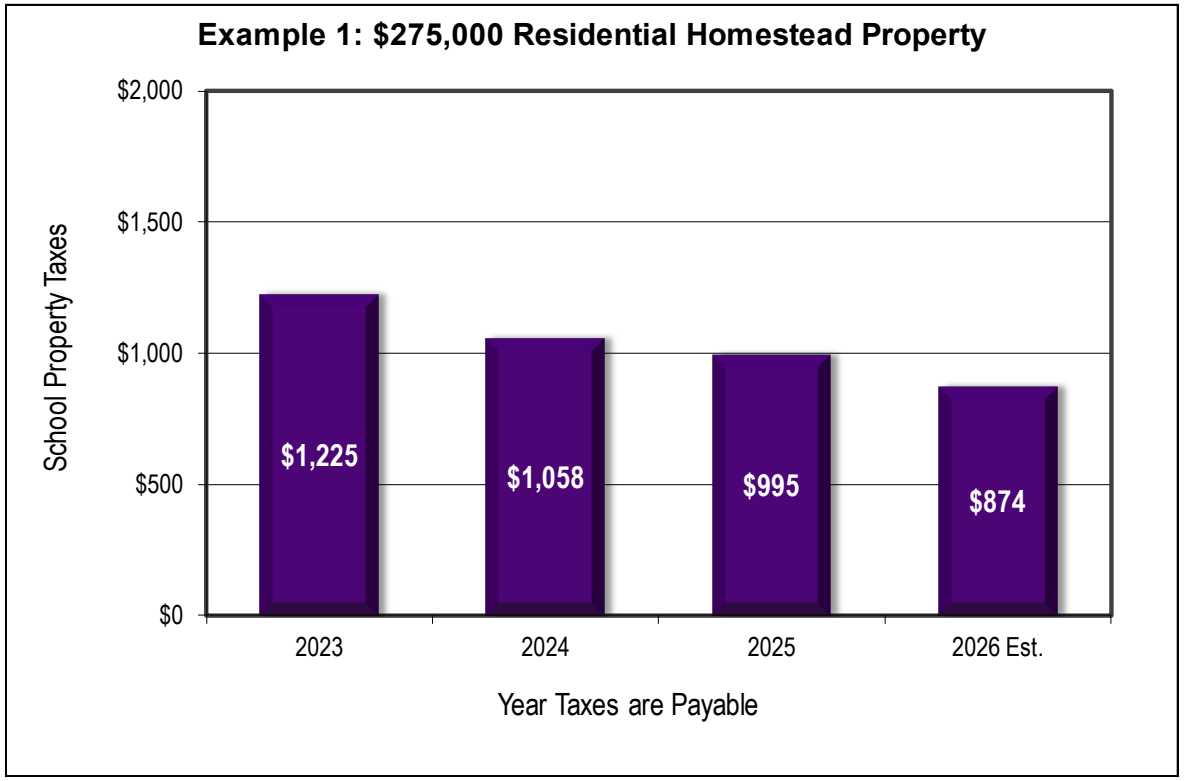
Type of Property	Estimated Market Value	Actual Taxes Payable in 2023	Actual Taxes Payable in 2024	Actual Taxes Payable in 2025	Estimated Taxes Payable in 2026	Change in Taxes 2023 to 2026	Change in Taxes 2025 to 2026
Residential Homestead	$150,000	$623	$541	$500	$436	-$187	-$64
	200,000	864	747	698	611	-253	-87
	250,000	1,104	954	896	787	-317	-109
	275,000	1,225	1,058	995	874	-351	-121
	300,000	1,345	1,161	1,094	962	-383	-132
	350,000	1,586	1,368	1,291	1,137	-449	-154
	400,000	1,826	1,575	1,489	1,313	-513	-176
Commercial/Industrial	$150,000	$886	$753	$716	$645	-$241	-$71
	275,000	1,791	1,515	1,437	1,303	-488	-134
	500,000	3,420	2,886	2,736	2,489	-931	-247
Agricultural Homestead (average value per acre of land and buildings)	$4,500	$2.45	$2.01	$1.91	$1.88	-$0.57	-$0.03
	5,500	$2.99	$2.46	$2.33	2.30	-0.69	-0.03
	6,500	$3.54	$2.90	$2.75	2.72	-0.82	-0.03
	7,500	$4.08	$3.35	$3.17	3.14	-0.94	-0.03
Agricultural Non-homestead (average value per acre of land and buildings)	$4,500	$4.90	$4.01	$3.81	$3.77	-$1.13	-$0.04
	5,500	$5.98	$4.90	$4.65	4.60	-1.38	-0.05
	6,500	$7.07	$5.79	$5.50	5.44	-1.63	-0.06
	7,500	$8.16	$6.68	$6.34	6.27	-1.89	-0.07

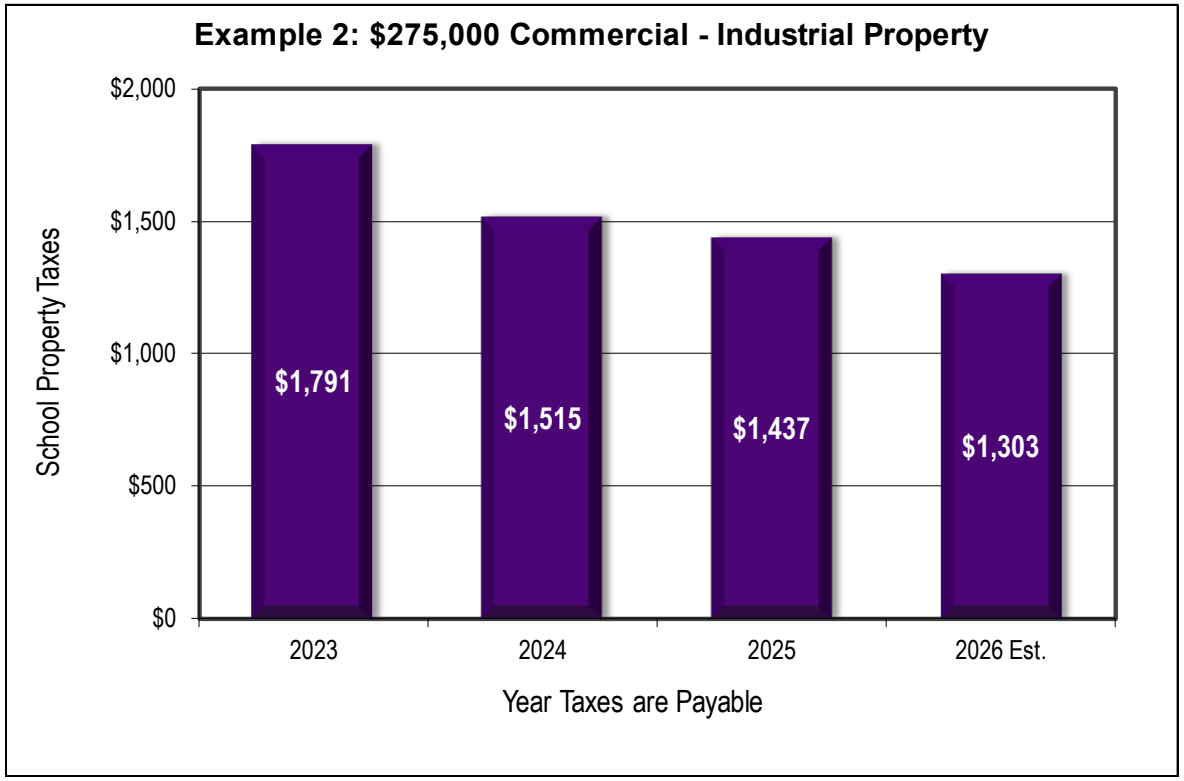
General Notes

1. Amounts are based on school district taxes only, and do not include taxes for city or township, county, state, or other taxing jurisdictions.
2. Estimates of taxes payable in 2026 are preliminary, based on the best data available.
3. For all examples of properties, taxes are calculated based on no changes in estimated market value from 2023 to 2026.
4. For agricultural property, estimates of taxes include impact of School Building Bond Agricultural Credit. Average value per acre is total estimated market value of all land and buildings, divided by total acres. Homestead examples do not include value of house, garage, and one acre, for which tax impact will be same as on a residential homestead property. This calculation does not include impact of Agricultural Homestead Credit, which reduces taxes on each parcel of agricultural homestead property by varying amounts.

Estimated Changes in School Property Taxes, 2023-26

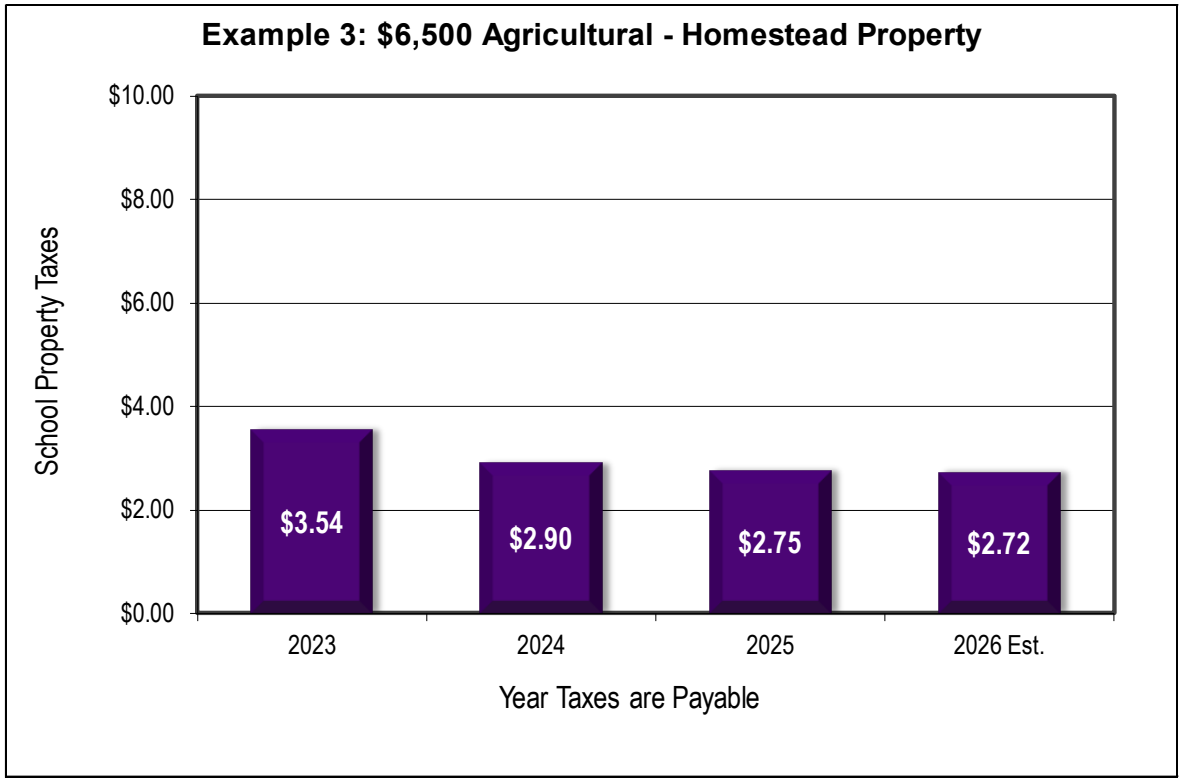
Based on No Changes in Property Value

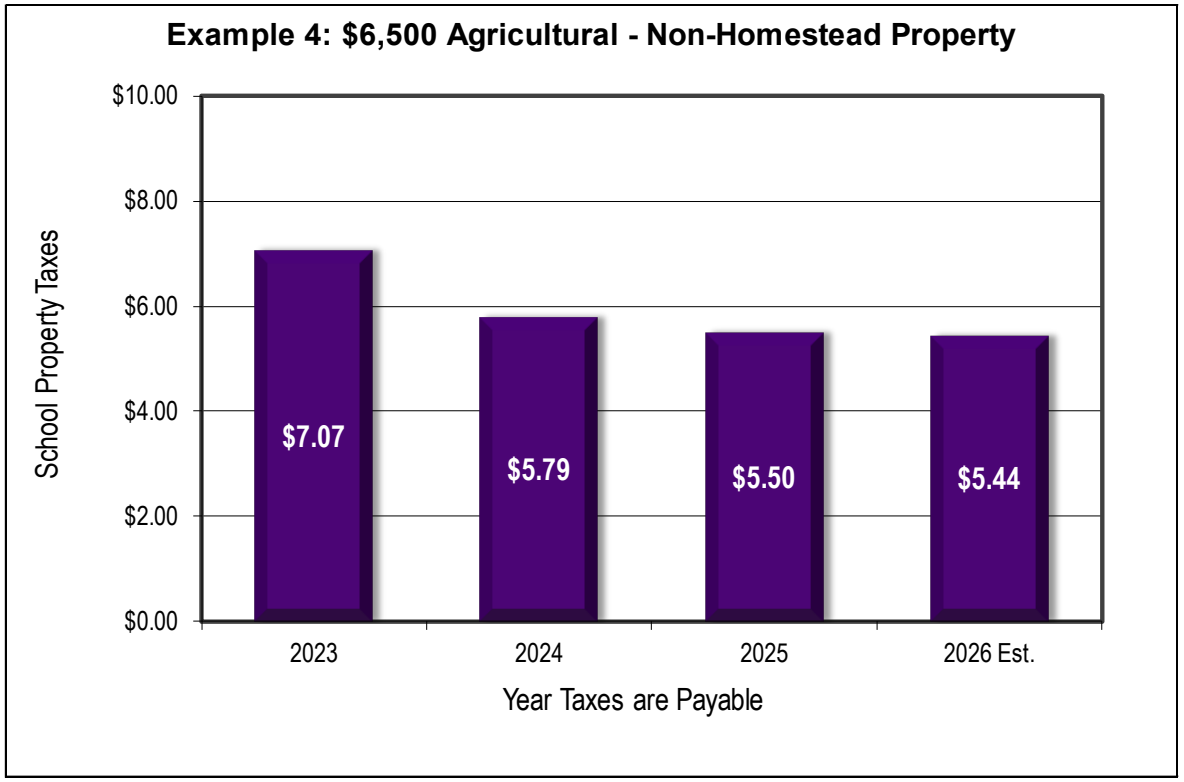




Estimated Changes in School Property Taxes, 2023-26

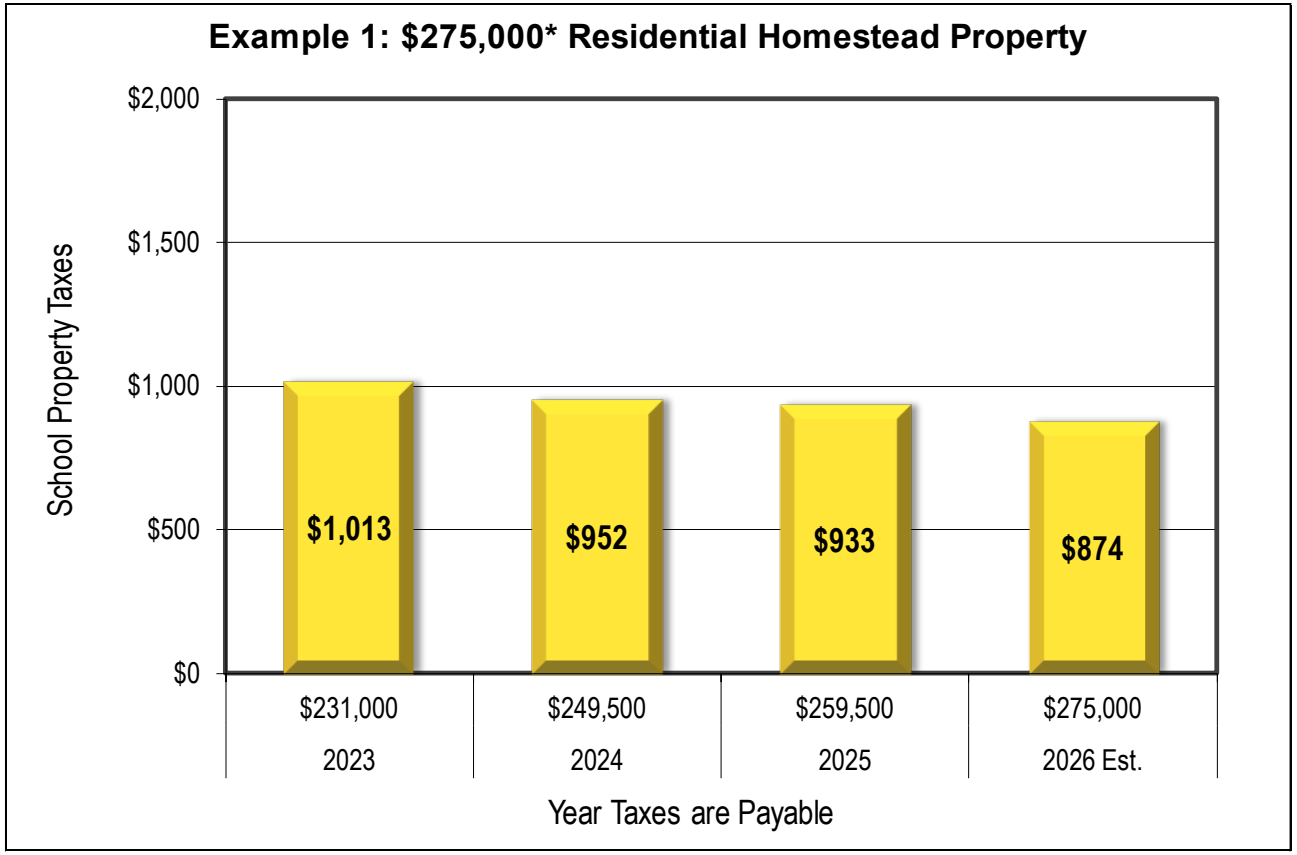
Based on No Changes in Property Value





Estimated Changes in School Property Taxes, 2023-26

Based on 19.1% Cumulative Changes in Property Value



* Estimated market value for taxes payable in 2026. Taxes are calculated based on changes in market value of 8.0% from 2023 to 2024, 4.0% from 2024 to 2025 and 7.0% from 2025 to 2026.



State Property Tax Relief Programs

Homestead Credit Refund

- Available for all homestead property, both residential and agricultural (house, garage and one acre (HGA) only)
- Refund is sliding scale, based on total property taxes and income

Special Property Tax Refund

- Available for all homestead property, both residential & agricultural (HGA only) with a gross tax increase of at least 12% and $100 over prior year
- Refund is 60% of tax increase that exceeds greater of 12% or $100 (max $1,000)

Senior Citizen Property Tax Deferral

- Allows people 65 years of age or older with household income of $96,000 or less to defer a portion of property taxes on their home
- Deferred property taxes plus accrued interest must be paid when home is sold or homeowner(s) dies

Income Taxes

- If you itemize deductions for federal income taxes, you may deduct a portion of your taxes paid. Starting with your 2024 taxes, renters can claim the Renter's refundable credit on a Minnesota income tax return.

