

Regular School Board Meeting  
Monday, June 10, 2024 6:00 PM

District Office Board Room  
2001 William Avenue  
Montevideo, MN 56265

## **Agenda**

1. ROUTINE BUSINESS ITEMS
  - 1.1. Call to Order/Pledge of Allegiance
  - 1.2. Roll Call: Birhanzi \_\_\_ Pauling \_\_\_ Wibben \_\_\_ Ohmacht \_\_\_ Shourds \_\_\_ and Stenson \_\_\_.
  - 1.3. Approval of Agenda
  - 1.4. Special Presentation
  - 1.5. Approval of Consent Agenda

*(Any item or items may be pulled off the consent agenda, at the request of any board member, for consideration by the board as a whole.)*

    - 1.5.1. Regular Board of Education Meeting Minutes
      - 1.5.1.1. Special Board of Education Meeting Minutes
    - 1.5.2. Bills
    - 1.5.3. Treasurer's Report
    - 1.5.4. Budget Report
    - 1.5.5. Personnel Actions
      - 1.5.5.1. Employment
      - 1.5.5.2. Resignations/Retirements
      - 1.5.5.3. Reassignments
    - 1.5.6. Approval of Fundraising Requests from June through December
  - 1.6. Resolution Accepting a Gift, Donation, Contribution or Bequest RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR SERVICES DONATION
  - 1.7. Public Forum
  - 1.8. Superintendent's Report
  - 1.9. Board Reports
    - 1.9.1. Board Committees
    - 1.9.2. Student Representative Report
    - 1.9.3. Administrators
  - 1.10. Congratulatory Action and Recognition
2. DISCUSSION ITEMS
3. ACTION ITEMS
  - 3.1. Approve Staff for Tenure
  - 3.2. Appointment of Student School Board Representative for 2024-25
  - 3.3. Designation of Identified Official with Authority to Authorize User Access to MDE Secure Websites.
  - 3.4. Approve Yearbook Agreement with Dufault Publishing and Walter's Publishing
  - 3.5. Approve Resolution for Membership in the Minnesota State High School League MSHSL.
  - 3.6. Set 2024-2025 Little ThunderHawk and Junior ThunderHawk Care Rates
  - 3.7. Approve June Payroll Deductions
  - 3.8. Designation of LEA Representatives for Federal Programs and Grants

- 3.9. Approve the FY 2025 Milk Bid
- 3.10. Approve Non Bargaining Work Agreements
- 3.11. Approve FY25 Budget
4. ADJOURNMENT

ISD 129 – MONTEVIDEO PUBLIC SCHOOLS  
Minutes of Regular School Board Meeting  
Held May 13, 2024 in Montevideo, MN

The regular meeting of the School Board of Independent School District #129 was called to order by Vice-Chairperson Pauling at 6:00 p.m. on Monday, May 13, 2024. The meeting was held in the District Board Room of the Montevideo Middle School.

Members present were Pauling, Ohmacht, Shourds, and Wibben. Attending remotely were Chairman Stenson and member Birhanzi. Also present were Mr. McKittrick, Preston Euerle with R.A. Mortenson, Matt Wolfert with Bray Architects, and Darren Seavers with School Perceptions attended via Google Meet. Chief Business Official Adam Spray, Principal Weber, and members of the staff.

Director Shourds made and Director Ohmacht seconded a motion to approve the agenda as presented. The Motion carried unanimously.

Special presentation by Madison Shourds.

Matt Wolfert led the discussion on long term facilities planning and the board approved moving forward with the planning.

Director Ohmacht made and Director Wibben seconded a motion to approve the Consent Agenda as presented. The Motion carried unanimously.

- Regular Board of Education Meeting Minutes – April 8, 2024
- Special Board of Education Meeting Minutes – April 22, 2024
- May Bills

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$ 301,272.93
FOOD SERVICE	\$ 76,381.41
COMMUNITY SERVICES	\$ 8,079.90
CAPITAL EXPENDITURE	\$ 102,109.33
STUDENT ACTIVITIES	\$ 11,085.03
MINN RIVER VALLEY ED DIST	\$ 129,763.79
MRVED COMMUNITY EDUCATION	\$ 4,215.87
<b>TOTAL BY FUND</b>	<b>\$ 632,908.26</b>

- Treasure Report
- Budget Report

- Personnel Actions:

Employment:

Heidi Huseby, MTSS Coordinator, beginning with the 2024-25 school year.

Katelyn Siebert, MHS/MMS Vocal Teacher, beginning with the 2024-25 school year.

Debbie Christians, Special Education Teacher at the high school for the rest of the 2023-24 school year.

Chase Schmidt, Custodian, MHS

Marie Nelson, Child Care Aide, Hawks Nest

Resignations/Retirements:

Tim Lindemann, resigned as Custodian at MHS

Carol Hayunga, resigned as Laundry Aide

Randina Grant, resigned as Special Education Assistant, at Sanford

Judy Olson, resigning as Elementary Assistant at the end of the 23-24 school year

Amber Benkowski, resigned as Sped Para at the High School, effective immediately.

Reassignments:

Lidia Anariba, reassigned from Middle School to Ramsey, SPED Para.

Rachel Weiss, was reassigned from Literacy Teacher at Sanford to 2nd Grade Teacher beginning with the 2024-25 school year.

- Resolution Accepting a Gift, Donation, Contribution, or Bequest: Director Wibben made and Director Ohmacht seconded a motion to adopt the resolution accepting the listed gifts, donations, contributions, and bequests. After a roll call vote, all members voted Aye, motion carried.
  - CCM Health donated \$200 towards the MMS Musical
  - The Montevideo American Legion donated \$500 towards Community Education Summer Rec T-shirts.
- Public Forum
- Superintendent's Report
- Board Report
- Student Representative Report
- Administrators Report

#### Discussion Items

Superintendent McKittrick led the discussion of appointing a student school board representative for the 2024-2025 school year. Interviews will be held in the Middle School Boardroom on Friday, May 24, beginning at 7:15 am.

Chief Business Official, Adam Spray provided an overview of the FY25 fund budget.

#### Action Items

- Motion by Director Shourds and seconded by Director Wibben to adopt the Resolution Providing for a Public Hearing to Consider Granting a Proposed Property Tax Abatement. After a roll call vote, all members voted Aye. The motion carried unanimously.
- Motion by Director Ohmacht and seconded by Director Shourds to adopt the Resolution Governing Write-In Vote Counting. Votes for write-in candidates will only be individually recorded if the total number of write-in votes for an office is equal to or greater than the fewest number of non-

write-in votes for a ballot candidate for that office. After a roll call vote, all members voted Aye. The motion carried unanimously.

- Motion by Director Shourds and seconded by Director Ohmacht to approve the Blue Cross Blue Shield health insurance proposal for FY 25 and FY 26. The motion carried unanimously.

Adjournment: Director Ohmacht made and Director Wibben seconded the motion to adjourn the meeting at 7:22 p.m.

ISD 129 – MONTEVIDEO PUBLIC SCHOOLS  
Minutes of Special School Board Meeting  
Held May 16, 2024 in Montevideo, MN

The special meeting of the School Board of Independent School District #129 was called to order by Vice-Chair Pauling at 7:15 a.m. on Thursday, May 16, 2024. The meeting was held in the District Board Room of the Montevideo Middle School.

Members present were Pauling, Birhanzl, Ohmacht, Shourds, and Wibben. Chairman Stenson was absent. Also in attendance was Mr. McKittrick and Adam Spray.

Director Ohmacht made and Director Shourds seconded the motion to approve the agenda as presented. The motion carried unanimously.

Director Wibben made and Director Birhanzl seconded the motion to approve the 4.0 School Services transportation bid pending an operational agreement between 4.0 School Services and the transportation committee. The motion carried unanimously.

Director Birhanzl made and Director Ohmacht seconded the motion to adjourn the meeting at 7:22 a.m. The motion carried.

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS**

**JUNE 10, 2024**

Check #	Vendor	Amount	Description
67796	A&B BUSINESS SOLUTIONS	\$ 1,535.76	PRINTER LEASES
67797	ACT INC	\$ 5,139.75	ACT TESTING
67798	Vendor Continued Check	\$ -	VOID
67799	AMAZON CAPITAL SERVICES, INC	\$ 1,569.04	MISC EXPENSES
67800	APPLE AWARDS	\$ 72.71	RETIREMENT BELL
67801	BORCH'S SPORTING GOODS	\$ 29.85	SCOREBOOKS
67802	BRAMBLE PARK ZOO	\$ 910.00	2ND GRADE FIELD TRIP
67803	BRAY ASSOCIATES ARCHITECTS, INC	\$ 7,655.00	ARCHITECTURAL SERVICES - ROOF PROJECTS
67804	CDW-GOVERNMENT INC	\$ 5,586.00	TECHNOLOGY ORDER
67805	CHAPPEL CENTRAL INC	\$ 238.00	SERVICE CALL
67806	CHILDREN'S MUSEUM OF SOUTH DAKOTA	\$ 655.50	MULTIAGE FIELD TRIP
67807	CLARA CITY TELEPHONE	\$ 479.00	FIBER LEASE
67808	Vendor Continued Check	\$ -	VOID
67809	Vendor Continued Check	\$ -	VOID
67810	CLARK TRANSPORTATION, INC	\$ 120,320.20	TRANSPORTATION SERVICES
67811	CLEAN SITE LLC	\$ 2,255.00	PORTABLE RESTROOM RENTALS
67812	COMMUNITY EDUCATION DEPT	\$ 620.00	ECSE TUITION FOR LTHC
67813	COORDINATED BUSINESS SYSTEMS, LTD	\$ 401.64	PRINTER CONTRACT
67814	Vendor Continued Check	\$ -	VOID
67815	COUNTRYSIDE PUBLIC HEALTH	\$ 2,934.00	KITCHEN & POOL LICENSES
67816	CUSTOM PRINTING	\$ 258.00	REQUISITION SLIPS
67817	DENNIS BENSON PIANO SERVICE	\$ 600.00	PIANO TUNINGS
67818	DOUBLE D DEVELOPMENT	\$ 15,620.53	HAWKS NEST LEASE
67819	DUFAULT PUBLISHING	\$ 120.51	MMS YEARBOOKS
67820	ELEMENTARY FACULTY LOUNGE	\$ 10.67	VENDING PROCEEDS
67821	EMPLOYERS PREFERRED INS CO	\$ 6,769.00	WORK COMP FINAL AUDIT PREMIUM
67822	FREEMAN PLUMBING LLC	\$ 264.50	DRINKING FOUNTAIN REPAIR
67823	GERVAIS JEWELERS	\$ 90.00	ENGRAVING
67824	GREATER MN FAMILY SERVICES	\$ 833.33	CONTRACTED SERVICES
67825	GREAT PLAINS NATURAL GAS	\$ 3,222.30	NATURAL GAS SERVICE
67826	HENDRICKX DEROUIN, ANNETTE	\$ 716.55	FOOD SERVICE CONSULTANT
67827	HERFF-JONES INC	\$ 79.75	MUSIC MEDALLIONS
67828	HILLYARD FLOOR CARE SUPPLY	\$ 7,334.13	CUSTODIAL SUPPLIES
67829	HOLLYWOOD ON MAIN, LLC	\$ 935.00	RENTAL FEES - PRACTICES
67830	INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 332.25	OFFICE SUPPLIES
67831	ISD #129 - MONTEVIDEO	\$ 72.80	PROM ITEMS
67832	JOHNSON CONTROLS FIRE PROTECTION LP	\$ 256.00	MMS FIRE ALARM
67833	JOSTENS INC	\$ 113.72	CHOIR PLAQUE
67834	J W PEPPER AND SON INC	\$ 205.49	MUSIC BOXES
67835	KDMA (AM)/KMGM (FM)	\$ 430.00	ADS/SALUTES
67836	KENNEDY & GRAVEN CHARTERED	\$ 550.00	LEGAL SERVICES
67837	KOEHLER & DRAMM WHOLESALE FLORIST	\$ 265.28	FLOWERS
67838	MN ASSN OF SCHOOL ADMIN	\$ 1,720.00	MEMBERSHIPS
67839	MASBO	\$ 220.00	MEMBERSHIPS
67840	MN ASSN OF SEC SCHOOL PRINC	\$ 989.00	MEMBERSHIPS
67841	MELODY LANES FAMILY ENTERTAINMENT CENTER	\$ 197.00	ADULTS W/DISABILITIES
67842	MENARDS	\$ 423.99	SHELVES
67843	MHS FACULTY LOUNGE	\$ 25.68	VENDING PROCEEDS
67844	MIDWEST SPECIAL INSTRUMENTS	\$ 320.00	CALIBRATION OF EQUIPMENT

