



Independent School District #146
Regular School Board Meeting
7:00 PM on February 23, 2026
Barnesville High School
302 3rd Street South
Barnesville, MN 56514

1. Call to Order

2. Roll Call

Jeremy Cossette: Absent

Marla Field: Present

Crystal Henderson: Present

Sara Hough: Present

Andrew Maier: Present

Josh Schroeder: Present

Jacob Thompson: Present

Present: 6, Absent 1

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, Chris Messer, Carrie Jenkins, Tonya Stokka, Nathan Stokka, Brynn Stokka

3. Pledge of Allegiance

4. Approval of Agenda

5. Approval of Minutes

2

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: Absent
Mr. Todd Henrickson - Elementary Principal: Absent
Mr. Aaron Schindler - Director of Student Activities and Community Education Coordinator:
Absent
Ms. Jodi Samuelson - Finance Officer: Absent

Guests Present: None

3. Approval of Agenda

Vote to approve the agenda as presented/amended. This motion, made by Sara Hough 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

4. New Business

4.A. Superintendent's Annual Evaluation

5. Closing Meeting for Superintendent's Annual Evaluation Pursuant to Minnesota Statutes § 13D.05, Subdivision 3(a)

Vote to close the meeting pursuant to Minnesota Statutes § 13D.05, subdivision 3(a), for the purpose of evaluating the performance of the superintendent. 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

6. Reopening After Closed Session

Vote to to end the closed session and reopen the meeting. This motion, made by Andrew Maier 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

7. Adjournment

Vote to adjourn the meeting at 6:57 PM. This motion, made by Andrew Maier 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

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: Absent
Mr. Todd Henrickson - Elementary Principal: Present
Mr. Aaron Schindler - Director of Student Activities and Community Education Coordinator:
Absent
Ms. Jodi Samuelson - Finance Officer: Present

Guests Present: Chandra Buck, Megan Martin, Chris Messer, Britta Teeples, and Jen Pickett

3. Pledge of Allegiance

4. Approval of Agenda

Vote to approve the agenda as presented/amended. This motion, made by Jeremy Cossette 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 Public Hearing on Tax Abatement and the Regular School Board Meeting held on December 15, 2025, and the Organizational School Board Meeting held on January 5, 2026, as presented / as amended. This motion, made by Marla Field 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

6. Claims, Accounts and Financial

Vote to approve claims, wires and all other financial reports as presented. This motion, made by Marla Field 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

7. Appreciation, Recognition and Presentations

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 Josh Schroeder 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

11.A. Personnel

11.A.1) Agreement with Director of Buildings and Grounds 2025-2027

11.A.2) McKayla Schindler as Title I Paraprofessional

11.A.3) Joshua Baxton as Grounds Maintenance Custodian

11.A.4) Joshua Baxton's Resignation as Grounds Maintenance Custodian

11.A.5) Thomas Beischel as Grounds Maintenance Custodian

11.A.6) Melinda Labs as Custodian

11.A.7) Kathy Braton as Paraprofessional Substitute

11.A.8) Melissa Fogelquist as Paraprofessional Substitute

11.A.9) Brea Hauck as Paraprofessional Substitute

11.A.10) Charlies Hodge as Paraprofessional Substitute

11.A.11) Maizey Berg's Resignation as B Team Volleyball Coach

11.A.12) Lexi Bolgrean's Resignation as JV/JH Softball Coach

11.B. Donations

11.B.1) \$1,000 Anonymous Donation to Support 6th Grade Field Trip

11.B.2) \$250 Donation from Fargo Roofing & Siding to Support Preschool Transportation and Learning Tools

11.B.3) \$100 Donation from Brushvale Seed, Inc to Support Preschool Transportation and Learning Tools

11.B.4) \$55 Donation from Bell Bank for General Fund (Custom Debit Cards)

12. New Business

12.A. Barnesville Public School Calendar 2026-2027

Vote to approve the school calendar for 2026-27. This motion, made by Jeremy Cossette and seconded by Jacob Thompson, 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. Additional Flexible Weekly Prep Time for Activities Concessions Staff

Vote to approve an additional four (4) hours of weekly prep time for Chris and Jen, to be used flexibly as needed, allowing for up to a combined total of twelve (12) prep hours in weeks with increased demands such as multiple events, make-up games, double-headers, or weekend tournaments, in order to complete required operational tasks including restocking, cash reconciliation, and sales documentation. This motion, made by Jeremy Cossette 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

12.C. Guest Speaker – Hunter Pinke

Vote to approve payment of \$1,250 for guest speaker Hunter Pinke, with the remaining \$1,250 to be paid by the Barnesville FFA Alumni. 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

12.D. Pay Equity Report for 2026

Vote to approve the Pay Equity Report for 2026. 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. Priority and Goals Committee

Vote to create a Priority and Goals Committee, with Jeremy Cossette, Crystal Henderson, and Sara Hough appointed as Board representatives. 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

12.F. Strategic Planning

Voter to approve a strategic planning session with the Minnesota School Boards Association (MSBA). This motion, made by Josh Schroeder and seconded by Jacob Thompson, 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. Discussion/Information

14. Enrollment Update

15. Dates to Remember

15.A. Regular School Board Meeting

15.A.1) Monday, February 23, 2026, 7:00 PM, Barnesville High School

16. Closing Meeting for Negotiation Strategies

Vote to close the meeting for negotiation strategies, as allowed by MN Statute 13D.03. This motion, made by Josh Schroeder 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

17. Reopening After Closed Session

Vote to to end the closed session and reopen the meeting. This motion, made by Andrew Maier 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

18. Adjournment

Vote to adjourn the meeting at 8:36 PM. This motion, made by Andrew Maier 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

TREASURER'S REPORT

		<u>2025-26</u>	<u>2024-25</u>
Book Balance 1/1/2026		\$357,411.36	(\$1,439,888.59)
Receipts			
1/2/2026	400,400.22		
1/5/2026	634.90		
1/6/2026	3,507.09		
1/7/2026	6,996.50		
1/8/2026	7,658.29		
1/9/2026	2,040.56		
1/12/2026	8,597.65		
1/13/2026	4,070.08		
1/14/2026	970.12		
1/15/2026	3,132.29		
1/16/2026	2,201,704.45		
1/20/2026	4,590.41		
1/21/2026	6,425.49		
1/22/2026	1,168.44		
1/23/2026	989.33		
1/26/2026	1,099.03		
1/27/2026	706,714.93		
1/28/2026	2,625.80		
1/29/2026	963.08		
1/30/2026	9,265.49		
1/31/2026	463.98		
Net In Transit	1173	<u>\$3,375,191.13</u>	<u>\$3,139,295.89</u>
		\$3,732,602.49	\$1,699,407.30
Disbursements		<u>\$3,070,145.38</u>	<u>\$1,116,515.27</u>
Book Balance	1/31/2026	\$662,457.11	\$582,892.03
Student Activities		\$216,430.13	\$182,208.83
MSDLAF Investment		\$4,500,572.54	\$4,781,540.12
Midwest Money Market		<u>\$703,080.12</u>	<u>\$679,993.53</u>
Actual Balance		<u><u>\$6,082,539.90</u></u>	<u><u>\$6,226,634.51</u></u>

<u>FUND</u>	<u>BEGINNING BALANCE</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>	<u>BALANCE</u>
General	\$4,640,105.00	\$1,314,384.71	\$1,301,482.35	\$4,653,007.36 *	\$4,303,207.16 ^
Student Activities	\$216,285.27	\$35,595.07	\$35,450.21	\$216,430.13	\$182,208.83
Food Service	\$137,885.47	\$68,356.29	\$65,997.99	\$140,243.77	\$185,615.15
Community Service	(\$114,408.62)	\$25,713.87	\$63,047.19	(\$151,741.94)	(\$123,361.75)
Building Construction	\$1,031,937.11	\$3,218.84	\$5,275.00	\$1,029,880.95	\$1,432,631.99
Debt Service	\$2,175,339.21	\$230.42	\$1,980,850.00	\$194,719.63	\$246,333.13
Total	<u>\$8,087,143.44</u>	<u>\$1,447,499.20</u>	<u>\$3,452,102.74</u>	<u>\$6,082,539.90</u>	<u>\$6,226,634.51</u>

* 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
January 2026

Max Account	\$2,367,589.44				
Liquid Account	\$146,102.15				
2023 Bond Proceeds	\$1,029,880.95				
Certificate of Deposit	\$957,000.00				
Investment Date	Institution	Maturity Date	Rate	Investment Amount	Value at Maturity
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
4/7/2025	Bank of China, NY	4/7/2026	4.40%	\$239,000.00	\$249,516.00
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					\$4,500,572.54

Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending February 28, 2026

Sequence: Fd, O/S

Description		B26 Annual Budget	Period 202608	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund					FY25		
001	Levies	(1,382,550.00)	0.00	(862,291.29)	62%	0.00	62%	(520,258.71)
004	Tax Increment Finance Revenue	(2,000.00)	0.00	(1,626.78)	81%	0.00	81%	(373.22)
010	County Apport	(22,490.00)	0.00	(21,494.28)	96%	0.00	96%	(995.72)
019	Misc Local	(20,810.00)	0.00	(5,133.89)	25%	0.00	25%	(15,676.11)
021	Revenue from MN Dist	(60,000.00)	0.00	(94,214.91)	157%	0.00	157%	34,214.91
050	Fees from Patrons	(78,150.00)	0.00	(65,130.00)	83%	0.00	83%	(13,020.00)
060	Student Activity	(121,700.00)	0.00	(72,630.42)	60%	0.00	60%	(49,069.58)
061	Entry Fee	(9,500.00)	0.00	(3,880.00)	41%	0.00	41%	(5,620.00)
071	Med Assist Fr Dept of HS	(75,000.00)	0.00	(4,267.16)	6%	0.00	6%	(70,732.84)
092	Interest	(102,000.00)	0.00	(108,291.16)	106%	0.00	106%	6,291.16
093	Rent Facilities	(13,000.00)	0.00	(165.00)	1%	0.00	1%	(12,835.00)
096	Gifts/Bequests	(29,000.00)	0.00	(3,920.00)	14%	0.00	14%	(25,080.00)
099	Misc Revene	(45,230.00)	0.00	(92,290.68)	204%	0.00	204%	47,060.68
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)	0.00	(3,305,426.09)	41%	0.00	41%	(4,726,213.91)
227	Abatement	(1,430.00)	0.00	0.00	0%	0.00	0%	(1,430.00)
229	Disparity Reduction	(50.00)	0.00	(200.90)	402%	0.00	402%	150.90
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	(70,802.98)	39%	0.00	39%	(108,847.02)
317	LTFM State Aid	(73,680.00)	0.00	(42,156.59)	57%	0.00	57%	(31,523.41)
360	Spec Ed General	(1,122,180.00)	0.00	(590,514.38)	53%	0.00	53%	(531,665.62)
369	Rev-Other State Agen	(75,000.00)	0.00	(54,841.67)	73%	0.00	73%	(20,158.33)
370	Misc Rev fm MDE	(6,430.00)	0.00	(13,329.35)	207%	0.00	207%	6,899.35
401	Federal Funds & Grants	(45,890.00)	0.00	(4,330.84)	9%	0.00	9%	(41,559.16)
619	COM Rev Producing Act (Contra)	45,000.00	0.00	27,609.14	61%	290.70	62%	17,100.16
620	Sale Mat-Rev Producing Act	(90,000.00)	0.00	(47,706.59)	53%	0.00	53%	(42,293.41)
621	Sale Mat-Resale Mat	(10,100.00)	0.00	(3,196.68)	32%	0.00	32%	(6,903.32)
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 February 28, 2026

Sequence: Fd, O/S

Description		B26 Annual Budget	Period 202608	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
625	Insurance Recovery	(5,000.00)	0.00	0.00	0%	FY25 0.00	0%	(5,000.00)
01	General Fund	(11,627,040.00)	0.00	(5,471,954.87)	47%	46% 290.70	47%	(6,155,375.83)
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	(32.00)	2%	0.00	2%	(1,268.00)
300	State & Grants	(450,090.00)	0.00	(218,782.71)	49%	0.00	49%	(231,307.29)
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)	0.00	(27,731.72)	46%	0.00	46%	(32,268.28)
472	Free & Reduced Meals	(97,500.00)	0.00	(41,451.92)	43%	0.00	43%	(56,048.08)
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)	0.00	(16,669.68)	46%	0.00	46%	(19,920.32)
477	Cash In Lieu Commod	(210.00)	0.00	(409.82)	195%	0.00	195%	199.82
601	Type A Pupil	(45,430.00)	0.00	(44,226.31)	97%	0.00	97%	(1,203.69)
606	Type A Adult	(5,740.00)	0.00	(3,707.60)	65%	0.00	65%	(2,032.40)
02	Food Service	(740,360.00)	0.00	(356,004.95)	48%	45% 0.00	48%	(384,355.05)
04	Community Service							
001	Levies	(66,330.00)	0.00	(39,574.58)	60%	0.00	60%	(26,755.42)
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)	0.00	(180,683.91)	56%	0.00	56%	(141,796.09)
092	Interest	(180.00)	0.00	0.00	0%	0.00	0%	(180.00)
096	Gifts/Bequests	(43,500.00)	0.00	(1,210.00)	3%	0.00	3%	(42,290.00)
229	Disparity Reduction	(130.00)	0.00	(30.98)	24%	0.00	24%	(99.02)
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	(43,424.77)	63%	0.00	63%	(25,765.23)

**Barnesville Public Schools #146
Revenue Guideline by Source
Period Ending February 28, 2026**

Sequence: Fd, O/S

Description		B26 Annual Budget	Period 202608	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance	
04	Community Service					FY25			
301	Non-Public Aid	(1,020.00)	0.00	(912.02)	89%	0.00	89%	(107.98)	
04	Community Service	(557,370.00)	0.00	(265,836.26)	48%	40%	48%	(291,533.74)	
06	Building Construction								
092	Interest	(25,000.00)	0.00	(23,052.43)	92%	0.00	92%	(1,947.57)	
06	Building Construction	(25,000.00)	0.00	(23,052.43)	92%	82%	92%	(1,947.57)	
07	Debt Redemption								
001	Levies	(1,335,920.00)	0.00	(523,617.17)	39%	0.00	39%	(812,302.83)	
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)	0.00	(1,074.92)	90%	0.00	90%	(125.08)	
234	Hmstd/Ag Market Value Credit	(24,300.00)	0.00	(21,233.45)	87%	0.00	87%	(3,066.55)	
258	Wetland & Native	(958,480.00)	0.00	(882,840.49)	92%	0.00	92%	(75,639.51)	
317	LTFM State Aid	(72,100.00)	0.00	(63,269.32)	88%	0.00	88%	(8,830.68)	
07	Debt Redemption	(2,394,000.00)	0.00	(1,492,035.35)	62%	64%	62%	(901,964.65)	
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)	0.00	(7,608,883.86)	49%	48%	290.70	49%	(7,935,176.84)

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending January 31, 2026

Sequence: Fd, Pro

Description		B26 Annual Budget	Period 202607	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund							
010	Board-Education	49,790.00	6,320.54	26,758.06	54%	2,500.00	59%	20,531.94
020	Office/Supt	243,450.00	20,162.58	133,103.56	55%	0.00	55%	110,346.44
050	School Admin	537,370.00	44,536.35	294,578.51	55%	0.00	55%	242,791.49
105	General Adm. Support	12,440.00	9,901.50	25,890.33	208%	0.00	208%	(13,450.33)
108	Administrative Tech Services	10,000.00	3,477.60	7,650.20	77%	0.00	77%	2,349.80
110	Business Services	295,930.00	28,788.40	191,986.50	65%	5,254.96	67%	98,688.54
201	Kindergarten	409,470.00	33,726.87	168,204.95	41%	63.98	41%	241,201.07
203	Elem Ed	333,730.00	18,740.53	250,075.98	75%	0.00	75%	83,654.02
204	First Grade	432,030.00	25,976.71	133,201.80	31%	0.00	31%	298,828.20
205	Second Grade	303,170.00	31,836.21	166,861.35	55%	0.00	55%	136,308.65
206	Third Grade	316,980.00	26,063.63	128,206.20	40%	0.00	40%	188,773.80
207	Fourth Grade	307,500.00	23,668.84	119,957.49	39%	18.83	39%	187,523.68
208	Fifth Grade	320,300.00	20,806.82	130,638.52	41%	0.00	41%	189,661.48
209	Sixth Grade	297,560.00	23,240.48	119,116.86	40%	51.70	40%	178,391.44
211	Secondary Ed-Gen	142,590.00	9,465.10	74,995.58	53%	837.76	53%	66,756.66
212	Art	167,840.00	14,775.96	73,914.65	44%	101.99	44%	93,823.36
213	Agriculture - Non Vocational	15,400.00	948.44	5,559.75	36%	0.00	36%	9,840.25
215	Business	800.00	0.00	149.47	19%	0.00	19%	650.53
216	Educ. Disadvantaged	45,340.00	1,758.20	10,356.20	23%	142.10	23%	34,841.70
218	Gifted And Talented	8,930.00	388.75	2,002.65	22%	0.00	22%	6,927.35
220	English	267,530.00	21,117.33	105,384.29	39%	0.00	39%	162,145.71
230	Foreign Language	73,920.00	4,867.46	24,284.30	33%	0.00	33%	49,635.70
240	Health/Phys Ed	295,770.00	23,236.97	115,710.75	39%	0.00	39%	180,059.25
249	Dr Trg/behind Wheel	1,180.00	0.00	1,188.44	101%	0.00	101%	(8.44)
254	Barnesville Branderz	3,000.00	610.45	610.45	20%	0.00	20%	2,389.55
255	Industrial Educ	119,270.00	10,671.97	58,384.49	49%	2,899.64	51%	57,985.87
256	Mathematics	275,480.00	21,369.74	106,686.65	39%	0.00	39%	168,793.35
258	Inst Music	76,110.00	6,131.25	29,487.69	39%	349.00	39%	46,273.31
259	Vocal Music	143,500.00	7,761.81	50,512.26	35%	0.00	35%	92,987.74

FY25

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending January 31, 2026

Sequence: Fd, Pro

		B26					%	%	%
Description		Annual Budget	Period 202607	Year To Date	% YTD	Encumbrances	+ Enc	Remaining Balance	
01	General Fund								
260	Science	285,660.00	22,463.85	113,159.50	40%	686.58	40%	171,813.92	
270	Social-Scienc/Study	310,900.00	24,985.78	125,261.77	40%	0.00	40%	185,638.23	
271	Remedial Reading/Lang Arts	100,470.00	10,760.36	54,436.86	54%	0.00	54%	46,033.14	
272	Remedial Math	0.00	1,492.90	7,447.06	0%	0.00	0%	(7,447.06)	
274	Study Skills Improvement	0.00	973.73	4,858.01	0%	0.00	0%	(4,858.01)	
275	Kndrgrtn Indiv Instruction	0.00	929.70	929.70	0%	0.00	0%	(929.70)	
288	Flow Thru/Sales	19,500.00	0.00	2,814.12	14%	0.00	14%	16,685.88	
289	Flo Thru/Sales	23,800.00	5,700.78	13,036.51	55%	0.00	55%	10,763.49	
292	Boys/Girls Athletic	79,410.00	(125.00)	37,038.64	47%	122.19	47%	42,249.17	
294	Boys Athletics	202,010.00	13,378.76	92,887.35	46%	1,338.05	47%	107,784.60	
295	One Act Play	2,470.00	(215.98)	6,429.04	260%	0.00	260%	(3,959.04)	
296	Girls Athletics	151,040.00	11,591.75	71,020.35	47%	0.00	47%	80,019.65	
298	Extra-Curricular	157,940.00	8,717.76	69,166.31	44%	0.00	44%	88,773.69	
299	Concessions	47,680.00	8,613.83	24,321.05	51%	0.00	51%	23,358.95	
301	Agriculture	83,970.00	6,208.67	39,072.56	47%	280.24	47%	44,617.20	
341	Business and Office Education	111,300.00	8,950.69	44,874.77	40%	0.00	40%	66,425.23	
400	General Special Education	300.00	0.00	107.00	36%	0.00	36%	193.00	
401	Speech/Lang.impaired	156,830.00	15,544.05	62,737.50	40%	0.00	40%	94,092.50	
402	M.I.-Mild-Moderate	138,200.00	12,467.43	58,194.85	42%	259.99	42%	79,745.16	
403	M.I.-Moderate-Severe	58,260.00	1,665.17	8,680.98	15%	0.00	15%	49,579.02	
404	Physically Impaired	22,660.00	1,968.30	6,547.04	29%	0.00	29%	16,112.96	
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	1,393.87	4,159.28	31%	0.00	31%	9,450.72	
407	Spec Learning Disabl	266,320.00	16,948.55	90,922.80	34%	0.00	34%	175,397.20	
408	Emot/Behavior Disord	150,380.00	9,405.35	49,858.15	33%	0.00	33%	100,521.85	
410	Other Health Impair	208,410.00	24,227.70	114,633.77	55%	0.00	55%	93,776.23	
411	Autistic	204,860.00	18,366.08	96,594.12	47%	0.00	47%	108,265.88	
412	Develop Delayed	38,680.00	2,434.53	13,232.27	34%	0.00	34%	25,447.73	
416	Multiple Handicap	300.00	0.00	0.00	0%	0.00	0%	300.00	

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending January 31, 2026

Sequence: Fd, Pro

Description		B26 Annual Budget	Period 202607	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
01	General Fund					FY25		
420	Special Ed General	93,530.00	15,426.99	38,333.02	41%	0.00	41%	55,196.98
422	Early Intervening Services	99,030.00	8,824.33	43,317.29	44%	0.00	44%	55,712.71
430	Homebound	1,260.00	0.00	0.00	0%	0.00	0%	1,260.00
610	Curric. Consult/Development	51,140.00	4,446.86	22,183.09	43%	0.00	43%	28,956.91
612	Technology	93,100.00	2,409.97	47,262.54	51%	245.00	51%	45,592.46
620	Educ.media/Library	87,230.00	7,138.77	37,422.10	43%	106.67	43%	49,701.23
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	71,770.48	95%	0.00	95%	3,819.52
640	Staff Development	118,240.00	11,579.93	70,266.35	59%	0.00	59%	47,973.65
690	Other Inst Support	66,700.00	0.00	25,608.40	38%	0.00	38%	41,091.60
710	Counseling/Guidance	102,910.00	7,213.36	34,601.98	34%	0.00	34%	68,308.02
715	School Security	49,600.00	4,115.99	48,104.81	97%	9,887.10	117%	(8,391.91)
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	8,153.94	44,388.40	46%	143.93	46%	51,467.67
740	Social Work Services	68,850.00	8,274.48	20,409.25	30%	0.00	30%	48,440.75
760	Pupil Transport	791,450.00	76,741.44	461,641.47	58%	12.99	58%	329,795.54
770	Food Service	0.00	0.00	10.00	0%	0.00	0%	(10.00)
790	Other Pupil Services	179,500.00	125.00	116,946.39	65%	0.00	65%	62,553.61
810	Oper/Maintenance	1,131,140.00	93,801.37	563,578.14	50%	318.41	50%	567,243.45
811	Grounds Maint	26,000.00	4,750.46	23,158.30	89%	0.00	89%	2,841.70
812	Buildings Maint	73,400.00	2,841.98	57,853.47	79%	450.50	79%	15,096.03
813	Equip Maint	22,000.00	1,475.81	6,463.69	29%	262.39	31%	15,273.92
850	Facilities	96,920.00	0.00	13,644.34	14%	990.00	15%	82,285.66
865	LTFM Excl'd Costs -Pro 866,867	88,390.00	12,769.26	69,275.71	78%	0.00	78%	19,114.29
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	13,097.10	524%	0.00	524%	(10,597.10)
01	General Fund	11,872,890.00	946,372.37	5,712,824.10	48%	27,324.00	48%	6,132,741.90
02	Food Service							

Barnesville Public Schools #146
Exp Summary - Fd, Pro
Period Ending January 31, 2026

Sequence: Fd, Pro

Description		B26 Annual Budget	Period 202607	Year To Date	% YTD	Encumbrances	% YTD + Enc	Remaining Balance
02	Food Service					FY25		
770	Food Service	813,510.00	64,544.92	421,552.28	52%	403.44	52%	391,554.28
02	Food Service	813,510.00	64,544.92	421,552.28	52%	44% 403.44	52%	391,554.28
04	Community Service							
505	Community Ed	114,340.00	5,833.19	48,882.16	43%	1,865.00	44%	63,592.84
506	Summer Recreation	84,070.00	1,033.58	54,690.61	65%	0.00	65%	29,379.39
509	Kids Club	133,320.00	6,994.45	76,088.68	57%	0.00	57%	57,231.32
580	Early Childhood	46,990.00	12,277.58	37,470.11	80%	0.00	80%	9,519.89
582	School Readiness	216,570.00	35,947.62	121,533.95	56%	67.98	56%	94,968.07
583	Preschool Screening	3,540.00	0.00	179.13	5%	0.00	5%	3,360.87
585	Youth Dev/Youth Serv	11,320.00	1,002.30	3,830.14	34%	0.00	34%	7,489.86
590	Other Community Programs	1,020.00	0.00	0.00	0%	0.00	0%	1,020.00
04	Community Service	611,170.00	63,088.72	342,674.78	56%	53% 1,932.98	56%	266,562.24
06	Building Construction							
870	Bldg/Capital Improv.	1,468,270.00	5,275.00	394,297.47	27%	0.00	27%	1,073,972.53
06	Building Construction	1,468,270.00	5,275.00	394,297.47	27%	0.00	27%	1,073,972.53
07	Debt Redemption							
910	Debt Redemption	2,401,700.00	1,980,850.00	2,401,700.00	100%	0.00	100%	0.00
07	Debt Redemption	2,401,700.00	1,980,850.00	2,401,700.00	100%	0.00	100%	0.00
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	3,060,131.01	9,273,048.63	53%	51% 29,660.42	54%	8,064,830.95

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	166,537.73	137,885.47	0.00	0.00	0.00	0.00	196,165
Receipts	12,068.41	89,933.60	89,821.36	74,386.17	68,356.29	0.00	0.00	0.00	0.00	69,115
Disbursements	49,557.94	92,658.98	69,297.05	103,038.43	65,997.99	0.00	0.00	0.00	0.00	66,931
Subtotal	148,728.80	146,003.42	166,527.73	137,885.47	140,243.77	0.00	0.00	0.00	0.00	198,349
Est. Federal/State Funding Due	69,447.12	84,208.47	72,133.07	63,797.64	67,094.38	0.00	0.00	0.00	0.00	69,690
Ending Balance	218,175.92	230,211.89	238,660.80	201,683.11	207,338.15	0.00	0.00	0.00	0.00	268,039
Average Daily Participation										
Breakfast										
Elementary	163	175	166	147	143	0	0	0	0	161
High School	103	117	115	103	98	0	0	0	0	108
Total	266	292	281	250	241	0	0	0	0	269
Lunch										
Elementary	396	412	409	389	363	0	0	0	0	413
High School	277	286	278	261	245	0	0	0	0	263
Total	673	697	687	650	608	0	0	0	0	676

CLAIMS PRESENTED TO THE BOARD OF EDUCATION

Monday, February 23, 2026

Andres, Liam			\$436.25	
	Custodial Expense	\$436.25		
Archambeau, Kraig			\$191.89	
	Transportation	\$191.89		
Askegaard, Matthew			\$68.88	
	Teacher Substitute	\$68.88		
Bang, Michaela			\$11.22	
	Paraprofessional	\$11.22		
Baxton, Joshua			\$549.86	
	Custodial	\$549.86		
Beischel, Thomas			\$3,572.89	
	Custodial	\$3,572.89		
Bielejeski, Lisa			\$1,826.48	
	Paraprofessional	\$1,661.40		
	Staff Development	\$165.08		
Blanco, Amira			\$159.62	
	Kids Club	\$159.62		
Blilie, Amber			\$103.32	
	Teacher Substitute	\$103.32		
Blilie, Macie			\$330.10	
	Kids Club	\$330.10		
Blomberg, Cassandra			\$2,446.57	
	Kids Club	\$909.59		
	Preschool	\$1,376.40		
	Staff Development	\$160.58		
Bolgrean, Shirley			\$1,746.28	
	Paraprofessional	\$1,746.28		
Bowen, Susan			\$829.11	
	Food Service Expense	\$829.11		
Braton, Carrie			\$201.66	
	Staff Development	\$201.66		
Braton, Kathy			\$108.00	
	Paraprofessional Substitute	\$108.00		
Caruso, Amy			\$934.81	
	Preschool	\$888.93		
	Staff Development	\$45.88		
Cossette, Jeremy			\$568.50	
	School Board Expense	\$568.50		
Davis, Mckenzie			\$5.48	
	Paraprofessional	\$5.48		
Del Greco, Benjamin			\$34.44	
	Teacher Substitute	\$34.44		
Dosch-Erlandson, Patricia			\$60.27	
	Teacher Substitute	\$60.27		
Duval, Duane			\$464.86	
	Custodial	\$464.86		
Ellerbusch, Jon			\$611.50	
	Staff Development	\$611.50		
Ernst, Laurie			\$443.16	
	Custodial	\$443.16		
Fenner, Juanita			\$1,494.08	
	Food Service Expense	\$1,494.08		

Field, Marla			\$568.50	
	School Board Expense	\$568.50		
Fogelquist, Melissa			\$368.00	
	Paraprofessional Substitute	\$368.00		
Fradet, Annika			\$182.61	
	Kids Club	\$182.61		
Fraudendienst, Isaac			\$103.32	
	Teacher Substitute	\$103.32		
Gardner, Colyn			\$1,519.78	
	Paraprofessional	\$1,519.78		
Gerdes, Madelyn			\$100.94	
	Staff Development	\$100.94		
Gilbertson, Carl			\$96.00	
	Custodial	\$96.00		
Gilbertson, Lisa			\$77.49	
	Teacher Substitute	\$77.49		
Goering, John			\$34.44	
	Teacher Substitute	\$34.44		
Gottenborg, Bill			\$34.44	
	Teacher Substitute	\$34.44		
Grosz, Jacob			\$258.30	
	Teacher Substitute	\$258.30		
Halverson-Wolters, Chrissa			\$446.42	
	Breakfast Monitor	\$145.59		
	Paraprofessional	\$13.37		
	Staff Development	\$287.46		
Hamman, Angela			\$596.82	
	Food Service Expense	\$596.82		
Hauck, Brea			\$380.00	
	Paraprofessional Substitute	\$380.00		
Haugen, Samantha			\$1,698.68	
	Paraprofessional Substitute	\$1,698.68		
Haus, Jessica			\$111.34	
	Staff Development	\$99.62		
	Breakfast Monitor	\$11.72		
Heikes, Julia			\$64.46	
	Paraprofessional	\$64.46		
Henrickson, Todd			\$69.00	
	Staff Development	\$69.00		
Herbranson, Joanne			\$93.59	
	Staff Development	\$93.59		
Hermes, Anthony			\$34.44	
	Teacher Substitute	\$34.44		
Hooch, Gabriel			\$27.48	
	Custodial	\$27.48		
Hough, Sara			\$1,514.65	
	School Board Expense	\$1,514.65		
Hoyer, Megan			\$132.90	
	Staff Development	\$132.90		
Huesman, Ava			\$126.96	
	Kids Club	\$126.96		
Johnson, Jedidiah			\$103.32	
	Teacher Substitute	\$103.32		
Jolicoeur, Kendra			\$361.62	
	Teacher Substitute	\$361.62		

Julsrud, Wanda			\$1,414.99	
	Transportation	\$1,414.99		
Kara, Roxanne			\$102.79	
	Custodial	\$102.79		
Kluck, Melissa			\$1,857.10	
	Transportation	\$1,857.10		
Labs, Melinda			\$638.72	
	Custodial	\$638.72		
LeNoue, Ruth			\$233.90	
	Food Service Expense	\$233.90		
Lien, Christopher			\$70.38	
	Staff Development	\$70.38		
Loen, Nancy			\$34.44	
	Teacher Substitute	\$34.44		
Loewen, Sydney			\$238.41	
	Kids Club	\$238.41		
Manning, Lynn			\$580.00	
	Food Service Expense	\$580.00		
Messer, Savannah			\$1,094.25	
	Paraprofessional	\$266.25		
	Paraprofessional Substitute	\$828.00		
Meyer, Sandra			\$103.32	
	Teacher Substitute	\$103.32		
Nelson, Nichole			\$129.15	
	Teacher Substitute	\$129.15		
Nibbe, Alissa			\$153.75	
	Community Ed	\$153.75		
Norris, Riley			\$250.30	
	Kids Club	\$250.30		
Olson, Logan			\$165.01	
	Custodial Expense	\$165.01		
Olson, Tori			\$24.31	
	Teacher Substitute	\$24.31		
Owen, Grace			\$34.44	
	Teacher Substitute	\$34.44		
Palya, Samantha			\$2,050.14	
	Preschool Paraprofessional	\$777.46		
	Paraprofessional	\$740.18		
	Transportation	\$532.50		
Paur, Nicholas			\$987.92	
	Teacher Substitute	\$103.32		
	Community Ed	\$765.00		
	Staff Development	\$119.60		
Peloubet-Messer, Christine			\$1,231.30	
	Concessions	\$1,231.30		
Pender, Cassie			\$143.38	
	Staff Development	\$143.38		
Peterson, Henry			\$456.86	
	Custodial Expense	\$456.86		
Pickett, Jennifer			\$797.82	
	Concessions	\$797.82		
Poepping, Sarah			\$130.00	
	Student Teacher	\$130.00		
Redding, LaVonne			\$376.20	
	Food Service Expense	\$376.20		

Reep, Richard				\$56.00		
		Custodial Expense	\$56.00			
Ronsberg, Betsy				\$240.26		
		Breakfast Monitor	\$140.64			
		Staff Development	\$99.62			
Rotz, Molly				\$94.32		
		Kids Club	\$94.32			
Rotz, Stacey				\$1,400.54		
		Preschool	\$1,300.92			
		Staff Development	\$99.62			
Samuelson, Jodi				\$65.00		
		School Board Expense	\$65.00			
Schaub, Michael				\$291.80		
		Teacher Substitute	\$172.20			
		Staff Development	\$119.60			
Schilling, Emma				\$76.90		
		Kids Club	\$76.90			
Schindler, McKayla				\$1,759.88		
		Paraprofessional	\$1,759.88			
Schmitt Jr, Thomas				\$34.44		
		Teacher Substitute	\$34.44			
Seifert, Nicole				\$34.44		
		Teacher Substitute	\$34.44			
Smith, Heidi				\$324.14		
		Staff Development	\$324.14			
Snobl, Scott				\$184.44		
		Teacher Substitute	\$34.44			
		Student Teacher	\$150.00			
Snow, Kayla				\$385.91		
		Kids Club	\$385.91			
Solum, McKinzie				\$659.31		
		Teacher Substitute	\$60.27			
		Staff Development	\$599.04			
Spillum, Emma				\$152.36		
		Kids Club	\$152.36			
Spillum, Mary				\$472.53		
		Kids Club	\$472.53			
Strand, Bryan				\$32.20		
		Staff Development	\$32.20			
Suter, Cheryl				\$82.29		
		Paraprofessional	\$44.31			
		Staff Development	\$37.98			
Teeples, Britta				\$300.00		
		Student Teacher	\$300.00			
Thorkildson, Lynn				\$77.49		
		Teacher Substitute	\$77.49			
Trowbridge, Philip				\$184.44		
		Teacher Substitute	\$34.44			
		Student Teacher	\$150.00			
Wellman, Henry				\$199.23		
		Custodial Expense	\$199.23			
Wirth, Barb				\$881.02		
		Food Service Expense	\$881.02			
		TOTAL	\$47,592.55	\$47,592.55		

MSDLAF TRANSFERS TO MIDWEST BANK					
	1/27/26	TRANSFER		\$700,000	
	1/27/26	TRANSFER		\$5,275	
	2/13/26	TRANSFER		\$140,000	
					\$845,275
MIDWEST BANK CREDIT CARD EXPENDITURES					
Jon Ellerbusch					\$2,295.10
		Indeed Job Posting		\$15.05	
		ChatGPT Subscription		\$20.00	
		Supplies		\$37.67	
		MSBA Conference travel exp, incl. board members		\$2,120.23	
		Dues		\$102.15	
Todd Henrickson					\$461.67
		ChatGPT Subscription		\$20.00	
		Zoom subscription		\$18.24	
		Auxiliary Expense		\$423.43	
Bryan Strand					\$1,094.22
		College Textbooks		\$884.85	
		Gasoline		\$41.18	
		Staff Development		\$168.19	
Jodi Samuelson					\$145.00
		Chat GPT Subscription		\$20.00	
		Staff Development		\$125.00	
Aaron Schindler					\$2,741.40
		HS Auxiliary Account Expense		\$969.57	
		Boys Basketball Travel Expense		\$437.01	
		Track Clinic		(\$125.00)	
		Staff Development		\$639.82	
		Wrestling Entry Fee		\$650.00	
		ChatGPT Subscription		\$20.00	
		Brightwheel Subscription		\$150.00	
Total Credit Card Expense					\$6,737.39

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 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			\$247.80		
PO#:	Voucher #:	111993	Invoice	Invoice No: 012526	1/27/2026	Paid Amt:	\$247.80	Check Amount:	\$247.80
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$75.00		
PO#:	Voucher #:	111994	Invoice	Invoice No: 012626	1/27/2026	Paid Amt:	\$75.00	Check Amount:	\$75.00
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 033	Health Savings Account			\$1,353.45		
PO#:	Voucher #:	112114	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$1,353.45	Check Amount:	\$1,353.45
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$49.72		
PO#:	Voucher #:	112116	Invoice	Invoice No: 012426	1/30/2026	Paid Amt:	\$49.72	Check Amount:	\$49.72
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$16.50		
PO#:	Voucher #:	112115	Invoice	Invoice No: 012926	1/30/2026	Paid Amt:	\$16.50	Check Amount:	\$16.50
MB	12851	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$1,504.24		
PO#:	Voucher #:	112113	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$1,504.24	Check Amount:	\$1,504.24
MB	12860			MINNESOTA TEACHERS RETIREMENT		Wire			
			B 01 215 018	TRA			\$33,821.88		
PO#:	Voucher #:	112112	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$33,821.88	Check Amount:	\$33,821.88
MB	12861			PUBLIC EMPLOYEES RETIREMENT		Wire			
			B 01 215 017	PERA			\$10,455.52		
PO#:	Voucher #:	112111	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$10,455.52	Check Amount:	\$10,455.52
MB	12862	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$1,972.62		
PO#:	Voucher #:	112105	Invoice	Invoice No: S2026140	2/30/2026	Paid Amt:	\$1,972.62	Check Amount:	\$1,972.62

