



DETROIT LAKES PUBLIC SCHOOLS
AGENDA
REGULAR SCHOOL BOARD MEETING
Monday, September 28, 2026 - 5:30 PM
City Council Chambers, 1025 Roosevelt Avenue, Detroit Lakes, MN 56501

The mission of Detroit Lakes Public schools is to ensure consistent expectations, opportunities, meaningful support, and strong relationships so that every student develops the skills, confidence, and connections needed to thrive beyond graduation.

District Office ~ 702 Lake Avenue, Detroit Lakes, MN 56501 ~ 218.847.9271 ~ Website: www.dlschools.net
Superintendent: Mark Jenson Director of Finance & Operations: Jason Kuehn Education Director: Renee Kerzman

BOARD MEMBERS:

Julie Smith-Yliniemi, Clerk
25961 Brolin Beach Rd
Detroit Lakes, MN 56501
218.204.0420

Michael Walther
28030 County Hwy 34
Callaway, MN 56521
218.841.3709

Michelle Okeson, Treasurer
24842 County Rd 113
Detroit Lakes, MN 56501
218.841.6065

Mary Rotter, Vice Chair
23625 Pebble Beach LN
Detroit Lakes, MN 56501
651.335.0396

John Steffl, Chair
104 Manitoba St.
Callaway, MN 56521
218.850.5060

Sanford Nelson
28633 North Buffalo Lake Rd
Callaway, MN 56521
218.847.8360

Student Representative: Hayden Wilson 27wilsohayd@detlakes.k12.mn.us, Marielle Rufer 28rufermari@detlakes.k12.mn.us

I. CALL TO ORDER

Presenter: Steffl, Board Chair

A. Strategic Plan

II. ROLL CALL

Presenter: Steffl, Board Chair

III. PLEDGE OF ALLEGIANCE

Presenter: Steffl, Board Chair

IV. APPROVAL OF AGENDA

Presenter: Steffl, Board Chair

A. Agenda Approval

Approval of the Agenda for the September 28, 2026 Regular School Board Meeting as presented.

V. RECOGNITIONS

Presenter: Steffl, Board Chair

A. **Sedrah Krogsgaard** for her thoughtfulness and hard work organizing the 9/11 Memorial Walk-Through.

B. **Fair Hills Resort** for offering their space to our Choir students during the Choir Retreat held on September 19, 2026.

VI. COMMENTS AND REQUESTS FROM VISITORS

Presenter: Steffl, Board Chair

A fifteen-minute time limit will be allowed for audience comment. Those requesting audiences will inform either the Board Chairman or the Superintendent prior to the meeting that you wish to address the Board.

- A. Sam Thomas
- B. Amber Estenson
- C. Sharon Bowler
- D. Amy Erickson
- E. Kerry Claypool-Lambert
- F. Marsha Watland
- G. Tirzah Sandoval
- H. Tom Seaworth
- I. Madalyn Sukke
- J. Terry Kalil
- K. Perry Bertek
- L. Lynnsey Wimmer-Machakaire
- M. League of Women Voters
- N. Wendy Fritz

VII. PROGRAM PRESENTATIONS

Presenter:

- A. No presentations this month.

VIII. CONSENT ITEMS

Presenter: Steffl, Board Chair

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

- A. Approve the Minutes of the August 24, 2026 Regular School Board Meeting.
- B. Approve Treasurer's Report
- C. Approve Personnel Agenda Items
- D. Approve Policies:

- 1. 620 - CREDIT FOR LEARNING

E. DONATIONS

- 1. \$100.00 from Anonymous Donor to the Laker Cupboard
- 2. \$200.00 from the Perham Area Lions for the Boys Swim Team
- 3. \$250.00 from The Barry Foundation for Philanthropy and Youth Activity Club (PaY)
- 4. \$387.95 from Trinity Lutheran Church
- 5. \$500.00 from United Savings Credit Union to the Laker Cupboard
- 6. \$1,000.00 from the Sunde Family for the Girls Swim Team
- 7. Food and snacks from Mike Labine with the YES Network to the Laker Cupboard
- 8. Food and snacks from Greta Gunderson to the Laker Cupboard
- 9. Food and snacks from Midwest Bank (Detroit Lakes branch) to the Laker Cupboard
- 10. Food and snacks from Team Industries (Audubon) to the Laker Cupboard
- 11. Water bottles from Amy Erickson to the Laker Cupboard
- F. Approve Memorandum of Understanding with Olander Bus Service, Inc amending the rates for Route #6 and Route # for the 2026-27 and 2027-28 School Years.
- G. Approve the Professional Service Agreement with ICS Consulting, Inc. for Owner Representation and Project Management Services associated with the District's 2027 summer roofing projects in the amount of \$240,000.00.

IX. DISCUSSION ITEMS

Discussion items receive individual attention because of the nature of the issues and need for introductory or other discussion in order to review the information prior to taking action. This is also the agenda location for items which simply need school board review, but no formal action on the items is required. Discussion items will typically return to the agenda at a future point for more specific action.

- A. First Reading of Policies:

Presenter: Steffl, Board Chair

- 1. 505 - DISTRIBUTION OF NONSCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES BY STUDENTS AND EMPLOYEES

2. 615 - TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPs, SECTION 504 Plans AND LEP STUDENTS
3. 616 - SCHOOL DISTRICT SYSTEM ACCOUNTABILITY
4. 618 - ASSESSMENT OF STANDARD ACHIEVEMENT
5. 619 - STAFF DEVELOPMENT FOR GRADUATION STANDARDS
6. 625 - RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

X. ACTION ITEMS

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

- A. Approve policy 203.5 - SCHOOL BOARD MEETING AGENDA.
- B. Approve the Certification of the 2026 Payable 2027 Proposed Property Tax Levy.
- C. Approve Monday, December 21, 2026, at 6:00 PM, at the Detroit Lakes City Council Chambers (1025 Roosevelt Avenue) as the official date, time, and location for the District's annual public meeting and hearing on the 2026 Payable 2027 Proposed Property Tax Levy.
- D. Approve the Out-of-State Travel Request for up to twelve Detroit Lakes FFA Chapter members (grades 9-12) and Mrs. Thorsvig to attend the National FFA Convention, Indianapolis, Indiana.
- E. Consider and vote on a resolution to authorize sending an official board letter to the Minnesota State High School League (MSHSL) regarding the participation of transgender students in school activities.

XI. ADMINISTRATIVE AND BOARD REPORTS

- A. Superintendent Report
Presenter: Mark Jensen, Superintendent
 1. District Updates
- B. Board Committee and Representative Reports
 1. Student Report
Presenter: Wilson/Rufer, Student Board Representative
 2. Finance Committee
Presenter: Okeson, Treasurer
 3. Activities Committee
Presenter: Smith-Yliniemi, Clerk

XII. UPCOMING EVENTS AND ACTIVITIES

Presenter: Steffl, Board Chair

- A. Referendum Task Force — Wednesday, September 30, 2026 @ 3:00 PM — High School Room 205
- B. District Advisory Council (DAC) — Monday, October 5, 2026 @ 4:45 PM — Middle School Media Center
- C. Finance Committee Meeting — Monday, October 12, 2026 @ 9:00 AM — District Office Conference Room
- D. Work Session — Monday, October 12, 2026 @ 11:30 AM — Location TBD
- E. Policy Committee Meeting — Wednesday, October 14, 2026 @ 7:00 AM — Middle School Conferene Room
- F. Regular School Board Meeting — Monday, October 26, 2026 @ 5:30 PM — City Council Chambers

XIII. MEETING ADJOURNED

Presenter: Steffl, Board Chair



DETROIT LAKES

PUBLIC SCHOOLS

VISION

Detroit Lakes Public Schools envisions a future where students are prepared to thrive beyond graduation.

MISSION

Detroit Lakes Public Schools ensures consistent expectations, opportunities, meaningful support, and strong relationships so that every student develops the skills, confidence, and connections needed to thrive beyond graduation.

I pledge allegiance to the flag
of the United States of America,
and to the Republic
for which it stands,
one Nation under God,
indivisible,
with Liberty and Justice
for all.



**OFFICIAL PROCEEDINGS
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22
BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA 56501**

**Regular School Board Meeting
Monday, August 24, 2026, 7:00 AM
City Hall ~ 1025 Roosevelt Ave, Detroit Lakes, MN, 56501**

Present: John Steffl, Mary Rotter, Michelle Okeson, Sanford Nelson, Michael Walther, Julie Smith-Yliniemi

Absent: None

The meeting was called to order at **7:00 AM** by Board Chair Steffl.

The Pledge of Allegiance was recited.

A motion was made by **Smith-Yliniemi**, seconded by **Walther**, to **approve** the agenda. Motion carried **unanimously**.

No **RECOGNITIONS** given this month.

Comments were heard from **eighteen members of the public**.

No **PROGRAM PRESENTATION** this month.

A motion was made by **Sandy Nelson**, seconded by **Mary Rotter**, to approve the following consent agenda items. Motion carried **unanimously**.

- A. Approve the Minutes of the July 27, 2026 Regular School Board Meeting.
- B. Approve K-12 Computer Checks #712979-713666 for a total of \$914,662.17. Approve ACH/Wire Payments #18180-18189, #18191-18210, #18272-18279, and #18286-18328, in the amount of \$1,505,566.84. Approve Net Payroll Transfers on 7/15/26 and 7/30/26 in the amount of \$315,306.41 for a total of \$2,735,535.42.
- C. Approve Personnel Agenda Items
- D. Approve Second Reading of Handbooks
 - 1. Rossman
 - 2. Roosevelt
 - 3. Middle School
 - 4. High School
 - 5. School Readiness
 - 6. Activities
- E. Approval of Policies
 - 1. 611 - HOME SCHOOLING
 - 2. 612.1 - DEVELOPMENT OF PARENTAL INVOLVEMENT POLICIES FOR TITLE I PROGRAMS
 - 3. 614 - SCHOOL DISTRICT TESTING PLAN AND PROCEDURE
- F. Approve 2026-27 Food Services Pricing
- G. Approve School Resource Officer Agreement between DLPS and City of DL

Discussion was had on the following items:

- A. First Reading of Policies
 - 1. 203.5 - SCHOOL BOARD MEETING AGENDA
 - 2. 613 - GRADUATION REQUIREMENTS

A motion was made by **Smith-Yliniemi**, seconded by **Rotter**, to approve the resolution as drafted by the district's legal counsel, and postpone the July 27, 2026 motion regarding non-school sponsored items. **Motion failed to pass due to a tied 3 to 3 vote.** (Okeson, Smith-Yliniemi, Rotter voted YES; Walther, Nelson, Steffl voted NO).

Superintendent Jenson reported on happenings in the School District.

Board Chair Steffl gave an update on the Sports Arena Commission.

Board Treasurer Okeson gave an update on the Finance Committee.

Board Chair Steffl announced upcoming meetings and events.

A motion was made by **Rotter**, seconded by **Smith-Yliniemi**, to adjourn the meeting at **9:23 AM**. Motion carried **unanimously**.

Respectfully submitted,

Julie Smith-Yliniemi, Clerk

PERSONNEL AGENDA

August 24, 2026

1) **Resignations:**

Tatiana Chase - Rossman ADSIS Education Assistant, effective August 21, 2026.
Brianna Ehnert - HS Special Education Paraprofessional, effective August 10, 2026.
Candi Goodrich - HS Special Education Paraprofessional effective August 31, 2026.
Teri Holehouse - Rossman Teacher, effective July 28, 2026.
Heather Pepek - Rossman Paraprofessional, effective August 11, 2026.
Salone Scallon - Rossman Special Education Paraprofessional, effective August 18, 2026.
Sean St. Claire - MS Soccer Coach, effective August 19, 2026.
Jeff Tessman - HS Custodian, effective August 25, 2026.

2) **Retirements:**

Wendy Jacobson - HS Paraprofessional, effective August 17, 2026.

4) **Appointments:**

Sam Bergren - HS Assistant Boys Soccer Coach, at the rate of \$3,312.68/season, effective August 17, 2026
Courtney Chezik - Rossman Registered Behavior Technician, at the rate of \$24.80/hr, working 37.5 hours per week, effective August 25, 2026.
Michelle DePauw - Laker Transitions Project LIFE Skills Trainer, at the rate of \$18.38/hr, working 29.75 hours per week, Effective August 25, 2026.
Shaunita Flath - Rossman Special Education Paraprofessional, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 25, 2026. *Pending HQ Status
Emily Kain - Rossman Special Education Paraprofessional, at the rate of \$17.88/hr, working 37.5 hours per week, effective August 25, 2026. *Pending HQ Status
Kait Kellerhuis - High School Unified Club Advisor, at the rate of \$1,859.92 for the 2026-27 school year.
Heath Lambert - Roosevelt Special Education Paraprofessional, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 25, 2026.
Beth Larson - MS Girls Basketball Coach, at the rate of \$2,463.70/season, effective October 26, 2026
Greta Lindstrom - Middle School ESY Paraprofessional, at the rate of \$17.52/hr, working 18 hours per week, effective July 28, 2026.
Lisa Lindstrom - Middle School ESY Teacher, at the rate of \$30.00/hr, working up to 30 hours per week, effective July 28, 2026.
Annette Lundberg - HS Special Education Paraprofessional, at the rate of \$17.88/hr, working 37.5 hours per week, effective August 26, 2026. *Pending HQ Status
Brenna Maijala - Roosevelt Education Assistant, at the rate of \$18.38/hr, working 37.5 hours per week, effective August 25, 2026.
Kira McCawley - Roosevelt Educational Assistant, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 26, 2026.
Andrea McIntosh - MS Special Education, at the rate of \$18.38/hr, working up to 37.5 hours per week, effective August 25, 2026. *Pending HQ Status
Mary Ann Nelmark - Roosevelt Educational Assistant, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 26, 2026

Alissa Oneill - Rossman ECSE Paraprofessional, at the rate of \$17.88/hr, working 20 hours per week, effective August 25, 2026. ***Pending HQ Status**

Brent Pearson - Roosevelt Custodian, at the rate of \$19.16/hr +\$1/hr differential, working 29.75 hours per week, effective July 30, 2026.

Trey Peterson - HS Custodian, at the rate of \$21.42/hr +\$1/hr differential, working 40 hours per week, effective August 26, 2026.

Jordyn Rairdon - Rossman Special Education Paraprofessional, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 25, 2026.

Dorothy Satrom - MS Long Term Substitute Reading 6/Title, rate of pay is per sub policy, effective August 25, 2026 through November 6, 2026.

Vern Schnathorst - High School 9th Grade Assistant Football Coach, at the rate of \$3,734.50/season, effective August 17, 2026.

Julie Smith - Roosevelt Educational Assistant, at the rate of \$17.52/hr, working 37.5 hours per week, effective August 26, 2026.

Kristina Smith - Rossman Special Education Paraprofessional, at the rate of \$17.88, working 37.5 hours per week, effective August 25, 2026.

Tori Thompson - HS Special Education Paraprofessional, at the rate of \$18.38/hr, working 37.5 hours per week, effective August 26, 2026.

5) Sixth Period Pay:

Lisa Eischens - A High School Teacher is requesting 6th period pay for the 2026-2027 School Year.

Shad Nunn - A High School Teacher is requesting 6th period pay for the 2026-2027 School Year.

6) Leave of Absence:

7) Terminations:

8) Amended Assignments:

Ruby Finch - is amending their assignment from 29.75 hours per week as Rossman ADSIS/Noon Duty to 37.5 hours per week as Rossman Special Education Paraprofessional, effective August 25, 2026.

Natasha Haverkamp - is amending their assignment from Rossman Paraprofessional to DLMS Paraprofessional, effective 2026-2027 school year.

Branson Lachowitzer - is amending their assignment from Production Assistant to Food Service Worker, effective August 16, 2026.

Kristina Steffl - ECSE Para Professional is amending their assignment from 29.75 hours per week to 37.5 hours per week, effective August 25, 2026.

ISD #22 - Detroit Lakes
Reconciliation Worksheet Report
08/31/2026

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1081	08/31/2026	0022	MW	Midwest Bank General Checking

Worksheet has been Finalized

Statement Amount 11,234,068.34

Deposits in Transit 0.00

Outstanding Payments

Checks 106,733.22

Wires 0.00

SHR - Payments 2,067.55

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount 0.00

Amount Per Bank 11,125,267.57

GL Account Balance 11,125,267.57

Difference 0.00

Co L Fd Org Pro Crs Fin O/S
0022 B 01 101 000

Ty
F

Adjustments
00/00/0000

ISD #22 - Detroit Lakes **Outstanding Payments by Payment Date**

Bank: MW
 Acct#: 4139754

8/31/2026

Co	Pmt No	Pmt Type	Grp Code	Vendor	Pmt Date	Check No	Amount
0022	12780	Check	1 3680	RUNYAN, HILARY	02/06/2025	709089	40.00
	14151	Check	1 3771	BUZICK, ALYSSA	06/09/2025	710093	34.70
	14685	Check	1 3318	NEIN, TAYLOR	08/11/2025	710530	64.17
	15078	Check	1 3819	SWANSON, KARLA	09/22/2025	710829	13.99
	16014	Check	1 3859	CARETRANSFER SOLUTIONS	12/08/2025	711423	101.95
	16597	Check	1 2730	WHEELING, EMMERY	02/09/2026	711934	40.00
	16645	Check	1 1541	ISD #2170	02/18/2026	711950	152.00
	16721	Check	1 2715	BAUMGARTNER, MAKAYLA	02/23/2026	711960	50.00
	17567	Check	1 2896	FOUR HILLS FARMS INC	05/11/2026	712606	3,978.00
	17536	Check	1 1426	GRAINGER, INC.	05/11/2026	712607	118.52
	17751	Check	1 3585	PERHAM HIGH SCHOOL	05/22/2026	712794	200.00
	17945	Check	1 1745	MIDWEST BUS PARTS	06/22/2026	712934	33.56
	17989	Check	1 3988	ODEGAARD BLISS, EMILY	06/22/2026	712943	11.20
	18078	Check	1 1345	FAGERLIE, TAMMY	07/13/2026	712997	49.52
	18128	Check	1 3104	FLIGHT DECK ATHLETICS INC	07/13/2026	712999	595.00
	18138	Check	1 3852	MOEN, RACHEL	07/13/2026	713028	262.53
	18129	Check	1 3375	SPROUTMATION LLC	07/13/2026	713049	587.10
	18215	Check	1 1545	ISD #548	07/27/2026	713107	4,715.79
	18225	Check	1 3504	RAMSEY, CHRISTY	07/27/2026	713114	351.64
	18405	Check	1 1749	MIGUEL'S	08/13/2026	713243	200.00
	18429	Check	2 2287	AFSCME COUNCIL 65	08/14/2026	713247	283.99
	18431	Check	2 2309	D. L. ATHLETIC FOUNDATION	08/14/2026	713248	50.00
	18432	Check	2 2310	D.L. PUBLIC EDUC FOUNDATION	08/14/2026	713249	5.00
	18433	Check	2 2363	MN SCHOOL EMPLOYEES ASSO	08/14/2026	713250	41.10
	18430	Check	2 2292	UNITED WAY OF BECKER COUN	08/14/2026	713251	8.00
	18494	Check	1 3848	AGASSIZ CHEMICAL & EQUIPMEI	08/24/2026	713253	735.00
	18435	Check	1 1091	BECKER COUNTY ENVIRONMEN	08/24/2026	713256	18.00
	18488	Check	1 3219	BUTLER TECHNOLOGY & CAREE	08/24/2026	713259	1,500.00
	18440	Check	1 1192	CENTRAL MARKET	08/24/2026	713261	30.57
	18487	Check	1 3155	CM2 SUPPLY	08/24/2026	713262	115.80
	18481	Check	1 2314	CMTA	08/24/2026	713263	1,000.00
	18436	Check	1 1107	CWIKLA ACE HARDWARE	08/24/2026	713266	73.37
	18443	Check	1 1289	DL COMMUNITY & CULTURAL CE	08/24/2026	713268	8,500.00
	18448	Check	1 1426	GRAINGER, INC.	08/24/2026	713274	64.69
	18453	Check	1 1638	L&M FLEET SUPPLY, INC.	08/24/2026	713281	36.94
	18454	Check	1 1653	LAKES GLASS, INC.	08/24/2026	713282	45.00
	18455	Check	1 1656	LAKES SPORT SHOP	08/24/2026	713283	4,995.00
	18458	Check	1 1709	MARSHALL MEMO LLC	08/24/2026	713288	140.00
	18462	Check	1 1753	MILLER YARD CARE AND CONST	08/24/2026	713293	1,884.96
	18490	Check	1 3704	MISSION FILTRATION	08/24/2026	713295	314.10
	18467	Check	1 1954	PREMIUM WATERS, INC.	08/24/2026	713299	94.18
	18465	Check	1 1832	PYE-BARKER FIRE & SAFETY, LL	08/24/2026	713300	3,766.00
	18470	Check	1 2006	ROCHESTER 100 INC.	08/24/2026	713303	252.00
	18473	Check	1 2078	SHERWIN-WILLIAMS CO.	08/24/2026	713306	227.29
	18474	Check	1 2079	SHI INTERNATIONAL CORP.	08/24/2026	713307	18,625.92
	18475	Check	1 2106	SOLUTION TREE, INC.	08/24/2026	713308	226.00
	18478	Check	1 2149	SWANSON'S REPAIR	08/24/2026	713311	1,166.87
	18507	Check	1 4015	FRED ASTAIRE DANCE STUDIO	08/24/2026	713315	300.00
	18501	Check	1 3029	FUN & GAMES LLC	08/24/2026	713317	3,392.75
	18500	Check	1 2953	INTERMEDIATE DISTRICT 287	08/24/2026	713319	4,981.80
	18502	Check	1 3426	ISD # 318	08/24/2026	713320	6,963.32
	18498	Check	1 1536	ISD #152	08/24/2026	713321	194.82