Next Steps


Board accepts public comments on proposed levy
Board certifies 2026 property tax levy



PUBLIC COMMENTS

8. Recognition of Citizens for Input Purposes
9. Reports/News
    A. High School Principal's Report 92



Barnesville High School - Board Report
December 15, 2025

Past Months Events

1. Band concert
    1. Held November 24 in the auditorium
    2. Congratulations to Mrs. Owen and all of her students
2. High School conferences were held on December 1 - 4:00-7:30
    1. Attendance was average
3. Choir concert
    1. Was held December 8 in the auditorium
    2. Congratulations to Mr. Frauendienst and all his wonderful students
4. Coin drive put on by Mrs. Duval/Mr. Frauendienst and PaY raised over $2900 for local families for Christmas gifts
    1. Barnesville Chiropractic also took donations of toys and gift items
        1. brought in an abundance of items for the students to gift out
    2. 8 families will benefit from the generosity (14 students, between Elem and HS)
5. NHS rang the bell Salvation Army Bells for donations at West Acres on December 13
6. Site council are working on bringing in a speaker to talk to students and staff about cyber safety and anti bullying. The council is also digging into curriculum to find the best places to plug in curriculum on this topic as well.

Future High School Events

7. State FFA - Sunday to Monday
    1. Competing in Parli, Extemp Speaking and Farm Bureau Discussion
        1. Riley Rickford, Shayna Erickson, Allison Smith, Jack Axness and Brian Voxland
8. National Honor Society (NHS) will do a blood drive on Wednesday, December 17
    1. There are still openings if anyone wants to sign up for tomorrow email Britta Teeples

2. If you would like to sign up https://donors.vitalant.org/dwp/portal/dwa/appointment/guest/phl/timeSlotsExtr?token=jaL3JxDOwbYgDLhsN%2B7E%2FRN8JW5VGNu1Jv8RZhSYMHw%3D

9. December 22 - Vaping presentations held throughout the day at the high school
    1. Thanks to Mr. Schaub for organizing this
10. Christmas break will begin on December 23 at the 1:00, school will resume on January 5th
11. January 13 - Cannabis presentations - Mr. Schaub
12. January 16 - End of 2nd quarter/1st Semester
13. January 19 No School - Teacher workshop at the high school, staff development is in charge of this day
14. Snowball will be January 26-31
    1. Week picked for Home Wrestling Dual on Thursday and Home DH Basketball on Friday
    2. Coronation will be on Wednesday, January 28 (because of concert on Monday)
    3. Activities during the week; Dress-up days, 8th hour activities, and Friday half-day activities will be decided in the coming weeks
    4. Semi-formal dance will be on Saturday, January 31
15. January 28 - Spelling Bee
16. From Ms. Hoyer - Guidance Counselor
    - A group of 15 Sources of Strength students had their training at Moorhead High School on 11/20. The group is working on their first campaign of the year.
    - 17 Juniors took the ASVAB on 12/5.
    - The 9th graders experienced the Health, Trades and Tech Career Expo at the Fargodome on 12/2.

TODD HENRICKSON - ELEMENTARY PRINCIPAL
Board Report – December 15, 2025

Nov 14 – Scholastic Book Fair: Nov 10 – Nov 14

- Total Sales: $12,598.18
- The amount the Library will receive: $5,700.00
- Thank you to Mrs. Rasmussen for organizing this event.
- Thank you to the following volunteers: Artys Randall, Lori Andvik, Jessica Haus, and April Wilhelm

Nov 19 – Soft Furniture was delivered (See pictures)

- This furniture has been a great addition to our building and is used continually throughout the day.

Nov 24 – 5th & 6th Grade Band Concert.

- Congratulations to Mrs. Owen and our students on their concert.

Nov 25 – Christmas Tree Give-Away

- Thank you to the Barnesville Garden Club for donating the tree.
- Those who set up the tree were: Carol Dodge, Ardys Randall, Carolyn Gable, Carolyn Peloubet, Val Meitinger, and Jan Bauer.
- A drawing was held and the tree was picked up

Nov 26 – DQ Star Student Achievement Award (See attached)

- Idea was brought to Site Council
- Last day of each month
- Each classroom teacher selects a student who is consistently respectful, responsible, and setting a positive example for others.
- The teacher presents a Certificate and DQ coupon.
    - **Front row (L to R):** Lucy Taylor, Carter Standfield, Jaxton Hauck, June Hanson, Odessa Klocke, Braelyn Burnside, Krew McGough, Case Kava, Case Palya, Morgan Mraz, Kennah Klevberg.
    - **Back row (L to R):** Ben Knopf, Kinley Nelson, Ryan Summers, Saoirse Sefcik, Sayer Klocke, Kaelyn Moen, Maizey Mozinski, Kendra Martin, Isaac Haus, Henry Anderson, Reed Moszer (Not pictured Sully Rickford).



Dec 8th – 5th & 6th Grade Music Program

- Congratulations to Mrs. Christensen (first concert) and our students on a great concert!

Dec 15 – 5th Grade Presentation

- The students finished the novel “Out of My Mind”,
    - The novel focuses on a girl with cerebral palsy who uses a Medi-Talker to communicate.

    - To extend this learning, the students explored real-world examples of communication devices and how people with disabilities navigate the world.
- One of our classroom parents works at CCRI and helped organize a special presentation for our students. Three individuals who use communication devices were our guests today and shared their personal experiences with the class.

Elementary Calendar:

Dec	15	A	Holiday Dress – All Aboard the Polar Express (comfy winter pajamas)
			10:15 – 5th Grade Presentation – Cafeteria
			7:00 – School Board Meeting – HS Library
Dec	16	B	Holiday Dress – Tree Topper Tuesday (holiday hat and Christmas socks)
			Olive Garden Lunch
			3:15 – 504 Meeting – Conference Room
Dec	17	C	Holiday Dress – Sweater Weather
			7:30 – Staff Meeting – Cafeteria
			11:30 – TAT Team – Conference Room
			7:00 – Booster Club Meeting – HS Commons
Dec	18	A	Holiday Dress – Tinsel & Twinkle Toes (sparkle, glitter, shiny accessories)
			Grade level Meetings
Dec	19	B	Holiday Dress – Flannel Friday
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Dec	22	C	9:20 – Holiday Bingo (will be done at 10:10)
Dec	23	B	1:00 – Early Dismissal
			9:00 – DQ Star Students of the Month - Picture
Dec	24	--	No School
Dec	25	--	Merry Christmas!
Dec	26	--	No School
---	---	---	---
Dec	29 – Jan 2		No School
---	---	---	---
Jan	5	A	School Resumes
Jan	6	B	First Responder Letters of Appreciation - Due
Jan	7	C	1:00 – Lake Agassiz Principals Meeting - Hawley
Jan	8	A	7:30 – Staff Development – Elementary Library
			9:00 – Western Division Principals Meeting – Rossman Elementary (D.L.)
Jan	9	B	

Soft Furniture



Near Speech Rooms



Outside OT Room



Outside MTSS Office



Main Entrance



Across from 3rd Grade Rooms



Across from 5th Grade Rooms

BOARD REPORT -- AARON SCHINDLER
ACTIVITIES DIRECTOR/COMMUNITY EDUCATION COORDINATOR
December 15, 2025

ACTIVITY INFORMATION:

- **Nov 24th – Band Concert**
  - Congratulations to Mrs. Owen and her students on their superb concert performance!

- **Dec 6th – JH Girls HOL Tournament**
  - 7th – 2nd Place / 8th – 2nd Place

- **Dec 8th –Choir Concert**
  - Congratulations to Mr. Frauendienst and his students on their outstanding concert performance!

- **Girls Basketball Numbers**
  - 9th = 8 / 10th = 5 / 11th = 6 / 12th = 5 **Total = 24**

- **Wrestling Numbers**
  - 7th = 7/ 8th = 3 / 9th = 8 / 10th = 2 / 11th = 4 / 12th = 5 **Total = 29**

- **Boys Basketball Numbers**
  - 9th = 12 / 10th = 10 / 11th = 3 / 12th = 8 **Total = 33**

- **One Act Play**
  - 8th = 3 / 9th = 1/ 10th = 2 / 11th = 2 / 12th = 2 **Total = 10**

- **Junior High Boys Basketball(Preliminary)**
  - 7th = 15 / 8th = 15 **Total = 30**

Barnesville Public School
Regular School Board Meeting

7:00 PM on Monday, December 15, 2025
High School Library

Superintendent's Monthly Board Report

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1. Update on Meal Repack Program Compliance

I visited with Jill Ambuehl, Coalition Coordinator at the Great Plains Food Bank, regarding the Meal Repack Program at our Elementary and High School. As I mentioned at the November 17 board meeting, Jill has spent the past several weeks in ongoing conversations with the Minnesota Department of Education (MDE) in an effort to reach a shared interpretation of USDA guidance on donating leftover school food. Unfortunately, they were not able to come to agreement.

Jill explained that MDE has determined that leftover school food cannot be donated to or through the Great Plains Food Bank, nor can it be donated through our Barnesville Area Food Pantry if the food is intended only for students as recipients. The district may donate leftover food to the Barnesville Area Food Pantry, but it must then be distributed to the general public in the same manner as their regular operations. That means a freezer located in our schools for student-only distribution would not be allowed.

At this point, our remaining options are:

1. Private donations, or
2. Transferring dollars from the general fund to the food service fund to cover the cost of the Meal Repack Program.

The good news is that the Great Plains Food Bank is willing to leave the freezers in our buildings as long as we continue the Meal Repack Program, so we will not need to purchase any equipment.

I plan to discuss this situation with our local state legislators to see whether legislative clarification or relief is possible. Jill noted that in North Dakota, this isn't an issue. Their state simply requires that schools not intentionally produce extra food for the purpose of giving it away for free.

2. CRG School Building Digital Mapping Project

A few months ago, I signed our school district up to participate in the state-sponsored project to digitally map all school buildings through Critical Response Group (CRG). This initiative includes creating detailed digital maps of Barnesville Elementary and Barnesville High School.

We are now at Step 1 of the attached *CRG Project Milestones for Barnesville Public Schools*. The brief video linked below provides an excellent 1 minute and 27 second overview of what we are working to accomplish through this project:

CRG Project Milestones

https://www.youtube.com/watch?v=ZeY29x9QfKE

3. Young Men Are Struggling in Love, Work, and Life. Expert Scott Galloway Shares a Solution to the Growing 'Crisis's

Attached you will find a brief handout summarizing national trends affecting young men in the areas of education, mental health, employment, and social connection. These data points, highlighted recently by researcher and author Scott Galloway, have significant implications for schools and communities as we work to support student well-being and long-term readiness. I encourage you to open and read the full handout, as it provides a concise but important overview for all of us. At the bottom of page 2, you will also find a link to a 9-minute Today Show interview with Scott Galloway that further explains the emerging challenges and recommended solutions.

Give the video a watch — I'm planning to read the book.

Young Men Crisis Handout

E. Board Committee Reports

10. Removal of Consent Items for Discussion
11. Approval of Consent Items

A. Personnel

All hirings are based upon the findings of each individual's background check, licensure status, and discipline report from the Minnesota Department of Education.

1) Jamin Krause's Resignation as Director of Buildings and Grounds 104

December 2, 2025

To Superintendent Ellerbusch,

I am writing to formally resign from my position as Director of Buildings and Grounds with Barnesville Public Schools effective December 26th. This was not an easy decision, as I have greatly valued my time with the organization. I am proud of what the custodial team has accomplished. It has been an honor to work alongside such dedicated people, and I am grateful for the trust and support I have received, from you, in this role.

To help make this transition as smooth as possible, I am committed to assisting with the handover of responsibilities, preparing documentation, and supporting the onboarding of my successor as needed.

Thank you again for the opportunity to serve in this position. I wish the organization continued success, and I look forward to staying in touch.

Sincerely,
Jamin Krause
Jamin Krause

2) McKayla Schindler as Paraprofessional
3) Jed Johnson as Afternoon Weight Room Coordinator for 2025–2026 School Year
4) Carolin Rotz as Assistant Girls Track Coach for 2025-26 School Year

B. Donations

1) $100 Donation from Cassie and Randy Leabo to Support Preschool Transportation and Learning Tools
2) $250 Donation from Barnesville Potato Days to Spanish Club
3) $1,000 Anonymous Donation to Support Elementary Ski Trip
4) $400 Donation from the Barnesville Area Community Fund to Support the Playbill Licensing Fee and Keyboard Technology

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BARNESVILLE PUBLIC SCHOOLS

INDEPENDENT SCHOOL DISTRICT #146

District Office 302-324 3rd Street South
PO Box 189 - Barnesville, MN 56514
Phone 218 354-2217 - Fax 218 354-7260
www.barnesville.k12.mn.us

"Commitment To Excellence"

December 15, 2025

Dear Ms. Rebecca Peterson:

Thank you for mailing Barnesville Public School a $400.00 check to support the Playbill licensing fee and keyboard technology. We greatly appreciate this donation from the Barnesville Community Fund!

Sincerely,

Jon P. Ellerbusch, Ed.D.
Superintendent

C. Seniority Lists
1) 2025-2026 Seniority List for Certified Education Minnesota Barnesville 108

Seniority List for Certified Education Minnesota Barnesville
2025-2026

Number	Name	First Date of Continuous Service	Teacher Certificates	Expiration Date of Certificate	Current Teaching Assignment
1	Gilbertson, Lisa	Sep-94	M-Family Ed./Early Childhood- Pre K, Elem. Ed.-K-6- Tier 4	2030	4th Grade
2.3	Meyer, Sandra	Sep-95	M-Elem Education K-6 ,Coaching- 7-12- Tier 4	2028	2nd Grade
2.3	Forsgren, Lisa	Sep-95	M-Elementary Ed. K-6- Tier 4	2026	2nd Grade
4	Wander, Michelle	Sep-96	M-Autism Spec. Dis., MMMH, MSMH- K-12- Tier 4	2030	Special Education
5.6	Messer, Christine	Sep-97	M-Elementary Ed.-K-6- Tier 4	2030	Kindergarten
5.6	Martz, Stacy	Sep-97	M-Learning Disabilities- K-12- Tier 4	2030	Special Education
7	Henrickson, Todd	Aug-99	M- Coaching , Phys. Ed. Principal K-12- Tier 4	2027	Elementary Principal
8	Schaub, Michael	Sep-99	M- P.E.- K-12, Health Ed- 5-12 SLD, EBD- K-12, Coaching- 7-12- Tier 4	2027	Physical Ed., Health
9	Trowbridge, Philip	Sep-00	M-English, Social Studies, Coaching-7-12- Tier 4	2030	Social Studies
10,11	Grabow, Shari	3-Sep	M-Elementary Ed. K-6- Tier 4	2027	Kindergarten
10,11	Amundson, Scott	3-Sep	Tier 4, Professional Admin. Principal K-12	2030 2027	5th Grade
12	Strand, Bryan	4-Aug	M- Business Ed, K-12 Principal- Tier 4, Dis. Superintendent	2027	Secondary Principal
13	Askegaard, Matt	5-Sep	M- Business- 5-12- Tier 4	2026	Business Education
14,15,16	Hinsz, Tracy	6-Sep	M- Elementary Ed. K-6, Math- 5-8- Tier 4	2028	4th Grade
14,15,16	Askegaard, Megan	6-Sep	M- Elementary Ed.K-6 Pre-Primary-Age 3-K- Tier 4	2027	5th Grade

Seniority List for Certified Education Minnesota Barnesville
2025-2026

14,15,16	Suter, Chad	6-Sep	M- Industrial Arts 5-12, Coaching- 7-12- Tier 4	2030	Industrial Technology
17,18,19,20	Schmitt, Thomas W.	8-Sep	M- Life Sc. 7-12, Sc. 5-9, Chemistry, Physics- Tier 4	2027	Science
17,18,19,20	Goering, John	8-Sep	M- Chemistry, Physics- 9-12- Tier 4	2026	Science
17,18,19,20	Justesen, Chastity	8-Sep	M- Elementary Ed. 1-6- Tier 4	2027	1st Grade
17,18,19,20	Zander, Cindy	8-Sep	M- Developmental. Disabilities- K-12- Tier 4	2026	Special Education
21,22,23	Hermes, Tony	9-Sep	M- Mathematics-5-12- Tier 4	2029	Math
21,22,23	Field, Michelle	9-Sep	M-Speech Language Pathologist-Pre K-12- Tier 4	2027	Speech
21,22,23	Tonsfeldt, Michelle	9-Sep	M- Elementary Ed. K-6- Tier 4	2026	3rd Grade
24	Olson, Tori	10-Sep	M- Elementary Ed., K-6 Pre-Primary- Age 3-K- Tier 4	2027	1st Grade
25,26	Martinson, Karie	11-Sep	M- Elem. Ed- K-6, Pre-Primary- Age 3-K - Tier 4	2027	1st Grade
25,26	Willers, Alison	11-Sep	M- Elem. Ed.- K-6- Tier 4	2028	Kindergarten
27	Bomstad, Ryan	12-Sep	M- Elementary Ed- 1-6- Tier 4	2028	3rd Grade
28,29,30,31	Haj, George	13-Sep	M- Elementary Ed- 1-6- Tier 4	2028	3rd Grade
28,29,30,31	Nelson, Nichole	13-Sep	M- Elementary Ed- 1-6- Tier 4	2027	Teacher on Spec. Assignment-MTSS Coordinator
28,29,30,31	Jorud, Laura	13-Sep	M- Elem. Ed- K-6 Pre-Primary- Age 3-K- Tier 4	2028	2nd Grade
28,29,30,31	Martin, Megan	13-Sep	M- Elem. Ed- K-6 Pre-Primary- Age 3-K- Tier 4	2028	Kindergarten
32,33	Erlandson, Patti	14-Sep	M- Pre-K, Elem. Ed.-K-6, Coaching-7-12- Tier 4	2026	6th Grade

Seniority List for Certified Education Minnesota Barnesville
2025-2026

32,33	Poepping, Sarah	14-Sep	M- EBD, SLD, Dev. Dis. K-12- Tier 4	2028	Special Education
34,35	Johnson, Jedidiah	15-Sep	M- Mathematics-5-12- Tier 4	2026	Mathematics
34,35	Teeples, Britta	15-Sep	M- Social Studies-5-12- Tier 4	2026	Social Studies
36,37	Snobl, Scott	16-Sep	M-Social Studies, Coaching- 7-12- Tier 4	2027	Social Studies
36,37	Schindler, Aaron	16-Sep	M- Elementary Educ. K-6- Tier 4	2030	Director of Student Activities and Community Ed. Coordinator
38,39	Solum, McKinzie	17-Sep	M- Elementary Educ. K-6- Tier 4	2027	6th Grade Teacher
38,39	Paur, Nicholas	17-Sep	M-Physical Ed- K-12, Health Education-5-12 Tier 4	2028 2028	Physical Education, Health Instructor
40,41	Smith, Heidi	18-Sep	M- Visual Arts-K-12- Tier 4	2027	Art Teacher-HS
40,41	Jenkins, Carrie	18-Sep	M- Elementary Education- Tier 4	2028	2nd Grade
42	Hoyer, Megan	21-Sep	M-School Counselor- K-12, Tier 4	2026	High School Counselor
43,44,45,46	Grosz, Jacob	22-Sep	M- Physical Education- K-6, Tier 4 Restricted	2030	Elementary Physical Education
43,44,45,46	Strand, Kailee	22-Sep	M-Elementary Education- K-6, Tier 4	2027	6th Grade Teacher
43,44,45,46	Spillum, Mary*	22-Sep	M- Elementary Ed.-K-6, SLB K-1, Pre-Primary-Age 3-Pre-K, Tier 4	2029	Special Ed. Teacher
43,44,45,46	Blilie, Amber	22-Sep	SLD K-12,M-Early Childhood Education B-Grade 3, Tier 4	2029	HS Special Education
47	Del Greco, Benjamin	23-Jan	M- Spanish-K-12, Tier 4	2027	HS Spanish
48,49,50,51,52,53	Owen, Grace *	23-Sep	M- Instrumental and Classroom Music-K-12, Tier 3	2026	HS Instrumental Music
48,49,50,51,52,53,	Thorkildson, Lynn	23-Sep	M- Elementary Education- 1-6, Tier 4	2028	4th Grade