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	13386			MINNESOTA REVENUE		Wire			
			B 01 215 030	Guarnishment			\$475.65		
PO#:	Voucher #:	112108	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$475.65	Check Amount:	\$475.65
MB	14128			INTERNAL REVENUE SERVICE		Wire			
			B 01 215 010	FICA Payable			\$39,172.38		
			B 01 215 011	Federal Tax			\$16,286.20		
PO#:	Voucher #:	112103	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$55,458.58	Check Amount:	\$55,458.58
MB	14129			MINN DEPT OF REVENUE		Wire			
			B 01 215 013	State Tax			\$8,926.11		
PO#:	Voucher #:	112107	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$8,926.11	Check Amount:	\$8,926.11
MB	14968	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$2,284.48		
PO#:	Voucher #:	112110	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$2,284.48	Check Amount:	\$2,284.48
MB	16537	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$1,883.36		
PO#:	Voucher #:	112101	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$1,883.36	Check Amount:	\$1,883.36
MB	16936	REMIT		EDUCATORS BENEFITS CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$5,059.58		
PO#:	Voucher #:	112104	Invoice	Invoice No: S2026140	1/30/2026	Paid Amt:	\$5,059.58	Check Amount:	\$5,059.58
MB	12942			MIDWEST BANK		Wire			
			E 01 005 110 000 305 000	Account Analysis Charge			\$161.50		
PO#:	Voucher #:	112119	Invoice	Invoice No: 01302026	1/31/2026	Paid Amt:	\$161.50	Check Amount:	\$161.50
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$214.76		
PO#:	Voucher #:	112120	Invoice	Invoice No: 012826	1/31/2026	Paid Amt:	\$214.76	Check Amount:	\$214.76

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 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			\$80.43		
PO#:	Voucher #:	112121	Invoice	Invoice No: 012326	1/31/2026	Paid Amt:	\$80.43	Check Amount:	\$80.43
MB	11760			LAKES COUNTRY SERVICE COOP.		Wire			
			B 01 215 026	Health Ins Premium			\$82,166.88		
PO#:	Voucher #:	112167	Invoice	Invoice No: February 2026	2/4/2026	Paid Amt:	\$82,166.88	Check Amount:	\$82,166.88
MB	13040			JMC COMPUTER SERVICE INC.		Wire			
			E 01 005 110 000 305 000	JMC Fees			\$76.38		
PO#:	Voucher #:	112171	Invoice	Invoice No: Jan JMC Fees	2/4/2026	Paid Amt:	\$76.38	Check Amount:	\$76.38
MB	15035			MIDWEST BANK DEBIT CARD		Wire			
			E 01 005 760 733 442 000	Gasoline			\$33.50		
PO#:	Voucher #:	112168	Invoice	Invoice No: 119372	2/4/2026	Paid Amt:	\$33.50	Check Amount:	\$33.50
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$156.00		
PO#:	Voucher #:	112170	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$156.00	Check Amount:	\$156.00
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$490.99		
PO#:	Voucher #:	112169	Invoice	Invoice No: 013126	2/4/2026	Paid Amt:	\$490.99	Check Amount:	\$490.99
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$330.63		
PO#:	Voucher #:	112232	Invoice	Invoice No: 020626	2/9/2026	Paid Amt:	\$330.63	Check Amount:	\$330.63
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$223.49		
PO#:	Voucher #:	112179	Invoice	Invoice No: 020526	2/9/2026	Paid Amt:	\$223.49	Check Amount:	\$223.49
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$157.70		
PO#:	Voucher #:	112231	Invoice	Invoice No: 020826	2/9/2026	Paid Amt:	\$157.70	Check Amount:	\$157.70

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	17576			WEX HEALTH INC		Wire
			B 01 215 033	Health Savings Account		\$1,353.45
PO#:	Voucher #:	112224	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$1,353.45
						Check Amount: \$1,353.45
MB	17576			WEX HEALTH INC		Wire
			E 01 005 110 000 305 000	Benefits Fees		\$110.00
PO#:	Voucher #:	112411	Invoice	Invoice No: 0002314121-IN	2/13/2026	Paid Amt: \$110.00
						Check Amount: \$110.00
MB	17591			NELNET PAYMENT SERVICES		Wire
			E 01 005 110 000 305 000	ACH Fee		\$8.36
PO#:	Voucher #:	112233	Invoice	Invoice No: CI-000553583	2/13/2026	Paid Amt: \$8.36
						Check Amount: \$8.36
MB	12851	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire
			B 01 215 005	Tax Sheltered Annuities		\$1,504.24
PO#:	Voucher #:	112223	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$1,504.24
						Check Amount: \$1,504.24
MB	12860			MINNESOTA TEACHERS RETIREMENT		Wire
			B 01 215 018	TRA		\$33,837.51
PO#:	Voucher #:	112222	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$33,837.51
						Check Amount: \$33,837.51
MB	12861			PUBLIC EMPLOYEES RETIREMENT		Wire
			B 01 215 017	PERA		\$10,823.65
PO#:	Voucher #:	112221	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$10,823.65
						Check Amount: \$10,823.65
MB	12862	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire
			B 01 215 005	Tax Sheltered Annuities		\$1,972.62
PO#:	Voucher #:	112215	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$1,972.62
						Check Amount: \$1,972.62
MB	13386			MINNESOTA REVENUE		Wire
			B 01 215 030	Guarnishment		\$472.72
PO#:	Voucher #:	112218	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt: \$472.72
						Check Amount: \$472.72
MB	14128			INTERNAL REVENUE SERVICE		Wire
			B 01 215 010	FICA Payable		\$39,637.32

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	14128			INTERNAL REVENUE SERVICE		Wire			
			B 01 215 011	Federal Tax			\$15,904.92		
PO#:	Voucher #:	112213	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt:	\$55,542.24	Check Amount:	\$55,542.24
MB	14129			MINN DEPT OF REVENUE		Wire			
			B 01 215 013	State Tax			\$9,162.44		
PO#:	Voucher #:	112217	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt:	\$9,162.44	Check Amount:	\$9,162.44
MB	14968	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$2,284.48		
PO#:	Voucher #:	112220	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt:	\$2,284.48	Check Amount:	\$2,284.48
MB	16537	REMIT		EDUCATORS BENEFIT CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$1,883.36		
PO#:	Voucher #:	112211	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt:	\$1,883.36	Check Amount:	\$1,883.36
MB	16936	REMIT		EDUCATORS BENEFITS CONSULTANTS		Wire			
			B 01 215 005	Tax Sheltered Annuities			\$5,059.58		
PO#:	Voucher #:	112214	Invoice	Invoice No: S2026150	2/13/2026	Paid Amt:	\$5,059.58	Check Amount:	\$5,059.58
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$638.73		
PO#:	Voucher #:	112443	Invoice	Invoice No: 021226	2/20/2026	Paid Amt:	\$638.73	Check Amount:	\$638.73
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$18.27		
PO#:	Voucher #:	112444	Invoice	Invoice No: 021326	2/20/2026	Paid Amt:	\$18.27	Check Amount:	\$18.27
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$170.42		
PO#:	Voucher #:	112445	Invoice	Invoice No: 021426	2/20/2026	Paid Amt:	\$170.42	Check Amount:	\$170.42
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$25.00		
PO#:	Voucher #:	112446	Invoice	Invoice No: 021526	2/20/2026	Paid Amt:	\$25.00	Check Amount:	\$25.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 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			\$1,343.59		
PO#:	Voucher #:	112447	Invoice	Invoice No: 021726	2/20/2026		Paid Amt:	\$1,343.59	
							Check Amount:	\$1,343.59	
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$9.99		
PO#:	Voucher #:	112448	Invoice	Invoice No: 021726-2	2/20/2026		Paid Amt:	\$9.99	
							Check Amount:	\$9.99	
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$9.71		
PO#:	Voucher #:	112449	Invoice	Invoice No: 021926	2/20/2026		Paid Amt:	\$9.71	
							Check Amount:	\$9.71	
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$1,286.34		
PO#:	Voucher #:	112441	Invoice	Invoice No: 021026	2/20/2026		Paid Amt:	\$1,286.34	
							Check Amount:	\$1,286.34	
MB	17576			WEX HEALTH INC		Wire			
			B 01 215 024	Flex Plan Medical & Dependent Care			\$60.00		
PO#:	Voucher #:	112442	Invoice	Invoice No: 021126	2/20/2026		Paid Amt:	\$60.00	
							Check Amount:	\$60.00	
MB	89453	17925		AANENSON, GAGE		Check			
			E 01 300 294 000 305 503				\$65.00		
			E 01 300 296 000 305 513				\$65.00		
PO#:	Voucher #:	112098	Invoice	Invoice No: 012926	1/30/2026		Paid Amt:	\$130.00	
							Check Amount:	\$130.00	
MB	89454	16382		BRAUN, SCOTT		Check			
			E 01 300 294 000 305 506	Fees For Services			\$207.00		
PO#:	Voucher #:	112092	Invoice	Invoice No: 12926	1/30/2026		Paid Amt:	\$207.00	
							Check Amount:	\$207.00	
MB	89455	17926		CURTIS, PRESTON		Check			
			E 01 300 296 000 305 513	Fees For Services			\$130.00		
PO#:	Voucher #:	112097	Invoice	Invoice No: 012926	1/30/2026		Paid Amt:	\$130.00	
							Check Amount:	\$130.00	
MB	89456	15977	REMIT	ELAN FINANCIAL SERVICES		Check			
			E 01 300 289 000 369 000	Auxiliary Exp	29		\$1,393.00		
			E 04 005 509 321 305 000	Brightwheel Subscription			\$150.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89456	15977	REMIT	ELAN FINANCIAL SERVICES		Check
			E 04	005 505 321 401 000	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 01	005 020 000 401 000	ChatGPT Subscription	\$20.00
			E 01	300 640 316 366 000	Staff Development	\$639.82
			E 01	005 640 316 366 000	Staff Development	\$125.00
			E 01	300 050 000 820 000	Dues	\$102.15
			E 01	005 020 000 401 000	General Supplies	\$37.67
			E 01	005 105 000 305 000	Indeed job placement	\$15.05
			E 01	005 020 000 366 000	Gen.trv,Meals, Rooms	\$189.00
			E 01	005 010 000 366 000	MSBA Conference	\$1,931.23
			E 01	300 292 000 366 505	Return	(\$125.00)
			E 01	100 050 000 366 000	Travel Expense	\$84.09
			E 01	300 050 000 366 000	Travel Expense	\$84.10
			E 01	300 211 000 460 000	College Textbooks	\$884.85
			E 01	005 760 733 442 000	Gasoline	\$41.18
			E 01	100 203 000 401 000	Zoom subscription	\$18.24
			E 01	300 294 000 366 503	Boys Basketball Travel	\$437.01
			E 01	300 294 000 369 506	Wrestling Entry Fee	\$650.00
PO#:	Voucher #:	112002	Invoice	Invoice No: January 2026	1/30/2026	Paid Amt: \$6,737.39
						Check Amount: \$6,737.39
MB	89457	16173		HOCKING, TREVOR		Check
			E 01	300 296 000 305 513	Fees For Services	\$85.00
PO#:	Voucher #:	111997	Invoice	Invoice No: 012726	1/30/2026	Paid Amt: \$85.00
						Check Amount: \$85.00
MB	89458	17944		HUTCHINSON HIGH SCHOOL		Check
			E 01	300 294 000 369 506	Entry Fees/Student Travel	\$20.00
PO#:	Voucher #:	111996	Invoice	Invoice No: 012626	1/30/2026	Paid Amt: \$20.00
						Check Amount: \$20.00
MB	89459	12109		INDEPENDENT SCHOOL DIST. 549		Check
			E 01	300 294 000 369 506	Entry Fees/Student Travel	\$225.00
PO#:	Voucher #:	111995	Invoice	Invoice No: 012626	1/30/2026	Paid Amt: \$225.00
						Check Amount: \$225.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89460	16587		MAHLUM, CHRISTOPHER C		Check			
			E 01	300 296 000 305 513	Fees For Services		\$165.00		
PO#:	Voucher #:	111998	Invoice	Invoice No: 012726	1/30/2026	Paid Amt:	\$165.00		
						Check Amount:	\$165.00		
MB	89461	17943		METTLER, LAWRENCE		Check			
			E 01	300 296 000 305 513			\$107.50		
			E 01	300 294 000 305 503			\$107.50		
PO#:	Voucher #:	112095	Invoice	Invoice No: 012926	1/30/2026	Paid Amt:	\$215.00		
						Check Amount:	\$215.00		
MB	89462	16864		OKESON, MATTHEW O		Check			
			E 01	300 296 000 305 513	Fees For Services		\$215.00		
PO#:	Voucher #:	111999	Invoice	Invoice No: 012726	1/30/2026	Paid Amt:	\$215.00		
						Check Amount:	\$215.00		
MB	89463	17789		PULCZINSKI, MICHAEL A		Check			
			E 01	300 296 000 305 513	Fees For Services		\$85.00		
PO#:	Voucher #:	112000	Invoice	Invoice No: 012726	1/30/2026	Paid Amt:	\$85.00		
						Check Amount:	\$85.00		
MB	89464	12141	dues	REGION 6A, MSHSL		Check			
			E 01	300 298 000 820 000	Dues and Membership		\$40.00		
PO#:	Voucher #:	112100	Invoice	Invoice No: 25-26 Dues	1/30/2026	Paid Amt:	\$40.00		
						Check Amount:	\$40.00		
MB	89465	17019		RIEDEL, LOGAN		Check			
			E 01	300 296 000 305 513	Fees For Services		\$215.00		
PO#:	Voucher #:	112094	Invoice	Invoice No: 12926	1/30/2026	Paid Amt:	\$215.00		
						Check Amount:	\$215.00		
MB	89466	16816		RIEWER, PRESTON		Check			
			E 01	300 294 000 305 503	Fees For Services		\$215.00		
PO#:	Voucher #:	112093	Invoice	Invoice No: 012926	1/30/2026	Paid Amt:	\$215.00		
						Check Amount:	\$215.00		
MB	89467	12823	wrestlin	SECTION 8A WRESTLING		Check			
			E 01	300 294 000 401 506	8A Wrestling Dues		\$100.00		
PO#:	Voucher #:	112099	Invoice	Invoice No: 25-26 Dues	1/30/2026	Paid Amt:	\$100.00		
						Check Amount:	\$100.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89468	17927		STANGE, NATHAN		Check			
			E 01	300 294 000 305 503	Fees For Services		\$130.00		
PO#:	Voucher #:	112096	Invoice	Invoice No: 012926	1/30/2026	Paid Amt:	\$130.00		
						Check Amount:	\$130.00		
MB	89469	17832		REMIT THAYER, DONNA		Check			
			E 01	300 296 000 305 513	Fees For Services		\$165.00		
PO#:	Voucher #:	112001	Invoice	Invoice No: 012726	1/30/2026	Paid Amt:	\$165.00		
						Check Amount:	\$165.00		
MB	89470	15344	remit	AVIBEN LLC		Check			
			E 01	005 110 000 305 000	Fees For Services		\$72.97		
PO#:	Voucher #:	112122	Invoice	Invoice No: 40825	2/4/2026	Paid Amt:	\$72.97		
						Check Amount:	\$72.97		
MB	89471	17461		BRANDENBURG, SEAN		Check			
			E 01	300 296 000 305 513	Fees For Services		\$122.00		
PO#:	Voucher #:	112144	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$122.00		
			E 01	300 294 000 305 503	Fees For Services		\$121.00		
PO#:	Voucher #:	112123	Invoice	Invoice No: 020226	2/4/2026	Paid Amt:	\$121.00		
						Check Amount:	\$243.00		
MB	89472	10001		CITY OF BARNESVILLE		Check			
			E 01	005 810 000 332 000	Electricity		\$13,478.86		
			E 01	005 810 000 331 000	Water-Sewage		\$1,102.72		
			E 04	005 505 321 320 000	Communication		\$33.78		
			E 01	005 810 000 320 000	Communication		\$789.96		
PO#:	Voucher #:	112124	Invoice	Invoice No: 10145830	2/4/2026	Paid Amt:	\$15,405.32		
						Check Amount:	\$15,405.32		
MB	89473	16937		COLE PAPERS INC		Check			
			E 02	005 770 701 401 000	General Supplies		\$519.69		
PO#:	Voucher #:	112127	Invoice	Invoice No: 10678775	2/4/2026	Paid Amt:	\$519.69		
			E 02	005 770 701 401 000	General Supplies		\$90.43		
PO#:	Voucher #:	112126	Invoice	Invoice No: 10672606	2/4/2026	Paid Amt:	\$90.43		
						Check Amount:	\$610.12		
MB	89474	17926		CURTIS, PRESTON		Check			
			E 01	300 294 000 305 503	Fees For Services		\$75.00		
PO#:	Voucher #:	112125	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$75.00		
						Check Amount:	\$75.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89475	17945		DEYOUNG, KEEGAN		Check
			E 01	300 296 000 305 513	Fees For Services	\$85.00
PO#:	Voucher #:	112128	Invoice	Invoice No: 013026	2/4/2026	Paid Amt: \$85.00
						Check Amount: \$85.00
MB	89476	12089		DVS RENEWAL		Check
			E 01	005 760 733 401 000	10 Dodg	\$20.25
PO#:	Voucher #:	112131	Invoice	Invoice No: 2010 DODG CAR	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	25 FORD TRANSIT	\$20.25
PO#:	Voucher #:	112139	Invoice	Invoice No: 2025 FORD TRANSIT	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	15 DODG	\$20.25
PO#:	Voucher #:	112129	Invoice	Invoice No: 2015 DODG CAR	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	12 CHEV	\$20.25
PO#:	Voucher #:	112141	Invoice	Invoice No: 2012 CHEV SIL	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	19 DODGE CARAVAN	\$20.25
PO#:	Voucher #:	112138	Invoice	Invoice No: 2019 DODG GRAND CARA	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	17 Dodge van	\$20.25
PO#:	Voucher #:	112140	Invoice	Invoice No: 2017 DODG CVN	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	09 MAZD	\$20.25
PO#:	Voucher #:	112136	Invoice	Invoice No: 2009 MAZD M3I	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	17 Dodge van	\$20.25
PO#:	Voucher #:	112134	Invoice	Invoice No: 2017 DODG CVN	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	20 Ford TCN	\$20.25
PO#:	Voucher #:	112137	Invoice	Invoice No: 2020 FORD TCN	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	Plate # 930818 92 GMC	\$20.25
PO#:	Voucher #:	112133	Invoice	Invoice No: 1992 GMC C15	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	01 Blue	\$20.25
PO#:	Voucher #:	112135	Invoice	Invoice No: 2001 BLUE	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	14 Chrysler	\$20.25
PO#:	Voucher #:	112132	Invoice	Invoice No: 2014 CHRY TWC	2/4/2026	Paid Amt: \$20.25
			E 01	005 760 733 401 000	14 Chry	\$20.25
PO#:	Voucher #:	112130	Invoice	Invoice No: 2014 CHRY TWC	2/4/2026	Paid Amt: \$20.25
						Check Amount: \$263.25
MB	89477	12853		EA - BARNESVILLE		Check
			B 01	215 025	Nea-Mea-Bea Dues Payable	\$2,630.74
PO#:	Voucher #:	111780	Invoice	Invoice No: S2026130	2/4/2026	Paid Amt: \$2,630.74

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89477	12853		EA - BARNESVILLE		Check			
			B 01	215 025	Nea-Mea-Bea Dues Payable		\$2,580.02		
PO#:	Voucher #:	112102	Invoice	Invoice No: S2026140	2/4/2026	Paid Amt:	\$2,580.02	Check Amount:	\$5,210.76
MB	89478	15730		ESSENTIA HEALTH		Check			
			E 01	300 790 000 305 000	monthly sports medicine agreement		\$125.00		
PO#:	Voucher #:	112164	Invoice	Invoice No: CINV-00002715	2/4/2026	Paid Amt:	\$125.00	Check Amount:	\$125.00
MB	89479	17128		GLAD, NOAH		Check			
			E 01	300 296 000 305 513	Fees For Services		\$107.50		
			E 01	300 294 000 305 503	Fees For Services		\$107.50		
PO#:	Voucher #:	112142	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$215.00	Check Amount:	\$215.00
MB	89480	15724		GULER, BRIAN		Check			
			E 01	300 294 000 305 503	Fees For Services		\$215.00		
PO#:	Voucher #:	112143	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$215.00	Check Amount:	\$215.00
MB	89481	16701		HALVORSON, CHANCEY		Check			
			E 01	300 294 000 305 503	Fees For Services		\$194.00		
PO#:	Voucher #:	112145	Invoice	Invoice No: 020226	2/4/2026	Paid Amt:	\$194.00	Check Amount:	\$194.00
MB	89482	17936		JOHNSON CONTROLS BUILDING SOLUTIONS LLC		Check			
			E 01	005 811 000 350 000	replaced actuator and replaced breaker		\$1,323.65		
PO#: 51408	Voucher #:	112146	Invoice	Invoice No: 1-137057692203	2/4/2026	Paid Amt:	\$1,323.65	Check Amount:	\$1,323.65
MB	89483	17574		KUEHL, NICHOLAS		Check			
			E 01	300 296 000 305 513	Fees For Services		\$215.00		
PO#:	Voucher #:	112147	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$215.00	Check Amount:	\$215.00
MB	89484	14833		KUTTER, DANA		Check			
			E 01	300 294 000 305 503	Fees For Services		\$65.00		
PO#:	Voucher #:	112148	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$65.00	Check Amount:	\$65.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89485	17554		LASSILA, GABRIEL P		Check			
			E 01	300 294 000 305 503	Fees For Services		\$75.00		
PO#:	Voucher #:	112149	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$75.00		
						Check Amount:	\$75.00		
MB	89486	10165		MINN. SCHOOL BOARDS ASSOC.		Check			
			E 01	005 010 000 366 000	Gen.trv,Meals, Rooms		\$50.00		
PO#:	Voucher #:	112151	Invoice	Invoice No: INV-15186-T8K6W9	2/4/2026	Paid Amt:	\$50.00		
						Check Amount:	\$50.00		
MB	89487	16818		MN SCHOOL EMPLOYEES ASSOCIATION		Check			
			B 01	215 025	Nea-Mea-Bea Dues Payable		\$377.70		
PO#:	Voucher #:	112109	Invoice	Invoice No: S2026140	2/4/2026	Paid Amt:	\$377.70		
						Check Amount:	\$377.70		
MB	89488	17143		MOSCA, JEFF		Check			
			E 01	300 294 000 305 503	Fees For Services		\$194.00		
PO#:	Voucher #:	112150	Invoice	Invoice No: 020226	2/4/2026	Paid Amt:	\$194.00		
						Check Amount:	\$194.00		
MB	89489	17752	REMIT	PIONEER DRAMA SERVICE INC		Check			
			E 04	005 505 321 401 000	Twice Upon a Time- Scripts, Performance		\$443.25		
PO#: 51414	Voucher #:	112152	Invoice	Invoice No: 667082	2/4/2026	Paid Amt:	\$443.25		
						Check Amount:	\$443.25		
MB	89490	12076	remit	PREMIUM WATERS - FARGO		Check			
			E 01	005 720 000 401 000	General Supplies		\$97.58		
			E 01	100 720 000 401 000	Elem. Nurse's Office		\$11.50		
PO#:	Voucher #:	112154	Invoice	Invoice No: 502958-01-26	2/4/2026	Paid Amt:	\$109.08		
						Check Amount:	\$109.08		
MB	89491	17789		PULCZINSKI, MICHAEL A		Check			
			E 01	300 294 000 305 503	Fees For Services		\$121.00		
PO#:	Voucher #:	112153	Invoice	Invoice No: 020226	2/4/2026	Paid Amt:	\$121.00		
						Check Amount:	\$121.00		
MB	89492	17916	REMIT	PUREWATER TECHNOLOGY OF THE NORTH LLC		Check			
			E 01	005 850 000 335 000	Filtered water rental		\$495.00		
PO#:	Voucher #:	112155	Invoice	Invoice No: 125333	2/4/2026	Paid Amt:	\$495.00		
						Check Amount:	\$495.00		
MB	89493	14314	remit	RICK'S TIRE & TOWING		Check			
			E 01	005 760 733 350 000	sensors for tpms	35	\$454.00		
PO#: 51417	Voucher #:	112156	Invoice	Invoice No: 9955	2/4/2026	Paid Amt:	\$454.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
MB	89493	14314	remit	RICK'S TIRE & TOWING		Check	
			E 01	005 760 733 350 000	oil change	\$91.00	
PO#:	51417	Voucher #:	112157	Invoice	Invoice No: 10527	2/4/2026	Paid Amt: \$91.00
							Check Amount: \$545.00
MB	89494	17946		SCHLICHTING, ELI		Check	
			E 01	300 294 000 305 503	Fees For Services	\$165.00	
PO#:		Voucher #:	112158	Invoice	Invoice No: 01302026	2/4/2026	Paid Amt: \$165.00
							Check Amount: \$165.00
MB	89495	17922		SCHULTZ, BLAKE		Check	
			E 01	300 296 000 305 513	Fees For Services	\$80.00	
PO#:		Voucher #:	112159	Invoice	Invoice No: 013026	2/4/2026	Paid Amt: \$80.00
							Check Amount: \$80.00
MB	89496	17901		SYSCO NORTH DAKOTA INC		Check	
			E 02	005 770 701 490 000	Food	\$8.61	
PO#:		Voucher #:	112064	Credit	Invoice No: 395053854	2/4/2026	Paid Amt: (\$8.61)
			E 02	005 770 701 490 000	Food	\$83.00	
PO#:		Voucher #:	112035	Credit	Invoice No: 395053835	2/4/2026	Paid Amt: (\$83.00)
			E 02	005 770 701 490 000	Food	\$2.87	
PO#:		Voucher #:	112062	Credit	Invoice No: 395053852	2/4/2026	Paid Amt: (\$2.87)
			E 02	005 770 701 490 000	Food	\$1.17	
PO#:		Voucher #:	112030	Credit	Invoice No: 395053829	2/4/2026	Paid Amt: (\$1.17)
			E 02	005 770 701 490 000	Food	\$2.61	
PO#:		Voucher #:	112010	Credit	Invoice No: 395053809	2/4/2026	Paid Amt: (\$2.61)
			E 02	005 770 701 490 000	Food	\$130.56	
PO#:		Voucher #:	112019	Credit	Invoice No: 395053818	2/4/2026	Paid Amt: (\$130.56)
			E 02	005 770 701 490 000	Food	\$8.61	
PO#:		Voucher #:	112058	Credit	Invoice No: 395053848	2/4/2026	Paid Amt: (\$8.61)
			E 02	005 770 701 490 000	Food	\$33.56	
PO#:		Voucher #:	112056	Credit	Invoice No: 395053846	2/4/2026	Paid Amt: (\$33.56)
			E 02	005 770 701 490 000	Food	\$40.08	
PO#:		Voucher #:	112055	Credit	Invoice No: 395053845	2/4/2026	Paid Amt: (\$40.08)
			E 02	005 770 701 490 000	Food	\$48.51	
PO#:		Voucher #:	112020	Credit	Invoice No: 395053819	2/4/2026	Paid Amt: (\$48.51)
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$268.93	
PO#:		Voucher #:	112039	Invoice	Invoice No: 295991849	2/4/2026	Paid Amt: \$268.93
			E 02	005 770 701 490 000	Food	\$45.96	
PO#:		Voucher #:	112014	Credit	Invoice No: 395053813	2/4/2026	Paid Amt: (\$45.96)

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89496	17901		SYSKO NORTH DAKOTA INC		Check
			E 02 005 770	701 490 000 Food		\$9.15
PO#:	Voucher #:	112038	Credit	Invoice No: 395053838	2/4/2026	Paid Amt: (\$9.15)
			E 02 005 770	701 490 000 Food		\$25.18
PO#:	Voucher #:	112052	Credit	Invoice No: 395053842	2/4/2026	Paid Amt: (\$25.18)
			E 02 005 770	701 490 000 Food		\$1.17
PO#:	Voucher #:	112027	Credit	Invoice No: 395053826	2/4/2026	Paid Amt: (\$1.17)
			E 02 005 770	701 490 000 Food		\$2.87
PO#:	Voucher #:	112059	Credit	Invoice No: 395053849	2/4/2026	Paid Amt: (\$2.87)
			E 02 005 770	701 490 000 Food		\$12.39
PO#:	Voucher #:	112036	Credit	Invoice No: 395053836	2/4/2026	Paid Amt: (\$12.39)
			E 02 005 770	701 490 000 Food		\$8.61
PO#:	Voucher #:	112061	Credit	Invoice No: 395053851	2/4/2026	Paid Amt: (\$8.61)
			E 02 005 770	701 490 000 Food		\$130.56
PO#:	Voucher #:	112018	Credit	Invoice No: 395053817	2/4/2026	Paid Amt: (\$130.56)
			E 02 005 770	701 490 000 Food		\$8.61
PO#:	Voucher #:	112063	Credit	Invoice No: 395053853	2/4/2026	Paid Amt: (\$8.61)
			E 02 005 770	701 490 000 Food		\$7.43
PO#:	Voucher #:	112009	Credit	Invoice No: 395053808	2/4/2026	Paid Amt: (\$7.43)
			E 02 005 770	701 490 000 Food		\$1.17
PO#:	Voucher #:	112026	Credit	Invoice No: 395053825	2/4/2026	Paid Amt: (\$1.17)
			E 02 005 770	701 490 000 Food		\$25.18
PO#:	Voucher #:	112051	Credit	Invoice No: 395053841	2/4/2026	Paid Amt: (\$25.18)
			E 02 005 770	701 490 000 Food		\$15.47
PO#:	Voucher #:	112053	Credit	Invoice No: 395053843	2/4/2026	Paid Amt: (\$15.47)
			E 02 005 770	701 490 000 Food		\$18.91
PO#:	Voucher #:	112080	Credit	Invoice No: 395053870	2/4/2026	Paid Amt: (\$18.91)
			E 02 005 770	701 490 000 Food		\$50.10
PO#:	Voucher #:	112054	Credit	Invoice No: 395053844	2/4/2026	Paid Amt: (\$50.10)
			E 02 005 770	701 490 000 Food		\$27.96
PO#:	Voucher #:	112011	Credit	Invoice No: 395053810	2/4/2026	Paid Amt: (\$27.96)
			E 02 005 770	701 490 000 Food		\$32.31
PO#:	Voucher #:	112021	Credit	Invoice No: 395053820	2/4/2026	Paid Amt: (\$32.31)
			E 02 005 770	701 490 000 Food		\$2.08
PO#:	Voucher #:	112028	Credit	Invoice No: 395053827	2/4/2026	Paid Amt: (\$2.08)
			E 02 005 770	701 490 000 Food	37	\$14.86
PO#:	Voucher #:	112008	Credit	Invoice No: 395053807	2/4/2026	Paid Amt: (\$14.86)

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89496	17901		SYSCO NORTH DAKOTA INC		Check
			E 02 005 770	701 490 000 Food		\$2,585.62
			E 02 005 770	705 490 000 Breakfast Food		\$45.40
			E 02 005 770	701 401 000 General Supplies		\$147.50
PO#:	Voucher #:	112117	Invoice	Invoice No: 395093015	2/4/2026	Paid Amt: \$2,778.52
			E 02 005 770	701 490 000 Food		\$1.17
PO#:	Voucher #:	112029	Credit	Invoice No: 395053828	2/4/2026	Paid Amt: (\$1.17)
			E 02 005 770	701 490 000 Food		\$5.74
PO#:	Voucher #:	112057	Credit	Invoice No: 395053847	2/4/2026	Paid Amt: (\$5.74)
			E 02 005 770	701 401 000 General Supplies		\$36.57
PO#:	Voucher #:	112091	Invoice	Invoice No: 395097286	2/4/2026	Paid Amt: \$36.57
			R 01 300 299	000 619 000 Concessions Cost of Sales		\$439.78
PO#:	Voucher #:	112090	Invoice	Invoice No: 295997842	2/4/2026	Paid Amt: \$439.78
			E 02 005 770	701 490 000 Food		\$30.64
PO#:	Voucher #:	112015	Credit	Invoice No: 395053814	2/4/2026	Paid Amt: (\$30.64)
			E 02 005 770	701 490 000 Food		\$16.17
PO#:	Voucher #:	112016	Credit	Invoice No: 395053815	2/4/2026	Paid Amt: (\$16.17)
			E 02 005 770	705 490 000 Breakfast Food		\$69.64
PO#:	Voucher #:	112086	Credit	Invoice No: 395073384	2/4/2026	Paid Amt: (\$69.64)
			E 02 005 770	701 490 000 Food		\$2.08
PO#:	Voucher #:	112031	Credit	Invoice No: 395053830	2/4/2026	Paid Amt: (\$2.08)
			E 02 005 770	701 490 000 Food		\$46.06
PO#:	Voucher #:	112085	Credit	Invoice No: 395062207	2/4/2026	Paid Amt: (\$46.06)
			E 02 005 770	701 401 000 General Supplies		\$26.34
PO#:	Voucher #:	112042	Invoice	Invoice No: 395015944	2/4/2026	Paid Amt: \$26.34
			E 02 005 770	701 490 000 Food		\$2.08
PO#:	Voucher #:	112032	Credit	Invoice No: 395053831	2/4/2026	Paid Amt: (\$2.08)
			E 02 005 770	701 490 000 Food		\$51.85
PO#:	Voucher #:	112083	Credit	Invoice No: 395054802	2/4/2026	Paid Amt: (\$51.85)
			E 02 005 770	701 401 000 General Supplies		\$32.11
PO#:	Voucher #:	112087	Invoice	Invoice No: 395064129	2/4/2026	Paid Amt: \$32.11
			E 02 005 770	701 490 000 Food		\$63.49
PO#:	Voucher #:	112088	Invoice	Invoice No: 395039434	2/4/2026	Paid Amt: \$63.49
			R 01 300 299	000 619 000 Concessions Cost of Sales		\$684.88
PO#:	Voucher #:	112089	Invoice	Invoice No: 395001684	2/4/2026	Paid Amt: \$684.88
			E 02 005 770	701 490 000 Food	38	\$32.17
PO#:	Voucher #:	112084	Credit	Invoice No: 395056209	2/4/2026	Paid Amt: (\$32.17)

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89496	17901		SYSCO NORTH DAKOTA INC		Check
			E 02 005 770	701 490 000 Food		\$87.04
PO#:	Voucher #:	112022	Credit	Invoice No: 395053821	2/4/2026	Paid Amt: (\$87.04)
			E 02 005 770	701 490 000 Food		\$47.74
PO#:	Voucher #:	112046	Credit	Invoice No: 395041670	2/4/2026	Paid Amt: (\$47.74)
			E 02 005 770	701 490 000 Food		\$68.32
PO#:	Voucher #:	112082	Credit	Invoice No: 395053872	2/4/2026	Paid Amt: (\$68.32)
			E 02 005 770	701 490 000 Food		\$22.90
PO#:	Voucher #:	112043	Credit	Invoice No: 395045058	2/4/2026	Paid Amt: (\$22.90)
			E 02 005 770	701 401 000 General Supplies		\$36.57
PO#:	Voucher #:	112048	Invoice	Invoice No: 395006491	2/4/2026	Paid Amt: \$36.57
			E 02 005 770	701 490 000 Food		\$68.32
PO#:	Voucher #:	112081	Credit	Invoice No: 395053871	2/4/2026	Paid Amt: (\$68.32)
			E 02 005 770	701 401 000 General Supplies		\$279.14
PO#:	Voucher #:	112041	Invoice	Invoice No: 195A2315Z	2/4/2026	Paid Amt: \$279.14
			E 02 005 770	701 490 000 Food		\$113.74
PO#:	Voucher #:	112044	Invoice	Invoice No: 395012053	2/4/2026	Paid Amt: \$113.74
			E 04 005 509	321 490 000 Food		\$95.18
			E 02 005 770	701 490 000 Food		\$49.03
PO#:	Voucher #:	112003	Credit	Invoice No: 395031640	2/4/2026	Paid Amt: (\$144.21)
			E 02 005 770	701 490 000 Food		\$27.96
PO#:	Voucher #:	112012	Credit	Invoice No: 395053811	2/4/2026	Paid Amt: (\$27.96)
			E 02 005 770	701 490 000 Food		\$41.80
PO#:	Voucher #:	112079	Credit	Invoice No: 395053868	2/4/2026	Paid Amt: (\$41.80)
			E 02 005 770	705 490 000 Breakfast Food		\$35.32
PO#:	Voucher #:	112045	Credit	Invoice No: 395042657	2/4/2026	Paid Amt: (\$35.32)
			E 02 005 770	701 490 000 Food		\$89.48
PO#:	Voucher #:	112040	Invoice	Invoice No: 395016652	2/4/2026	Paid Amt: \$89.48
			E 02 005 770	701 490 000 Food		\$23.13
PO#:	Voucher #:	112078	Credit	Invoice No: 395053869	2/4/2026	Paid Amt: (\$23.13)
			E 02 005 770	701 490 000 Food		\$8.24
PO#:	Voucher #:	112077	Credit	Invoice No: 395053867	2/4/2026	Paid Amt: (\$8.24)
			E 02 005 770	701 490 000 Food		\$130.56
PO#:	Voucher #:	112023	Credit	Invoice No: 395053822	2/4/2026	Paid Amt: (\$130.56)
			E 02 005 770	701 490 000 Food		\$7.43
PO#:	Voucher #:	112006	Credit	Invoice No: 395053804	2/4/2026	Paid Amt: (\$7.43)