ISD #22 - Detroit Lakes
Outstanding Payments by Payment Date

Bank: MW
 Acct#: 4139754

8/31/2026

Co	Pmt No	Pmt Type	Grp Code	Vendor	Pmt Date	Check No	Amount
0022	18508	Check	1 4016	MENTALLY STRONG CONSULTIN	08/24/2026	713322	250.00
	18506	Check	1 4014	NORWOOD, RACHEL	08/24/2026	713324	225.00
	18505	Check	1 4013	RELEVE CLUB, INC.	08/24/2026	713325	700.00
	18537	Check	1 3098	DOLLARS FOR SCHOLARS	08/27/2026	713327	4,000.00
	18538	Check	2 2288	MADISON NATIONAL LIFE INSUR	08/27/2026	713328	4,547.64
	18535	Check	1 1891	OLANDER BUS SERVICE INC.	08/27/2026	713329	25,000.00
	18547	Check	2 2287	AFSCME COUNCIL 65	08/28/2026	713331	249.09
	18549	Check	2 2309	D. L. ATHLETIC FOUNDATION	08/28/2026	713332	60.00
	18550	Check	2 2310	D.L. PUBLIC EDUC FOUNDATION	08/28/2026	713333	5.00
	18551	Check	2 2363	MN SCHOOL EMPLOYEES ASSO	08/28/2026	713334	56.35
	18548	Check	2 2292	UNITED WAY OF BECKER COUN	08/28/2026	713335	8.00
						Bank	
						Total	106,733.22
						Total	\$106,733.22

ISD #22 - Detriot Lakes
SHR Outstanding Payments

8/31/2026

9/1/2026

13:16:42

Bank: MW
Acct#: 4139754

Co	Pmt Type	Code	Name	Pmt Date	Check No	Amount
0022	SHR-Payments	1416	Taelor Kuhn	11/15/2023	0002221	2.31
0022	SHR-Payments	1916	Katelynn A Ellingson	7/15/2024	0002612	6.08
0022	SHR-Payments	2250	Christopher J Cotten	9/15/2025	0003090	0.08
0022	SHR-Payments	2082	Terry J Haus	9/30/2025	0003113	55.13
0022	SHR-Payments	1086	Jennifer G Jackson	8/28/2026	0003296	70.49
0022	SHR-Payments	2361	Ted E Skaro	8/28/2026	0003297	1,310.35
0022	SHR-Payments	1420	Carmen L Nodsle	8/28/2026	0003298	623.11
				Bank	MW	Total
						2,067.55
					Total	2,067.55

Detroit Lakes Public Schools Receipts August 2026		
Type	Amount	Fund
Activity - White Card Fees	52,405.00	01
Activity - Entry Fees	325.00	01
Activity - DLHS Student Activities	18,293.14	21
Comm Ed - School Readiness Tuition	40.00	04
Comm Ed - Laker Kids Tuition	31,860.24	04
Comm Ed - Tuition Classes	823.00	04
Community Education - Drivers Education Fees	7,275.00	04
Donation - Eric Schuld (Microsoft)	1,875.00	04
Donation - Trinity Lutheran (Laker Cupboard)	387.95	01
Donation - Sanford	30,000.00	01
Donation - Barry Foundation (PaY	250.00	01
Food Service - Lunch Account	450.59	02
Food Service - Catering	10,418.47	02
Food Service - Rebate	25.00	02
Grant - Becker County Child Initiative	17,393.75	01
Interest on Investments	26,994.01	01
Miscellaneous - ATM Proceeds	106.50	01
Miscellaneous - DLHS Band Camp Fees	690.00	01
Miscellaneous - ABE Testing Fees	100.00	04
Miscellaneous - Dollar for Scholars	4,000.00	01
Miscellaneous - District Royalties	56.21	01
Miscellaneous - Paraeducator Testing Fees	141.00	01
Miscellaneous - School Board Filing Fees	18.00	01
Miscellaneous - Seventh Judicial Court	450.00	01
Miscellaneous - Life/Health Insurance Premiums	7,026.52	01
Reimbursement - DL Youth Soccer	1,559.58	01
Reimbursement - Essentia	313.70	01
Reimbursement - NW Service Cooperative	490.12	04
Reimbursement - Steffl	696.00	01
Rental - Facilities	225.00	01
State of MN - FNS Reimbursements	221,141.20	02
State of MN - General Education Aid	4,065,186.95	01
State of MN - Medical Assistance/IEP	20,970.08	01
State of MN - State Aids	188,225.22	01/04/07
State of MN - SPED Aid	921,099.26	01
Total Recelpts	5,631,311.49	

ISD #22 - Detroit Lakes
Receipt Listing Report with Detail by Deposit
Fund Summary

Fund	Total
01	\$5,197,024.91
02	\$232,035.26
04	\$119,637.25
07	\$68,679.33
21	\$13,934.74
Report Total	\$5,631,311.49

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1541	0022	MW														
			6282	Credit	A	08/31/26		Wire	1	Miscellaneous Customer						
						0022	R 01 002 000 000 099			ATM Royalties (8.6.26)					106.50	0.00
														Receipt Total:	\$106.50	\$0.00
			6285	Credit	A	08/31/26		Check	1	Miscellaneous Customer						
						0022	R 04 002 000 000 321 099			DLHS Deposit (8.12.26)					1,875.00	0.00
														Receipt Total:	\$1,875.00	\$0.00
			6287	Credit	A	08/31/26		Check	1	Miscellaneous Customer						
						0022	R 02 002 770 810 707 608			FS Inv #7909 (RSM PTO)-FY:					858.00	0.00
						0022	R 02 002 000 000 709 608			FS Inv #7932 (YES Net)-FY26					185.82	0.00
														Receipt Total:	\$1,043.82	\$0.00
			6288	Credit	A	08/31/26		Check	1	SANFORD						
						0022	B 01 115 000									
											1364	07/31/26	Invoice	30,000.00	30,000.00	0.00
														Receipt Total:	\$30,000.00	\$0.00
			6289	Credit	A	08/31/26		Check	1	IZAAK WALTON - PRAIRIE						
						0022	B 01 115 000									
											1318	04/23/26	Invoice	225.00	225.00	0.00
														Receipt Total:	\$225.00	\$0.00
			6290	Credit	A	08/31/26		Check	1	Miscellaneous Customer						
						0022	R 04 002 000 000 321 040			Comm Ed Registration-Mahut					65.00	0.00
						0022	R 01 002 000 000 099			St Charles Public Schools					325.00	0.00
						0022	R 01 002 000 000 099			Garnishment Fee (Messerli)					15.00	0.00
						0022	B 01 215 082			Life Ins.-Retirees					39.50	0.00
						0022	R 01 002 000 000 099			School Board Filing Fees					18.00	0.00
						0022	R 04 002 520 000 322 099			NW Service Coop-ABE Reimt					490.12	0.00
						0022	R 04 002 520 000 322 099			SafeServ-VanOefflen					50.00	0.00
						0022	R 04 002 520 000 322 099			SafeServ-Koll					50.00	0.00
						0022	R 01 002 000 000 370			BCCl Grant-Qtr 4 (FY26)					17,393.75	0.00
						0022	R 01 002 000 000 099			7th Judicial Court (Case03-JV					450.00	0.00
						0022	B 01 215 054			Retiree Health					6,901.16	0.00
						0022	B 01 215 039			Retiree Dental					85.86	0.00
														Receipt Total:	\$25,883.39	\$0.00
			6292	Credit	A	08/31/26		Check	1	Miscellaneous Customer						
						0022	R 04 002 570 019 321 040			COMM ED (8.18.26)					570.00	0.00
														Receipt Total:	\$570.00	\$0.00

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1541	0022	MW														
DLMS - Band (8.20.26)			6293	Credit	A	08/31/26		Check	1	Miscellaneous Customer					690.00	0.00
						0022	R 01 004 000 000 099			Band Camp Deposits (8.20.26)					\$690.00	\$0.00
														Receipt Total:		
DLHS - Barry Foundation (PAV)			6294	Credit	A	08/31/26		Check	1	Miscellaneous Customer					250.00	0.00
						0022	R 01 002 000 000 099			Barry Foundation (PaY)-8.21.2					\$250.00	\$0.00
														Receipt Total:		
DLHS-Dollars For Scholars			6295	Credit	A	08/31/26		Check	1	Miscellaneous Customer					4,000.00	0.00
						0022	R 01 002 000 000 099			Dollars for Scholars (8.21.26)					\$4,000.00	\$0.00
														Receipt Total:		
INV 1284-ESSENTIA			6297	Credit	A	08/31/26		Check	1	ESSENTIA HEALTH	1284	12/31/25	Invoice	44.00	44.00	0.00
						0022	B 01 115 000								\$44.00	\$0.00
														Receipt Total:		
INV #1365-ESSENTIA			6298	Credit	A	08/31/26		Check	1	ESSENTIA HEALTH	1365	08/11/26	Invoice	269.70	269.70	0.00
						0022	B 01 115 000								\$269.70	\$0.00
														Receipt Total:		
INV 1366-DLYSA			6299	Credit	A	08/31/26		Check	1	DL YOUTH SOCCER ASSC	1366	08/17/26	Invoice	1,559.58	1,559.58	0.00
						0022	B 01 115 000								\$1,559.58	\$0.00
														Receipt Total:		
District Deposit (8.28.26)			6300	Credit	A	08/31/26		Check	1	Miscellaneous Customer					141.00	0.00
						0022	R 01 002 000 000 099			ParaPro Testing Fees					387.95	0.00
						0022	R 01 002 710 000 099			Donation (Trinity Lutheran)					696.00	0.00
						0022	R 01 002 000 000 099			Reimb-J.Steffl					9,374.65	0.00
						0022	R 02 002 000 808 707 099			FS Inv #7396 (Mahube)					390.00	0.00
						0022	R 04 002 000 000 321 040			Boiler Class - (ISD #152)					25.00	0.00
						0022	R 02 002 000 000 701 099			FS Rebate (Campbells)					15.00	0.00
						0022	R 01 002 000 000 099			Garnishment Fee (Muske)					\$11,029.60	\$0.00
														Receipt Total:		
DLHS Deposit (8/28/26)			6301	Credit	A	08/31/26		Check	1	Miscellaneous Customer					26.21	0.00
						0022	R 01 002 000 000 099			District Royalty					\$26.21	\$0.00
														Receipt Total:		

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1541	0022	MW														
Fund 21-AISC (8.28.26)			6302	Credit	A	08/31/26	0022 R 21 003 298	Check 1	730 301 099	Miscellaneous Customer Fund 21-AISC (8.28.26)					125.00	0.00
														Receipt Total:	\$125.00	\$0.00
Fund 21-Boys Soccer (8.28.26)			6303	Credit	A	08/31/26	0022 R 21 003 298	Check 1	701 301 099	Miscellaneous Customer Reimb-BSN Sports (8.28.26)					195.44	0.00
														Receipt Total:	\$195.44	\$0.00
Fund 21-B.Swim (8.28.26)			6304	Credit	A	08/31/26	0022 R 21 003 298	Check 1	722 301 099	Miscellaneous Customer Donation-Perham Area Lions					200.00	0.00
														Receipt Total:	\$200.00	\$0.00
Fund 21-Robotics (8.28.26)			6305	Credit	A	08/31/26	0022 R 21 003 298	Check 1	732 301 099	Miscellaneous Customer Fundraiser-Crazy Days					379.02	0.00
														Receipt Total:	\$379.02	\$0.00
Fund 21-Track (8.28.26)			6306	Credit	A	08/31/26	0022 R 21 003 298	Check 1	725 301 099	Miscellaneous Customer Youth Track Meet					435.00	0.00
														Receipt Total:	\$435.00	\$0.00
Fund 21-G Hockey (8.28.26)			6307	Credit	A	08/31/26	0022 R 21 003 298	Check 1	715 301 099	Miscellaneous Customer G Hockey-Poster Sponsors					460.00	0.00
														Receipt Total:	\$460.00	\$0.00
Fund 21-G Tennis (8.28.26)			6308	Credit	A	08/31/26	0022 R 21 003 298	Check 1	751 301 099	Miscellaneous Customer Yard Signs Fundraiser					820.00	0.00
														Receipt Total:	\$820.00	\$0.00
Fund 21-FB (8.28.26)			6309	Credit	A	08/31/26	0022 R 21 003 298	Check 1	710 301 099	Miscellaneous Customer Youth FB Camp					850.00	0.00
														Receipt Total:	\$850.00	\$0.00
Fund 21-G Swim (8.28.26)			6310	Credit	A	08/31/26	0022 R 21 003 298	Check 1	723 301 099	Miscellaneous Customer Donation-Sunde Family					1,000.00	0.00
														Receipt Total:	\$1,000.00	\$0.00
Fund 21-B Hockey (8.28.26)			6311	Credit	A	08/31/26	0022 R 21 003 298	Check 1	714 301 099	Miscellaneous Customer Detroit Mtn Fundraiser					1,295.28	0.00
														Receipt Total:	\$1,295.28	\$0.00

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1541	0022	MW														
Fund 21-Dance (8.28.26)			6312	Credit	A	08/31/26	0022 R 21 003 298	Check 1	718 301 099	Miscellaneous Customer Blanket Fundraiser					2,035.00	0.00
														Receipt Total:	\$2,035.00	\$0.00
DLHS-Chromebooks (8.28.26)			6313	Credit	A	08/31/26	0022 R 01 002 108	Check 1	000 000 099	Miscellaneous Customer Chromebook Insurance (8.28.)					3,857.00	0.00
														Receipt Total:	\$3,857.00	\$0.00
Fund 21-X Country (8.28.26)			6314	Credit	A	08/31/26	0022 R 21 003 298	Check 1	708 301 099	Miscellaneous Customer Make the Lake Fundraiser					6,140.00	0.00
														Receipt Total:	\$6,140.00	\$0.00
Affinity Deposits (Aug 2026)			6315	Credit	A	08/31/26	0022 R 01 002 292	Wire 1	000 000 050	TRANSFIRST/AFFINETY Affinity Deposits (Aug 2026)					52,320.00	0.00
														Receipt Total:	\$52,320.00	\$0.00
Revtrak (Aug 2026)			6316	Credit	A	08/31/26	0022 R 02 002 000	Wire 1	000 701 601	REVTRAK Revtrak (Aug 2026)					450.59	0.00
														Receipt Total:	\$450.59	\$0.00
Arux Deposits (Aug 2026)			6317	Credit	A	08/31/26	0022 R 04 002 000	Wire 1	000 321 040	Miscellaneous Customer Arux Deposits (Aug 2026)					135.00	0.00
							0022 R 04 002 000	000 321 041		Arux Deposits (Aug 2026)					7,275.00	0.00
							0022 R 04 002 000	000 325 040		Arux Deposits (Aug 2026)					223.00	0.00
							0022 R 04 002 000	000 344 040		Arux Deposits (Aug 2026)					40.00	0.00
							0022 R 04 002 570	019 321 040		Arux Deposits (Aug 2026)					30,440.00	0.00
							0022 R 04 002 570	000 321 040		Arux Deposits (Aug 2026)					1,350.74	0.00
							0022 R 04 002 585	000 362 040		Arux Deposits (Aug 2026)					10.00	0.00
														Receipt Total:	\$39,473.74	\$0.00
DLMS Deposit (8/31/26)			6318	Credit	A	08/31/26	0022 R 01 002 292	Check 1	000 000 050	Miscellaneous Customer DLMS-White Card Fee (8/31/26)					85.00	0.00
														Receipt Total:	\$85.00	\$0.00
MW Interest (Aug 2026)			6319	Credit	A	08/31/26	0022 R 01 002 000	Wire 1	000 000 092	MIDWEST BANK MW Interest (Aug 2026)					344.67	0.00
														Receipt Total:	\$344.67	\$0.00
														Deposit Total:	\$188,038.54	\$0.00

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1542	0022	MW														
FNS - SFSP (FY26)	6283	Credit	A	08/31/26	0022	R	02	002	000	709	479	Wire	1		9,685.74	0.00
					0022	R	02	002	000	709	479				94,547.04	0.00
					0022	R	02	002	000	709	479					
														Receipt Total:	\$104,232.78	\$0.00
MA/IEP - FY26 (8.11.26)	6284	Credit	A	08/31/26	0022	R	01	002	000	372	071	Wire	1		20,970.98	0.00
					0022	R	01	002	000	372	071				\$20,970.98	\$0.00
														Receipt Total:	\$20,970.98	\$0.00
IDEASPPYS (8.15.26)	6286	Credit	A	08/31/26	0022	R	01	002	000	000	234	Wire	1		792.90	0.00
					0022	R	04	002	000	000	321	234			87.66	0.00
					0022	R	07	002	000	000	234				1,629.31	0.00
					0022	R	07	002	000	000	258				21,793.47	0.00
					0022	R	07	002	000	000	229				6.23	0.00
					0022	R	01	002	000	000	229				3.03	0.00
					0022	R	04	002	000	000	321	229			0.33	0.00
					0022	R	01	002	000	000	211				2,935,606.47	0.00
														Receipt Total:	\$2,959,919.40	\$0.00
FNS Reimb-FY27 (8.18.26)	6291	Credit	A	08/31/26	0022	R	02	002	000	701	472	Wire	1		645.52	0.00
					0022	R	02	002	000	000	701	471			46.98	0.00
					0022	R	02	002	000	000	701	471			234.90	0.00
					0022	R	02	002	000	000	705	476			479.68	0.00
					0022	R	02	002	000	000	709	479			10,496.70	0.00
					0022	R	02	002	000	000	709	479			102,463.20	0.00
					0022	R	02	002	000	000	701	300			1,669.53	0.00
					0022	R	02	002	000	000	705	300			871.91	0.00
														Receipt Total:	\$116,908.42	\$0.00
IDEASPPYS (8.30.26)	6296	Credit	A	08/31/26	0022	R	01	002	000	000	211	Wire	1		718,596.62	0.00
					0022	R	01	002	000	000	720	300			3,694.29	0.00
					0022	R	01	002	000	000	740	360			621,933.04	0.00
					0022	R	01	002	000	000	320	300			8,550.00	0.00
					0022	R	04	002	000	000	322	300			8,635.99	0.00
					0022	R	04	002	000	000	325	300			2,678.46	0.00

MSDLAF Max (Aug 2026)

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Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1542	0022	MW														
	MSDLAF Liquid (Aug 2026)	6323	Credit	A	08/31/26	0022	R 01 002 000 000 092	Wire	1	MSDLAF					2,909.41	0.00
										MSDLAF Liquid (Aug 2026)						
														Receipt Total:	\$2,909.41	\$0.00
														Deposit Total:	\$5,440,791.75	\$0.00
1543	0022	MW														
	Bremer MM Interest (Aug 2026)	6321	Credit	A	08/31/26	0022	R 01 002 000 000 092	Wire	1	BREMER BANK					8.68	0.00
										Bremer MM Interest (Aug 2026)						
														Receipt Total:	\$8.68	\$0.00
														Deposit Total:	\$8.68	\$0.00
1544	0022	MW														
	Midwest ICS (August 2026)	6320	Credit	A	08/31/26	0022	R 01 002 000 000 092	Wire	1	MIDWEST BANK					2,472.52	0.00
										Midwest ICS (August 2026)						
														Receipt Total:	\$2,472.52	\$0.00
														Deposit Total:	\$2,472.52	\$0.00
														Report Total:	\$5,631,311.49	\$0.00