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS**

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67845	MILLENNIUM THEATER	\$	464.00	AR FIELD TRIP
67846	MMS FACULTY LOUNGE	\$	34.87	VENDING PROCEEDS
67847	MINNESOTA DEPT OF HEALTH	\$	160.00	HOSPITALITY FEE
67848	MN RIVER VALLEY EDUCATION DIST	\$	9,522.20	MRVED PROGRAMS - 3RD QTR
67849	Vendor Continued Check	\$	-	VOID
67850	MOLDE'S ELECTRIC & MECHANICAL INC	\$	3,827.12	ELECTRICAL REPAIRS
67851	MONTEVIDEO MARKET	\$	889.80	FACS SUPPLIES
67852	MONTE HARDWARE HANK	\$	387.64	CUSTODIAL SUPPLIES
67853	MUSIC STREET INC	\$	235.50	BAND SUPPLIES/REPAIRS
67854	O'REILLY AUTOMOTIVE, INC	\$	3.23	CUSTODIAL SUPPLIES
67855	OLSEN PLUMBING & HEATING INC	\$	2,490.75	PLUMBING REPAIRS
67856	OUTLAW GRAPHIX	\$	3,206.99	UNIFORMS/SHIRTS/AWARDS
67857	OXYGEN SERVICE COMPANY	\$	598.00	AG SHOP SUPPLIES
67858	PAAPE ENERGY SERVICES	\$	240.00	HVAC CONTROLS
67859	QUADIENT LEASING USA, INC	\$	409.50	POSTAGE METER LEASE
67860	RA MORTON CONSTRUCTION MANAGERS	\$	5,000.00	CM FEES FOR ROOF PROJECTS
67861	RANDI'S STITCH & SCREEN	\$	3,044.75	KIC SHIRTS
67862	RED RIVER FLAGS	\$	109.81	NEW MN FLAGS
67863	REGION 3A	\$	8,155.00	SECTION BASEBALL/SUB SECTION TRACK GATES
67864	RESILITE SPORTS PRODUCTS	\$	15,505.56	WRESTLING MAT
67865	RUNNING'S SUPPLY INC	\$	953.11	CUSTODIAL SUPPLIES
67866	RUSTAD BUS SERVICE INC	\$	4,200.00	CHARTER BUSES
67867	SCHWIETERS FORD	\$	416.20	VEHICLE REPAIRS
67868	STAR GROUP, LLC	\$	153.63	CUSTODIAL SUPPLIES
67869	T-MOBILE	\$	89.25	BUS ACCESS POINTS
67870	TOSTENSON LANDFILL	\$	3,887.77	GARBAGE SERVICES
67871	US BANK EQUIPMENT FINANCE	\$	780.00	COPIER LEASE
67872	USI INSURANCE SERVICES LLC	\$	945.00	RISK MGMT FEE
67873	VFW POST 380	\$	1,404.00	STAFF RECOGNITION BANQUET
67874	Vendor Continued Check	\$	-	VOID
67875	Vendor Continued Check	\$	-	VOID
67876	Vendor Continued Check	\$	-	VOID
67877	VISA	\$	12,684.76	MISC EXPENSES
67878	WALMART - CAPITAL ONE	\$	3,341.96	MISC EXPENSES
67879	WEST CENTRAL ROOFING	\$	587.30	ROOF REPAIRS
67880	WEST CENTRAL TROPHIES	\$	20.00	ENGRAVING
67881	WILLIAMSON, JENNA	\$	35.37	BETWEEN BUILDING MILEAGE
67882	XCEL ENERGY	\$	369.19	ELECTRIC BILLING
67883	YME COMMUNITY EDUCATION	\$	680.00	DAYTRIPPERS TRIP
232400285	ARNDT, KRISTI L	\$	10.72	BETWEEN BUILDING MILEAGE
232400286	ARNOLD, JILL M	\$	55.99	CLASSROOM SUPPLIES
232400287	BIRDSALL, DEREK D	\$	8.04	BETWEEN BUILDING MILEAGE
232400288	BIRHANZL, KATIANNE M	\$	84.93	ST COUNCIL SUPPLIES/MILEAGE
232400289	BLOM, AMANDA	\$	61.37	CLASSROOM SUPPLIES
232400290	BRADY, JEREMY ANTHON	\$	12.00	MEAL REIMBURSEMENT
232400291	BROWN, ELIZABETH C	\$	135.47	CLASSROOM SUPPLIES
232400292	BROWN, SERENA M	\$	54.60	BETWEEN BUILDING MILEAGE
232400293	CARLSON, KAILEE A	\$	14.07	BETWEEN BUILDING MILEAGE
232400294	CHRISTIANS, DEBRA A	\$	25.83	CONCESSIONS REIMBURSEMENT



**MONTEVIDEO PUBLIC SCHOOLS  
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67791 PERKINS GONZALEZ, HEATHER ANN	\$	111.22	MILEAGE REIMBURSEMENT
67792 PITNEY BOWES	\$	81.30	POSTAGE MACHINE
67793 RAYMO, BRANDON J	\$	589.60	MILEAGE REIMBURSEMENT
67794 VISA CARDMEMBER SERVICE	\$	9,538.77	MISC EXPENSES
67795 WORDEN, CATALINA R	\$	196.98	ABE MILEAGE

**TOTAL MRVED WARRANTS \$ 68,663.48**

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	230,415.03	
FOOD SERVICE	\$	4,278.02	
COMMUNITY SERVICES	\$	6,036.95	
CAPITAL EXPENDITURE	\$	37,638.60	
STUDENT ACTIVITIES	\$	4,765.29	
MINN RIVER VALLEY ED DIST	\$	46,191.53	
MRVED COMMUNITY EDUCATION	\$	22,910.19	
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>352,235.61</b>	

**MAY 2024 WIRES / CASH TRANSFERS**

5/13/2024 WIRE FROM PMA TO OLD NATIONAL	\$	600,000.00	BOARD BILLS
5/14/2024 WIRE FROM PMA TO MINNWEST	\$	695,000.00	PAYROLL
5/30/2024 WIRE FROM PMA TO MINNWEST	\$	680,000.00	PAYROLL
5/31/2024 WIRE FROM PMA TO OLD NATIONAL	\$	100,000.00	HEALTH INS ACH

**MAY 2024 MANUAL CHECKS**

67582 ATLANTIC PLACE	\$	4,625.01	PROM MEALS
67583 WALMART	\$	4,518.29	MISC EXPENSES
67584 WINGS AXE COMPANY LLC	\$	450.00	PROM
67585 ISD #129	\$	1,800.00	TRUE TEAM TRACK
67752 ISD #129	\$	1,800.00	SUB-SECTION TRACK MEET
67753 PEPSICO BEVERAGE SALES LLC	\$	473.92	CONCESSIONS
67754 CENTURLINK-AZ	\$	115.29	MRVED PHONE SERVICE
67755 XCEL ENERGY	\$	839.24	MRVED ELECTRICAL UTILITY
67756 JAKES PIZZA	\$	193.70	REISSUED CHECK
67757 JAY'S DIGGING SERVICE	\$	1,740.00	REISSUED CHECK
67758 LANDMARK & CO	\$	42.00	REISSUED CHECK
67759 MAGNUSON, JOANNA M	\$	90.00	REISSUED CHECK
67760 SKOGEN, BRIAN	\$	200.00	REISSUED CHECK
67761 YME COMMUNITY EDUCATION	\$	1,526.00	REISSUED CHECK
67762 ISD #129	\$	15.00	SFSP STARTING CASH

**TOTAL MAY 2024 MANUAL CHECKS \$ 18,428.45**

**MAY 2024 PAYROLL DEDUCT CHECKS/EFT PMTS**

US TREAS	US TREASURY	\$	136,354.25	FEDERAL PAYROLL TAX
US TREAS	US TREASURY	\$	134,850.23	FEDERAL PAYROLL TAX
MN REV	MN DEPARTMENT OF REVENUE	\$	20,694.67	STATE WITHHOLDING
MN REV	MN DEPARTMENT OF REVENUE	\$	20,712.34	STATE WITHHOLDING
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	68,096.73	TRA EFT