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89496	17901		SYSCO NORTH DAKOTA INC		Check
			E 02 005 770	701 490 000 Food		\$5.85
PO#:	Voucher #:	112076	Credit	Invoice No: 395053866	2/4/2026	Paid Amt: (\$5.85)
			E 02 005 770	701 490 000 Food		\$7.00
PO#:	Voucher #:	112075	Credit	Invoice No: 395053865	2/4/2026	Paid Amt: (\$7.00)
			E 02 005 770	701 401 000 General Supplies		\$29.70
PO#:	Voucher #:	112047	Invoice	Invoice No: 395007892	2/4/2026	Paid Amt: \$29.70
			E 02 005 770	701 490 000 Food		\$2.93
PO#:	Voucher #:	112074	Credit	Invoice No: 395053864	2/4/2026	Paid Amt: (\$2.93)
			E 02 005 770	701 490 000 Food		\$2.87
PO#:	Voucher #:	112073	Credit	Invoice No: 395053863	2/4/2026	Paid Amt: (\$2.87)
			E 02 005 770	701 490 000 Food		\$34.74
PO#:	Voucher #:	112037	Credit	Invoice No: 395053837	2/4/2026	Paid Amt: (\$34.74)
			E 02 005 770	701 490 000 Food		\$1.27
PO#:	Voucher #:	112024	Credit	Invoice No: 395053823	2/4/2026	Paid Amt: (\$1.27)
			E 02 005 770	701 490 000 Food		\$65.05
PO#:	Voucher #:	112004	Credit	Invoice No: 395034263	2/4/2026	Paid Amt: (\$65.05)
			E 02 005 770	701 490 000 Food		\$5.74
PO#:	Voucher #:	112072	Credit	Invoice No: 395053862	2/4/2026	Paid Amt: (\$5.74)
			E 02 005 770	701 490 000 Food		\$8.61
PO#:	Voucher #:	112071	Credit	Invoice No: 395053861	2/4/2026	Paid Amt: (\$8.61)
			E 02 005 770	701 490 000 Food		\$9.50
PO#:	Voucher #:	112007	Credit	Invoice No: 395053806	2/4/2026	Paid Amt: (\$9.50)
			E 02 005 770	701 490 000 Food		\$8.61
PO#:	Voucher #:	112070	Credit	Invoice No: 395053860	2/4/2026	Paid Amt: (\$8.61)
			E 02 005 770	701 490 000 Food		\$5.74
PO#:	Voucher #:	112060	Credit	Invoice No: 395053850	2/4/2026	Paid Amt: (\$5.74)
			E 02 005 770	701 490 000 Food		\$5.74
PO#:	Voucher #:	112069	Credit	Invoice No: 395053859	2/4/2026	Paid Amt: (\$5.74)
			E 02 005 770	701 490 000 Food		\$26.56
PO#:	Voucher #:	112049	Credit	Invoice No: 395053839	2/4/2026	Paid Amt: (\$26.56)
			E 02 005 770	701 490 000 Food		\$1.17
PO#:	Voucher #:	112025	Credit	Invoice No: 395053824	2/4/2026	Paid Amt: (\$1.17)
			E 02 005 770	701 490 000 Food		\$5.74
PO#:	Voucher #:	112068	Credit	Invoice No: 395053858	2/4/2026	Paid Amt: (\$5.74)
			E 02 005 770	701 490 000 Food	40	\$33.20
PO#:	Voucher #:	112034	Credit	Invoice No: 395053833	2/4/2026	Paid Amt: (\$33.20)

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89496	17901		SYSCO NORTH DAKOTA INC		Check		
			E 02 005 770	701 490 000 Food			\$16.60	
PO#:	Voucher #:	112050	Credit	Invoice No: 395053840	2/4/2026	Paid Amt:		(\$16.60)
			E 02 005 770	701 490 000 Food			\$2.87	
PO#:	Voucher #:	112066	Credit	Invoice No: 395053856	2/4/2026	Paid Amt:		(\$2.87)
			E 02 005 770	701 490 000 Food			\$1.04	
PO#:	Voucher #:	112033	Credit	Invoice No: 395053832	2/4/2026	Paid Amt:		(\$1.04)
			E 02 005 770	701 490 000 Food			\$5.74	
PO#:	Voucher #:	112065	Credit	Invoice No: 395053855	2/4/2026	Paid Amt:		(\$5.74)
			E 02 005 770	701 490 000 Food			\$8.61	
PO#:	Voucher #:	112067	Credit	Invoice No: 395053857	2/4/2026	Paid Amt:		(\$8.61)
			E 02 005 770	701 490 000 Food			\$200.00	
PO#:	Voucher #:	112005	Credit	Invoice No: 395001059	2/4/2026	Paid Amt:		(\$200.00)
			E 02 005 770	701 490 000 Food			\$10.77	
PO#:	Voucher #:	112017	Credit	Invoice No: 395053816	2/4/2026	Paid Amt:		(\$10.77)
			E 02 005 770	701 490 000 Food			\$9.32	
PO#:	Voucher #:	112013	Credit	Invoice No: 395053812	2/4/2026	Paid Amt:		(\$9.32)
							Check Amount:	\$2,623.86
MB	89497	17901		SYSCO NORTH DAKOTA INC		Check		
			E 02 005 770	705 490 000 Breakfast Food			\$478.91	
			E 02 005 770	701 490 000 Food			\$930.11	
			E 02 005 770	707 490 000 Food			\$134.16	
PO#:	Voucher #:	112118	Invoice	Invoice No: 395093016	2/4/2026	Paid Amt:	\$1,543.18	
							Check Amount:	\$1,543.18
MB	89498	16653	remit	VERIFIED FIRST		Check		
			E 01 005 105	000 305 000 Background Chekcs			\$136.62	
PO#:	Voucher #:	112160	Invoice	Invoice No: INV-000595709	2/4/2026	Paid Amt:	\$136.62	
							Check Amount:	\$136.62
MB	89499	15200		WEISER, RYAN		Check		
			E 01 300 294	000 305 503 Fees For Services			\$194.00	
PO#:	Voucher #:	112161	Invoice	Invoice No: 02226	2/4/2026	Paid Amt:	\$194.00	
							Check Amount:	\$194.00
MB	89500	15278		WENAAS, LAWRENCE		Check		
			E 01 300 296	000 305 513 Fees For Services			\$175.00	
PO#:	Voucher #:	112162	Invoice	Invoice No: 013026	2/4/2026	Paid Amt:	\$175.00	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89500	15278		WENAAS, LAWRENCE		Check			
			E 01	300 294 000 305 503	Fees For Services		\$95.00		
PO#:	Voucher #:	112163	Invoice	Invoice No: 020226	2/4/2026	Paid Amt:	\$95.00		
						Check Amount:	\$270.00		
MB	89501	16972		XCEL ENERGY		Check			
			E 01	005 810 000 333 000	Natural Gas		\$22,973.77		
PO#:	Voucher #:	112166	Invoice	Invoice No: 962930933	2/4/2026	Paid Amt:	\$22,973.77		
						Check Amount:	\$22,973.77		
MB	89502	16972		XCEL ENERGY		Check			
			E 01	005 810 000 333 000	Natural Gas		\$6,740.67		
PO#:	Voucher #:	112165	Invoice	Invoice No: 962995435	2/4/2026	Paid Amt:	\$6,740.67		
						Check Amount:	\$6,740.67		
MB	89503	12120	athletic:	COBBER ATHLETICS		Check			
			E 01	300 294 000 369 503	Entry Fees/Student Travel		\$125.00		
			E 01	300 296 000 369 513	Entry Fees/Student Travel		\$125.00		
PO#:	Voucher #:	112174	Invoice	Invoice No: 020526	2/5/2026	Paid Amt:	\$250.00		
						Check Amount:	\$250.00		
MB	89504	14932		MUSIC THEATRE INTERNATIONAL		Check			
			E 04	005 505 321 401 000	Come From Away Production- Security Fee		\$400.00		
PO#: 51413	Voucher #:	112175	Invoice	Invoice No: 7105334	2/5/2026	Paid Amt:	\$400.00		
						Check Amount:	\$400.00		
MB	89505	17653		SCHEFFLER, AMANDA		Check			
			B 01	206 001	Payroll 1.30.26		\$2,207.04		
PO#:	Voucher #:	112172	Invoice	Invoice No: 013026	2/5/2026	Paid Amt:	\$2,207.04		
						Check Amount:	\$2,207.04		
MB	89506	16610	remit	ULINE		Check			
			E 01	005 810 000 410 000	gfci extention cord 2 foot h-1103		\$38.00		
			E 01	005 810 000 410 000	shipping		\$20.50		
PO#: 51422	Voucher #:	112176	Invoice	Invoice No: 203762858	2/5/2026	Paid Amt:	\$58.50		
			E 01	005 810 000 410 000	2x8 rugs h-1709 black		\$222.00		
			E 01	005 810 000 410 000	Misc		\$0.00		
			E 01	005 810 000 410 000	shipping		\$41.87		
PO#: 51410	Voucher #:	112177	Invoice	Invoice No: 203394418	2/5/2026	Paid Amt:	\$263.87		
						Check Amount:	\$322.37		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89507	15412		AFLAC TRADITIONAL AND DIRECT		Check
			B 01 215 029	Supplemental Insurance-Voluntary		\$397.99
PO#:	Voucher #:	112191	Invoice	Invoice No: 963149	2/9/2026	Paid Amt: \$397.99
						Check Amount: \$397.99
MB	89508	14911		REMIT2 AMAZON CAPITAL SERVICES		Check
			E 01 100 620 000 470 000	Unsettling Salad		\$12.99
PO#: 51159	Voucher #:	112183	Invoice	Invoice No: 1F7W-D9WT-43LR	2/9/2026	Paid Amt: \$12.99
			E 04 005 580 325 430 000	magnets		\$7.95
			E 04 005 580 325 430 000	laminating sheets		\$34.48
			E 04 005 580 325 430 000	Superhero capes		\$39.49
			E 04 005 580 325 401 000	Shark Vacuum		\$149.98
			E 04 005 580 325 430 000	2 pack whisks		\$17.09
			E 04 005 580 325 430 000	Science funnels		\$12.41
			E 04 005 580 325 401 000	Jumbo push pins		\$8.69
			E 04 005 580 325 430 000	dry erase magnetic activity trays		\$27.75
			E 04 005 580 325 430 000	2" snowflake paper punch		\$16.14
			E 04 005 580 325 430 000	magnifying glasses		\$6.99
			E 04 005 580 325 430 000	magic erasers		\$4.38
			E 04 005 580 325 430 000	paper hearts		\$6.98
			E 04 005 580 325 430 000	pastel paint sticks		\$15.28
			E 04 005 580 325 430 000	Thin Stix paint sticks		\$20.98
			E 04 005 580 325 430 000	white bags		\$17.09
			E 04 005 580 325 430 000	sorting hearts		\$9.48
			E 04 005 580 325 430 000	star stickers		\$6.99
			E 04 005 580 325 430 000	White Gel Pens		\$7.44
			E 04 005 580 325 430 000	sensory fidgets		\$13.50
			E 04 005 580 325 430 000	teaching pocket dice		\$16.10
			E 04 005 580 325 430 000	potato head pet-Tato Tots		\$18.79
			E 04 005 580 325 430 000	mini counting cupcakes		\$13.93
			E 04 005 580 325 430 000	shape and color garden		\$16.79
			E 04 005 580 325 430 000	colored paper		\$26.32
			E 04 005 580 325 430 000	dawn dishsoap		\$3.58
			E 04 005 580 325 430 000	6" paper plates		\$14.84
PO#: 51411	Voucher #:	112189	Invoice	Invoice No: 1D6J-PRPG-HDRJ	2/9/2026	Paid Amt: \$533.44
			R 01 300 299 000 619 000	Concessions Cost of Sales		\$290.70
PO#:	Voucher #:	112184	Invoice	Invoice No: 1Y4L-H97W-KY31	2/9/2026	Paid Amt: \$290.70
			E 04 005 580 325 430 000	light green paper		\$16.02

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89508	14911		REMIT2 AMAZON CAPITAL SERVICES		Check
			E 04	005 580 325 430 000	Dark green paper	\$16.70
PO#: 51411	Voucher #:	112188	Invoice	Invoice No: 1QVV-KMHN-MJX6	2/9/2026	Paid Amt: \$32.72
			R 01	300 299 000 619 000	Return	\$175.44
PO#:	Voucher #:	112186	Credit	Invoice No: 1MGK-VQ6H-3Y6T	2/9/2026	Paid Amt: (\$175.44)
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$175.44
PO#:	Voucher #:	112185	Invoice	Invoice No: 1QMP-Q1MF-VH46	2/9/2026	Paid Amt: \$175.44
			E 01	300 299 000 401 000	Concessions Supplies	\$19.98
PO#:	Voucher #:	112187	Invoice	Invoice No: 1WYN-J7R1-C167	2/9/2026	Paid Amt: \$19.98
			E 01	005 110 000 401 000	Around the office compatible package of 3 sea	\$17.25
PO#: 51412	Voucher #:	112182	Invoice	Invoice No: 1L9H-JV97-HNKT	2/9/2026	Paid Amt: \$17.25
						Check Amount: \$907.08
MB	89509	16568		COCA-COLA BOTTLING COMPANY HIGH COUNTRY		Check
			E 02	005 770 707 490 000	Food	\$104.00
PO#:	Voucher #:	112209	Invoice	Invoice No: 5352490	2/9/2026	Paid Amt: \$104.00
			E 02	005 770 707 490 000	Food	\$80.50
PO#:	Voucher #:	112210	Invoice	Invoice No: 5352419	2/9/2026	Paid Amt: \$80.50
						Check Amount: \$184.50
MB	89510	13625		DEAN'S AUTO REPAIR		Check
			E 01	005 760 733 350 000	2020 ford oil change	\$52.25
PO#: 51434	Voucher #:	112228	Invoice	Invoice No: B5869	2/9/2026	Paid Amt: \$52.25
			E 01	005 760 733 350 000	2014 chrysler oil change	\$50.61
PO#: 51434	Voucher #:	112226	Invoice	Invoice No: B5820	2/9/2026	Paid Amt: \$50.61
			E 01	005 760 733 350 000	2020 ford oil change	\$52.25
PO#: 51434	Voucher #:	112227	Invoice	Invoice No: B6204	2/9/2026	Paid Amt: \$52.25
			E 01	005 760 733 350 000	2020 ford oil change	\$112.35
PO#: 51434	Voucher #:	112225	Invoice	Invoice No: B6025	2/9/2026	Paid Amt: \$112.35
						Check Amount: \$267.46
MB	89511	15413	remit	FIDELITY SECURITY LIFE		Check
			B 01	215 031	Vision Premium	\$583.21
PO#:	Voucher #:	112190	Invoice	Invoice No: 3292590	2/9/2026	Paid Amt: \$583.21
						Check Amount: \$583.21
MB	89512	15388	remit	INNOVATIVE OFFICE SOLUTIONS LLC		Check
			E 01	005 110 000 401 000	UNV00460 RUBBERBANDS,BALL,AST	\$4.53
PO#: 51364	Voucher #:	112193	Invoice	Invoice No: IN5038733	2/9/2026	Paid Amt: \$4.53
			E 01	005 110 000 401 000	NATSP17202 FLDR,CLASS,PSBD,1DIV,LTR,I	\$10.97

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89512	15388	remit	INNOVATIVE OFFICE SOLUTIONS LLC		Check			
			E 01	005 110 000 401 000	BRTTZE2312PKG CRTDG,TAPE,BLACK ON		\$24.39		
PO#: 51416	Voucher #:	112194	Invoice	Invoice No: IN5048920	2/9/2026	Paid Amt:	\$35.36		
						Check Amount:	\$39.89		
MB	89513	15619	REMIT	KAMRAN CULINEX LLC		Check			
			E 02	005 770 701 401 000	tongs 9 inch black		\$280.00		
PO#: 51393	Voucher #:	112192	Invoice	Invoice No: INV977101	2/9/2026	Paid Amt:	\$280.00		
						Check Amount:	\$280.00		
MB	89514	17892	REMIT	KELLY SERVICES INC		Check			
			E 01	100 203 000 305 000	Elementary Substitute Teachers		\$3,739.00		
			E 01	300 211 000 305 000	HS Substitute Teachers		\$1,072.50		
PO#:	Voucher #:	112178	Invoice	Invoice No: 5614121086	2/9/2026	Paid Amt:	\$4,811.50		
			E 01	100 203 000 305 000	Elementary Substitute Teachers		\$2,952.20		
			E 01	300 211 000 305 000	HS Substitute Teachers		\$390.00		
PO#:	Voucher #:	112173	Invoice	Invoice No: 5613942935	2/9/2026	Paid Amt:	\$3,342.20		
						Check Amount:	\$8,153.70		
MB	89515	14833		KUTTER, DANA		Check			
			E 01	300 294 000 305 503	Fees For Services		\$100.00		
PO#:	Voucher #:	112181	Invoice	Invoice No: 020526	2/9/2026	Paid Amt:	\$100.00		
						Check Amount:	\$100.00		
MB	89516	13701		LIBRARY STORE, INC.		Check			
			E 01	300 620 000 401 000	66-0773 Acrylic Book Easel 8in Hx7 1/2 in W		\$108.48		
			E 01	300 620 000 401 000	30-11750 Thermal Lock Laminating Film		\$611.76		
			E 01	300 620 000 401 000	shipping		\$133.56		
PO#: 51415	Voucher #:	112208	Invoice	Invoice No: 774419	2/9/2026	Paid Amt:	\$853.80		
						Check Amount:	\$853.80		
MB	89517	15395		MADISON NATIONAL LIFE		Check			
			B 01	215 027	Life & LTD		\$1,729.00		
PO#:	Voucher #:	112207	Invoice	Invoice No: 1751206	2/9/2026	Paid Amt:	\$1,729.00		
						Check Amount:	\$1,729.00		
MB	89518	17708		MINNESOTA SISTERS LLC		Check			
			E 01	300 298 000 401 000	Cross Country and Football Record Board Adc		\$185.00		
PO#: 51327	Voucher #:	112195	Invoice	Invoice No: 6399	2/9/2026	Paid Amt:	\$185.00		
						Check Amount:	\$185.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89519	10452	remit	NAPA CENTRAL		Check		
			E 01 005 760 733 401 000	wiper		\$26.45		
PO#:	Voucher #:	112229	Invoice	Invoice No: 419482	2/9/2026	Paid Amt:	\$26.45	
			E 01 005 811 000 350 000	diesel additive		\$33.98		
PO#:	Voucher #:	112230	Invoice	Invoice No: 419324	2/9/2026	Paid Amt:	\$33.98	
						Check Amount:	\$60.43	
MB	89520	17937		SCHRITZ PLUMBING & HEATING CF LLC		Check		
			E 01 005 812 000 350 000	checked tunnels for cracked cast iron pipes		\$440.00		
PO#: 51418	Voucher #:	112200	Invoice	Invoice No: 192570	2/9/2026	Paid Amt:	\$440.00	
			E 01 005 812 000 350 000	fixed broken drinking fountain		\$308.25		
PO#: 51405	Voucher #:	112201	Invoice	Invoice No: 292521	2/9/2026	Paid Amt:	\$308.25	
						Check Amount:	\$748.25	
MB	89521	10140		STEIN'S INC		Check		
			E 01 005 813 000 350 000	cable assembly		\$137.58		
			E 01 005 813 000 350 000	freight charge		\$5.00		
PO#: 51403	Voucher #:	112199	Invoice	Invoice No: 969039	2/9/2026	Paid Amt:	\$142.58	
			E 01 005 813 000 350 000	cable asembly		\$137.58		
			E 01 005 813 000 350 000	mileage		\$33.60		
			E 01 005 813 000 350 000	drive time		\$406.00		
			E 01 005 813 000 350 000	labor		\$92.00		
PO#: 51406	Voucher #:	112198	Invoice	Invoice No: 969333	2/9/2026	Paid Amt:	\$669.18	
			E 01 005 810 000 410 000	can liner		\$48.16		
			E 01 005 810 000 410 000	can liner		\$102.75		
			E 01 005 810 000 410 000	can liner		\$36.32		
			E 01 005 810 000 410 000	hand towel		\$222.96		
			E 01 005 810 000 410 000	toilet tissue		\$95.64		
			E 01 005 810 000 410 000	frieght charge		\$5.00		
PO#: 51421	Voucher #:	112196	Invoice	Invoice No: 969808	2/9/2026	Paid Amt:	\$510.83	
			E 01 005 810 000 410 000	hand towel		\$167.22		
			E 01 005 810 000 410 000	toilet tissue		\$191.28		
			E 01 005 810 000 410 000	can liner		\$48.16		
			E 01 005 720 302 401 000	maxithins		\$63.69		
			E 01 005 810 000 410 000	foamclean		\$103.50		
			E 01 005 810 000 410 000	sanitizer		\$87.17		
			E 01 005 810 000 410 000	frieght charge		\$5.00		
PO#: 51409	Voucher #:	112197	Invoice	Invoice No: 969444	2/9/2026	Paid Amt:	\$666.02	
						Check Amount:	\$1,988.61	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89522	17905		STRAND ACE HARDWARE		Check		
			E 01	005 810 000 410 000	Custodial Supplies	\$206.77		
PO#:	Voucher #:	112202	Invoice	Invoice No: 16096	2/9/2026	Paid Amt:	\$206.77	
			E 01	005 812 000 420 000	Repair Supplies	\$18.99		
PO#:	Voucher #:	112203	Invoice	Invoice No: 15906	2/9/2026	Paid Amt:	\$18.99	
			E 01	005 810 000 410 000	Custodial Supplies	\$15.99		
PO#:	Voucher #:	112204	Invoice	Invoice No: 16649	2/9/2026	Paid Amt:	\$15.99	
						Check Amount:	\$241.75	
MB	89523	17901		SYSCO NORTH DAKOTA INC		Check		
			E 02	005 770 705 490 000	Breakfast Food	\$59.35		
			E 02	005 770 701 490 000	Food	\$1,215.03		
			E 02	005 770 707 490 000	Food	\$152.82		
PO#:	Voucher #:	112205	Invoice	Invoice No: 395095558	2/9/2026	Paid Amt:	\$1,427.20	
			E 02	005 770 701 490 000	Food	\$709.55		
			E 02	005 770 705 490 000	Breakfast Food	\$64.20		
PO#:	Voucher #:	112206	Invoice	Invoice No: 395095559	2/9/2026	Paid Amt:	\$773.75	
						Check Amount:	\$2,200.95	
MB	89524	15278		WENAAS, LAWRENCE		Check		
			E 01	300 294 000 305 503	Fees For Services	\$135.00		
PO#:	Voucher #:	112180	Invoice	Invoice No: 020526	2/9/2026	Paid Amt:	\$135.00	
						Check Amount:	\$135.00	
MB	89525	14911		REMIT2 AMAZON CAPITAL SERVICES		Check		
			E 01	100 720 000 401 000	"I Promise" by Lebron James	\$41.15		
			E 01	100 720 000 401 000	"Will you be the "I" in Kind?" by Julia Cook	\$75.12		
			E 01	100 720 000 401 000	Paper Mate Arrowhead Pink Pearl Cap Eraser:	\$7.70		
			E 01	100 720 000 401 000	Rarlan Wood-Cased #2 HB Pencils, Pre-sharp	\$19.96		
PO#: 51430	Voucher #:	112248	Invoice	Invoice No: 1Q9K-F943-3WN3	2/20/2026	Paid Amt:	\$143.93	
			E 01	100 206 000 430 000	Switzerland banner	\$5.99		
			E 01	100 206 000 430 000	UPINS flat brushes	\$17.85		
			E 01	100 206 000 430 000	Handheld Turkey flag 25 count	\$8.98		
			E 01	100 206 000 430 000	Ahful Turkey 3x5 flag	\$6.95		
			E 01	100 206 000 430 000	Chexin 3x5 Jamaica Flag 25 handheld	\$11.99		
			E 01	100 206 000 430 000	AhFul Jamaican Flag 3x5	\$6.95		
			E 01	100 206 000 401 000	Afmaat Elementary Pencil Sharpener	\$36.89		
			E 01	100 206 000 430 000	Ticonderoga Pencils	\$37.26		
			E 01	100 206 000 430 000	Gift Garden picture frames	\$30.14		
			E 01	100 206 000 430 000	IHPUR medala 48 pack	\$132.27		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89525	14911		REMIT2 AMAZON CAPITAL SERVICES		Check		
			E 01	100 206 000 430 000	Shipping	\$6.69		
PO#: 51431	Voucher #:	112242	Invoice	Invoice No: 19R4-6K41-GVYQ	2/20/2026	Paid Amt:	\$301.96	
			E 01	005 810 000 410 000	adams rite door hinge b1923	\$88.81		
PO#: 51432	Voucher #:	112241	Invoice	Invoice No: 1HXQ-PRF4-HW1H	2/20/2026	Paid Amt:	\$88.81	
			E 01	100 204 000 401 000	ECR4Kids 4 compartment caddy 6 pack	\$39.99		
			E 01	100 204 000 430 000	hand2mind phonics word work set	\$63.29		
			E 01	100 204 000 430 000	Neenah Index cardstock- pack of 2	\$26.40		
PO#: 51419	Voucher #:	112250	Invoice	Invoice No: 1VXT-977G-DV4N	2/20/2026	Paid Amt:	\$129.68	
			E 01	100 620 000 470 000	Bat & the Business of Ferrets	\$9.99		
PO#: 51247	Voucher #:	112237	Invoice	Invoice No: 1W4N-KW1L-1QRT	2/20/2026	Paid Amt:	\$9.99	
			E 01	100 206 000 430 000	CKexin 25 flags Switzerland 5X8	\$11.99		
			E 01	100 206 000 430 000	Ahful Life 3x5 Switzerlanad flag	\$7.99		
PO#: 51431	Voucher #:	112249	Invoice	Invoice No: 1VH6-X6GT-7YKF	2/20/2026	Paid Amt:	\$19.98	
			E 01	300 620 000 401 000	sharpie 37600PP Permanent Marker Ultra Fine	\$9.68		
			E 01	300 620 000 401 000	4 pack 3D Paper Butterfly Garland Vintage Re	\$29.98		
			E 01	300 620 000 401 000	Transon 12pcs Outline Shimmering Markers	\$9.90		
			E 01	300 620 000 401 000	Butterfly Banner Wildflower Paper flowers	\$33.98		
			E 01	300 620 000 401 000	Crayola 587858Washable markers	\$14.99		
			E 01	300 620 000 401 000	30 pcs Valentines Day Hanging Swirls	\$13.99		
			E 01	300 620 000 401 000	4 pack Paper Circle Dot Garland Christmas Ne	\$17.98		
			E 01	300 620 000 401 000	4 pack Heart Garland Book pages	\$31.00		
			E 01	300 620 000 401 000	48 pcs Valentines Day Decoration Glitter Hear	\$9.54		
			E 01	300 620 000 401 000	Business Source paper clips Jumbo 1000/pack	\$7.27		
			E 01	300 620 000 401 000	4 pack flower book garland	\$23.98		
			E 01	300 620 000 401 000	shipping	\$0.00		
PO#: 51420	Voucher #:	112234	Invoice	Invoice No: 1RTQ-L79G-HMDV	2/20/2026	Paid Amt:	\$202.29	
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$105.92		
PO#:	Voucher #:	112247	Invoice	Invoice No: 1Q9K-F943-3RP4	2/20/2026	Paid Amt:	\$105.92	
			E 01	100 208 000 430 000	credit	\$2.60		
PO#:	Voucher #:	112243	Credit	Invoice No: 1VPT-3XIT-J3PW	2/20/2026	Paid Amt:	(\$2.60)	
			E 01	100 208 000 430 000	credit	\$4.01		
PO#:	Voucher #:	112244	Credit	Invoice No: 1VPT-3XIT-J3QT	2/20/2026	Paid Amt:	(\$4.01)	
			E 01	100 208 000 430 000	credit	\$0.08		
PO#:	Voucher #:	112245	Credit	Invoice No: 1V9Y-RDFY-HRCC	2/20/2026	Paid Amt:	(\$0.08)	
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$38.23		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89525	14911		REMIT2 AMAZON CAPITAL SERVICES		Check		
			E 01 300 299 000 401 000	General Supplies			\$28.92	
PO#:	Voucher #:	112246	Invoice	Invoice No: 13WK-RY1F-39VV	2/20/2026	Paid Amt:	\$67.15	
						Check Amount:	\$1,063.02	
MB	89526	17343		AMERICAN TIME		Check		
			E 01 005 810 000 410 000	Wifi 1 Year Subscription Renewal			\$499.95	
PO#: 51443	Voucher #:	112251	Invoice	Invoice No: 895564	2/20/2026	Paid Amt:	\$499.95	
						Check Amount:	\$499.95	
MB	89527	15512		ANDERSON COACH OF FRAZEE INC		Check		
			E 01 300 294 733 360 503	Contract-Public Carr			\$460.88	
			E 01 300 296 733 360 513	Contract-Public Carr			\$460.87	
			E 01 300 289 733 360 000	Aux portion			\$1,228.25	
PO#:	Voucher #:	112240	Invoice	Invoice No: 25774	2/20/2026	Paid Amt:	\$2,150.00	
						Check Amount:	\$2,150.00	
MB	89528	17583		A-OX WELDING SUPPLY INC		Check		
			E 01 005 810 000 410 000	Tank 3 yr Lease			\$499.50	
PO#: 51426	Voucher #:	112252	Invoice	Invoice No: 0088078894	2/20/2026	Paid Amt:	\$499.50	
						Check Amount:	\$499.50	
MB	89529	17543		BARNESVILLE BASEBALL CLUB		Check		
			E 01 300 299 000 305 000	Concessions			\$761.51	
PO#:	Voucher #:	112258	Invoice	Invoice No: 020226	2/20/2026	Paid Amt:	\$761.51	
						Check Amount:	\$761.51	
MB	89530	10685		BARNESVILLE BUS COMPANY, INC.		Check		
			E 01 300 218 388 360 000	Knowledge Bowl			\$457.25	
			E 01 300 296 733 360 513	GBB			\$2,104.25	
			E 01 300 294 733 360 503	BBB			\$2,675.25	
			E 01 300 294 733 360 506	Wrestling			\$5,593.25	
			E 01 300 295 733 360 519	One Act Play			\$1,344.50	
PO#:	Voucher #:	112260	Invoice	Invoice No: Feb 26 Extra	2/20/2026	Paid Amt:	\$12,174.50	
			E 01 005 760 713 360 000	Open Enrollment Transportation			\$7,752.00	
PO#:	Voucher #:	112261	Invoice	Invoice No: Jan 26 OE	2/20/2026	Paid Amt:	\$7,752.00	
			E 04 005 582 344 360 000	Preschool Busing			\$2,850.00	
PO#:	Voucher #:	112262	Invoice	Invoice No: Jan 26 PS	2/20/2026	Paid Amt:	\$2,850.00	
			E 01 005 760 720 360 000	Camera Charge (50%)			\$100.00	
PO#:	Voucher #:	112263	Invoice	Invoice No: Jan Camera	2/20/2026	Paid Amt:	\$100.00	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89530	10685		BARNESVILLE BUS COMPANY, INC.		Check
			E 01	005 760 720 442 000 Gasoline		\$1,670.42
PO#:	Voucher #:	112264	Invoice	Invoice No: 26505	2/20/2026	Paid Amt: \$1,670.42
						Check Amount: \$24,546.92
MB	89531	10685		BARNESVILLE BUS COMPANY, INC.		Check
			E 01	005 760 720 360 000 Monthly Fee		\$59,250.00
PO#:	Voucher #:	112259	Invoice	Invoice No: February 2026	2/20/2026	Paid Amt: \$59,250.00
						Check Amount: \$59,250.00
MB	89532	12156		BARNESVILLE C-STORE		Check
			E 01	005 760 733 442 000 Gasoline		\$45.04
PO#:	Voucher #:	112274	Invoice	Invoice No: 597-1	2/20/2026	Paid Amt: \$45.04
			E 01	005 760 733 442 000 Gasoline		\$42.34
PO#:	Voucher #:	112283	Invoice	Invoice No: 2087-1	2/20/2026	Paid Amt: \$42.34
			E 01	005 811 000 442 000 Gasoline		\$21.35
PO#:	Voucher #:	112287	Invoice	Invoice No: 2371-1	2/20/2026	Paid Amt: \$21.35
			E 01	005 760 733 442 000 Gasoline		\$49.12
PO#:	Voucher #:	112286	Invoice	Invoice No: 2738-2	2/20/2026	Paid Amt: \$49.12
			E 01	005 810 000 442 000 Gasoline		\$43.49
PO#:	Voucher #:	112285	Invoice	Invoice No: 2245-1	2/20/2026	Paid Amt: \$43.49
			E 01	005 760 733 442 000 Gasoline		\$37.94
PO#:	Voucher #:	112267	Invoice	Invoice No: 9149-1	2/20/2026	Paid Amt: \$37.94
			E 01	005 811 000 442 000 Gasoline		\$22.76
PO#:	Voucher #:	112272	Invoice	Invoice No: 485-2	2/20/2026	Paid Amt: \$22.76
			E 01	005 760 733 442 000 Gasoline		\$48.21
PO#:	Voucher #:	112268	Invoice	Invoice No: 9419-1	2/20/2026	Paid Amt: \$48.21
			E 01	005 811 000 442 000 Gasoline		\$31.74
PO#:	Voucher #:	112277	Invoice	Invoice No: 1374-2	2/20/2026	Paid Amt: \$31.74
			E 01	005 810 000 442 000 Gasoline		\$40.77
PO#:	Voucher #:	112271	Invoice	Invoice No: 128-1	2/20/2026	Paid Amt: \$40.77
			E 01	005 811 000 442 000 Gasoline		\$27.02
PO#:	Voucher #:	112276	Invoice	Invoice No: 898-1	2/20/2026	Paid Amt: \$27.02
			E 01	005 760 733 442 000 Gasoline		\$14.97
PO#:	Voucher #:	112275	Invoice	Invoice No: 914-2	2/20/2026	Paid Amt: \$14.97
			E 01	005 810 000 442 000 Gasoline		\$31.18
PO#:	Voucher #:	112279	Invoice	Invoice No: 1402-1	2/20/2026	Paid Amt: \$31.18
			E 01	005 760 733 442 000 Gasoline	50	\$48.38
PO#:	Voucher #:	112270	Invoice	Invoice No: 9706-1	2/20/2026	Paid Amt: \$48.38

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89532	12156		BARNESVILLE C-STORE		Check
			E 01	005 760 733 442 000 Gasoline		\$44.47
PO#:	Voucher #:	112282	Invoice	Invoice No: 2439-2	2/20/2026	Paid Amt: \$44.47
			E 01	005 760 733 442 000 Gasoline		\$33.87
PO#:	Voucher #:	112269	Invoice	Invoice No: 9986-2	2/20/2026	Paid Amt: \$33.87
			E 01	005 760 733 442 000 Gasoline		\$43.90
PO#:	Voucher #:	112281	Invoice	Invoice No: 1522-1	2/20/2026	Paid Amt: \$43.90
			E 01	005 760 733 442 000 Gasoline		\$45.68
			E 01	005 760 733 401 000 CarWash		\$10.00
PO#:	Voucher #:	112273	Invoice	Invoice No: 330-1	2/20/2026	Paid Amt: \$55.68
			E 01	005 811 000 442 000 Gasoline		\$21.58
PO#:	Voucher #:	112280	Invoice	Invoice No: 1462-1	2/20/2026	Paid Amt: \$21.58
			E 01	005 760 733 442 000 Gasoline		\$35.19
PO#:	Voucher #:	112284	Invoice	Invoice No: 2148-2	2/20/2026	Paid Amt: \$35.19
			E 01	005 811 000 442 000 Gasoline		\$36.16
PO#:	Voucher #:	112266	Invoice	Invoice No: 9146-1	2/20/2026	Paid Amt: \$36.16
			E 01	005 760 733 442 000 Gasoline		\$44.31
PO#:	Voucher #:	112278	Invoice	Invoice No: 1626-2	2/20/2026	Paid Amt: \$44.31
			E 01	005 760 733 442 000 Gasoline		\$37.00
PO#:	Voucher #:	112289	Invoice	Invoice No: 3114-2	2/20/2026	Paid Amt: \$37.00
			E 01	005 811 000 442 000 Gasoline		\$35.53
PO#:	Voucher #:	112265	Invoice	Invoice No: 8639-1	2/20/2026	Paid Amt: \$35.53
			E 01	005 760 733 442 000 Gasoline		\$44.73
PO#:	Voucher #:	112288	Invoice	Invoice No: 2520-1	2/20/2026	Paid Amt: \$44.73
						Check Amount: \$936.73
MB	89533	16618		BARNESVILLE DRUG & HARDWARE		Check
			E 01	005 811 000 420 000 Pallet Sidewalk Salt		\$881.51
PO#:	Voucher #:	112294	Invoice	Invoice No: 258665	2/20/2026	Paid Amt: \$881.51
			E 01	005 810 000 410 000 Custodial Supplies		\$18.99
PO#:	Voucher #:	112290	Invoice	Invoice No: 258154	2/20/2026	Paid Amt: \$18.99
			E 01	005 810 000 410 000 Custodial Supplies		\$42.99
PO#:	Voucher #:	112291	Invoice	Invoice No: 257822	2/20/2026	Paid Amt: \$42.99
			E 01	005 810 000 410 000 Custodial Supplies		\$54.99
PO#:	Voucher #:	112292	Invoice	Invoice No: 259559	2/20/2026	Paid Amt: \$54.99
			E 01	005 810 000 410 000 Custodial Supplies		\$38.98
PO#:	Voucher #:	112293	Invoice	Invoice No: 259671	2/20/2026	Paid Amt: \$38.98
						Check Amount: \$1,037.46