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Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
MW		18409		Wire	1	1114		BIX PRODUCE		No	Yes	No	08/13/2026	1,017.52
MW		18410		Wire	1	1270		DETROIT LAKES DISPOSAL		No	Yes	No	08/13/2026	2,064.59
MW		18411		Wire	1	1328		EMC INSURANCE COMPANIES		No	Yes	No	08/13/2026	43,080.03
MW		18412		Wire	1	1368		RISK ADMINISTRATION SERVICES INC		No	Yes	No	08/13/2026	9,710.00
MW		18413		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/13/2026	200.16
MW		18414		Wire	1	1922		PERFORMANCE FOODSERVICE		No	Yes	No	08/13/2026	2,180.71
MW		18415		Wire	1	2226		UPPER LAKES FOODS, INC.		No	Yes	No	08/13/2026	2,864.48
MW		18416		Wire	1	2942		SYSCO NORTH DAKOTA, INC		No	Yes	No	08/13/2026	5,305.66
MW		18417		Wire	1	3086		USPS.COM		No	Yes	No	08/13/2026	187.87
MW		18418		Wire	1	3811		MARCO		No	Yes	No	08/13/2026	6,728.31
MW		18419		Wire	2	2311		ND STATE TAX COMMISSIONER		No	Yes	No	08/13/2026	331.71
MW		18420		Wire	2	3065		METLIFE		No	Yes	No	08/13/2026	6,519.38
MW		18421		Wire	2	3887		MN PAID LEAVE - DEED		No	Yes	No	08/13/2026	89,269.19
MW		18422		Wire	2	2290		WEX HEALTH INC - HSA/FLEX		No	Yes	No	08/14/2026	2,765.33
MW		18423		Wire	2	2293		INTERNAL REVENUE SERVICE		No	Yes	No	08/14/2026	52,477.16
MW		18424		Wire	2	2294		MN DEPT OF REVENUE - PAYROLL TAXI		No	Yes	No	08/14/2026	8,611.54
MW		18425		Wire	2	2295		PUBLIC EMPLOYEES RETIREMENT ASS		No	Yes	No	08/14/2026	19,829.81
MW		18426		Wire	2	2296		MN TEACHERS RETIREMENT ASSOC.		No	Yes	No	08/14/2026	19,032.87
MW		18427		Wire	2	2308		MINNESOTA STATE RETIREMENT SYS		No	Yes	No	08/14/2026	7,955.82
MW		18428		Wire	2	2312		AVIBEN		No	Yes	No	08/14/2026	11,167.46
MW		18509		Wire	1	1039		AMAZON		No	Yes	No	08/20/2026	23,352.57
MW		18510		Wire	1	1224		CORPORATE PAYMENT SYSTEMS		No	Yes	No	08/10/2026	15,559.18
MW		18511		Wire	1	1068		ARVIG COMMUNICATION SYSTEMS		No	Yes	No	08/27/2026	123.95
MW		18512		Wire	1	1068		ARVIG COMMUNICATION SYSTEMS		No	Yes	No	08/27/2026	486.70
MW		18513		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	11,484.59
MW		18514		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	168.64
MW		18515		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	739.96
MW		18516		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	456.17
MW		18517		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	24,046.72
MW		18518		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	2,736.70
MW		18519		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	196.41
MW		18520		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	1,593.72
MW		18521		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	526.30
MW		18522		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	34,370.95
MW		18523		Wire	1	1202		CITY OF DETROIT LAKES		No	Yes	No	08/27/2026	323.23
MW		18524		Wire	1	1211		LAKES COMMUNITY COOPERATIVE		No	Yes	No	08/27/2026	2,363.70
MW		18525		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/27/2026	53.69
MW		18526		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/27/2026	222.10

ISD #22 - Detroit Lakes
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
MW		18527		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/27/2026	801.52
MW		18528		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/27/2026	3,373.34
MW		18529		Wire	1	1922		PERFORMANCE FOODSERVICE		No	Yes	No	08/27/2026	722.88
MW		18530		Wire	1	2226		UPPER LAKES FOODS, INC.		No	Yes	No	08/27/2026	719.28
MW		18531		Wire	1	2232		VERIZON WIRELESS		No	Yes	No	08/27/2026	120.16
MW		18532		Wire	1	2232		VERIZON WIRELESS		No	Yes	No	08/27/2026	414.32
MW		18533		Wire	1	3751		ARBITERSPORTS LLC		No	Yes	No	08/27/2026	30,000.00
MW		18534		Wire	1	3811		MARCO		No	Yes	No	08/27/2026	7,326.55
MW		18539		Wire	2	2285		AMERICAN FAMILY LIFE ASSURANCE C		No	Yes	No	08/28/2026	423.68
MW		18540		Wire	2	2290		WEX HEALTH INC - HSAFLEX		No	Yes	No	08/28/2026	2,674.33
MW		18541		Wire	2	2293		INTERNAL REVENUE SERVICE		No	Yes	No	08/28/2026	51,301.33
MW		18542		Wire	2	2294		MN DEPT OF REVENUE - PAYROLL TAXI		No	Yes	No	08/28/2026	8,387.42
MW		18543		Wire	2	2295		PUBLIC EMPLOYEES RETIREMENT ASS		No	Yes	No	08/28/2026	18,385.89
MW		18544		Wire	2	2296		MN TEACHERS RETIREMENT ASSOC.		No	Yes	No	08/28/2026	18,568.23
MW		18545		Wire	2	2308		MINNESOTA STATE RETIREMENT SYS		No	Yes	No	08/28/2026	7,955.82
MW		18546		Wire	2	2312		AVIBEN		No	Yes	No	08/28/2026	11,216.74
MW		18552		Wire	1	1114		BIX PRODUCE		No	Yes	No	08/31/2026	30.00
MW		18553		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/31/2026	942.73
MW		18554		Wire	1	2226		UPPER LAKES FOODS, INC.		No	Yes	No	08/31/2026	6,039.99
MW		18555		Wire	1	2389		MIDWEST BANK		No	Yes	No	08/31/2026	10.00
MW		18556		Wire	1	2389		MIDWEST BANK		No	Yes	No	08/31/2026	100.00
MW		18557		Wire	1	2389		MIDWEST BANK		No	Yes	No	08/31/2026	5.00
MW		18558		Wire	1	2390		AUTHORIZE.NET GATEWAY BILLING		No	Yes	No	08/31/2026	25.00
MW		18559		Wire	1	2393		REVTRAK		No	Yes	No	08/31/2026	29.95
MW		18560		Wire	1	2394		TRANSFIRST AFFINETY		No	Yes	No	08/31/2026	160.70
MW		18561		Wire	1	2489		WEX HEALTH INC		No	Yes	No	08/31/2026	470.00
MW		18562		Wire	1	2489		WEX HEALTH INC		No	Yes	No	08/31/2026	8,100.19
MW		18563		Wire	1	3507		ARUX SOFTWARE, INC		No	Yes	No	08/31/2026	799.00
MW		18564		Wire	2	3065		METLIFE		No	Yes	No	08/31/2026	6,774.72
MW		18565		Wire	2	3757		HEALTH PARTNERS, INC		No	Yes	No	08/31/2026	325,654.24
MW		18566		Wire	1	1757		MINNESOTA ENERGY RESOURCES		No	Yes	No	08/31/2026	53.87
Bank Total:														\$921,691.76
Report Total:														\$921,691.76

ISD #22 - Detroit Lakes
Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 08.01.2026-8/31/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		15267	710951	Check	1	1749		MIGUEL'S	Yes	Yes	Yes	08/12/2026	(200.00)
		15995	711499	Check	1	2149		SWANSON'S REPAIR	Yes	Yes	Yes	08/13/2026	(152.44)
		16887	712110	Check	1	3354		MOHR, CHRISTIN	Yes	Yes	Yes	08/13/2026	(85.36)
		17935	712917	Check	1	1500		HOLIDAY INN-DL	Yes	Yes	Yes	08/06/2026	(87.59)
		18157	713077	Check	1	1772		MASE	Yes	Yes	Yes	08/06/2026	(665.00)
		18329	713167	Check	1	1091		BECKER COUNTY ENVIRONMENTAL	Yes	Yes	No	08/10/2026	15.00
		18330	713168	Check	1	1228	REMIT	CRISIS PREVENTION INSTITUTE	Yes	Yes	No	08/10/2026	200.00
		18331	713169	Check	1	1293		DL TRAVEL BASKETBALL	Yes	Yes	No	08/10/2026	115.00
		18340	713170	Check	1	4004		FORKLIFTS OF MINNESOTA	Yes	Yes	No	08/10/2026	269.54
		18332	713171	Check	1	1444		HAATAJA CONTRACTING INC.	Yes	Yes	No	08/10/2026	92,699.92
		18333	713172	Check	1	1536		ISD #152	Yes	Yes	No	08/10/2026	454.58
		18334	713173	Check	1	1649		LAKES COUNTRY SERVICE CO-OP	Yes	Yes	No	08/10/2026	17,731.50
		18338	713174	Check	1	2721		LAKES PRINTING, INC. OF BRAINER	Yes	Yes	No	08/10/2026	476.60
		18341	713175	Check	1	4005		LARSON, TROY	Yes	Yes	No	08/10/2026	86.22
		18335	713176	Check	1	1734		MEEKER & WRIGHT SPECIAL ED. CO	Yes	Yes	No	08/10/2026	33,243.64
		18336	713177	Check	1	1787		MN STATE COMMUNITY & TECHNICA	Yes	Yes	No	08/10/2026	11.75
		18337	713178	Check	1	2018		SQUIRES, WALDSPURGER & MACE, I	Yes	Yes	No	08/10/2026	174.00
		18339	713179	Check	1	3806		VIKING COCA COLA BOTTLING CO.	Yes	Yes	No	08/10/2026	200.65
		18386	713180	Check	1	2639		3D SPECIALTIES, INC	Yes	Yes	No	08/10/2026	1,078.00
		18342	713181	Check	1	1035		ALLIANCE PEST PROTECTION	Yes	Yes	No	08/10/2026	350.00
		18343	713182	Check	1	1087		BDT MECHANICAL, LLC	Yes	Yes	No	08/10/2026	2,154.00
		18385	713183	Check	1	2506		BECKER COUNTY MUSEUM	Yes	Yes	No	08/10/2026	188.00
		18344	713184	Check	1	1101		BERGMANN, TUCKER	Yes	Yes	No	08/10/2026	400.00
		18403	713185	Check	1	3997		BRADCO RESOTRATION, INC.	Yes	Yes	No	08/10/2026	32,310.00
		18347	713186	Check	1	1175	REMIT	CAROUSEL DIGITAL SIGNAGE	Yes	Yes	No	08/10/2026	4,400.00
		18348	713187	Check	1	1192		CENTRAL MARKET	Yes	Yes	No	08/10/2026	444.99
		18404	713188	Check	1	4006		COLLEGE OF ST. BENS	Yes	Yes	No	08/10/2026	250.00
		18345	713189	Check	1	1107		CWIKLA ACE HARDWARE	Yes	Yes	No	08/10/2026	388.01
		18389	713190	Check	1	3400	REMIT	DAVIS EQUIPMENT CORPORATION	Yes	Yes	No	08/10/2026	816.57
		18400	713191	Check	1	3787		DCW - Data Center Warehouse	Yes	Yes	No	08/10/2026	154,000.00
		18349	713192	Check	1	1269		DETROIT LAKES CHIROPRACTIC	Yes	Yes	No	08/10/2026	125.00
		18350	713193	Check	1	1289		DL COMMUNITY & CULTURAL CENTE	Yes	Yes	No	08/10/2026	400.00
		18351	713194	Check	1	1291		DL REGIONAL CHAMBER OF COMME	Yes	Yes	No	08/10/2026	730.00
		18391	713195	Check	1	3554		GAME ONE	Yes	Yes	No	08/10/2026	2,204.68
		18352	713196	Check	1	1409		GERRELL'S SPORT CENTER	Yes	Yes	No	08/10/2026	1,828.00
		18353	713197	Check	1	1426		GRAINGER, INC.	Yes	Yes	No	08/10/2026	230.96
		18354	713198	Check	1	1444		HAATAJA CONTRACTING INC.	Yes	Yes	No	08/10/2026	125,987.99
		18355	713199	Check	1	1457		HAWKINS, INC.	Yes	Yes	No	08/10/2026	1,777.58
		18356	713200	Check	1	1481		HERZOG ROOFING, INC.	Yes	Yes	No	08/10/2026	2,175.00

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Check Number: 0-2147483647 Payment Date: 08.01.2026-8/31/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		18357	713201	Check	1	1487		HILLYARD / HUTCHINSON	Yes	Yes	No	08/10/2026	8,190.17
		18399	713202	Check	1	3786	Remit	HIRSHFIELDS INC.	Yes	Yes	No	08/10/2026	68.66
		18402	713203	Check	1	3992		HOOD GUYS	Yes	Yes	No	08/10/2026	3,550.00
		18358	713204	Check	1	1511		HOUGH INC.	Yes	Yes	No	08/10/2026	657.07
		18359	713205	Check	1	1529		ICS CONSULTING, LLC -138006	Yes	Yes	No	08/10/2026	2,144.00
		18360	713206	Check	1	1569		J.W. PEPPER & SON, INC.	Yes	Yes	No	08/10/2026	20.00
		18361	713207	Check	1	1573	REMIT	JAMF SOFTWARE	Yes	Yes	No	08/10/2026	11,620.00
		18393	713208	Check	1	3602		JET-WAY MULTIPLE SERVICES, INC.	Yes	Yes	No	08/10/2026	3,145.00
		18362	713209	Check	1	1601		JOHNSON CONTROLS BUILDING SOI	Yes	Yes	No	08/10/2026	1,218.15
		18387	713210	Check	1	3078		JUST FOR KIX	Yes	Yes	No	08/10/2026	597.00
		18363	713211	Check	1	1638	REMIT	L&M FLEET SUPPLY, INC.	Yes	Yes	No	08/10/2026	526.21
		18398	713212	Check	1	3778		LAKE BROS CARPET & DUCT CLEANI	Yes	Yes	No	08/10/2026	908.00
		18364	713213	Check	1	1649		LAKE COUNTRY SERVICE CO-OP	Yes	Yes	No	08/10/2026	2,600.00
		18365	713214	Check	1	1653		LAKE GLASS, INC.	Yes	Yes	No	08/10/2026	45.00
		18346	713215	Check	1	1168	MACS	MAC'S HARDWARE	Yes	Yes	No	08/10/2026	29.10
		18366	713216	Check	1	1707		MARK'S ELECTRIC INC.	Yes	Yes	No	08/10/2026	120.00
		18367	713217	Check	1	1736		MENARDS - DETROIT LAKES	Yes	Yes	No	08/10/2026	47.34
		18368	713218	Check	1	1739	REMIT	METROPOLITAN MECHANICAL CONT	Yes	Yes	No	08/10/2026	363.70
		18369	713219	Check	1	1745		MIDWEST BUS PARTS	Yes	Yes	No	08/10/2026	393.67
		18395	713220	Check	1	3704		MISSION FILTRATION	Yes	Yes	No	08/10/2026	1,632.83
		18394	713221	Check	1	2420	REMIT	MRI SOFTWARE LLC	Yes	Yes	No	08/10/2026	2.00
		18371	713222	Check	1	1866		MUSCATELL GMC	Yes	Yes	No	08/10/2026	99.95
		18394	713223	Check	1	3667		NELSON, SANFORD	Yes	Yes	No	08/10/2026	142.10
		18370	713224	Check	1	1850		NERESON AUTOMOTIVE INC.	Yes	Yes	No	08/10/2026	1,862.39
		18372	713225	Check	1	1890		OKESON, MARKUS	Yes	Yes	No	08/10/2026	1,150.00
		18373	713226	Check	1	1901		OTIS ELEVATOR COMPANY	Yes	Yes	No	08/10/2026	350.00
		18374	713227	Check	1	1915		PDQ.COM /SMARTDEPLOY	Yes	Yes	No	08/10/2026	81.50
		18396	713228	Check	1	3742		PERFORMANCE OFFICE PAPERS, INI	Yes	Yes	No	08/10/2026	24,696.00
		18375	713229	Check	1	1942		POPP BINDING & LAMINATING	Yes	Yes	No	08/10/2026	3,635.87
		18376	713230	Check	1	1948		POWERSCHOOL GROUP LLC	Yes	Yes	No	08/10/2026	4,878.99
		18377	713231	Check	1	1951		PRECISION PRINTING	Yes	Yes	No	08/10/2026	175.00
		18378	713232	Check	1	1980		RDO EQUIPMENT CO.	Yes	Yes	No	08/10/2026	132.73
		18397	713233	Check	1	3774		SCHOOL DATEBOOKS	Yes	Yes	No	08/10/2026	1,976.25
		18379	713234	Check	1	2056		SCHOOL SPECIALTY LLC	Yes	Yes	No	08/10/2026	68.44
		18390	713235	Check	1	3536		SENSORY TOOL HOUSE, LLC	Yes	Yes	No	08/10/2026	279.84
		18380	713236	Check	1	2078		SHERWIN-WILLIAMS CO.	Yes	Yes	No	08/10/2026	815.87
		18381	713237	Check	1	2126		STEIN'S INC.	Yes	Yes	No	08/10/2026	53.08
		18401	713238	Check	1	3891		SUBJECT TECHNOLOGIES, INC.	Yes	Yes	No	08/10/2026	148,525.00
		18382	713239	Check	1	2139		SUMMIT FIRE PROTECTION	Yes	Yes	No	08/10/2026	3,665.00

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Check Number: 0-2147483647 Payment Date: 08.01.2026-8/31/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		18392	713240	Check	1	3570		SYHealing	Yes	Yes	No	08/10/2026	2,750.00
		18398	713241	Check	1	3137		THE MINNESOTA CHEMICAL CO.	Yes	Yes	No	08/10/2026	16,534.00
		18383	713242	Check	1	2253		WEEKLEY, BEN	Yes	Yes	No	08/10/2026	1,305.00
		18405	713243	Check	1	1749		MIGUEL'S	Yes	No	No	08/13/2026	200.00
		18408	713244	Check	1	4009		MINNESOTA SECRETARY OF STATE-I	Yes	Yes	No	08/13/2026	120.00
		18407	713245	Check	1	3354		MOHR, CHRISTIN	Yes	Yes	No	08/13/2026	85.36
		18406	713246	Check	1	2149		SWANSON'S REPAIR	Yes	Yes	No	08/13/2026	152.44
		18429	713247	Check	2	2287		AFSCME COUNCIL 65	Yes	No	No	08/14/2026	283.99
		18431	713248	Check	2	2309		D. L. ATHLETIC FOUNDATION	Yes	No	No	08/14/2026	50.00
		18432	713249	Check	2	2310		D.L. PUBLIC EDUC FOUNDATION	Yes	No	No	08/14/2026	5.00
		18433	713250	Check	2	2363		MN SCHOOL EMPLOYEES ASSOC.	Yes	No	No	08/14/2026	41.10
		18430	713251	Check	2	2292		UNITED WAY OF BECKER COUNTY	Yes	No	No	08/14/2026	8.00
		18492	713252	Check	1	3739		AERUS	Yes	Yes	No	08/24/2026	8,510.00
		18494	713253	Check	1	3848		AGASSIZ CHEMICAL & EQUIPMENT, II	Yes	No	No	08/24/2026	735.00
		18434	713254	Check	1	1076		AUTO VALUE DETROIT LAKES	Yes	Yes	No	08/24/2026	31.61
		18482	713255	Check	1	2317		AVIBEN LLC	Yes	Yes	No	08/24/2026	431.43
		18435	713256	Check	1	1091		BECKER COUNTY ENVIRONMENTAL	Yes	No	No	08/24/2026	18.00
		18437	713257	Check	1	1121		BLUE 84 SPIRIT	Yes	Yes	No	08/24/2026	937.50
		18438	713258	Check	1	1143		BRENCO CORP.	Yes	Yes	No	08/24/2026	5,336.95
		18488	713259	Check	1	3219		BUTLER TECHNOLOGY & CAREER DI	Yes	No	No	08/24/2026	1,500.00
		18496	713260	Check	1	4010		CC&I ENGINEERING, INC.	Yes	Yes	No	08/24/2026	9,000.00
		18440	713261	Check	1	1192		CENTRAL MARKET	Yes	No	No	08/24/2026	30.57
		18487	713262	Check	1	3155	REMIT	CM2 SUPPLY	Yes	No	No	08/24/2026	115.80
		18481	713263	Check	1	2314	remit	GMTA	Yes	No	No	08/24/2026	1,000.00
		18441	713264	Check	1	1208	REMIT	COLE PAPERS	Yes	Yes	No	08/24/2026	2,596.43
		18489	713265	Check	1	3441		COLUMN SOFTWARE PBC	Yes	Yes	No	08/24/2026	85.28
		18436	713266	Check	1	1107		CWIKLAACE HARDWARE	Yes	No	No	08/24/2026	73.37
		18442	713267	Check	1	1244		DACOTAH PAPER COMPANY	Yes	Yes	No	08/24/2026	3,326.80
		18443	713268	Check	1	1289		DL COMMUNITY & CULTURAL CENTE	Yes	No	No	08/24/2026	8,500.00
		18444	713269	Check	1	1299		DOW ACOUSTICS, INC.	Yes	Yes	No	08/24/2026	130.00
		18445	713270	Check	1	1305		EAST SIDE JERSEY DAIRY ESJD	Yes	Yes	No	08/24/2026	3,270.25
		18446	713271	Check	1	1336	P.T.	ESSENTIA HEALTH	Yes	Yes	No	08/24/2026	2,496.00
		18495	713272	Check	1	4004		FORKLIFTS OF MINNESOTA	Yes	Yes	No	08/24/2026	432.74
		18447	713273	Check	1	1409		GERRELL'S SPORT CENTER	Yes	Yes	No	08/24/2026	4,025.00
		18448	713274	Check	1	1426		GRAINGER, INC.	Yes	No	No	08/24/2026	64.69
		18449	713275	Check	1	1487		HILLIYARD / HUTCHINSON	Yes	Yes	No	08/24/2026	18,970.19
		18491	713276	Check	1	3736		HMH EDUCATION COMPANY	Yes	Yes	No	08/24/2026	309,921.06
		18450	713277	Check	1	1500		HOLIDAY INN-DL	Yes	Yes	No	08/24/2026	385.44
		18486	713278	Check	1	2685		HUBER ELECTRIC MOTOR & PUMP R	Yes	Yes	No	08/24/2026	3,997.00