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS**

**JUNE 10, 2024**

MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	67,786.27	TRA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSOC	\$	27,627.49	PERA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSOC	\$	28,549.71	PERA EFT
SWWC	SOUTHWEST WEST CENTRAL SERVICE CO-OP			HEALTH EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	29,562.88	PAYROLL 403(B) EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	29,475.81	PAYROLL 403(B) EFT
67742	AMERICAN FAMILY LIFE ASSURANCE	\$	2,102.96	PAYROLL ACCRUAL
67743	BLUE CROSS BLUE SHIELD OF MINN	\$	565.00	PAYROLL ACCRUAL
67744	ISD #129 - MONTEVIDEO	\$	2,407.78	PAYROLL ACCRUAL
67745	MEA	\$	90.96	PAYROLL ACCRUAL
67746	MEDICAREBLUE RX	\$	375.00	PAYROLL ACCRUAL
67747	MN CHILD SUPPORT PAYMENT CTR	\$	264.96	PAYROLL ACCRUAL
67748	MONTEVIDEO PUBLIC SCHOOL	\$	50.00	PAYROLL ACCRUAL
67749	MONTEVIDEO AREA COMMUNITY FOUNDATIOI	\$	136.50	PAYROLL ACCRUAL
67750	NCPERS MINNESOTA	\$	80.00	PAYROLL ACCRUAL
67751	AFSCME COUNCIL 65	\$	407.61	PAYROLL ACCRUAL
67763	AVIBEN	\$	163.59	PAYROLL ACCRUAL
67764	ISD #129 - MONTEVIDEO	\$	2,211.10	PAYROLL ACCRUAL
67765	MADISON NATIONAL LIFE INS	\$	5,540.57	PAYROLL ACCRUAL
67766	MEA	\$	90.96	PAYROLL ACCRUAL
67767	METLIFE	\$	6,577.74	PAYROLL ACCRUAL
67768	MN CHILD SUPPORT PAYMENT CTR	\$	288.63	PAYROLL ACCRUAL
67769	MONTEVIDEO AREA COMMUNITY FOUNDATIOI	\$	136.50	PAYROLL ACCRUAL
67770	AFSCME COUNCIL 65	\$	434.40	PAYROLL ACCRUAL
67771	VSP INSURANCE CO	\$	1,573.41	PAYROLL ACCRUAL
<b>TOTAL PAYROLL CHECKS/EFTS</b>		<b>\$</b>	<b>587,208.05</b>	

**MAY 2024 PETTY CASH DISBURSEMENTS**

5/16/2024	**VOID**City Of Montevideo	\$	-	Deposit - Shelter house
5/3/2024	Adelman, Keith	\$	125.00	SB Umpire 5/3/24
5/17/2024	Albrecht, Darcy	\$	6.25	Replacement for uncashed ck 15585
5/28/2024	Anderson, Wesley	\$	57.71	Snack shop dividend
5/28/2024	Arita Mata, Merlin	\$	57.71	Snack shop dividend
5/28/2024	Baker, Lakota	\$	57.71	Snack shop dividend
5/20/2024	Baldwin, Stephanie	\$	30.70	Lunch account balance
5/7/2024	Boerger, Dom	\$	200.00	SB Umpire 5/9/24
5/20/2024	Buckingham, Evan	\$	75.00	Section Speech Timer
5/28/2024	Burmeister, Anya	\$	57.71	Snack shop dividend
5/28/2024	Chacon, Jostin	\$	57.71	Snack shop dividend
5/3/2024	Chippewa County Historical Society	\$	785.00	3rd Grade Field Trip
5/16/2024	City Of Montevideo	\$	25.00	Rental fee - 5/23/24 field trip
5/17/2024	Connelly, Christopher	\$	3.00	Replacement for uncashed ck 14131
5/16/2024	Cortez, James	\$	340.00	BB Umpire 5/18/24
5/17/2024	Dack, Josh & Beth	\$	6.25	Replacement for uncashed ck 15613
5/24/2024	Domalik, Stephanie	\$	225.00	Replacement for uncashed ck 15505
5/3/2024	Doschadis, Kevin	\$	125.00	SB Umpire 5/3/24
5/14/2024	Doschadis, Kevin	\$	200.00	SB Umpire 5/14/24
5/20/2024	Duffy's	\$	121.19	Lunch for winning homeroom
5/7/2024	Ekren, Mark	\$	360.00	Track starter 5/7/24

**MONTEVIDEO PUBLIC SCHOOLS**

**MONTHLY WARRANTS**

**JUNE 10, 2024**

5/17/2024	Elementary Faculty Club	\$	50.00	Replacement for uncashed ck 17098
5/28/2024	Epema, Griffin	\$	57.71	Snack shop dividend
5/7/2024	Erickson, Nikki	\$	450.00	Rapunzel - Script, performing rights & consulting
5/24/2024	Eull, Tyler	\$	10.96	Replacement for uncashed ck 14416
5/28/2024	Feuerhelm, Natalie	\$	38.48	Snack shop dividend
5/20/2024	Fitzkappes, Kate	\$	126.56	Flood of Jazz reimbursement
5/28/2024	Flores Flores, Yoselin	\$	57.71	Snack shop dividend
5/24/2024	Gillman, Rachel	\$	197.00	Replacement for uncashed ck 16474
5/28/2024	Gomez Varela, Heimy	\$	57.71	Snack shop dividend
5/7/2024	GROVE, TIM	\$	200.00	BB Umpire 5/7/24
5/20/2024	GROVE, TIM	\$	125.00	BB Umpire 5/20/24
5/3/2024	HIRE IMAGE, LLC	\$	112.00	Inv. 63344 - Background Checks
5/16/2024	Hoffman, Marty	\$	340.00	BB Umpire 5/18/24
5/16/2024	Holliday Inn Express & Suites St. Paul NE	\$	1,506.40	True Team State Track Lodging
5/20/2024	Hudyma, Sarah	\$	215.00	Replacement for uncashed ck 15507
5/17/2024	ISD #2190	\$	50.00	Replacement for uncashed ck 15230
5/17/2024	Isd #2897	\$	130.00	Replacement for uncashed ck 13973
5/28/2024	Johnson, Emma	\$	57.71	Snack shop dividend
5/28/2024	Kibler, Cameron	\$	57.71	Snack shop dividend
5/17/2024	Kirscht, Linden	\$	200.00	Replacement for uncashed ck 17324
5/17/2024	Kleindl, Allison	\$	6.25	Replacement for uncashed ck 15604
5/17/2024	Koenen, Kristin	\$	25.00	Replacement for uncashed ck 17525
5/16/2024	Lee, Ryan	\$	340.00	BB Umpire 5/18/24
5/7/2024	Lillehaug, Cal	\$	200.00	SB Umpire 5/9/24
5/14/2024	Lillehaug, Cal	\$	200.00	SB Umpire 5/14/24
5/17/2024	Louwagie, Tammy	\$	6.25	Replacement for uncashed ck 15660
5/20/2024	Macziewski, Amy	\$	100.00	Reissue uncashed ck 15741
5/7/2024	Marquart, Cory	\$	200.00	BB Umpire 5/7/24
5/20/2024	Marquart, Cory	\$	125.00	BB Umpire 5/20/24
5/17/2024	Medrano Rivera, Issis	\$	6.25	Replacement for uncashed ck 15656
5/15/2024	Melody Lanes Family Entertainment	\$	500.00	KIC Bowling
5/17/2024	Minnewaska Area High School	\$	90.00	Replacement for uncashed ck 14840
5/20/2024	MN State High School League	\$	20.00	Inv. 042134 - Speech Entry Fee
5/28/2024	Moe, McKeon	\$	57.71	Snack shop dividend
5/7/2024	Moeller, Gordon	\$	180.00	Track Starter 5/7/24
5/17/2024	Muenchow, Rylee	\$	17.24	Replacement for uncashed ck 17007
5/20/2024	Muenchow, Rylee	\$	15.00	Refund for lost book
5/28/2024	Negen, Bryer	\$	38.48	Snack shop dividend
5/20/2024	New London-Spicer High School	\$	200.00	Cardinal-Wildcat Golf invite entry fee
5/28/2024	Nipple, Lathen	\$	57.71	Snack shop dividend
5/28/2024	Noel, Hunter	\$	57.71	Snack shop dividend
5/16/2024	Oakdale Golf Course	\$	108.00	Practice Rounds
5/17/2024	Ochsendorf, Kami	\$	51.00	Replacement for uncashed ck 17458
5/17/2024	Odell, Lorna	\$	5.40	Replacement for uncashed ck 14369
5/7/2024	Picht, Tammy	\$	11.71	Lunch account balance
5/17/2024	Poppe, Garrett	\$	27.90	Replacement for uncashed ck 17259
5/17/2024	Poppe, Klay	\$	45.00	Replacement for uncashed ck 16699
5/17/2024	Rademacher, Mickey	\$	180.00	Replacement for uncashed ck 15215
5/28/2024	Regnier, Brooklyn	\$	57.71	Snack shop dividend
5/28/2024	Ripley, Hope	\$	57.71	Snack shop dividend

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS**

**JUNE 10, 2024**

5/31/2024	Ruiz, Lianette	\$	40.00	Replacement for uncashed ck 16688
5/31/2024	Schinigoi, Donna	\$	12.00	Replacement for uncashed ck 17439
5/17/2024	Schreiner, Isaac	\$	200.00	Replacement for uncashed ck 16756
5/28/2024	Soto, Justice	\$	57.71	Snack shop dividend
5/17/2024	Stoll, Teleah	\$	42.90	Replacement for uncashed ck 16900
5/31/2024	Toov, Jessie	\$	10.20	Replacement for uncashed ck 14911
5/28/2024	Turcios, Valeria	\$	57.71	Snack shop dividend
5/28/2024	Turrubiates, Ricardo	\$	57.71	Snack shop dividend
5/20/2024	Two Rivers Entertainment	\$	250.00	DJ Services @ Glow Party 5/10/24
5/24/2024	Unzen, Ben	\$	40.00	Replacement for uncashed ck 16690
5/17/2024	Urias, Yeny	\$	6.25	Replacement for uncashed ck 15702
5/17/2024	Valenzuela Chaver, Mirian	\$	6.25	Replacement for uncashed ck 15703
5/24/2024	Wanke, Beth	\$	47.00	Lunch account balance
5/20/2024	Wellness For Living	\$	200.00	Cotton Candy 5/6/24
5/7/2024	West Central Conference	\$	36.00	WCC Speech Meet - March 21, 2024
5/24/2024	Zamora, Catarino	\$	6.25	Replacement for uncashed ck 15711

**MAY 2024 PETTY CASH TOTAL \$ 11,012.90**

**Independent School District No. 129  
TREASURER'S REPORT TO THE SCHOOL BOARD**

Date of Report: June 2024

For the Month of: May 2024

Funds	Balance Beginning of Month	Receipts	Disbursements	Accounting/ Prior Year Adjustments	Balance End of Month
General	2,188,496.93	4,955,876.32	4,123,280.93		3,021,092.32
Food Service	635,056.30	293,467.51	137,071.92		791,451.89
Community Service	-100,638.04	228,496.87	157,624.34		-29,765.51
Capital Outlay	980,741.31	2,013.14	105,196.83		877,557.62
Debt Service	153,523.78	151,370.63	0.00		304,894.41
Flex Benefit	13,909.39	4,618.88	5,709.85		12,818.42
Student Activities	378,627.64	36,208.73	17,196.88		397,639.49
MRVED	2,847,754.60	169,175.13	289,671.86		2,727,257.87
<b>TOTALS</b>	<b>7,097,471.91</b>	<b>5,841,227.21</b>	<b>4,835,752.61</b>	<b>0.00</b>	<b>8,102,946.51</b>