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89534	10013		BARNESVILLE GROCERY		Check			
			E 01	300 406 740 433 000	Indiv Instruct Mat'l		\$12.01		
PO#:	Voucher #:	112416	Invoice	Invoice No:	Jan 26 Sped	2/20/2026		Paid Amt:	\$12.01
			R 01	300 299 000 619 000	Concessions Cost of Sales		\$110.80		
PO#:	Voucher #:	112296	Invoice	Invoice No:	020526	2/20/2026		Paid Amt:	\$110.80
								Check Amount:	\$122.81
MB	89535	17497		BARNESVILLE PTO		Check			
			E 01	300 299 000 305 000	Fees For Services		\$485.75		
PO#:	Voucher #:	112437	Invoice	Invoice No:	021026	2/20/2026		Paid Amt:	\$485.75
								Check Amount:	\$485.75
MB	89536	10025		BARNESVILLE RECORD-REVIEW		Check			
			E 01	005 010 000 380 000	Minutes		\$1,029.60		
PO#:	Voucher #:	112295	Invoice	Invoice No:	013126	2/20/2026		Paid Amt:	\$1,029.60
								Check Amount:	\$1,029.60
MB	89537	17904		BARNINGHAM, ANGELICA A		Check			
			E 04	005 505 321 305 000	TKD		\$870.00		
PO#:	Voucher #:	112257	Invoice	Invoice No:	021926	2/20/2026		Paid Amt:	\$870.00
								Check Amount:	\$870.00
MB	89538	17142		BJUGSTAD, ANDREW		Check			
			E 01	300 296 000 305 513	Fees For Services		\$86.00		
PO#:	Voucher #:	112253	Invoice	Invoice No:	021026	2/20/2026		Paid Amt:	\$86.00
								Check Amount:	\$86.00
MB	89539	17893	REMIT	BLAZER ATHLETIC		Check			
			E 01	300 292 000 401 505	7865 Steelex Spikes (3/16")		\$108.00		
			E 01	300 292 000 401 505	Shipping		\$9.27		
PO#: 51425	Voucher #:	112297	Invoice	Invoice No:	72544	2/20/2026		Paid Amt:	\$117.27
								Check Amount:	\$117.27
MB	89540	14873	REMIT	BLUUM OF MINNESOTA LLC		Check			
			E 01	005 612 000 405 000	Smart Notebook Plus		\$245.00		
PO#: 51316	Voucher #:	112414	Invoice	Invoice No:	1073245	2/20/2026		Paid Amt:	\$245.00
								Check Amount:	\$245.00
MB	89541	17949		BOILED SWEETS LLC		Check			
			E 04	005 505 321 401 000	Murder in the Knife Room Royalties and Adm		\$770.00		
PO#: 51456	Voucher #:	112434	Invoice	Invoice No:	JR001889	2/20/2026		Paid Amt:	\$770.00
								Check Amount:	\$770.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89542	17950		BRAATEN, WALKER		Check
			E 01	300 294 000 305 503	Fees For Services	\$80.00
PO#:	Voucher #:	112255	Invoice	Invoice No: 021326	2/20/2026	Paid Amt: \$80.00
						Check Amount: \$80.00
MB	89543	17951		BURAU, MARCUS		Check
			E 01	300 294 000 305 503	Fees For Services	\$215.00
PO#:	Voucher #:	112256	Invoice	Invoice No: 021326	2/20/2026	Paid Amt: \$215.00
						Check Amount: \$215.00
MB	89544	17928		BURNS, KYAN		Check
			E 01	300 296 000 305 513	Fees For Services	\$80.00
PO#:	Voucher #:	112254	Invoice	Invoice No: 021326	2/20/2026	Paid Amt: \$80.00
						Check Amount: \$80.00
MB	89545	12524		CENTRAL CASS HIGH SCHOOL		Check
			E 01	300 294 000 369 506	Entry Fees/Student Travel	\$30.00
PO#:	Voucher #:	112298	Invoice	Invoice No: 021226	2/20/2026	Paid Amt: \$30.00
						Check Amount: \$30.00
MB	89546	17736		CHRISTOPHERSON, BRIAN		Check
			E 01	300 294 000 305 503	Fees For Services	\$185.00
PO#:	Voucher #:	112299	Invoice	Invoice No: 021226	2/20/2026	Paid Amt: \$185.00
						Check Amount: \$185.00
MB	89547	17854	REMIT	CINTAS CORP		Check
			E 02	005 770 701 382 000	Laundry/Dry Cleaning	\$51.95
PO#:	Voucher #:	112300	Invoice	Invoice No: 4255272005	2/20/2026	Paid Amt: \$51.95
			E 02	005 770 701 382 000	Laundry/Dry Cleaning	\$58.58
PO#:	Voucher #:	112301	Invoice	Invoice No: 4255271941	2/20/2026	Paid Amt: \$58.58
			E 02	005 770 701 382 000	Laundry/Dry Cleaning	\$58.58
PO#:	Voucher #:	112302	Invoice	Invoice No: 4256705462	2/20/2026	Paid Amt: \$58.58
			E 02	005 770 701 382 000	Laundry/Dry Cleaning	\$51.95
PO#:	Voucher #:	112303	Invoice	Invoice No: 4256705371	2/20/2026	Paid Amt: \$51.95
						Check Amount: \$221.06
MB	89548	16568	CONC	COCA-COLA BOTTLING COMPANY HIGH COUNTRY		Check
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$1,325.00
PO#:	Voucher #:	112304	Invoice	Invoice No: 5352491	2/20/2026	Paid Amt: \$1,325.00
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$1,709.50
PO#:	Voucher #:	112305	Invoice	Invoice No: 5352420	2/20/2026	Paid Amt: \$1,709.50
						Check Amount: \$3,034.50

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89549	16937		COLE PAPERS INC		Check		
			E 02	005 770 701 401 000	General Supplies		\$162.76	
PO#:	Voucher #:	112306	Invoice	Invoice No: 10684698	2/20/2026	Paid Amt:	\$162.76	
			E 02	005 770 701 401 000	General Supplies		\$23.09	
PO#:	Voucher #:	112307	Invoice	Invoice No: 10686309	2/20/2026	Paid Amt:	\$23.09	
			E 02	005 770 701 401 000	General Supplies		\$160.26	
PO#:	Voucher #:	112430	Invoice	Invoice No: 10683048	2/20/2026	Paid Amt:	\$160.26	
						Check Amount:	\$346.11	
MB	89550	17952		CONZEMIUS, DAVE		Check		
			E 01	300 296 000 305 513	Fees For Services		\$200.00	
PO#:	Voucher #:	112308	Invoice	Invoice No: 02172026	2/20/2026	Paid Amt:	\$200.00	
						Check Amount:	\$200.00	
MB	89551	17926		CURTIS, PRESTON		Check		
			E 01	300 294 000 305 503	Fees For Services		\$80.00	
PO#:	Voucher #:	112309	Invoice	Invoice No: 021326	2/20/2026	Paid Amt:	\$80.00	
						Check Amount:	\$80.00	
MB	89552	14803		DAKOTA REFRIGERATION		Check		
			E 01	005 813 000 350 000	cleaned ice machine and change filter		\$478.60	
PO#: 51453	Voucher #:	112429	Invoice	Invoice No: F225140	2/20/2026	Paid Amt:	\$478.60	
						Check Amount:	\$478.60	
MB	89553	15411		DELTA DENTAL OF MINNESOTA		Check		
			B 01	215 032	premiums		\$2,844.80	
PO#:	Voucher #:	112310	Invoice	Invoice No: CNS0002087344	2/20/2026	Paid Amt:	\$2,844.80	
						Check Amount:	\$2,844.80	
MB	89554	15325		DUMAS, ANDREW		Check		
			E 01	300 296 000 305 513	Fees For Services		\$116.00	
PO#:	Voucher #:	112311	Invoice	Invoice No: 021026	2/20/2026	Paid Amt:	\$116.00	
						Check Amount:	\$116.00	
MB	89555	14678		EHLERS		Check		
			E 01	005 110 000 305 000	Truth in Taxation presentation Pay 26		\$2,100.00	
PO#: 51231	Voucher #:	112312	Invoice	Invoice No: 104498	2/20/2026	Paid Amt:	\$2,100.00	
			E 01	005 110 000 305 000	Comparison Charts		\$150.00	
PO#:	Voucher #:	112313	Invoice	Invoice No: 104497	2/20/2026	Paid Amt:	\$150.00	
						Check Amount:	\$2,250.00	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89556	15433		ENDRESON, MATT		Check
			E 01	300 294 000 305 503	Fees For Services	\$185.00
PO#:	Voucher #:	112314	Invoice	Invoice No: 021226	2/20/2026	Paid Amt: \$185.00
						Check Amount: \$185.00
MB	89557	17472		EUROPE TRIP		Check
			E 01	300 299 000 305 000	Concessions	\$1,229.54
PO#:	Voucher #:	112315	Invoice	Invoice No: 021726	2/20/2026	Paid Amt: \$1,229.54
			E 01	300 299 000 305 000	Concessions	\$556.71
PO#:	Voucher #:	112316	Invoice	Invoice No: 012726	2/20/2026	Paid Amt: \$556.71
						Check Amount: \$1,786.25
MB	89558	10052		FARMERS COOPERATIVE OIL CO		Check
			E 01	005 760 733 442 000	Gasoline	\$47.28
PO#:	Voucher #:	112328	Invoice	Invoice No: 1338-2	2/20/2026	Paid Amt: \$47.28
			E 01	005 760 733 442 000	Gasoline	\$20.02
PO#:	Voucher #:	112319	Invoice	Invoice No: 624-1	2/20/2026	Paid Amt: \$20.02
			E 01	005 760 733 442 000	Gasoline	\$42.27
PO#:	Voucher #:	112325	Invoice	Invoice No: 5693-1	2/20/2026	Paid Amt: \$42.27
			E 01	005 760 733 442 000	Gasoline	\$42.21
PO#:	Voucher #:	112321	Invoice	Invoice No: 1980-1	2/20/2026	Paid Amt: \$42.21
			E 01	005 760 733 442 000	Gasoline	\$34.52
PO#:	Voucher #:	112320	Invoice	Invoice No: 847-1	2/20/2026	Paid Amt: \$34.52
			E 01	005 811 000 442 000	Gasoline	\$27.59
PO#:	Voucher #:	112317	Invoice	Invoice No: 4561-2	2/20/2026	Paid Amt: \$27.59
			E 01	005 760 733 442 000	Gasoline	\$28.26
PO#:	Voucher #:	112323	Invoice	Invoice No: 2839-1	2/20/2026	Paid Amt: \$28.26
			E 01	005 760 733 442 000	Gasoline	\$42.72
PO#:	Voucher #:	112322	Invoice	Invoice No: 2618-1	2/20/2026	Paid Amt: \$42.72
			E 01	005 760 733 442 000	Gasoline	\$37.47
PO#:	Voucher #:	112318	Invoice	Invoice No: 162-1	2/20/2026	Paid Amt: \$37.47
			E 01	005 760 733 442 000	Gasoline	\$28.02
PO#:	Voucher #:	112329	Invoice	Invoice No: 6320-1	2/20/2026	Paid Amt: \$28.02
			E 01	005 760 733 442 000	Gasoline	\$13.12
PO#:	Voucher #:	112327	Invoice	Invoice No: 6031-1	2/20/2026	Paid Amt: \$13.12
			E 01	005 760 733 442 000	Gasoline	\$45.00
PO#:	Voucher #:	112324	Invoice	Invoice No: 9316-2	2/20/2026	Paid Amt: \$45.00
			E 01	005 760 733 442 000	Gasoline	\$35.39
PO#:	Voucher #:	112326	Invoice	Invoice No: 5586-1	2/20/2026	Paid Amt: \$35.39

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89558	10052		FARMERS COOPERATIVE OIL CO		Check			
			E 01	005 760 733 442 000 Gasoline			\$45.97		
PO#:	Voucher #:	112330	Invoice	Invoice No: 6862-1	2/20/2026	Paid Amt:	\$45.97		
						Check Amount:	\$489.84		
MB	89559	10060		FUCHS SANITATION, INC		Check			
			E 02	005 770 701 330 000 Garbage			\$3,535.47		
			E 02	005 770 701 330 000 Garbage			\$601.03		
PO#:	Voucher #:	112332	Invoice	Invoice No: 2602022642967	2/20/2026	Paid Amt:	\$4,136.50		
			E 01	005 810 000 330 000 Garbage			\$1,384.89		
PO#:	Voucher #:	112331	Invoice	Invoice No: 2602022642894	2/20/2026	Paid Amt:	\$1,384.89		
						Check Amount:	\$5,521.39		
MB	89560	17846		GOPHERMODS, LLC		Check			
			E 01	005 630 000 315 555 iPad Repair			\$693.00		
PO#: 51454	Voucher #:	112431	Invoice	Invoice No: 7981	2/20/2026	Paid Amt:	\$693.00		
			E 01	005 630 000 315 555 iPad Repair			\$543.00		
PO#: 51444	Voucher #:	112333	Invoice	Invoice No: 7839	2/20/2026	Paid Amt:	\$543.00		
						Check Amount:	\$1,236.00		
MB	89561	17492		GRAHAM, HUNTER		Check			
			E 01	300 294 000 305 503			\$100.00		
			E 01	300 296 000 305 513			\$100.00		
PO#:	Voucher #:	112334	Invoice	Invoice No: 021726	2/20/2026	Paid Amt:	\$200.00		
						Check Amount:	\$200.00		
MB	89562	16328	remit	HEISE, CHRISTOPHER A		Check			
			E 01	300 296 000 305 513 Fees For Services			\$221.00		
PO#:	Voucher #:	112335	Invoice	Invoice No: 021026	2/20/2026	Paid Amt:	\$221.00		
			E 01	300 294 000 305 503 Fees For Services			\$107.50		
			E 01	300 296 000 305 513 Fees For Services			\$107.50		
PO#:	Voucher #:	112336	Invoice	Invoice No: 021326	2/20/2026	Paid Amt:	\$215.00		
						Check Amount:	\$436.00		
MB	89563	10515		HERMITAGE ART COMPANY INC, THE		Check			
			E 01	300 211 000 432 000 Diploma Covers			\$56.94		
			E 01	300 211 000 432 000 Freight			\$6.91		
PO#: 51427	Voucher #:	112337	Invoice	Invoice No: SINV-100015366	2/20/2026	Paid Amt:	\$63.85		
						Check Amount:	\$63.85		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MB	89564	17947		INDEPENDENT SCHOOL DISTRICT #535		Check		
			E 01	998 790 000 390 000	Tuition Billing		\$16,200.00	
PO#:	Voucher #:	112338	Invoice	Invoice No: 1002500368	2/20/2026	Paid Amt:	\$16,200.00	
						Check Amount:	\$16,200.00	
MB	89565	15388	remit	INNOVATIVE OFFICE SOLUTIONS LLC		Check		
			E 01	005 105 000 401 000	CNMMP25DV3 CALC,PRT,12DGT,CLK/CALE		\$91.85	
PO#: 51435	Voucher #:	112235	Invoice	Invoice No: IN5053425	2/20/2026	Paid Amt:	\$91.85	
						Check Amount:	\$91.85	
MB	89566	17211	REMIT	JOSTENS INC		Check		
			E 01	300 211 000 432 000	Lamp of Knowledge		\$130.00	
			E 01	300 211 000 432 000	Freight		\$15.95	
PO#: 51428	Voucher #:	112423	Invoice	Invoice No: N003448506	2/20/2026	Paid Amt:	\$145.95	
						Check Amount:	\$145.95	
MB	89567	12685	REMIT	JW PEPPER & SON INC.		Check		
			E 01	300 258 000 430 000	Coyote Blues		\$48.00	
PO#: 51401	Voucher #:	112236	Invoice	Invoice No: 368288741	2/20/2026	Paid Amt:	\$48.00	
						Check Amount:	\$48.00	
MB	89568	17892	REMIT	KELLY SERVICES INC		Check		
			E 01	100 203 000 305 000	Elementary Substitute Teachers		\$6,049.50	
			E 01	300 211 000 305 000	HS Substitute Teachers		\$975.00	
PO#:	Voucher #:	112415	Invoice	Invoice No: 5614483206	2/20/2026	Paid Amt:	\$7,024.50	
			E 01	100 203 000 305 000	Elementary Substitute Teachers		\$4,759.35	
			E 01	300 211 000 305 000	HS Substitute Teachers		\$390.00	
PO#:	Voucher #:	112339	Invoice	Invoice No: 5614302498	2/20/2026	Paid Amt:	\$5,149.35	
						Check Amount:	\$12,173.85	
MB	89569	16348	remit	KEMPS LLC		Check		
			E 02	005 770 701 495 000	Milk		\$202.10	
			R 01	300 299 000 619 000	Concessions Cost of Sales		\$169.67	
PO#:	Voucher #:	112355	Invoice	Invoice No: 6134605	2/20/2026	Paid Amt:	\$371.77	
			E 02	005 770 701 495 000	Milk		\$621.70	
PO#:	Voucher #:	112340	Invoice	Invoice No: 6134571	2/20/2026	Paid Amt:	\$621.70	
			E 02	005 770 701 495 000	Milk		\$444.15	
			E 02	005 770 701 490 000	Food		\$22.69	
PO#:	Voucher #:	112341	Invoice	Invoice No: 6140174	2/20/2026	Paid Amt:	\$466.84	
			E 02	005 770 701 495 000	Milk		\$352.80	



Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89569	16348	remit	KEMPS LLC		Check
			E 02	005 770 701 490 000	Food	\$22.69
PO#:	Voucher #:	112351	Invoice	Invoice No: 6128515	2/20/2026	Paid Amt: \$375.49
			E 02	005 770 701 495 000	Milk	\$403.80
			E 02	005 770 701 490 000	Food	\$23.50
PO#:	Voucher #:	112343	Invoice	Invoice No: 6156732	2/20/2026	Paid Amt: \$427.30
			E 02	005 770 701 495 000	Milk	\$403.80
			E 02	005 770 701 490 000	Food	\$22.69
PO#:	Voucher #:	112344	Invoice	Invoice No: 6160797	2/20/2026	Paid Amt: \$426.49
			E 02	005 770 701 495 000	Milk	\$252.50
PO#:	Voucher #:	112345	Invoice	Invoice No: 6154757	2/20/2026	Paid Amt: \$252.50
			E 02	005 770 701 495 000	Milk	\$185.25
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$169.67
PO#:	Voucher #:	112346	Invoice	Invoice No: 6149472	2/20/2026	Paid Amt: \$354.92
			E 02	005 770 701 495 000	Milk	\$184.70
PO#:	Voucher #:	112347	Invoice	Invoice No: 6159885	2/20/2026	Paid Amt: \$184.70
			E 02	005 770 701 495 000	Milk	\$134.15
PO#:	Voucher #:	112348	Invoice	Invoice No: 6142911	2/20/2026	Paid Amt: \$134.15
			E 02	005 770 701 495 000	Milk	\$134.15
PO#:	Voucher #:	112349	Invoice	Invoice No: 6141542	2/20/2026	Paid Amt: \$134.15
			E 02	005 770 701 495 000	Milk	\$414.82
			E 02	005 770 701 490 000	Food	\$22.69
PO#:	Voucher #:	112350	Invoice	Invoice No: 6117416	2/20/2026	Paid Amt: \$437.51
			E 02	005 770 701 495 000	Milk	\$689.30
			E 02	005 770 701 490 000	Food	\$46.19
PO#:	Voucher #:	112342	Invoice	Invoice No: 6151005	2/20/2026	Paid Amt: \$735.49
			E 02	005 770 701 495 000	Milk	\$958.70
PO#:	Voucher #:	112352	Invoice	Invoice No: 6118182	2/20/2026	Paid Amt: \$958.70
			E 02	005 770 701 495 000	Milk	\$235.10
PO#:	Voucher #:	112353	Invoice	Invoice No: 6127173	2/20/2026	Paid Amt: \$235.10
			E 02	005 770 701 495 000	Milk	\$302.50
PO#:	Voucher #:	112354	Invoice	Invoice No: 6118175	2/20/2026	Paid Amt: \$302.50
			E 02	005 770 701 495 000	Milk	\$201.50
PO#:	Voucher #:	112356	Invoice	Invoice No: 6118166	2/20/2026	Paid Amt: \$201.50
						Check Amount: \$6,620.81

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89570	14364		KENNEDY & GRAVEN, CHARTERED		Check			
			E 01	005 105 000 305 000	Fees For Services		\$18,311.50		
PO#:	Voucher #:	112239	Invoice	Invoice No: 191809	2/20/2026	Paid Amt:	\$18,311.50	Check Amount:	\$18,311.50
MB	89571	17948		KEN-RICH ENTERPRISES INC		Check			
			R 01	300 299 000 619 000	Concessions Cost of Sales		\$242.40		
PO#:	Voucher #:	112438	Invoice	Invoice No: 740540	2/20/2026	Paid Amt:	\$242.40		
			R 01	300 299 000 619 000	Concessions Cost of Sales		\$624.00		
PO#:	Voucher #:	112357	Invoice	Invoice No: 740548	2/20/2026	Paid Amt:	\$624.00	Check Amount:	\$866.40
MB	89572	17829		KLEVER, ALEX		Check			
			E 01	300 296 000 305 513	Fees For Services		\$221.00		
PO#:	Voucher #:	112358	Invoice	Invoice No: 021026	2/20/2026	Paid Amt:	\$221.00	Check Amount:	\$221.00
MB	89573	17953		KUNZA, ADAM		Check			
			E 01	300 294 000 305 503	Fees For Services		\$120.00		
PO#:	Voucher #:	112419	Invoice	Invoice No: 021926	2/20/2026	Paid Amt:	\$120.00		
			E 01	300 294 000 305 503	Fees For Services		\$121.00		
PO#:	Voucher #:	112359	Invoice	Invoice No: 021026	2/20/2026	Paid Amt:	\$121.00	Check Amount:	\$241.00
MB	89574	14833		KUTTER, DANA		Check			
			E 01	300 294 000 305 503	Fees For Services		\$145.00		
PO#:	Voucher #:	112360	Invoice	Invoice No: 021726	2/20/2026	Paid Amt:	\$145.00	Check Amount:	\$145.00
MB	89575	10190	remit	LAKE AGASSIZ EDUCATION COOPERATIVE		Check			
			E 01	200 420 740 396 000	Sp Ed Sal Pur F Other D		\$4,889.26		
			E 01	200 401 740 396 000	Sp Ed Sal Pur F Other D		\$2,945.98		
			E 01	200 406 740 396 000	Sp Ed Sal Pur F Other D		\$311.79		
			E 01	200 420 740 396 000			\$2,881.32		
			E 01	100 740 317 347 000			\$4,274.48		
			E 01	200 404 740 396 000	Sp Ed Sal Pur F Other D		\$78.53		
PO#:	Voucher #:	112361	Invoice	Invoice No: February 2026	2/20/2026	Paid Amt:	\$15,381.36	Check Amount:	\$15,381.36
MB	89576	10190	remit	LAKE AGASSIZ EDUCATION COOPERATIVE		Check			
			E 01	005 850 389 570 000	Principal on Long-Term Lease		\$49,954.96		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89576	10190	remit	LAKE AGASSIZ EDUCATION COOPERATIVE		Check
			E 01	005 850 389 571 000 Interest on Long-Term Lease		\$8,536.34
PO#:	Voucher #:	112362	Invoice	Invoice No: 2025-26	2/20/2026	Paid Amt: \$58,491.30
						Check Amount: \$58,491.30
MB	89577	14269		LAKES COUNTRY SERVICE COOP		Check
			E 01	100 411 372 394 000 Payments/Other Agcy		\$1,552.50
PO#:	Voucher #:	112363	Invoice	Invoice No: 102442	2/20/2026	Paid Amt: \$1,552.50
			E 01	100 411 372 394 000 Payments/Other Agcy		\$675.00
PO#:	Voucher #:	112364	Invoice	Invoice No: 102437	2/20/2026	Paid Amt: \$675.00
						Check Amount: \$2,227.50
MB	89578	17954		LARSON, ETHAN		Check
			E 01	300 296 000 305 513 Fees For Services		\$85.00
PO#:	Voucher #:	112365	Invoice	Invoice No: 021726	2/20/2026	Paid Amt: \$85.00
						Check Amount: \$85.00
MB	89579	16587		MAHLUM, CHRISTOPHER C		Check
			E 01	300 296 000 305 513		\$126.00
			E 01	300 294 000 305 503		\$126.00
PO#:	Voucher #:	112367	Invoice	Invoice No: 021726	2/20/2026	Paid Amt: \$252.00
						Check Amount: \$252.00
MB	89580	12946		MAIN STREET		Check
			E 01	005 010 000 820 000 Main Street Membership		\$30.00
PO#:	Voucher #:	112366	Invoice	Invoice No: 2026	2/20/2026	Paid Amt: \$30.00
						Check Amount: \$30.00
MB	89581	17955		MEYERS, PRESTON		Check
			E 01	300 294 000 305 503 Fees For Services		\$121.00
PO#:	Voucher #:	112368	Invoice	Invoice No: 021026	2/20/2026	Paid Amt: \$121.00
			E 01	300 294 000 305 503 Fees For Services		\$120.00
PO#:	Voucher #:	112420	Invoice	Invoice No: 021926	2/20/2026	Paid Amt: \$120.00
						Check Amount: \$241.00
MB	89582	17930		MILES, EVAN		Check
			E 01	300 294 000 305 503		\$74.00
			E 01	300 296 000 305 513		\$74.00
PO#:	Voucher #:	112369	Invoice	Invoice No: 021326	2/20/2026	Paid Amt: \$148.00
						Check Amount: \$148.00
MB	89583	17211		MILESTONES & MEMORIES, LLC	60	Check
			E 01	300 211 000 432 000 Bronze Academic Pin		\$212.50



Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89583	17211		MILESTONES & MEMORIES, LLC		Check			
			E 01	300 211 000 432 000	Silver Academic Pin		\$212.50		
PO#: 51428	Voucher #: 112421	Invoice	Invoice No: 1310		2/20/2026	Paid Amt:	\$425.00		
		E 01	300 211 000 432 000	Double Gold Honor Cords		\$358.20			
		E 01	300 211 000 432 000	Valedictorian Medal w/ purple neck ribbon		\$34.00			
		E 01	300 211 000 432 000	Salutatorian Medal w/ purple neck ribbon		\$17.00			
		E 01	300 211 000 432 000	Freight		\$13.00			
PO#: 51429	Voucher #: 112422	Invoice	Invoice No: 1310		2/20/2026	Paid Amt:	\$422.20		
						Check Amount:	\$847.20		
MB	89584	12886		MINNESOTA STATE UNIV-MOORHEAD		Check			
			E 01	300 690 000 390 000	PSEO credits		\$6,315.00		
PO#:	Voucher #: 112373	Invoice	Invoice No: C10000016679		2/20/2026	Paid Amt:	\$6,315.00		
						Check Amount:	\$6,315.00		
MB	89585	16180		MINNESOTA TRUE TEAM TRACK		Check			
			E 01	300 292 000 369 505	Entry Fees/Student Travel		\$140.00		
PO#:	Voucher #: 112372	Invoice	Invoice No: True Team 2026		2/20/2026	Paid Amt:	\$140.00		
						Check Amount:	\$140.00		
MB	89586	16818		MN SCHOOL EMPLOYEES ASSOCIATION		Check			
			B 01	215 025	Nea-Mea-Bea Dues Payable		\$370.42		
PO#:	Voucher #: 112219	Invoice	Invoice No: S2026150		2/20/2026	Paid Amt:	\$370.42		
						Check Amount:	\$370.42		
MB	89587	11039		MN ST COMMUNITY/TECH COLLEGE		Check			
			E 01	300 211 000 460 000	ECHS books		\$194.68		
PO#:	Voucher #: 112370	Invoice	Invoice No: 00881066		2/20/2026	Paid Amt:	\$194.68		
		E 01	300 690 000 390 000	PSEO		\$16,780.11			
PO#:	Voucher #: 112371	Invoice	Invoice No: 00881096		2/20/2026	Paid Amt:	\$16,780.11		
						Check Amount:	\$16,974.79		
MB	89588	15415		NCPERS GROUP LIFE INS.		Check			
			B 01	215 028	PERA Life Insurance		\$80.00		
PO#:	Voucher #: 112375	Invoice	Invoice No: 108802032026		2/20/2026	Paid Amt:	\$80.00		
						Check Amount:	\$80.00		
MB	89589	17956		REMIT NITSCHKE, ADAM J		Check			
			E 01	300 296 000 305 513	Fees For Services		\$86.00		
PO#:	Voucher #: 112374	Invoice	Invoice No: 021026		2/20/2026	Paid Amt:	\$86.00		
						Check Amount:	\$86.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89590	16899		OLSON, JACK L		Check			
			E 01	300 296 000 305 513	Fees For Services		\$80.00		
PO#:	Voucher #:	112376	Invoice	Invoice No: 021326	2/20/2026	Paid Amt:	\$80.00		
						Check Amount:	\$80.00		
MB	89591	17251	REMIT	OTIS ELEVATOR COMPANY		Check			
			E 01	005 812 000 350 000	elevator maintenance contract		\$2,648.64		
PO#: 51446	Voucher #:	112418	Invoice	Invoice No: 100402246933	2/20/2026	Paid Amt:	\$2,648.64		
						Check Amount:	\$2,648.64		
MB	89592	15772		PARK RAPIDS PUBLIC SCHOOLS		Check			
			E 01	300 294 000 369 503	Entry Fees/Student Travel		\$150.00		
PO#:	Voucher #:	112378	Invoice	Invoice No: 022126	2/20/2026	Paid Amt:	\$150.00		
						Check Amount:	\$150.00		
MB	89593	16390		PAY		Check			
			E 01	300 299 000 305 000	Fees For Services		\$1,668.12		
PO#:	Voucher #:	112380	Invoice	Invoice No: 013026	2/20/2026	Paid Amt:	\$1,668.12		
						Check Amount:	\$1,668.12		
MB	89594	12161	BB	PELICAN RAPIDS YOUTH BASKETBALL		Check			
			E 01	300 294 000 369 503	Entry Fees/Student Travel		\$300.00		
PO#:	Voucher #:	112377	Invoice	Invoice No: 021926	2/20/2026	Paid Amt:	\$300.00		
						Check Amount:	\$300.00		
MB	89595	17471		PERFORMANCE FOODSERVICE -TWIN CITIES		Check			
			E 02	005 770 701 490 000	Food		\$112.18		
			E 02	005 770 705 490 000	Breakfast Food		\$1,452.88		
PO#:	Voucher #:	112424	Invoice	Invoice No: 859793	2/20/2026	Paid Amt:	\$1,565.06		
						Check Amount:	\$1,565.06		
MB	89596	16017	REMIT	PURCHASE POWER		Check			
			E 01	005 110 000 329 000	postage		\$705.25		
PO#:	Voucher #:	112379	Invoice	Invoice No: January 2026	2/20/2026	Paid Amt:	\$705.25		
						Check Amount:	\$705.25		
MB	89597	11531		RENNEBERG HARDWOODS		Check			
			E 01	300 255 000 450 000	Red Oak (S3S 13/16")		\$570.00		
			E 01	300 255 000 450 000	3/4" Red Oak Plywood (VC)		\$1,470.24		
			E 01	300 255 000 450 000	1/4" Red Oak Plywood VC		\$239.40		
			E 01	300 255 000 450 000	Hard Maple (S3S 13/16")		\$195.00		
			E 01	300 255 000 450 000	Alder (S3S to 13/16")		\$195.00		
			E 01	300 255 000 450 000	Cherry (S3S 13/16")		\$180.00		

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
MB	89597	11531		RENNEBERG HARDWOODS		Check			
			E 01	300 255 000 450 000	Shipping		\$50.00		
PO#:	51372	Voucher #:	112381	Invoice	Invoice No: 00052133	2/20/2026		Paid Amt:	\$2,899.64
								Check Amount:	\$2,899.64
MB	89598	17730	remit	RICKFORD RANCH LLC		Check			
			E 02	005 770 701 490 000	Food		\$4,132.50		
PO#:		Voucher #:	112238	Invoice	Invoice No: 356	2/20/2026		Paid Amt:	\$4,132.50
								Check Amount:	\$4,132.50
MB	89599	17957		ROBIDEAU, NICK		Check			
			E 01	300 296 000 305 513	Fees For Services		\$85.00		
PO#:		Voucher #:	112382	Invoice	Invoice No: 021726	2/20/2026		Paid Amt:	\$85.00
								Check Amount:	\$85.00
MB	89600	15275		ROLL, GLENN		Check			
			E 01	300 294 000 305 503	Fees For Services		\$185.00		
PO#:		Voucher #:	112383	Invoice	Invoice No: 021226	2/20/2026		Paid Amt:	\$185.00
								Check Amount:	\$185.00
MB	89601	17937		SCHRITZ PLUMBING & HEATING CF LLC		Check			
			E 01	005 812 000 350 000	augured toilet parts labor		\$168.00		
PO#:	51455	Voucher #:	112432	Invoice	Invoice No: 890089	2/20/2026		Paid Amt:	\$168.00
			E 01	005 865 381 350 000	Replaced cracked cast iron drain lines		\$2,090.00		
PO#:	51455	Voucher #:	112433	Invoice	Invoice No: 890090	2/20/2026		Paid Amt:	\$2,090.00
								Check Amount:	\$2,258.00
MB	89602	13919		SPANISH		Check			
			E 01	300 299 000 305 000	Fees For Services		\$1,389.70		
PO#:		Voucher #:	112435	Invoice	Invoice No: 021326	2/20/2026		Paid Amt:	\$1,389.70
								Check Amount:	\$1,389.70
MB	89603	17958		SPAULDING, KEVIN P		Check			
			E 01	300 294 000 305 503			\$74.00		
			E 01	300 296 000 305 513			\$74.00		
PO#:		Voucher #:	112384	Invoice	Invoice No: 021326	2/20/2026		Paid Amt:	\$148.00
								Check Amount:	\$148.00
MB	89604	17959		STANISLAWSKI, DARIN		Check			
			E 01	300 294 000 305 503			\$107.50		
			E 01	300 296 000 305 513			\$107.50		
PO#:		Voucher #:	112385	Invoice	Invoice No: 021326	2/20/2026		Paid Amt:	\$215.00
								Check Amount:	\$215.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89605	10140		STEIN'S INC		Check
			E 01	005 810 000 410 000	vacuume bags	\$72.00
			E 01	005 810 000 410 000	hand wash	\$155.25
			E 01	005 810 000 410 000	can liner	\$120.40
			E 01	005 810 000 410 000	can liner	\$36.32
			E 01	005 810 000 410 000	hand towel	\$167.22
			E 01	005 810 000 410 000	toilet paper	\$191.28
			E 01	005 810 000 410 000	cleaning cloth	\$0.00
			E 01	005 810 000 410 000	dust mop	\$23.26
			E 01	005 810 000 410 000	dust mop	\$58.60
			E 01	005 810 000 410 000	freight charge	\$5.00
PO#: 51440	Voucher #:	112386	Invoice	Invoice No: 970166	2/20/2026	Paid Amt: \$829.33
						Check Amount: \$829.33
MB	89606	17901		SYSKO NORTH DAKOTA INC		Check
			E 02	005 770 705 490 000	Breakfast Food	\$107.40
			E 02	005 770 701 490 000	Food	\$921.51
			E 02	005 770 701 401 000	General Supplies	\$83.24
PO#:	Voucher #:	112387	Invoice	Invoice No: 395106174	2/20/2026	Paid Amt: \$1,112.15
			E 02	005 770 701 490 000	Return	\$12.92
PO#:	Voucher #:	112388	Credit	Invoice No: 395108694	2/20/2026	Paid Amt: (\$12.92)
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$153.97
PO#:	Voucher #:	112389	Invoice	Invoice No: 395106175	2/20/2026	Paid Amt: \$153.97
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$481.09
PO#:	Voucher #:	112390	Invoice	Invoice No: 395110467	2/20/2026	Paid Amt: \$481.09
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$293.32
PO#:	Voucher #:	112391	Invoice	Invoice No: 395103538	2/20/2026	Paid Amt: \$293.32
			R 01	300 299 000 619 000	Concessions Cost of Sales	\$1,468.12
PO#:	Voucher #:	112392	Invoice	Invoice No: 395101616	2/20/2026	Paid Amt: \$1,468.12
			E 02	005 770 705 490 000	Breakfast Food	\$298.04
			E 02	005 770 701 490 000	Food	\$679.13
			E 02	005 770 707 490 000	Food	\$285.82
			E 02	005 770 701 401 000	General Supplies	\$46.09
PO#:	Voucher #:	112393	Invoice	Invoice No: 395107969	2/20/2026	Paid Amt: \$1,309.08
			E 02	005 770 705 490 000	Breakfast Food	\$100.82
			E 02	005 770 701 490 000	Food	\$1,188.33
PO#:	Voucher #:	112394	Invoice	Invoice No: 395103537	2/20/2026	Paid Amt: \$1,289.15
			E 02	005 770 705 490 000	Breakfast Food	\$172.63

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89606	17901		SYSCO NORTH DAKOTA INC		Check
			E 02 005 770	701 490 000 Food		\$1,121.91
PO#:	Voucher #:	112395	Invoice	Invoice No: 395101615	2/20/2026	Paid Amt: \$1,294.54
			E 02 005 770	705 490 000 Breakfast Food		\$149.06
			E 02 005 770	701 490 000 Food		\$750.25
			E 02 005 770	707 490 000 Food		\$58.39
PO#:	Voucher #:	112396	Invoice	Invoice No: 395097465	2/20/2026	Paid Amt: \$957.70
			E 02 005 770	701 490 000 Return		\$54.38
PO#:	Voucher #:	112397	Credit	Invoice No: 395089217	2/20/2026	Paid Amt: (\$54.38)
			E 02 005 770	701 490 000 Return		\$68.81
PO#:	Voucher #:	112398	Credit	Invoice No: 395102526	2/20/2026	Paid Amt: (\$68.81)
			E 02 005 770	701 490 000 Food		\$2,123.80
			E 02 005 770	705 490 000 Breakfast Food		\$865.82
PO#:	Voucher #:	112399	Invoice	Invoice No: 395097466	2/20/2026	Paid Amt: \$2,989.62
			E 02 005 770	701 490 000 Food		\$988.43
			E 02 005 770	705 490 000 Breakfast Food		\$135.02
PO#:	Voucher #:	112400	Invoice	Invoice No: 395110468	2/20/2026	Paid Amt: \$1,123.45
			E 02 005 770	701 490 000 Return		\$23.41
PO#:	Voucher #:	112401	Credit	Invoice No: 395095062	2/20/2026	Paid Amt: (\$23.41)
			E 02 005 770	701 490 000 Food		\$1,294.67
			E 02 005 770	705 490 000 Breakfast Food		\$524.58
			E 01 005 865	352 401 000 H & S Enviro. Mgmt. Supplies		\$113.46
PO#:	Voucher #:	112425	Invoice	Invoice No: 395103536	2/20/2026	Paid Amt: \$1,932.71
			E 02 005 770	701 490 000 Food		\$949.88
			E 02 005 770	705 490 000 Breakfast Food		\$389.71
PO#:	Voucher #:	112426	Invoice	Invoice No: 395106176	2/20/2026	Paid Amt: \$1,339.59
			E 02 005 770	701 490 000 Food		\$1,482.33
			E 02 005 770	705 490 000 Breakfast Food		\$83.79
PO#:	Voucher #:	112428	Invoice	Invoice No: 395101617	2/20/2026	Paid Amt: \$1,566.12
			E 02 005 770	701 490 000 Food		\$2,320.69
			E 02 005 770	705 490 000 Breakfast Food		\$518.52
			E 04 005 509	321 490 000 Food		\$494.03
PO#:	Voucher #:	112427	Invoice	Invoice No: 395107968	2/20/2026	Paid Amt: \$3,333.24
						Check Amount: \$20,484.33