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Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW		18451	713279	Check	1	1601		JOHNSON CONTROLS BUILDING SOI	Yes	Yes	No	08/24/2026	11,115.95
		18452	713280	Check	1	1608		JOSTENS	Yes	Yes	No	08/24/2026	18.55
		18453	713281	Check	1	1638	REMIT	L&M FLEET SUPPLY, INC.	Yes	No	No	08/24/2026	36.94
		18454	713282	Check	1	1653		LAKES GLASS, INC.	Yes	No	No	08/24/2026	45.00
		18455	713283	Check	1	1656		LAKES SPORT SHOP	Yes	No	No	08/24/2026	4,995.00
		18483	713284	Check	1	2410		LAKEVIEW GREENHOUSES	Yes	Yes	No	08/24/2026	381.40
		18456	713285	Check	1	1673		LEIGHTON BROADCASTING	Yes	Yes	No	08/24/2026	269.00
		18459	713286	Check	1	1168	MACS	MAC'S HARDWARE	Yes	Yes	No	08/24/2026	65.06
		18457	713287	Check	1	1707		MARK'S ELECTRIC INC.	Yes	Yes	No	08/24/2026	5,974.56
		18458	713288	Check	1	1709		MARSHALL MEMO LLC	Yes	No	No	08/24/2026	140.00
		18485	713289	Check	1	2598		MATT'S MOBILE DIESEL SERVICE	Yes	Yes	No	08/24/2026	1,500.50
		18459	713290	Check	1	1723		MCARTHUR TILE COMPANY	Yes	Yes	No	08/24/2026	940.00
		18460	713291	Check	1	1736		MENARDS - DETROIT LAKES	Yes	Yes	No	08/24/2026	133.92
		18461	713292	Check	1	1743		MID CENTRAL DOOR COMPANY	Yes	Yes	No	08/24/2026	9,410.85
		18462	713293	Check	1	1753		MILLER YARD CARE AND CONSTRUCT	Yes	No	No	08/24/2026	1,884.96
		18463	713294	Check	1	1764		MINNKOTA RECYCLING	Yes	Yes	No	08/24/2026	579.60
		18490	713295	Check	1	3704		MISSION FILTRATION	Yes	No	No	08/24/2026	314.10
		18484	713296	Check	1	2420	REMIT	MRI SOFTWARE LLC	Yes	Yes	No	08/24/2026	36.00
		18464	713297	Check	1	1826		MVP LOGISTICS LLC	Yes	Yes	No	08/24/2026	814.68
		18466	713298	Check	1	1907		PAN-O-GOLD BAKING CO.	Yes	Yes	No	08/24/2026	588.12
		18467	713299	Check	1	1954		PREMIUM WATERS, INC.	Yes	No	No	08/24/2026	94.18
		18465	713300	Check	1	1832	REMIT	PYE-BARKER & SAFETY, LLC	Yes	No	No	08/24/2026	3,766.00
		18468	713301	Check	1	1980		RDO EQUIPMENT CO.	Yes	Yes	No	08/24/2026	1,030.81
		18469	713302	Check	1	1994		RENAISSANCE	Yes	Yes	No	08/24/2026	39,190.50
		18470	713303	Check	1	2006		ROCHESTER 100 INC.	Yes	No	No	08/24/2026	252.00
		18471	713304	Check	1	2063		SCHULTZ BUS COMPANY	Yes	Yes	No	08/24/2026	692.60
		18472	713305	Check	1	2074		SEPTIC VAC	Yes	Yes	No	08/24/2026	195.00
		18473	713306	Check	1	2078		SHERWIN-WILLIAMS CO.	Yes	No	No	08/24/2026	227.29
		18474	713307	Check	1	2079		SHI INTERNATIONAL CORP.	Yes	No	No	08/24/2026	18,625.92
		18475	713308	Check	1	2106		SOLUTION TREE, INC.	Yes	No	No	08/24/2026	226.00
		18476	713309	Check	1	2139		SUMMIT FIRE PROTECTION	Yes	Yes	No	08/24/2026	3,069.00
		18477	713310	Check	1	2143	REMIT	SUPREME SCHOOL SUPPLY CO.	Yes	Yes	No	08/24/2026	412.78
		18478	713311	Check	1	2149		SWANSON'S REPAIR	Yes	No	No	08/24/2026	1,166.87
		18479	713312	Check	1	2168		TEAM LAB	Yes	Yes	No	08/24/2026	23,605.00
		18493	713313	Check	1	3806		VIKING COCA COLA BOTTLING CO.	Yes	Yes	No	08/24/2026	910.00
		18480	713314	Check	1	2252		WEBBER FAMILY MOTORS	Yes	Yes	No	08/24/2026	207.92
		18507	713315	Check	1	4015		FRED ASTAIRE DANCE STUDIO	Yes	No	No	08/24/2026	300.00
		18503	713316	Check	1	3554		GAME ONE	Yes	Yes	No	08/24/2026	1,499.75
		18501	713317	Check	1	3029	REMIT	GAMES TO GO	Yes	No	No	08/24/2026	3,392.75

ISD #22 - Detroit Lakes

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 08.01.2026-8/31/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
MW	18497	713318		Check	1	1409		GERRELL'S SPORT CENTER	Yes	Yes	No	08/24/2026	1,677.00
	18500	713319		Check	1	2953		INTERMEDIATE DISTRICT 287	Yes	No	No	08/24/2026	4,981.80
	18502	713320		Check	1	3426	REMIT	ISD # 318	Yes	No	No	08/24/2026	6,963.32
	18498	713321		Check	1	1536		ISD #152	Yes	No	No	08/24/2026	194.82
	18508	713322		Check	1	4016		MENTALLY STRONG CONSULTING	Yes	No	No	08/24/2026	250.00
	18504	713323		Check	1	3782		MOORE, RYLEE	Yes	Yes	No	08/24/2026	225.00
	18506	713324		Check	1	4014		NORWOOD, RACHEL	Yes	No	No	08/24/2026	225.00
	18505	713325		Check	1	4013		RELEVE CLUB, INC.	Yes	No	No	08/24/2026	700.00
	18499	713326		Check	1	2018		SQUIRES, WALDSPURGER & MACE, J	Yes	Yes	No	08/24/2026	202.00
	18537	713327		Check	1	3098		DOLLARS FOR SCHOLARS	Yes	No	No	08/27/2026	4,000.00
	18538	713328		Check	2	2288		MADISON NATIONAL LIFE INSURANC	Yes	No	No	08/27/2026	4,547.64
	18535	713329		Check	1	1891		OLANDER BUS SERVICE INC.	Yes	No	No	08/27/2026	25,000.00
	18536	713330		Check	1	2063		SCHULTZ BUS COMPANY	Yes	Yes	No	08/27/2026	25,000.00
	18547	713331		Check	2	2287		AFSCME COUNCIL 65	Yes	No	No	08/28/2026	249.09
	18549	713332		Check	2	2309		D. L. ATHLETIC FOUNDATION	Yes	No	No	08/28/2026	60.00
	18550	713333		Check	2	2310		D.L. PUBLIC EDUC FOUNDATION	Yes	No	No	08/28/2026	5.00
	18551	713334		Check	2	2363		MN SCHOOL EMPLOYEES ASSOC.	Yes	No	No	08/28/2026	56.35
	18548	713335		Check	2	2292		UNITED WAY OF BECKER COUNTY	Yes	No	No	08/28/2026	8.00
Bank Total: MW													\$1,327,102.28
Report Total:													\$1,327,102.28

PERSONNEL AGENDA

September 28, 2026

1) **Resignations:**

Mike Avant - Head Boys Swim Coach, effective September 9, 2026.

Janice Axton - Rossman ADSIS Education Assistant/Noon Duty, effective August 25, 2026.

Natasha Dahring - High School Food Service Worker, effective August 25, 2026.

Casey Hoffman - Roosevelt Special Education Paraprofessional, effective August 31, 2026.

Taylor Johnson - Roosevelt Paraprofessional, effective September 18, 2026.

Emily Kain - Rossman Special Education Paraprofessional, effective August 31, 2026.

Angie Kukowski - High School Paraprofessional, effective October 2, 2026.

Amy Lakin - Head Prom Advisor, effective September 28, 2026.

Mandy Peterson - Rossman Custodian, effective September 30, 2026.

Laurie Schmidt - Rossman Special Education Paraprofessional, effective August 21, 2026.

Julie Smith - Roosevelt Education Assistant, effective August 26, 2026.

2) **Retirements:**

4) **Appointments:**

Samantha Benson - Rossman ADSIS Education Assistant/Noon Duty Supervision, at the rate of \$17.52/hr, working 29.75 hours per week, effective September 21, 2026.

***Pending HQ Status**

Christina Bergeron - ALC Credit Recovery After School Program (SAIL), at the rate of \$30.00/hr, working 4.5 hours per week when school is in session, effective September 28, 2026.

Abbey Bohlman - Rossman Special Education Paraprofessional, at the rate of \$18.38/hr, working 37.5 hours per week, effective September 1, 2026.

Janelle Damalachervu - Pelican Rapids ABE Instructor, at the rate of \$37.37/hr, working up to 16 hours per week, effective September 2, 2026.

Clara Davis - Rossman Laker Kids Assistant, at the rate of \$17.90/hr, working 12.5 hours per week, effective August 31, 2026.

Soreya Greene - Rossman Laker Kids Assistant, at the rate of \$17.90/hr, working 12.5 hours per week, effective August 31, 2026.

Kailey Kools - Roosevelt Special Education Paraprofessional, at the rate of \$17.88/hr, working 29.75 hours per week, effective October 5, 2026. ***Pending HQ Status**

Bethany Langlie - Middle School Behavior Interventionist, at the rate of MA Step 4 or a contract amount of \$56,446.00 per year, effective August 25, 2026 to May 28, 2027 (1 year position).

Lisa McCloskey - Roosevelt Education Assistant, at the rate of \$17.88/hr, working 37.5 hours per week, effective September 28, 2026.

Andrew Moen - Middle School Boys Soccer Coach, at the rate of \$2,092.41/season, effective August 24, 2026.

Katie Muzquiz - Rossman Paraprofessional, at the rate of \$17.88/hr, working 22.5 hours per week, effective September 23, 2026.

Zachary Nicklaus - High School Special Education Paraprofessional, at the rate of \$17.52/hr, working 37.5 hours per week.

Amy Raboin - Roosevelt Long Term Sped - ASD Substitute Teacher, rate of pay is per sub policy, effective September 1, 2026.

Jennifer Skaro - Rossman Custodian, at the rate of \$21.42/hr + \$1.00 differential pay, working 40 hours per week, effective September 28, 2026.

Sean St. Claire - Middle School Boys Soccer Coach, at the rate of \$1,064.79/season, effective August 24, 2026.

Grace Stensgard - Rossman Special Education Paraprofessional, at the rate of \$17.52/hr, working 37.5 hours per week, effective September 1, 2026.

5) Sixth Period Pay:

Carrie Carlson - A High School teacher is requesting 6th Period Pay for the 2026-2027 school year first semester.

Mack Jones - A High School teacher is requesting 6th Period Pay for the 2026-2027 school year first semester.

6) Leave of Absence:

Rose Hawkins - Middle School Paraprofessional is requesting a leave of absence from September 24, 2026 through October 22, 2026.

7) Terminations:

8) Amended Assignments:

Michelle Bregier - is amending their assignment as Food Service Worker from 7.5 hours per day to 7.0 hours per day effective September 1, 2026.

Crystal Clay - is amending their assignment as Central Food Service Program Assistant from 5.5 hours per day and a periodic mileage stipend of \$26.13 per month to 6.0 hours per day and a daily mileage stipend of \$52.27 per month effective September 1, 2026.

Leanne Comstock - is amending their assignment as Food Service Worker from 6.0 hours per day to 6.25 hours per day effective September 1, 2026.

Audrey Dahl - is amending their assignment as AIE Assistant working 25 hours per week at \$20.50/hr to 29.75 hours per week at \$23.00/hr.

Gwen Daly - is amending their assignment as Roosevelt Site 1 Lead from 7.5 hours per day to 8.0 hours per day effective September 1, 2026.

Bryanna Ellis - is amending their assignment from Roosevelt General Education Paraprofessional to Rossman General Education Paraprofessional effective August 24, 2026.

Maureen Howland - is amending their assignment as Food Service Worker from 30 hours per week to 35 hours per week effective July 1, 2026.

Tanya Jacobs - is amending their assignment as Central Food Service Program Assistant from 6.25 hours per day to 6.0 hours per day effective September 1, 2026.

Jayme Lynnes - is amending their assignment as Food Service Worker from 2.75 hours per day to 3.0 hours per day effective September 1, 2026.

Mary McKenzie - is amending their assignment as Food Service Worker from 4 hours per day to 4.5 hours per day effective September 1, 2026.

Monika Nelson - is amending their assignment as Roosevelt LD Teacher from MA + 10 Step 12 to MA + 30 Step 12 effective August 25, 2026.

Martha Nustad - is amending their assignment from Rossman General Education Paraprofessional to Roosevelt General Education Paraprofessional effective August 24, 2026.

Katie Odegaard - is amending their assignment as Special Education Paraprofessional from 37.5 hours per week to 35 hours per week.

Debbra Olk - is amending their assignment as Food Service Worker from 7.0 hours per day to 7.25 hours per day effective September 1, 2026.

Doreen Palubicki - is amending their assignment as Food Service Worker from 3.0 hours per day to 3.5 hours per day effective September 1, 2026.

Barb Schlauderaff - is amending their assignment as Food Service Worker from 4.0 hours per day to 4.5 hours per day effective September 1, 2026.

Tim Siewert - is amending their assignment as Teacher from DLHS 1.0 to DLHS .8/DLMS .2 in order to co-teach Band 6, effective the 2026-2027 school year.

Kayla Thorp - is amending their assignment from Special Education Teacher BA+10 Step 5 to Special Education Teacher MA Step 5 effective the 2026/2027 school year.

Blake Weitzel - is amending their assignment as Teacher from DLHS 1.0 to DLHS .6/DLMS .4 in order to teach 2 sections of choir, effective the 2026/2027 school year.

Jill Westhoff - is amending their assignment as Food Service Worker from 3.0 hours per day to 2.5 hours per day effective September 1, 2026.

Barbara Wilson - is amending their assignment as Food Service Worker from 3.75 hours per day to 3.5 hours per day effective September 1, 2026.

Date Adopted: 06/08/98	File Number: Detroit Lakes Policy - 620
Date Revised:06/26/23, 10/23/23, 09/16/2026	

620 - CREDIT FOR LEARNING

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

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

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

IV. TRANSFER OF CREDIT FROM OTHER SCHOOLS

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

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

B. Transfer of Academic Requirements from Other Schools

- 1. The school district will accept secondary credits and grades awarded to a student for courses successfully completed at a public school outside of Minnesota or an accredited nonpublic school upon presentation of a certified transcript from the transferring public school in another state or nonpublic school evidencing the course taken and the grade and credit awarded.
 - a. When a determination is made that the content of the course aligns directly with school district graduation requirements, the student will be awarded commensurate credits and grades.
 - b. Commensurate credits and grades awarded from an accredited nonpublic school or public school in another state may be used to compute honor roll and/or class rank.
 - c. In the event the content of a course taken at an accredited nonpublic school

or public school in another state does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements. Credit that does not fully align with the school district's high school graduation requirements will not be used to compute honor roll and/or class rank.

d. If no comparable course is offered by the school district for which high school graduation credit would be provided, no credit will be provided to the student.

2. Students transferring from a non-accredited, nonpublic school shall receive credit from the school district upon presentation of a transcript or other documentation evidencing the course taken and grade and credit awarded.

a. Students will be required to provide copies of course descriptions, syllabi, or work samples for determination of appropriate credit. In addition, students also may be asked to provide interviews/conferences with the student and/or student's parent and/or former administrator or teacher; review of a record of the student's entire curriculum at the nonpublic school; and review of the student's complete record of academic achievement.

b. Where the school district determines that a course completed by a student at a non-accredited, nonpublic school is commensurate with school district graduation requirements, credit shall be awarded, but the grade shall be "P" (pass).

c. In the event the content of a course taken at a non-accredited, nonpublic school does not fully align with the content of the school district's high school graduation requirements but is comparable to elective credits offered by the school district for graduation, the student may be provided elective credit applied toward graduation requirements.

d. If no comparable course is offered by the school district for which local high school graduation credit would be provided, no credit will be provided to the student.

e. Credit and grades earned from a non-accredited nonpublic school shall not be used to compute honor roll and/or class rank.

3. A student must provide the school with a copy of the student's grades in each course taken for secondary credit under this policy, including interim or non

final grades earned during the academic term.

V. POST-SECONDARY ENROLLMENT CREDIT

- A. A student who satisfactorily completes a post-secondary enrollment options course or program under Minnesota Statutes section 124D.09 that has been approved as meeting the necessary requirements is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.
- B. Secondary credits granted to a student through a post-secondary enrollment options course or program must be counted toward the graduation requirements and subject area requirements of the district.
 - 1. Course credit will be considered by the school district only upon presentation of a certified transcript from an eligible institution evidencing the course taken and the grade and credit awarded.
 - 2. Seven quarter or four semester post-secondary credits shall equal at least one full year of high school credit. Fewer post-secondary credits may be prorated.
 - 3. When a determination is made that the content of the post-secondary course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.
 - 4. In the event the content of the post-secondary course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
 - 5. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner, who shall determine the number of credits that shall be granted to a student.
 - 6. When secondary credit is granted for post-secondary credits taken by a student, the school district will record those credits on the student's transcript as credits earned at a post-secondary institution.

- C. A list of the courses or programs meeting the necessary requirements may be obtained from the school district.
- D. By the earlier of (1) three weeks prior to the date by which a student must register for district courses for the following school year, or (2) March 1 of each year, the school district must provide up-to-date information on the district's website and in materials that are distributed to parents and students about the program, including information about enrollment requirements and the ability to earn postsecondary credit to all pupils in grades 8, 9, 10, and 11.

VI. CREDIT FOR EMPLOYMENT WITH HEALTH CARE PROVIDERS

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

VII. ADVANCED ACADEMIC CREDIT

- A. The school district will grant academic credit to a student attending an accelerated or advanced academic course offered by a higher education institution or a nonprofit public agency, other than the school district.
- B. Course credit will be considered only upon official documentation from the higher education institution or nonprofit public agency that the student successfully completed the course attended and passed an examination approved by the school district.
- C. When a determination is made that the content of the advanced academic course aligns directly with a required course for high school graduation, the commensurate credit and grade will be recorded on the student's transcript as a course credit applied toward graduation requirements.

- D. In the event the content of the advanced academic course does not fully align with the content of a high school course required for graduation but is comparable to elective credits offered by the school district for graduation, the school district may provide elective credit and the grade will be recorded on the student's transcript as an elective course credit applied toward graduation requirements.
- E. If no comparable course is offered by the school district for which high school graduation credit would be provided, the school district will notify the Commissioner and request a determination of the number of credits that shall be granted to a student.

VIII. WEIGHTED GRADES

[Note: School districts must identify in policy whether they offer courses with weighted grades. Therefore, school districts must include one of the following options in their policies.]

- A. The school district offers weighted grades for courses that are identified as more rigorous or academically challenging as follows:
 - 1. A grade awarded in an Advanced Placement course will be calculated as 1 GPA point higher than the posted grade when calculating weighted GPA.
 - a. The student's regular GPA will include the unweighted posted grade.
 - 2. A grade awarded in a College in the Schools/Concurrent Enrollment course will be calculated as 1 GPA point higher than the posted grade
 - a. The student's regular GPA will include the unweighted posted grade.
 - 3. Post-Secondary Enrollment Option Courses do not receive weighted grades.
- B. The school district will update its website prior to the beginning of each school year with a listing of the courses for which a student may earn a weighted grade.

IX. PROCESS FOR AWARDING CREDIT

- A. The building principal will be responsible for carrying out the process to award credits and grades pursuant to this policy. The building principal will notify students in writing of the decision as to how credits and grades will be awarded.
- B. A student or the student's parent or guardian may seek reconsideration of the decision by the building principal as to credits and/or grades awarded upon request

of a student or the student's parent or guardian if the request is made in writing to the superintendent within five school days of the date of the building principal's decision. The request should set forth the credit and/or grade requested and the reason(s) why credit(s)/grade(s) should be provided as requested. Any pertinent documentation in support of the request should be submitted.