Seniority List for Certified Education Minnesota Barnesville
2025-2026

48,49,50,51,52,53	Honrud, Alissa	23-Sep	M- Elementary Education- K-6, Tier 4	2028	5th Grade
48,49,50,51,52,53	Seifert, Nicci *	23-Sep	M- Communication Arts/Literature- 5-12, Tier 4	2028	HS English
48,49,50,51,52,53	Eberhardt, Laura	23-Sep	M- Developmental Disabilities- K-12, Tier 4	2028	HS English
48,49,50,51,52,53	Loen, Nancy	23-Sep	M-Vocational Agriculture- 7-12, Tier 4	2029	Ag. Teacher
54,55,56,57	Frauendienst, Isaac*	24-Sep	Vocal and Classroom Music K-12, Tier 3	2026	H.S. Vocal Music
54,55,56,57	Jolicoeur, Kendra*	24-Sep	Visual Arts K-12, Tier 3	2027	Elementary Art Teacher
54,55,56,57	Gottenborg, Roger	24-Sep	Coaching 7-12, Tier 4 and Life Science 7-12, Tier 4	2030 2030	Science
54,55,56,57	Brauner, Erika*	24-Sep	School Nurse Pre K-12, Tier 3	2028	School Nurse
58,59,60,61	Vorachek,Lois*	25-Sep	Strategist K-12, Social Studies 5-12, Tier 4	20,262,026	Elementary Special Education
58,59,60,61	Christensen, Sierra*	25-Sep	Instrumental and Classroom Music K-12, Tier 4, Short Call Sub Teacher	2030 2030 2028	Elementary Music
58,59,60,61	Aadland, Alexandra*	25-Sep	Mathematics Tier 3	2028	HS Math
58,59,60,61	Algaard, Lisa*	25-Sep	Communication Art/Literature 5-12 Tier 3	2028	HS English

Column 4: Teacher Certificates
M= Major Field- May Teach Full Time
m= Minor Field- May Teach ½ Time
Column 5: Expiration Date of Certificate
Column 6: Current General Teaching Assignment
*Non-Tenured Teacher

Seniority List for Paraprofessionals
2025-2026

Seniority Rank	Last Name	First Name	Date of Hire
1	Zepper	Cary	9/3/2002
2	Wolters	Chrissa	12/12/2005
3	Duval	Susan	9/1/2013
4	Herbranson	Joanne	11/19/2014
5,6	Braton	Carrie	9/1/2017
5,6	Rasmussen	Janet	9/1/2017
7	Suter	Cheryl	9/1/2018
8	Anderson	Breanna	9/18/2018
9	Connelly	Leslie	9/1/2020
10	Schwartz	Ashley	12/4/2020
11,12,13,14,	Ronsbery	Betsy	8/31/2021
11,12,13,14,	Haus	Jessica	8/31/2021
11,12,13,14,	Heikes	Julia	8/31/2021
11,12,13,14,	Rotz	Stacey	8/31/2021
15	Wirth	Leah	9/2/2021
16	Pender	Cassie	2/7/2022
17	Blomberg	Cassandra	7/18/2022
18	Haspel	Kelsey	9/1/2022
19	Gardner	Colyn	9/6/2022
20	Caruso	Amy	9/12/2022
21	Bang	Michaela	8/14/2023
22	Gerdes	Madelyn	8/28/2023
23	Braton	Lauryn	8/28/2023
24	Wilhelm	April	8/27/2024
25	Davis	McKenzie	3/3/2025
26,27,28	Bolgrean	Shirely	8/26/2025
26,27,28	Archambeau	Kraig	8/26/2025
26,27,28	Palya	Samantha	8/26/2025
29	Bielejeski	Lisa	9/29/2025

Seniority List for Custodians
2025-2026

Seniority Rank	Last Name	First Name	Date of Hire
1	Ernst	Laurie	10/1/2012
2	Duval	Duane	1/19/2017
3	Odden	Scott	10/8/2017
4	Kara	Roxanne	4/5/2021
5	Reep	Richard	5/6/2022
6	Gilbertson	Carl	9/11/2023

12. New Business
A. Certification of Property Tax Levy 2025, Payable 2026 117

I. COMPUTATION OF 2025 PAYABLE 2026 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP	243,949.26	23,133.48-	N/A			220,815.78
GEN-RMV OTHER-EXEMP	709,682.52	132,856.87-	N/A			576,825.65
GEN-NTC VOTER-EXEMP			N/A			
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	470,421.14	4,606.53				475,027.67
TOTAL GENERAL	1,424,052.92	151,383.82-				1,272,669.10
COM SERV-EXEMP	66,753.92	2,363.91-				64,390.01
DEBT-VOTER-NONEXEMP	2,337,983.00	132,552.51-				2,205,430.49
DEBT-OTHER-NONEXEMP	123,949.55	10,736.78-				113,212.77
TOTAL DEBT SERV	2,461,932.55	143,289.29-				2,318,643.26
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	3,952,739.39	297,037.02-				3,655,702.37

II. COMPARISON OF 2024 PAYABLE 2025 LEVY LIMITATION WITH 2025 PAYABLE 2026 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2024 PAY 2025 LIMITATION	2025 PAY 2026 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	1,386,664.00	1,272,669.10	113,994.90-	8.22-
COMMUNITY SERVICE	66,918.28	64,390.01	2,528.27-	3.78-
GENERAL DEBT SERVICE	2,321,659.49	2,318,643.26	3,016.23-	.13-
OPEB DEBT SERVICE				
TOTAL	3,775,241.77	3,655,702.37	119,539.40-	3.17-

III. COMPARISON OF 2024 PAYABLE 2025 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH
2025 PAYABLE 2026 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2024 PAY 2025 CERTIFIED LEVY + ADJUSTMENTS	2025 PAY 2026 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	1,386,664.00			
COMMUNITY SERVICE	66,918.28			
GENERAL DEBT SERVICE	2,321,659.49			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	3,775,241.77			

Levy Comparison

Description	2021 Pay 2022	2022 Pay 2023	2023 Pay 2024	2024 Pay 2025	2025 Pay 2026
General - RMV	**203,825.66**	**205,292.82**	**227,765.07**	**228,731.21**	**220,815.78**
General - RMV Other	**625,558.28**	**690,751.04**	**695,864.57**	**723,999.62**	**576,825.65**
Local Optional	492,735.81	539,889.20	542,878.90	562,977.30	428,780.43
Equity	123,676.75	140,655.21	142,698.66	150,192.37	138,108.58
Transition	9,145.72	10,206.63	10,287.01	10,829.95	9,936.64
General - Other	**406,453.68**	**360,956.33**	**398,684.78**	**433,933.17**	**475,027.67**
Operating Capital	104,874.40	100,112.39	118,998.27	140,686.59	158,649.31
Reemployment Ins	2,567.94	(1,000.00)	(1,000.00)	7,184.46	2,887.25
Safe Schools	36,518.04	35,713.44	34,064.64	34,860.24	34,394.04
Career Technical	95,374.45	77,550.71	77,550.71	83,588.33	83,588.33
Deferred Maintenance					
Long Term Facilities	114,047.43	98,390.09	100,927.63	115,144.08	123,520.48
Building Lease	53,071.42	50,189.70	68,143.53	66,231.62	71,988.26
TIF Adjustment				-13,762.15	0.00
Community Service	**59,048.15**	**58,730.42**	**61,426.55**	**66,918.28**	**64,390.01**
Debt Service	**2,137,953.03**	**2,302,089.62**	**2,356,627.49**	**2,321,659.49**	**2,318,643.26**
Total Levy	**3,432,838.80**	**3,617,820.23**	**3,740,368.46**	**3,775,241.77**	**3,655,702.37**
Percent Change	**2.40%**	**5.39%**	**3.39%**	**0.93%**	**-3.17%**

B. Property Tax Abatement for Qualified Owners 120

Barnesville Public School District
Clay County Minnesota
Resolution Authorizing A Property Tax Abatement For Qualified Property Owners--Resolution- #12-15-2025

WHEREAS, pursuant to proper notice duly given as required by law, the School Board met on December 15, 2025 and heard any and passed upon all objections to the proposed property tax abatement for the properties located within the City of Barnesville. **Total value of School District Tax Abatements for said properties listed in items #1 and #2 to be paid in 2025 is estimated at $6,817.**

NOW, THEREFORE, BE IT RESOLVED by the Barnesville School Board; Barnesville, Minnesota

1. Such proposed abatement, which applies to the properties described below are YEAR 1 of the tax abatement program.

106 6th Street NW	Parcel No. 50.500.0220

2. The abatement for the parcels described as follows as per a resolution passed by the Barnesville Board of Education in December of 2024 is hereby affirmed for YEAR 2 of the tax abatement program.

204 19th Street Circle NE	Parcel No. 50.237.0410
102 17th Street NE	Parcel No. 50.236.0300
108 19th Street NE	Parcel No. 50.237.0460
102 18th Street NE	Parcel No. 50.237.0100
104 18th Street NE	Parcel No. 50.237.0110
117 18th Street SE	Parcel No. 50.237.0090
111 18th Street SE	Parcel No. 50.237.0060
113 18th Street SE	Parcel No. 50.237.0070
115 18th Street SE	Parcel No. 50.237.0080

The aforementioned properties qualify with the program established by the Resolution approved by the School Board initially in 2012, and approved in subsequent two –year intervals of 2014, 2016, 2018, 2020 and 2022 (January 1, 2023-December 31, 2024) is hereby accepted and shall constitute the estimated total abated as noted as **$6,817**

3. Abated taxes are to be refunded at the end of the year of which they were paid.

4. The abatement shall not apply to any special assessments that are levied against the property.

PASSED, by the Barnesville Board of Education this 15th day of December 2025.

_____ _____

Josh Schroeder
Clerk ISD #146

Attest:
District Office

DEHLER PR

Educate. Communicate. Motivate.

Logo Refresh & Stylesheet Proposal



Proposal prepared for:

Dr. Jon Ellerbusch
Superintendent

Barnesville Public Schools, ISD 146
302 3rd St SE
Barnesville, MN 56514

October 6, 2025

October 6, 2025

Dear Superintendent Ellerbush:

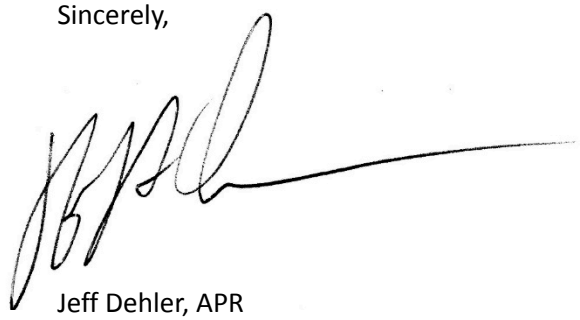
Thank you for considering the DehlerPR team for your Logo Refresh & Stylesheet project for the Barnesville School District. We believe we can help you strengthen your district's reputation with a more professional presentation of your brand identity.

At DehlerPR, we are firm believers in emphasizing strategy and planning in communications. We are uniquely positioned to help your school. Our team has extensive experience working with and for public schools (a combined 130+ years in public education!). We provide public education clients with a comprehensive understanding of the education system, rich experience in effective communications with community stakeholders, and a passion for your mission. In addition, as a "virtual agency" (home offices), we are able to offer lower rates than other public relations firms due to lower overhead.

This proposal outlines our recommended approach and a budget estimate for your planning purposes. Please look at this proposal as a starting point for a discussion that leads to a project that is right-sized for Barnesville Public Schools.

Thank you for the opportunity to submit this proposal. We look forward to speaking with you further.

Sincerely,

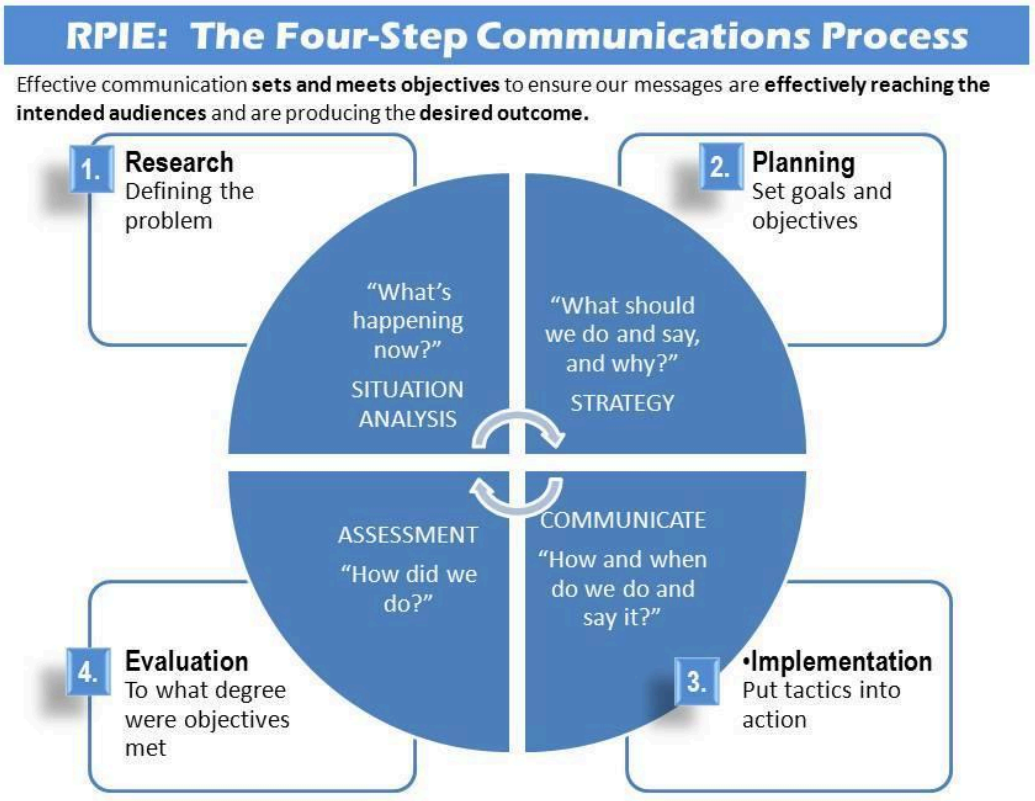


Jeff Dehler, APR

Our Approach

Jeff Dehler Public Relations, LLC exists to improve communities through exceptional public relations, marketing, and strategic counsel. We are an independent consulting firm that matches experienced professionals with clients based on the client's industry and needs. As a "virtual agency" (home offices), we bring clients more value by providing years of experience and high-quality expertise, combined with low overhead. Services include strategic counsel, communications planning, public affairs, crisis communications, and traditional and social media relations.

DehlerPR adheres to the world-wide, industry-standard, four-step communications process of Research, Planning, Implementation and Evaluation, a process championed by the Public Relations Society of America and the National School Public Relations Association.



We overlay this process with our corporate values: We listen intently to client needs, dig deep to understand the situation, and work closely with clients to address their unique needs, and the unique needs of the client stakeholders. Always unique; never a cookie cutter approach.

Meet Our Team



Jeff Dehler, APR, is the founder, president, and "Chief Relationship Builder" with DehlerPR. Jeff has led communications efforts for a 12,000 student school district, a metro-area county, and Minnesota's first commuter rail line. He founded DehlerPR in 2011 to serve the public sector, and improve communities through exceptional public relations, marketing and strategic counsel. He is Accredited in Public Relations through NSPRA and is active in school PR associations in Indiana and Minnesota. He presents regularly at school board, superintendent, and business manager associations. Jeff lives in Louisville, KY.



Sara Thompson, APR, has 20 plus years experience in strategic communications, public relations, marketing, and community engagement for public school districts. She has led numerous successful funding campaigns (totaling over $500 million) and major change initiatives for school closing, start-times changes K-12, and policy changes. Sara brings an impressive educational background to her work with a Masters Degree in Business Communications and coursework for K-12 Principal, Superintendent, and Community Education Director licensure. As a Senior Strategist for DehlerPR, Sara assists clients in planning and executing communications plans and funding campaigns from start to finish to achieve their strategic goals.



Jayne Helgevold is an account manager and project manager for DehlerPR. She brings experience in communications, crisis management, and project management. Jayne has years of experience with a Fortune 500 financial services company, weathering a number of market meltdowns, and with small nonprofits. Jayne has broad-based experience in fields as diverse as personal finance, healthcare, eldercare, and faith-based organizations, finding the story and humanity behind the chaos and the mundane. Jayne has volunteered countless hours on behalf of animal advocacy groups. Jayne lives in Macon GA.

Britt Lundberg and Dean Vaccaro are graphic designers for DehlerPR. Each has more than 20 years' experience in graphic design and creative art direction for advertising and marketing agencies, and have extensive experience in logo and brand identity work. They will do the bulk of the work on creating the brand identity on this project.

What we know about Barnesville Public Schools

Barnesville Independent School District 146 serves approximately 850 students across two schools: Atkinson Elementary School and Barnesville High School. Located in Barnesville, Minnesota—about 30 minutes southeast of Fargo—the district takes pride in its Trojan mascot but lacks a cohesive visual identity.

Current challenges:

- Over 10 different versions of the Trojan mascot are used throughout the district
- Inconsistent color usage (stemming from a previous partnership with Rothsay)
- A past practice of allowing school programs flexibility in the look of the brand identity

Minimal research of logo usage finds multiple logos that are not greatly different from one another. Girl's athletic teams use the name Barnesville without a logo, but warmups use the Trojan image. One instance of a female Trojan.

The district and community are committed to the Trojan mascot, but the district would like a more cohesive and consistent visual brand identity. An updated logo and stylesheet is needed to establish consistent use of logos, colors, and fonts across all materials.

Our Proposal

DehlerPR proposes to deliver two versions of a male Trojan logo, a single color outline and a color filled version, based on the current logo. We would provide a stylesheet/brand guideline document to establish consistent use of logos, colors, and fonts across all materials, and with versions that represent schools and programs. And we would provide rollout communications, including recommendations on how to play the role of "brand police" to ensure consistency over the long-term.

Step 1: Research

The goal of this step is to gather the information necessary to build a framework for thinking about, talking about, and doing the work.

1. Review existing logos and other brand elements and their usage.
2. Analyze complementary and competitive organizations.
3. Touch base by phone with key stakeholders, such as booster groups, athletic coaches and school principals to seek feedback and perspective on the current logo(s).