**RECONCILEMENT OF TREASURER'S BALANCE WITH BANK STATEMENTS**

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Other Reconciling Items	Balance Per Treasurer's Books
<b>Checking</b>					
Old National Bank	\$336,493.11	\$38,977.46	\$3,608.10	-\$29,475.81	\$ 271,647.94
MinnWest Bank	\$29,909.40	\$291.37		-\$20,712.34	\$ 8,905.69
Flex Account	\$13,122.38	\$303.96			\$ 12,818.42
HS Checking - MW	\$4,104.13	\$1,193.00			\$ 2,911.13
<b>Trust Accounts</b>					
			<b>Interest Rate</b>		
PMA MN Trust			5.21%		\$ 3,150,756.87
Liquid Asset Fund			5.16% & 5.25%		\$ 765,719.52
<b>Investments</b>					
		<b>Maturity Date</b>			
Co-op Credit Union					\$ 323.60
Old National Bank- Scholarship		6/8/2024	5.20%		\$ 148,465.58
MN Trust Full Flex		6/30/2024	5.25%		\$ 908,118.14
T Bank, Nat Assoc, TX		6/26/2024	4.74%		\$ 233,150.00
Pacific Western Bank, CA		6/26/2024	4.61%		\$ 233,500.00
Bank 7, OK		12/19/2024	4.69%		\$ 228,000.00
Fieldpoint Private Bank & Trust, CT		1/27/2025	4.88%		\$ 228,500.00
Cornerstone Bank, NE		1/26/2026	4.75%		\$ 229,000.00
Mercantile Bank		11/5/2024	4.76%		\$ 243,507.98
Western Alliance Bank		11/5/2024	4.86%		\$ 243,506.06
First Bank of Ohio		1/27/2025	4.75%		\$ 230,550.00
Huntington National Bank		5/5/2025	4.66%		\$ 244,664.19
BOM Bank, LA		11/20/2024	5.53%		\$ 236,800.00
Greenstate Credit Union, IA		5/19/2025	5.40%		\$ 231,250.00
First National Bank, ME		11/24/2025	5.18%		\$ 225,850.00
Investors Choice			0.04%		\$ 25,001.39

**Treasurer's Balance Per Books**

**\$8,102,946.51**

PERIOD ENDING MAY 31, 2024

MONTEVIDEO PUBLIC SCHOOLS

2023-2024 BUDGET COMPARISON REPORT

REVENUES	23-24 BUDGET	23-24 YTD RECEIVED	% RECEIVED	22-23 BUDGET	22-23 YTD RECEIVED	% RECEIVED
General Fund-01	\$22,131,396.00	\$17,116,651.71	77.34%	\$20,195,052.00	\$16,453,484.58	81.47%
Food Service Fund-02	\$1,268,900.00	\$1,200,962.92	94.65%	\$942,900.00	\$840,758.11	89.17%
Community Education Fund-04	\$1,574,896.00	\$1,338,421.88	84.98%	\$1,483,081.00	\$1,508,611.76	101.72%
Capital Outlay-05	\$1,066,141.00	\$560,671.00	52.59%	\$1,127,482.00	\$1,327,272.85	117.72%
Debt Redemption Fund-07	\$1,045,983.00	\$1,115,264.75	106.62%	\$1,477,382.00	\$1,359,157.85	92.00%
Student Activities - 50	\$381,400.00	\$317,182.51	83.16%	\$381,400.00	\$327,925.92	85.98%
<b>TOTAL OF ALL FUNDS</b>	<b>\$27,468,716.00</b>	<b>\$21,649,154.77</b>	<b>78.81%</b>	<b>\$25,607,297.00</b>	<b>\$21,817,211.07</b>	<b>85.20%</b>

  

EXPENDITURES	23-24 BUDGET	23-24 YTD EXPENDED	% EXPENDED	22-23 BUDGET	22-23 YTD EXPENDED	% EXPENDED
General Fund-01	\$21,595,751.00	\$15,672,013.67	72.57%	\$19,968,753.00	\$15,031,710.50	75.28%
Food Service Fund-02	\$1,475,120.00	\$1,103,766.12	74.83%	\$1,389,661.00	\$934,647.07	67.26%
Community Education Fund-04	\$1,594,757.00	\$1,362,309.56	85.42%	\$1,595,851.00	\$1,278,070.39	80.09%
Capital Outlay-05	\$1,590,880.00	\$814,417.35	51.19%	\$978,082.00	\$832,877.46	85.15%
Debt Redemption Fund-07	\$1,105,913.00	\$1,104,412.50	99.86%	\$1,230,440.00	\$1,228,515.00	99.84%
Student Activities - 50	\$366,800.00	\$142,398.57	38.82%	\$366,800.00	\$196,537.45	53.58%
<b>TOTAL OF ALL FUNDS</b>	<b>\$27,729,221.00</b>	<b>\$20,199,317.77</b>	<b>72.84%</b>	<b>\$25,529,587.00</b>	<b>\$19,502,357.87</b>	<b>76.39%</b>

Period Ending May 31, 2024

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>GENERAL FUND - 01</b>						
<b>ADMINISTRATION 000-099</b>						
SALARIES--100	\$857,696	\$814,049	94.91%	\$826,640	\$771,789	93.36%
BENEFITS--200	\$337,710	\$285,622	84.58%	\$328,140	\$249,485.39	76.03%
PURCHASED SVC.--300	\$35,500	\$28,419	80.05%	\$40,500	\$29,629	73.16%
SUPPLIES--400	\$7,500	\$16,638	221.84%	\$7,500	\$10,180	135.73%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$20,080	\$16,653	82.93%	\$19,780	\$21,617	109.29%
<b>TOTAL ADMINISTRATION</b>	<b>\$1,258,486</b>	<b>\$1,161,381</b>	<b>92.28%</b>	<b>\$1,222,560</b>	<b>\$1,082,699</b>	<b>88.56%</b>
<b>DISTRICT SUPPORT 100-199</b>						
SALARIES--100	\$253,604	\$238,488	94.04%	\$268,939	\$258,789.80	96.23%
BENEFITS--200	\$72,826	\$98,218	134.87%	\$70,312	\$64,492.58	91.72%
PURCHASED SVC.--300	\$159,000	\$121,562	76.45%	\$159,000	\$143,119	90.01%
SUPPLIES--400	\$35,000	\$33,909	96.88%	\$35,000	\$31,214	89.18%
CAPITAL EXP--500	\$6,000	\$1,206	20.10%	\$6,000	\$1,873	31.22%
OTHER--800	\$21,000	\$27,918	132.94%	\$51,000	\$61,906	121.38%
<b>TOTAL DISTRICT SUPPORT</b>	<b>\$547,430</b>	<b>\$521,301</b>	<b>95.23%</b>	<b>\$590,251</b>	<b>\$561,396</b>	<b>95.11%</b>
<b>INSTRUCTIONAL SERVICES 200-299</b>						
SALARIES--100	\$6,804,366	\$4,733,777	69.57%	\$5,804,317	\$4,574,152.61	78.81%
BENEFITS--200	\$1,920,140	\$1,423,746	74.15%	\$1,750,683	\$1,326,487.84	75.77%
PURCHASED SVC.--300	\$1,996,980	\$305,410	15.29%	\$1,947,977	\$295,807	15.19%
SUPPLIES--400	\$135,500	\$166,085	122.57%	\$136,500	\$127,229	93.21%
CAPITAL EXP--500	\$68,250	\$25,487	37.34%	\$68,250	\$48,936	71.70%
OTHER--800	\$30,500	\$44,394	145.56%	\$39,500	\$36,446	92.27%
<b>TOTAL INSTRUCTIONAL SERVICES</b>	<b>\$10,955,736</b>	<b>\$6,698,900</b>	<b>61.15%</b>	<b>\$9,747,227</b>	<b>\$6,409,059</b>	<b>65.75%</b>
<b>VOCATIONAL 300-399</b>						
SALARIES--100	\$211,134	\$166,272	78.75%	\$209,378	\$160,590.51	76.70%
BENEFITS--200	\$69,254	\$40,117	57.93%	\$68,517	\$50,921.54	74.32%
PURCHASED SVC.--300	\$3,500	\$4,160	118.86%	\$3,500	\$1,072	30.63%
SUPPLIES--400	\$16,300	\$28,666	175.87%	\$15,300	\$38,260	250.06%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL VOCATIONAL</b>	<b>\$300,188</b>	<b>\$239,216</b>	<b>79.69%</b>	<b>\$296,695</b>	<b>\$250,844</b>	<b>84.55%</b>

Period Ending May 31, 2024

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>SPED SERVICES 400-499</b>						
SALARIES--100	\$3,033,360	\$2,392,889	78.89%	\$2,937,154	\$2,182,360.61	74.30%
BENEFITS--200	\$1,131,300	\$690,375	61.02%	\$894,296	\$635,086.59	71.02%
PURCHASED SVC.--300	\$130,320	\$85,550	65.65%	\$105,325	\$102,485	97.30%
SUPPLIES--400	\$14,300	\$26,916	188.22%	\$14,200	\$22,873	161.08%
CAPITAL EXP--500	\$0	\$2,475	0.00%	\$0	\$0	0.00%
OTHER--800	\$40,000	\$41,230	103.08%	\$40,000	\$32,320	80.80%
<b>TOTAL SPED SERVICES</b>	<b>\$4,349,280</b>	<b>\$3,239,435</b>	<b>74.48%</b>	<b>\$3,990,975</b>	<b>\$2,975,126</b>	<b>74.55%</b>
<b>INSTRUCTIONAL SUPPORT 600-699</b>						
SALARIES--100	\$406,461	\$438,043	107.77%	\$421,677	\$413,558.64	98.07%
BENEFITS--200	\$159,078	\$137,991	86.74%	\$162,259	\$123,216.60	75.94%
PURCHASED SVC.--300	\$100,500	\$22,508	22.40%	\$109,000	\$83,798	76.88%
SUPPLIES--400	\$16,700	\$23,311	139.59%	\$21,700	\$21,073	97.11%
CAPITAL EXP--500	\$138,600	\$134,021	96.70%	\$138,600	\$243,938	176.00%
OTHER--800	\$85,000	\$79,231	93.21%	\$85,000	\$71,523	84.14%
<b>TOTAL INSTRUCTIONAL SUPPORT</b>	<b>\$906,339</b>	<b>\$835,105</b>	<b>92.14%</b>	<b>\$938,236</b>	<b>\$957,107</b>	<b>102.01%</b>
<b>PUPIL SUPPORT 700-799</b>						
SALARIES--100	\$252,796	\$249,676	98.77%	\$244,919	\$213,743.26	87.27%
BENEFITS--200	\$105,537	\$65,140	61.72%	\$101,735	\$63,563.55	62.48%
PURCHASED SVC.--300	\$904,305	\$795,968	88.02%	\$905,400	\$719,117	79.43%
SUPPLIES--400	\$98,100	\$67,679	68.99%	\$98,000	\$84,585	86.31%
CAPITAL EXP--500	\$0	\$10,283	0.00%	\$0	\$0	0.00%
OTHER--800	\$15,000	\$11,049	73.66%	\$15,000	\$12,841	85.61%
<b>TOTAL PUPIL SUPPORT</b>	<b>\$1,375,738</b>	<b>\$1,199,795</b>	<b>87.21%</b>	<b>\$1,365,054</b>	<b>\$1,093,849</b>	<b>80.13%</b>
<b>BUILDINGS/EQUIP 800-899</b>						
SALARIES--100	\$718,186	\$695,746	96.88%	\$714,096	\$633,680.30	88.74%
BENEFITS--200	\$295,868	\$218,923	73.99%	\$257,159	\$218,309.60	84.89%
PURCHASED SVC.--300	\$472,500	\$412,626	87.33%	\$455,500	\$425,561	93.43%
SUPPLIES--400	\$340,000	\$264,678	77.85%	\$315,000	\$315,048	100.02%
CAPITAL EXP--500	\$15,000	\$10,990	73.27%	\$15,000	\$8,256	55.04%
OTHER--800	(\$165,000)	\$1,455	-0.88%	(\$160,000)	\$9,984	-6.24%
<b>TOTAL BUILDINGS/EQUIP</b>	<b>\$1,676,554</b>	<b>\$1,604,418</b>	<b>95.70%</b>	<b>\$1,596,755</b>	<b>\$1,610,840</b>	<b>100.88%</b>