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89607	16215	remit	TEACHER SYNERGY LLC		Check
			E 01	100 207 000 430 000	Goldie Packet	\$3.75
PO#: 51452	Voucher #: 112417	Invoice	Invoice No: 328607375		2/20/2026	Paid Amt: \$3.75
						Check Amount: \$3.75
MB	89608	17865	REMIT	TOSHIBA AMERICA BUSINESS SOLUTIONS INC		Check
			E 01	100 203 302 580 000		\$984.22
			E 01	005 110 302 580 000		\$492.11
			E 01	300 211 302 580 000		\$984.22
PO#:	Voucher #: 112402	Invoice	Invoice No: 5037572034		2/20/2026	Paid Amt: \$2,460.55
						Check Amount: \$2,460.55
MB	89609	17639		TRAP TEAM ISD 146 AUXILIARY ACCOUNT		Check
			E 01	300 299 000 305 000	Fees For Services	\$841.03
PO#:	Voucher #: 112436	Invoice	Invoice No: 021226		2/20/2026	Paid Amt: \$841.03
						Check Amount: \$841.03
MB	89610	17833		WASHINGTON DC TRIP		Check
			E 01	300 299 000 305 000	Fees For Services	\$635.84
PO#:	Voucher #: 112413	Invoice	Invoice No: 012026		2/20/2026	Paid Amt: \$635.84
						Check Amount: \$635.84
MB	89611	13590		WE TRAVEL PC INC		Check
			E 01	100 612 000 401 000	Lightspeed FlexMike Microphone	\$150.00
			E 01	300 612 000 455 000	Unifi Wifi 7 AP	\$110.00
PO#: 51451	Voucher #: 112409	Invoice	Invoice No: 14611		2/20/2026	Paid Amt: \$260.00
			E 01	005 110 000 405 000	Admin Laptop - Jodi	\$1,449.00
PO#: 51451	Voucher #: 112408	Invoice	Invoice No: 14663		2/20/2026	Paid Amt: \$1,449.00
			E 01	005 612 000 319 000	District and Staff DNS Filter	\$99.00
PO#: 51451	Voucher #: 112407	Invoice	Invoice No: 14626		2/20/2026	Paid Amt: \$99.00
			E 01	005 715 342 405 000	Check Point Email Security	\$540.00
			E 01	005 715 342 405 000	Google Workspace Backup SaaS	\$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	\$302.00
PO#: 51451	Voucher #: 112410	Invoice	Invoice No: 14623		2/20/2026	Paid Amt: \$2,906.00
			E 01	005 715 000 530 000	Dell Pro Max Tower Security Camera Server	\$9,887.10
PO#: 51407	Voucher #: 112403	Invoice	Invoice No: 14610		2/20/2026	Paid Amt: \$9,887.10
			E 01	005 715 000 530 000	Firewall UXG Security Gateway Enterprise	\$2,398.00
PO#: 51451	Voucher #: 112404	Invoice	Invoice No: 14615		2/20/2026	Paid Amt: \$2,398.00

MN Cyber & Bldg Security Grant

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/24/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MB	89611	13590		WE TRAVEL PC INC		Check
			E 01 005 612 000 319 000	BHS PC & Mac Management		\$750.00
PO#: 51451	Voucher #:	112406	Invoice	Invoice No: 14625	2/20/2026	Paid Amt: \$750.00
			E 01 005 630 302 305 000	We Travel PC Contract Labor		\$7,083.33
PO#: 51451	Voucher #:	112405	Invoice	Invoice No: 14628	2/20/2026	Paid Amt: \$7,083.33
						Check Amount: \$24,832.43
MB	89612	13908		WRESTLING		Check
			E 01 300 299 000 305 000	Fees For Services		\$722.48
PO#:	Voucher #:	112412	Invoice	Invoice No: 020726	2/20/2026	Paid Amt: \$722.48
						Check Amount: \$722.48
MB	89613	10140		STEIN'S INC		Check
			E 01 005 813 000 350 000	motor pulley		\$20.87
			E 01 005 813 000 350 000	drive belt		\$20.22
			E 01 005 813 000 350 000	grade filter		\$48.36
			E 01 005 813 000 350 000	axle assembly		\$90.95
			E 01 005 813 000 350 000	shop supplies		\$3.99
			E 01 005 813 000 350 000	labor		\$78.00
PO#: 51385	Voucher #:	112439	Invoice	Invoice No: 968071	2/20/2026	Paid Amt: \$262.39
						Check Amount: \$262.39
MB	89614	17254		VINCO INC		Check
			E 01 005 812 000 350 000	fixed lights in lunchroom		\$295.00
PO#: 51450	Voucher #:	112440	Invoice	Invoice No: 65679	2/20/2026	Paid Amt: \$295.00
						Check Amount: \$295.00
						Report Total: \$769,106.96

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

Fund	Description	Total
01	General Fund	\$722,297.68
02	Food Service	\$40,307.24
04	Community Service	\$6,502.04
Report Total		\$769,106.96

Student Activity Account Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/22/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
MN	18874	1434		AMAZON CAPITAL SERVICES		Check		
			E 01	300 298 000 401 420 Drone Kits		\$398.28		
PO#:	1548	Voucher #:	5873	Invoice Invoice No: 1J97-KVWV-DFJN	1/29/2026		Paid Amt:	\$398.28
							Check Amount:	\$398.28
MN	18875	1026		ISD #146		Check		
			E 01	100 298 000 401 110 PBIS Cookies		\$404.40		
PO#:		Voucher #:	5871	Invoice Invoice No: PBIS Cookies	1/29/2026		Paid Amt:	\$404.40
							Check Amount:	\$404.40
MN	18876	1782		LIVESTOCKJUDGING.COM		Check		
			E 01	300 298 000 401 410 Annual Subscription for CDE		\$300.00		
PO#:		Voucher #:	5870	Invoice Invoice No: 8272	1/29/2026		Paid Amt:	\$300.00
							Check Amount:	\$300.00
MN	18877	1863		SKARPHOL, GABRIEL		Check		
			E 01	300 298 000 401 470 Snoball DJ		\$800.00		
PO#:		Voucher #:	5869	Invoice Invoice No: Inv0001	1/29/2026		Paid Amt:	\$800.00
							Check Amount:	\$800.00
MN	18878	1876		SKROVE, JAMIE		Check		
			E 01	100 298 000 401 110 PBIS Celebration		\$24.57		
PO#:		Voucher #:	5872	Invoice Invoice No: 01152026	1/29/2026		Paid Amt:	\$24.57
							Check Amount:	\$24.57
MN	18879	1875		THE PETAL PARLOR		Check		
			E 01	300 298 000 401 470 Snoball Flowers		\$90.00		
PO#:		Voucher #:	5868	Invoice Invoice No: 000013	1/29/2026		Paid Amt:	\$90.00
			E 01	300 298 000 401 104 NHS Flowers		\$80.00		
PO#:		Voucher #:	5867	Invoice Invoice No: 000015	1/29/2026		Paid Amt:	\$80.00
							Check Amount:	\$170.00
MN	18880	1858		FRAUDENIENST, ISAAC		Check		
			E 01	300 298 000 401 470 Snoball Game Supplies		\$88.32		
PO#:		Voucher #:	5875	Invoice Invoice No: Jan2026	2/4/2026		Paid Amt:	\$88.32
			E 01	300 298 000 401 470 Snoball Game items		\$253.98		
PO#:		Voucher #:	5874	Invoice Invoice No: SBall	2/4/2026		Paid Amt:	\$253.98
							Check Amount:	\$342.30
MN	18881	1043		GAME ONE		Check		
			E 01	300 298 000 401 550 Shooting Shirts		\$47.23		
PO#:		Voucher #:	5878	Invoice Invoice No: 10548304	2/4/2026		Paid Amt:	\$47.23
							Check Amount:	\$47.23

Student Activity Account Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/22/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MN	18882	1870		K'S CRAFTED CREATIONS		Check
			E 01 300 298 000 401 360	GHD Tshirts		\$897.00
PO#:	Voucher #:	5877	Invoice	Invoice No: PaY	2/4/2026	Paid Amt: \$897.00
						Check Amount: \$897.00
MN	18883	1016		BARNESVILLE GROCERY		Check
			E 01 300 298 000 401 104	NHS Induction Treats		\$80.00
PO#:	Voucher #:	5881	Invoice	Invoice No: 1217NHS	2/4/2026	Paid Amt: \$80.00
			E 01 300 298 000 401 345	Europe Trip- Taco in a Bag		\$300.00
PO#:	Voucher #:	5879	Invoice	Invoice No: 3071	2/4/2026	Paid Amt: \$300.00
			E 01 300 298 000 401 345	Europe Trip Mac N Cheese		\$375.00
PO#:	Voucher #:	5880	Invoice	Invoice No: 3072	2/4/2026	Paid Amt: \$375.00
						Check Amount: \$755.00
MN	18884	1068		MINNESOTA FFA ASSOCIATION		Check
			E 01 300 298 000 401 410	Region 1 WRLC		\$50.00
PO#:	Voucher #:	5876	Invoice	Invoice No: 8052	2/4/2026	Paid Amt: \$50.00
						Check Amount: \$50.00
MN	18885	1011		ANDERSON'S		Check
			E 01 300 298 000 401 470	Snoball Crowns		\$253.91
PO#: 1549	Voucher #:	5884	Invoice	Invoice No: 4674333	2/11/2026	Paid Amt: \$253.91
						Check Amount: \$253.91
MN	18886	1877		ARCHAMBEAU, KRAIG		Check
			E 01 300 298 000 401 530	Purple Goose		\$63.85
PO#:	Voucher #:	5883	Invoice	Invoice No: PGoose	2/11/2026	Paid Amt: \$63.85
						Check Amount: \$63.85
MN	18887	1878		SLICK CITY FARGO		Check
			E 01 300 298 000 401 530	Team Sliding Event		\$542.92
PO#:	Voucher #:	5885	Invoice	Invoice No: 135673115	2/11/2026	Paid Amt: \$542.92
						Check Amount: \$542.92
MN	18888	1830		WILDERNESS HOTEL & GOLF RESORT		Check
			E 01 300 298 000 401 540	Hotels for tournament		\$4,247.90
PO#:	Voucher #:	5882	Invoice	Invoice No: 2-11-26	2/11/2026	Paid Amt: \$4,247.90
						Check Amount: \$4,247.90
MN	18889	1434		AMAZON CAPITAL SERVICES		Check
			E 01 300 298 000 401 360	Pay Service Project		\$65.54
PO#: 1550	Voucher #:	5886	Invoice	Invoice No: 1WVR-GFLX-KJX7	2/19/2026	Paid Amt: \$65.54
						Check Amount: \$65.54

Student Activity Account Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 01/22/2026-02/20/2026 Period: 202601-202608 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
MN	18890	1847		GOTTENBORG, BILL		Check
			E 01 300 298 000 401 530	Crumble Cookie Team Meal		\$242.91
PO#:	Voucher #:	5888	Invoice	Invoice No: Crumble	2/19/2026	Paid Amt: \$242.91
			E 01 300 298 000 401 530	Buffalo Wild Team Meal		\$227.01
PO#:	Voucher #:	5889	Invoice	Invoice No: Buffalo	2/19/2026	Paid Amt: \$227.01
						Check Amount: \$469.92
MN	18891	1870		K'S CRAFTED CREATIONS		Check
			E 01 300 298 000 401 410	FFA Tshirts		\$192.00
PO#:	Voucher #:	5890	Invoice	Invoice No: 21726	2/19/2026	Paid Amt: \$192.00
						Check Amount: \$192.00
MN	18892	1737		OLE & LENA'S PIZZERIA		Check
			E 01 300 298 000 401 345	Pizza Fundraiser		\$11,139.91
PO#:	Voucher #:	5887	Invoice	Invoice No: 21326BHS	2/19/2026	Paid Amt: \$11,139.91
						Check Amount: \$11,139.91
						Report Total: \$21,164.73

- 7. Appreciation, Recognition and Presentations
 - A. Community Track Meet Proposal
Clay Danielson
- 8. Recognition of Citizens for Input Purposes
- 9. Reports/News
 - A. High School Principal's Report

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Barnesville High School - Board Report February 23, 2026

Past Months Events

1. January 26 - Band concert was held for grades 7-12
 1. congratulations to the students and Ms. Tangen
2. Congratulations to the king and queen of snoball, King Brody Faulkner and Queen Ella Brasel and the rest of the snoball court.
3. February 9 - choir concert was held for grades 7-12
 1. congrats to the students and Mr. Frauendienst
4. Congratulations to January students of the month - 7th grade -Colton Bomstad, 8th grade - Matison Pender, 9th grade - Ryker Klemin, 10th grade -Molly Rotz, 11th grade - Brooke Nord, 12th grade -Em Lyman
5. Friday CPT - I Love you Guys training all staff

Future High School Events

6. February 23 - high school conferences 4-7:30
7. February 23-27 National FFA Week
 1. Lots of activities are planned, thanks to Mrs. Loen and all her FFA students for planning out the week. We have a fantastic FFA Chapter that is very active
8. February 27 - End of Trimester 2
9. February 25 - ACT Test administered on site
10. March 2 high school work night
11. March 11 - Band solo and ensemble if they attend
12. March 12 - Choir solo and ensemble if they attend
13. March 13 - PRE-ACT administered for sophomores on site
14. Quarter 3 ends on March 19
15. March 20- no school -
16. Music trip (band and choir) to NY is March 24-29, only junior and seniors

TODD HENRICKSON - ELEMENTARY PRINCIPAL

Board Report – February 23, 2026

Jan 20th – Hearts in the Halls: A regional kindness and generosity challenge for grades 1-5.

- Each classroom received a Kindness Bingo Poster along with heart stickers.
- The poster lists specific activities of generosity that students work to complete.
- The challenge was completed on Jan 30th
- The first class to complete a bingo wins a classroom party
 - Congratulations to Mrs. Jenkins 2nd Grade classroom
- Thank you to Mrs. Skrove for organizing this event and to all of our classrooms for taking part.



Jan 27th – District Spelling Bee @ 1:30 - PAC

- Participants:
 - 5th Grade – Nora Skrove / Isaac Haus / Savannah Hedstrom
 - 6th Grade – Haven Hovland / Brekken Klocke / Brynley Krueger
 - 7th Grade – Grace Price / Ian Torkildson
 - 8th Grade – Easa Zehe / Colton Dallmann
- Winner – Haven Hovland
- Thank you to Mrs. Seifert for organizing the event and Mr. Frauendienst for serving as the MC.

Jan 28th – Dare Graduation at 2:00pm – Cafeteria

- Thank you to Officer Jesse Atteberry for working with our 6th Grade Students.
 - **High School Role Models** – Cameron Halvorson & Maci Blilie
 - **Essay Contest Winners** – Madelyn Larson, Maizey Mozinski, Kaelyn Moen, Tyla Stange
 - **Darren Winners** - Ben Haycraft, Maizey Mozinski
 - **Drawing Winners** - Oliver Paschke, Annie Peterson, Will Burnside, Harper Chuinard, Carson Bauer, Layalia Bertram, Cole Nelson, Stella Schumann, Oliver Orr, Kyla Haj, Bryce Ramacher, Maci Haspel
 - **Bike Helmet Winners** – Sully Rickford, Shelby Thompson, Natalee Strubbe, Tate Schwartz

Jan 30th – DQ Star Student Achievement Award

- Front row (L to R): Hoyt Halvorson, Rowyn Martinson, Elijah Selfridge, Shad Erickson, Olivia Cassady, Oliver Eggiman, Harvey Gilbertson, Drew Field, Kyla Haj, Avery Menge, Andi Schumann, Clara Schindler
- Back row (L to R): Brayden Retzlaff, Owen Kjos, Ellie Martin, Emmeline Delheimer, Elliot Lass, Ellie Jorud, Bjorn Appel, Brayden Kohlhase, Jay Fischer, Cooper Kritzberger, Dillon Hanney



Feb 2nd – Pen Pal Program, “Bridging Generations”

- Mrs. Solum’s 6th grade class was presented with the opportunity to partner with Barnesville Area Helpers.
- Each 6th grade student has been paired with one senior citizen in the community.
- The students were provided with journals and began writing to their senior pen pal.
- They will continue to write back and forth a few times over the next couple of months.
- In April, students will have the special opportunity to meet their pen pals in person!
- This has been a fun and meaningful experience. Students are practicing their writing skills while building connections and learning from members of our community. We are very grateful to be part of this program, and students are eager to meet up with their Pen Pal in April.

Feb 3rd – “Night Before Gettysburg - Grades 5 & 6 – PAC

- A one-man show looking into the thoughts of President Lincoln the night before he delivered the famous “Gettysburg Address”.

Feb 4th - Food Drive – 2nd Grade Project

- Feb 4th & 5th – students visited the Grocery Store
- Feb 11th – Last day to bring donated items to the school.
- Feb 13th - A grocery store was set up in the cafeteria using the donated items.
 - The students practiced their money skills by purchasing these items.
 - The following individuals served as our cashiers: Aubree Martinez, Lauri Strand, Charlie Jorgensen, Denise Nyberg, and me.
- All food items were donated to the Barnesville Food Pantry.
 - 452 lbs. of food were donated
 - Midwest Bank will be matching this amount in dollars.
- Thank you to our Second Grade Teaching Staff for organizing this event.

Feb 4th – 6th: I attended the MESPA (MN Elementary Principals Association) Institute in Minneapolis

- Keynote speakers and breakout sessions were excellent.

Feb 9th – Elementary Music Program – Grades 3 & 4

- Thank you to Mrs. Gylland & Mrs. Christensen as well as our 3rd and 4th Grade Students on a great program!

Feb 17th - Regional Spelling Bee – LCSC in Fergus Falls

- Haven Hovland (Grade 6) placed 3rd.
- 24 Spellers participated in this event. Haven went out in the 9th Round.

Feb 20th – Winter Olympic Day

- Thank You:
 - Mrs. Askegaard for her Organization and Leadership.
 - Our Teachers, Paraprofessionals, and Office Staff for making today possible.
 - Ms. Jolicoeur, Mrs. Gylland, McKenna Seefeldt, and Shayna Erickson for creating the video.
 - Our High School Volunteers for all their help
 - Chris Lien and our Kitchen Staff
 - Dewey Duval & Tom Beischel

Feb 20th – CPT Agenda – Standard Response Protocol Training

- Agenda and Poster are attached.

Feb 23rd & Mar 2nd – Parent/Teacher Conferences: 4:00 – 7:30

Feb 24th – Joyce Biewer Appreciation Open House

- Elementary Staff Lounge from 3:00–5:00
- 40 years of service as a Paraprofessional Substitute

Elementary Calendar:

Feb 23 4:00 – Elementary Conference Night - PTO will provide dinner
7:00 – School Board Meeting – HS Library
Feb 24 3:00 – Joyce Biewer Open House – Staff Workroom
Feb 25 7:30 – Complete the SAS Survey
11:30 – BIT Team – Conference Room
Feb 26 8:30 – Grade Level Meetings – K-6
Feb 27 9:00 – DQ Star Students of the Month - Picture
2:15 – Dental Health Presentations – Grade 1

School Social Worker Week

Mar 2 4:00 – Elementary Conference Night
3:30 – Literacy Training #3 – Library (rescheduled from Feb 20th)
Mar 3
Mar 4 Ski Trip - Grades 4-6
7:30 – Site Council - Library
11:30 – TAT Team – Conference Room
Mar 5
Mar 6 Door Supervision Change
9:00 – “Twice Upon a Time” – Grades K-6 - PAC

Mar 9
Mar 10
Mar 11 7:30 – PBIS Team – Library
11:30 – BIT Team – Conference Room
Mar 12
Mar 13 Quarter #3 Celebration – BSA (refer to schedule)

Mar 16 6:30pm – Grades 1 & 2 – Music Program – PAC
7:00 – School Board Meeting – HS Library
Mar 17 St. Patrick’s Day
Mar 18 7:30 – Staff Meeting – Cafeteria
11:30 – TAT Team – Conference Room
7:00pm – Booster Club Meeting – HS Commons
Mar 19 End of Quarter #3
7:30 – Staff Development – Elementary Library
8:30 – Grade Level Meetings – Conference Room
Mar 20 No School!

SRP Training Agenda

Friday, February 20, 2026

1:15 – 2:15	SRP Basics Administration Communication on Implementation
2:15 – 2:25	Break- move to your classrooms/spaces
2:25 – 3:00	SRP in your Classroom or Environment Classroom Safety Checklist & Drill Feedback form SRP Drills
3:00 – 3:05	Break- move back to Auditorium or Cafeteria
3:05 – 3:25	SRP & Mass Gathering Spaces
3:25 - 3:30	Review Drill Feedback and Closing

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

TEACHERS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Do business as usual
Take attendance



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

BOARD REPORT -- AARON SCHINDLER
ACTIVITIES DIRECTOR/COMMUNITY ED COORDINATOR
February 23, 2026

ACTIVITY INFORMATION:

- **One Act Play**
 - Participants: Jeremiah Nibbe, Healey Brekhus, Brianna Haus, Lucy Sytsma, Carly Orvik, Hannah Stetz, James Jahr, Piper Pearson, Tim Golden, Ryan Hedland, Brynn Stokka, Josie McKay, and Karmah Zehe
 - Jan 24th - Sub-Section @Hawley
 - Finish: 2nd Place
 - Competed at Sections on Jan 31st
 - Finish: 5th Place
- **Feb 9th – Choir Concert at 7:30 pm and 3rd/4th Grade Concert at 6:30 pm**
 - Congratulations to FD and everyone that was involved. The concert was excellent!
- **Feb 21st – JH HOL Boys Basketball Tournament**
 - 7th – Finished 10th
 - 8th – Finished 4th
- **Feb 21st – C-team HOL Boys Basketball Tournament**
 - Finished 1st in their bracket!
- **Wrestling**
 - Feb 10th - Section Team Tournament – High Seed
 - Barnesville (7 seed) lost to Frazee (2 seed)
 - Feb 20th – Individual Section Wrestling Tournament – Crookston High School
 - Results:
 - 6th Place: Erwin Miller
 - 4th Place: Brock Grabow, Bridger Grabow, and Michael Connelly
 - 3rd Place: Brant Cox and Tate Pauna
 - 2nd Place: Chase Hauck (advances to the State Tournament)
 - 1st Place: Cameron Halverson (advances to the State Tournament)
 - The team received the 8A Sportsmanship Award!
 - Feb 26th – Feb 28th: State Tournament – Grand Casino Arena
- **Girls Basketball – Section Tournament**
 - February 26th – Play-in Game – High Seed – 7:00 pm
 - Barnesville (#10) at Wadena Deer Creek (#7)
 - February 28th – Quarter Finals – High Seed – 7:00 pm
 - March 3rd – Semifinals – Concordia College – 6:00 or 7:45 pm
 - March 6th – Finals – Concordia College – 8:00pm
- **Boys Basketball – Section Tournament**
 - March 5th - Play-in Game – High Seed – 7:00pm
 - March 7th – Quarterfinals – High Seed – 7:00pm
 - March 11th – Semifinals – Concordia College – 6:00 or 7:45pm
 - March 13th – Finals – Concordia College– 8:00pm
- **Bound**
 - The HOL will be switching to Bound for our scheduling system.
 - This will be a positive change for me ⁸¹ as it will bring everything to one system!



Barnesville Public School Regular School Board Meeting

7:00 PM on Monday, February 23, 2026
High School Library

Superintendent's Monthly Board Report

1. Properties Owned by Barnesville Public Schools – 2025 Tax Statements

At last month's school board meeting, a request was made for a comprehensive list of properties owned by Barnesville Public Schools. Included in the link below are the 2025 Property Tax Statements for all district-owned parcels, including one property located in Wilkin County and four properties located in Clay County.

[2025 Property Tax Statements](#)

2. Branding Project: Updated Timeline

Below is a link to the updated timeline for our district branding project, led by Dehler PR in collaboration with Mr. Schindler. The revised timeline outlines key phases of stakeholder engagement, design development, feedback collection, and final rollout. This structured approach ensures that our updated brand reflects district pride, community values, and a consistent visual identity across all platforms.

[Barnesville Project Plan](#)

3. Perkins RFP Award for CNC Plasma Machine

I am pleased to share that Barnesville Public Schools has been awarded \$12,000 in Perkins funding to support the purchase of a CNC Plasma Machine for our agriculture and industrial technology program. The remaining balance will be covered through construction funds. This investment strengthens hands-on learning opportunities for students, enhances career and technical education programming, and aligns with our commitment to preparing students for high-demand skilled trades and postsecondary pathways.

[CNC Plasma Machine](#)

4. MNSync Online Program – Student Achievement

I would like to provide a positive update regarding student performance in the MNSync online learning program. Overall, students are demonstrating strong academic progress, with the majority of reported grades falling within the A and B range and only a small percentage of lower grades. These results indicate that students are successfully adapting to and performing well in the online learning environment, and they reflect the support systems in place to help students stay engaged and on track toward graduation.

5. FY26 Farm to School Grant Award – \$45,339.30

Barnesville Public School has been awarded a Fiscal Year 2026 AGRI Farm to School and Early Care Grant totaling \$45,339.30. The award includes \$24,544.80 in food funds to purchase Minnesota-grown or raised food products and \$20,794.50 in equipment funds to support improvements outlined in our application. Both portions require a 1:1 match using non-state funds. This grant strengthens our school nutrition program, expands partnerships with local producers, and enhances student access to fresh, locally sourced foods while supporting agricultural education and community connections.

[Barnesville FY26 F2S Award Letter](#)

6. Barnesville Child Care Assessment & Action Consultation

Trisha Lien and Julie Lindgren from First Children’s Finance presented the Barnesville Child Care Assessment to our local working group. Several important findings emerged from the presentation. Statewide, Minnesota experienced a net loss of 289 licensed child care programs between June 2024 and June 2025, highlighting an ongoing capacity challenge. From an affordability and sustainability perspective, weekly child care rates for both centers and family providers remain high, placing significant financial pressure on families. At the same time, financial modeling shows that child care providers often operate at a loss when serving infants and toddlers, relying on preschool and school-age enrollment to offset those deficits. Locally, the needs analysis reveals a significant gap between available child care capacity and the projected number of children under age five in our area, underscoring the urgency of continued local planning, collaboration, and strategic action.

[Barnesville EDA Education Meeting](#)

7. Standard Response Protocol (SRP) Training Video for Grades 3-12 Students

All school employees participated in a 2.5-hour training during last Friday’s CPT focused on the introduction of the Standard Response Protocol (SRP). This protocol is being adopted by several school districts across the state, and Clay County has expressed interest in countywide implementation to ensure simplicity, consistency, and common language across schools.

On Monday, students in grades 3–12 viewed the “5 Minutes, 5 Actions” student video introducing SRP. The seven-minute video is well done—featuring students and incorporating light humor to make the content engaging and relatable—while clearly explaining expectations.

The SRP will now serve as our standardized approach for responding to both small and large crisis situations. We will continue reinforcing the five actions through ongoing instruction and scheduled drills throughout the school year to ensure students and staff feel confident and prepared.

[5 Minutes, 5 Actions: The Standard Response Protocol \(SRP\) for Students](#)

8. Experts Warn of Students Making Friends with Chatbots

Recent research highlights a growing concern around students forming emotional connections with AI chatbots. According to Pew Research Center data, approximately 64% of teens have used AI chatbots, with nearly one-third using them daily. Experts warn that when students confide in chatbots—particularly during times of emotional or social distress—they may experience increased loneliness and dependency. Unlike human relationships, which are built on reciprocity, AI companions offer one-sided interactions that feel safe, controllable, and free from disagreement or accountability. While this may seem appealing, it can create an unhealthy feedback loop in which students turn to technology instead of peers, teachers, counselors, or trusted adults for support.

The research suggests that schools must approach AI thoughtfully and with clear boundaries. AI companions should not function as friends, confidants, or emotional substitutes in educational settings. Instead, AI tools should serve as instructional software with a defined academic purpose, clear limitations, and teacher visibility. Additionally, responsible AI implementation requires safeguards that prevent emotional dependency and redirect students to appropriate human support when needed. As we continue integrating AI into education, maintaining the primacy of human relationships and adult guidance remains essential.

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) Lane Change for Amber Blilie from MA to MA + 10
- 2) Julie Boom as Youth Softball Coordinator for Summer 2026
- 3) Phil Trowbridge as Youth Baseball Coordinator for Summer 2026
- 4) Tori Pahl as JV Softball Coach for the 2026 Season
- 5) Kraig Archambeau as Volunteer Softball Coach for Spring 2026 Season
- 6) Jaida Bontjes as Volunteer Softball Coach for Spring 2026 Season
- 7) Lexi Bolgrean as Volunteer Softball Coach for Spring 2026 Season
- 8) Shane Sigler as Volunteer Softball Coach for Spring 2026 Season
- 9) Alison Willers as Volunteer Softball Coach for Spring 2026 Season
- 10) Maizey Berg as a Volunteer Track and Field Coach for the 2026 Season
- 11) Bill Gottenborg as a Volunteer Track and Field Coach for the 2026 Season
- 12) Shawn Paschke as a Volunteer Track and Field Coach for the 2026 Season
- 13) Joe Westbrook as a Volunteer Track and Field Coach for the 2026 Season
- 14) Andrew Ehlert as Volunteer baseball Coach for Spring 2026 Season
- 15) Kyle Ness as Volunteer Baseball Coach for Spring 2026 Season

B. Donations

- 1) \$2,000 from Barnesville PTO for Summer Field Trips
- 2) \$1,000 from Midwest Bank for Summer Field Trips
- 3) \$100 from Kyle Van Dyke for Summer Field Trips
- 4) \$500 from Barnesville PTO for 6th Grade Field Trip
- 5) \$1,850 from Barnesville PTO for Ski Trip Meals
- 6) \$109 from Barnesville Dean's Bulk Service for Staff Development Day Meals
- 7) \$200 from Barnesville PTO for Staff Development Day Meals
- 8) \$393.75 from Midwest Bank for Staff Development Day Meals
- 9) \$100 from Anonymous for Preschool Transportation & Learning Needs/Supplies
- 10) \$250 from Barnesville Knights of Columbus for Preschool Transportation and Learning Needs/Supplies
- 11) \$200 from Dobmeier Funeral Home for Preschool Transportation & Learning Needs/Supplies
- 12) \$200 from Willow Creek Insurance Agency for Preschool Transportation & Learning Needs/Supplies
- 13) \$20 from Mark Harrom for Preschool Transportation and Learning Needs/Supplies
- 14) \$20 from Cindy and Dale Rollie for Preschool Transportation and Learning Needs/Supplies
- 15) \$500 from Scheel's for Preschool Transportation & Learning Needs/Supplies
- 16) \$50 from Barnesville Literary League for the High School Library
- 17) \$50 from Tom & Kathy Askegaard in Memory of Dawn Stuvland and Jane Feigum for the PAC

12. New Business

A. Resolution Authorizing the Sale of Vacant Land to Red River Communications

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EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 146
(BARNESVILLE PUBLIC SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a special meeting of the School Board of Independent School District No. 146 (Barnesville Public Schools), State of Minnesota, was held on February _____, 2026, at ____ :00 o'clock p.m.

The following School Board members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE SALE OF VACANT LAND TO
RED RIVER COMMUNICATIONS**

WHEREAS, Independent School District No. 146 (Barnesville Public Schools) (the “School District”) is a public school corporation duly formed, organized and operating pursuant to Minnesota law; and

WHEREAS, Red River Rural Telephone Association, d/b/a Red River Communications (the “Buyer”) is a Minnesota cooperative association organized and operating pursuant to Minnesota law; and

WHEREAS, the School District presently owns approximately 1.77 acres of vacant real property located in Clay County, Minnesota, which is more particularly described in the attached

Exhibit A (hereinafter the “Property”); and

WHEREAS, the School Board finds and determines that the Property no longer serves an educational purpose to the School District; therefore, the Property is deemed to be surplus property; and

WHEREAS, selling the Property will not interfere with school operations; and

WHEREAS, recently, the School District received an offer from the Buyer to purchase the Property from the School District for the purchase price of \$25,000 (the “Purchase Price”); and

WHEREAS, the School Board believes the Purchase Price offered by the Buyer is reasonable and representative of fair market value for the Property.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 146 as follows:

1. The administration of the School District is hereby directed, with the advice and assistance of the School District’s legal counsel, to prepare a purchase agreement (the “Purchase Agreement”) and such other documents and instruments to facilitate the purchase and sale of the Property to the Buyer. The sale price for the Property shall not be less than the Purchase Price.

2. The Purchase Agreement shall contain such terms and conditions as are deemed reasonable and appropriate by the administration.

3. Subject to review and approval of the Purchase Agreement by the Superintendent and the School District’s legal counsel, the Board Chair and Clerk are hereby authorized to execute and deliver the Purchase Agreement and related instruments and agreements necessary to complete the conveyance of the Property to the School District.

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

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

CERTIFICATION

STATE OF MINNESOTA)
) ss.
COUNTY OF CLAY)

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 146 hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School Board of Independent School District No. 146 duly called and held on the date therein indicated, so far as such minutes relate to a Resolution Authorizing the Sale of Vacant Land to Red River Communications, and that said resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this _____ day of February, 2026.

By:
Clerk of the School Board
Independent School District No. 146

STATE OF MINNESOTA)
) ss.
COUNTY OF CLAY)

This instrument was acknowledged before me this _____ day of February, 2026 by _____, Clerk of the School Board of Independent School District No. 146.

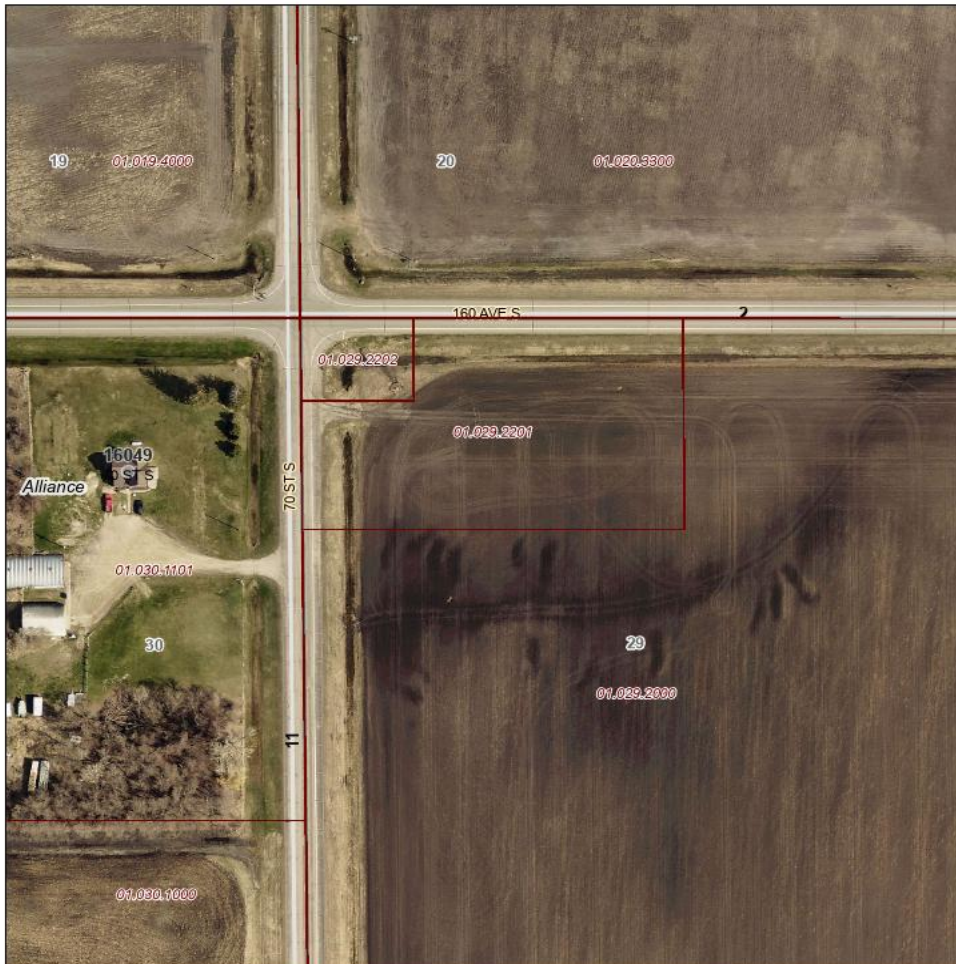
Notary Public

EXHIBIT A

DESCRIPTION OF THE PROPERTY

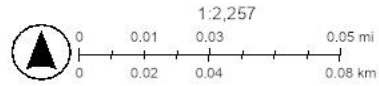
PID NO. 01.029.2201
CLAY COUNTY, MINNESOTA

ArcGIS Web Map



2/12/2026, 9:59:47 AM

-  Parcels
-  Sections
-  Roads
-  Jurisdictions
-  Parcel Labels
-  Addresses_from_feature_class
-  Addresses
-  Citations



State of North Dakota, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Eagleview

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the "Agreement") is effective as of the _____ day of _____ 2026, by and between **Independent School District No. 146, a Minnesota public school corporation**, P.O. Box 189, Barnesville, MN 56514 (hereinafter called "Seller"), and **Red River Rural Telephone Association d/b/a Red River Communications** a Minnesota cooperative association, 510 Broadway, Abercrombie, ND 58001 hereinafter called "Purchaser"). The parties to this Agreement hereby covenant and agree as follows:

ARTICLE 1 PURCHASE AND SALES OF REAL PROPERTY

1.1 AGREEMENT TO SELL AND PURCHASE. Subject to the terms and conditions hereof, Seller hereby agrees to sell, assign, transfer, convey and deliver to Purchaser, and Purchaser agrees to purchase from Seller, for the amounts and on the terms provided in this Agreement, all of the following (collectively referred to as the "Property"):

(a) Real Estate. Seller agrees to sell and Purchaser agrees to purchase the following described real property located in **Clay County, Minnesota**:

- **Parcel ID:** 01.029.2201
- **Approximate Size:** 1.77 acres
- **Legal Description:**

All that part of the Northwest Quarter of the Northwest Quarter of Section 29, Township 137 North, Range 47 West of the 5th Principal Meridian, Clay County, Minnesota, which is included within the following metes and bounds description:

Beginning at the Northwest corner of Section 29, Township 137 North, Range 47 West of the 5th Principal Meridian, Clay County, Minnesota; thence easterly along the North line of said Section 29 a distance of 114.00 feet; thence southerly along a line which is parallel with the West line of said Section 29 a distance of 89.00 feet; thence westerly along a line which is parallel with the aforementioned North section line a distance of 114.00 feet, more or less, to a point of intersection with the aforementioned West section line; thence Northerly along said West section line a distance of 89.00 feet, more or less, to the point of beginning. Said tract of land contains 0.233 acre, more or less, and is subject to such easements, restrictions and reservations as are of record, including, but not limited to, County State Aid Highway and utilities easements along its northerly and westerly lines, and additional easements dated January 23, 1970 and September 22, 1982, granted to Northwestern Bell Telephone Company, a copy of each of which is filed in the office of the Clay County Recorder as Micro Card No. 296 411 and 371 855, respectively.