Step 2: Create a Brand Identity Package

We will design the visual identity as follows:

1. Develop a logo mark (and favicon) using the favored current logo as agreed upon by the superintendent and leadership team, and versions that represent schools and programs
    a. Recommend colors, fonts, brand tone and feel – brand identity
    b. Provide all file types: EPS, PDF, JPG, PNG
2. Create printer-ready files for letterhead, envelopes and business cards
3. Create two social media templates, one PowerPoint/Google Slides template, and determine need for additional templates
4. Create a branded email signature for all staff
5. Create a brand stylesheet demonstrating appropriate usage of the logo, as well as colors, fonts, and other key branding elements
6. Review Brand Identity Package on a video conference call with stakeholders – make revisions if necessary

Note: Legal trademark protection services are not included and may be pursued separately at the district's discretion.

Step 3: Brand Rollout and Evaluation

Your process is changing from one that allows interpretation of brand elements to one that is more rigid. It will be critical to communicate these new expectations with stakeholders, monitor usage and correct misuse of visual branding elements as they occur. We propose to assist you with these critical elements of brand rollout and evaluation:

1. A simple brand roll-out plan with communication objectives, tactics, and timelines
2. Benchmarks, measures of success, and evaluation strategies

A brand rollout plan includes providing assistance to your staff, as needed, to help them procure and disseminate updated letterhead, envelopes, business cards, social media templates, etc. We would draft communication content about the new brand identity and usage rules, provide a brief slide presentation and talking points for your use during a school board meeting, and subsequent communications to staff, families and the community.

Deliverables

Brand visuals

- Logo mark(s) – district and by school and/or program, as needed
- Favicon (the graphic that displays on a browser tab for your website)
- Recommended colors, fonts, brand tone and feel

Collateral

- Brand stylesheet
- Printer-ready files for letterhead, envelopes and business cards

- Two social media templates
- PowerPoint/Google Slides template

Implementation

- One-page brand roll-out plan
- Board presentation slides and talking points
- Communications messages

Proposed Timetable

October 2025: Research
November 2025: Develop Brand Identity Package
December 2025: Solicit Feedback
January 2026: Rollout

Budget

To accomplish this scope of work, we estimate the cost of this service to be $5,000.

Expenses

Direct costs, such as printing, postage, assistance from a direct mail service, annual email subscription fees, video production expenses, etc. are not included in this proposal. These costs can be provided under separate estimates.

District Expectations

Barnesville staff will assist the Consultant by providing names and contact information of key stakeholders, current logo files, and lists of school staff and community members that use the Barnesville logo in communications or for printing purposes. The Consultant will rely on a commitment from the district to support an open flow of information about the school district, about evolving issues, and about community feedback.

What Our School Clients are Saying

"Given the competitive nature of open enrollment in our region, Watertown-Mayer Schools recognized the need for improvement in the District's marketing and communication work. A critical step was rebranding. We needed a new logo, and we needed core messages. The Dehler PR team was the perfect fit for our needs, helping us through a comprehensive community process and creating the branding materials that even our school board members were excited to use to strategically communicate our district's attributes."

Ron Wilke | Former Superintendent | WATERTOWN-MAYER PUBLIC SCHOOLS

“All I can say is that he (and his amazing team) have been an excellent resource for C-I as well as for me as a superintendent. I strongly encourage you to consider exploring the services that Jeff has to offer as you engage in your career as a superintendent.”

Jamie Skjeveland | Superintendent | MONTEVIDEO PUBLIC SCHOOLS
Former Superintendent, Crosby-Ironton Public Schools

"DehlerPR is a great asset to any school community; their ongoing communication support and willingness to put in the extra time and resources at critical moments, both planned and unforeseen, has been very beneficial to our school district. We are strategically reaching multiple audiences with important information that helps stakeholders to get onboard and helps increase our organization's reputation."

Jeff Horton | Superintendent| GFW PUBLIC SCHOOLS

We Have Proudly Served These Educators

Belgrade-Brooten-El Rosa (MN)
Benton (IN)
Breckenridge (MN)
Byron (MN)
Carlton (MN)
Cedar Mountain (MN)
Central (Norwood Young America, MN)
Chatfield (MN)
Chisholm (MN)
Clearbrook-Gonvick (MN)
Cleveland (MN)
Crosby-Ironton (MN)
Eastern Carver County (MN)
Eden Prairie (MN)
Fergus Falls (MN)
Forest Lake (MN)
Franklin Township (IN)Gibbon Fairfax Winthrop (MN)
Grand Rapids (MN)
Hastings (MN)
Hawley (MN)
Howard Lake-Waverly-Winsted (MN)
Inver Grove Heights (MN)
Janesville-Waldorf-Pemberton (MN)
La Crescent (MN)
Little Falls (MN)
Melrose (MN)
Monroe County (IN)
New Ulm (MN)
Ogilvie (MN)
Osakis (MN)
Pelican Rapids (MN)
Pierz (MN)
Red Rock Central (MN)
Robbinsdale (MN)
Rochester (MN)
St. Cloud (MN)
St. Croix Central (WI)
St. James (MN)
St. Louis Park (MN)
Thief River Falls (MN)
Viroqua (WI)
Waconia (MN)
Watertown-Mayer (MN)
Waterville-Elysian- Morristown (MN)
West Lafayette (IN)
Willmar (MN)
Worthington (MN)
Yellow Medicine East (MN)
Zionsville (IN)

Thank you for the opportunity to provide you with this proposal!

This document is a proposal only and not a legally binding contract.
The services and costs outlined are provided in good faith and are dependent on information available at the time of the drafting of the document.
Our proposal is valid for six months.

CONTRACT BETWEEN
BARNESVILLE PUBLIC SCHOOL DISTRICT AND
JEFF DEHLER PUBLIC RELATIONS, LLC

THIS CONTRACT is entered into between **BARNESVILLE PUBLIC SCHOOLS INDEPENDENT SCHOOL DISTRICT 146**, 302 3rd St SE
Barnesville, MN 56514 ("CLIENT") and **JEFF DEHLER PUBLIC RELATIONS, LLC** 3427 Utah Ave N, Crystal, MN 55427 ("Consultant").

CLIENT wishes to purchase services from a consultant knowledgeable about logo refresh and stylesheets. CONSULTANT represents that they are in the business of providing branding, marketing, communications, and public relations consulting services and are qualified and willing to furnish these services.

TERM
This Contract begins December 16, 2025 and ends April 30, 2026.

SERVICES
CLIENT agrees to purchase, and CONSULTANT agrees to furnish consulting services for a logo refresh and stylesheet for Barnesville Public Schools. The Scope of Services generally include the following:

The consultant will provide:

- an update to the current school district logo,
- a stylesheet/brand guideline document to establish consistent use of logos, colors, and fonts across all materials, and with versions that represent schools and programs, and
- rollout communications, including recommendations on how to play the role of "brand police" to ensure consistency over the long-term.

A detailed Scope of Services is included in the Proposal.

COST
CLIENT will pay CONSULTANT for logo refresh and style sheet services on behalf of CLIENT as outlined in the attached SCOPE OF SERVICES not to exceed $5,000. Consultant and CLIENT may negotiate an extension of this contract or add additional services not reflected in the SCOPE OF SERVICES if deemed necessary and such agreement shall be reduced to writing and signed by both parties.

BILLING AND PAYMENT
Consultant requires half of the contract amount to be paid at the beginning of the contract term and the second half at the end of the contract term. We will provide invoices for your records. **Send payment to Jeff Dehler Public Relations, LLC, PO Box 783, Pewee Valley, KY 40056-9197**. CLIENT agrees to pay such amounts due within thirty (30) days of such stated dates. Failure to pay within 30 days may incur a 5% penalty of the amount due.

WORK OUTSIDE OF THE CONTRACT SCOPE / RATES

Any work requested by the CLIENT that is outside of the contract scope of service will be approved in writing by both parties. Costs outside of the scope of service will be billed at the following standard rates.

Principal and Senior Counselor - $150/hour
Account Manager - $120/hour
Technical Specialist - $100/hour
Clerical - $75/hour
Graphic Designer - $75/hour
Intern - $50/hour

PROCESSING FEE

A 15% processing fee will be added to all subcontracted labor or vendor expenses paid by DehlerPR on behalf of the CLIENT. This fee helps us cover accounting services and other overhead related to processing bills and invoices.

Thank you for understanding that these rates and fees will allow us to continue bringing best-in-class service, competitive value, and high-quality strategic counsel and public relations expertise.

TERMINATION

Either party may terminate this Agreement with thirty (30) days written notice. CLIENT remains liable for all fees for work done through the date of termination. CONSULTANT is liable for work through the date of termination.

INDEPENDENT CONTRACTOR

At all times and for all purposes under this Contract, Consultant's relationship to CLIENT is as an independent contractor and not an employee or agent of CLIENT.

The Parties agree that Consultant may utilize other vendors, subcontractors or other independent contractors to complete the agreed upon services. Consultant is responsible to pay all applicable state and federal social security, unemployment, and income taxes for any employees that they supply. Any vendor, subcontractor or other independent contractor of CONSULTANT shall be responsible to pay all applicable state and federal social security, unemployment and income taxes for their own personnel.

Except for intentional, willful or wanton conduct of CLIENT or CLIENT's personnel, Consultant agrees that under no circumstances will CLIENT be responsible for workers' compensation for injuries suffered by CONSULTANT or any of CONSULTANT's employees in connection with this Agreement.

COMPLIANCE WITH LAWS

In providing services, Consultant will abide by all statutes, ordinances, rules, and regulations pertaining to or regulating the provision of the services.

SUBCONTRACTING AND ASSIGNMENTS
Consultant is responsible for the performance of all vendors, subcontractors and independent contractors hired by the consultant under this Agreement.

MODIFICATIONS
Any material alterations, modifications, or variations of the terms of this Contract will be valid and enforceable only when reduced to writing as an amendment and signed by both parties.

DATA PRACTICES
In collecting, maintaining, storing, using, and disseminating data on individuals while providing services, Consultant agrees to abide by all pertinent state and federal statutes, rules and regulations covering data privacy.

INTELLECTUAL PROPERTY
CONSULTANT represents that all final work generated under this Agreement shall be the property of CLIENT. CONSULTANT agrees to work with CLIENT to complete any requested documentation, including an assignment of creative work, to ensure title to final work resides with CLIENT. Further, CONSULTANT represents that all final work completed under this Agreement shall not infringe on the intellectual property rights of any third party. Further, the Parties agree that CONSULTANT may use any created work under this Agreement with other prospective clients and for marketing purposes without additional notice, permission or approval from CLIENT.

CLIENT represents and warrants that any and all intellectual property it supplies to CONSULTANT for inclusion in any work of CLIENT does not infringe on the intellectual property rights of any third party and that it has secured all necessary licensing, approvals or waivers for such use. CLIENT is responsible for obtaining any and all releases and waivers from any individual who is under their control and who may appear in any finished work. For any individual who is under the age of 18, such release and waiver must be signed by an adult or legal guardian of such minor. Any legal liability for failing to obtain appropriate releases or securing the rights of any third party for such use of intellectual property in this subsection shall be the responsibility of CLIENT and not that of the CONSULTANT.

CONFIDENTIALITY
CONSULTANT will not, as a current representative of CLIENT or at any time thereafter, disclose in whole or in part, any of CLIENT's Confidential Information that CONSULTANT may learn or acquire during this contract term with CLIENT, to any other person, firm, corporation or entity. CONSULTANT further agrees that CONSULTANT will not use CLIENT's Confidential Information for CONSULTANT's benefit or for the benefit of any other person, firm, corporation or entity unless CLIENT expressly directs CONSULTANT to do so. During the term of CONSULTANT's contract with CLIENT, CONSULTANT will use the Confidential Information only in furtherance of CLIENT's interests.

DISPUTES/CHOICE OF LAW
The Parties agree that, should there be a dispute or disagreement as to the terms of this Agreement they shall work collaboratively together to come to a mutually acceptable solution. Should such efforts fail, the Parties agree that this Agreement is governed by and construed in accordance with the laws of the State of Minnesota which will control any dispute.

ASSIGNMENT
Neither party may assign this Agreement.

LIMITATION OF LIABILITY
The extent of liability of CONSULTANT shall be the total amount of fees paid under this Agreement.

ENTIRE CONTRACT
The entire agreement of the parties is contained in this document, the Scope of Services and the Proposal.

APPROVALS



December 15, 2025

NAME: Dr. Jon Ellerbusch

POSITION: Superintendent

Barnesville Public Schools
Independent School District 146
146, 302 3rd St SE
Barnesville, MN 56514

December 15, 2025
Jeffrey A. Dehler,
President
Jeff Dehler Public Relations, LLC
Independent Contractor

D. Overnight Travel Request for the Boys Basketball Team
E. Items for Remaining Voter Approved Authority 136

Approved Items for Remaining Voter Approved Authority

December 15, 2025

1.	Wacker Neuson		$ 23,500.00
2.	Tiny Mobile Robots Field and Parking Lots Painter		$ 37,000.00
		Total	$ 60,500.00

13. Addendum
    A. Meal Repack Program
    B. Employee Listening Sessions
    C. Appointment of Two Board Members as Liaisons to Community Childcare Committee
    D. Student Superlatives
14. First Reading of Policies 138

Adopted:_____ *MSBA/MASA Model Policy 208*
Orig. 1995
Revised:_____ *Rev. 2015*

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

[Note: The provisions of this policy are recommendations. The procedures for policy development, adoption, and implementation are not specifically provided by statute.]

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient, and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.

B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.

C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION OF POLICY

A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action.

B. The final action taken to adopt the proposed policy shall be approved by a simple

majority vote of the school board at a subsequent meeting after the meetings at which public input was received. The policy will be effective on the later of the date of passage or the date stated in the motion.

C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.

D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF POLICY

A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.

[Note: These policies are found in the 200 Series of the MSBA/MASA Policy Reference Manual.]

B. Each school board member shall have access to this policy manual, and a copy shall be placed in the office of each school attendance center. Manuals shall be available in the central office and made available for reference purposes to other interested persons.

C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the policy manuals current.

D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability; and 806 Crisis Management Policy.

E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

[Note: The provisions of this policy are recommendations. The procedures for policy development, adoption, and implementation are not specifically provided by statute.]

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III. DEVELOPMENT OF POLICY

A. The school board has jurisdiction to legislate policy with the force and effect of law for the school district. School district policy provides the school board's general direction for the school district while delegating policy implementation to the administration.

B. The school district's policies provide guidelines and goals to the school community. The policies are the basis for guidelines and directives created by the administration. The school board shall determine the effectiveness of policies by evaluating periodic reports from the administration.

C. Policies may be proposed by a school board member, employee, student, or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION AND REVIEW OF POLICY

A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings.

B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a meeting after the two meetings at which public input was received. The policy will be effective on the latter of the date of passage or the date stated in the motion.

C. In an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board in a single meeting. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The policy adopted in an emergency shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an

emergency.

D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF AND ACCESS TO POLICY

A. The superintendent shall be responsible for implementing school board policies, other than the policies that cover how the school board will operate. The superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.

B. Each school board member shall have access to school district policies. A copy of the school district policies shall be placed in the office of each school attendance center and in the central school district office and shall be available for reference purposes to other interested persons.

C. The superintendent, employees designated by the superintendent, and individual school board members shall be responsible for keeping the policy current.

D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: ~~410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults;~~ 506 Student Discipline; ~~514 Bullying Prohibition Policy; 522 ;Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability;~~ 722 Public Data Requests; and 806 Crisis Management Policy.

E. When no school board policy exists to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the mission, educational philosophy, and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Board Powers)

Cross References: MSBA/MASA Model Policy 305 (Policy Implementation)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 209
Orig. 1995
Rev. 2009

209 CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD, I WILL:

1. Attend school board meetings.

2. Come to the meetings prepared for discussion of the agenda items.

3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).

4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.

5. Support the decision of the school board, even if my position concerning the issue was different.

6. Recognize the integrity of my predecessors and associates and appreciate their work.

7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.

8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER, I WILL:

1. Focus on education policy as much as possible.

2. Remember my responsibility is to set policy – not to implement policy.

3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.

4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.

5. Work through the superintendent – not over or around the superintendent.

6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the rights of others to have and express opinions.

2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.

3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.

4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.

5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.

6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:

1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.

2. Attempt to obtain adequate financial support for the school district's programs.

3. Insist that business transactions of the school district be ethical and open.

4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:

1. Hold the superintendent responsible for the administration of the school district.

2. Give the superintendent authority commensurate with his or her responsibilities.

3. Assure that the school district will be administered by the best professional personnel available.

4. Consider the recommendation of the superintendent in hiring all employees.

5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.

6. Insist the superintendent keep the school board adequately informed at all times.

7. Offer the superintendent counsel and advice.

8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.

9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.

10. Present any personal criticisms of employees to the superintendent.

11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my work as a school board member.

2. Comply with all school district policies as adopted by the school board.

3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.

4. Recognize that school district business may be legally transacted only in an

open meeting of the school board.

5. Avoid conflicts of interest and refrain from using my school board position for personal gain.

6. Take no private action that will compromise the school board or administration.

7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: MSBA Service Manual, Chapter 1, School Board Member Code of Ethics

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 209
Orig. 1995
Rev. 2022~~09~~

209 CODE OF ETHICS

[NOTE: A code of ethics establishes standards of conduct that members of a school board create and agree to follow. The principles and values embodied in this code of ethics prioritize board members' obligations to students, the district, and the community. As a written set of expectations, a code of ethics guides board members' decision making and behavior. This model policy offers a starting point for school boards as they create a code that establishes parameters for board member conduct that best serve their district. Minnesota law and rules of parliamentary procedure establish sanctions that a school board may choose to pursue.]

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding his or her role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

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4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

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4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.

5. Work through the superintendent – not over or around the superintendent.

6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD, I WILL:

1. Respect the rights of others to have and express opinions.

2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.

3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.

4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.

5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.

6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY, I WILL:

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2. Attempt to obtain adequate financial support for the school district's programs.

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E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF, I WILL:

1. Hold the superintendent responsible for the administration of the school district.

2. Give the superintendent authority commensurate with his or her responsibilities.

3. Assure that the school district will be administered by the best professional personnel available.

4. Consider the recommendation of the superintendent in hiring all employees.

5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.

6. Insist the superintendent keep the school board adequately informed at all times.

7. Offer the superintendent counsel and advice.

8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.

9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.

10. Present any personal criticisms of employees to the superintendent.

11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER, I WILL:

1. Comply with all federal, state, and local laws relating to my work as a school board member.

2. Comply with all school district policies as adopted by the school board.

3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.

4. Recognize that school district business may be legally transacted only in an open meeting of the school board.

5. Avoid conflicts of interest and refrain from using my school board position for personal gain.

6. Take no private action that will compromise the school board or administration.

7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: None

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 211
Orig. 1995
Rev. 2006

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance as to the school district's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee, or student.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.

B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.

C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreements and school district policies may also apply.

III. CIVIL ACTIONS

A. Pursuant to Minn. Stat. § 466.07, Subd. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that he or she was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.

B. Pursuant to Minn. Stat. §123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district shall provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, he or she is to inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official who is designated as the authority responsible for the collection, use, and dissemination of data.

D. Service of Subpoenas

The policy of the school district is that its officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.

2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.