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

Legal References: *Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)*
 Minn. Stat. § 120B.021 (Required Academic Standards)
 Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)
 Minn. Stat. § 120B.14 (Advanced Academic Credit)
 Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
 Minn. Stat. § 123B.445 (Nonpublic Education Council)
 Minn. Stat. § 124D.03, Subd. 9 (Enrollment Options Program)
 Minn. Stat. § 124D.09 (Postsecondary Enrollment Options Act)
 Minn. Stat. § 124D.094 (Online Instruction Act)
 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 12the Arts)
 Minn. Rules Parts 3501.0900-3501.0960 (Academic Science Standards for Kindergarten through Grade 12in Science)

Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)
MSBA/MASA Model Policy 624 (Online Instruction)

DATE: September 08, 2026

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Memorandum of Understanding - Olander Bus Service, Inc.**

Recommendation

Administration and the Transportation Committee recommend approval of the Memorandum of Understanding with Olander Bus Service, Inc., amending the existing transportation services agreement for Routes #6 and #9.

Rationale

Additional travel distance has been added to Routes #6 and #9, resulting in increased mileage and operating costs for the contractor. The MOU adjusts the monthly rates for these routes to reflect the additional distance, effective September 1, 2026, and again effective September 1, 2027. All other terms, conditions, responsibilities, and requirements of the existing transportation agreement remain unchanged.

Financial Impact

Effective September 1, 2026, Route #6 will increase from **\$9,050 to \$9,342 per month**, and Route #9 will increase from **\$9,726 to \$10,018 per month**. Effective September 1, 2027, Route #6 will increase to **\$10,309 per month**, and Route #9 will increase to **\$10,719 per month**.

Requested Board Action

Approve the Memorandum of Understanding with Olander Bus Service, Inc., effective September 1, 2026, amending the rates for Routes #6 and #9 as outlined above.

MEMORANDUM OF UNDERSTANDING

AMENDMENT TO BUS TRANSPORTATION SERVICES AGREEMENT

Between
Independent School District #22 – Detroit Lakes Public Schools
and
Olander Bus Service, Inc.

Effective Date: September 1, 2026

I. PARTIES

This Memorandum of Understanding ("MOU") is entered into by and between **Independent School District #22 – Detroit Lakes Public Schools** ("District") and **Olander Bus Service, Inc.** ("Contractor"), collectively referred to as the "Parties."

II. PURPOSE

The purpose of this MOU is to amend the previously approved pricing for **Route #6 and Route #9** under the Parties' existing transportation services agreement. The Parties have determined that additional travel distance has been added to these routes, resulting in increased operating costs for the Contractor.

The Parties mutually agree that the approved rates for Route #6 and Route #9 shall be adjusted to reflect the additional distance associated with providing transportation services on these routes.

III. RATE ADJUSTMENT

Effective September 1, 2026, the approved rates for the following routes shall be amended as follows:

Route	Previously Approved Rate	Revised Rate	Reason for Adjustment
Route #6	\$9,050.00 per month	\$9,342 per month	Additional route distance
Route #9	\$9,726.00 per month	\$10,018.00 per month	Additional route distance

Effective September 1, 2027, the approved rates for the following routes shall be amended as follows:

Route	Previously Approved Rate	Revised Rate	Reason for Adjustment
--------------	---------------------------------	---------------------	------------------------------

Route #6	\$9,683.00 per month	\$10,309.00 per month	Additional route distance
Route #9	\$10,446 per month	\$10,719.00 per month	Additional route distance

The revised rates shall apply beginning on the effective date identified above and shall remain in effect for the remainder of the applicable contract term unless subsequently amended in writing by mutual agreement of the Parties.

IV. BASIS FOR ADJUSTMENT

The rate adjustments reflected in this MOU are intended specifically to compensate Olander Bus Service for the additional distance added to Route #6 and Route #9. The revised rates are based upon the increased mileage and associated costs of providing the contracted transportation services.

Except for the rate adjustments identified in this MOU, all other terms, conditions, responsibilities, and requirements contained in the existing transportation services agreement between the District and Olander Bus Service shall remain unchanged and in full force and effect.

V. NO OTHER MODIFICATIONS

This MOU constitutes an amendment only to the pricing applicable to **Route #6 and Route #9**. Nothing in this MOU shall be construed as modifying or terminating any other provision of the existing agreement.

In the event of a conflict between this MOU and the existing agreement with respect to the rates for Route #6 or Route #9, the provisions of this MOU shall control.

VI. AUTHORIZATION

This MOU shall become effective upon execution by authorized representatives of both Parties and, where required, approval by the Detroit Lakes Public Schools Board of Education.

VII. SIGNATURES

**INDEPENDENT SCHOOL DISTRICT #22
DETROIT LAKES PUBLIC SCHOOLS**

By: _____
 Name: _____
 Title: _____
 Date: _____

OLANDER BUS SERVICE

By: _____
 Name: _____
 Title: _____
 Date: _____

DATE: September 8, 2026

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Comprehensive Project Representation and Management Services Agreement (ICS - FY28 Roofing Projects)**

Administration recommends approval of the Professional Service Agreement with ICS Consulting, Inc. for Owner Representation and Project Management Services related to the District's 2027 summer roofing projects.

Rationale

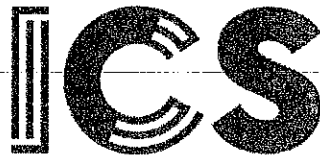
The approximately \$2 million roofing project includes replacement of multiple roof sections at the High School, Middle School, and Roosevelt Elementary, with several existing roof systems having exceeded their expected service lives. The proposed \$240,000 fixed fee provides comprehensive project representation; including design, bidding, construction oversight, budget tracking, contractor coordination, project closeout, and warranty support. Given the size and complexity of the project, this professional oversight will help protect the District's interests, provide technical expertise throughout construction, reduce the administrative burden on District staff, and support completion of the project within the established schedule and budget.

Financial Consideration

The current project budget is estimated at **\$2,000,000**, including approximately \$1,500,000 for base construction, \$244,000 for potential alternate work, \$16,000 for permits, fees and plan review, and \$240,000 for design and project management services. The \$240,000 professional services fee is structured as a fixed lump-sum amount for the services outlined in the agreement.

Requested Board Action

Approve the Professional Service Agreement with ICS Consulting, Inc. for Owner Representation and Project Management Services associated with the District's 2027 summer roofing projects in the amount of \$240,000



A LEATHE Company

Professional Service Agreement for:
Comprehensive Project Representation
and Management Services



August 26, 2026



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August 26, 2026

Jason Kuehn
Director of Finance and Operations
Detroit Lakes Public Schools
702 Lake Avenue
Detroit Lakes, MN 56501

Re: Owner Representative and Project Management Service

Dear Mr. Kuehn:

At your request, ICS Consulting, Inc. is pleased to provide you with this professional service agreement to provide Owner Representation and Project Management Services on behalf of the District for the upcoming improvements projects based on the following understanding of the overall project scope and timeline of a district facilities project:

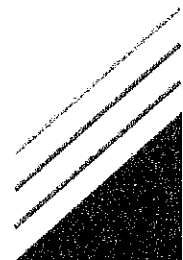
Remove the existing roof, repair areas of insulation damaged by roof leaks, and install a new fully adhered roof assembly at the following buildings:

- **High School:** Replacement of roof sections 8, 11, 13, 18 through 24.
- **Middle School:** Replacement of roof sections 5 and 11.
- **Roosevelt Elementary School:** Replacement of roof sections 1 through 6.

We would be happy to discuss this proposal with you for any clarity and understanding when you see appropriate. Thank you for your consideration and we look forward to partnering with the Detroit Lakes School District.

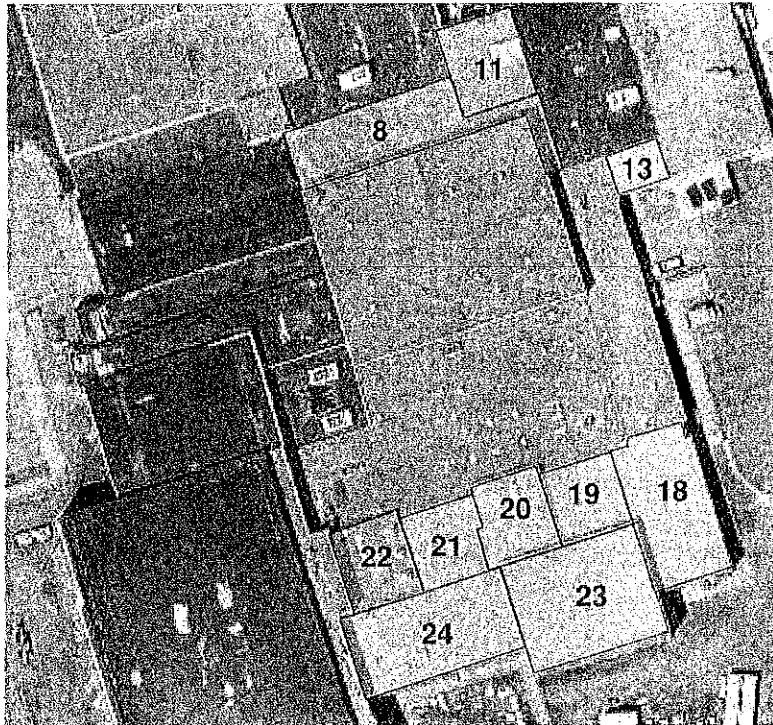
Sincerely,

Lori Christensen, PE
ICS/Account Executive

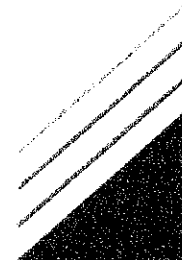


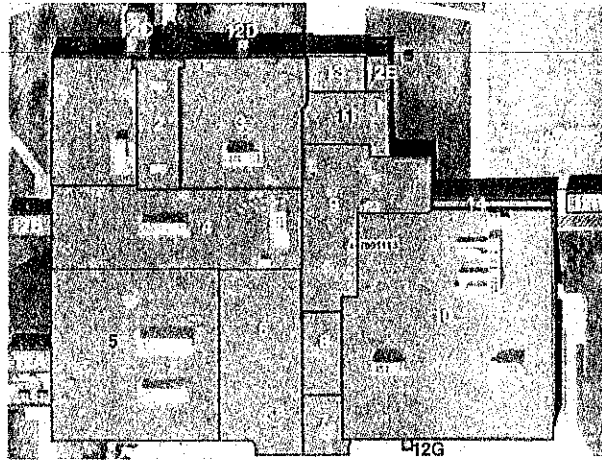
PROJECT OVERVIEW

- **High School:** The High School was originally built in 1957, with additions in 1997, 2020, and 2021. It has a total building area of approximately 249,803 ft². The scope includes multiple roof sections (8, 11, 13, 18 through 24) consisting primarily of ballasted EPDM systems which have exceeded their expected service life and are recommended for replacement.

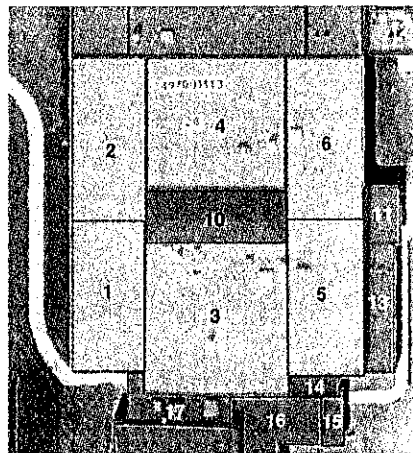


- **Middle School:** The Middle School was originally built in 1977, with an addition in 2018. It has a total building area of approximately 156,246 ft². The scope includes two roof sections (5 and 11) consisting primarily of adhered EPDM systems which have exceeded their expected service life and are recommended for replacement.





- **Roosevelt Elementary School:** The Roosevelt Elementary School was originally built in 1990, with additions in 1997, 2020, and 2021. It has a total building area of approximately 112,690 ft². The scope includes multiple roof sections (1 through 6) consisting primarily of ballasted EPDM systems which have exceeded their expected service life and are recommended for replacement.



- **Alternate Bids:** During design, the project budget will be evaluated to determine if additional roof sections can be included. Any additional roof sections identified will be bid



as alternates, allowing the District to consider them based on available funding and project priorities.

Project Schedule:

- Design Phase: September – December 2026
- Public Bidding Phase: January 2027
- Construction Phase: June 2027 - August 2027
- Completion: August 2027

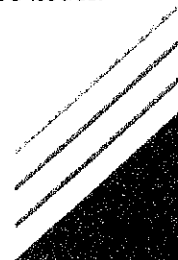
Project Budget Estimate utilizing LTFM dollars:

- Base Bid Construction Cost estimate with contingency: \$1,500,000
- Alternate Construction Cost estimate with contingency: \$244,000
- Permits, Fees and Plan Review: \$16,000
- Design and Project Management Fees: \$240,000
- Total: \$2,000,000

DESIGN AND PRE-CONSTRUCTION

Upon approval, we will work collaboratively with district administration to further review and evaluate the proposed improvement scopes, budgets, and timelines. Design and pre-construction services shall include the following:

- Explore all options for consideration to meet standards and qualifying projects in accordance with the Minnesota Department of Education.
- Provide all required submittals to the Department of Education and the State of Minnesota.
- On-going interaction and coordination with district staff.
- Develop construction documents or request for proposals as needed for projects to be bid per state statute.
- Develop the overall project schedule and phasing.
- Cost estimating and overall budget development, including updates at each phase of the design process.
- Review of design documents and public bidding coordination and scope issues.
- Facilitation of a pre-bid walk-thru(s).





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- Coordination of bidding process and award process(es) for all work scopes including post-bid analysis and contract award process.

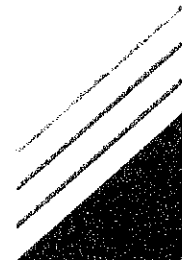
CONSTRUCTION & POST-CONSTRUCTION PHASE SERVICES

Upon approval of project construction, ICS will continue in its role as an extension of and advocate for the district, working on the district's behalf to manage, coordinate all aspects of the construction phases of the overall effort. ICS will provide comprehensive services including procurement/bid and award activities, coordination of pre-construction activities, budget tracking, project-related documentation and communications reporting, construction phase oversight and management, and related close-out and warranty activities. A summary of related services includes:

- On-going interaction and coordination with district staff.
- Develop and administer owner construction contract(s) for the projects.
- Coordination of on-site trade contractor work and project-related activities
- Processing and tracking of project-related communications including RFP's, RFI's, CO's etc.
- Interface with on-site trade contractors and design team for resolution of on-going construction-related issues.
- Weekly onsite visit to review contract progress and quality control.
- On-going project budget tracking and accounting on behalf of the District.
- Coordination of final punch-list and final closeout completion by trade contractors for the projects.
- Coordination of all close-out needs.
- Facilitation of an 11-month walk-thru.

BASIS OF COMPENSATION

Our total compensation for project related professional services described above during design, pre-construction, construction, and post construction are proposed as a lump sum fixed fee equivalent to \$240,000.



Billings

The actual amount billed for ICS's services on a monthly basis will be based on ICS's estimate of the proportion of total services completed during the billing period on a percentage of completion methodology.

Reimbursables

Reimbursable expenses will be billed on a direct basis and will include such items as travel, reproduction of reports, drawings, specifications, bidding documents, safety, and similar project-related items. Site Services are included in lump sum fee. General conditions will be budgeted as part of construction. Any general conditions items provided and/or procured through the ICS team during the construction phase as directed by the Owner will also be billed as a reimbursable (i.e., construction trailer, temporary barricades, etc.) at a cost plus 0% administrative fee.



Appendix A

General Conditions



General Conditions

The word "Consultant" refers to ICS Consulting, Inc., the company with which the Owner is contracting. "Owner" is our client. The Agreement with you, the client, is comprised of this Agreement, the Master Service Agreement and accompanying project fee letter.

1. Scope of Work and Duration of Services

Consultant will furnish and perform the services specified in Consultant's Master Service Agreement (the "Agreement"). If any portion of the proposal is inconsistent with this Agreement, this Agreement shall control.

The commencement date for basic services shall be the date of approval of this agreement.

Consultant's obligation to perform the Services shall terminate upon completion of the 1-year statutory warranty period for the project or upon completion of all specified services described in Fee Letter unless mutually agreed upon to extend the services by both parties.

2. General Provisions

In addition to the Agreement, Consultant and Owner agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Owner will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Owner agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or propriety information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other. Neither Owner nor Consultant shall use the specification or other



materials produced under this Agreement for any purpose beyond the scope of this project, without prior written agreement of the other.

C. Quality

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality.

2. Payment for Services

- A. Invoices will be submitted monthly for services performed during the previous month.
- B. Payments will be considered due and payable 30 days from the date of the associated invoice. If payments are not received upon becoming due and payable, interest may be assessed on the outstanding balance at a rate of the US Bank Reference Rate plus 5%, with interest accruing beginning 30 days from the original date of the invoice.

3. Indemnity & Insurance

A. Indemnity

Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless Owner, its agents, and employees, from all claims, losses, costs, and damages arising in any way out of Consultant's performance of work under this agreement, but only to the extent caused in whole or in part by negligent acts or omissions or intentional fault on the part of the consultant, regardless of whether such claim, loss, cost, or damage is caused in part by the Owner.

Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless Consultant, its agents, and employees, from all claims, losses, costs, and damages arising in any way out of Owner's performance of work under this agreement, but only to the extent caused in whole or in part by negligent acts or omissions or intentional fault on the part of the Owner, regardless of whether such claim, loss, cost, or damage is caused in part by the Consultant.

B. Insurance

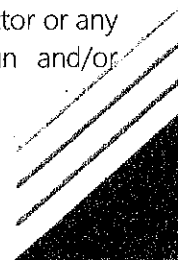


Insurance Provided by Consultant. Before the start of its work, the Consultant shall procure and maintain in force coverage and limits of insurance for its own negligence as follows:

COVERAGES	LIMITS OF LIABILITY
Workers' Compensation, including Employer's Liability Insurance	Statutory
Comprehensive General Bodily Injury Liability Insurance, including Contractual	\$1,000,000
Comprehensive General Property Damage Liability Insurance, including Contractual	\$1,000,000 Per Claim \$2,000,000 Aggregate
Comprehensive Automobile Injury Liability Insurance	\$500,000 Per Claim \$500,000 Aggregate
Comprehensive Automobile Property Damage Liability Insurance	\$500,000
Professional Liability Insurance	\$5,000,000 Per Claim \$5,000,000 Aggregate

4. Limitations on Liability

- A. The obligations of the Owner under this Agreement do not constitute personal obligations of Owner or its directors, officers, or agents. Consultant will look solely to Owner's assets for satisfaction of any liability in respect of this Agreement and will not seek recourse against the directors, officers or agents of Owner or any of their personal assets for such satisfaction, unless there is a written agreement which makes an individual personally liable, executed by that individual. The provisions of this Paragraph 4 are not intended to relieve Owner from the performance of its obligations under this Agreement, but only to limit personal liability in the case of recovery of judgment. They do not limit Consultant's rights to obtain injunctive relief and specific performance or to maintain any other action not involving the personal liability of Owner or its directors, officers, or agents.
- B. In any event, the financial liability of the Consultant for any alleged breach of this Contract, or for any tort committed in performance of this contract, shall not exceed 25% of the total contract amount due to Consultant as payment to it for services performed under this Contract.
- C. ICS shall not be responsible for the acts or omissions of any consultant, contractor or any subcontractor, supplier or other individuals or entities performing design and/or



furnishing any portions of the work. ICS shall not be responsible for the failure of any Contractor to perform or furnish the work in accordance with the Contract Documents.

5. **Assignment**

This Agreement shall not be assigned by Consultant without prior written consent of the Owner.

6. **Authorities for Action**

Owner designates a responsible employee for administration and coordination of the work. Consultant designates a responsible employee to act on its behalf in any matter under this Agreement. Either party may designate in writing one or more persons to act on its behalf in any manner under this Agreement, provided notice is given according to the provisions set forth in Paragraph 8 below.

7. **Independent Contractor**

It is specifically understood and agreed that at all times pertinent to this Agreement, Consultant shall be an independent Contractor and shall not be considered an employee of the Owner.

8. **Notices**

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Owner or Consultant or upon receipt by the other party, when mailed by registered or certified mail, postage prepaid, return receipt requested.

Either party shall have the right to designate by notice, in the manner set forth above, a different address to which notices are to be mailed.

9. **Applicable Law**

This Agreement shall be governed by and construed under the laws of the State of Minnesota.

10. **Extent of Agreement**

This Agreement represents the entire Agreement between Owner and Consultant, and supersedes all prior obligations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument, dated, and executed by both Owner and Consultant.





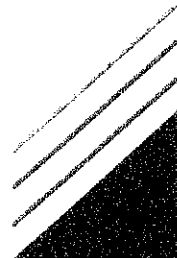
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11. Termination

This Agreement may be terminated for proper cause by either party upon thirty (30) days written notice to the other party. Upon termination, Consultant will deliver to Owner or its designee all records, documents or materials in its possession or control of Consultant which relate to the Project and for which payment has been received. If Services have been prepared for, or performed, for which payment has not been received as of the date of termination, Owner shall be entitled to purchase the products of those Services, such as records, materials, and documents, for the consideration due therefore under this Agreement. If Owner does not purchase the products of these Services, Owner remains liable to Consultant for any incurred but unpaid charges for Services performed.