Together with all hereditaments and appurtenances belonging thereto (the “Property”).

(the “Real Estate”), including all buildings, improvements and fixtures, if any, located thereon (collectively, the “Improvements”) and all rights, privileges, easements and rights of way appurtenant to said Real Estate (collectively, the “Appurtenances”).

- (b) Personal Property. All tangible personal property located on and used in connection with the Real Estate or the Improvements, including the equipment, located on the Real Estate and described as:

NONE

(collectively, the “Personal Property”).

1.2 EXCLUDED PROPERTY. Notwithstanding anything herein to the contrary, “Property” does not include the books, papers, and records of Seller.

1.3 PAYMENT FOR THE PROPERTY. The total purchase price for the Property is: **TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00)** Payable in immediately available funds via a certified check or wire transfer at Closing. No earnest money is required unless later agreed in writing.

ARTICLE 2 CLOSING

2.1 CLOSING AND CLOSING DOCUMENTS. The closing of the transactions contemplated by this Agreement (the “Closing”) will take place on or before _____ (the “Closing Date”) at a mutually agreed upon location, or on such other date agreed upon by the Seller and Purchaser, in which case “Closing Date” means the date so agreed. Any failure of the Closing to occur will not ipso facto result in the termination of this Agreement and will not relieve any party of any obligation under this Agreement. The Closing shall be effective as of the close of business on the Closing Date or as otherwise mutually agreed upon by the Seller and Purchaser. The following matters will be handled at Closing:

(a) Seller Deliveries. Subject to the conditions set forth in this Agreement, on the Closing Date, Seller shall deliver to Purchaser:

- (1) a Quit Claim Deed for the Real Estate, Improvements and Appurtenances (the “Deed”), duly executed by Seller;
- (2) A properly completed Certificate of Real Estate Value (CRV), if required

(3) such other instruments of sale, assignment, transfer or delivery reasonably requested by Purchaser to cause Seller to sell, assign, transfer and deliver the Property to Purchaser.

(4) A Well Disclosure Certificate or statement of no wells (Minn. Stat. §103I.235)

(5) A Septic System Disclosure if applicable (Minn. Stat. §115.55)

(6) Evidence of School Board authorization to sell the Property

(b) Purchaser Deliveries. Subject to the conditions set forth in this Agreement, on the Closing Date, Purchaser shall deliver to Seller the Purchase Price in accordance with the terms of Section 1.3 above.

2.2 CLOSING COSTS AND PRORATIONS.

(a) The Payment of Real Estate Taxes and Assessments. Real estate taxes shall be prorated as of the Closing Date based on the most recent available tax information from the Clay County Auditor/Treasurer. Seller shall pay special assessments, if any, levied prior to the date of this Agreement. Purchaser shall assume any special assessments levied after the date of this Agreement.

(b) The Payment of Closing Costs. The closing costs shall be paid by Seller as follows:

Seller:

Seller's legal fees
Any defects in title that need to be remedied

Purchaser:

Purchase Agreement
Survey costs
Title examination and owner's title insurance premium
Recording fees
All Purchaser legal fees
Any due diligence costs
Recording Fees
Photocopies, faxing, postage surcharge
Abstract Continuation Fees
State Deed Tax

(d) Except as otherwise expressly provided for in this Agreement, each party shall pay its own attorney's fees and other expenses (including, without limitation, expenses of investigation, settlement, litigation and attorney's fees and costs incurred in connection therewith) in connection with the negotiation of this Agreement, the performance of their respective obligations under this Agreement and the consummation of the transactions contemplated by this Agreement, whether consummated or not.

2.3 POSSESSION. Possession of said premises shall be delivered to the Purchaser on the Closing Date subject to the extension of time heretofore granted, in the event that title to such premises should be found unmarketable.

ARTICLE 3 SURVEY AND TITLE EXAMINATION

3.1 THE SURVEY. Any survey required by Purchaser shall be ordered and paid for by Purchaser.

3.2 TITLE EVIDENCE. Purchaser shall obtain, at Purchaser's expense, a commitment for an Owner's Policy of Title Insurance issued by a Minnesota-licensed title insurer. Purchaser shall promptly provide Seller with a copy of the commitment upon receipt by Purchaser.

Seller shall convey good and marketable title, free of liens and encumbrances except:

- Easements of record
- Zoning ordinances and regulations
- Matters shown on a survey accepted by Purchaser
- Other matters approved in writing by Purchaser

3.3 TITLE INSURANCE. Purchaser shall have ten (10) days after receipt of the title commitment to object to title defects. Seller shall have sixty (60) days from the date Seller receives the title objections to cure or otherwise respond to such objections. If the defects are not cured, Purchaser may terminate this Agreement.

ARTICLE 4 REPRESENTATIONS AND WARRANTIES

4.1 SELLER'S REPRESENTATIONS AND WARRANTIES. Seller represents and warrants to Purchaser as follows:

(a) Authority. Seller has all requisite power and authority to enter into this Agreement and to perform its obligations under this Agreement.

(b) Execution, Delivery; Valid and Binding Agreement. The execution, delivery and performance of this Agreement by Seller and the consummation of the transactions contemplated by this Agreement have been duly and validly authorized by all requisite

action of Seller and no other proceedings on Seller's part are necessary to authorize the execution, delivery and performance of this Agreement. This Agreement has been duly executed and delivered by Seller and, assuming that this Agreement is the valid and binding agreement of Purchaser, constitutes the valid and binding obligation of Seller, enforceable against Seller in accordance with its terms.

(c) No Breach. The execution, delivery and performance of this Agreement by Seller and the consummation of the transactions contemplated by this Agreement do not conflict with or result in any breach of any of the provisions of, or constitute a default under, result in a violation of, result in the creation of a right of termination or acceleration of any encumbrance, charge or authorization, consent, approval, exemption or other action by or notice to any court or other governmental body, under the provisions of the organizational documents of Seller or any indenture, mortgage, lease, loan agreement or other agreement or instrument by which Seller or the Property are bound or affected, or any law, statute, rule or regulation or order, judgment or decree to which Seller or the Property are subject. No consent, approval or authorization of any governmental or regulatory authority is required to be obtained by Seller in connection with its execution, delivery and performance of this Agreement.

(d) Title to Real Estate. This Agreement sets forth the legal description of the Real Estate.

(e) No Other Representations or Warranties. **THE PROPERTY IS SOLD BY SELLER ON AN "AS IS, WHERE IS AND WITH ALL FAULTS" BASIS AND SELLER DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, BOTH EXPRESS AND IMPLIED, REGARDING THE PROPERTY, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ENVIRONMENTAL CONDITION, EXISTENCE OR ABSENCE OF TOXIC OR HAZARDOUS SUBSTANCES OR WASTES IN, ON, UNDER OR AFFECTING THE PROPERTY, PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, SELLER DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND THAT ANY BUILDINGS OR OTHER IMPROVEMENTS INCLUDED ON THE REAL ESTATE ARE LOCATED ENTIRELY WITHIN ANY APPLICABLE BOUNDARY LINES. PURCHASER EXPRESSLY AGREES THAT THIS SECTION 5.1(e) SHALL SURVIVE THE CLOSING DATE AND THE DELIVERY OF ANY CONVEYANCING DOCUMENTS.**

4.2 PURCHASER'S REPRESENTATIONS AND WARRANTIES. Purchaser represents and warrants to Seller as follows:

(a) Authority. Purchaser has all requisite power and authority to enter into this Agreement and to perform its obligations under this Agreement.

(b) Execution, Delivery; Valid and Binding Agreement. The execution, delivery and performance of this Agreement by Purchaser and the consummation of the transactions contemplated by this Agreement have been duly and validly authorized by all requisite action of Purchaser and no other proceedings on Purchaser's part are necessary to authorize the execution, delivery and performance of this Agreement. This Agreement has been duly executed and delivered by Purchaser and, assuming that this Agreement is the valid and binding agreement of Seller, constitutes the valid and binding obligation of Purchaser, enforceable against Purchaser in accordance with its terms.

(c) No Breach. The execution, delivery and performance of this Agreement by Purchaser and the consummation of the transactions contemplated by this Agreement do not conflict with or result in any breach of any of the provisions of, or constitute a default under, result in a violation of, result in the creation of a right of termination or acceleration of any encumbrance, charge or authorization, consent, approval, exemption or other action by or notice to any court or other governmental body, under the provisions of the organizational documents of Purchaser or any indenture, mortgage, lease, loan agreement or other agreement or instrument by which Purchaser is bound or affected, or any law, statute, rule or regulation or order, judgment or decree to which Purchaser is subject. No consent, approval or authorization of any governmental or regulatory authority is required to be obtained by Purchaser in connection with its execution, delivery and performance of this Agreement.

(d) Inspection. **PURCHASER ACKNOWLEDGES THAT PURCHASER HAS HAD THE OPPORTUNITY TO INSPECT THE PROPERTY, THAT PURCHASER HAS, IN FACT, INSPECTED THE PROPERTY AND THAT PURCHASER IS PURCHASING THE PROPERTY ON AN "AS IS, WHERE IS AND WITH ALL FAULTS" BASIS FROM SELLER IN ACCORDANCE WITH THE SELLER'S DISCLAIMER SET FORTH IN SECTION 5.1(e) OF THIS AGREEMENT.**

4.3 SURVIVAL. The representations and warranties made by Purchaser and Seller in this Agreement shall survive until the expiration of the applicable statute of limitation with respect to actions or proceedings that could result in a claim thereunder.

ARTICLE 5 CONDITIONS TO CLOSING

5.1 CONDITIONS TO OBLIGATIONS OF SELLER. Notwithstanding anything to the contrary contained herein, the obligation of Seller to take the actions required to be taken by it at the Closing is expressly conditioned upon the fulfillment by and as of the time of the Closing of each of the conditions listed below, provided that Seller, at its election, evidenced by written notice delivered to Purchaser at or prior to the Closing, may waive any of such conditions:

(a) Purchaser shall have (1) paid the full balance of the Purchase Price in accordance with Section 1.3 above; (2) paid all other sums of money required under this

Agreement; and (3) taken or caused to be taken all of the other actions required of Purchaser pursuant to this Agreement.

(b) Purchaser shall not be in default of any covenant or agreement to be performed by Purchaser under this Agreement, and shall have performed all other obligations required to be performed by it under this Agreement on or prior to the Closing Date.

(c) On the Closing Date all representations and warranties made by Purchaser in this Agreement shall be true and correct as if made on the Closing Date.

5.2 CONDITIONS TO OBLIGATIONS OF PURCHASER. Notwithstanding anything to the contrary contained herein, the obligation of Purchaser to take the actions required to be taken by it at the Closing and pay the Purchase Price in accordance with this Agreement is expressly conditioned upon the fulfillment by and as of the time of the Closing of each of the conditions listed below, provided that Purchaser, at its election, evidenced by written notice delivered to Seller at or prior to the Closing, may waive all or any of such conditions:

(a) Seller shall have executed and delivered to Purchaser all of the documents required to be delivered by Seller at the Closing and shall have taken all other actions required of Seller at the Closing.

(b) All representations and warranties made by Seller in this Agreement shall be true and correct in all material respects as if made on the Closing Date, provided, however, to the extent the facts and circumstances underlying such representations and warranties may have changed as of the Closing Date, Seller shall have the right to update its representations and warranties as of the Closing Date and Purchaser shall be obligated to consummate the transactions contemplated by this Agreement on the Closing Date.

ARTICLE 6 GENERAL TERMS AND CONDITIONS

6.1 ASSIGNMENT. This Agreement will be binding upon and will inure to the benefit of Purchaser and Seller and their respective successors and assigns; provided, however, that Purchaser may not assign its right or delegate its duties under this Agreement without the express prior written consent of Seller, which consent may be granted or withheld in the sole and absolute discretion of Seller.

6.2 SURVIVAL OF REPRESENTATIONS, WARRANTIES, AGREEMENTS, AND CLAIMS. All representations, warranties, and agreements made in connection with this Agreement will survive the Closing Date. The parties will therefore be able to pursue claims related to those representations, warranties, and agreements after the Closing Date, unless those claims are barred by the applicable statutes of limitation.

6.3 NO WAIVER. If either party to this Agreement fails to insist upon strict performance of any obligation under this Agreement, that failure will not result in a waiver of that

party's right to demand strict performance in the future. This will still be the case no matter how long the failure to insist upon strict performance continues.

6.4 ENTIRE AGREEMENT. This Agreement and the other documents that may be required in connection with the Closing, set out the entire agreement between the parties regarding the purchase and sale of the Property, and the other matters set out in this Agreement and said other documents. The parties agree that there are no other oral or written understandings or agreements between them regarding these matters.

6.5 INTERPRETATION. This Agreement will be interpreted in a fair and neutral manner, without favoring one party over the other. No provision of this Agreement will be interpreted for or against any party because the provision was drafted by that party or its legal representative.

6.6 AMENDMENT, MODIFICATION, OR WAIVER. No amendment, modification, or waiver of any provision of this Agreement will be effective unless it is made in writing, unless it is signed by the parties to be bound by it, and unless it clearly specifies the extent and nature of the amendment, modification, or waiver.

6.7 SEVERABILITY. If any provision of this Agreement is found invalid or unenforceable, in whole or in part, by a court of competent jurisdiction or an arbitration tribunal, such provision shall be limited to the minimum extent necessary to render such provision valid and enforceable or will be excised from this Agreement as circumstances require and this Agreement shall be construed as if such provision had been incorporated into this Agreement as so limited, or, if such provision had not been included in this Agreement, as the case may be, and enforced to the maximum extent permitted by applicable law.

6.8 NOTICES. All notices, demands and other communications to be given or delivered under or by reason of the provisions of this Agreement shall be in writing and shall be deemed to have been given: (a) when delivered if personally delivered by hand, with written confirmation of receipt; (b) when received if sent by a nationally recognized overnight courier service, receipt requested; (c) five business days after being mailed, if sent by first class mail, return receipt requested; or (d) when receipt is acknowledged by an affirmative act of the party receiving notice, if sent by electronic transmission device provided that such acknowledgement does not include an acknowledgment generated automatically by an electronic transmission device. Until a party receives written notice in the manner prescribed by this Section 6.8 to the contrary from the other party, Purchaser and Seller can assume that the following are the proper addresses of Purchaser and Seller:

Purchaser:

Red River Communications
510 Broadway,
Abercrombie, ND 58001
toms@redrivercomm.com

Seller:
Independent School District No. 146
P.O. Box 189,
Barnesville, MN 56514
Email:jellerbusch@barnesville.k12.mn.us

6.9 CONSTRUCTION. Purchaser and Seller have participated jointly in the negotiation and drafting of this Agreement. In addition, Purchaser and Seller each acknowledge that they have been advised by counsel and other advisors, as necessary, in connection with the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement will be construed as if drafted jointly by Purchaser and Seller and no presumption or burden of proof will arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement. Purchaser and Seller intend that each representation, warranty, covenant, undertaking and agreement contained in this Agreement will have independent significance. If Purchaser or Seller has breached any representation, warranty, covenant, undertaking or agreement contained in this Agreement in any respect, the fact that there exists another representation, warranty, covenant, undertaking or agreement relating to the same subject matter (regardless of the relative levels of specificity) that the breaching party has not breached will not detract from or mitigate the fact that such party is in breach of the first representation, warranty, covenant, undertaking or agreement. Any reference to any law will be deemed to refer to all rules and regulations promulgated thereunder, unless the context requires otherwise. The headings preceding the text of articles and sections included in this Agreement and the headings to the schedules and exhibits are for convenience only and are not be deemed part of this Agreement or given effect in interpreting this Agreement. References to sections, schedules or exhibits are to the sections, schedules and exhibits contained in, referred to or attached to this Agreement, unless otherwise specified. The word “including” means “including, without limitation.” A statement that an action has not occurred in the past means that it is also not presently occurring. When any party may take any permissive action, including the granting of a consent, the waiver of any provision of this Agreement or otherwise, whether to take such action is in its sole and absolute discretion. The use of the masculine, feminine or neutral gender or the singular or plural form of words will not limit any provisions of this Agreement. A statement that an item is listed, disclosed or described means that it is correctly listed, disclosed or described, and a statement that a copy of an item has been delivered means a true and correct copy of the item has been delivered.

6.10 EXECUTION. This Agreement may be executed in any number of identical counterparts by facsimile or email (pdf), each of which for all purposes shall be deemed an original, and all of which together shall constitute one instrument. Delivery of executed counterparts by facsimile or other electronic transmission shall be as effective as delivery of originally executed counterparts.

6.11 OTHER DOCUMENTS. Each party to this Agreement agrees to execute such other documents as may be reasonably requested by the other party in order to complete the transactions contemplated by this Agreement.

6.12 REMEDIES CUMULATIVE. Except as otherwise set forth in this Agreement, all remedies set forth in this Agreement are cumulative and concurrent and are in addition to all other available remedies at law or in equity to which Purchaser or Seller may be entitled.

6.13 APPLICABLE LAW. This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota.

Time is of the essence of each provision of this entire contract and of all the conditions thereof.

IN WITNESS WHEREOF, the parties hereto have caused this Purchase Agreement to be executed as of the day and year first above written

PURCHASER

SELLER

RED RIVER COMMUNICATIONS

INDEPENDENT SCHOOL DISTRICT 146

Thomas Steinolfson, CEO

By: _____
Board Chair

By: _____
Clerk

This document was prepared by:
Cassie Tostenson (ND ID#07915)
Nilson Brand Law
36 Main Street W.
Mayville, ND 58257
701-786-6040

Survey filed

1-2

CERTIFICATE OF VALUE FILED ()
NOT REQUIRED (X) # _____

OFFICE OF COUNTY RECORDER
COUNTY OF CLAY, MINNESOTA

THIS INSTRUMENT WAS CERTIFIED, FILED
AND/OR RECORDED ON 08-13-2001 AT
4:18 PM

AS DOCUMENT NO.

549467

Bonnie Rehder
J. BONNIE REHDER, CLAY COUNTY RECORDER

Taxes paid and transfer
entered this 13 day of
August 2001
Lori J. Johnson
COUNTY AUDITOR

01-029-~~2202~~ Split (reserved for recording information)
2001 month

chg TC

01-029-2202

WARRANTY DEED

017117801

DATE: July 26, 2001.

STATE DEED TAX: \$1.65

FOR VALUABLE CONSIDERATION, Independent School District No. 146 a/k/a School District No. 72, Grantor, hereby warrants and conveys to Brenda Anderson, Personal Representative of the Estate of Virgil Olson, Grantee, the following described real property located in Clay County, Minnesota, legally described as follows, to-wit:

All that part of the Northwest Quarter of the Northwest Quarter of Section 29, Township 137 North, Range 47 West of the 5th Principal Meridian, Clay County, Minnesota, which is included within the following metes and bounds description:

Beginning at the Northwest corner of Section 29, Township 137 North, Range 47 West of the 5th Principal Meridian, Clay County, Minnesota; thence easterly along the North line of said Section 29 a distance of 114.00 feet; thence southerly along a line which is parallel with the West line of said Section 29 a distance of ~~98.00~~ ^{89.00} feet; thence westerly along a line which is parallel with the aforementioned North section line a distance of 114.00 feet, more or less, to a point of intersection with the aforementioned West section line; thence Northerly along said West section line a distance of 89.00 feet, more or less, to the point of beginning. Said tract of land contains 0.233 acre, more or less, and is subject to such easements, restrictions and reservations as are of record, including, but not limited to, County State Aid Highway and utilities easements along its northerly and westerly lines, and additional easements dated January 23, 1970 and September 22, 1982, granted to Northwestern Bell Telephone Company, a copy of each of which is filed in the office of the Clay County Recorder as Micro Card No. 296 411 and 371 855, respectively.

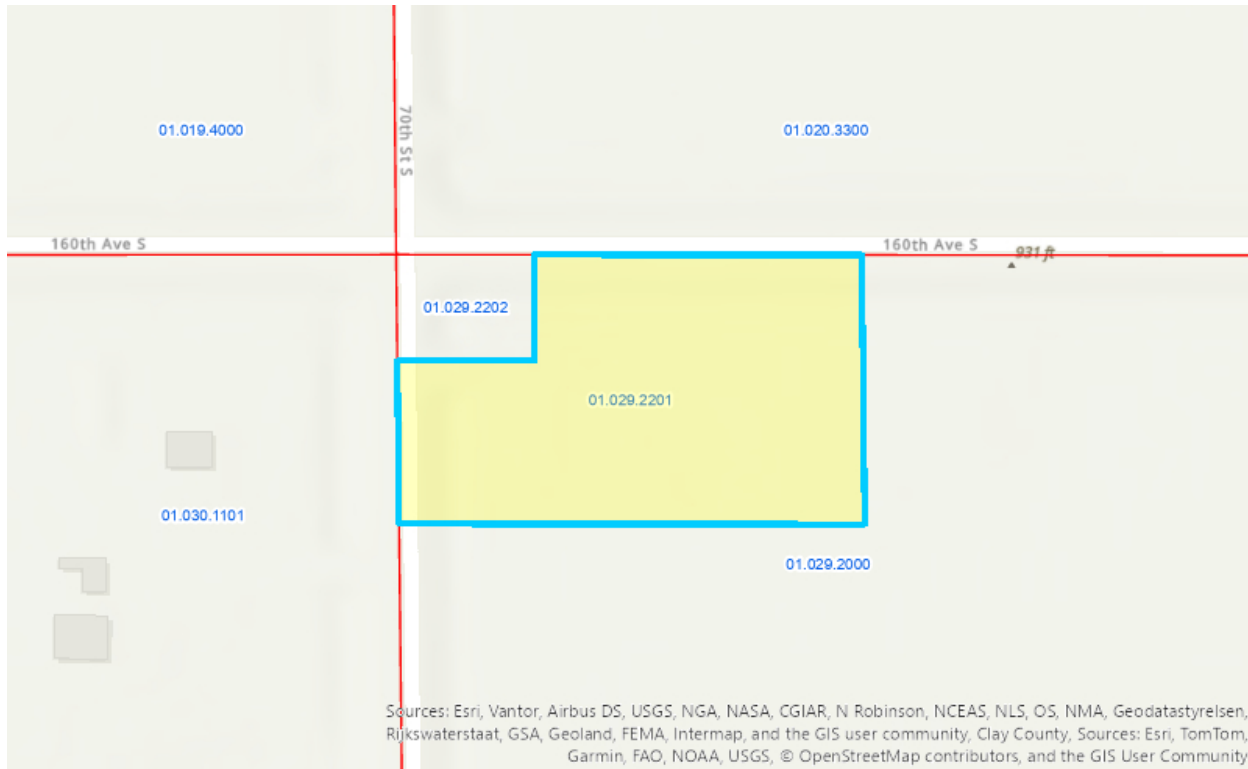
THE CONSIDERATION FOR THIS TRANSFER IS LESS THAN \$500.00

No. 28925 Date 8.13.2001
Deed Tax Hereon of \$ 1.65 paid
Betty J. Swettland
County Treasurer



Property Information Quick Report

Property Map



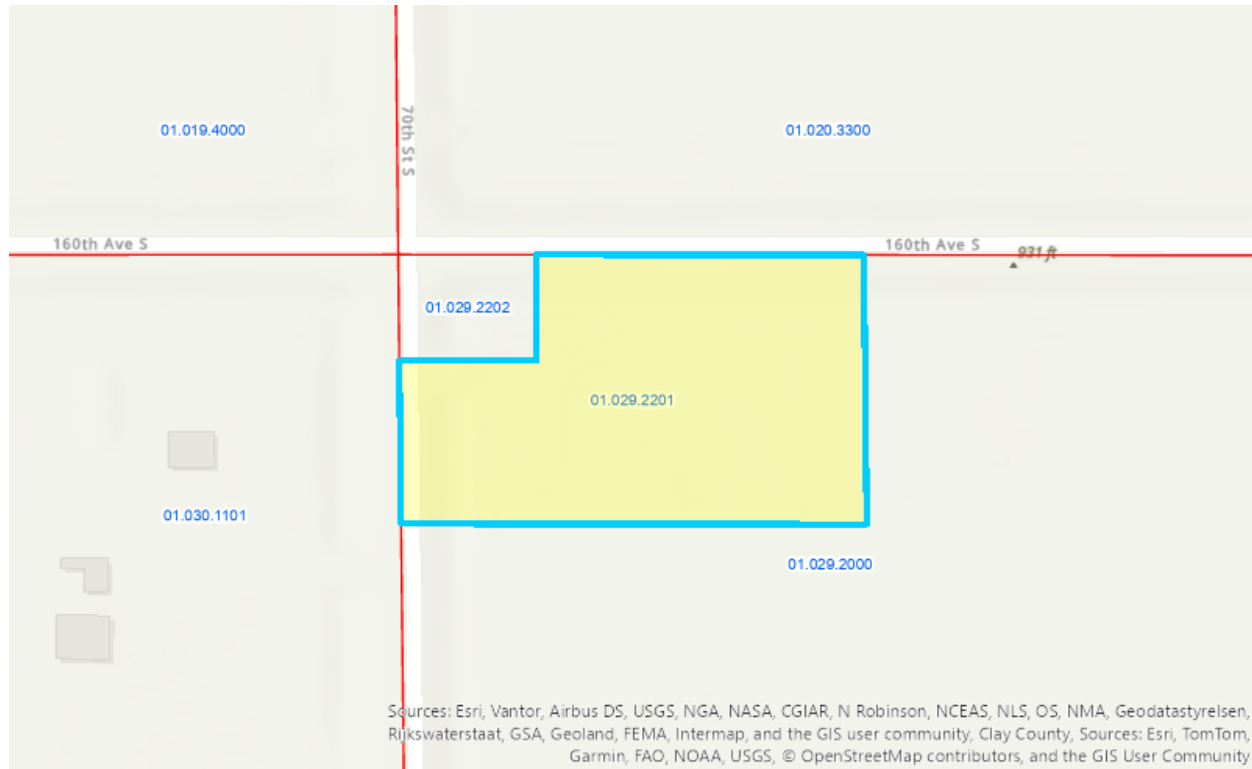
Property Information Table

Parcel Number:	01.029.2201
Taxpayer Name:	SCHOOL DIST 146
Taxpayer Address:	PO BOX 189
Taxpayer City, State, Zip :	BARNESVILLE, MN, 56514
Site Address:	
Site City, State, Zip:	MN,
Section/Township/Range:	29/137/47
Abbreviated Legal:	W 386' OF N 225.7' OF NW LESS.233 AC IN NW CORNER 29-137-47
Deeded Acres:	1.77



Property Information Detailed Report

Property Map



Property Information Table

Revenue Object ID:	26887
Parcel ID:	01.029.2201
State Parcel ID:	27027-010292201
Property Type:	Abstract
Tax Year:	2025
Taxpayer Name:	SCHOOL DIST 146
Taxpayer Address:	PO BOX 189
Taxpayer City:	BARNESVILLE
Taxpayer State:	MN
Taxpayer Zip:	56514
School District:	01-0146
Tax Authority:	TOWN OF ALLIANCE
Watershed District:	Buffalo-Red River WSD

Net Tax Capacity:	\$81.00
Green Acres:	No
AG Preservation:	No
Land Value:	\$8,300.00
Building Value:	\$0.00
Total Value:	\$8,300.00
Homestead:	No
Assessment Classification:	200 Agricultural
Certified Specials:	\$15.00
Total Tax and Specials:	\$62.00
Net Tax:	\$47.00
Tax Payments:	\$62.00
Taxes Due:	\$0.00
Tax Delinquent Date:	1/1/2026
Prior Year Taxes Due:	\$0.00
Deed Acres:	1.77
Abbreviated Legal:	W 386' OF N 225.7' OF NW LESS.233 AC IN NW CORNER 29-137-47
Legal Description 2:	Section 29 Township 137 Range 047
Section:	29
Township:	137
Range:	47
Subdivision:	
Lot:	
Block:	
Year Built:	
Site Building Number:	
Site Street Name:	
Site Street Type:	
Site Direction:	
Site Unit:	
Site City:	
Site State:	MN
Site Zip:	

CTU Name:	Alliance Township
CTU ID:	00663415
County Code:	27027
County Name:	Clay



Strategic Planning Services for Barnesville Public Schools

Minnesota School Boards Association Proposal February 19, 2026

Overview

Minnesota School Boards Association (MSBA) is pleased to have the opportunity to assist **Barnesville Public Schools** with our Strategic Planning services. As your “Go To” Association for everything school board, MSBA is committed to facilitating the development of a Strategic Plan to launch your school district into the next three to five years as you work towards equitable student achievement for **all** students. In addition, the Strategic Plan will drive your school district to continually improve in its pursuit of excellence.

MSBA’s Strategic Planning services include a significant amount of Internal and External Stakeholder engagement in the process to ensure all voices are heard, recognized, and valued. Thus, our process reflects the values and voices of your entire school community.

In leading this process, MSBA will be mindful of and honor the past including the past challenges and changes with the pandemic, racial and social injustice, and “learning loss” while at the same time gently and caringly move stakeholders toward visioning the school district’s future in the next three to five years and beyond.

Description of Strategic Planning Process

MSBA will provide the following strategic planning services:

- **Stakeholder Engagement Activities:**
 - Provide two on-line surveys for the purpose of gathering stakeholder feedback. One will be for internal stakeholders, and one will be for external stakeholders. Your school district will advise MSBA on the stakeholder groups and survey questions.

- Conduct facilitated meetings (Listening Sessions) utilizing Plus/Delta/Vision Analysis with Board, Superintendent/Administrators, Staff (licensed and non-licensed), Parents/Guardians/Alumni/Business Partners/Community, Students (middle school and high school), and any other suggested stakeholder groups. All meetings will be conducted via virtual meeting and will be held during the same calendar day, if possible. Provide a detailed, written summary of the stakeholder-related activities prior to the first Strategic Planning Committee meeting.
- **Strategic Planning Committee meetings:**
 - Facilitate three meetings with the Strategic Planning Committee. All three meetings will be conducted via virtual meeting.
 - Meeting 1: Strategic Planning Committee will receive information about the school district from the Superintendent and a summary of the stakeholder-related activities and results from MSBA. MSBA will conduct an Environmental Scan to identify Prouds/Possibilities/Must Haves-Must Address.
 - Meeting 2: Strategic Planning Committee will review results of the Environmental Scan and consider Strategic Focus Areas (Themes) for the strategic plan and develop/review/revise Core Values, Belief Statements, Mission Statement, Vision Statement, and Portrait of a Graduate Traits.
 - Meeting 3: Strategic Planning Committee will review suggested Core Values, Belief Statements, Mission Statement, Vision Statement, Portrait of a Graduate Traits, and review Focus Area related Goals and Objectives.
- **Strategic Planning Sub-Committee/Writing Team meetings:**
 - MSBA will meet with a sub-committee of the Strategic Planning Committee/Writing Team (TBD) to clarify the Strategic Planning Committee’s developed Core Values, Belief Statements, Mission Statement, Vision Statement, Portrait of a Graduate Traits, and Focus Areas and their related Goals and Objectives. This meeting will be conducted via virtual meeting, by phone or by email between Meeting #2 and #3 and after Meeting #3.
 - MSBA’s strategic planning services do not include facilitation of the action plans. However, MSBA will provide a template (Implementation Document) for developing the action plans and will be available to answer questions as the action plans are being developed. MSBA will also suggest a timeline for monitoring the Strategic Plan.
 - Between meetings (Listening Sessions and Strategic Planning Committee meetings), MSBA will develop draft documents that includes the data from stakeholder activities (Surveys and Listening Sessions - Plus/Delta/Vision analysis); Environmental Scan – Prouds/Possibilities/Must Have-Must Address; Strategic Planning Committee’s recommended Core Values, Belief Statements,

Mission Statement, Vision Statement, Portrait of a Graduate Traits; Focus Areas and their related Goals and Objectives.

- When the strategic planning process has been completed, MSBA will meet the Board-Superintendent Team to review the strategic planning process and discuss implementing the Strategic Plan from a Governance (Board) and Management (Superintendent) perspective. This meeting will be conducted via virtual meeting.

During the review with the Board-Superintendent Team, MSBA will:

- Review the Board Governance Model. Discuss role of the Board, Superintendent, and other advisory groups.
 - Review the strategic planning process. Introduce the Plan on a Page. Suggest next steps with the Strategic Plan.
 - Discuss the development of a Strategic Governance Framework (alignment of goals in the new Strategic Plan with goals of the Board, Superintendent, Staff, and Students).
 - Review the Standards of School Board Leadership.
 - Assist in identifying Board Goals.
 - Reference the Board's role in collaborating with the Superintendent in determining Superintendent Goals.
 - Discuss alignment of Goals from the Strategic Plan with Board and Superintendent Goals.
- MSBA will provide the Superintendent/Designee with a Toolkit of Resources and Links i.e., sample letters of invitation, meeting notices, resolution to adopt the new strategic plan, social media notices, etc. to assist in administering the strategic planning process.
 - Following the School Board's adoption of the Strategic Plan, MSBA will be available for consultation on an ongoing basis and will follow-up one (1) year later via virtual meeting or phone for a check-in, if requested.

MSBA Staff Team Facilitation and Support

- Lead facilitator will be Gail Gilman, MSBA Director of Strategic Planning and Board Leadership. Ms. Gilman holds degrees from the University of Minnesota in Family and Youth Education. Gilman served on the University of Minnesota faculty for over 26 years and is Professor Emeritus. She has served with MSBA since 2017 and is a former school board member. Gilman has facilitated the strategic planning process for over 75 schools of all sizes and in all geographic areas of the state.
- Ms. Gilman receives support and assistance from MSBA Team members in Communications, Board Development, Management Services, Policy Services, Technology, Admin Support, as needed. Credentials of her team include licensed Superintendents, school Business Official, licensed attorneys, Human Resources, former public and charter school teachers, higher education professor, four former school board

members, and two current school board members who served in varying sizes of school districts and served on their area Education District board.

Similar Projects/Experiences and References

- MSBA has been facilitating strategic planning since 2015 and has assisted over 120 traditional public schools, public charter schools, Education Districts, and Education Consortiums.
- References for traditional public schools include: Atwater-Cosmos-Grove City (ACGC), Lake Crystal Wellcome Memorial (LCWM), Forest Lake, Moorhead, Martin County West, Big Lake, Becker, GFW (Gibbon Fairfax Winthrop), Warren-Alvarado-Oslo, Underwood, Battle Lake, McGregor, Mabel-Canton, Lyle, Pine Island, Menahga, Jordan, Janesville-Waldorf-Pemberton (JWP), Win-E-Mac, Aitkin, Nashwauk-Keewatin, Lake Superior, Howard Lake-Waverly-Winsted, Ely, Holdingford, Nicollet, Ortonville, ROCORI, and Winona.
- Feel free to contact any of these schools for references. MSBA collaborated closely with the Superintendent/Superintendent and Board Chair so one or both individuals would be appropriate contacts.

Timeline to Complete the Strategic Planning Process

- The entire process is usually completed over a 12 - 14 week period of time with the specific dates/times determined based on your school district's schedule. This timeline includes preparing surveys, promotion of the process, invitations to participate in process, selection of strategic planning committee, survey distribution and collection, Listening Sessions, three Strategic Planning meetings, process review and goal alignment with the Board, creation of the final Plan on a Page. MSBA can condense or expand the timeline to meet your needs.
- MSBA is providing and facilitating this service in a hybrid format via a virtual platform and in person as determined in consultation with the school district. MSBA has had remarkable success with Strategic Planning utilizing the virtual platform. In fact, attendance has been higher, and the discussions and interactions have been very engaging and productive. Stakeholders appreciate the flexibility and accessibility options.

Cost for Strategic Planning Services

MSBA keeps the fees for strategic planning services low and reasonable for its Association Members. The fee to conduct strategic planning in your district is **\$10,600**. The Strategic Plan is designed to serve the school district for 3 - 5 years. Based on your student numbers, your school district would be investing approximately **\$2.40 per student per year**. This small investment per student is a terrific value!

This fee is for the entire process outlined in this proposal. Our staff will invoice your school after all our agreed upon services have been completed. The fee can be paid in one payment, or we are happy to bill in increments that work best for your school.

This fee includes:

- Toolkit of resources for Superintendent/Designee to implement the process including templates for news releases, invitations, website postings, board meeting postings, internal and external surveys, resolution to adopt strategic plan, etc.
- MSBA staff facilitation for all activities outlined in this proposal.
- MSBA staff recording of all work and developing all reports.
- Assistance from MSBA Team (Communications, Board Development, Management and Policy Services, Technology, Admin Support, as needed).
- Development of a Strategic Plan on a Page.
- Support and work with the Administrative Team in development of an Implementation Document to assist in scheduling out next steps and related tasks.
- Development of a Strategic Governance Framework in aligning the district goals of the Strategic Plan with the Board and Superintendent Team goals.
- A one-year follow-up, if needed.
- Ongoing support as needed before, during, and following the process as requested.