3. Pursuant to Minn. Stat. § 123B.02, Subd. 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision as to whether to reimburse shall be made in the discretion of the school board. A school board member who is a witness or an alleged victim in the case may not

vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. In order to further that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. The policy of the school district is to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless there are extenuating circumstances or the matter being investigated is school-related, or as otherwise provided by law.

2. If such questioning at school is unavoidable, the school district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minn. Stat. § 626.556, Subd. 10), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and 20 U.S.C. § 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel, Reimbursement)

Minn. Stat. § 123B.25(b) (Actions Against Teachers)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivating Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308, 95 S.Ct. 992, 43 L.Ed.2d 214 (1975)

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 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 211
Orig. 1995
Rev. 2022~~06~~

211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

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II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that, when civil or criminal actions are pending against a school board member, school district employee, or student, the school district may be requested or required to take action.

B. In responding to such requests and/or requirements, the school district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.

C. The school district acknowledges its statutory obligations with respect to providing assistance to school board members and teachers who are sued in connection with performance of school district duties. Collective bargaining agreements and school district policies may also apply.

III. CIVIL ACTIONS

A. Pursuant to Minnesota~~.~~ Statutes section~~.~~ ~~§~~ 466.07, subdivision~~Subd~~. 1, the school district shall defend and indemnify any school board member or school district employee for damages in school-related litigation, including punitive damages, claimed or levied against the school board member or employee, provided that the school board member or employee ~~he or she~~ was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.

B. Pursuant to Minnesota~~.~~ Statutes~~.~~ section ~~§~~123B.25(b), with respect to teachers employed by the school district, upon written request of the teacher involved, the school district ~~shall~~ must provide legal counsel for any school teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the school district. The school district will choose legal counsel after consultation with the teacher.

C. Data Practices

Educational data and personnel data maintained by the school district may be sought as evidence in a civil proceeding. The school district will release the data only pursuant to the Minnesota Government Data Practices Act, Minnesota~~.~~ Statutes~~.~~ chapter~~Ch.~~ 13~~,~~ and to the Family Educational Rights and Privacy Act, 20 United~~.~~ States~~.~~ ~~C~~Code~~.~~ section~~§~~ 1232g~~,~~ and related regulations. When an employee is subpoenaed and is expected to

testify regarding educational data or personnel data, ~~he or she is to~~the employee will inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No school board member or employee may release data without consultation in advance with the school district official ~~who is~~ designated as the responsible authority ~~responsible~~ for the collection, use, and dissemination of data.

D. Service of Subpoenas

~~The policy of the school district is that its~~ School district officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with school district personnel policies and applicable collective bargaining agreements.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. The school district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.

2. If the school district receives information relating to activities of a criminal nature by an employee, the school district will investigate and take appropriate disciplinary action, which may include discharge, subject to school district policies, statutes, and provisions of applicable collective bargaining agreements.

3. Pursuant to Minnesota~~.~~ Statutes~~.~~ section~~§~~ 123B.02, subdivision~~Subd.~~ 20, if reimbursement for a criminal defense is requested by a school district employee, the school board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the school district. The decision ~~as to~~ whether to reimburse shall be made in the school board's discretion ~~of the school board~~. A school board member who is a witness or an alleged victim in the case may not vote on the reimbursement. If a quorum of the school board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The school district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. ~~In order to further~~To promote that interest, the school district will take appropriate action regarding students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. The policy of the school district is to cooperate with law enforcement officials. The school district will make all efforts, however, to encourage law enforcement

officials to question students and employees outside of school hours and off school premises unless ~~there are~~ extenuating circumstances exist, ~~or~~ the matter being investigated is school-related, or as otherwise provided by law.

2. If ~~such~~ questioning at school is unavoidable, the school district will attempt to maintain confidentiality~~,~~ to avoid embarrassment to students and employees and to avoid disruption of the educational program. The school district will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minnesota~~.~~ Statutes section~~.~~ ~~§~~ 260E.22), ~~626.556, Subd. 10),~~ or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

The school district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minnesota~~.~~ Statutes chapter~~.~~ ~~Ch.~~ 13 (Minnesota Government Data Practices Act) and 20 United ~~.~~States ~~.~~Code section~~.~~ ~~§~~ 1232g (FERPA).

V. STATEMENTS WHEN LITIGATION IS PENDING

The school district recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, school board members or school district employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel~~;~~~~,~~ Reimbursement)
Minn. Stat. § 123B.25(b) (Legal Actions Against Districts and Teachers)
Minn. Stat. § 260E.22 (Interviews)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivation of ~~ng~~ Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dypress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308~~, 95 S.Ct. 992, 43 L.Ed.2d 214~~ (1975)

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 408 (Subpoena of a School District Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted:_____ *MSBA/MASA Model Policy 212*
Orig. 1995
Revised:_____ *Rev. 2005*

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA). School board members shall receive training in school finance and management developed in consultation with MSBA.

B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.

C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.

D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)

Cross References: MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 212
Orig. 1995
Rev. 2022~~05~~

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Adopted:_____

Revised:_____

MSBA/MASA Model Policy 213
Orig. 1996
Rev. 2007

213 SCHOOL BOARD COMMITTEES

[Note: Many school boards utilize either standing or ad hoc committees, or both. On the other hand, some school boards avoid the use of committees for the most part because of the danger of fragmentation of the governance process. The objective of this policy is to provide a framework for those school boards which elect to utilize committees or subcommittees. Further, this policy is designed to apply only to committees or subcommittees made up of elected school board members. Other considerations will apply to committees established by the school board involving members of the public, employees, students, parents, etc.]

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees or subcommittees of the school board.

II. GENERAL STATEMENT OF POLICY

A. It is the policy of the school board to designate school board committees or subcommittees when it is determined that a committee process facilitates the mission of the school board.

B. The school board has determined that certain permanent standing committees, as described in this policy, do facilitate the operation of the school board and the school district.

C. A school board committee or subcommittee will be formed by school board resolution which shall outline the duties and purpose of the committee or subcommittee.

D. A committee or subcommittee is advisory in nature and has only such authority as specified by the school board.

E. The school board will receive reports or recommendations from a committee or subcommittee for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.

F. The school board also may establish such ad hoc committees for specific purposes as it deems appropriate.

G. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.

H. A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.

III. APPOINTMENT OF COMMITTEES

A. The school board hereby appoints the following standing committees:

1. Audit.

2. Policy.

3. Building and Grounds.

4. Negotiations Committee(s) for various employee groups.

[Note: Each school district should determine which, if any, standing committees the school board wishes to establish.]

B. The school board will establish, by resolution, for each standing or ad hoc committee the number of members, the term and the charge or mission of each such committee.

C. The school board chair shall appoint the members of each standing or ad hoc committee and designate the chair thereof.

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

A. All meetings of committees or subcommittees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.

B. A committee or subcommittee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.

C. Actions of a committee or subcommittee shall be by majority vote and be consistent with the governing rules of the school board.

D. The committee or subcommittee shall designate a secretary who will record the minutes of actions of the school board committee.

E. The power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.

F. A committee or subcommittee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of the School Board)
MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA Service Manual, Chapter 13, School Law Bulletin "C" (Minnesota's Open Meeting Law)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 213
Orig. 1996
Rev. 2007

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MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA School Law Bulletin "C" (Minnesota's Open Meeting Law)

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

[Note: This policy reflects the mandatory law regarding reporting maltreatment of vulnerable adults and is not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.

B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

A. "Mandated Reporters" means any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.

B. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.

C. "Neglect" means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.

D. "Abuse" means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 2.

E. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.

F. "Vulnerable Adult" means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minn. Stat. Ch. 245A, except as excluded under Minn. Stat. § 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or type of service received possesses a physical or mental infirmity or other physical,

mental, or emotional dysfunction that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

G. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.

H. "School Personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.

I. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

IV. REPORTING PROCEDURES

A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.

B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.

C. The reporter shall to the extent possible identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data* as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.

D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.

E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

A. This policy shall appear in school personnel handbooks where appropriate.

B. The school district will develop a method of discussing this policy with employees where appropriate.

C. This policy shall be reviewed at least annually for compliance with state law.

Legal References:
Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)
Minn. Stat. §§ 609.221-609.224 (Assault)
Minn. Stat. § 609.234 (Crimes Against the Person)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References:
MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
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 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 415
Orig. 1995
Rev. 201~~5~~22

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II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to ~~fully~~ comply fully with Minnesota Statutes section ~~§~~ 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.

B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

A. "Abuse" means:

1. An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in Minnesota Statutes sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in Minnesota Statutes section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in Minnesota Statutes section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in Minnesota Statutes sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction.

2. Conduct which is not an accident or therapeutic conduct as defined in Minnesota Statutes section 626.5572 which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under Minnesota Statutes section 245.825.

3. Any sexual contact or penetration as defined in Minn. Stat. § 609.341between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility.

4. The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another.

Abuse does not include actions specifically excluded by Minnesota Statutes section 626.5572, Subd. 2.

B. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.

C. "Common entry point" means the entity responsible for receiving reports of alleged or suspected maltreatment of a vulnerable adult and designated by the Commissioner of the Minnesota Department of Human Services as the MN Adult Abuse Reporting Center (MAARC).

D. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion, or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.

E. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.

F. "Mandated ~~R~~reporter~~s~~" means a professional or professional's delegate while engaged in education. ~~any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.~~

G. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.~~.~~

H. "Neglect" means the failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care, or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct.

I. Neglect also means the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by ~~Minn. Stat. §~~Minnesota Statutes section 626.5572, Subd. 17.

J. "School personnel" means professional employees or their delegates of the school district engaged in providing health, educational, social, psychological, law enforcement, or other caretaking services of vulnerable adults.

K. "Vulnerable Aadult" means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minn. Stat. Ch.Minnesota Statutes chapter 245A, except as excluded under Minn. Stat. §Minnesota Statutes section 626.5572, Subd. 21(a)(2); (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or whether any type of service is received, possesses a physical or mental infirmity or other physical, mental, or emotional dysfunction that impairs the individual's ability to adequately provide adequately for the person's individual's own care without assistance or supervision and, because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment.

IV. REPORTING PROCEDURES

A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point responsible for receiving reports.

B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.

C. The reporter shall, to the extent possible, identify the vulnerable adult, the caregiver, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident, and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *not public data*, as defined under Minn. Stat. §Minnesota Statutes section 13.02, to the extent necessary to comply with the above reporting requirements.

D. A person mandated to report suspected maltreatment of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting, or who intentionally fails to provide all the material circumstances surrounding the reported incident may be guilty of a misdemeanor.

E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against vulnerable adult who is named in a report is prohibited.

F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

A. This policy ~~shall~~ should appear in school personnel handbooks ~~where~~ as appropriate.

B. The school district will develop a method of discussing this policy with employees ~~where~~ as appropriate.

C. This policy ~~shall~~ should be reviewed at least annually for compliance with state law.

Legal References:

Minn. Stat. § 13.02 (Government Data Practices; ~~Collection, Security, and Dissemination of Records;~~ Definitions)
Minn. Stat. Ch. 245A (Human Services Licensing)
Minn. Stat. § 245.825 (Aversive and Deprivation Procedures; Licensed Facilities and Services)
Minn. Stat. §§ 609.221-609.224 (Assault)
Minn. Stat. § 609.232 ~~34~~ (Crimes Against Vulnerable ~~Persons~~Adults; Definitions) ~~Crimes Against the Person)~~
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. §§ 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References:

MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
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 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 605
Orig. 1999
Rev. 1999

605 ALTERNATIVE PROGRAMS

I. PURPOSE

The purpose of this policy is to recognize the need for alternative education programs for some school district students.

II. GENERAL STATEMENT OF POLICY

The school board recognizes the importance of alternative program options for some students. Circumstances may be such that some students are put at risk of being able to continue or to complete their education programs. It is the policy of the school board that options shall be made available for some students to select educational alternatives that will enhance their opportunity to complete their education programs, recognizing that some students may become successful learners if given an opportunity to learn in a different environment and through a different learning style.

III. RESPONSIBILITY

A. It shall be the responsibility of the superintendent to identify alternative program opportunities to be made available to students who may be at risk, to recommend such alternative programs to the school board for approval, and to familiarize students and parents with the availability of such alternative programs. The superintendent shall, through cooperative efforts with other schools, agencies, and organizations, periodically recommend additional or modified alternative educational programs to the school board.

B. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to alternative programs.

Legal References: Minn. Stat. § 120A.22, Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.41, Subd. 11 (Definitions – Alternative Educational Services)
Minn. Stat. § 121A.45, Subd. 1 (Grounds for Dismissal)
Minn. Stat. § 123A.06 (State-Approved Alternative Programs and Services)
Minn. Stat. § 124D.66 (Assurance of Mastery Programs)
Minn. Stat. § 124D.68 (Graduation Incentives Programs)
Minn. Stat. § 124D.74 (American Indian Language and Cultural Educational Programs)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional

Services)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 605
Orig. 1999
Rev. 2022~~1999~~

605 ALTERNATIVE ~~PROGRAMS~~ EDUCATIONAL SERVICES

I. PURPOSE

The purpose of this policy is to recognize the need for alternative educational ~~programs~~ services for some school district students.

II. GENERAL STATEMENT OF POLICY

The school board recognizes the importance of alternative ~~program options~~educational services for some students. Circumstances may be such that some students are put at risk of being able to continue or to complete their education programs. It is the policy of the school ~~board~~ district that options shall be made available for some students to select educational alternatives that will enhance their opportunity to complete their education programs, recognizing that some students may become successful learners if given an opportunity to learn in a different environment and through a different learning style.

III. RESPONSIBILITY

A. Any student who is 17 years old who seeks to withdraw from school, and the student's parent or guardian must attend a meeting with school personnel to discuss the educational opportunities available to the student, including alternative educational opportunities and sign a written election to withdraw from school.

B. It shall be the responsibility of the superintendent to identify alternative ~~program~~ educational opportunities to be made available to students who may be at risk, to recommend such alternative programs to the school board for approval, and to familiarize students and parents with the availability of such alternative ~~programs~~educational services. The superintendent shall, through cooperative efforts with other schools, agencies, and organizations, periodically recommend additional or modified alternative educational ~~programs~~ services to the school board.

~~B~~ C. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to alternative programs.

Legal References:
Minn. Stat. § 120A.22, Subd. 8 (Compulsory Instruction)
Minn. Stat. § 121A.41, Subd. 11 (Definitions ~~– Alternative Educational Services~~)
Minn. Stat. § 121A.45, Subd. 1 (Grounds for Dismissal)
Minn. Stat. § 123A.06 (State-Approved Alternative Programs and Services)
Minn. Stat. § 124D.66 (Assurance of Mastery Programs)
Minn. Stat. § 124D.68 (Graduation Incentives Programs)
Minn. Stat. § 124D.74 (American Indian Language and Cultural Educational Programs)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)

Cross References:
MSBA/MASA Model Policy 603 (Curriculum Development)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 607
Orig. 1995
Rev. 2005

607 ORGANIZATION OF GRADE LEVELS

I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to address the groupings of grade levels as recognized in Minn. Stat. § 120A.05, as follows:

[Note: Each school district should identify within the groupings as defined in Minn. Stat. § 120A.05, how grade levels shall be organized within the school district from the options listed below:

Elementary:	***Grades prekindergarten through 6***
Middle:	***Minimum of two consecutive grades above 4th but below 10th***
Secondary:	***(Grades 7 through 12)***
Junior High	***Grades ___ through ___***
Senior High	***Grades ___ through ___***
Vocational	***Grades 7 through 12]***

B. The superintendent may seek school board approval to administer certain programs on a nongraded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

III. DEFINITIONS

A. "Kindergarten" means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.

B. "Prekindergarten" means a program designed for students younger than five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter kindergarten the following school year.

Legal References: Minn. Stat. § 120A.05, Subds. 9, 10a, 11, 13, 17 (Public Schools)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Cross References:

607 ORGANIZATION OF GRADE LEVELS

I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to address the groupings of grade levels as recognized in Minnesota Statutes section 120A.05, as follows:

[NOTE: Each school district should identify within the groupings as defined in Minnesota Statutes section 120A.05, how grade levels shall be organized within the school district from the options listed below:

Elementary:	**Grades prekindergarten through 6**
Middle:	**Minimum of two consecutive grades above 4th but below 10th**
Secondary:	**(Grades 7 through 12)**
Junior High	**Grades ____ through ____**
Senior High	**Grades ____ through ____**
Vocational	**Grades 7 through 12]**

B. The superintendent may seek school board approval to administer certain programs on a nongraded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

C. The school district may request documentation that verifies a student falls within the school's minimum and maximum age requirements for admission to publicly funded prekindergarten, preschool, kindergarten, or grades 1 through 12. Documentation may include a passport, a hospital birth record or physician's certificate, a baptismal or religious certificate, an adoption record, health records, immunization records, immigration records, previously verified school records, early childhood screening records, Minnesota Immunization Information Connection records, or an affidavit from a parent.

III. DEFINITIONS

A. "Kindergarten" means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.

B. "Prekindergarten" means a program designed for students younger than five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter kindergarten the following school year.

[NOTE: School districts with a voluntary prekindergarten program may choose to add a provision in line with Minnesota Statutes, section 124D.1, which was

updated in 2024. The statute states that a school district may establish a voluntary prekindergarten program *for eligible four-year-old children* (the italicized language is new.)]

Legal References: Minn. Stat. § 120A.05, Subds. 9, 10a, 11, 13, 17 (Definitions)
Minn. Stat. § 120A.20, Subd. 4 (Admission to Public School)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Cross References: None

608 INSTRUCTIONAL SERVICES – SPECIAL EDUCATION

[Note: The provisions of this policy substantially reflect statutory and regulatory requirements.]

I. PURPOSE

The purpose of this policy is to set forth the position of the school board on the need to provide special educational services to some students in the school district.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that some students need special education and further recognizes the importance of providing a free appropriate public education and delivery system for students in need of special education.

III. RESPONSIBILITIES

A. The school board accepts its responsibility to identify, evaluate, and provide special education and related services for disabled children who are properly the responsibility of the school district and who meet the criteria to qualify for special education and related services as set forth in Minnesota and federal law.

B. The school district shall ensure that all qualified disabled children are provided special education and related services which are appropriate to their educational needs.

C. When such services require or result from interagency cooperation, the school district shall participate in such interagency activities in compliance with applicable federal and state law.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 125A.02 (Definition of Child with a Disability)
Minn. Stat. §§ 125A.027, 125A.03, 125A.08, 125A.15, and 125A.29 (District Obligations)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 608
Orig. 1995
Rev. 2024~~2~~

608 INSTRUCTIONAL SERVICES – SPECIAL EDUCATION

[NOTE: The provisions of this policy substantially reflect statutory and regulatory requirements.]

I. PURPOSE

The purpose of this policy is to set forth the position of the school board on the need to provide special educational services to some students in the school district.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that some students need special education and further recognizes the importance of providing a free appropriate public education and delivery system for students in need of special education.

III. CHILDREN BIRTH THROUGH AGE SIX EXPERIENCING DEVELOPMENTAL DELAYS

A. "Child with a disability" means a child identified under federal and state special education law as deaf or hard-of-hearing, blind or visually impaired, deafblind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the Commissioner of the Minnesota Department of Children, Youth, and Families for children from birth through age two and by the rules of the Commissioner of the Minnesota Department of Education for all other children. A licensed physician, an advanced practice registered nurse, a physician assistant, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability.