Period Ending May 31, 2024

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>FIXED COSTS 900-999</b>						
SALARIES--100	\$0	\$0	0.00%	\$0	\$0	0.00%
BENEFITS--200	\$51,000	\$41,071	80.53%	\$61,000	\$43,452.68	71.23%
PURCHASED SVC.--300	\$175,000	\$131,393	75.08%	\$160,000	\$47,338	29.59%
SUPPLIES--400	\$0	\$0	0.00%	\$0	\$0	0.00%
CAPITAL EXP--500	\$0	\$0	0.00%	\$0	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FIXED COSTS</b>	<b>\$226,000</b>	<b>\$172,464</b>	<b>76.31%</b>	<b>\$221,000</b>	<b>\$90,790</b>	<b>41.08%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$21,595,751</b>	<b>\$15,672,014</b>	<b>72.57%</b>	<b>\$19,968,753</b>	<b>\$15,031,711</b>	<b>75.28%</b>
<b>FOOD SERVICE FUND - 02</b>						
<b>PUPIL SUPPORT SERVICES 700-799</b>						
SALARIES--100	\$389,000	\$383,436	98.57%	\$367,831	\$327,287.49	88.98%
BENEFITS--200	\$190,620	\$77,394	40.60%	\$181,830	\$66,802	36.74%
PURCHASED SVC.--300	\$42,500	\$16,839	39.62%	\$62,500	\$36,378	58.20%
SUPPLIES--400	\$743,000	\$608,870	81.95%	\$672,500	\$504,180	74.97%
CAPITAL EXP--500	\$110,000	\$17,227	15.66%	\$105,000	\$0	0.00%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL FOOD SERVICE FUND</b>	<b>\$1,475,120</b>	<b>\$1,103,766</b>	<b>74.83%</b>	<b>\$1,389,661</b>	<b>\$934,647</b>	<b>67.26%</b>
<b>COMMUNITY SERVICE FUND - 04</b>						
<b>COMMUNITY EDUCATION/SERVICE 500-599</b>						
SALARIES--100	\$1,106,878	\$990,249	89.46%	\$1,110,679	\$869,010	78.24%
BENEFITS--200	\$325,403	\$245,212	75.36%	\$317,917	\$215,465	67.77%
PURCHASED SVC.--300	\$65,785	\$42,582	64.73%	\$71,535	\$35,269	49.30%
SUPPLIES--400	\$74,941	\$48,672	64.95%	\$75,070	\$131,667	175.39%
CAPITAL EXP--500	\$2,500	\$11,619	464.74%	\$2,500	\$6,905	276.19%
OTHER--800	\$19,250	\$23,976	124.55%	\$18,150	\$19,755	108.84%
<b>TOTAL COMMUNITY EDUCATION</b>	<b>\$1,594,757</b>	<b>\$1,362,310</b>	<b>85.42%</b>	<b>\$1,595,851</b>	<b>\$1,278,070</b>	<b>80.09%</b>

Period Ending May 31, 2024

MONTEVIDEO PUBLIC SCHOOLS  
PROGRAM / OBJECT  
BUDGET AND Y-T-D  
2023-2024 / 2022-2023

DESCRIPTION	FY24 BUDGET	FY24 YTD	FY24 %	FY23 BUDGET	FY23 YTD	FY23 %
<b>CAPITAL OUTLAY FUND - 05</b>						
<b>CAPITAL EXPENDITURES</b>						
SALARIES--100	\$11,855	\$10,290	86.80%	\$11,855	\$10,289	86.79%
BENEFITS--200	\$1,795	\$1,508	84.02%	\$1,795	\$1,522	84.80%
PURCHASED SVC.--300	\$417,230	\$370,070	88.70%	\$574,634	\$503,599	87.64%
SUPPLIES--400	\$95,000	\$131,713	138.65%	\$107,500	\$109,127	101.51%
CAPITAL EXP--500	\$1,065,000	\$300,836	28.25%	\$282,298	\$208,340	73.80%
OTHER--800	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,590,880</b>	<b>\$814,417</b>	<b>51.19%</b>	<b>\$978,082</b>	<b>\$832,877</b>	<b>85.15%</b>
<b>DEBT SERVICE FUND - 07</b>						
<b>FISCAL/FIXED COSTS 900-999</b>						
DEBT SERVICE--700	\$1,105,913	\$1,104,413	99.86%	\$1,230,440	\$1,228,515	99.84%
OTHER FINANCING ISSUES--900	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$1,105,913</b>	<b>\$1,104,413</b>	<b>99.86%</b>	<b>\$1,230,440</b>	<b>\$1,228,515</b>	<b>99.84%</b>
<b>STUDENT ACTIVITIES FUND - 50</b>						
SUPPLIES--400	\$366,800	\$142,399	38.82%	\$366,800	\$196,537	53.58%
<b>TOTAL STUDENT ACTIVITIES FUND</b>	<b>\$366,800</b>	<b>\$142,399</b>	<b>38.82%</b>	<b>\$366,800</b>	<b>\$196,537</b>	<b>53.58%</b>
<b>TOTAL ALL FUNDS</b>	<b>\$27,729,221</b>	<b>\$20,199,318</b>	<b>72.84%</b>	<b>\$25,529,587</b>	<b>\$19,502,358</b>	<b>76.39%</b>

**Montevideo Public Schools**  
*Students First, from Cradle to Career*  
**School Board Update**



**Superintendent Report**  
**June, 2024**

**Summer**

We have a ton of projects that will be worked on this summer but I thought I'd use this section to give you a look at some of the high priorities:

- Facilities Community Survey: We have draft #1 completed and we are meeting next week to “mark it up” and revise. We hope to have the survey to you no later than the June 24 board meeting to review. The survey is scheduled to go out July 22.
- MTSS: This will continue to be a heavy lift over the next several months as we begin the activation phase of our work in this area. Kudos to Heidi Huseby for her work so far in championing this effort.
- LETRS: We are moving into the phase where we will have a large number of people working on different volume training. Vera has completed her Volume 2 training and will begin working with staff this summer. Projecting forward; all K-3 teachers will have completed volume I & II by 6/1/25, grades 4-8 (teachers who teach reading) will have completed volume I by 6/1/25 and volume II by 6/1/26.
- PowerSchool (curriculum mapping/alignment): The middle school took the lead this year and did a great job on phase I. Next year the elementary and high school staff will begin this process. This summer Dr. Weber is putting together the training/roll out plan for this initiative. Purpose: To ensure our curriculum, no matter who teaches it, is consistent in outcomes and major assessments. A consistent and viable curriculum ensures all students are receiving an equitable education.
- Annual Stakeholder Report: I am working on year end data and then will put this into our annual report. Our goal is for them to hit mail boxes the week of the 4th of July.
- Teacher Growth and Development: We will be working on some minor tweaks. We completed our annual process and review and as we focus on continuous improvement we want to alter the minor things that are in need of improvement.

**Bus Service Letter**

The following is the article sent out to our community regarding bus service for 2024-2025. It outlines the process that was used, a step by step of the three bid opportunities, and rationale for the decision made.

*Montevideo Public Schools completed the required transportation bid process on May 15, 2024, and the School Board took action on bids on May 16. The process, which began in February, took a number of twists and turns, but resulted in the bid being awarded to 4.0 School Services who will operate Montevideo Bus Service beginning July 1.*

*The process began in February with the legally required bid process. The February invitation for quotes concluded on March 8 with one proposal submitted by Aksamit Transportation of Montevideo, LLC. With only one proposal submitted, which was by someone other than the district's current provider, Clark Transportation, the district opted to extend the call an additional month. On April 8 one proposal was submitted, again by Aksamit Transportation of Montevideo, LLC, a reputable transportation provider headquartered out of Long Prairie, MN. On April 11 the school board took action to enter into negotiations with Aksamit Transportation of Montevideo, LLC.*

*On April 16 a negotiation meeting was held to discuss the submitted proposal. The Aksamit Transportation of Montevideo, LLC two-year proposal was for 8 routes, extracurricular rates, and special education transportation. The rates in 2024-2025 would be in the amount of \$1,000,572, a \$72,873 increase over fiscal year 2024. The 2025-2026 quote was for \$1,081,162, an increase of \$80,590.26 over fiscal year 2025. To keep the 9th route currently operated, the rate would increase an additional \$94,000 in year 1 and \$99,058 in year 2.*

*Negotiation discussions came to an impasse and Aksamit Transportation of Montevideo, LLC withdrew its proposal. April 22 the school board took action to close out the current quote cycle and call for a third invitation for quotes to be due May 15 at 9:00 am.*

*On May 15 the School District received 2 proposals which were opened at a public bid opening attended by the companies providing quotes; Clark Transportation and 4.0 School Services. The quotes were opened and read at the quote opening. The quotes for 9 routes, extra-curricular and special education transportation was as follows:*

*Clark Transportation: 2024-2025 School Year: \$1,007, 403 (\$79,705 increase over fiscal year 2024) and for the 2025-2026 School Year: \$1,077,354 (\$69,951 increase over fiscal year 2025)*

*4.0 School Services: 2024-2025 School Year: \$941,808 (\$14,110 increase over fiscal year 2024) and for the 2025-2026 School Year: \$941,808 (\$0 increase over fiscal year 2025).*

*After evaluation of the quotes, the determination was made to award the contract to 4.0 School Services which occurred at a school board meeting held on May 16.*

*“The two-year cumulative difference over current rates between the two bids of \$201,142 was too significant to ignore. Clark Transportation has provided an outstanding service to our school district for many years and this very difficult decision is definitely not a reflection on the quality of services provided. Rollie Clark and the dedicated drivers perform wonderfully day in and day out. In the end, however, a financial decision was made. We had two highly reputable companies bid for our transportation and the bids were simply too far apart to not go with the low bid.” said Superintendent Wade McKittrick.*

*With being awarded the Montevideo transportation bid, 4.0 School Services will be opening a new division, Montevideo Bus Service, to be located and operated out of Montevideo. “It is our desire for this transition to be seamless. We would love to retain all current drivers and we will work hard to make that happen” stated 4.0 School Services owner Mike Hennek. “Our company philosophy is to surpass our customers' greatest expectations, and that begins with providing outstanding customer service and taking care of our employees. Our goal is for this transition to be so seamless that parents see no difference in the operations of transportation services.”*

*The transportation transition will occur over the summer and Montevideo Bus Service will begin operations on July 1, 2024 at the school district bus facility.*

**Enrollment**

As of Friday, 5/30 our district enrollment is:

K	1	2	3	4	5	6	7	8	9	10	11	12	Total
109	108	102	127	94	88	110	102	111	107	101	87	96	1342

**2024-2025 Staffing**

Below are the positions that will be available for the 2024-2025 school year.