Product Delivered upon Completion

Upon completion of the strategic planning process, MSBA will create its signature Strategic Plan on a Page personalized with your school district colors and logo/mascot. The Strategic Plan will include the school district's Core Values, Belief Statements, Mission Statement, Vision Statement and Portrait of a Graduate Traits as well as the newly identified Focus Areas and their Goals and Objectives. In addition, MSBA will provide an Implementation Document for internal use by the Superintendent. The Implementation Document includes all elements of the Plan on a Page in addition to the Action Steps created by the Superintendent and other administrators.

Customization

MSBA's strategic planning process is not a "boiler plate" process. The outlined services and process will be customized to your school's specific needs. Please do not hesitate to share your specific needs with us.

Board Development and Board Leadership

MSBA is your "Go To" Association for everything school board. Thus, we embed a significant amount of board development and board leadership into our process which will equip you to successfully govern utilizing the goals of your new Strategic Plan.

Summary

This is a broad overview of our Strategic Planning process. If you have any questions or would like additional information, feel free to call or email MSBA. In addition, MSBA would welcome a visit with the Board-Superintendent Team during a regular or special meeting to respond to questions and provide clarification of our services.

"Where School Boards Learn to Lead"

Gail Gilman, MSBA Director of Strategic Planning and Board Leadership
507-720-4783 (cell)
800-324-4459, ext. 130 (office)
ggilman@mnmsba.org

February 18, 2026

Jon Ellerbusch
Superintendent
Barnesville ISD 146
302-324 Third St SE
PO Box 189
Barnesville, MN 56514-0189

RE: Insurance Renewal for Barnesville ISD 146, Group # 016527
Life, Madison National Life Insurance Company, Inc.
Carrier Policy # 3510, NIS Policy # 4811

Dear Dr. Ellerbusch:

The Life Insurance renews July 1, 2026. I am pleased to inform you that Madison National Life Insurance Company, Inc. has determined that a rate adjustment is not needed. Your renewal rates are as follows:

Life

Class Title	Current Rate Per \$1,000 of Coverage	Renewal Rate Per \$1,000 of Coverage	Administrative Fee	Total Renewal Rate Per \$1,000 of Coverage	Impact
All Classes	\$0.135	\$0.135	\$0.00135	\$0.13635	Pass

Supplemental Life

Class Title	Current Rate Per \$1,000 of Coverage	Renewal Rate Per \$1,000 of Coverage	Administrative Fee	Total Renewal Rate Per \$1,000 of Coverage	Impact
All Classes	Age Rated	Age Rated	Age Rated	Age Rated	Pass

Dependent Spouse Life

Class Title	Current Rate Per \$1,000 of Coverage	Renewal Rate Per \$1,000 of Coverage	Administrative Fee	Total Renewal Rate Per \$1,000 of Coverage	Impact
All Classes	Age Rated	Age Rated	Age Rated	Age Rated	Pass

Dependent Child Life

Class Title	Current Rate Per \$1,000 of Coverage	Renewal Rate Per \$1,000 of Coverage	Administrative Fee	Total Renewal Rate Per \$1,000 of Coverage	Impact
All Classes	\$0.20	\$0.20	\$0.002	\$0.202	Pass

These rates are guaranteed for 2 Years until July 1, 2028, assuming no changes to the current benefit structure.

We believe our level of commitment to you is most evident in our ongoing efforts to secure both competitive pricing and extended rate guarantees. We truly appreciate your business and the opportunity to continue negotiating on your behalf.

In return for your commitment to National Insurance Services (NIS), NIS agrees to provide the following:

- Annual Best Practices Service Visit or Call
- Dedicated Account Representative
- Dedicated Client Relations Representative
- Dedicated Billing Representative
- Free Gap Analysis (when requested)
- Compliance with State Bid Laws
- Monitoring Market Conditions

By signing the below, you are acknowledging your reciprocal 2 Year commitment to NIS. In pricing the renewal, the claims risk and administrative expenses are spread over the rate guarantee. In exchange for our rate guarantee, you must remain directly contracted with NIS for the duration of the rate guarantee. In the event you cancel prior to the end of the rate guarantee a risk charge in the amount of 1% of annual premium will be assessed for each month remaining on the rate guarantee.

Please complete the bottom portion and return a copy to National Insurance Services as indication of your acceptance of the renewal. Thank you for your continued business. Please do not hesitate to call me if you have any questions.

Sincerely,

Jordynn Stanley
Account Executive

cc: MSBA LCSC

The July 1, 2026 renewal of Group Life Insurance as outlined above is accepted.

Signature & Title

Date

Renewal eForm # 22479

Insurance Renewal for Barnesville ISD 146, Group # 016527
Life, Madison National Life Insurance Company, Inc.
Carrier Policy # 3510, NIS Policy # 4811

Approved Items for Remaining Voter Approved Authority

February 23, 2026

1.	Broom for Wacker		\$ 5,150.00
2.	CNC Plasma Machine		\$ 12,015.00
		Total	\$ 17,165.00

Adopted: _____

MSBA/MASA Model Policy 614

Orig. 1997

Revised: _____

Rev. 2017

614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DUTIES OF SCHOOL DISTRICT PERSONNEL REGARDING TEST ADMINISTRATION

[Note: This listing of school personnel may not be consistent with the personnel in the school district and, consequently, should be amended to reflect the personnel with responsibility for testing in the particular school district.]

A. Superintendent

1. Responsibilities before testing.

- a. Designate a district assessment coordinator and district technology coordinator.
- b. The superintendent, or a designee who has been authorized to be the identified official with authority by the school board, pre-authorizes staff access for applicable Minnesota Department of Education (MDE) secure systems.
- c. Annually review and recertify staff who have access to MDE secure systems.
- d. Read and complete the *Assurance of Test Security and Non-Disclosure*.

[Note: This form is included in the 614 Form file of the Policy Reference Manual.]

- e. Establish a culture of academic integrity.

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

B. District Assessment Coordinator

1. Responsibilities before testing.

- a. Serve as primary contact with MDE regarding policy and procedure questions related to test administration.
- b. Read and complete the *Assurance of Test Security and Non-Disclosure*.
- c. Confirm all staff who handle test materials, administer tests, or have access to secure test content have completed the *Assurance of Test Security and Non-Disclosure*.
 - (1) Maintain the completed *Assurance of Test Security and Non-Disclosure* for two years after the end of the academic school year in which testing took place.
- d. Review with all staff the *Assurance of Test Security and Non-Disclosure* and their responsibilities thereunder.
- e. Identify appropriate tests for students and ensure student data sent to service providers for testing are correct.
- f. Establish district testing schedule within the testing windows specified by the MDE and service providers.
- g. Prepare testing conditions, including user access to service provider websites, preparing readiness for online testing, preparing a plan for tracking which students test on which computers or devices, ensure accommodations are indicated as necessary, providing students with opportunity to become familiar with test format, item types, and tools prior to test administration; establishing process for inventorying and distributing secure test materials where necessary; preparing procedures for expected and unexpected situations occurring during testing; planning for addressing technical issues while testing; identify staff who will enter student responses from paper accommodated test materials and scores from MTAS administration online.
- h. Train school assessment coordinators, test monitors, MTAS test administrators, and ACCESS (test for English language learners) and Alternate ACCESS test administrators.
 - (1) Provide training on proper test administration and test security (Pearson's Training Management System).
 - (2) Verify staff complete any and all test-specific training.

- i. Maintain security of test content, test materials, and record of all staff involved.
 - (1) Receive secure paper test materials from the service provider and immediately lock them in a previously identified secure area, inventory same, and contact service provider with any discrepancies.
 - (2) Organize secure test materials for online administrations and keep them secure.
 - (3) Define chain of custody for providing test materials to test monitors and administrators. The chain of custody must address the process for providing test materials on the day of testing, distributing test materials to and collecting test materials from students at the time of testing, keeping test materials secure between testing sessions, and returning test materials after testing is completed.
 - j. Confirm that all students have appropriate test materials.
2. Responsibilities on testing day(s).
- a. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and policies and procedures.
 - b. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
 - c. Contact the MDE assessment contact within 24 hours of a security breach and submit the *Test Security Notification* in Test WES within 48 hours.
 - d. Address invalidations and test or accountability codes.
3. Responsibilities after testing.
- a. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.
 - b. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.
 - c. Return secure test materials as outlined in applicable manuals and resources.

- d. Collect security documents and maintain them for two years from the end of the academic school year in which testing took place.
- e. Review student assessment data and resolve any issues.
- f. Distribute Individual Student Reports no later than fall parent/teacher conferences.
- g. Enter Graduation Requirements Records in the GRR system.

C. School Principal

- 1. Responsibilities before testing.
 - a. Designate a school assessment coordinator and technology coordinator for the building.
 - b. Be knowledgeable about proper test administration and test security as outlined in manuals and directions.
 - c. Read and complete the *Assurance of Test Security and Non-Disclosure*.
 - d. Communicate the importance of test security and expectation that staff will keep test content secure and act with honesty and integrity during test administration.
 - e. Provide adequate secure storage space for secure test materials before, during, and after testing until they are returned to the service provider or securely disposed of.
 - f. Ensure adequate computers and/or devices are available and rooms appropriately set up for online testing.
 - g. Verify that all test monitors and test administrators receive proper training for test administration.
 - h. Ensure students taking specified tests have opportunity to become familiar with test format, item types, and tools prior to test administration.
 - i. Include the complete Parent/Guardian Guide and Refusal for Student Participation in Statewide Testing form in the student handbook.
- 2. Responsibilities on testing day(s).

- a. Ensure that test administration policies and procedures and test security requirements in all manuals and directions are followed.
 - b. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
3. Responsibilities after testing.
- a. Ensure all secure test materials are collected, returned, and/or disposed of securely as required in any manual.
 - b. Ensure requirements for embargoed final assessment results are followed.

D. School Assessment Coordinator

1. Responsibilities before testing.
 - a. Implement test administration and test security policies and procedures.
 - b. Read and complete the *Assurance of Test Security and Non-Disclosure*.
 - c. Ensure all staff who handle test materials, administer tests, or have access to secure test content read and complete the *Assurance of Test Security and Non-Disclosure*.
 - d. Identify appropriate tests for students and ensure student data sent to service providers for testing are correct.
 - e. Prepare testing conditions, including the following: schedule rooms and computer labs; arrange for test monitors and administrators; arrange for additional staff to assist with unexpected situations; arrange for technology staff to assist with technical issues; develop a plan for tracking which students test on which computers or devices; plan seating arrangements for students; ensure preparations are completed for Optional Local Purpose Assessment (OLPA), Minnesota Comprehensive Assessment (MCA), and ACCESS online testing; ensure accommodations are properly reported; confirm how secure paper test materials will arrive and quantities to expect; address accommodations and specific test administration procedures; determine staff who will enter the student responses from paper accommodated test materials and scores from MTAS administrations online.

- f. Train staff, including all state-provided training materials, policies and procedures, and test-specific training.
- g. Maintain security of test content and test materials.
 - (1) Receive secure paper test materials from the service provider and immediately lock them in a previously identified secure area, inventory same, and contact service provider with any discrepancies.
 - (2) Organize secure test materials for online administrations and keep them secure.
 - (3) Follow chain of custody for providing test materials to test monitors and administrators. The chain of custody must address the process for providing test materials on the day of testing, distributing test materials to and collecting test materials from students at the time of testing, keeping test materials secure between testing sessions, and returning test materials after testing is completed.
 - (4) Identify need for additional test materials to district assessment coordinator.
 - (5) Provide MTAS student data collection forms if necessary.
 - (6) Distribute applicable ACCESS and Alternate ACCESS *Test Administrator Scripts* and *Test Administration Manuals* to test administrators so they can become familiar with the script and prepare for test administration.
 - (7) Confirm that all students taking ACCESS and Alternate ACCESS have appropriate test materials and preprinted student information on the label is accurate.

2. Responsibilities on testing day(s).

- a. Distribute materials to test monitors and ACCESS test administrators and ensure security of test materials between testing sessions and that district procedures are followed.
- b. Ensure *Test Monitor and Student Directions* and *Test Administrator Scripts* are followed and answer questions regarding same.
- c. Fully cooperate with MDE representatives conducting site visits or MTAS audits, as applicable.

- d. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and test administration policies and procedures.
- e. Report testing irregularities to district assessment coordinator using the *Test Administration Report*.

[Note: This form is included in the 614 Form file of the Policy Reference Manual.]

- f. Report security breaches to the district assessment coordinator as soon as possible.

3. Responsibilities after testing.

- a. Ensure that all paper test materials are kept locked and secure and security checklists completed.
- b. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.
- c. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.
- d. Return secure test materials as outlined in applicable manuals and resources.
- e. Prepare materials for pickup by designated carrier on designated date(s). Maintain security of all materials.
- f. Ensure requirements for embargoed final assessment results are followed.

E. Technology Coordinator

- 1. Ensure that district is prepared for online test administration and provide technical support to district staff.
- 2. Acquire all necessary user identifications and passwords.
- 3. Read and complete the *Assurance of Test Security and Non-Disclosure*.
- 4. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
- 5. Attend district training and any service provider technology training.

6. Review, use, and be familiar with all service provider technical documentation.
7. Prepare computers and devices for online testing.
8. Confirm site readiness.
9. Provide all necessary accessories for testing, technical support/troubleshooting during test administration and contact service provider help desks as needed.

F. Test Monitor

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

(7) Record extra test materials.

b. During test.

(1) Verify that students are logged in and taking the correct test or using the correct grade-level and tier test booklet for students with paper accommodated test materials.

(2) Follow all directions and scripts exactly.

(3) Follow procedures for restricting student access to cell phones and other electronic devices, including wearable electronic devices.

(4) Stay in testing room and remain attentive during entire test session. Practice active monitoring by circulating throughout the room during testing.

[Note: School districts may allow test monitors to use their cell phones only to alert other staff of issues. If allowed, the school district should train the test monitors on proper and improper use.]

(5) Be knowledgeable about responding to emergency or unusual circumstances and technology issues.

(6) Do not review, discuss, capture, email, post, or share test content in any format.

(7) Ensure all students have been provided the opportunity to independently demonstrate their knowledge.

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

(9) Document the students who tested with the test monitor and any other adult(s) who were present in the testing room (e.g., staff providing assistance, paraprofessionals, etc.).

(10) Document students who require a scribe or translated directions or any unusual circumstances and report to school assessment coordinator.

(11) Report any possible security breaches as soon as possible.

c. After test.

- (1) Follow directions and scripts exactly.
- (2) Collect all materials and keep secure after each session. Upon completion return to the school assessment coordinator.
- (3) Immediately report any missing test materials to the school assessment coordinator.

G. MTAS Test Administrator

1. Before testing.
 - a. Read and complete the *Assurance of Test Security and Non-Disclosure*.
 - b. Attend trainings related to test administration and security.
 - c. Complete required training course(s) for tests administering.
 - d. Be knowledgeable as to when and where to pick up MTAS materials and the school's plan for keeping test materials secure.
 - e. Prepare test materials for administration, including objects and manipulatives, special instructions, and specific adaptations for each student.
2. Responsibility on testing day(s).
 - a. Before the test.
 - (1) Maintain security of materials.
 - (2) Confirm appropriate MTAS materials are available and prepared for student.
 - b. During the test.
 - (1) Administer each task to each student and record the score.
 - (2) Be knowledgeable about how to contact the district or school assessment coordinator, if necessary, and responding to emergency and unusual circumstances.
 - (3) Fully cooperate with MDE representatives conducting site visits or MTAS audits.

- (4) Document and report and unusual circumstances to district or school assessment coordinator.
- c. After the test.
 - (1) Keep materials secure.
 - (2) Return all materials.
 - (3) Return objects and manipulatives to classroom.
 - (4) Enter MTAS scores online or return data collection forms to the district or school assessment coordinator.

H. MARSS Coordinator

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

I. Any Person with Access to Test Materials

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

IV. TEST SECURITY

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

[Note: A sample procedure that has been approved by MDE is included in the 614 Form file of the Policy Reference Manual.]

B. Students will be informed of the following:

1. The importance of test security;
2. Expectation that students will keep test content secure;
3. Expectation that students will act with honesty and integrity during test administration;
4. Expectation that students will not access cell phones, wearable technology (e.g., smart watches, fitness trackers), or other devices that can electronically send or receive information. The test of a student who wears a device during testing must be invalidated.

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

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

C. Staff will be informed of the following:

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

V. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT

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

1. Signed *Assurance of Test Security and Non-Disclosure* forms must be maintained for two years after the end of the academic year in which the testing took place.
2. School district security checklists provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.

3. School security checklists provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
4. Test Monitor Test Materials Security Checklist provided for each group of students assigned to a test monitor must be maintained for two years after the end of the academic school year in which testing took place.

[Note: This form is included in the 614 Form file of the Policy Reference Manual.]

5. School district test monitor tracking documentation must be maintained for two years after the end of the academic year in which the tracking took place.
6. ACCESS and Alternate ACCESS Packing List and Security Checklist provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
7. Documentation of school district staff training on test administration and test security must be maintained for two years after the end of the academic school year in which testing took place.
8. *Test Security Notification* must be maintained for two years after the end of the academic school year in which testing took place.
9. *Test Administration Report* must be maintained for one year after the end of the academic school year in which testing took place.
10. Record of staff trainings and test-specific trainings must be maintained for one year after the end of the academic year in which testing took place.

Legal References:

Minn. Stat. § 13.34 (Examination Data)
 Minn. Stat. § 120B.11 (School District Process)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Stat. § 120B.36, Subd. 2 (Adequate Yearly Progress)
 Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
 Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)

Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)

Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)

MSBA/MASA Model Policy 613 (Graduation Requirements)

MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)

MSBA/MASA Model Policy 616 (School District System Accountability)

Adopted: _____

MSBA/MASA Model Policy 614

Orig. 1997

Revised: _____

Rev. 2024 (Nov.)

614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DUTIES OF SCHOOL DISTRICT PERSONNEL REGARDING TEST ADMINISTRATION

[NOTE: This listing of school personnel may not be consistent with the personnel in the school district and, consequently, should be amended to reflect the personnel with responsibility for testing in the school district.]

A. Superintendent

1. Responsibilities before testing.

- a. Designate a district assessment coordinator and district technology coordinator.
- b. The superintendent, or a designee who has been authorized to be the identified official with authority by the school board, pre-authorizes staff access for applicable Minnesota Department of Education (MDE) secure systems.
- c. Annually review and recertify staff who have access to MDE secure systems.
- d. Read and complete the *Assurance of Test Security and Non-Disclosure*.

[NOTE: This form is available on the Minnesota PearsonAccess Next website—see Cross References for website address.]

- e. Establish a culture of academic integrity.
- f. Fully cooperate with MDE representatives conducting site visits or Minnesota Test of Academic Skills (MTAS) audits during testing.
- g. Ensure student information is current and accurate.
- h. Ensure that a current district test security procedure is in place and that all relevant staff have been provided district training on test administration and test security.
- i. Ensure that a current process is included for tracking which students tested with which test monitors and any other adult(s) who were present in the testing room (e.g., staff providing assistance, paraprofessionals, etc.).

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

B. District Assessment Coordinator

1. Responsibilities before testing.
- a. Serve as primary contact with MDE regarding policy and procedure questions related to test administration.
 - b. Read and complete the *Assurance of Test Security and Non-Disclosure*.
 - c. Confirm all staff who handle test materials, administer tests, or have access to secure test content have completed the *Assurance of Test Security and Non-Disclosure*.
 - (1) Maintain the completed *Assurance of Test Security and Non-Disclosure* for two years after the end of the academic school year in which testing took place.
 - d. Review with all staff the *Assurance of Test Security and Non-Disclosure* and their responsibilities thereunder.
 - e. Identify appropriate tests for students and ensure student data sent to service providers for testing are correct.
 - f. Establish district testing schedule within the testing windows specified by the MDE and service providers.
 - g. Prepare testing conditions, including user access to service provider websites, preparing readiness for online testing, preparing a plan for

tracking which students test on which computers or devices, ensure accommodations are indicated as necessary, providing students with opportunity to become familiar with test format, item types, and tools prior to test administration; establishing process for inventorying and distributing secure test materials where necessary; preparing procedures for expected and unexpected situations occurring during testing; planning for addressing technical issues while testing; identify staff who will enter student responses from paper accommodated test materials and scores from MTAS administration online.

- h. Train school assessment coordinators, test monitors, MTAS test administrators, and ACCESS (test for English language learners) and Alternate ACCESS test administrators.
 - (1) Provide training on proper test administration and test security (Pearson's Training Management System).
 - (2) Verify staff complete any and all test-specific training.
 - i. Maintain security of test content, test materials, and record of all staff involved.
 - (1) Receive secure paper test materials from the service provider and immediately lock them in a previously identified secure area, inventory same, and contact service provider with any discrepancies.
 - (2) Organize secure test materials for online administrations and keep them secure.
 - (3) Define chain of custody for providing test materials to test monitors and administrators. The chain of custody must address the process for providing test materials on the day of testing, distributing test materials to and collecting test materials from students at the time of testing, keeping test materials secure between testing sessions, and returning test materials after testing is completed.
 - j. Confirm that all students have appropriate test materials.
2. Responsibilities on testing day(s).
- a. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and policies and procedures.
 - b. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
 - c. Contact the MDE assessment contact within 24 hours of a security breach and submit the *Test Security Notification* in Test WES within 48 hours.
 - d. Address invalidations and test or accountability codes.
3. Responsibilities after testing.
- a. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.
 - b. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.

- c. Return secure test materials as outlined in applicable manuals and resources.
- d. Collect security documents and maintain them for two years from the end of the academic school year in which testing took place.
- e. Review student assessment data and resolve any issues.
- f. Distribute Individual Student Reports no later than fall parent/teacher conferences.
- g. Enter Graduation Requirements Records in the GRR system.

C. School Principal

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

- b. Ensure requirements for embargoed final assessment results are followed.

D. School Assessment Coordinator

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

administrators so they can become familiar with the script and prepare for test administration.

- (7) Confirm that all students taking ACCESS and Alternate ACCESS have appropriate test materials and preprinted student information on the label is accurate.

2. Responsibilities on testing day(s).

- a. Distribute materials to test monitors and ACCESS test administrators and ensure security of test materials between testing sessions and that district procedures are followed.
- b. Ensure *Test Monitor and Student Directions* and *Test Administrator Scripts* are followed and answer questions regarding same.
- c. Fully cooperate with MDE representatives conducting site visits or MTAS audits, as applicable.
- d. Conduct random, unannounced visits to testing rooms to observe staff adherence to test security and test administration policies and procedures.
- e. Report testing irregularities to district assessment coordinator using the *Test Administration Report*.

[NOTE: This form is available on the Minnesota PearsonAccess Next website—see Cross References for website address.]

- f. Report security breaches to the district assessment coordinator as soon as possible.

3. Responsibilities after testing.

- a. Ensure that all paper test materials are kept locked and secure and security checklists completed.
- b. Ensure that student responses from paper accommodated test materials and MTAS scores are entered.
- c. Arrange for secure disposal of all test materials that are not required to be returned within 48 hours after the close of the testing window.
- d. Return secure test materials as outlined in applicable manuals and resources.
- e. Prepare materials for pickup by designated carrier on designated date(s). Maintain security of all materials.
- f. Ensure requirements for embargoed final assessment results are followed.

E. Technology Coordinator

1. Ensure that district is prepared for online test administration and provide technical support to district staff.
2. Acquire all necessary user identifications and passwords.
3. Read and complete the *Assurance of Test Security and Non-Disclosure*.

4. Fully cooperate with MDE representatives conducting site visits or MTAS audits.
5. Attend district training and any service provider technology training.
6. Review, use, and be familiar with all service provider technical documentation.
7. Prepare computers and devices for online testing.
8. Confirm site readiness.
9. Provide all necessary accessories for testing, technical support/troubleshooting during test administration and contact service provider help desks as needed.

F. Test Monitor

1. Responsibilities before testing.
 - a. Read and complete the *Assurance of Test Security and Non-Disclosure*.
 - b. Attend trainings related to test administration and security.
 - c. Complete required training course(s) for tests administering.
 - d. Be knowledgeable about how to contact the school assessment coordinator during testing, where to pick up materials on day of test, and plan for securing test materials between test sessions.
 - e. Be knowledgeable regarding student accommodations.
 - f. Remove or cover any instructional posters or visual materials in the testing room.
2. Responsibilities on testing day(s).
 - a. Before test.
 - (1) Receive and maintain security of test materials.
 - (2) Verify that all test materials are received.
 - (3) Ensure proper number of computers/devices or paper accommodated test materials are present.
 - (4) Verify student testing tickets and appropriate allowable materials.
 - (5) Assign numbered test books to individual students.
 - (6) Complete information as directed.
 - (7) Record extra test materials.
 - b. During test.
 - (1) Verify that students are logged in and taking the correct test or using the correct grade-level and tier test booklet for students with paper accommodated test materials.
 - (2) Follow all directions and scripts exactly.

(3) Follow procedures for restricting student access to cell phones and other electronic devices, including wearable electronic devices.

(4) Stay in testing room and remain attentive during entire test session. Practice active monitoring by circulating throughout the room during testing.

[NOTE: School districts may allow test monitors to use their cell phones only to alert other staff of issues. If allowed, the school district should train the test monitors on proper and improper use.]

(5) Be knowledgeable about responding to emergency or unusual circumstances and technology issues.

(6) Do not review, discuss, capture, email, post, or share test content in any format.

(7) Ensure all students have been provided the opportunity to independently demonstrate their knowledge.

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

(9) Document the students who tested with the test monitor and any other adult(s) who were present in the testing room (e.g., staff providing assistance, paraprofessionals, etc.).

(10) Document students who require a scribe or translated directions or any unusual circumstances and report to school assessment coordinator.

(11) Report any possible security breaches as soon as possible.

c. After test.

(1) Follow directions and scripts exactly.

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

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

G. MTAS Test Administrator

1. Before testing.

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

b. Attend trainings related to test administration and security.

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

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

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

2. Responsibility on testing day(s).
 - a. Before the test.
 - (1) Maintain security of materials.
 - (2) Confirm appropriate MTAS materials are available and prepared for student.
 - b. During the test.
 - (1) Administer each task to each student and record the score.
 - (2) Be knowledgeable about how to contact the district or school assessment coordinator, if necessary, and responding to emergency and unusual circumstances.
 - (3) Fully cooperate with MDE representatives conducting site visits or MTAS audits.
 - (4) Document and report and unusual circumstances to district or school assessment coordinator.
 - c. After the test.
 - (1) Keep materials secure.
 - (2) Return all materials.
 - (3) Return objects and manipulatives to classroom.
 - (4) Enter MTAS scores online or return data collection forms to the district or school assessment coordinator.

H. MARSS Coordinator

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

I. Any Person with Access to Test Materials

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

IV. TEST SECURITY

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

[NOTE: This form is available on the Minnesota PearsonAccess Next website—see Cross References for website address.]

- B. Students will be informed of the following:

1. The importance of test security;
2. Expectation that students will keep test content secure;
3. Expectation that students will act with honesty and integrity during test administration;
4. Expectation that students will not access cell phones, wearable technology (e.g., smart watches, fitness trackers), or other devices that can electronically send or receive information. The test of a student who wears a device during testing must be invalidated.

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

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

- C. Staff will be informed of the following:

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

V. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT

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

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

6. ACCESS and Alternate ACCESS Packing List and Security Checklist provided in the test materials shipment must be maintained for two years after the end of the academic school year in which testing took place.
7. Documentation of school district staff training on test administration and test security must be maintained for two years after the end of the academic school year in which testing took place.
8. *Test Security Notification* must be maintained for two years after the end of the academic school year in which testing took place.
9. *Test Administration Report* must be maintained for one year after the end of the academic school year in which testing took place.
10. Record of staff trainings and test-specific trainings must be maintained for one year after the end of the academic year in which testing took place.

VI. RETALIATION PROHIBITED

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

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

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

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

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MSBA/MASA Model Policy 615

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Rev. 2019

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. Minnesota Test of Academic Skills (MTAS)

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

- (3) The IEP team determined the student's cognitive functioning to be significantly below age expectations. The team also determined that the student's disability has a significant impact on his or her ability to function in multiple environments, including home, school, and community;
 - (4) The IEP team determined that the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;
 - (5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.
- b. MTAS participation decisions must not be made on the following factors:
- (1) Student's disability category;
 - (2) Placement;
 - (3) Participation in a separate, specialized curriculum;
 - (4) An expectation that the student will receive a low score on the MCA;
 - (5) Language, social, cultural, or economic differences;
 - (6) Concern for accountability calculations.

B. Alternate ACCESS for ELs

- 1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing.
- 2. Eligibility Requirements
 - a. The student must be identified as EL in MARSS in order to take an English language proficiency assessment.

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

C. EL Students New to the United States

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

III. DEFINITION OF TERMS

See the current “Procedures Manual for the Minnesota Assessments” which is produced by the Minnesota Department of Education and available through minnesotapearsonaccessnext.com.

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

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments” and 2017-18 Guidelines for Administration of Accommodations and Linguistic Supports (http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/GuidelinesforAccommodationsLS_2018.pdf).

V. RECORDS

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

Legal References: Minn. Stat. § 120B.11 (School District Process)
 Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
 Minn. Stat. § 125A.08(a)(1) (Individualized Education Programs)
 Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
 Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
 Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
 Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
 Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
 Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
 Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

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Eligibility Requirements for the Minnesota Test of Academic Skills (MTAS), <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mda2/~edisp/006087.pdf>

Alternate ACCESS for ELLs Participation Guidelines, <https://education.mn.gov/mdeprod/groups/educ/documents/hiddencontent/mdaw/mdq5/~edisp/049763.pdf>

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

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. The federal Every Student Succeeds Act (ESSA) and Minnesota statutes require that public school students be assessed annually in reading, mathematics, and science. The Minnesota Comprehensive Assessment (MCA), the Minnesota Test of Academic Skills (MTAS), and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments used to meet this requirement.

The MCA and MTAS/Alt MCA are criterion-referenced assessments, which means they measure a snapshot of student learning of a fixed set of criteria: the Minnesota Academic Standards. The Minnesota K-12 Academic Standards are revised every ten (10) years, according to a schedule determined by the state legislature. When standards are updated, the statewide assessments are also updated with a new series to align to the new standards. The new assessments are administered when the new academic standards are fully implemented.

B. The Minnesota Test of Academic Skills (MTAS) and the Alternate Minnesota Comprehensive Assessment (Alt MCA)

1. The Minnesota Test of Academic Skills (MTAS) and Alternate Minnesota Comprehensive Assessment (Alt MCA) are the standards-based accountability assessments designed for, and limited to, students with the most significant cognitive disabilities. They are designed to measure student progress toward Minnesota's academic standards and meet the requirements of the Elementary and Secondary Education Act (ESEA). Students who receive special education services and meet the eligibility criteria may take the MTAS/Alt MCA.

2. In compliance with the transition to new Minnesota academic standards, the Minnesota Department of Education (MDE) is developing alternative assessments, the Alt MCA, to replace the MTAS, according to the following schedule:

a. Science Alternate MCA (2024-25 school year);

b. Reading Alternate MCA (2025-26 school year); and

c. Mathematics Alternate MCA (2027-28 school year).

III. DEFINITIONS

A. Most Significant Cognitive Disability

This term describes students whose cognitive impairments may prevent them from attaining grade-level achievement standards, even with the very best instruction. IEP teams may use the following characteristics to identify if a student has a most significant cognitive disability:

1. The student's cognitive functioning is significantly below age expectations. The IEP team can determine that a student may be significantly below the average cognitive functioning of typically developing peers by
 - a. a standardized norm-referenced measure of cognitive functioning, or
 - b. when formal cognitive assessments are inappropriate, invalid or documented in other ways, other data-based measures may be used to document functioning significantly below age expectations as referenced in the Individuals with Disabilities Education Act (IDEA).
2. The student's disability has a significant impact on their ability to function in multiple environments, including home, school and community.
3. The student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain and generalize academic and life skills to actively participate in school, work, home and community environments.

B. Other key terms are defined in the current MDE *Procedures Manual for the Minnesota Assessments* (see Resources).

IV. ALTERNATIVE ASSESSMENT

A. Initial Steps

1. The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how a student with a disability will participate in statewide testing.
2. The IEP must review the student's instructional program to ensure that the student is receiving instruction linked to the general education curriculum to the extent appropriate. If instruction is not linked to the general education curriculum, the IEP team must review the student's goals and determine how access to the general curriculum will be provided.
3. The IEP team must first consider the student's ability to participate in the MCA, with or without accommodations. The IEP team must document, in the IEP, the reasons why the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.

If the IEP team establishes that the MCA is not an appropriate measure of the student's knowledge and skills on grade-level content standards, even when the student is provided allowable and appropriate accommodations, the IEP team may consider the administration of an alternate assessment.

4. Participation decisions will be made separately for mathematics, reading, and science. Participation decisions must be made annually and documented in a student's IEP.

B. Alternate Assessment Eligibility Requirements

1. ~~The following requirements must be met~~ For a student with a significant cognitive disability to be eligible for an alternative assessment, the IEP team must determine that the following are true:

- a. the student's cognitive functioning to be significantly below age expectations;
- b. ~~the student's disability has a significant impact on theirhis or her~~ ability to function in multiple environments, including home, school, and community; and
- c. the student needs explicit and intensive instruction and/or extensive supports in multiple settings to acquire, maintain, and generalize academic and life skills ~~in order~~ to actively participate in school, work, home, and community environments.;

~~(5) The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate measure of the student's academic progress and how the student would participate in statewide testing.~~

2. Alternate assessmentMTAS participation decisions must not be made on the following factors:

- a. Student's disability category as defined in Minnesota Rules, part 3525.1325-1348;
- b. PlacementEducational environment or instructional setting;
- c. Participation in a separate, specialized curriculum;
- d. An expectation that the student will receive a low score on the MCA;
- e. Language, social, cultural, or economic differences;
- f. Concern for participation rateaccountability calculations at the district level.

V. ALTERNATE ACCESS FOR ELs

A. ACCESS for ELs

1. All English learners in grades K–12 in public schools are required to participate annually in an English language proficiency assessment. With very few exceptions, all English learners take the ACCESS for ELs.

Minnesota students identified as English learners (ELs) require an additional assessment to determine their progress toward English language proficiency. These students take the WIDA ACCESS assessment annually. English learners who receive special education services and meet alternate assessment participation guidelines may take the WIDA Alternate ACCESS.

The school district will utilize the existing annual review of IEPs or 504 plans to review, on a case-by-case basis, and determine how an identified EL student with a disability will participate in statewide testing. Some students with significant cognitive disabilities may be eligible to take the Alternate ACCESS for ELLs instead of the ACCESS for ELL.

B. Eligibility Requirements

1. The student is identified as an English learner (EL) and is reported as EL in student enrollment data submitted in the Minnesota Automated Reporting Student System (MARSS); in order to take an English language proficiency assessment.
2. The student must have a most significant cognitive disability; If the student has been identified as eligible to take the MTAS in mathematics, reading, or science, the student meets this criterion.
3. The student cannot meaningfully participate in the WIDA ACCESS, even with allowable accommodations.
4. The IEP team must document, in the IEP, reasons the MCA is or is not an appropriate English language proficiency assessment for the student.

C. Alternate ACCESS participation decisions must not be made on the following factors:

1. The student's disability category alone;
2. The student's placement or instructional setting;
3. The student's language background, or other social, cultural, or economic factors;
4. An expectation that the student will receive a low score on the WIDA ACCESS for ELs; and
5. A desire to simplify test administration, which may include behavioral concerns or anticipated emotional distress.

C. EL Students New to the United States

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

VI. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR TESTING

See Chapter 5 of the current “Procedures Manual for the Minnesota Assessments” and Guidelines for Administration of Accommodations and Linguistic Supports.

VII. RECORDS

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

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat. § 125A.08 (Individualized Education Programs)
Minn. Rules Parts 3501.0660 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0960 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

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

Resources: Minnesota Department of Education (MDE): [Alternate Assessments](#) (accessed 12/31/25)
MDE: [Statewide Assessments Policies and Procedures](#) (accessed 12/31/25)
MDE: [Eligibility Requirements and Decision-Making Tool for Minnesota Alternative Assessment](#) (MTAS/Alternate MCA) (accessed 12/31/25)
MDE: [English Learner Education](#) (accessed 1/1/26)
MDE: [Minnesota’s Assessments for English Learners](#) (accessed 1/1/26)
WIDA: [WIDA Alternate ACCESS Participation Decision Tree](#) (accessed 1/1/26)

Adopted: _____

MSBA/MASA Model Policy 617

Orig. 1998

Revised: _____

Rev. 2003

617 SCHOOL DISTRICT ENSURANCE OF PREPARATORY AND HIGH SCHOOL STANDARDS

[Note: With the repeal of the Profile of Learning, school districts no longer are required to comply with the procedures set forth in this policy. School districts which retain any portion of the Profile of Learning graduation requirements, however, may choose to retain all or a portion of this policy and may implement and manage the Profile of Learning content standards in whatever manner they deem appropriate.]

I. PURPOSE

The purpose of this policy is to ensure that all locally adopted preparatory and high school content standards of the Profile of Learning are addressed directly in both curriculum and assessment for all students, including those with special needs.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement the Minnesota Graduation Standards, including local adoption of the former Profile of Learning content standards, during the transition to the implementation of the required Minnesota Academic Standards.
- B. This policy ensures that all students who qualify and elect to satisfy their graduation requirements through the Profile of Learning content standards will continue to receive instruction, curriculum and assessment which address the preparatory and high school content standards of the Profile of Learning. This policy also defines how technology will be integrated across student learning areas. *[Note: With the repeal of the Profile of Learning, school districts are not required to integrate technology across learning areas and may, in their discretion, delete this provision.]* In implementing the preparatory and high school content standards, the school district will work to improve the scope and sequences of curriculum, research-based instructional skills of teachers and other district staff who work with students, and alternative assessments of student achievement while making the transition to the required Minnesota Academic Standards.

III. ESTABLISHMENT OF CURRICULUM AND INSTRUCTION

A. Preparatory Content Standards

[To the extent school districts retain preparatory content standards as part of their locally adopted academic standards, school districts should insert in this section how their curriculum and instructional opportunities for all students will

address the preparatory content standards, including the primary, intermediate and middle level standards. This section should contain an outline of each learning area's sequence in a manner which provides notice as to when various achievements are expected.]

B. High School Content Standards

The school district will follow Policy 613, Graduation Requirements, as it implements the graduation standards. This policy ensures that all students will receive instruction, curriculum and assessment which addresses the high school content standards of the Profile of Learning in all learning areas and that the uses of technology are integrated across student learning areas. ***[Note: With the repeal of the Profile of Learning, school districts are not required to integrate technology across learning areas and may, in their discretion, delete this provision.]***

[Note: School districts should examine existing graduation requirements and align them to the new requirements.]