B. In addition to Paragraph A, every child under age three and, at local district discretion, every child from age three through age six, who needs special instruction and services, as determined by the rules of the Commissioner of the Minnesota Department of Children, Youth, and Families for children under age three and by the rules of the Commissioner of the Minnesota Department of Education for children ages three through six, because the child has a substantial delay or has a diagnosed physical or mental condition or disorder with a high probability of resulting in developmental delay is a child with a disability.

C. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner of the Minnesota Department of Children, Youth, and Families for children from birth through age two and by the rules of the Commissioner of the Minnesota Department of Education for all other children, is not a child with a disability.

[NOTE: The 2024 Minnesota legislature revised these provisions in part to account for the responsibilities of the new Department of Children, Youth, and Families. The provisions quote Minnesota Statutes, section 125A.02.]

IV. RESPONSIBILITIES

A. The school board accepts its responsibility to identify, evaluate, and provide special

education and related services for ~~disabled~~ children with a disability who are properly the responsibility of the school district and who meet the criteria to qualify for special education and related services as set forth in Minnesota and federal law.

B. The school district shall ensure that all qualified children with a disability are provided special education and related services that are appropriate to their educational needs.

C. When such services require or result from interagency cooperation, the school district shall participate in such interagency activities in compliance with applicable federal and state law.

D. The school district may conduct an assessment for developmental adapted physical education, as defined in Minnesota Rules, part 3525.1352, as a stand-alone evaluation without conducting a comprehensive evaluation of the student in accordance with prior written notice provisions in Minnesota Statutes, section 125A.091, subdivision 3a. A parent or guardian may request that the school district conduct a comprehensive evaluation of the parent's or guardian's student.

[NOTE: The 2024 Minnesota legislature enacted paragraph D. This provision is permissive, not mandatory. A school board can decide whether to add it to a policy.]

Legal References:
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 125A.02 (Child with a Disability Defined)
Minn. Stat. § 125A.027 (Rulemaking)
Minn. Stat. § 125A.03 (Special Instruction for Children with a Disability)
Minn. Stat. § 125A.08 (Individualized Education Programs)
Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
Minn. Stat. § 125A.29 (Responsibilities of County Boards and School Boards))
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)

Cross References:
MSBA/MASA Model Policy 402 (Disability Nondiscrimination Policy)
MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 609
Orig. 1995
Rev. 2000

609 RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district shall neither promote nor disparage any religious belief or nonbelief. Instead, the school district encourages all students and employees to have appreciation for and tolerance of each other's views.

B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.

C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.

D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.

E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

A. The superintendent shall be responsible for ensuring that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:

1. The proposed activity must have a secular purpose.

2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.

4. Notwithstanding the foregoing guidelines, reasonable efforts will be made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays.

B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References:
U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence From School for Religious Observance)
Minn. Stat. § 121A.10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, 120 S.Ct. 2266 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, 120 S.Ct. 2706 (2000)
Lemon v. Kurtzman, 403 U.S.602, 91 S.Ct. 2105, 29 L.Ed.2d 745 (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728, 599 F.Supp.2d 1136 (D. Minn. 2009)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 609
Orig. 1995
Rev. 2024~~2~~

609 RELIGION AND RELIGIOUS AND CULTURAL OBSERVANCES

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district shall neither promote nor disparage any religious belief or nonbelief. Instead, the school district encourages all students and employees to have appreciation for and tolerance of each other's views.

B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.

C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.

D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.

E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

A. The superintendent shall be responsible for ensuring that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:

1. The proposed activity must have a secular purpose.

2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.

4. Notwithstanding the foregoing guidelines, reasonable efforts must be made to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. The school district must provide annual notice to parents of this policy.

B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12~~(3)~~ (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence from School for Religious and Cultural Observance~~s~~)
Minn. Stat. § 121A.10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251 (2000)
Lemon v. Kurtzman, 403 U.S.602, (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728, 599 F.Supp.2d 1136 (D. Minn. 2009)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 610
Orig. 1995
Rev. 2012

610 FIELD TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees)

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An extended trip request form must be completed and approved at each level: student, principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g., tournament competition).

2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

III. REGULATIONS

A. Rules of conduct and discipline for students and employees shall apply to all student trip activity.

B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.

C. Transportation shall be furnished through a commercial carrier or school-owned vehicle.

D. An employee may use a personal vehicle to transport staff or personal property for purposes of a field trip upon prior, written approval from administration.

E. An employee must not use a personal vehicle to transport one or more students for purposes of a field trip.

1. If immediate transportation of a student is required due to an emergency or unforeseen circumstance, such as the illness or injury of a child, and the transportation does not constitute regular or scheduled transportation, a personal vehicle may be used. To the extent a personal vehicle is used, the vehicle must be properly registered and insured.

2. An employee must obtain preapproval by administration of student transportation by a personal vehicle, pursuant to Section III.E.1, if practicable. If preapproval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.

IV. SCHOOL BOARD REVIEW

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)
Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)

Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards – Exemption)
Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)
Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 423 (Employee – Student Relationships)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 610
Orig. 1995
Rev. 2012

610 FIELD TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minnesota Statutes section~~Minn. Stat. §~~ 123B.37~~, Prohibited Fees~~)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (~~Minn. Stat. §~~Minnesota Statutes section 123B.36~~, Authorized Fees~~)

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An ~~-~~extended ~~-~~trip request form must be completed and approved at each level: student, principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g., tournament competition).

2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

III. REGULATIONS

A. Rules of conduct and discipline for students and employees shall apply to all student trip activity.

B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.

C. Transportation shall be furnished through a commercial carrier or school-owned vehicle. ~~In the event a private vehicle is approved for use, a certificate of insurance must be on file in the school district office and such use must be approved in accordance with Policy 710, Extracurricular Transportation.~~

D. An employee may use a personal vehicle to transport staff or personal property for purposes of a field trip upon prior, written approval from administration.

E. An employee must not use a personal vehicle to transport one or more students for purposes of a field trip.

1. If immediate transportation of a student is required due to an emergency or unforeseen circumstance, such as the illness or injury of a child, and the transportation does not constitute regular or scheduled transportation, a personal vehicle may be used. To the extent a personal vehicle is used, the vehicle must be properly registered and insured.

2. An employee must obtain preapproval by administration of student transportation by a personal vehicle, pursuant to Section III.E.1, if practicable. If preapproval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.

IV. SCHOOL BOARD REVIEW

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 ~~–~~(~~Cocurricular and~~ Extracurricular Activities;

Insurance)
Minn. Stat. § 169.011, Subd. 71(a) (Definitions) ~~of a School Bus)~~
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards ~~– Exemption~~)
Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)
Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)

Cross References:
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 423 (Employee – Student Relationships)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA –Model Policy 707 (Transportation of Public School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

Adopted:_____

Revised:_____

MSBA/MASA Model Policy 611
Orig. 1996
Rev. 2019

611 HOME SCHOOLING

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental

cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.

B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities

1. Minnesota State High School League-sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district).

   A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative

sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.

b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.

c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.

2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.

2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material,

Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

Cross References: MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

611 HOME SCHOOLING

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (~~Minn. Stat. §~~Minnesota Statutes section 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. ~~(Minn. Stat. § 120A.22, Subd. 1)~~

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minnesota Statutes section~~Minn. Stat. §~~ 120A.22.

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The parent or guardian of a home-schooled child shall submit statements as required by ~~Minn. Stat. §~~ Minnesota Statutes section 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. ~~(Minn. Stat. § 121A.15, Subd. 8)~~

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided ~~in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540.~~under state law. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to ~~Minn. Stat. §§ 123B.40-123B.48~~ state law for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

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district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to ~~Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.~~state law.

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Resident pupils who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. ~~(Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)~~

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[Note: The provisions of Article VIII. - Shared Time Programs do not ~~make a determination as to~~ determine whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]

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   A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League ~~Bylaw 403.00~~bylaws. The approval of such an arrangement shall be at the discretion of the school board.

   a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.

   b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.

   c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.

2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

   A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation Services

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.

2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References:
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (~~School Boards May Require~~Authorized Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks~~,~~; Individual Instruction or Cooperative Learning Material~~,~~; Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (~~Cocurricular and~~ Extracurricular Activities; Insurance)
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Ch. 3540 (~~Textbooks, Individualized Instruction Materials, Standardized Tests)~~Nonpublic Schools)

Cross References:
MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)
MSBA/MASA Model Policy 510 (School Activities)

BARNESVILLE PUBLIC SCHOOL **POLICY 101**
ISD 146 **SERIES 100 SCHOOL DISTRICT**

I. PURPOSE

A primary principle of this nation is that the public welfare demands an educated and informed citizenry. The power to provide for public education is a state function vested in the state legislature and delegated to local school districts. The purpose of this policy is to clarify the legal status of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district is a public corporation subject to the control of the legislature, limited only by constitutional restrictions. The school district has been created for educational purposes.

B. The legislature has authority to prescribe the school district's powers and privileges, its boundaries and territorial jurisdictions.

C. The school district has only the powers conferred on it by the legislature; however, the school board's authority to govern, manage, and control the school district, to carry out its duties and responsibilities, and to conduct the business of the school district includes implied powers in addition to any specific powers granted by the legislature.

III. RELATIONSHIP TO OTHER ENTITIES

A. The school district is a separate legal entity.

B. The school district is coordinate with and not subordinate to the county(ies) in which it is situated.

C. The school district is not subservient to municipalities within its territory.

IV. POWERS AND AUTHORITY OF THE SCHOOL DISTRICT

A. Funds

1. The school district, through its school board, has authority to raise funds for the operation and maintenance of its schools and authority to manage and expend such funds, subject to applicable law.

2. The school district has wide discretion over the expenditure of funds under its control for public purposes, subject to the limitations provided by law.

3. School district officials occupy a fiduciary position in the management and expenditure of funds entrusted to them.

B. Raising Funds

1. The school district shall, within the limitations specified by law, provide by levy of tax necessary funds for the conduct of schools, payment of indebtedness, and all proper expenses.

2. The school district may issue bonds in accordance with the provisions of Minnesota Statutes chapter 475, or other applicable law.

3. The school district has authority to accept gifts and donations for school purposes, subject to applicable law.

C. Property

1. The school district may acquire property for school purposes. It may sell, exchange, or otherwise dispose of property which is no longer needed for school purposes, subject to applicable law.

2. The school district shall manage its property in a manner consistent with the educational functions of the district.

3. The school district may permit the use of its facilities for community purposes which are not inconsistent with, nor disruptive of, its educational mission.

4. School district officials hold school property as trustees for the use and benefit of students, taxpayers, and the community.

D. Contracts

1. The school district is empowered to enter into contracts in the manner provided by law.

2. The school district has authority to enter into installment purchases and leases with an option to purchase, pursuant to Minnesota Statutes section 465.71 or other applicable law.

3. The school district has authority to make contracts with other governmental agencies and units for the purchase, lease or other acquisition of equipment, supplies, materials, or other property, including real property.

4. The school district has authority to enter into employment contracts. As a public employer, the school district, through its designated representatives, shall meet and negotiate with public employees in an appropriate bargaining unit and enter into written collective bargaining agreements with such employees, subject to applicable law.

E. Textbooks, Educational Materials, and Studies

1. The school district, through its school board and administrators, has the authority to determine what textbooks, educational materials, and studies should be pursued.

2. The school district shall establish and apply the school curriculum.

F. Actions and Suits

The school district has authority to sue and to be sued.

Legal References: Minn. Const. art. 13, § 1
Minn. Stat. Ch. 123B (School District Powers and Duties)
Minn. Stat. Ch. 179A (Public Employment Labor Relations)

Minn. Stat. § 465.035 (Public Corporation, Conveyance or Lease of Land)
Minn. Stat. §§ 465.71; 471.345; 471.6161; 471.6175; 471.64 (Rights, Powers, Duties; Municipalities)
Minnesota Association of Public Schools v. Hanson, 287 Minn. 415, 178 N.W.2d 846 (1970)
Independent School District No. 581 v. Mattheis, 275 Minn. 383, 147 N.W.2d 374 (1966)
Village of Blaine v. Independent School District No. 12, 272 Minn. 343, 138 N.W.2d 32 (1965)
Huffman v. School Board, 230 Minn. 289, 41 N.W.2d 455 (1950)
State v. Lakeside Land Co., 71 Minn. 283, 73 N.W.970 (1898)

Cross References: MSBA/MASA Model Policy 201 (Legal Status of School Board)
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 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
MSBA/MASA Model Policy 705 (Investments)
MSBA/MASA Model Policy 706 (Acceptance of Gifts)
MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA School Law Bulletin "F" (School District Contract and Bidding Procedures)

BARNESVILLE PUBLIC SCHOOL **POLICY 101.1**
ISD 146 **SERIES 100 SCHOOL DISTRICT**

I. PURPOSE

The purpose of this policy is to clarify the name of the school district.

II. GENERAL STATEMENT OF POLICY

Pursuant to statute, the official name of the school district is Independent School District No. ___ However, the school district is often referred to by other informal names. In order to avoid confusion and to encourage consistency in school district letterheads, signage, publications and other materials, the school board intends to establish a uniform name for the school district.

III. UNIFORM NAME

A. The name of the school district shall be Barnesville Public School.

B. The name specified above may be used to refer to the school district and may be shown on school district letterheads, signage, publications and other materials.

C. In official communications and on school district ballots, the school district shall be referred to as Independent School District No.146 01 Barnesville Public School, but inadvertent failure to use the correct name shall not invalidate any legal proceeding or matter or affect the validity of any document.

Legal References: Minn. Stat. § 123A.55 (Classes, Number)

Cross References: None

BARNESVILLE PUBLIC SCHOOL **POLICY 103**
ISD 146 **SERIES 100 SCHOOL DISTRICT**

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

A. Students, parents, employees, or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.

B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent, who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.

C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act) or other law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Cross References: MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 514 (Bullying Prohibition)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Adopted: **Revised:** 1.25.2026 **Effective: 1.25.2026**

BARNESVILLE PUBLIC SCHOOL **POLICY 104**
ISD 146 **SERIES 100 SCHOOL DISTRICT**

I. PURPOSE

The purpose of this policy is to establish a clear statement of the purpose for which the school district exists.

II. GENERAL STATEMENT OF POLICY

The school board believes that a mission statement should be adopted. The mission statement should be based on the beliefs and values of the community, should direct any change effort and should be the basis on which decisions are made. The school board, on behalf of and with extensive participation by the community, should develop a consensus among its members regarding the nature of the enterprise the school board governs, the purposes it serves, the constituencies it should consider, including student representation, and the results it intends to produce.

III. MISSION STATEMENT

Working collaboratively to develop responsible students in an innovative environment

IV. REVIEW

The school board will review the school district's mission every two years, especially when members of the board change. The school board will conduct a comprehensive review of the mission, including the beliefs and values of the community, every five to seven years.

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)

Cross References: None

BARNESVILLE PUBLIC SCHOOL **POLICY 201**
ISD 146 **SERIES 200 SCHOOL BOARD**

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.

B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

"School board" means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

A. The membership of the school board consists of seven elected directors. The term of office is four years.

B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.

C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.

B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.

C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.

D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.

E. The school board, among other duties, shall perform the following in accordance with

applicable law:

1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;

2. conduct the business of the schools and pay indebtedness and proper expenses;

3. employ and contract with necessary qualified teachers and discharge the same for cause;

4. provide services to promote the health of its pupils;

5. provide school buildings and erect needed buildings;

6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;

7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;

8. employ and discharge necessary employees and contract for other services;

9. provide for transportation of pupils to and from school, as governed by statute; and

10. procure insurance against liability of the school district, its officers, and employees.

F. The school board, at its discretion, may perform the following:

1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;

2. furnish school lunches for pupils and teachers on such terms as the school board determines;

3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;

4. lease rooms or buildings for school purposes;

5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;

6. authorize cocurricular and extracurricular activities;

7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and

8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers for Vocational Education)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14 (Officers of Independent School Districts)
Minn. Stat. § 123B.23 (Liability Insurance; Officers and Employees)
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses for School and Nonschool Purposes; Closings)
Minn. Stat. § 123B.85 (Definitions)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233 (1924)

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School District)
MSBA/MASA Model Policy 202 (School Board Officers)
MSBA/MASA Model Policy 203 (Operation of the School Board -Governing Rules)
MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)

BARNESVILLE PUBLIC SCHOOL **POLICY 203**
ISD 146 **SERIES 200 SCHOOL BOARD**

I. PURPOSE

The purpose of this policy is to provide governing rules for the conduct of meetings of the school board.

II. GENERAL STATEMENT OF POLICY

An orderly school board meeting allows school board members to participate in discussion and decision of school district issues. Rules of order allow school board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

III. RULES OF ORDER

Rules of order for school board meetings shall be as follows:

A. Minnesota statutes when specified;

B. Specific rules of order as provided by the school board consistent with Minnesota statutes; and

C. *Robert's Rules of Order* (latest edition) where not inconsistent with A. and B., above.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 123B.09, Subds. 6, 7, and 10 (Boards of Independent School Districts)
Minn. Stat. § 123B.14 (Officers of Independent School Districts)

Cross References: None

Adopted: **Revised:** 1.25.2026 **Effective: 1.25.2026**

SCHOOL BOARD PROCEDURES; RULES OF ORDER

BARNESVILLE PUBLIC SCHOOL **POLICY 203.1**
ISD 146 **SERIES 200 SCHOOL BOARD**

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order which will allow the school board:

A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;

B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;

C. To insure that members of the school board have the necessary information to make decisions on substantive issues and to insure adequate discussion of decisions to be made; and

D. To insure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

A. School board members need not rise to gain the recognition of the chair.

B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. It should be noted that some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.

C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.

D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions if appropriate to the discussion. A member shall only speak to an issue after the member is recognized by the chair.

E. The chair shall rule on all questions relating to motions and points of order brought before the school board.

F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.

G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures.

Adopted: **Revised:** 1.25.2026 **Effective: 1.25.2026**

H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.

I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.

J. The order in which names are called for roll call votes shall be determined by the Board Chairperson. If there are multiple roll call votes during the same meeting, the Board Chairperson shall alternate the order in which members' names are called.

K. The chair has the same right and responsibility as each school board member to vote on all issues.

L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.

M. A majority of the voting members of the school board constitute a quorum. The absence of a quorum may be raised by the chair or any member. Generally, any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time at which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

Legal References:
Minn. Stat. § 13D.01, Subd. 4 (Open Meeting Law)
Minn. Stat. § 122A.40 (Employment; Contracts; Termination)
Minn. Stat. § 123B.09, Subds. 6 and 7 (Boards of Independent School Districts)
Minn. Stat. § 126C.53 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. § 331A.01, Subd. 6 (Newspapers; Definitions)
Minn. Stat. § 331A.04, Subd. 6 (Newspapers; Exception to Designation Priority)
Minn. Stat. § 471.88 (Exceptions)
Op. Atty. Gen., 161A-20 (1987)

Cross References:
MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Claims, Accounts, Financials
7. Appreciation, Recognition and Presentations
8. Recognition of Citizens for Input Purposes
9. Reports/News
10. Removal of Consent Items for Discussion
11. Approval of Consent Items
12. New Business
13. Discussion/Information
14. Enrollment Update
15. Dates to Remember
16. Adjournment

B. Items in this order may be considered as part of a consent agenda.

C. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 203.6 (Consent Agendas)

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

The policy of the school board is that school board meetings shall be conducted in a manner to allow the school board to accomplish its business while allowing reasoned debate and discussion of each matter to be acted upon.