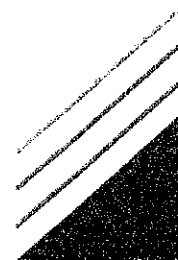
12. Hazardous Materials

It is acknowledged by both parties that ICS Consulting, Inc.'s scope of services does not include any services related to asbestos, hazardous, or toxic materials that may be encountered or found to be present at or in areas adjacent to the site. Any such materials that are encountered shall be immediately brought to the attention of the owner, who will be solely responsible for any required abatement and/or removal of the materials in full compliance with applicable laws and regulations.



Appendix B

Rate Schedule



<u>Description</u>	<u>Rate per hour</u>
Construction Executive	\$185.00
Project Director	\$155.00
Safety Director	\$140.00
Senior Project Manager	\$145.00
Project Manager	\$135.00
General Superintendent	\$145.00
Site Superintendent	\$130.00
Project Engineer	\$100.00
Clerical / Accounting	\$75.00



Appendix C

Signature Page



Detroit Lakes Public Schools
Professional Service Agreement
August 26, 2026

Proposal Terms

Terms are continual with termination executed as noted in General Conditions.

Signature includes acceptance of attached proposal, fee schedule, and general conditions.

Authorization to Proceed

We appreciate the opportunity to present this proposal for Comprehensive Project Representation and Management Services. Please sign and return this document to our office. Upon receipt of a signed copy, a fully executed original copy will be forwarded back to you for your records. We will begin the project at the time of signature acceptance of this proposal.

* * *

Please proceed according to the above stated terms, attached general conditions and the proposal.

For Detroit Lakes Public Schools:

For ICS Consulting, Inc.

Date

Date

Printed Name

Printed Name

Authorized Signature

Authorized Signature



Date Adopted:	File Number: Detroit Lakes Policy - 505
Date Revised:	Date Reviewed: 9/28/2026

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

I. PURPOSE

The purpose of this policy is to protect the free speech rights of students and employees while preserving the educational mission of the school district. This policy establishes reasonable standards for the distribution, posting, and display of materials on school district property and at school-sponsored activities to ensure that materials are appropriate, support the district's educational objectives, and maintain a safe, orderly, and inclusive learning environment.

II. GENERAL STATEMENT OF POLICY

The school district recognizes that students and employees possess constitutional rights of expression. At the same time, the school district has the authority and responsibility to regulate the use of school property and ensure that materials distributed, posted, or displayed on school district property do not interfere with educational activities or the rights of others.

Materials distributed, posted, or displayed on school district property are subject to the requirements and limitations established in this policy.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing material in student or staff mailboxes.
- B. "Government speech" means speech or expression that is communicated by, on behalf of, or reasonably perceived as being endorsed by the school district. Materials displayed in common areas of school district property may constitute government speech and are subject to district oversight and control.
- C. "Material" includes, but is not limited to, posters, signs, desk signs, banners, flags, stickers, mugs, flyers, leaflets, brochures, petitions, pictures, decorations, notices, displays, printed or handwritten materials, buttons, badges, and other objects or visual items displayed or placed in a manner reasonably visible to students or the public while on school district property.
- D. "Material disruption" means conduct or activity that interferes with or impedes

the implementation of educational programs, school activities, or the orderly operation of the school district.

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

F. "School activities" means any activity sponsored by the school district, including classroom instruction, assemblies, sports, clubs, performances, meetings, and other school-sponsored events.

G. "School district property" means any building, facility, grounds, vehicle, or other property owned, leased, or controlled by the school district.

IV. PROHIBITED MATERIALS

Distribution, posting, or display of materials is prohibited when the material:

A. Is obscene, vulgar, or age-inappropriate for the youngest students reasonably expected to view it;

B. Is libelous, slanderous, defamatory, or contains false statements about identifiable individuals;

C. Advocates violence, illegal conduct, or the use of illegal substances;

D. Advertises or promotes products or services prohibited to minors by law;

E. Contains threats, fighting words, harassment, or discriminatory statements directed at individuals or groups;

F. Promotes or opposes a political candidate, political party, ballot question, or other partisan political activity;

G. Promotes a personal, religious, or ideological viewpoint unrelated to the board-approved curriculum, official school programs or activities, or a legitimate instructional purpose;

H. Is reasonably forecasted to cause a material and substantial disruption to the educational environment, school operations, or school activities; or

I. Violates federal or state law or school district policy.

V. CLASSROOM MATERIALS AND DISPLAYS

A. Instructional Displays: Materials displayed in school district spaces should enhance the learning environment, the subject being taught, serve a legitimate instructional purpose, or be related to approved school programs, activities, clubs, and sports.

B. Non-Instructional Displays: Materials displayed in the classroom that do not enhance the learning environment, the subject being taught, or do not serve an instructional purpose must be approved by building /district administration.

Seasonal or cultural decorations that are secular in nature or displayed as part of

board-approved curriculum, school-sponsored activities, or longstanding district traditions are permitted, provided the display is not used to promote, endorse, or oppose a particular religious, political, or ideological viewpoint.

C. Viewpoint Neutrality: Consistent with the district's mission to provide a safe, welcoming, and student-centered learning environment, school district spaces shall remain focused on instruction, learning, and the educational mission of the district. Employees shall maintain viewpoint neutrality while acting within the scope of their employment and shall not use school district property to promote, endorse, or oppose personal, political, religious, or ideological viewpoints.

The district expects all school district spaces to provide a safe, respectful, and welcoming learning environment for all students. Employees shall not display materials that a reasonable person would see as making school district spaces seem primarily dedicated to or solely identified with one particular group of students, identity, viewpoint, or interest, unless those materials are part of an approved curriculum or an officially approved district program or activities.

D. Flags: Except for the United States flag, the Minnesota state flag, federally or state-recognized Tribal flags, military service flags, flags displayed as part of board-approved curriculum or school-sponsored activities, and flags expressly authorized by the superintendent or school board, flags displayed in classrooms or elsewhere on school district property shall be limited to official governmental, educational, or school-identifying purposes.

Employees shall not display flags for the purpose of promoting, endorsing, or opposing personal, political, religious, or ideological viewpoints while acting within the scope of their employment.

VI. BUILDING AND DISTRICT-WIDE DISPLAYS

A. Government Speech: Materials displayed in common areas of school buildings or elsewhere on school district property may reasonably be perceived as carrying the endorsement of the school district and constitute government speech subject to district control. The school district retains sole discretion over what constitutes government speech and may determine the content of displays representing the district, provided such determinations are consistent with applicable law and board policy.

B. Approval: All non-district-sponsored materials proposed for posting or display in a school building must receive prior approval from the building principal or designee. All non-district sponsored materials proposed for posting or displaying in all other district properties must receive prior approval from the Director of Community Education or designee

C. Inclusivity: General messages promoting respect, kindness, dignity, belonging, safety, and equal treatment for all students are permissible, provided they are not presented in a manner that is reasonably understood as promoting or endorsing a particular political, religious, or ideological viewpoint, organization, movement, or special-interest group.

VII. DISTRIBUTION OF MATERIALS

A. Time, Place, and Manner: Students and employees may distribute, post, and display non-school-sponsored materials after receiving the appropriate approval and subject to reasonable time, place, and manner restrictions established in this policy.

B. Restrictions: Distribution may not:

1. Occur during instructional time if it disrupts educational activities;
2. Block or impede pedestrian or vehicle traffic;
3. Interfere with entrances, exits, hallways, or other school operations;
4. Require unreasonable use of district personnel, equipment, or resources; or
5. Coerce any student or employee to accept materials.

C. Administrative Considerations: In reviewing requests for distribution of materials, the administration shall evaluate requests based on the educational interests of the district and may consider, among other relevant factors:

1. Educational relevance and connection to the district's educational mission;
2. Consistency with the District's Vision, Mission, Core Values, and Strategic Plan;
3. Whether the display contributes to a safe, welcoming, supportive, and student-centered learning environment;
4. Age appropriateness for the intended audience;
5. Potential for material disruption to the educational environment or school operations;
6. Proposed location, duration, and timing of the display;
7. Quantity, size, and manner of materials;
8. Resource requirements, including staff time, installation, maintenance, and removal; and
9. Whether the distribution constitutes unsolicited commercial advertising, political campaigning, or fundraising activity prohibited by district policy.

VIII. APPROVAL PROCEDURES

A. Submission: Any student or employee seeking to distribute, post, or display nonschool-sponsored materials shall submit the material to the building principal or designee.

The request shall include:

1. Name and phone number of the individual making the request (students will include the room number of their first period class in place of phone number) ;
2. Date and time of the proposed distribution, posting, or display;
3. Proposed location;
4. Intended audience, if applicable; and
5. Duration of the posting or display, if applicable.

B. Administrative Review: The principal shall review the request and provide a decision within a reasonable period of time.

C. Appeal: A person dissatisfied with the principal's decision may appeal in writing to the superintendent. The superintendent's decision may be appealed in writing to the school board.

D. Disclaimer: Approval or denial of a request does not constitute endorsement or disapproval of the content by the school district, administration, superintendent, or school board.

IX. COMPLAINTS

Complaints regarding materials distributed, posted, or displayed on school district property should first be directed to the building principal.

If the matter is not resolved, the complaint may be appealed to the superintendent and subsequently to the school board.

X. VIOLATIONS

A. Students: Students who violate this policy may be subject to disciplinary action in accordance with ISD 200 Policy 506 Student Discipline

B. Employees: Employees who violate this policy may be subject to corrective or disciplinary action consistent with applicable district policies, administrative procedures, and law.

C. Other Persons: Non-students and non-employees who violate this policy may be directed to leave school district property and may be subject to trespass enforcement when appropriate.

XI. IMPLEMENTATION

The superintendent, or designee may develop an administrative procedure to implement this policy, once developed the procedure shall be submitted to the school board for approval. Upon approval, the administrative procedure shall be titled "505.1PR Distribution, Posting, and Display Procedure" and will be published on the district website.

XII. NOTICE OF POLICY TO STUDENTS AND EMPLOYEES

A copy of this policy will be published in student handbooks and posted on the district's website.

Legal References:

U. S. Const., Amend. I
Tinker V. Des Moines Indep. Sch. Dist., 393 U.S. 503
(1969) Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S.
675 (1986)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Garcetti v. Ceballos, 547 U.S. 410 (2006)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)

Cross References:

ISD 200 Policy 506 (Student Discipline)
ISD 200 Policy 904 (Distribution of Materials on School District
Property by Nonschool Persons)

Date Adopted: 03/09/98	File Number: Detroit Lakes Policy - 615
Date Revised: 06/12/06, 03/27/23	Date Reviewed: 09/16/2026

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. 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 their ability to function in multiple environments, including home, school, and community; and
 - c. the student needs explicit and intensive instruction and/or extensive support in multiple settings to acquire, maintain, and generalize academic and life skills in order to actively participate in school, work, home, and community environments;

2. Alternate assessment MTAS 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. Educational 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 rate 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.

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

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

http://minnesota.pearsonaccessnext.com/resources/resources-training/manuals/Guidelines%20for%20Accomm_2020-21.pdf

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)

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616 - SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minnesota Statutes section 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. Model Policies 601, 603, and 616 address these statutory requirements. In addition, Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minnesota Statutes section 120B.11.]

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process that promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota K-12 Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota K-12 Academic Standards and federal law requires accountability for the school district. The school district established a system to transition to the graduation requirements of the Minnesota K-12 Academic Standards. The school district also established a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.

- B. “Comprehensive Achievement and Civic Readiness (CACR) Report” means striving to: meet school readiness goals; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION; REPORTING

A. School District Goals

1. The school board has established school district-wide goals that provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota K-12 Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's Advisory Committee
2. The District Advisory Committee created under Policy 603 (Curriculum Development) is established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
3. The school district-wide improvement goals should address recommendations identified through the District Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

- B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minnesota Statutes section 123B.147, and teacher evaluation under Minnesota Statutes section 122A.40, or 122A.41.

- C. Implementation of Graduation Requirements.

1. The District Advisory Committee shall also advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of the District Advisory Committee shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually.
2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the District Advisory Committee shall work with the school site to adopt a plan to raise student achievement levels to meet state and local expectations. The District Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of current achievement that show growth relative to an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with the MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Comprehensive Continuous Improvement of Student Achievement

1. By March 1 of each year, the District Advisory Council will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.
2. The District Advisory Council, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:

- a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota K-12 Academic Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals; and,
 - d. Advising the school board about development of the annual budget.
3. The District Advisory Committee shall meet the following criteria:
- a. The District Advisory Committee shall ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and school academic standards consistent with Minnesota Statutes, section 1208B.11, subdivision 2.
 - b. The District Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
 - d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.
4. Translation services should be provided to the extent appropriate and practicable.

5. The District Advisory Council shall meet the following timeline each year:

October: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.

October: Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.

February: Review evaluation results and prepare recommendations.

February: Present recommendations to the school board for its input and approval.

- E. Evaluation of Student Progress Committee. A committee of professional staff shall develop a plan for assessment of student progress, the Graduation Standards, as well as program evaluation data for use by the District Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and the student achievement at the school site. This plan shall annually be approved by the school board.

F. Reporting.

1. Consistent with Minnesota Statutes section 120B.36, Subdivision 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means such as the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the CACR. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the

Commissioner required under Minnesota Statutes, section 1208B.11, subdivision 4.

2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.
3. The school district must annually report the district's class size ratios by each grade to the commissioner of education in the form and manner specified by the commissioner.
4. The school district must report whether programs funded with compensatory revenue are consistent with best practices demonstrated to improve student achievement.

Legal References:

- Minn. Stat. § 120B.018 (Definitions)
- 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.35 (Student Academic Achievement and Growth)
- Minn. Stat. § 120B.36 (School Accountability)
- Minn. Stat. § 122A.40 (Employment; Contracts; Termination)
- Minn. Stat. § 122A.41 (Teacher Tenure Act; Cities of the First Class; Definitions)
- Minn. Stat. § 123B.04 (Site Decision Making; Individualized Learning Agreement; Other Agreements)
- Minn. Stat. § 123B.147 (Principals)
- Minn. Stat. § 126C.12 (Learning and Development Revenue Amount and Use)
- 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 for the Arts)
- Minn. Rules Parts 3501.0900-3501.0960 (Academic Science Standards for Kindergarten through Grade 12 in Science)
- Minn. Rules Parts 3501.1200-1210 (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 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 617 (School District Ensurance of Preparatory and High School Standards)

MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)

MSBA/MASA Model Policy 619 (Staff Development for Standards)

MSBA/MASA Model Policy 620 (Credit for Learning)

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618 - ASSESSMENT OF STANDARD ACHIEVEMENT

I. PURPOSE

The purpose of this policy is to institute a process for the establishment and revision of assessments to be used to determine how well students have achieved the Graduation Standards.

II. GENERAL STATEMENT OF POLICY

The school district has established a procedure by which students shall complete the Graduation Standards. This procedure includes the adoption of performance assessment methods to be used in measuring student performance. The school district strives to continually enhance student achievement of the Graduation Standards.

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means the academic knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Career and college ready" for purposes of statewide accountability, means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment. Students who are career and college ready are able to successfully complete credit-bearing coursework at a two- or four-year college or university or other credit-bearing postsecondary program without need for remediation.
- D. "Cultural competence," "cultural competency," or "culturally competent," for purposes of statewide accountability, means the ability of families and educators to interact effectively with people of different cultures, native languages, and socioeconomic backgrounds.
- E. "Elective standards" means a locally adopted expectation for student learning in career and technical education and world languages.

- F. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, or other cooperative work experience, youth apprenticeship, or employment.
- G. “Required standard” means a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, health and the arts. Locally developed academic standards in health apply until statewide rules implementing statewide health standards are required to be implemented in the classroom.

IV. ESTABLISHMENT OF CRITERIA FOR ASSESSMENT

- A. The Superintendent or designee shall establish criteria by which student performance of locally adopted Graduation Standards and elective standards are to be evaluated and approved. The criteria will be submitted to the school board for approval. Upon approval by the school board, the criteria shall be deemed part of this policy.
- B. The superintendent shall ensure that students and parents or guardians are provided with notice of the process by which program Graduation Standards will be assessed.
- C. Staff members will be expected to utilize staff development opportunities to the extent necessary to ensure effective implementation and continued improvement of the implementation of the Minnesota Academic Standards.

V. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFORMANCE ASSESSMENTS

A. Benchmarks

The school district will offer and students must achieve all benchmarks for an academic standard.

[School districts are required to formally establish a periodic review cycle for academic standards and related benchmarks in health, world languages, and career and technical education.]

B. Statewide Academic Standards Testing

- 1. The school district will utilize statewide assessments developed from and aligned with the state’s required academic standards as these tests become available to evaluate student progress toward career and college readiness in the context of the state’s academic standards.

2. The school district will administer annually, in accordance with the process determined by Minnesota Department of Education, the state-constructed tests aligned with state standards to all students in grades three through eight and at the high school level as follows:
 - a. computer-adaptive reading and mathematics assessments in grades three through eight;
 - b. state-developed high school reading and mathematics tests aligned with state academic standards;
 - c. a high school writing test aligned with state standards, when it becomes available; and
 - d. science assessments. Annual science assessments are required in one (1) grade in the grades three through five span, the grades six through eight span, and a life science assessment in the grades nine through twelve span (a passing score on high school science assessments is not a condition of receiving a diploma).
3. The school district will develop and administer locally constructed tests in social studies, health and physical education, and the arts to determine if a student has met the required academic standards in these areas.
4. The school district may use a student's performance on a statewide assessment as one of multiple criteria to determine grade promotion or retention. The school district may use a high school student's performance on a statewide assessment as a percentage of the student's final grade in a course, or place a student's assessment score on the student's transcript.
5. The school district must record on the high school transcript a student's progress toward career and college readiness. For other students, this record of progress must be made as soon as practicable. In addition, the school district may include a notation of high achievement on the high school diplomas of those graduating seniors who, according to established school board criteria, demonstrate exemplary academic achievement during high school.
6. Students who do not meet or exceed the Minnesota academic standards , as measured by the Minnesota Comprehensive Assessments administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of Minnesota Statutes, section 120A.20, subdivision 1, paragraph (c). The school district will determine how this notice is given.

C. Student Participation

1. The Minnesota Commissioner of Education must create and publish a form for parents and guardians that:
 - a. explains the need for state academic standards;
 - b. Identifies the state assessments that are aligned with state standards;
 - c. Identifies the consequences, if any, the school or students may face if a student does not participate in state or locally required standardized assessments;
 - d. states that students who receive a college ready benchmark on the high school Minnesota Comprehensive Assessment are not required to take a remedial, non credit course at a Minnesota state college or university in the corresponding subject area;
 - e. summarizes the provisions in Minnesota Statutes section 120B.306 subdivision 1 ; and
 - f. notifies a parent of the right to not have the parent's child participate in the state and locally required assessments and asks a parent that chooses to not have a child participate in the assessments the basis for the decision.
2. The school district must post the form created by the Commissioner on the school district website and include it in the school district's student handbook.
3. The school district may provide a student's parent access to the student's individual student performance data and achievement report that is made available under Minnesota Statutes, section 120B.305, paragraph (b), clause (1), when the performance data and report is available to the school district.

VI. RIGOROUS COURSE OF STUDY WAIVER

- A. Upon receiving a student's application signed by the student's parent or guardian, the school district must declare that a student meets or exceeds a specific academic standard required for graduation if the school board determines that the student:
 1. is participating in a course of study, including an advanced placement or international baccalaureate course or program; a learning opportunity outside the curriculum of the school district; or an approved preparatory program for employment or postsecondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district;
 2. would be precluded from participating in the rigorous course of study,

learning opportunity, or preparatory employment or postsecondary education program if the student were required to achieve the academic standard to be waived; and

3. satisfactorily completes the requirements for the rigorous course of study, learning opportunity, or preparatory employment or postsecondary education program.
- B. The school board also may formally determine other circumstances in which to declare that a student meets or exceeds a specific academic standard required for graduation.
 - C. A student who satisfactorily completes a postsecondary enrollment options course or program or an advanced placement or international baccalaureate course or program is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.

VII. CAREER EXPLORATION ASSESSMENT

- A. Student assessments, in alignment with state academic standards, shall include clearly defined career and college readiness benchmarks and satisfy Minnesota's postsecondary admissions requirements. Students in grade 11 or grade 12 must be provided with an opportunity to participate on a nationally normed college entrance exam. Achievement and career and college readiness in mathematics, reading, and writing must also be assessed. When administering formative or summative assessments used to measure the academic progress, including the oral academic development, of English learners and inform their instruction, schools must ensure that the assessments are accessible to the students and students have the modifications and supports they need to sufficiently understand the assessments.
- B. On an annual basis, the school district must use the career exploration elements to help students, beginning no later than grade 9, to help students and their families explore and plan for postsecondary education or careers based on the students' interests, aptitudes, and aspirations. The school district must use timely regional labor market information and partnerships, among other resources, to help students and their families successfully develop, pursue, review, and revise an individualized plan for postsecondary education or a career. This process must help increase students' engagement in and connection to school, improve students' knowledge and skills, and deepen students' understanding of career pathways as a sequence of academic and career courses that lead to an industry-recognized credential, an associate's degree, or a bachelor's degree and are available to all students, whatever their interests and career goals.