C. Assessment of Content Standards

[School districts should insert their procedure for determining where student achievement of preparatory and high school content standards will be assessed.]

D. Additional Requirements

[School districts may wish to consider including additional graduation requirements beyond those required by the Minnesota Academic Standards.]

E. Special Needs Students

[School districts should insert their procedure for addressing preparatory and high school content standards for students with special needs.]

F. Integration of Technology

[School districts may insert their procedure for addressing how technology will be integrated across the learning areas. With the repeal of the Profile of Learning, school districts are not required to integrate technology across learning areas and may, in their discretion, delete this provision.]

G. Evaluation and Remediation of Student Difficulties and Achievement

[School districts should insert their procedure for addressing how diagnosis of student difficulties and remediation will be accomplished as well as how diagnosis of student achievement and acceleration or continuous progress will be accomplished.]

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota’s Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

Adopted: _____

MSBA/MASA Model Policy 619

Orig. 1998

Revised: _____

Rev. 2017

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. STANDARDS FOR STAFF DEVELOPMENT

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

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. Paraprofessionals. The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality,

vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.

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

- B. Teachers/Administrators. The school district will provide high quality and ongoing professional development activities as required by state and federal laws.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

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

Adopted: _____

MSBA/MASA Model Policy 619

Orig. 1998

Revised: _____

Rev. 2026

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. STANDARDS FOR STAFF DEVELOPMENT

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

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

A. Paraprofessionals

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

Additionally, with regard to paraprofessionals providing support to special education students, the school district will ensure that annual training opportunities are required to enable the paraprofessional to further develop the knowledge and skills that are specific to the students with whom the paraprofessional works, including understanding disabilities, the unique and individual needs of each student

according to the student's disability and how the disability affects the student's education and behavior, following lesson plans, and implementing follow-up instructional procedures and activities.

B. Teachers and Administrators

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

Legal References: Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
[Minn. Stat. § 120B.303 \(Assessment Graduation Requirements\)](#)
Minn. Stat. § 120B.363 (Credential for Education Paraprofessionals)
Minn. Stat. § 122A.16 (Qualified Teacher Defined)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Rules Parts 3501.0660 (Academic Standards for [Kindergarten through Grade 12](#) [Language Arts])
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0820 (Academic [Arts](#) Standards for [Kindergarten through Grade 12](#))
Minn. Rules Parts 3501.0900-3501.0960 (Academic [Science](#) Standards for [Kindergarten through Grade 12](#))
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

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

Adopted: _____

MSBA/MASA Model Policy 623

Orig. 1999

Revised: _____

Rev. 2019

623 MANDATORY SUMMER SCHOOL INSTRUCTION

I. PURPOSE

The purpose of this policy is to establish program parameters and student attendance guidelines and requirements for the school district relating to the provision of mandatory summer school educational services.

II. GENERAL STATEMENT OF POLICY

Summer school educational services and instruction shall be directed toward the fulfillment of the goals and objectives of the educational program and graduation standards of the school district.

III. PROCEDURES

A. The school district shall offer summer school instruction providing opportunities for:

[Note: The following are for illustrative purposes. Summer school instructional offerings are a policy decision to be determined by the local school board.]

- 1. Remedial instruction at the _____ level(s);*
- 2. Make-up and review courses at the _____ level(s);*
- 3. Special education instruction and services related to mandatory summer school instruction consistent with applicable state and federal authority for all qualified disabled children where appropriate to their educational needs;*
- 4. Reading intervention programs or instruction for students who are at risk of not learning to read before the end of second grade; and*
- 5. Other mandatory summer school programs as determined by the school district.*

B. All services of the summer school program will be free to residents of the school district whose need for a summer program has been identified by teachers or the school principal and who are required to attend pursuant to established school district criteria and the provisions of this policy.

- C. The summer school curriculum will be established in line with the needs of students and in accordance with rules of the Department of Education. Remedial, make-up, and review courses shall provide opportunities for students to qualify for promotion and/or credit in areas and subjects where previous work has not met promotion/credit standards. It shall further be designed to assist students who have not passed one or more basic requirements tests and who are in need of remediation services relating to the school district's graduation standards or who have been identified as at risk of not learning to read before the end of second grade.
- D. Summer school provides the opportunity for students to improve basic skills, further their academic progress, and/or accelerate in designated academic areas. The intent of the school district is to ensure that courses taught during the summer session are of the same level of instructional breadth and difficulty as provided during the regular school year.

IV. MANDATORY SUMMER SCHOOL INSTRUCTION

[Note: The Compulsory Instruction Law at Minn. Stat. § 120A.22, Subd. 5, specifically authorizes school districts to require children subject to compulsory instruction to attend summer school. Each school district that wishes to implement mandatory summer school instruction must establish the criteria and standards for determining which students will be required to receive such instruction. These criteria should be developed and determined by the school board in consultation with appropriate educational professionals. The final criteria and standards should be provided with specificity in this section. These criteria are within the discretion of the school board and may be tailored to a school district's particular needs and resources. They may be aimed at certain grade levels, academic areas and programs, or at students in need of remediation services relating to the school district's graduation standards and basic requirements testing.]

[Also, pursuant to Minn. Stat. § 120B.12, as of the 2011-2012 school year, school districts must identify, before the end of kindergarten, grade 1, and grade 2, students who are not reading at grade level before the end of the current school year. Such students must be screened for characteristics of dyslexia. Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. School districts must also monitor the progress and provide reading instruction appropriate to the specific needs of English learners. School districts must use a locally adopted, developmentally appropriate, and culturally responsive assessment. School districts are required to provide reading intervention methods for such students, which may include requiring student attendance in summer school.]

[Alternative]

The school board will direct the administration to identify and develop specific criteria and standards for determining which students must receive summer school instruction.

These will be provided to the school board for review and approval on no less than an annual basis. Following school board approval, the criteria and standards for mandatory summer school instruction will be included in this policy as Attachment A and incorporated herein by reference.

V. TRANSPORTATION SERVICES

- A. The school district shall make available transportation services for all students required to receive instruction in the school district's summer school program in accordance with Minn. Stat. § 120A.22, Subd. 5(b). The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.
- B. The school board shall retain sole discretion, 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.

VI. SCHOOL BOARD REVIEW

The superintendent or designated representative shall report at least annually to the school board regarding the status and utilization of programs under this policy. All summer school programs will be subject to annual review and approval by the school board.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)
Minn. Rules Part 3501 (Graduation Standards)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)

Adopted: _____

MSBA/MASA Model Policy 623

Orig. 1999

Revised: _____

Rev. 201922

623 MANDATORY SUMMER SCHOOL INSTRUCTION

I. PURPOSE

The purpose of this policy is to establish program parameters and student attendance guidelines and requirements for the school district relating to the provision of mandatory summer school educational services.

II. GENERAL STATEMENT OF POLICY

Summer school educational services and instruction shall be directed toward the fulfillment of the goals and objectives of the educational program and graduation standards of the school district.

III. PROCEDURES

A. The school district shall offer summer school instruction providing opportunities for:

[Note: The following are for illustrative purposes. Summer school instructional offerings are a policy decision to be determined by the local school board.]

- 1. Remedial instruction at the _____ level(s);**
- 2. Make-up and review courses at the _____ level(s);**
- 3. Special education instruction and services related to mandatory summer school instruction consistent with applicable state and federal authority for all qualified disabled children where appropriate to their educational needs;**
- 4. Reading intervention programs or instruction for students who are at risk of not learning to read before the end of second grade; and**
- 5. Other mandatory summer school programs as determined by the school district.**

B. All services of the summer school program will be free to residents of the school district whose need for a summer program has been identified by teachers or the school principal and who are required to attend pursuant to established school district criteria and the provisions of this policy.

C. The summer school curriculum will be established in line with the needs of students and in accordance with rules of the [Minnesota](#) Department of Education. Remedial, make-up, and review courses shall provide opportunities for students to qualify for promotion and/or credit in areas and subjects where previous work has not met promotion/credit standards. It shall further be designed to assist students who have not passed one or more basic requirements tests and who are in need of remediation services relating to the school district's graduation standards or who have been identified as at risk of not

learning to read before the end of second grade.

- D. Summer school provides the opportunity for students to improve basic skills, further their academic progress, and/or accelerate in designated academic areas. The intent of the school district is to ensure that courses taught during the summer session are of the same level of instructional breadth and difficulty as provided during the regular school year.

IV. MANDATORY SUMMER SCHOOL INSTRUCTION

[Note: The Compulsory Instruction Law at ~~Minn. Stat. §Minnesota Statutes section 120A.22, subdivision Subd. 5~~, specifically authorizes school districts to require children subject to compulsory instruction to attend summer school. Each school district that wishes to implement mandatory summer school instruction must establish the criteria and standards for determining which students will be required to receive such instruction. These criteria should be developed and determined by the school board in consultation with appropriate educational professionals. The final criteria and standards should be provided with specificity in this section. These criteria are within the discretion of the school board and may be tailored to a school district's particular needs and resources. They may be aimed at certain grade levels, academic areas and programs, or at students in need of remediation services relating to the school district's graduation standards and basic requirements testing.]

[Also, pursuant to ~~Minn. Stat. §Minnesota Statutes section 120B.12, as of the 2011-2012 school year~~, school districts must identify, before the end of kindergarten, grade 1, and grade 2, students who are not reading at grade level before the end of the current school year. Such students must be screened for characteristics of dyslexia. Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. School districts must also monitor the progress and provide reading instruction appropriate to the specific needs of English learners. School districts must use a locally adopted, developmentally appropriate, and culturally responsive assessment. School districts are required to provide reading intervention methods for such students, which may include requiring student attendance in summer school.]

[Alternative]

The school board will direct the administration to identify and develop specific criteria and standards for determining which students must receive summer school instruction. These will be provided to the school board for review and approval on no less than an annual basis. Following school board approval, the criteria and standards for mandatory summer school instruction will be included in this policy as Attachment A and incorporated herein by reference.

V. TRANSPORTATION SERVICES

- A. The school district shall make available transportation services for all students required to receive instruction in the school district's summer school program in accordance with ~~Minn. Stat. §Minnesota Statutes section 120A.22, subdivision Subd. 5(b)~~. The school district recognizes that transportation is an essential part of the school district services to students and parents but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.
- B. The school board shall retain sole discretion, 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.

VI. SCHOOL BOARD REVIEW

The superintendent or designated representative shall report at least annually to the school board regarding the status and utilization of programs under this policy. All summer school programs will be subject to annual review and approval by the school board.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 125A.50 (Alternative Delivery of Specialized Instructional Services)
Minn. Rules ~~Chapter Part~~ 3501 (Graduation Standards)

Cross References: MSBA/MASA Model Policy 603 (Curriculum Development)
MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)

Adopted: _____

MSBA/MASA Model Policy 701

Orig. 1995

Revised: _____

Rev. 2011

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

[Note: The provisions of this policy substantially reflect the requirements of Minnesota Statutes.]

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENT

- A. The superintendent or such other school official as designated by the superintendent or the school board shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minn. Stat. § 123B.76.
- C. Prior to July 1 of each year, the school board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the school board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.
- D. Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances

for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minn. Stat. § 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board.
- E. The school district shall make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue, and expenditures of funds.

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

Cross References: MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

Adopted: _____

MSBA/MASA Model Policy 701

Orig. 1995

Revised: _____

Rev. 2026

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

[NOTE: The provisions of this policy substantially reflect the requirements of Minnesota Statutes.]

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENTS

- A. The superintendent or such other school official as designated by the superintendent or the school board shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. ~~The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.~~ When projected expenditures exceed projected revenues, the school board may consider use of an available fund balance, if one exists.
- B. ~~The school district must maintain separate accounts to identify revenues and expenditures for each building.~~ Expenditures shall be reported in compliance with Minnesota Statutes, section 123B.76.
- C. Prior to July 1 of each year, the school board ~~must~~ shall approve and adopt its initial revenue and expenditure budgets for the next school year. The ~~adopted expenditure budget document so adopted must~~ shall be considered ~~the school board's~~ expenditure-~~authorizing or appropriations document~~ authorization for that school year. No funds ~~may~~ shall be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.
- D. Each year, the school district ~~shall~~ must publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner of the Minnesota Department of Education (Commissioner) within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement ~~shall~~ must be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. ~~A summary of this information and~~

~~the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district.~~ At the same time as this publication, the school district shall publish the other information required by Minnesota Statutes, section 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above in a conspicuous place on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board.
- E. The school district shall make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue, and expenditures of funds.

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

Cross References: MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)

Adopted: _____

MSBA/MASA Model Policy 701.1

Orig. 1996

Revised: _____

Rev. 2000

701.1 MODIFICATION OF SCHOOL DISTRICT BUDGET

[Note: The provisions of this policy substantially reflect the requirements of Minnesota Statutes.]

I. PURPOSE

The purpose of this policy is to establish procedures for the modification of the school district's adopted revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to modify its revenue and expenditure budgets in accordance with the applicable provisions of law.

III. REQUIREMENT

- A. The school district's adopted expenditure budget shall be considered the school board's expenditure authorization for that school year.
- B. If revisions or modifications in the adopted expenditure budget are determined to be advisable by the administration, the superintendent shall recommend the proposed changes to the school board. The proposed changes shall be accompanied by sufficient and appropriate background information on the revenue and policy issues involved to allow the school board to make an informed decision. A school board member may also propose modifications on that board member's own motion, provided, however, the school board member is encouraged to review the proposed modifications with the superintendent prior to their being proposed so that the administration may prepare necessary background materials for the school board prior to its consideration of those proposed modifications.
- C. If sufficient funds are not included in the expenditure budget in a particular fund to allow the proposed expenditure, funds for this purpose may not be expended from that fund prior to the adoption of an expenditure budget amendment by the school board to authorize that expenditure for that school year. An amended expenditure shall not exceed the projected revenues available for that purpose in that fund.
- D. The school district's revenue budget shall be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. The superintendent shall make recommendations to the school board for appropriate revisions. If necessary, the school board shall also make necessary revisions in the expenditure

budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)

Cross References: MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA Service Manual, Chapter 7, Education Funding

Adopted: _____

MSBA/MASA Model Policy 701.1

Orig. 1996

Revised: _____

Rev. 202200

701.1 MODIFICATION OF SCHOOL DISTRICT BUDGET

[Note: The provisions of this policy substantially reflect the requirements of Minnesota Statutes.]

I. PURPOSE

The purpose of this policy is to establish procedures for the modification of the school district's adopted revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to modify its revenue and expenditure budgets in accordance with the applicable provisions of law.

III. REQUIREMENT

- A. The school district's adopted expenditure budget shall be considered the school board's expenditure authorization for that school year.
- B. If revisions or modifications in the adopted expenditure budget are determined to be advisable by the administration, the superintendent shall recommend the proposed changes to the school board. The proposed changes shall be accompanied by sufficient and appropriate background information on the revenue and policy issues involved to allow the school board to make an informed decision. A school board member may also propose modifications on that board member's own motion, provided, however, the school board member is encouraged to review the proposed modifications with the superintendent prior to their being proposed so that the administration may prepare necessary background materials for the school board prior to its consideration of those proposed modifications.
- C. If sufficient funds are not included in the expenditure budget in a particular fund to allow the proposed expenditure, funds for this purpose may not be expended from that fund prior to the adoption of an expenditure budget amendment by the school board to authorize that expenditure for that school year. An amended expenditure shall not exceed the projected revenues available for that purpose in that fund.
- D. The school district's revenue budget shall be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. The superintendent shall make recommendations to the school board for appropriate revisions. If necessary, the school board shall also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)

Cross References: MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)

~~MSBA Service Manual, Chapter 7~~

Adopted: _____

MSBA/MASA Model Policy 702

Orig. 1995

Revised: _____

Rev. 2006

702 ACCOUNTING

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minn. Stat. §123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minn. Stat. §123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)

Minn. Stat. § 123B.75 (Revenue)
Minn. Stat. § 123B.76 (Expenditures)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow, Revenues, Borrowing, Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: MSBA/MASA Model Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding

Adopted: _____

MSBA/MASA Model Policy 702

Orig. 1995

Revised: _____

Rev. 202206

702 ACCOUNTING

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § Minnesota Statutes section 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minnesota Statutes section Minn. Stat. §123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minnesota Statutes section Minn. Stat. §123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)~~School District Powers)~~
Minn. Stat. § 123B.09 (Boards of Independent School Districts)~~School Board Powers)~~
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)~~Duties of School Board Clerk)~~
Minn. Stat. § 123B.75 (Revenue; Reporting)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow; School District Revenues; Borrowing for

~~Current Operating Costs; Capital Expenditure,~~ Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: MSBA/MASA Model Policy 703 (Annual Audit)
~~MSBA Service Manual, Chapter 7, Education Funding~~

Adopted: _____

MSBA/MASA Model Policy 703

Orig. 1995

Revised: _____

Rev. 2019

703 ANNUAL AUDIT

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by Minn. Stat. § 123B.14, Subd. 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Audit Guide issued by the Office of the State Auditor.
- F. The school board must approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minn. Stat. Ch. 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
Minn.Stat. § 123B.77, Subds. 2 and 3 (Audited Financial Statements;
Statement for Comparison and Correction)

Cross References: MSBA/MASA Model Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

Adopted: _____

MSBA/MASA Model Policy 703

Orig. 1995

Revised: _____

Rev. 2019-2022

703 ANNUAL AUDIT

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the [Minnesota](#) Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by ~~Minn. Stat. §~~[Minnesota Statutes section](#) 123B.14, ~~subdivision~~[Subd.](#) 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.
- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act, and the Minnesota Legal Compliance Audit Guide [for School Districts](#) issued by the Office of the State Auditor.
- F. The school board must approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to

correct any deficiencies or exceptions noted in the audit.

- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in [Minnesota Statutes chapter Minn. Stat. Ch. 6](#).

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § 123B.02 (~~General Powers of Independent School Districts~~
~~District Powers~~)
Minn. Stat. § 123B.09 (~~Boards of Independent School Districts~~
~~School Board Powers~~)
Minn. Stat. § 123B.14, Subd. 7 (~~Officers of Independent School Districts~~
~~Duties of School Board Clerk~~)
Minn. Stat. § 123B.77, Subds. 2 and 3 (~~Audited Financial Statements;~~
~~Statement for Comparison and Correction~~
~~Accounting, Budgeting, and Reporting Requirement~~)

Cross References: MSBA/MASA Model Policy 702 (Accounting)
~~MSBA Service Manual, Chapter 7, Education Funding~~

Adopted: _____

MSBA/MASA Model Policy 704

Orig. 1995

Revised: _____

Rev. 2009

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent or the school board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS). In addition, the inventory shall specify the location of all continued abstracts showing the conveyance of the property to the school district; certificates of title showing title to the property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Legal References: Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Access for Noncurricular Purposes)

Cross References: MSBA/MASA Model Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

Adopted: _____

MSBA/MASA Model Policy 704

Orig. 1995

Revised: _____

Rev. 2025~~2~~

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent or the school board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS). with a capitalization level that equals or exceeds \$5,000. Group purchases for technology, furniture, or other equipment that is purchased as a per quantity that otherwise may be below the individual item threshold, the total threshold is \$25,000. – In addition, ~~t~~The inventory shall specify the location of all continued abstracts showing the conveyance of the property to the school district; certificates of title showing title to the property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Legal References:

Minn. Stat. § 123B.02 (General Powers of Independent School Districts)

Minn. Stat. § 123B.09 (Boards of Independent School Districts)

Minn. Stat. § 123B.51 (Schoolhouse and Sites; Uses for School and Nonschool Purposes; Closings)

[GASB Implementation Guide 2021-1](#)

Cross References:

MSBA/MASA Model Policy 702 (Accounting)

Adopted: _____

MSBA/MASA Model Policy 705

Orig. 1995

Revised: _____

Rev. 2009

705 INVESTMENTS

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

I. PURPOSE

The purpose of this policy is to establish guidelines for the investment of school district funds.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

III. SCOPE

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the school board through formal action.

IV. AUTHORITY; OBJECTIVES

- A. The funds of the school district shall be deposited or invested in accordance with this policy, Minn. Stat. Ch. 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows
 - 1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
 - 2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
 - 3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

V. DELEGATION OF AUTHORITY

- A. The _____ of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the school board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees but shall remain responsible for the operation of the program.
- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

VI. STANDARD OF CONDUCT

The standard of conduct regarding school district investments to be applied by the investment officer shall be the "prudent person standard." Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment, and care commensurate with the risk, shall not be held personally responsible for a specific security's performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

VII. MONITORING AND ADJUSTING INVESTMENTS

The investment officer shall routinely monitor existing investments and the contents of the school district's investment portfolio, the available markets, and the relative value of competing investment instruments.

VIII. INTERNAL CONTROLS

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the school board and shall be annually reviewed for compliance by the school district's independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions by officers, employees, or others. The internal controls may include, but shall not be limited to, provisions relating to controlling collusion, separating functions, separating transaction authority from accounting and record keeping, custodial safekeeping,

avoiding bearer form securities, clearly delegating authority to applicable staff members, limiting securities losses and remedial action, confirming telephone transactions in writing, supervising and controlling employee actions, minimizing the number of authorized investment officials, and documenting transactions and strategies.

IX. PERMISSIBLE INVESTMENT INSTRUMENTS

The school district may invest its available funds in those instruments specified in Minn. Stat. §§ 118A.04 and 118A.05, as these sections may be amended from time to time, or any other law governing the investment of school district funds. The assets of an other postemployment benefits (OPEB) trust or trust account established pursuant to Minn. Stat. § 471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under Minn. Stat. Ch. 118A or § 356A.06, Subd. 7. Investment of funds in an OPEB trust account under Minn. Stat. § 356A.06, Subd. 7, as well as the overall asset allocation strategy for OPEB investments, shall be governed by an OPEB Investment Policy Statement (IPS) developed between the investment officer, as designed herein, and the trust administrator.

X. PORTFOLIO DIVERSIFICATION; MATURITIES

- A. Limitations on instruments, diversification, and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
 - 1. The investment officer shall prepare and present a table to the school board for review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc. The approved table shall be attached as an exhibit to this policy and shall be incorporated herein by reference.
 - 2. The investment officer shall prepare and present to the school board for its review and approval a recommendation as to the maximum percentage of the total investment portfolio that may be held in any one depository. The approved recommendation shall be attached as an exhibit or part of an exhibit to this policy and shall be incorporated herein by reference.
 - 3. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated receipt dates of anticipated revenues.

Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted, and a brief explanation of the decision that was made regarding the investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.
- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota statutes governing the investment of public funds. The broker must annually acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this annual written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

XIII. SAFEKEEPING AND COLLATERALIZATION

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in Minn. Stat. §

118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.

- B. Deposit-type securities shall be collateralized as required by Minn. Stat. § 118A.03 for any amount exceeding FDIC, SAIF, BIF, FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

XIV. REPORTING REQUIREMENTS

- A. The investment officer shall generate daily and monthly transaction reports for management purposes. In addition, the school board shall be provided a monthly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. The investment officer shall prepare and submit to the school board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor.
- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the school board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.
- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate

or penalty calculation purposes.

XV. DEPOSITORIES

The school board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the school board to designate a depository. The school board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of Minn. Stat. § 118A.03 and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition, and withdrawal of collateral.

XVI. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT

The school district may make electronic fund transfers for investments of excess funds upon compliance with Minn. Stat. § 471.38.

Legal References: Minn. Stat. § 118A.01 (Public Funds; Depositories and Investments)
Minn. Stat. § 118A.02 (Authorization for Deposit and Investment)
Minn. Stat. § 118A.03 (Depositories and Collateral)
Minn. Stat. § 118A.04 (Investments)
Minn. Stat. § 118A.05 (Contracts and Agreements)
Minn. Stat. § 118A.06 (Delivery and Safekeeping)
Minn. Stat. § 356A.06, Subd. 7 (Authorized Investment Securities)
Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

Cross References: MSBA/MASA Model Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding
Minnesota Legal Compliance Audit Guide Prepared by the Office of the State Auditor

Adopted: _____

MSBA/MASA Model Policy 705

Orig. 1995

Revised: _____

Rev. 202209

705 INVESTMENTS

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

I. PURPOSE

The purpose of this policy is to establish guidelines for the investment of school district funds.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

III. SCOPE

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the school board through formal action.

IV. AUTHORITY; OBJECTIVES

- A. The funds of the school district shall be deposited or invested in accordance with this policy, ~~Minn. Stat. Minnesota Statutes chapter~~ Ch. 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows
 1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
 2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
 3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

V. DELEGATION OF AUTHORITY

- A. The _____ of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the school board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees but shall remain responsible for the operation of the program.

- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

VI. STANDARD OF CONDUCT

The standard of conduct regarding school district investments to be applied by the investment officer shall be the "prudent person standard." Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment, and care commensurate with the risk, shall not be held personally responsible for a specific security's performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

VII. MONITORING AND ADJUSTING INVESTMENTS

The investment officer shall routinely monitor existing investments and the contents of the school district's investment portfolio, the available markets, and the relative value of competing investment instruments.

VIII. INTERNAL CONTROLS

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the school board and shall be annually reviewed for compliance by the school district's independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions by officers, employees, or others. The internal controls may include, but shall not be limited to, provisions relating to controlling collusion, separating functions, separating transaction authority from accounting and record keeping, custodial safekeeping, avoiding bearer form securities, clearly delegating authority to applicable staff members, limiting securities losses and remedial action, confirming telephone transactions in writing, supervising and controlling employee actions, minimizing the number of authorized investment officials, and documenting transactions and strategies.

IX. PERMISSIBLE INVESTMENT INSTRUMENTS

The school district may invest its available funds in those instruments specified in ~~Minn. Stat. §§Minnesota Statutes sections~~ 118A.04 and 118A.05, as these sections may be amended from time to time, or any other law governing the investment of school district funds. The assets of an other postemployment benefits (OPEB) trust or trust account established pursuant to ~~Minn. Stat. §Minnesota Statutes section~~ 471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under ~~Minn. Stat. Ch. Minnesota Statutes chapter~~ 118A or ~~Minnesota Statutes section~~§ 356A.06, ~~subdivision~~Subd. 7. Investment of funds in an OPEB trust account under ~~Minn. Stat. § Minnesota Statutes section~~ 356A.06, ~~subdivision~~Subd. 7, as well as the overall asset allocation strategy for OPEB investments, shall be governed by an OPEB Investment Policy Statement (IPS) developed

between the investment officer, as designed _____ herein, and the trust administrator.

X. PORTFOLIO DIVERSIFICATION; MATURITIES

- A. Limitations on instruments, diversification, and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
 - 1. The investment officer shall prepare and present a table to the school board for review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc. The approved table shall be attached as an exhibit to this policy and shall be incorporated herein by reference.
 - 2. The investment officer shall prepare and present to the school board for its review and approval a recommendation as to the maximum percentage of the total investment portfolio that may be held in any one depository. The approved recommendation shall be attached as an exhibit or part of an exhibit to this policy and shall be incorporated herein by reference.
 - 3. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated receipt dates of anticipated revenues. Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally, all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted, and a brief explanation of the decision that was made regarding the investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.
- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota statutes governing the investment of public funds. The broker must annually acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this annual written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

XIII. SAFEKEEPING AND COLLATERALIZATION

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in ~~Minn. Stat. § Minnesota Statutes section~~ 118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.
- B. Deposit-type securities shall be collateralized as required by ~~Minn. Stat. § Minnesota Statutes section~~ 118A.03 for any amount exceeding FDIC, SAIF, BIF, FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

XIV. REPORTING REQUIREMENTS

- A. The investment officer shall generate daily and monthly transaction reports for management purposes. In addition, the school board shall be provided a monthly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. The investment officer shall prepare and submit to the school board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The

report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor.

- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the school board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.
- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate or penalty calculation purposes.

XV. DEPOSITORIES

The school board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the school board to designate a depository. The school board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of [Minn. Stat. § Minnesota Statutes section 118A.03](#) and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition, and withdrawal of collateral.

XVI. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT

The school district may make electronic fund transfers for investments of excess funds upon compliance with [Minn. Stat. § Minnesota Statutes section 471.38](#).

Legal References:

Minn. Stat. § 118A.01 (~~Definitions~~~~Public Funds; Depositories and Investments~~)
Minn. Stat. § 118A.02 (~~Depositories; Investing; Sales, Proceeds, Immunity~~~~Authorization for Deposit and Investment~~)
Minn. Stat. § 118A.03 (~~When and What Collateral Required~~~~Depositories and Collateral~~)
Minn. Stat. § 118A.04 (Investments)
Minn. Stat. § 118A.05 (Contracts and Agreements)
Minn. Stat. § 118A.06 (~~Delivery and Safekeeping; Acknowledgements~~)
Minn. Stat. § 356A.06, Subd. 7 (~~Investments; Additional Duties~~~~Authorized Investment Securities~~)
Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

Cross References:

MSBA/MASA Model Policy 703 (Annual Audit)
~~MSBA Service Manual, Chapter 7, Education Funding~~
Minnesota Legal Compliance Audit Guide [for School Districts](#) Prepared by the Office of the State Auditor

DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 208
SERIES 200 SCHOOL BOARD**

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 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 policies shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form that is sufficiently explicit to guide administrative action.

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 available 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

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Adopted:

Revised: 3.16.2026

Effective: 3.16.2026

DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 208
SERIES 200 SCHOOL BOARD

- 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: 506 Student Discipline;; 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)

CODE OF ETHICS

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 209
SERIES 200 SCHOOL BOARD

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.

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Adopted:

Revised: 3.16.2026

Effective: 3.16.2026

CODE OF ETHICS

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 209
SERIES 200 SCHOOL BOARD**

- 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

CODE OF ETHICS

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 209
SERIES 200 SCHOOL BOARD

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

**DEVELOPMENT CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE,
OR STUDENT POLICIES**

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 211
SERIES 200 SCHOOL BOARD**

I. PURPOSE

The purpose of this policy is to provide guidance about 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 Minnesota Statutes section 466.07, subdivision. 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 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 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 13 and to the Family Educational Rights and Privacy Act, 20 United States Code section 1232g, and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, 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 designated as the responsible authority for the collection, use, and dissemination of data.

**DEVELOPMENT CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE,
OR STUDENT POLICIES**

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 211
SERIES 200 SCHOOL BOARD**

D. Service of Subpoenas

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 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 whether to reimburse shall be made in the school board's discretion. 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. 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 extenuating circumstances exist, the matter being investigated is school-related, or as otherwise provided by law.
2. If questioning at school is unavoidable, the school district will attempt to

**DEVELOPMENT CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE,
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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), 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 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 Rights)
Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Dyppress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308(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)

SCHOOL BOARD DEVELOPMENT

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I. PURPOSE

In recognition of the need for continuing in-service 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 (Boards of Independent School Districts)

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

SCHOOL BOARD COMMITTEES

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POLICY 213
SERIES 200 SCHOOL BOARD

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. Curriculum and Instruction
 - 2. Technology
 - 3. Staff Development and Continuing Education
 - 4. Negotiations Committee(s) for various employee groups
 - 5. Wellness
 - 6. Health and Safety
 - 7. Community Education
 - 8. Buildings and Grounds

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9. Finance
 10. Policy
 11. Lake Agassiz Education District
 12. Region 1
 13. Clay County Collaborative
 14. Minnesota State High School League
 15. Meet and Confer
 16. Athletic
 17. Career and Technical Education
- 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 solicit interest from board members for each standing committee, with committee assignments to be voted on by the full Board at the January organizational meeting

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 power of a committee or subcommittee of the school board is advisory only and is limited to making recommendations to the school board.
- E. 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 School Law Bulletin "C" (Minnesota's Open Meeting Law)

MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

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POLICY 415
SERIES 400 EMPLOYEES/PERSONNEL

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 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. § 609.341 between 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

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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 reporter" means a professional or professional's delegate while engaged in education.
- 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 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 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 Minnesota Statutes chapter 245A, except as excluded under Minnesota Statutes section 626.5572, Subd. 21(a)(2); (3) receives services

MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

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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 provide adequately for the 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 report 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 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 should appear in school personnel handbooks as appropriate.

MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

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- B. The school district will develop a method of discussing this policy with employees as appropriate.
- C. This policy should be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. § 13.02 (Government Data Practices; 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 (Crimes Against Vulnerable Adults; Definitions)
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)

ALTERNATIVE EDUCATIONAL SERVICES

BARNESVILLE PUBLIC SCHOOL
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POLICY 605
SERIES 600 EDUCATION PROGRAMS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The school board recognizes the importance of alternative 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 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 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 educational services. The superintendent shall, through cooperative efforts with other schools, agencies, and organizations, periodically recommend additional or modified alternative educational services to the school board.
- 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)
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)

ORGANIZATION OF GRADE LEVELS

BARNESVILLE PUBLIC SCHOOL
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POLICY 607
SERIES 600 EDUCATION PROGRAMS

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:

Elementary:	Grades prekindergarten through 6
Secondary:	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.

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

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.

IV. RESPONSIBILITIES

- A. The school board accepts its responsibility to identify, evaluate, and provide special education and related services for 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

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state law.

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)

RELIGION AND RELIGIOUS AND CULTURAL OBSERVANCES

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 609
SERIES 600 EDUCATION PROGRAMS**

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 principals are 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.

Legal References: U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12 (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence from School for Religious and Cultural Observances)

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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)

FIELD TRIPS

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POLICY 610
SERIES 600 EDUCATION PROGRAMS

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 123B.37)

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. (Minnesota Statutes section 123B.36)

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. 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.

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

Insurance)

Minn. Stat. § 169.011, Subd. 71(a) (Definitions)

Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards), *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)

HOME SCHOOLING

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 611
SERIES 600 EDUCATION PROGRAMS

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 (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.

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 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit statements as required by 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.

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 under state law. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to 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

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 under state law. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to state law.

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.

HOME SCHOOLING

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 611
SERIES 600 EDUCATION PROGRAMS

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.

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 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

HOME SCHOOLING

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 611
SERIES 600 EDUCATION PROGRAMS

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 (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 (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 (Nonpublic Schools)

Cross References:

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

LEGAL STATUS OF THE SCHOOL DISTRICT

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 101
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.

LEGAL STATUS OF THE SCHOOL DISTRICT

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 101
SERIES 100 SCHOOL DISTRICT

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)

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Adopted:

Revised: 2.23.2026

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LEGAL STATUS OF THE SCHOOL DISTRICT

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 101
SERIES 100 SCHOOL DISTRICT

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)

NAME OF THE SCHOOL DISTRICT

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 101.1
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

COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 103
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)

SCHOOL DISTRICT MISSION STATEMENT

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 104
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

LEGAL STATUS OF THE SCHOOL BOARD

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 201
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

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Adopted:

Revised: 2.23.2026

Effective: 2.23.2026

LEGAL STATUS OF THE SCHOOL BOARD

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 201
SERIES 200 SCHOOL BOARD**

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 STATUS OF THE SCHOOL BOARD

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 201
SERIES 200 SCHOOL BOARD

- 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)

OPERATIONS OF THE SCHOOL BOARD – GOVERNING RULES

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203
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

SCHOOL BOARD PROCEDURES; RULES OF ORDER

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203.1
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:

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SCHOOL BOARD PROCEDURES; RULES OF ORDER

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203.1
SERIES 200 SCHOOL BOARD**

- 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)

ORDER OF THE REGULAR SCHOOL BOARD MEETING

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203.2
SERIES 200 SCHOOL BOARD**

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.

ORDER OF THE REGULAR SCHOOL BOARD MEETING

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203.2
SERIES 200 SCHOOL BOARD**

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)

SCHOOL BOARD MEETING AGENDA

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 203.5
SERIES 200 SCHOOL BOARD

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)

SCHOOL BOARD MEETING AGENDA

**BARNESVILLE PUBLIC SCHOOL
ISD 146**

**POLICY 203.5
SERIES 200 SCHOOL BOARD**

MSBA/MASA Model Policy 207 (Public Hearings)

CONSENT AGENDAS

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 203.6
SERIES 200 SCHOOL BOARD

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)

PUBLIC HEARINGS

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 207
SERIES 200 SCHOOL BOARD

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

PUBLIC HEARINGS

BARNESVILLE PUBLIC SCHOOL
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POLICY 207
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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)

PERSONAL ELECTRONIC COOMMUNICATION DEVICES

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 524.5
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. Personal Electronic Communication Device Use

1. Students are prohibited from using personal electronic communication devices during

PERSONAL ELECTRONIC COOMMUNICATION DEVICES

BARNESVILLE PUBLIC SCHOOL
ISD 146

POLICY 524.5
SERIES 500 STUDENTS

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

PERSONAL ELECTRONIC COOMMUNICATION DEVICES

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SERIES 500 STUDENTS**

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 othersViolation 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.

PERSONAL ELECTRONIC COOMMUNICATION DEVICES

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- 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

PERSONAL ELECTRONIC COOMMUNICATION DEVICES

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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)

- 16. Discussion/Information
 - A. Schedule Finance Committee Meeting – FY27 Financial Projections
 - B. 15-Minute Listening Session for All Employees
- 17. Enrollment Update

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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	73	73				
Grade 1	53	53	67	61	61	60	60	60	60				
Grade 2	77	79	53	52	52	52	52	52	52				
Grade 3	70	69	79	76	76	77	76	76	76				
Grade 4	73	73	69	66	66	67	67	66	67				
Grade 5	74	74	73	75	75	76	76	75	75				
Grade 6	76	77	74	74	74	74	74	74	74				
	491	492	483	475	475	478	477	476	477	0	0	0	0
Grade 7	67	68	77	74	74	74	74	73	74				
Grade 8	61	60	68	68	67	67	67	67	66				
Grade 9	74	74	60	60	60	61	61	60	61				
Grade 10	61	60	74	76	75	75	76	75	74				
Grade 11	56	57	60	60	60	60	60	61	58				
Grade 12	61	62	57	59	59	59	59	59	58				
	380	381	396	397	395	396	397	395	391				
Grades K-12	871	873	879	872	870	874	874	871	868	0	0	0	0

18. Dates to Remember

A. Regular School Board Meeting

1) Monday, March 16, 2026, 7:00 PM, Barnesville High School

19. Adjournment