III. PROCEDURES

A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare, and arrange the order of items for the tentative school board meeting agenda for each school board meeting.

B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired, and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.

C. The tentative agenda and supporting documents shall be sent to the school board members 3 days prior to the scheduled school board meeting.

D. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.

E. At least one copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. § 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 13-015 (December 23, 2013)

Cross References: MSBA/MASA Model Policy 203 (Operation of the School Board – Governing Rules)
MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.6 (Consent Agendas)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)

BARNESVILLE PUBLIC SCHOOL **POLICY 203.5**
ISD 146 **SERIES 200 SCHOOL BOARD**

MSBA/MASA Model Policy 207 (Public Hearings)

Adopted: **Revised:** 1.25.2026 **Effective: 1.25.2026**

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

III. CONSENT AGENDAS

A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.

B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.

C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.

D. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (Boards of Independent School Districts)

Cross References: MSBA/MASA Model Policy 203.2 (Order of the Regular School Board Meeting)
MSBA/MASA Model Policy 203.5 (School Board Meeting Agenda)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)

I. PURPOSE

The school board recognizes the importance of obtaining public input on matters properly before the school board during a public hearing. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

For the school board to efficiently receive public input on matters properly before the school board, the school board establishes the procedures set forth in this policy are established.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law concerning certain issues, including but not limited to, school closings (Minnesota Statutes, section 123B.51), education district establishment (Minnesota Statutes, section 123A.15), and agreements for secondary education (Minnesota Statutes, section 123A.30). Additionally, other public hearings may be held by the school board on school district matters at the school board's discretion.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the school board.

C. Public Participation

The school board retains the right to require that those in attendance at a public hearing indicate their desire to address the school board and complete and file with the clerk of the school board an appropriate request card prior to commencement of the hearing if the school board utilizes this procedure. In that case, any request to address the school board after the commencement of the hearing will be granted only at the school board's discretion.

1. Format of Request: If required by the school board, a written request of an individual or a group to address the school board shall contain the name of the person or group seeking to address the school board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.

2. Time Limitation: The school board retains the discretion to limit the time for each presentation as needs dictate.

3. Groups: The school board retains the discretion to require that any group of persons who desire to address the school board designate one representative or spokesperson. If the school board requires designation of a representative or spokesperson, no other person in the group will be recognized to address the

school board, except as the school board otherwise determines.

4. Privilege to Speak: A school board member should direct remarks or questions through the chair. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.

5. Personal Attacks: Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.

6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary to provide an orderly, efficient, and fair opportunity to be heard.

Legal References: Minn. Stat. § 123A.15 (Establishing Education Districts)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses for School and Nonschool Purposes; Closings)

Cross References: MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

BARNESVILLE PUBLIC SCHOOL **POLICY 524.5**
ISD 146 **SERIES 500 STUDENTS**

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

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

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

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

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

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

IV. PERSONAL ELECTRONIC COMMUNICATION DEVICE USE AND STORAGE

A. <u>Personal Electronic Communication Device Use</u>

1. Students are prohibited from using personal electronic communication devices during

class hours.

2. Elementary Schools (K-5)

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

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

C. Elementary Handbook: pages 27-28

- To maintain a safe and focused learning environment, Barnesville Public Schools limits the use of personal electronic devices during the school day.
- Prohibited Devices
  - Students may not use or display the following devices during class or instructional time: Cell phones, Smart watches, MP3 players, iPads, iPods, tablets, PDAs or other personal electronic devices, Laptops (unless provided or authorized by the school)
  - These devices are not allowed for gaming or personal use during the school day.
  - General Guidelines
    - All personal devices must be turned off and stored in lockers during school hours. Devices must remain out of sight and silent in classrooms, hallways, and other learning areas. The use of cell phones or electronic devices in bathrooms or locker rooms is strictly prohibited at all times, including before and after school.

3. High Schools (7-12)

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

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

c. All personal electronic communication devices shall be kept in designated areas/lockers and turned off during instructional time. Personal electronic communication devices may be used during passing times at their lockers and lunch periods; however, such use is discouraged.

B. Off-Campus School-Sponsored Activities

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

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

A. Limitations on Use of Personal Electronic Communication Devices

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

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

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

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

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

6. Elementary and High School Prohibited Use for Recording or Sharing
   - Students are strictly prohibited from using any device (cell phone, watch, iPad, etc.) to:
     - Record or photograph teachers, staff, or other students
     - Post or share any recordings publicly, especially with the intent to embarrass, ridicule, or harm others

   Violation of this rule will result in immediate suspension, in accordance with MASSP (Minnesota Association of Secondary School Principals) recommendations.

B. Storage of Personal Electronic Communication Devices

Students shall keep their personal electronic communication devices in a secure place, such as the student's locker at all times when personal electronic communication device use is prohibited.

V. EXCEPTIONS

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

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

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

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

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

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

VI. DISCIPLINE

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

A. In the high school the student will be assigned 2 hours of detention and the device is turned into the office until the end of the day, on the second offense four hours of detention and the device is turned in until the end of the day, on the third offense 6 hours of detention and on the fourth the student is given eight hours of detention and device is turned into the office and the student is not permitted to have a cell phone on them or in their locker at school, if bringing a device it must be turned into the office during the school day and can be picked up once the school day is complete. Failure to turn in devices will result in suspension.

B. Elementary Violations of the device policy will result in the following consequences:
- First Offense - The device will be confiscated and returned to the student at the end of the school day.
- Second Offense - A parent or guardian must come to the office to retrieve the device.
- Additional Offenses - May result in further disciplinary action, including detention or suspension, as determined by administration.
- Search of Devices - If there is reasonable cause, school administration may search any confiscated device.

VII. SCHOOL DISTRICT RESPONSIBILITY

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

the bus or school-sponsored activities or events.

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

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.73 (School Cell Phone Policy)
Minn. Stat. § 124D.166 (Limit on Screen Time for Children in Preschool and Kindergarten)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
29 U.S.C. § 794 (Nondiscrimination under Federal Grants and Programs)

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

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

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (Boards of Independent School Districts)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA), and Minnesota Rules parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

"Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

F. Inspection

"Inspection" means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public's own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of section 13.03.

N. Responsible Authority

The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

A. All requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact the requestor (such as phone number, address, or email address).

2. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.

3. The identity of the requestor is public, if provided, but cannot be required by the government entity.

4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requestor in writing as follows:

a. The requested data does not exist; or

b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or

(1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

(2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.

c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requestor (phone number, address, or email address).

B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:

1. The estimated costs of preparing the summary data, if any; and

2. The summary data requested; or

3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or

4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.

C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the

administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.

B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes section 13.05, subdivision 4.

C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.

D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.

E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.

G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.

H. The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the commissioner shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.

I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes section 138.17.

J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the commissioner of administration's order issued under Minnesota Statutes chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

A. All requests for individual subject data must be made in writing directed to the responsible authority.

B. A request for individual subject data must include the following information:

1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;

2. Date the request is made;

3. A clear description of the data requested;

4. Proof that the individual is the data subject or the data subject's parent or guardian;

5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

6. Method to contact the requestor (such as phone number, address, or email address).

C. The identity of the requestor of private data is private.

D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

VIII. COSTS

A. Public Data

1. The school district will charge for copies provided as follows:

a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.

b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

(1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).

(2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for [in cash or by check] in advance of receiving the copies.

[Note: the district should identify the payment methods that it will accept.]

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.

2. The school district may assess costs associated with the preparation of summary data as follows:

a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;

b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

IX. Annual Review and Posting

A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.

B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:
Dr. Jon Ellerbusch, Superintendent
Barnesville Public School
(320) 360-9192
jellerbusch@barnesville.k12.mn.us

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.01 (Government Data)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.025 (Government Entity Obligation)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.04 (Rights of Subjects to Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.32 (Educational Data)
Minn. Rules Part 1205.0300 (Access to Public Data)
Minn. Rules Part 1205.0400 (Access to Private Data)

Cross References:
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

730 NONPUBLIC PUPIL AIDS

I. PURPOSE

The purpose of this policy is to establish procedures for administering the Minnesota Department of Education's Nonpublic Pupil Aids Program, including textbook and instructional materials reimbursement for students residing within the boundaries of Barnesville Public Schools (ISD 146).

II. DEFINITIONS

A. Nonpublic pupil – A Minnesota resident enrolled in a nonpublic school or receiving home instruction in compliance with state law.

B. Textbook – A book or electronic equivalent commonly used by pupils in the public schools for instruction in secular subjects. All textbooks purchased or reimbursed under this program must be new.

C. Individualized instructional materials – Equipment or materials designed to aid a single student's learning process, excluding consumable supplies.

D. Standardized tests – Nationally normed assessments used for educational evaluation.

E. Secular, neutral, and non-ideological – Not religious or doctrinal in nature; meeting the standards established by MDE.

III. ELIGIBILITY

A. To qualify for nonpublic pupil aids, a student must:

1. Reside within the boundaries of Barnesville Public Schools (ISD 146); and

2. Be enrolled in a Minnesota-registered nonpublic or homeschool program in accordance with Minn. Stat. §120A.22 and §120A.24.

B. Eligibility must be renewed each fiscal year through submission of the MDE Student Report for Aids to Nonpublic Students (Form ED-01650-38) no later than October 1.

IV. ALLOWABLE USES OF AID

A. Eligible materials and services must be new in nature and include, but are not limited to:

1. New textbooks and electronic instructional materials in secular subject areas;

2. Workbooks and teacher guides accompanying approved new textbooks;

B. Nationally norm-referenced standardized tests;

C. Software or educational media for direct instruction.

D. Items not eligible include used materials, religious or doctrinal materials, consumable supplies, office equipment, and general classroom furnishings.

V. REIMBURSEMENT AND PURCHASING PROCEDURES

A. Parents/guardians may either request district purchase of eligible materials or seek reimbursement for items purchased directly, subject to the following:

1. All requests must be submitted on the Nonpublic Aids Request for Reimbursement Form (district form) with original receipts dated within the current fiscal year (July 1 – April 30).

2. Reimbursement requests must be received by April 30 to be considered for that fiscal year.

3. Reimbursements will not exceed the student's per-pupil entitlement as established annually by MDE.

B. Upon reimbursement, the parent/guardian must:

1. Affix a label or stamp reading "Property of ISD 146 – Nonpublic Pupil Aid Program."

2. Acknowledge this condition by signing the Parent Certification Statement.

C. The district retains title to and administrative control of all materials reimbursed or purchased through this program.

VI. INVENTORY AND ADMINISTRATIVE CONTROL

A. The district shall maintain an inventory of all nonpublic materials and standardized tests purchased with state funds, including:

1. Student name;

2. Item description;

3. Purchase date and cost;

B. District staff may inspect materials or request physical verification from parents/guardians to confirm continued possession and labeling.

C. If a reimbursed item cannot be produced for review and adequate documentation is lacking, the expense may be disallowed and reported to MDE.

VII. IMPLEMENTATION

A. The Superintendent or designee shall develop administrative procedures and forms necessary to implement this policy, including the Reimbursement Request Form, Parent Certification Statement, and inventory logs.

VIII. ADMINISTRATIVE PROCEDURES – NONPUBLIC PUPIL AIDS

A. Responsible Department: Business Office

B. Form References:

1. MDE Form ED-01650-38 (Student Report for Aids to Nonpublic Students)

2. District Reimbursement Request Form

3. Parent Certification Statement

4. Inventory Tracking Sheet

Legal References: Minnesota Statutes §123B.41–123B.49 (Education Aids for Nonpublic School Students)
Minnesota Statutes §123B.42, Subd. 2 (District Title and Control)
Minnesota Department of Education (MDE) Nonpublic Pupil Aids Guidance

806 CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures

The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for

use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

a. Lock-Down Procedures

Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.

b. Evacuation Procedures

Evacuations of classrooms and buildings–shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

c. Sheltering Procedures

Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

2. Crisis-Specific Procedures

The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building

administrators to tailor response procedures when creating building-specific crisis management plans.

3. School Emergency Response Teams

a. Composition

The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

b. Leaders

The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees

Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents

Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least 50 feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.

4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.

5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes, section 299F.30. See Minnesota Statutes, section 121A.035.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and

outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening

a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

IV. ACTIVE SHOOTER DRILL

A. Definitions

1. "Active shooter drill" means an emergency preparedness drill designed to teach students, teachers, school personnel, and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school. An active shooter drill is not an active shooter simulation, nor may an active shooter drill include any sensorial components, activities, or elements which mimic a real life shooting.

2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

   a. a statistically significant effect on relevant outcomes based on any of the following:

      i. strong evidence from one or more well designed and well implemented experimental studies;

      ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or

      iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias.

   b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

An active shooter drill conducted according to Minnesota Statutes, section 121A.037 with students in early childhood through grade 12 must be:

1. accessible;

2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;

3. culturally aware;

4. trauma-informed; and

5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

C. Student Mental Health and Wellness

Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.

2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.

3. The Commissioner must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above.

F. Active Shooter Simulations

A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A parent or legal guardian of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually.

2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:

   a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;

   b. the importance of taking threats seriously and seeking help; and

   c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity, including providing information about the Department of Public Safety's statewide anonymous threat reporting system and any local threat reporting systems.

   [NOTE: The Minnesota legislature enacted the addition to 2.c in 2025 (Session Law Chapter 35).]

3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for schools, including but not limited to:

   a. student opportunities for leadership related to prevention and safety;

   b. encouragement and support to students in establishing clubs and programs focused on safety; and

   c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:

1. the effect of active shooter drills on the safety of students and staff; and

2. the effect of active shooter drills on the mental health and wellness of students and staff.

V. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

A. Fire

B. Hazardous Materials

C. Severe Weather: Tornado/Severe Thunderstorm/Flooding

D. Medical Emergency

E. Fight/Disturbance

F. Assault

G. Intruder

H. Weapons

I. Shooting

J. Hostage

K. Bomb Threat

L. Chemical or Biological Threat

M. Checklist for Telephone Threats

N. Demonstration

O. Suicide

P. Lock-down Procedures

Q. Shelter-In-Place Procedures

R. Evacuation/Relocation

S. Media Procedures

T. Post-Crisis Procedures

U. School Emergency Response Team

V. Emergency Phone Numbers

W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

Legal References:
Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.038 (Students Safe at School)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, *et seq.* (Title IX)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References:
MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites
Comprehensive School Safety Guide
Minnesota School Safety Center - Resources (mn.gov)

Resources:I Love U Guys Foundation, *Standard Response Protocol*
https://iloveuguys.org/The-Standard-Response-Protocol.html (012325)

Safe and Sound Schools
https://safeandsoundschools.org/ (012325)

I. PURPOSE

The purpose of this policy is to provide clear expectations regarding school operations during state tournament events. It emphasizes the district's commitment and recognition of the importance of student participation and community support for these events.

- A participant is a student or staff member directly involved in the state tournament as part of a qualifying team, performance group, or official supervisory role.

- A spectator is any student, staff member, or community member attending the event solely to watch or support, without an official role in the competition. Spectators are not considered participants for attendance purposes.

II. GENERAL STATEMENT OF POLICY

The school board reserves the option to cancel school when district participation in a state tournament is deemed to significantly impact students, staff, and instructional operations.

III. SCHOOL OPERATIONS

A. The district may cancel school when athletic teams or student groups participate in regional or state tournaments.

B. When school is closed for this purpose:
- The day may be designated as an instructional make-up day in the school calendar, or
- The absence of instructional hours may be waived in accordance with state guidelines.

C. All district services (transportation, food service, Kids Club, etc.) will adjust operations based on the closure plan communicated by the superintendent.

IV. EXCUSED ABSENCE FOR PARTICIPANTS

A. Students who are members of a qualifying team, pep band, or other official school-sponsored group attending the event will be considered excused.

B. Participant absences will be considered school-related and will not count toward semester absence limits.

V. EXCUSED ABSENCE FOR SPECTATORS

A. Students wishing to attend state tournaments as spectators may be excused only if:
- A parent/guardian notifies the attendance office in advance, and
- The absence is pre-approved by the building principal.

B. Spectator absences will be recorded as excused but will count toward the student's semester absence limits, unless the student provides evidence of attendance at the event (e.g., ticket stub, wristband, or other verification).

C. Spectator absences are discretionary and subject to school approval.

VI. ACADEMIC RESPONSIBILITY

A. Students excused under this policy are responsible for requesting and completing all missed assignments.

B. Teachers will provide reasonable opportunities for students to complete make-up work in accordance with school guidelines.

VII. STAFF PARTICIPATION AS COACHES/ADVISORS

A. Staff members serving as head coaches, assistant coaches, advisors, directors (e.g., band), or other official supervisory roles for the qualifying team/group are authorized to attend the tournament as part of their regular assignment.

B. These absences are considered school-sponsored duties, not personal leave.

VIII. STAFF ATTENDANCE WHEN SCHOOL IS CLOSED FOR STATE TOURNAMENTS

When school is officially closed for a state tournament, staff attendance (not participating coaches/advisors) will be handled as follows:

A. Licensed and classified staff may use personal leave or vacation (if applicable) or arrange make-up time at the discretion of the principal or superintendent.

B. Approval of requests is subject to principal/superintendent discretion and operational needs.

IX. STATE TOURNAMENT SCHEDULE COMMUNICATION

A. At the beginning of each sport or activities season, the district will share any known Minnesota State High School League (MSHSL) state tournament dates with students, families, and staff.

B. If tournament dates are officially scheduled and published by the MSHSL, they will be included in seasonal activity calendars and communicated by the Activities Director.

C. This advance communication is intended to help students, families, and staff plan accordingly and minimize disruption to instructional time, personal schedules, family commitments, and work responsibilities.

506 STUDENT DISCIPLINE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

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

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

III. DEFINITIONS

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

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

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

IV. POLICY

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

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

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

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

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

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

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

V. AREAS OF RESPONSIBILITY

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

B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and

parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of Behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another.

D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to restrain a student to prevent imminent bodily harm or death to the student or another.

E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another.

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

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

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

I. Reasonable Force Reports

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

2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent imminent bodily harm or death to the student or another that is consistent with

the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).

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

VI. STUDENT RIGHTS

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

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

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

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

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

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

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

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

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

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

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

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

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

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

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

N. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

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

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

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

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

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

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

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

7. Opposition to authority using physical force or violence;

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

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

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

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

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

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

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

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

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

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

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

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

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

21. Violation of the school district's Internet Acceptable Use and Safety Policy;

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

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

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

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

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

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

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

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

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

31. Criminal activity;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

IX. RECESS AND OTHER BREAKS

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

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

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

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

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

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

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

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

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

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

X. DISCIPLINARY ACTION OPTIONS

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

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

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

C. Parent contact;

D. Parent conference;

E. Removal from class;

F. In-school suspension;

G. Suspension from extracurricular activities;

H. Detention or restriction of privileges;

I. Loss of school privileges;

J. In-school monitoring or revised class schedule;

K. Referral to in-school support services;

L. Referral to community resources or outside agency services;

M. Financial restitution;

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

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

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

Q. Preparation of an admission or readmission plan;

R. Saturday school;

S. Expulsion under the Pupil Fair Dismissal Act;

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

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

XI. REMOVAL OF STUDENTS FROM CLASS

A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

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

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

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

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

4. Other conduct, which is at the discretion of the teacher or administration, requires removal of the student from class.