- C. Though not a high school graduation requirement, all students, except those eligible for alternative assessments, are encouraged to participate in a nationally recognized college entrance exam.
- D. A student who demonstrates attainment of required state academic standards, which include career and college readiness benchmarks, on high school assessments, is academically ready for a career or college and is encouraged to participate in courses awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.

To the extent state funding for college entrance exam fees is available, the school district must pay the cost, one time, for an interested student in grade eleven or twelve, who is eligible for a free or reduced-priced meal, to take a nationally recognized college entrance exam before graduating. The school district may require a student who is not eligible for a free or reduced-priced meal to pay the cost of taking a nationally recognized college entrance exam. The school district must waive the cost for a student who is unable to pay.

- E. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.
- F. In developing, supporting, and improving students' academic readiness or a career or college, the school district must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without need for postsecondary remediation.

Legal References: *Minn. Stat. § 120B.018 (Definitions)*
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.023 (Benchmarks)
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 (General Requirements; Statewide Assessments)
Minn. Stat. § 120B.302 (General Requirements; Test Design)
Minn. Stat. § 120B.305 (Assessment Reporting Requirements)
Minn. Stat. § 120B.306 (District Assessment Requirements)
Minn. Stat. § 120B.307 (College and Career Readiness)
Minn. Stat. § 120B.31 (System Accountability and Statistical Adjustments)
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 3501.135000-3501.1345 (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 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEP, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)

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619 - STAFF DEVELOPMENT FOR GRADUATION 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 of federal law at all levels.

III. STAFF DEVELOPMENT

- A. The Advisory Committee for Comprehensive Continuous Improvement of Student Achievement 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 goals for the school district shall address identified needs for Graduation Assessment Requirements implementation throughout all levels of the school district programs.
- D. In service, staff meeting, and district and building level staff development plans and programs shall focus on improving implementation of the Graduation Assessment Requirements at all levels for all students, including those with special needs.

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

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

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

- B. Teachers/Administrators

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

Legal References:

- Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota’s Students)*
- Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement Goals; Striving for Comprehensive Achievement and Civic Readiness)*
- 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)

Date Adopted:	File Number: Detroit Lakes Policy - 625
Date Revised:	Date Reviewed: 9/16/2026

625 - RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

I. PURPOSE

The purpose of this policy is to establish clear and actionable guidelines for the responsible, ethical, and transparent use of Artificial Intelligence (AI) within the school district. This policy seeks to support and enhance teaching, learning, and administrative efficiency while upholding academic integrity, protecting privacy, and ensuring equitable access for all students and staff.

AI language models can assist with tasks ranging from teaching and learning to writing support and data analysis. Used appropriately, AI can enhance student learning, improve educational efficiency, and encourage independent research, curiosity, critical thinking, and problem-solving. The school district also recognizes the limitations of AI and the potential for misuse.

The school district authorizes staff to use, and to permit students to use, AI ethically and legally as a supplemental tool to support classroom instruction, facilitate personalized learning, expand educational opportunities, and assist staff in fulfilling their work responsibilities, consistent with this policy, school district policies, and federal and state law.

Because AI technology is evolving rapidly and continues to reshape teaching, learning, and school operations, this policy and the associated Responsible Use of AI Handbook shall be reviewed and updated regularly to remain current, accurate, and aligned with the school district's mission and legal obligations.

II. GENERAL STATEMENT OF POLICY

A. The school district supports use of AI in ways that uphold academic integrity and foster student critical thinking and original work.

B. The superintendent or designee shall develop and implement a Responsible Use of AI Handbook that expands on this policy and meets both the purpose and the general statements set forth herein. The Responsible Use of AI Handbook shall be reviewed and updated regularly and shall govern operational implementation of this policy.

C. The school district supports AI use as an augmentative tool rather than as an autonomous decision-maker. Human intelligence and the Human-AI-Human (H-AI-H) protocol shall drive the educational process, with humans remaining accountable for decisions and outcomes.

D. The school district supports the use of AI to enhance administrative operations and efficiency.

E. Student and staff use of AI shall be transparent and responsible, with appropriate attribution provided.

F. The superintendent or designee shall implement and regularly review privacy controls and safety features to protect student, staff, and school district data associated with the use of AI technologies consistent with this policy.

G. The school district supports and promotes fair access to appropriate AI tools and shall strive to ensure equitable access for all students and staff.

H. The school district shall provide ongoing training and guidance to mitigate the potential for bias and misinformation and shall hold students and staff accountable for the consequences of AI use.

I. This policy applies to AI use by students and staff when the use occurs on school district property or at school district events and activities, as well as off-campus use when there is a disruption of school operations, interference with another person's rights, use of district systems or data, or another basis for school district authority recognized by law or district policy.

J. The school district recognizes that a student's age is a key consideration in determining appropriate AI use. Age-appropriate guidelines for grades K-5, 6-8, and 9-12 are established and maintained in the Responsible Use of AI Handbook.

III. DEFINITIONS

Definitions of key terms used in this policy—including, without limitation, Artificial Intelligence (AI), Agentic AI, AI Tool Types (Student-Facing, Confidential, and Operational AI), Closed AI Tools, Confidential Data/Information, Deep Fake, Generative Artificial Intelligence (GenAI), Generative AI Chatbots, the Human-AI-Human (H-AI-H) Model, Personally Identifiable Information (PII), Publicly Available AI Tools, School District-Supported AI Tools, Synthetic Media, and Voice Cloning—are set forth in the Responsible Use of AI Handbook and shall be reviewed and updated as needed to ensure alignment with current technology, legal standards, and school district practices. The school district shall provide accessible explanations and examples to support understanding among all stakeholders.

IV. EQUITABLE ACCESS TO AI TECHNOLOGY

The school district is committed to ensuring that all students and staff have fair and equitable access to AI technology and related resources. To meet this commitment, the

school district shall provide necessary devices, connectivity, and assistive technology; regularly assess and address barriers to access related to socioeconomic status, disability, language, and geographic location; deliver ongoing training on technical skills, ethical considerations, bias mitigation, privacy, and responsible use; and engage students, families, and community members in ongoing evaluation of equitable access and AI implementation effectiveness.

If disparities in access, participation, or outcomes are identified, the school district shall take timely corrective action—which may include reallocating resources, providing targeted training or supports, adjusting implementation practices, or updating policies and procedures—and shall communicate and monitor those actions to ensure that AI implementation advances educational equity. Operational details for provisioning, assessment, training, community engagement, and corrective action are set forth in the Responsible Use of AI Handbook.

V. CURRICULUM INTEGRATION AND AI LITERACY

A. The superintendent shall work with school district staff to establish instructional protocols and criteria consistent with the H-AI-H model that:

1. identify teacher AI use to assess student work;
2. restrict AI use in student disciplinary matters, student placement decisions, behavioral assessments, or similar matters;
3. require transparency when AI use is part of a decision about a student;
4. establish the right to request a review of the human decision-making in a consequential AI-influenced decision affecting the student; and
5. articulate the school district's expectations regarding AI-assisted surveillance or behavioral monitoring tools.

Teachers shall provide direction when students are authorized to use AI in an assignment and shall direct student use to ensure alignment with school district policies, administrative guidelines, teacher directions, and applicable requirements regarding district-supported AI tools.

B. Use of AI must comply with the Family Educational Rights and Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA), and other applicable federal and state laws.

C. Students shall indicate AI use on assignments as required by the teacher and the assignment.

VI. ARTIFICIAL INTELLIGENCE (AI) COMMITTEE

A. Appointment and Structure

The superintendent may appoint an AI advisory group as needed and may determine its membership, size, structure, and term. Detailed roles, charge, and operating procedures may be set forth in the Responsible Use of AI Handbook.

B. Administrative AI Implementation Plan

The superintendent or designee may develop and maintain an administrative AI implementation plan consistent with this policy. The plan may address district priorities, professional learning, supported technologies, data privacy, and responsible implementation. The superintendent may consult with an advisory group and shall periodically inform the school board regarding significant developments in district AI implementation.

C. School District AI Procedures

The superintendent or designee shall develop and implement procedures for staff and students concerning the use of AI that:

1. Prohibit AI use inconsistent with school district policies and procedures, classroom instructions and requirements, or federal or Minnesota law;
2. Prohibit AI use inconsistent with expectations for staff and student conduct, including those involving discrimination, harassment or hazing, and bullying;
3. Prohibit AI input of confidential staff and student data;
4. Comply with the H-AI-H model for consequential actions involving AI use;
5. Promote AI literacy;
6. Require transparency and accountability regarding disclosure of AI use;
7. Require formal review only when a tool will collect protected data, be purchased, be district-integrated, or be assigned directly to students;
8. Identify district-supported AI technologies and establish guidance for the professional selection and use of additional AI tools;
9. Ensure that AI-generated material is retained in accordance with the school district's Records Retention schedule, as set forth in Article XI;

10. Clarify that staff and students are responsible for their own use of AI and compliance with existing policies and that consequences will be addressed through existing student discipline and employee procedures;

11. Provide guidance on handling incidents in which AI-generated images, audio, video, or text involving minors are created or distributed;

12. Provide guidance to school district counselors and other staff on recognizing and addressing unhealthy AI dependency, parasocial or emotional relationships with AI chatbots, overreliance on AI for emotional support or decision-making, and similar AI-related mental health impacts;

13. Address agentic AI and autonomous AI actions; and

14. Establish a structured AI incident-response plan as required under Article XII.

VII. STUDENT USE GUIDELINES

Students may use school district-approved AI tools for educational purposes as directed by teachers and in compliance with assignment guidelines. Students shall verify AI-generated information and acknowledge AI assistance as required by the teacher or assignment. Students are prohibited from inputting personal, confidential, or sensitive information into AI tools. Violations shall be addressed in accordance with Policy 506, other applicable school district policies, and may result in disciplinary or legal action, as appropriate.

The superintendent or designee shall develop and implement Student AI Use Guidelines as part of the Responsible Use of AI Handbook. The guidelines shall address appropriate and prohibited uses of AI, expectations for academic integrity and verification of AI-generated work, privacy and data protection, reporting procedures, and consequences for misuse. The guidelines shall prohibit the creation, distribution, or use of deep fakes, synthetic media, or voice cloning of another person without explicit permission and in accordance with applicable law and school district policy. The superintendent or designee may seek input from an AI advisory group, if appointed, regarding the Student AI Use Guidelines and possible revisions.

VIII. STAFF USE GUIDELINES

Staff may use appropriate AI tools to support teaching, learning, administrative responsibilities, and other school district operations, provided such use is consistent with this policy, other school district policies, the Responsible Use of AI Handbook, and applicable federal and state law. Staff shall exercise professional judgment when selecting and using AI tools and shall remain responsible for all professional decisions and work products supported by AI. Staff shall apply the Human-AI-Human (H-AI-H) model to ensure that human judgment, oversight, and

accountability remain central to the educational process. Staff shall safeguard confidential, private, and proprietary information when using AI tools and are responsible for providing appropriate guidance and supervision regarding student AI use.

The superintendent or designee may seek input from an AI advisory group, if appointed, regarding the Staff AI Use Guidelines and possible revisions. The guidelines shall address appropriate educational and operational uses of AI, privacy and data protection, prohibited uses, expectations for transparency and professional responsibility, investigation procedures, and disciplinary expectations. The guidelines shall prohibit the creation, distribution, or use of deep fakes, synthetic media, or voice cloning of another person without explicit permission and in accordance with applicable law and school district policy. The superintendent or designee may seek input from an AI advisory group, to review the Staff AI Use Guidelines and recommend revisions as needed.

IX. DATA AND ARTIFICIAL INTELLIGENCE

All data use involving artificial intelligence shall comply with applicable federal and state law, school district policies, and the Responsible Use of AI Handbook. The school district shall provide staff and students with training on data stewardship, privacy, cybersecurity, and legal compliance, and shall review and update procedures as laws, technologies, and best practices evolve. Data privacy safeguards shall be reviewed periodically, and proposed changes to district-supported AI technologies shall be evaluated for their impact on data privacy and security.

All school district users are responsible for protecting confidential, private, and educational data when using AI technologies. AI interactions involving student or employee data shall comply with applicable federal and state laws, including FERPA, IDEA, CIPA, COPPA, the Minnesota Government Data Practices Act, and other applicable privacy laws. Users shall not assume that consumer AI products provide protections appropriate for confidential or educational data unless those protections have been verified through applicable school district agreements, procedures, or guidance.

X. AI VENDOR AGREEMENTS AND LICENSING

The school district shall exercise reasonable due diligence when procuring or implementing AI technologies for instructional or operational use. AI technologies that collect, access, store, or process student or employee data shall comply with applicable federal and state laws, school district policies, and applicable contractual requirements.

The superintendent or designee shall establish procedures for evaluating AI technologies and vendor agreements, including consideration of data privacy,

security, accessibility, licensing, educational purpose, and compliance with applicable laws. These procedures shall be maintained in the Responsible Use of AI Handbook.

The school district shall comply with applicable Minnesota statutes regarding educational technology providers, protection of educational data, and parent notification requirements. Information regarding district-supported digital tools and technology providers may be maintained through the district's Digital Tools inventory or other district-approved resources.

Staff and students using district-supported AI technologies shall comply with applicable vendor terms of service, licensing agreements, this policy, and the Responsible Use of AI Handbook. The superintendent or designee shall periodically review district-supported AI technologies and recommend revisions to procedures as needed. The superintendent or designee may seek input from an AI advisory group, if appointed.

XI. AI AND RECORDS RETENTION

A. A document created, received, or maintained through an AI system may constitute a school district record.

B. AI-generated or AI-assisted data shall be treated as a school district record when the data:

1. documents a school district action, policy, or operation; or
2. is relied upon when making an educational, administrative, or financial decision.
3. Records described in Paragraph B shall be retained pursuant to the school district's Records Retention schedule.

XII. REPORTING AI-RELATED CONCERNS, MISUSE, AND INCIDENTS

A. Staff and students should report concerns regarding the safe and responsible use of artificial intelligence, or suspected misuse of AI that may violate school district policies, procedures, or applicable law, to the building principal or the principal's designee.

B. Reports of alleged AI misuse shall be reviewed and addressed in accordance with this policy, the Responsible Use of AI Handbook, and other applicable school district policies and procedures. Student conduct shall be addressed in accordance with Policy 506, K-12 Discipline and Violence Prevention Policy, Policy 524, Internet Acceptable Use and Safety Policy, and other applicable school district policies and procedures. Employee conduct involving the use of

artificial intelligence shall be addressed in accordance with this policy, Policy 524, Internet Acceptable Use and Safety Policy, other applicable school district policies, administrative procedures, and applicable collective bargaining agreements.

C. The superintendent or designee shall develop and maintain procedures within the Responsible Use of AI Handbook for responding to AI-related concerns and incidents. These procedures may include reporting, documentation, notification, and coordination with law enforcement or other agencies when required by law or deemed appropriate.

XIII. TRAINING OF SCHOOL DISTRICT STAFF, TEACHERS, AND STUDENTS

The school district shall provide age- and role-appropriate training or guidance as reasonably necessary.

XIV. NOTICE

The school district shall inform students, parents, and guardians about AI use in the school district when legally required or when a material change directly affects student use, privacy, or family rights.

XV. REVIEW

Because artificial intelligence technologies continue to evolve rapidly, the superintendent or designee shall regularly review this policy and recommend revisions to the school board as needed to address changes in technology, educational practice, and applicable law. The superintendent or designee may seek input from an AI advisory group, if appointed.

Legal References

Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 604.32 (Cause of Action for Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
Minn. Stat. § 609.771 (Use of Deep Fake Technology to Influence Election)
Minn. Stat. § 617.262 (Nonconsensual Dissemination of a Deep Fake Depicting Intimate Parts or Sexual Acts)
15 U.S.C. §§ 6501–6506 (Children’s Online Privacy Protection Act)
18 U.S.C. §§ 2510–2523 (Electronic Communications Privacy Act)
18 U.S.C. §§ 2701–2713 (Stored Communications Act)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights Amendment)
20 U.S.C. §§ 1400–1419 (Individuals with Disabilities Education Act)
29 U.S.C. § 701 et seq. (Rehabilitation Act of 1973)
42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act)

Cross References

MSBA/MASA Model Policy 406: Public and Private Personnel Data
MSBA/MASA Model Policy 409: Employee Publications, Instructional Materials, Inventions, and Creations
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
MSBA/MASA Model Policy 524.5: Personal Electronic Communication Devices
MSBA/MASA Model Policy 601: School District Curriculum and Instruction Goals
MSBA/MASA Model Policy 603: Curriculum Development
District Responsible Use of AI Procedural Guide (operational detail referenced throughout this policy)

Date Adopted: 05/12/97	File Number: Detroit Lakes Policy - 203.5
Date Revised: 11/09/98; 03/09/2009; 03/08/2010; 05/12/2014; 4/19/2021,12/16/24	Reviewed: 8/10/2026

203.5 - SCHOOL BOARD MEETING AGENDA

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.

[Note: The Minnesota Commissioner of Administration has issued an opinion that a government entity is limited to acting only on those matters specifically included in the notice of a special meeting.]

- C. The tentative agenda and supporting documents shall be sent to the school board members five (5) days prior to the scheduled school board meeting.
- D. Items may be added to the agenda only by a motion adopted at the meeting. **If a board member intends to add an item to the agenda, notice must be given 24 hours prior to the meeting to all board members and the superintendent.** 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 Reference: 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)
MSBA/MASA Model Policy 207 (Public Hearings)

DATE: September 15, 2026

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **Certification of Proposed 2026 Payable 2027 Property Tax Levy**

The school board is required to certify to the county auditor of Otter Tail and Becker County the school district's preliminary 2026 Payable 2027 Property Tax Levy by September 30, 2026. The district will certify the maximum levy, as certifying the preliminary levy in this manner allows for adjustments prior to the final levy certification in December. Attached are pages 30 and 31 of the Levy Limitation and Certification document from the Minnesota Department of Education (MDE) which show detailed levy amounts broken down by category.

Preliminary figures indicate that the school district portion of the property tax levy increased by **\$158,352.60 (1.56%)** from a year ago to **\$10,293,529.22**. Last year's levy amount was **\$10,135,176.62**. The figures presented are preliminary and may change in the coming months.

During the regularly scheduled board meeting on Monday, December 21st at 6:00 PM, the school board will discuss the payable 2027 levy and the current year budget (Fiscal Year 2027). At this meeting there will be an opportunity for the public to speak. The final levy certification will be approved at the same meeting.

Administration and Finance Committee recommends to approve the maximum for 2026 Payable 2027 Proposed Property Tax Levy.