Teaching Positions	Who was in the position	Job Posting Status	Hired

HS Sped	Debbie Christians	Filled	Dana Harrington- Transfer
6th grade	Melita Hildahl	Filled	Scott Soden-Transfer
4th Grade	New	Filled	Derek Webb- Transfer
8th LA	Scott Soden	Filled	Martin Christenson
MS Sped	Martin Christenson	Filled	Hired Holly Spicer
2nd Grade	Derek Webb	Filled	Rachel Weiss
MS Sped	Dana Harrington	Hired pending board approval	Adelle Kallemeyen
MS/HS Science	Ashley Kent	Hired pending board approval	Adam Ourada
MTSS Coordinator	New Position	Filled	Heidi Huseby
Title Coordinator	Heidi Huseby	Hired pending board approval	Sam Seeman
MS/HS Vocal	Linden Kirscht	Hired pending board approval	Katelyn Siebert
Elementary Music	Jenna Vick	Posted	
4th Grade	Kim Osman (Retirement)	Posted	
4th Grade	Mary Sanders	Posted	
Elementary EL	Kathy Jessen	Posted	

**It's a Great Day to be a Thunder Hawk**



## Administrator Report June, 2024

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### **MHS Principal-Chris Weber**

On May 24th MHS celebrated the graduation of 99 students who received the Montevideo High School Diploma. 98 students participated in the commencement ceremony. It was a great night and everything went smoothly.

June Credit Completion (JCC) is underway with students recovering credits that were failed during the school year. We currently have 13 students attending and all will be done by June 13th. Some students will need a few hours to complete missing work and some will need all 8 days. Thanks to Mr. Aker, Mrs. Christians, Mr. Henrich and Mrs. Dahl for being part of the JCC staff to help these students get the credits recovered.

The High School staff is all set and the master schedule is complete for the 2024-25 school year.

After 21 years in the Montevideo School District, June 27th will be my last day in the office. I want to thank each and everyone of you for your service to the school district and for all of your support. We are very proud that all of our own children went through the Montevideo School system and were well-prepared for the next steps in life. Montevideo has a top-notch teaching and support staff. Thanks again for all you do for kids.

### **MMS Principal- Shawn Huntley**

Greetings from MMS! At our end of the school year assembly we celebrate student accomplishments. The areas recognized include: Perfect Attendance, 3-Sport Athletes (grades 7 and 8), Presidential Fitness Awards, Student Council Representatives, and Presidential Academic Achievement and Excellence Awards (based on MCA's and grade point averages). This year we recognized over 300 students in these areas. I would like to highlight that 40% of our 8th grade students were 3-Sport Athletes. Two individual student accomplishments to highlight include Emily Koosmann (6th grade) who scored a 699 on her reading MCA (highest possible score) and Lucas Huntley being the only 8th grade student to exceed standards on all 3 MCA's (reading, math, and science).

Last week I attended a behavior conference with Heidi Huseby in Austin, Texas. This conference provided a lot of great information and tools that will be used to assist our Multi-Tiered Systems of Support (MTSS) initiative in the area of behavior. Thank you Mr. McKittrick and the School Board for allowing us to attend this conference.

### **MES Principal- Heidi Sachariason**

#### **FAMILY & COMMUNITY ENGAGEMENT**

##### **MES HAWK NEWS**

MES is continuing with weekly newsletters. Below are the newsletters for families. Staff also receive a newsletter each week.

- [May 6th MES News for Families](#)

- [May 13th MES News for Families](#)
- [May 20th MES News for Families](#)
- [May 27th MES News for Families](#)

### **ALL GOOD THINGS MUST COME TO AN END**

Our last days were filled with field trips and grade level celebrations. The last day of school was a mix of excitement and sadness. The bonds the students make with their classroom teachers and staff are pretty cool! It is especially hard to say good-bye to our 4th graders.

### **SUMMER PROGRAMMING**

#### SUMMER SCHOOL

Summer School is housed at Sanford this summer and will run Tuesday, June 4th through Friday, June 28. Grades 3-5 will be in the morning from 8-11, and K-2 will be in the afternoon from 12-3:00. Our enrollment for the summer is 115 students.

#### SUMMER MEALS SERVED AT SANFORD

Sanford will host summer food services this year. Both breakfast and lunch are open to individuals aged 18 and under. Breakfast is served from 7:30 to 9:00 am, while lunch is available from 11:00 am to 1:00 pm.

### **Community Education Director - Kelly Snell**

The summer community education season officially begins June 10 and Montevideo community members of all ages have opportunities to be active and engaged throughout the summer months. We have seen a dramatic decrease in youth baseball and softball registrations which I believe to be in part due to the growing traveling leagues in our area. Other MRVED schools are reporting a similar drop in CE ball registrations. Additionally, finding coaches for these programs has been extremely difficult. We will be running with a very lean crew meaning Jasmin and I will both be filling in at times to assure these offerings can be held for our kids. This is an area I will be reviewing for next summer.

Swim lesson instructors have also been very difficult to find again this summer. Due to this we will need to adjust the scheduled offerings based on instructor availability. Our hope is to minimize the number of lessons we have to cancel by spreading the schedule out further in July allowing us to utilize less instructors.

June AM and PM Driver's Education classes are both full with 30 students each and will begin with a Parent meeting on June 9 and first student contact day of June 10. There is still availability in the July class and the online learning option for students who still need to register.

Our Little Thunder Hawk Care, Small World Preschool, and ECFE have returned to the Hawks Nest. Kudos to these staff members who dug in and completed the enormous task of moving once again on their own. We were grateful to Rosewood and Our Savior's for the use of their facilities, but we are so happy to be back "home." Both LTH and SW are converting to a new software called brightwheel to track sign-in/outs, manage ratios, communicate with families and manage billing. This change is a cost saving effort and I believe will provide us with a more secure and efficient tool to manage these programs.

JTH will operate out of Sanford elementary this summer. We are happy to welcome several new employees to the JTH team which now consists of five adult and seven student employees. There are 75 students registered for summer care. We will once again walk with kids to and from community education activities that are at MMS, MHS, and Sanford.

ECFE one day summer offerings are all full with waitlists. We are still promoting Little Explorers and Ready4K classes with hopes of filling in a few more spots before they begin Tuesday, July 11.

**Activities Director- Jesse Nelson**

Mr. Nelson will present his update during the special presentation.

**Special Education- Erin Hoffman, Director of Special Education**

It has been a privilege to be your special education director this school year. I am moving on to another organization starting July 1, 2024. Your new special education director will be Larry Syverson. He is one of my director colleagues currently at SWWC. I wish the Montevideo District the best in the future!

**It is a great time to be a Thunder Hawk!**

# Yearbook Agreement

As a premiere yearbook team in the industry, Dufault Publishing and Walter's Publishing recognize that our success is wholly attributable to your trust in us and your willingness to allow us to be your publishing partner. We want to bring you the best products, services, and value, as well as to provide your school with the best possible yearbook experience. Thank you for this opportunity to serve you.

When you publish with us, we guarantee the following:

- Customized training. We'll schedule timely, value-based visits with your yearbook adviser to make sure all the tools and support needed are available to create a quality yearbook.
- A balanced budget each year. You have complete peace of mind that we will partner with you to establish (work within the framework of the school's yearbook budget) and maintain a budget that allows you to create the best yearbook possible.
- A comprehensive yearbook kit with relevant material for producing your yearbook.

## Book Specifications:

PAGES	<u>144</u>	PAPER	<u>100 lb Gloss</u>
COPIES	<u>200</u>	TRIM SIZE	<u>8½ x 11</u>
COVER	<u>Custom Litho</u>	BINDING	<u>Smyth Sewn</u>
ENDSHEETS	<u>White Paper</u>	CREATION METHOD	<u>Pictavo</u>

PRICE PER BOOK \$47.41 DELIVERY DATE 8/13/25 SHIPPING No Charge

## ADDITIONAL NOTES:

All Color Yearbook with Custom Cover, Shipping Included, Free Plant Tour

Optional: 144 pages / 150-199 copies - \$53.68 per book

subject to change. You will receive an invoice when the publication is completed. Payment should be made within thirty days after the invoice is received. **Sales Tax:** if your school is required to collect sales tax, the school is responsible for setting the correct sales tax rate, setting the appropriate product(s) to be taxable and paying the required sales tax for all orders taken at school.

## Years of enrollment

2025

## DUFAULT PUBLISHING IS HEREBY AUTHORIZED TO BE THE PUBLISHER OF:

SCHOOL NAME: Montevideo High School

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date

*Brian Dufault*  
Dufault Publishing Signature

5/21/24

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date



# Yearbook Agreement

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- A comprehensive yearbook kit with relevant material for producing your yearbook.

## Book Specifications:

PAGES	<u>28</u>	PAPER	<u>80 lb Gloss</u>
COPIES	<u>100</u>	TRIM SIZE	<u>8½ x 11</u>
COVER	<u>Custom Litho</u>	BINDING	<u>Saddle Stitched</u>
ENDSHEETS	<u>White Paper</u>	CREATION METHOD	<u>Pictavo</u>

PRICE PER BOOK \$12.62 DELIVERY DATE 5/13/25 SHIPPING No Charge

## ADDITIONAL NOTES:

All Color Yearbook, Shipping Included

In the event that the customer changes any book specifications, the individual book price and the total purchase price are subject to change. You will receive an invoice when the publication is completed. Payment should be made within thirty days after the invoice is received. **Sales Tax:** if your school is required to collect sales tax, the school is responsible for setting the correct sales tax rate, setting the appropriate product(s) to be taxable and paying the required sales tax.