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

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

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

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

1. If a student is to be removed the teacher will instruct the student to go to the office, the teacher will call the office and let them know that the student is on their way. The teacher will go onto JMC and write up the student and explain the reason for the removal. The principal will talk to the student and find out what happened from their perspective. Detention will be assigned. If further action needs to be taken the handbook policy will be taken into consideration.

2. JMC discipline referral will be mailed home.

3. Reference: Elementary Parent/Student Handbook (pp. 24–26)

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

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

2. Reference: Elementary Parent/Student Handbook (pp. 24–26)

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

1. Student will be sent to the office

2. Depending on what happened, students will walk or be escorted to the office.

3. Determine if the student requires accompaniment and if there is any risk of elopement or harm to self or others.

4. Student is to go straight to the office.

5. Reference: Elementary Parent/Student Handbook (pp. 24–26)

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

1. Student will be returned to class the next day. High School.

2. Actions or approvals required such as notes, conferences, readmission plans.

3. Reference: Elementary Parent/Student Handbook (pp. 24–26)

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

1. Students will go back to the class the next school day.

2. If a student's behavior warrants, a parent or guardian conference will be scheduled. In all cases where a student is removed from class, an office referral will be sent home outlining the reason for the removal and the resulting consequences.

3. Reference: Elementary Parent/Student Handbook (pp. 24–26)

H. Disabled Students; Special Provisions.

1. A student's IEP will be taken into account on all removals and penalties for removal.

2. The case manager will be notified when a student is removed from class and what happened for the removal.

3. MTSS Tiered Support Process (Elementary)

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

1. Reference: Elementary Parent/Student Handbook (pp. 24–26)

J. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct.

1. MTSS Tiered Support Process (Elementary)

2. The same procedures outlined for the elementary will also apply at the high school level.

K. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior.

1. MTSS Tiered Support Process (Elementary)

2. If inappropriate behavior persists, the principal will contact the parents or guardians to schedule a meeting to discuss the behavior, strategies for improvement, and potential disciplinary actions moving forward.

L. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems.

1. MTSS Tiered Support Process (Elementary)

M. Any Procedures Determined Appropriate for Referring a Student in Need of Special Education Services to Those Services;

1. MTSS Tiered Support Process for Students & Parent Request for Special Education Process (Elementary)

2. The high school will follow the same procedures, with the addition of a referral to the TAT (Teacher Assistance Team) for further review and intervention.

N. Any Procedures Determined Appropriate for Ensuring Victims of Bullying who Respond with Behavior not Allowed under the School's Behavior Policies have Access to a Remedial Response, Consistent with Minnesota Statutes, section 121A.031;

1. Reference: Elementary Parent/Student Handbook (pp. 28–29)

2. First Offense: The high school student will meet with the principal or designee to discuss the incident, the consequences of bullying, and the expectations for future behavior. The student will be informed of potential disciplinary actions should the behavior continue.

3. Subsequent Offenses: Continued bullying behavior may result in disciplinary action, which may include detention, in-school suspension (ISS), or out-of-school suspension (OSS), depending on the severity of the conduct as determined by the high school principal.

XII. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student,

including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

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

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

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

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

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

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

C. Disciplinary Dismissals Prohibited

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

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

   b. kindergarten through Grade 3.

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

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

D. <u>Suspension Procedures</u>

1. "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where

a student with a disability does not receive regular or special education instruction during that dismissal period.

2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.

3. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.

6. Alternative education services must be provided to a pupil who is suspended for

more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.

7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

8. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

   a. strongly encourage a parent or guardian of the student to attend school with the student for one day;

   b. assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and

   c. petition the juvenile court that the student is in need of services under Minnesota Statutes chapter 260C.

9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See attached sample Notice of Suspension.)

10. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

12. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding,

provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

E. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.

2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.

5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56; describe the non exclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.

7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.

8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.

9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.

10. If the student designates a representative other than the parent or guardian,

the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.

13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.

15. The student cannot be compelled to testify in the dismissal proceedings.

16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.

17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of the Minnesota Department of Education (Commissioner) of the basis and reason for the decision.

18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.

20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the

action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes, section 120B.232, subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation, and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil, and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal, or assault, to the MDE Commissioner. This report must include a statement of the non exclusionary disciplinary practices, or other sanction, intervention, or resolution in response to the assault given to the pupil and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the pupil's age, grade, gender, race, and special education status.

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13.

XVI. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XVII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XVIII. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;

2. provide an opportunity for involved parties to submit additional information related to the complaint;

3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;

4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;

5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and

6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XIX. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XX. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Pre Assessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. §§ 121A.60 (Definitions)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch. 125A (Special Education and Special Programs)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq*. (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References:
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)

MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 524 (Internet Acceptable Use and Safety Policy)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 526 (Hazing Prohibition)
MSBA/MASA Model Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
MSBA/MASA Model Policy 610 (Field Trips)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

17. Discussion/Information
A. School Calendar for 2026-27 277

Barnesville Public School Calendar 2026-2027

July '26

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

August '26

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

21 New Teacher Workshop
24-26 Teacher Workshop

September '26

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

1 First Day of School
3 First Day of Kindergarten
4-7 Labor Day Weekend (No School)

October '26

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

12 HS Conferences 4:00-7:30 PM
15-16 MEA (No School)

November '26

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

4 End of Quarter 1 (43 Days)
9 & 10 Elementary Conferences 4:00-7:30 PM
13 No School
25 End of Trimester 1 (57 Days)
26-27 Thanksgiving (No School)

December '26

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

7 HS Conferences 4:00-7:30 PM
23-31 Holiday Break (No School)

January '27

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

1 New Year's Day (No School)
18 Teacher Workshop (No School)
20 End of Quarter 2 (43 Days)

February '27

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

15 President's Day (No School)

March '27

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

1 Elem and High School Conferences 4:00-7:30 PM
3 End of Trimester 2 (58 Days)
8 Elem Conferences 4:00-7:30 PM
23 End of Quarter 3 (43 Days)
26-29 Spring Break (No School)
If needed, make up day will be on March 29

April '27

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

23 No School

May '27

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

22 Graduation HS Gym 2:00 PM
26 Last Day of School
27 Staff Day
31 Memorial Day

June '27

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

1:00 p.m. early out Nov. 25, Dec. 22, & May 26
Approved ????

First and Last Day of School
School Closed/ Holidays
Elementary Conferences
High School Conferences
End of Quarter
End of Trimester
Teacher in-Service Day ▬ (No school for students)
CPT Days (1:00 p.m. early out for students)

3031 17th Street South • Moorhead, MN 56560 • (218) 236-2990 • Fax: (218) 236-2368

November 26, 2025

TO: School Board Members of Region I Member School Districts

FROM: Erik Hiedeman, Executive Director

RE: Joint Powers Board Election

A ballot to vote for the candidates for the Region I Joint Powers Board is attached to this memo. The summary background information about the candidates is included with each ballot. Please complete the ballot and return it to your Superintendent. The completed ballots must be returned to the Region I offices before the December 26, 2025 deadline. **There are three vacancies up for election this year on the Joint Powers Board.** If you choose to write in the name of a candidate, that person must be on the school board of a Region I member district. Please make sure that any write-in candidates understand the nature of the position and are willing to perform the duties. Indicate the person's home school district on the ballot next to their name. A school district may only have one representative on the Region I Joint Powers Board.

There are currently six Joint Powers Board members with continuing terms who are not up for election – Melanie Cole of Fergus Falls, Tyler Brekken of Win-E-Mac, Judith Moeller of Parkers Prairie, Mark Koland of Tri-County, Leslie Anderson of Ashby, and Ryan Walseth of Thief River Falls. The election results will be tabulated and presented at the Joint Powers Board meeting to be held at 6:00 PM on Thursday, January 22, 2026 at the Region I offices in Moorhead, Minnesota. Subsequent notification of the election results will be made to the candidates and member school districts.

Thank you for your participation in the election!

REGION I Information Management Services
JOINT POWERS BOARD CANDIDATES

Jeremy Cossette, ISD 146, Barnesville

- Member of Region I Joint Powers Board for one year
- Barnesville School Board member for one year
- Employed – City Administrator

Brett Johnson, ISD 846, Breckenridge

- Breckenridge School Board member for the last 18 years
- Served 16 years as school board chair
- Employed – Strategic IT Manager

Melissa Burgard, ISD 152, Moorhead

- Member of Region I Joint Powers Board for 7 years
- Moorhead School Board member for the last 9 years
- Employed – Clinical Trials Manager

Rebekah Meder, ISD 550, Underwood

- Member of Region I Joint Powers Board for 5 years
- Underwood School Board member for the last 9 years
- Employed - Teacher

OFFICIAL BALLOT
ANNUAL ELECTION

JOINT POWERS BOARD CANDIDATES
Region I

INSTRUCTIONS: Put a Cross Mark (X) opposite each candidate you wish to vote for. You may write in the names of other candidates on the blank spaces provided.

DO NOT VOTE FOR MORE THAN THREE PEOPLE INCLUDING WRITE-IN CANDIDATES.

(X)	NAME	REPRESENTING
	Jeremy Cossette	ISD 146 – Barnesville
	Brett Johnson	ISD 846 - Breckenridge
	Melissa Burgard	ISD 152 – Moorhead
	Rebekah Meder	ISD 550 – Underwood

Experience with Current School/District:



I serve as treasurer on the Pelican Rapids School Board, where I get to be part of a district that is both rural and incredibly diverse. My role has given me the opportunity to help shape decisions around policy, budgets, facilities, and staffing, but most importantly, it has deepened my commitment to making sure every student feels like they belong and has the chance to succeed.

Experience in Education Sector:

Beyond my local board service, I have been deeply involved in regional and statewide committees and task forces. As Director of School and Youth Engagement at Lakes Country Service Cooperative, I work closely with leadership teams across nine counties and serve on the COMPASS Statewide Leadership Network, supporting schools with MnMTSS implementation and continuous improvement. I am also part of the Minnesota Education Policy Fellowship and have served on multiple advisory councils and project committees that bring together school leaders, service cooperatives, and state partners.

In addition, through my nonprofit work with The Youths and The Bridge Center, I've helped create and facilitate youth advisory councils and community leadership groups that partner directly with schools to strengthen belonging, mental health, and youth voice.

Experience in Rural Sector:

In addition to my role as a school board member, I am President of the Board for The Bridge Center, a nonprofit community hub we are building in Pelican Rapids to strengthen youth leadership, family support, and cross-cultural connection. I also serve as a board member with the Minnesota Alliance With Youth, where I collaborate with partners statewide to advance youth voice and civic engagement. Locally, I helped establish The Youths, a youth leadership group that works directly with schools and community leaders to design projects, guide programming, and influence decision-making.

Through my role at Lakes Country Service Cooperative, I also work closely with the Minnesota Department of Education on COMPASS and other statewide initiatives, serving on task forces and advisory groups that connect rural districts to state-level supports.

Why MREA?

My motivation comes from a lifetime spent in rural Minnesota—as a student, teacher, principal, school board member, and now as a regional leader. I know firsthand that rural schools are the heart of our communities, and when they thrive, our communities thrive. I also know the challenges we face—limited resources, staffing shortages, and inequities in access to opportunities—and I believe it is critical to ensure that rural voices are represented at the state level.

I want to serve as a rural education ambassador because I care deeply about belonging, opportunity, and voice for every student, regardless of where they live. Rural schools have unique strengths: close-knit communities, resilience, and creativity in problem-solving. At the same time, they need strong advocates to make sure policy decisions reflect their realities.

For me, this is personal. Pelican Rapids, where I grew up and now serve on the school board, is a small town with a richly diverse student population. I've seen how powerful it is when schools and communities come together to create opportunities for young people, and I want to help tell that story on behalf of all rural districts.

Being a rural education ambassador is about lifting up the voices of rural leaders, educators, and students—and making sure our communities are not just represented, but celebrated for the essential role they play in Minnesota's future.

Challenges for MREA in the Next 4 Years:

Many rural districts are experiencing declining student enrollment, which directly affects funding and long-term stability. Ensuring that funding formulas and policies account for the realities of rural schools will be a critical challenge for MREA to address.

Rural schools continue to struggle with attracting and keeping qualified teachers and staff. Limited candidate pools, lower salaries, and geographic isolation create persistent workforce gaps.

Rural schools are seeing an increase in student mental health needs and chronic absenteeism. Building youth agency —ensuring young people have voice, belonging, and opportunities to lead—will be essential for addressing both engagement and wellbeing.

Opportunities for MREA in the Next 4 Years:

MREA has the opportunity to strengthen its role as the leading voice for rural schools at the Capitol. By leveraging data, stories, and collective advocacy, MREA can influence funding formulas, teacher pipeline initiatives, and mental health supports to ensure policies reflect the unique needs of rural districts.

There is growing recognition that student engagement is central to addressing issues like mental health, belonging, and chronic absenteeism. MREA can seize the opportunity to highlight and support models that elevate youth voice in schools and policymaking, positioning rural districts as leaders in creating inclusive, future-focused education systems.

Expertise and Skills to Strengthen MREA's Mission:

- Public Speaking
- Human Resources
- Social Media
- Event Planning
- Public Policy/Advocacy
- Professional Nonprofit Experience

- Strategic Planning



Experience with Current School/District:

Board member for 20 years.

Experience in Education Sector:

Vice Chair of Runestone Area Edu Dist. since 2008

Board member of Lakes Country Coop since 2019

Board member of Region 1 since 2020

Senior member of the Otter Tail Collaborative Executive Council since 2006.

Experience in Rural Sector:

All of the above.

Why MREA?

I am so concerned about the education of our youth today. Nothing is more important than to make sure they are prepared for the outside world.

Challenges for MREA in the Next 4 Years:

Lobbying for funding for our schools.

Opportunities for MREA in the Next 4 Years:

Providing assistance for future educators.

Expertise and Skills to Strengthen MREA's Mission:

- Accounting
- Public Policy/Advocacy



Experience with Current School/District:

My experience with the Sauk Rapids-Rice School District began in 2023 when I was appointed to the Board of Education. Since then, I have been honored to be formally elected by my community to serve a full four-year term. Prior to my service on the Board, I spent six years as President of the Parent Teacher Organization (PTO) at one of the district's elementary schools, where I gained valuable insight into school operations, family engagement, and community collaboration.

Experience in Education Sector:

I currently serve on several committees and task forces within the Sauk Rapids-Rice School District, including the Non-Certified Negotiations Committee, Policy Committee, Benton Economic Partnership, and the Statewide Health Improvement Committee. In addition, I serve as the Board Liaison for Sauk Rapids-Rice High School.

Experience in Rural Sector:

I currently serve on several committees and task forces that support the advancement of rural education and community development within the Sauk Rapids-Rice School District. These include the Non-Certified Negotiations Committee, Policy Committee, Benton Economic Partnership, and the Statewide Health Improvement Committee. Additionally, I serve as the Board Liaison for Sauk Rapids-Rice High School, strengthening the connection between district leadership and the rural community it serves.

Why MREA?

My motivation to serve as a Rural Education Ambassador stems from a deep commitment to strengthening the foundation of our rural school systems and the communities they support. Having served on the Sauk Rapids-Rice Board of Education and in leadership roles such as PTO President, I have seen firsthand how vital our schools are to the success and sustainability of rural areas. They not only educate our children but also serve as central hubs for connection, growth, and opportunity.

I am driven by the belief that every student—regardless of geographic location—deserves equitable access to high-quality education, resources, and support. As an ambassador, I hope to elevate the voices of rural educators and families, advocate for data-driven solutions, and help bridge gaps between policy and practice to ensure long-term success for rural districts and the communities they anchor.

Challenges for MREA in the Next 4 Years:

1. Recruitment and retention of qualified educators in rural districts

From my time serving on boards and committees in a rural district, I've seen how difficult it is for smaller and more remote schools to attract and keep licensed, experienced teachers. This is also clearly flagged in MREA's 2025

Legislative Platform, where one of the key asks is to “establish a Teacher Compensation Adjustment Revenue program aimed at improving teacher salaries.”

Additionally, research shows the rural context in Minnesota presents extra hurdles: lower population growth, fewer new professionals entering the workforce, and geographic isolation.

Education Evolving

2. Funding & equity pressures for rural districts amid demographic shifts

MREA’s own materials and independent analyses highlight a persistent funding and equity gap for rural schools. For example, the “Rural Kids Count” report (via MREA) found many small rural districts trail behind in per-pupil funding and local optional revenues.

Additional research points to rural districts facing declining enrollment, aging facilities, long travel distances, and fewer local tax base options.

Opportunities for MREA in the Next 4 Years:

1. Elevating Rural Schools as Innovation Hubs

MREA already fosters the sharing of best practices across the state, such as through its “Greater Education Summit” where rural districts present breakout sessions on innovation, community-school partnerships, and student support.

2. Advocating for Policy & Funding That Reflects Rural Realities

MREA’s legislative platform emphasizes critical issues like educator recruitment/retention, funding formula adjustments, and opposing one-size-fits-all policy mandates.

Expertise and Skills to Strengthen MREA’s Mission:

- Public Speaking
- Event Planning
- Accounting
- Strategic Planning
- Finance/Investments

Barnesville Public School
Student Enrollment
SY 2025-2026

	2024-25 Oct 1 Count	2024-25 End-of-Year	2025-26 Projection	Sep 5	Oct 1	Nov 1	Dec 1	Jan 1	Feb 1	Mar 1	Apr 1	May 1	May 22
Grade K	68	67	68	71	71	72	72						
Grade 1	53	53	67	61	61	60	60						
Grade 2	77	79	53	52	52	52	52						
Grade 3	70	69	79	76	76	77	76						
Grade 4	73	73	69	66	66	67	67						
Grade 5	74	74	73	75	75	76	76						
Grade 6	76	77	74	74	74	74	74						
	491	**492**	**483**	**475**	**475**	**478**	**477**	**0**	**0**	**0**	**0**	**0**	**0**
Grade 7	67	68	77	74	74	74	74						
Grade 8	61	60	68	68	67	67	67						
Grade 9	74	74	60	60	60	61	61						
Grade 10	61	60	74	76	75	75	76						
Grade 11	56	57	60	60	60	60	60						
Grade 12	61	62	57	59	59	59	59						
	380	**381**	**396**	**397**	**395**	**396**	**397**						
Grades K-12	**871**	**873**	**879**	**872**	**870**	**874**	**874**	**0**	**0**	**0**	**0**	**0**	**0**

19. Dates to Remember
    A. Organizational School Board meeting
        1) Monday, January 5 2026, 7:00 PM, Barnesville High School
    B. Regular School Board Meeting
        1) Monday, January 26 2026, 7:00 PM, Barnesville High School
20. Closing Meeting for Superintendent's Annual Evaluation Pursuant to Minnesota Statutes § 13D.05, Subdivision 3(a)
21. Adjournment