I. COMPUTATION OF 2026 PAYABLE 2027 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP			N/A			
GEN-RMV OTHER-EXEMP	2,542,406.32	2,966.24-	N/A			2,539,440.08
GEN-NTC VOTER-EXEMP		N/A	N/A		N/A	N/A
GEN-NTC OTHER-GENED	2,254,673.84	26,474.15-	4,356.65	N/A		2,232,556.34
GEN-NTC OTHER-EXEMP						
TOTAL GENERAL	4,797,080.16	29,440.39-	4,356.65			4,771,996.42
COM SERV-EXEMP	258,181.39	1,029.66	193.23			259,404.28
DEBT-VOTER-NONEXEMP	4,124,434.00		5,531.52			4,129,965.52
DEBT-OTHER-NONEXEMP	1,132,163.00					1,132,163.00
TOTAL DEBT SERV	5,256,597.00		5,531.52			5,262,128.52
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP						
TOTAL OPEB/PENSION						
TOTAL	10,311,858.55	28,410.73-	10,081.40			10,293,529.22

II. COMPARISON OF 2025 PAYABLE 2026 LEVY LIMITATION WITH 2026 PAYABLE 2027 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2025 PAY 2026 LIMITATION	2026 PAY 2027 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	4,941,613.91	4,771,996.42	169,617.49-	3.43-
COMMUNITY SERVICE	239,929.19	259,404.28	19,475.09	8.12
GENERAL DEBT SERVICE	4,953,633.52	5,262,128.52	308,495.00	6.23
OPEB DEBT SERVICE				
TOTAL	10,135,176.62	10,293,529.22	158,352.60	1.56

III. COMPARISON OF 2025 PAYABLE 2026 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2026 PAYABLE 2027 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2025 PAY 2026 CERTIFIED LEVY + ADJUSTMENTS	2026 PAY 2027 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	4,941,613.91			
COMMUNITY SERVICE	239,929.19			
GENERAL DEBT SERVICE	4,953,633.52			
OPEB DEBT SERVICE				
TOTAL AFTER ADJUSTMENTS	10,135,176.62			

LINE #	LIMITATION COMPONENTS	2025 PAY 2026 LIMITATION	2025 PAY 2026 CERTIFIED LEVY	2026 PAY 2027 LIMITATION	2026 PAY 2027 PROPOSED LEVY	2026 PAY 2027 CERTIFIED LEVY NOTES
SUBTOTALS BY LEVY CATEGORY						
(5000)	GENERAL-RMV VOTER					
(5001)	GENERAL-RMV OTHER	2,581,804.10	2,581,804.10	2,539,440.08		
(5002)	GENERAL-NTC VOTER					
(5003)	GENERAL-NTC OTHER	2,359,809.81	2,359,809.81	2,232,556.34		
(5008)	COMMUNITY SERV-NTC OTHER	239,929.19	239,929.19	259,404.28		
(5012)	GENL DEBT-NTC VOTER	4,127,730.91	4,127,730.91	4,129,965.52		*1
(5013)	GENL DEBT-NTC OTHER	825,902.61	825,902.61	1,132,163.00		*1
(5019)	OPEB DEBT-NTC VOTER					
(5020)	OPEB DEBT-NTC OTHER					
SUBTOTALS BY FUND						
(5004)	GENERAL FUND	4,941,613.91	4,941,613.91	4,771,996.42		
(5008)	COMMUNITY SERVICES FUND	239,929.19	239,929.19	259,404.28		
(5014)	GENERAL DEBT SERVICE FUND	4,953,633.52	4,953,633.52	5,262,128.52		
(5021)	OPEB/PENSION DEBT SERVICE FUND					
SUBTOTALS BY TAX BASE						
	REFERENDUM MARKET VALUE	2,581,804.10	2,581,804.10	2,539,440.08		
	NET TAX CAPACITY	7,553,372.52	7,553,372.52	7,754,089.14		
SUBTOTALS BY TRUTH IN TAXATION CATEGORY						
	VOTER APPROVED	4,127,730.91	4,127,730.91	4,129,965.52		
	OTHER	6,007,445.71	6,007,445.71	6,163,563.70		
TOTAL LEVY						
	TOTAL LEVY	10,135,176.62	10,135,176.62	10,293,529.22		
ALLOWABLE INCREASE						
ALLOWABLE INCREASE AMOUNT						
MAXIMUM ALLOWABLE CERTIFIED LEVY						

FOOTNOTES:
 *1 SCHOOL BUILDING BOND AGRICULTURAL CREDIT WILL BE CALCULATED USING THE GENERAL DEBT SERVICE LEVY CATEGORIES
 NOTE TO SCHOOL DISTRICTS: MUST CERTIFY PROPOSED AND FINAL LEVIES VIA THE WEB-BASED LEVY CERTIFICATION SYSTEM AVAILABLE ON THE MDE WEBSITE, [HTTP://EDUCATION.STATE.MN.US](http://education.state.mn.us).

DATE: September 10, 2026

TO: Mark Jenson, Superintendent and Board of Education

FROM: Jason Kuehn, Director of Finance and Operations

SUBJECT: **2026 PAYABLE 2027 PROPOSED PROPERTY TAX LEVY PUBLIC HEARING**

Purpose

The purpose of this memorandum is to establish the date, time, and location for Detroit Lakes Public Schools' annual public meeting and hearing regarding the District's **2026 Payable 2027 Proposed Property Tax Levy**.

Public Meeting

The annual public meeting and tax levy hearing is proposed to be held:

Date: Monday, December 21, 2026

Time: 6:00 PM

Location: Detroit Lakes City Council Chambers (1025 Roosevelt Avenue)
Detroit Lakes, Minnesota

The meeting will provide an opportunity for district residents and other interested members of the public to review and comment on the proposed 2026 Payable 2027 property tax levy. The School Board will conduct the required public hearing and consider public input prior to final adoption of the 2026 Payable 2027 tax levy.

Recommendation

Administration recommends that the School Board approve Monday, December 21, 2026, at 6:00 PM, at the Detroit Lakes City Council Chambers (1025 Roosevelt Avenue) as the official date, time, and location for the District's annual public meeting and hearing on the 2026 Payable 2027 Proposed Property Tax Levy.



Out of State Travel Request

Description:

Who - Up to twelve members of the Detroit Lakes FFA Chapter who are in 9th - 12th grade. Members must apply and be considered active and in good standing.

What - The annual National FFA Convention and Expo.

When - Leaving the evening of Tuesday, October 20th. Returning in the early morning of Sunday, October 24th.

Where - Indiana Convention Center, Indianapolis, Indiana.

Transportation - Region I FFA organizes group travel through chartered buses with Anderson Coach in Frazee. Between two and four buses travel together depending on the attendance.

Accommodations - Quality Inn, Indianapolis, IN. Students are assigned four to a room and may be grouped with other chapters to consolidate rooms.

Cost - \$480 per student, \$570 per advisor for transportation and lodging through Region I FFA, with an additional \$105 to National FFA for registration. Additional costs include tours, these vary from \$15-\$45 per event.

Supervision - Mrs. Thorsvig will be attending the National Convention for supervision. One benefit of traveling as a region is that truly our students will be chaperoned by all Region I FFA Advisors, as we work together.

DETAILS OF REQUEST

Request permission for out of state travel to: National FFA Convention, Indianapolis, Indiana

Who will be attending: Up to 12 FFA Members and Mrs. Thorsvig

Learning strands offered:

The student learning opportunities and benefits of attending the National FFA Convention are numerous. Witnessing the success of other FFA members is a unique experience, there are sessions highlighting the accomplishments of members in their Supervised Agricultural Experience (work based learning). I believe it is imperative that our members are able to see the advanced opportunities that are available to them in FFA and in Agriculture in general. The members will be able to network with other FFA members who are passionate and active in the FFA organization. Detroit Lakes students will have the opportunity to attend career exploratory and leadership development workshops. In addition, the Expo Center is packed with higher education and industry representatives. Students will also attend sessions with keynote speakers and motivational retiring addresses from the National Officers. We also go on career success tours while traveling to and from the convention, these vary from production/farm tours, to industry such as Caterpillar or Red Brand Fence.

DRAFT

To: FFA National Convention Candidates and Parents
From: Mrs. Thorsvig

National FFA Convention

Tuesday, October 20th - Sunday, October 25th, 2026

Thank you for your interest in the National FFA Convention. The convention gives members the chance to hear motivational speakers, visit numerous career booths and mingle with fellow FFA members from across the country. The National Convention is held in Indianapolis, Indiana! There is a great deal of information provided by the National FFA on their website, <https://convention.ffa.org/>. I highly suggest checking it out!!!

Students must apply for the opportunity to attend the National Convention. It is a quick application, but it is essential in case we have more students interested than spots on the bus. The Detroit Lakes FFA will be traveling to Convention on charter buses with other area FFA Chapters. The convention application, which is included in this packet, will be due on **Wednesday, September 23rd**. [Link to application](#).

This is considered a major trip for our students, the costs incurred to the Chapter are over \$700 per member, which covers lodging, transportation, tours, recreational tickets, tshirts and registration. **However, because of general fundraising, the Chapter is able to charge \$400.** If financial issues are a concern, please contact me. There will be opportunities for additional fundraisers to support the individual cost of the trip, such as concessions or additional Fruit Sales requirements. Please note, if the student does not attend - registration costs are nonrefundable. You will be expected to cover costs if your spot is not filled by another student. Students cannot attend if they are academically ineligible, it is imperative to start the school year off right and stay eligible.

Those who are approved to attend the Convention will be leaving Detroit Lakes in the evening on **Tuesday, October 20th**. Actual time is yet to be determined. Members will be gone from Tuesday evening till the early morning of **Sunday, October 25th**, so members will need to bring an appropriate amount of clothing, and personal spending money. A suggested packing list will be provided at a later time, along with the itinerary.

It is important to note that students will be responsible for meals, so they will need approximately \$100 for meals. Some may also want to plan for gifts and souvenirs.

FFA official dress is required for all days at convention, members will need an FFA jacket, enough white shirts, black slacks or skirts and black dress shoes for four days, and of course a tie or scarf! If members do not have an FFA jacket they can borrow one from the Chapter, and before going out to buy new clothing ask to see what we have at school. **If you want to order a new jacket and expect it to arrive for convention that order is also due September 23rd, new FFA jackets cost \$50.** Please remember, there are FFA jackets to borrow too! Most 9th grade students borrow one for Nationals!

Like mentioned earlier, an itinerary, packing list, and of course release/permission forms will be available as we get closer to the departure date. **One of the permission forms for out of state travel needs to be notarized.** Katrina at the District Admin Officer is able to do this, or another notary of your choice.

I'm looking forward to a worthwhile trip and an amazing experience!

Amanda Thorsvig
Detroit Lakes Agricultural Education Instructor
& FFA Advisor
1301 Roosevelt Ave, Detroit Lakes MN 56501
(218)
athorsvig@detlakes.k12.mn.us



DRAFT

To: FFA National Convention Candidates and Parents

From: Mrs. Thorsvig

Indianapolis here we come! Once again, If you have not had the opportunity to visit <https://convention.ffa.org/>, I highly suggest checking it out! Family at home - there are more options than ever before to keep up with what is happening in Indy, giving everyone at home a chance to hear some of the same great speakers! Stay tuned to social media for live streams!

As you will see on the enclosed itinerary, we will be leaving Detroit Lakes at 7:20 PM on **Tuesday, October 20th**. Members will need to arrive at the school at **6:45 PM** for bag checks and boarding. We are returning in the early morning hours of **Sunday, October 25th**.

A suggested packing list is below. Remember you are responsible for keeping track of and moving any luggage you bring. Pack light, but be prepared!

- o Official Dress
 - o FFA Jacket & Tie/Scarf
 - o 2-3 pair of black pants/appropriate black skirts
 - o 2-3 white collared shirts
 - o black socks & comfortable, closed toed, closed heeled, black shoes
- o Copies of your Medical Release & Code of Conduct Contracts, must be kept on you at all times, Thorsvig will give you these copies to keep before we leave.
- o Zip City Release filled out.
- o Comfortable travel clothes.
- o Pillow & Blanket for travel time.
- o Casual Clothing - Chapter FFA Apparel is appreciated.
- o Toiletries (keep some essentials in your carry on bus bag, luggage that goes underneath will not be accessible until we arrive in Indianapolis)
- o Snacks, resalable containers required! We do not need any spills or messes!
- o Any beverages must be sealed at time of bag checks, and must be in resealable containers.
- o DVD's, PG13 or less, to be played on bus rides.
- o Money for meals.
- o Spending money.
- o Charger and battery bank.

Reminder of Expectations

- o Student's responsibility for the Trip is paid or fundraised for.
- o Refrains from becoming a discipline issue while on trip.
- o Takes and submits (electronically) pictures of our members participating in Convention events.
- o Assists with the creation of a slides presentation on Convention events.
- o Attends the Chapter Meeting after Convention to present the slides and tell their convention story.
- o Attends the November School Board Meeting to present as a group on the Convention.

I'm looking forward to a great trip! If you have any questions please contact me. My cell number is below and it will be with me during convention if you need to reach your student or myself. I hope that you are excited to be a part of this opportunity. I can, without a doubt, say that some of my best high school memories were made during State and National FFA Convention trips.

Amanda Thorsvig

Detroit Lakes Agricultural Education Instructor & FFA Advisor Email: athorsvig@detlakes.k12.mn.us Cell: 218.841.5976

DRAFT

Tuesday 10/20

BUS #1 PICKUP SCHEDULE:

<u>TIME</u>	<u>LOCATION</u>	<u>SCHOOL(S)</u>
5:45pm	TRF (Lincoln High Schools)	TRF (7)
6:30pm	Fosston (Erskine Win-E-Mac Gas Station)	Fosston (15)
7:00 pm	Mahnomen High School	Mahnomen (4)
8:15pm	Rothsay High School	Rothsay (15)

BUS #2 PICKUP SCHEDULE:

<u>TIME</u>	<u>LOCATION</u>	<u>SCHOOL(S)</u>
5:15pm	Ada-Borup West High School	ABW (7)
5:45pm	Norman County East High School	NCE (4)
6:15 pm	Ulen Hiterdal High School	UH (13)
7:00 pm	Lake Park High School	LPA (4)
7:20 pm	Detroit Lakes High School	DL (9)

BUS #3 PICKUP SCHEDULE:

<u>TIME</u>	<u>LOCATION</u>	<u>SCHOOL(S)</u>
6:00pm	Frazee-Vergas High School	Frazee (13) Hawley (11)
7:45pm	Brainerd High School	Brainerd (11)

Wednesday 10/21

6:30 am - Breakfast Peoria, IL. Each bus will be on their own.

8:15 – Tour at Fair Oaks Farms

- **Lunch** at fast food on the way to Indianapolis. Each bus will be on their own..

8:00am - 6:00pm National FFA Shopping Mall

Afternoon - Arrival at hotel for check in. If buses arrive early they can go downtown first for registration..

Noon to 5:00pm National FFA Expo

3:30pm - Opening Session 1A at Lucas Oil Stadium. No schools are attending this session so we can go to the hotel.

- **Supper** on their own around the hotel.

6:30pm – Rodeo (Indiana Farmers Coliseum) **We will need a shuttle to this event and back to the hotel when it is done at 8:30. (Hawley)**

Thursday 10/22

6:30AM – Continental **Breakfast** offered by the hotel.

Bus 1-3 **TBD** - Load buses for Downtown. Please refer to your Advisor Planning Guide for other activities going on. **No bus shuttling needed the rest of the day.**

8:00am - 6:00pm National FFA Shopping Mall

8:00am- Opening Session 1B (Lucas Oil Stadium)

8:00am to 5:00pm National FFA Expo

- **Lunch** on your own in downtown Indy..

2:00pm - Second Convention Session (Lucas Oil Stadium)

- **Supper** on your own in downtown Indy..

6:30pm – Rodeo (Indiana Farmers Coliseum) **We may need a shuttle to this event and back to the hotel when it is done at 8:30. (ADA Borup West)**

7:00 pm- Third Convention session (Lucas Oil Stadium) **Load bus to return to hotel when this session is done. Usually around 9:00**

Friday 10/23

AM – Continental **Breakfast** offered by the hotel.

Bus 1-3 **TBD** - Load buses for Downtown. Please refer to your Advisor Planning Guide for other activities going on.

8:00am - 6:00pm National FFA Shopping Mall

8:00am- Opening Session 1B (Lucas Oil Stadium)

8:00am to 5:00pm National FFA Expo

TBD- Informal **Minnesota Delegation Picture**

The group will meet on the main steps across from the corner of West South St and South Capitol Ave

- **Lunch** on your own in downtown Indy..

12:30: Rodeo Shuttle: (Frazee-Vergas) (Indiana Farmers Coliseum)

2:00pm - Second Convention Session (Lucas Oil Stadium)

- **Supper** on your own in downtown Indy..

5:30 - 7:00 pm - National Talent Semi Finals followed by National FFA Band & Choir Concert (Lucas Oil Stadium)

6:30pm – Rodeo (Indiana Farmers Coliseum) **We may need a shuttle to this event and back to the hotel when it is done at 8:30.**
(Fosston, TRF, Rothsay)

7:00 pm- Third Convention session (Lucas Oil Stadium) **Load bus to return to hotel when this session is done. Usually around 9:00**

Saturday 10/24

AM - Continental **breakfast** provided by the hotel and **check out**.

TBD – Load bus with students and advisors interested in attending American Degree ceremonies.

7:30am – American Degree Ceremony, Lucas Oil Stadium (Frazee-Vergas, Hawley, Brainerd)

8:00am - 6:00pm National FFA Shopping Mall

TBD - Load bus for tour of the Indianapolis Speedway Tour or Zoo Experience (11:00am).

-**Lunch** on their own on the way home.

12:00pm - Seventh Session (Lucas Oil Stadium) We usually do not stay for this session

TBD - Depart for home with **supper** stop on the way. Drops are usually in reverse order of pickups. First drop should be about 12 hours after departure.

Hotel: Quality Inn Castleton Indy,
8380 Kelly Lane,
Indianapolis, IN 46250-1665

September 28, 2026
Erich Martens, Executive Director
Minnesota State High School
League 2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735

Dear MSHSL Executive Director Martens,

Please find enclosed a proposed amendment to the MSHSL Bylaws. As an MSHSL Member School Designated Representative, I submit this proposed amendment for consideration and voting by all 509 MSHSL Member Schools in the state's 16 Region under MSHSL's Constitution 215 Amendments to General Bylaws and All Activity Bylaws.

MSHSL Constitution 215 provides that a proposed bylaw amendment submitted to the MSHSL Executive Director by five Member Schools before October 15 requires that the League provide the proposed amendment to the MSHSL's 16 Region Committees by November 1 for the Region Member Schools' review, input and vote by February 15. If 9 of MSHSL's 16 Regions vote to support the proposed amendment, it is voted on by the 48 Member Schools designees selected by Region Committees to attend the MSHSL annual Representative Assembly in May. If 2/3 of the representatives present at the Representative Assembly vote in favor of the amendment it is adopted and effective on August 1.

Abbreviated methods for acting on this proposed bylaw amendment are found in MSHSL Constitution 209.03 (3) which permits MSHSL Region Committees to call special meetings at their discretion and in MSHSL Constitution 210.03 (2) which permits 15 members of the Representative Assembly to trigger a special meeting of the body for any purpose at any time.

We believe that the decision by 18 MSHSL Board Members in 2014 to discard the MSHSL biological basis for participation in girls' high school sports in favor of perceived gender identity was in error. It was not presented to Member Schools for action at the time, so it is represented as a Board decision rather than as a MSHSL Bylaw. The Board's decision was also not subject to standard rule making or public notice, a known short-coming of MSHSL process cited by Minnesota's Legislative Auditor in 2017. Further, we believe that MSHSL Board's 2025 decision to defy, rather than cure, the US Department of Education's finding of noncompliance with Title IX was in error. In addition to denying fair competition to girls, that decision jeopardizes each Member School's budget, generally 5-8% of their funding. It is not well-supported by Member Schools or the general public.

We seek to align MSHSL Bylaws with Civil Rights law and Title IX. The previous legal uncertainty of this path was substantially adjudicated by the Supreme Court's decision on June 30, 2026, in *West Virginia v BPJ*, which affirmed the constitutionality of biology-determined sports eligibility. This proposed amendment alleviates the threat of denied federal funds due to noncompliance with Title IX, restores fairness to girls' sports and welcomes gender nonconforming athletes to biology-based competition.

I have sent this letter and proposal by certified mail. I would appreciate your personal confirmation of receipt and confirmation that, assuming timely submission by five Member Schools, MSHSL will distribute the proposed language to all Member Schools before November 1, 2026, and abide by the votes of the MSHSL Regions for possible consideration at a meeting of the MSHSL Representative Assembly in accordance with MSHSL Constitution 215.02 or 210.03 2C.

INDEPENDENT SCHOOL DISTRICT #22
FINANCE COMMITTEE MEETING AGENDA
Finance Committee Meeting - September 21, 2026

Members Present: Sanford Nelson, Mickey Olson, Mary Rotter, Mark Jenson, Trisha Mariotti,
Jill Walter and Jason Kuehn

A Finance Committee Meeting was held on Monday, September 21, 2026 in the District Office Conference Room.
The agenda was as follows:

1. Treasurer's Report

Director of Finance Kuehn reviewed the bank reconciliation and fund balances through the month of August. District expenditures and revenues through August were reviewed in comparison to the budget. Overall, cash and investment balances totaled \$20,016,201.98, an increase of \$3,040,154.91 from August.

Receipts for the month of August totaled \$5,631,311.49. Revenues related to Summer Community Education programming, Fall Activities registration and funds related to the annual agreement with Sanford were highlighted. A majority of the revenues were related to metered state aid payments for General Education Aid and Special Education Aid..

Two sets of disbursements were reviewed by the Finance Committee. The committee recommends approval of the ACH/Wire payments for August totaling \$921,691.76.

The committee also recommends approval of the check summary for August in the amount of \$1,327,102.28 and payroll transfers totaling \$342,362.54.

2. Certification of 2026 Preliminary Tax Levy Payable in 2027

Director of Finance Kuehn reviewed the proposed tax levy for 2026 payable in 2027. Preliminary figures indicate that the school district portion of the property tax levy increased by 1.56% from a year ago to \$10,293,529.22. Last year's levy amount was \$10,135,176.62. The Finance Committee recommends to approve the maximum certifiable levy for 2026 Payable 2027 Proposed Property Tax Levy.

3. District Investment Review - Midwest Bank CDARS Program

The Committee reviewed a proposed investment strategy for maturing Certificates of Deposit within the District's Midwest Bank CDARS program. The committee recommends approval of reinvesting the maturing Certificates of Deposit as well as an additional \$500,000.00 currently held in the District's Savings Account at Midwest at a term of 12 months at a 4.15% APY.

4. Comprehensive Project Representation and Management Services Agreement

The Committee reviewed a proposal from ICS, LLC for project management services related to the planned Roofing projects at multiple sites in the Summer of 2027. The committee recommends approval of the Professional Service Agreement with ICS Consulting, Inc. for Owner Representation and Project Management Services associated with the District's 2027 summer roofing projects in the amount of \$240,000.

Next Meeting: Monday, October 12th at 9:00 AM (District Office Conference Room)