## Years of enrollment

2025

## DUFAULT PUBLISHING IS HEREBY AUTHORIZED TO BE THE PUBLISHER OF:

SCHOOL NAME: Montevideo Middle School

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dufault Publishing Signature

5/21/24

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date

**DUFAULT**  
  
publishing

# Yearbook Agreement

As a premiere yearbook team in the industry, Dufault Publishing and Walter's Publishing recognize that our success is wholly attributable to your trust in us and your willingness to allow us to be your publishing partner. We want to bring you the best products, services, and value, as well as to provide your school with the best possible yearbook experience. Thank you for this opportunity to

When you publish with us, we guarantee the following:

- Customized training. We'll schedule timely, value-based visits with your yearbook adviser to make sure all the tools and support needed are available to create a quality yearbook.
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COVER	<u>Custom Litho</u>	BINDING	<u>Saddle Stitched</u>
ENDSHEETS	<u>White Paper</u>	CREATION METHOD	<u>Pictavo</u>

PRICE PER BOOK \$12.62 DELIVERY DATE 5/13/25 SHIPPING No Charge

## ADDITIONAL NOTES:

All Color Yearbook, Shipping Included

In the event that the customer changes any book specifications, the individual book price and the total purchase price are subject to change. You will receive an invoice when the publication is completed. Payment should be made within thirty days after the invoice is received. **Sales Tax:** if your school is required to collect sales tax, the school is responsible for setting the correct sales tax rate, setting the appropriate product(s) to be taxable and paying the required sales tax.

## Years of enrollment

2025

## DUFAULT PUBLISHING IS HEREBY AUTHORIZED TO BE THE PUBLISHER OF:

SCHOOL NAME: Ramsey/Sanford Elementary

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date

Barry Dufault  
Dufault Publishing Signature

5/21/24

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer's Authorized Signature

\_\_\_\_\_  
Date

**DUFAULT**  
publishing



**2024-2025 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE  
Membership Renewal Form**

**This form must be completed once for each school in the district.**

**Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2024. Retain one copy for the school files.**

**RESOLVED**, that the Governing Board or Entity of Montevideo High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

***Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.***

***Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.***

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

**208.00 LOCAL CONTROL**

**208.01 Designated School Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

**One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.**

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

**208.02 Designated Activity Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

**208.03 Local Advisory Committee**

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Deductions From Final Paychecks

Employee	Building	Date	Days	Hours	Daily Rate	Hourly Rate	Amount Full Deduct
Ahrens, Emily	Ramsey	11/20/23-11/22/23	3		\$ 253.04		\$ 759.12
Ahrens, Emily	Ramsey	11/27/23-12/1/23	5		\$ 253.04		\$ 1,265.20
Ahrens, Emily	Ramsey	12/4/23-12/8/23	5		\$ 253.04		\$ 1,265.20
Ahrens, Emily	Ramsey	12/11/23-12/15/23	5		\$ 253.04		\$ 1,265.20
Ahrens, Emily	Ramsey	12/18/23-12/22/23	5		\$ 253.04		\$ 1,265.20
<b>Ahrens, Emily Total</b>							\$ 5,819.92
Beadell, Aaron	Sanford	12/12/23	1		\$ 417.68		\$ 417.68
<b>Beadell, Aaron Total</b>							\$ 417.68
Clemenson, Hilary	MMS	5/20/24-5/24/24	5		\$ 323.41		\$ 1,617.05
Clemenson, Hilary	MMS	5/28/24-5/31/24	4		\$ 323.41		\$ 1,293.64
<b>Clemenson, Hilary Total</b>							\$ 2,910.69
Haff, Ashley	Sanford	5/17/24		2.25		\$ 45.22	\$ 101.75
Haff, Ashley	Sanford	5/20/24-5/24/24	5		\$ 361.75		\$ 1,808.75
Haff, Ashley	Sanford	5/28/24-5/29/24	2		\$ 361.75		\$ 723.50
<b>Haff, Ashley Total</b>							\$ 2,634.00
Hildahl, Melita	MMS	1/2/24	1		\$ 417.68		\$ 417.68
Hildahl, Melita	MMS	3/22/24		1.5		\$ 52.21	\$ 78.32
<b>Hildahl, Melita Total</b>							\$ 496.00
Jessen, Kathleen	Ramsey	3/7/24		6		\$ 40.60	\$ 243.60
Jessen, Kathleen	Ramsey	3/8/24	1		\$ 324.77		\$ 324.77
Jessen, Kathleen	Ramsey	5/30/24	1		\$ 324.77		\$ 324.77
<b>Jessen, Kathleen Total</b>							\$ 893.14
Kent, Ashley	MHS	5/6/24		2.5		\$ 43.75	\$ 109.38
Kent, Ashley	MHS	5/13/24-5/17/24	5		\$ 350.02		\$ 1,750.10
Kent, Ashley	MHS	5/7/24-5/10/24	4		\$ 350.02		\$ 1,400.08
<b>Kent, Ashley Total</b>							\$ 3,259.56
Nelson, Cassie	Hawks Nest	3/28/24	1		\$ 211.29		\$ 211.29
<b>Nelson, Cassie Total</b>							\$ 211.29
Runck, Matthew	MMS	10/18/23		4.5		\$ 48.26	\$ 217.17
Runck, Matthew	MMS	10/26/23		3.75		\$ 48.26	\$ 180.98
Runck, Matthew	MMS	10/27/23	1		\$ 386.11		\$ 386.11
<b>Runck, Matthew Total</b>							\$ 784.26
Schreiner, Isaac	MHS	5/15/24		2.25		\$ 32.81	\$ 73.82
Schreiner, Isaac	MHS	5/16/24	1		\$ 262.52		\$ 262.52
Schreiner, Isaac	MHS	5/17/24	1		\$ 262.52		\$ 262.52
<b>Schreiner, Isaac Total</b>							\$ 598.86
Zamora, Brittany	MMS	8/21/23-8/23/23	3		\$ 373.93		\$ 1,121.79
Zamora, Brittany	MMS	8/28/23-8/31/23	4		\$ 373.93		\$ 1,495.72
Zamora, Brittany	MMS	9/5/23-9/8/23	4		\$ 373.93		\$ 1,495.72
Zamora, Brittany	MMS	9/11/23-9/15/23	5		\$ 373.93		\$ 1,869.65
Zamora, Brittany	MMS	9/18/23-9/22/23	5		\$ 373.93		\$ 1,869.65
Zamora, Brittany	MMS	9/25/23-9/29/23	5		\$ 373.93		\$ 1,869.65
Zamora, Brittany	MMS	10/2/23-10/6/23	5		\$ 373.93		\$ 1,869.65
<b>Zamora, Brittany Total</b>							\$ 11,591.83
<b>Grand Total</b>							\$ 29,617.23



May-24

7008

**Sioux Falls Office**  
 1200 West Russell  
 Sioux Falls, SD 57104  
 Office: (605) 336-1958 - Fax: (605) 336-7206

**Montevideo Public Schools**  
 Montevideo, MN

Thank you for the opportunity to bid on your schools dairy program for the upcoming school year.  
 Please see the below bid prices quoted for the month printed in the top right corner.

**If you have any questions regarding your bid, please contact Dana Hunzeker at:  
 Email: [dana\\_hunzeker@prairiefarms.com](mailto:dana_hunzeker@prairiefarms.com) or Voicemail: (800) 568-6616 Ext: 5062**

	Case Pack	Item #	Escalator
8oz PF Whole (Paper)	50	1165	0.3817
8oz PF 2% (Paper)	50	1331	
8oz PF 1% (Paper)	50	4752	0.3550
8oz PF Fat Free Skim (Paper)	50	5404	0.3474
8oz PF 1% Chocolate (Paper)	50	1555	0.3750
8oz PF Fat Free Skim Chocolate (Paper)	50	6926	0.3624

**Ship To's:** \* Delivery Days and Times to be Determined\*

- 10867 MONTEVIDEO SANFORD ELEM
- 10871 MONTEVIDEO HAWKS NEST
- 10870 MONTEVIDEO HIGH SCHOOL
- 10869 MONTEVIDEO MIDDLE SCHOOL
- 10868 MONTEVIDEO RAMSEY ELEM



	Case Pack	Item #	Escalator
Gallon PF Whole	4	1060	4.5024
Gallon PF 2%	4	1229	4.3346
Gallon PF 1%	4	1350	4.2010
Gallon PF Fat Free Skim	4	1421	4.0817
Gallon PF 1% Chocolate	4	4994	4.3410
Half Gallon PF Buttermilk	9	5684	2.1064
Gallon PF Orange Juice	4	1952	6.5632
8oz PF Orange Juice	50	1966	0.4775
5LB PF Cottage Cheese 4%	2	33244	10.7349
5LB PF Cottage Cheese 2%	2	33460	10.7009
5LB PF Sour Cream Reg	2	33245	11.0820
1oz Sour Cream Reg (100/Box)	1	4696	17.5931
24oz PF LF Yogurt (Plain, Van, Straw, Peach, Bberry)	6	24837	2.2358
Half Gallon PF IC Mix 5% Van and Choc	9	22303	4.2942
14oz PF UHT Milks	12	29586	1.3742
<b>NEW</b> 16oz PF <b>Lactose Free</b> Sour Cream	6	35476	2.9849
<b>NEW</b> 16oz PF <b>Lactose Free</b> Cottage Cheese	6	35475	2.7176
<b>NEW</b> Gallon PF <b>Lactose Free</b> VD	<i>Coming Soon - Pricing available in June</i>		
<b>NEW</b> Gallon PF <b>Lactose Free</b> 2%			
8oz PF ESL <b>Lactose Free</b> 1%	50	34255	0.7055
HG PF ESL <b>Lactose Free</b> (VD, 2%, 1% Skim, Choc)	6	26395	3.9599

Please fill in the below and email to [dana\\_hunzeker@prairiefarms.com](mailto:dana_hunzeker@prairiefarms.com) along with any other public competitive bids.

**Accept**    or    **Decline**

**First Day of School:**

**Name of Kitchen/Food Service Director:**

**Phone #:**

**Email:**

If you are interested in learning more about our Prairie Farms WEB Ordering process, please email Dan at [dan\\_cieklinski@prairiefarms.com](mailto:dan_cieklinski@prairiefarms.com)



## **Milk Escalator / De-Escalator Pricing Clause**

The pricing quoted is based on the 2024 Federal Milk Marketing Order for Class I Skim and Class I Butterfat for the month noted in the top right corner of your bid. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$0.15 per CWT (up or down) will move the cost of a half pint \$ 0.001.

Prices will also be adjusted based on cost changes in packaging, ingredients, labor, fuel, juice concentrate and re-sale products.

All price changes will become effective on the 1<sup>st</sup> day of the month following the price announcement.

**ACHIEVEMENT & INTEGRATION FAMILY & COMMUNITY LIAISON II  
ACADEMIC SUCCESS COORDINATOR I  
2024-2026**

	<u>2024-2025</u>	<u>2025-2026</u>
<b>FAMILY &amp; COMMUNITY LIAISON II</b> (School Success Coordinator Level II)	\$19.21/hr	\$19.97/hr
<b>ACADEMIC SUCCESS COORDINATOR I</b>	\$19.67/hr	\$20.46/hr

**BENEFITS**

- Insurance:** The employer agrees to contribute six-hundred dollars (\$600) per month in 2024-25 and six hundred and twenty-five dollars (\$625) per month in 2025-26 toward hospitalization/medical insurance for employees and their dependents, to those employees whose work schedule is 30 hours or more per week during the school year.
- 403(B):** Contribution match up to 1.5% of Salary in 2024-2025 and up to 2.00% of Salary in 2025-2026
- Sick Leave:** Employees shall receive 10 days of sick leave per year, accumulative to 45 days. Included in the 10 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.
- subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.
- subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.
- subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.
- subd. 4 An employee may use up to 2 days of accrued sick leave per year in order to be paid for non-school days, as outlined in the school calendar.
- Bereavement:** All employees shall receive five days of bereavement leave for the death of immediate family members. Immediate family shall include the employee's spouse, child, grandchild, parent of the employee or employee's spouse, daughter-in-law, son-in-law, grandparent of the employee, or brothers and sisters of the employee. Bereavement leave shall be deducted from the employee's accumulated sick leave.
- Personal Leave:** All employees shall receive two days of personal leave, accumulative to three days.
- School Cancellation, Late Starts & Early Dismissals:**  
If school is dismissed by the Superintendent of Schools or his designee after employees report for duty, employees shall be paid at their regular rate of pay for all hours not worked on that day.
- If school is canceled and it is not the intention of the school district to schedule a make-up day, employees covered by this agreement shall be paid a normal day's wage. In lieu of a school closing day as addressed in this subdivision, employees shall be required to attend in-service meetings as scheduled by the district. The district shall give notice of such in-service within a reasonable amount of time.
- If school is delayed one hour or more by the Superintendent of Schools or his designee, employees shall be paid their regular rate of pay for all hours not worked on that day.

**NON-BARGAINING MAINTENANCE AGREEMENT**

**2024-2026**

**DIRECTOR OF BUILDINGS & GROUNDS**

Salary            2024-2025      2025-2026  
                     \$61,755            \$64,842

403(B) -            Contribution match up to 2.5% of Salary for 2024-2025 and up to 3% for 2025-2026.

Insurance:        Health Insurance contribution provided at \$1,950 per month for 2024-2025 and \$2,000 for 2025-2026 and \$50,000 term life insurance.

subd. 1 Cash in lieu provision – Cash in lieu will be the difference between the \$500 CMM plans (limited to the monthly allocation) and the high deductible health plans, based on the level of coverage selected by the employee (family or single). (i.e. if single coverage is selected, cash in lieu is the difference between the single CMM and single HDHP plans; if family coverage is selected, cash in lieu is the difference between the district contribution and family HDHP plans.)

Duty Year:        The duty year for the Director of Buildings and Grounds shall be twelve (12) months. The Director of Buildings and Grounds will be entitled to twelve (12) holidays.

Vacation:        The Director of Buildings and Grounds shall receive paid vacation under the following schedule:  
0-5 years of service .....10 paid vacation days  
After 5 years of service.....15 paid vacation days  
After 10 years of service.....20 paid vacation days

Upon termination of employment, accrued vacation shall be paid to the employee in his/her final paycheck. Employee shall be allowed to carry over a maximum of fifteen (15) days of paid vacation into the next fiscal year. Any balance in excess of fifteen days as of June 30 each year shall be forfeited.

Sick Leave:      The Director of Buildings and Grounds shall receive 15 days of sick leave per year, accumulative to 100 days. Included in the 15 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd. 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to, injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The Employer may require a doctor's certificate in the case of an employee's personal illness.

Bereavement:    For absence because of the death in the immediate family, the employee shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or spouse. Up to three (3) days of bereavement leave shall be granted for grandparent, brother or sister of the employee or spouse. Additional days may be granted by the School administration. Bereavement leave shall be deducted from the employee's accumulated sick leave. Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed. Such absence will be deducted from the employee's accumulated sick leave

Personal Leave: The Director of Buildings and Grounds shall receive two days of personal leave, accumulative to three days.

**NON-BARGAINING FOOD SERVICE AGREEMENT**

**2024-2026**

**DIRECTOR OF FOOD SERVICE**

Salary            2024-2025    2025-2026  
\$48,431            \$50,853

403(B) -            Contribution match up to 2.5% of Salary for 2024-2025 and up to 3% for 2025-2026.

Insurance:        Health Insurance contribution provided at \$1,950 per month for 2024-2025 and \$2,000 for 2025-2026 and \$50,000 term life insurance.

subd. 1 Cash in lieu provision – Cash in lieu will be the difference between the \$500 CMM plans (limited to the monthly allocation) and the high deductible health plans, based on the level of coverage selected by the employee (family or single). (i.e. if single coverage is selected, cash in lieu is the difference between the single CMM and single HDHP plans; if family coverage is selected, cash in lieu is the difference between the district contribution and family HDHP plans.)

Duty Year:        The duty year for the Director of Food Service shall be twelve (12) months.  
The Director of Food Service will be entitled to twelve (12) holidays.

Vacation:         The Director of Food Service shall receive paid vacation under the following schedule:

0-5 years of service .....10 paid vacation days  
After 5 years of service.....15 paid vacation days  
After 10 years of service.....20 paid vacation days

Upon termination of employment, accrued vacation shall be paid to the employee in his/her final paycheck. Employee shall be allowed to carry over a maximum of fifteen (15) days of paid vacation into the next fiscal year. Any balance in excess of fifteen days as of June 30 each year shall be forfeited.

Sick Leave:        The Director of Food Service shall receive 15 days of sick leave per year, accumulative to 100 days. Included in the 15 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd. 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to, injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The Employer may require a doctor's certificate in the case of an employee's personal illness.

Bereavement:     For absence because of the death in the immediate family, the employee shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or spouse. Up to three (3) days of bereavement leave shall be granted for grandparent, brother or sister of the employee or spouse. Additional days may be granted by the School administration. Bereavement leave shall be deducted from the employee's accumulated sick leave. Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed. Such absence will be deducted from the employee's accumulated sick leave

Personal Leave: The Director of Food Service shall receive two days of personal leave, accumulative to three days.

**NON-BARGAINING CHILD CARE EMPLOYEE AGREEMENT  
2024-2026**

<u>STEPS</u>	<u>Classroom Lead</u>		<u>GSCG*</u>	<u>Classroom Assistant</u>		<u>GSCG*</u>	<u>Part Time Aide</u>
	2024-25	2025-26	2024-26	2024-25	2025-26	2024-26	(Summer Lead + \$1.00)
1	\$14.18	\$14.74	\$380	\$13.81	\$14.36	\$380	Min Wage
2	\$14.31	\$14.88	\$380	\$14.02	\$14.58	\$380	Step 1 + 2%
3	\$14.55	\$15.14	\$380	\$14.26	\$14.83	\$380	Step 2 + 2%
4	\$14.83	\$15.42	\$380	\$14.52	\$15.10	\$380	Step 3 + 2%
5	\$15.11	\$15.71	\$380	\$14.84	\$15.43	\$380	Step 4 + 2%
Career	\$16.00	\$16.64	\$420	\$15.14	\$15.75	\$420	Step 5 + 2%
No Step	\$19.87	\$20.66	\$420				

<u>Program Lead:</u>	<u>2024-25</u>	<u>GSCG*</u>	<u>2025-2026</u>	<u>GSCG*</u>
(Junior Thunder Hawk)	\$19.87	\$280	\$20.66	\$280

**Duty Year:** Classroom Leads, Classroom Assistants and Program Leads are year-around employees working 40 hours per week plus 30-40 hours per year of required training (depending on qualification). Recognized legal holidays include: New Year's Day - Christmas Day - Juneteenth- Independence Day - Labor Day -Thanksgiving Day - Thanksgiving Friday and Memorial Day. If a paid holiday falls on a Saturday or Sunday, another day shall be granted as the holiday.

**BENEFITS**

Apply only to employees whose work schedule is 30 hours or more per week, year-around.

**Insurance:** Classroom Leads and Classroom Assistants will receive a monthly Health Insurance benefit of \$675 for 2024-2025 and \$700 for 2025-26.

Program Lead will receive a monthly Health Insurance benefit of \$725 for 2024-2025 and \$750 for 2025-26.

If coverage is elected above the benefit amount, the employee will pay the difference through a payroll deduction.

**403(B):** Contribution match up to 1.5% of Salary for 2024-25 and up to 2% of Salary for 2025-26.

**Sick Leave:** Employees shall receive 1 day of sick leave per month, accumulative to 100 days. Included in the 12 days of annual sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.

subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.

Employees entitled to the benefits of Workmen's Compensation Act as a result of an accidental injury may choose the following option regarding utilization of employee's accrued sick leave:

During the first 3 days of total temporary disability, I elect to use my accumulated sick leave that I have to my credit and after the expiration of the said 3 days, I elect to receive the weekly compensation rate as fixed by the Workmen's Compensation Act, and in addition thereto, so much of my accumulated sick leave as may be necessary to equal my regular weekly rate of pay, it being my intention to avail myself after the finish of 3 days of the benefits provided in the Minnesota Statutes, 1961, Section 176.021, Subdivision 5.

**Bereavement:** For absence because of the death in the immediate family, the employee shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or spouse. Up to three (3) days bereavement leave shall be granted for grandparent, brother or sister of the employee or spouse. Additional days may be granted by the Coordinator. Bereavement leave shall be deducted from the employee's sick leave. Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed. Absence for bereavement leave will be deducted from the employee's sick leave.

**Vacation:** Vacation must be requested in writing, in the manner determined by school administration, by the employee to the employee's immediate supervisor. Requests must be approved by the Coordinator in advance of the leave dates requested. No more than one staff person will be granted vacation leave for the same day. In the event of multiple applications for the same day, the day will be granted to the person making the earliest application. Time of vacation shall be coordinated with the employer. Employees shall receive paid vacation under the following schedule accrued monthly:

0-5 years of service .....10 paid vacation days  
After 5 years of service .....15 paid vacation days  
After 10 years of service.....20 paid vacation days

Employees shall be allowed to carry over a maximum of 5 days of paid vacation into the next fiscal year. Any balance in excess of 5 days as of June 30 each year shall be forfeited.

**Jury Duty:** Employees shall be granted a leave of absence, with pay any time they are required to report for jury duty or jury service. Employees shall be paid the difference between jury duty (excluding travel and meal allowances) and their regular wage.

**Personal:** All employees who have regularly scheduled work hours and work year-around shall be entitled to one personal day per year, which may be carried over and accumulated to a maximum of two(2). Requests for personal leave must be made at least three days in advance, except in the event of an emergency. No more than one staff person will be granted personal leave for the same day. In the event of multiple applications for the same day, the day will be granted to the person making the earliest application.

Applies to all employees – regardless of the number of hours worked.

**Note:** For the purposes of calculating leave, a day will be considered to be the employee's typical work day. Employees working less than 30 hours per week shall earn leave time on a prorated basis. Accumulated vacation days must be used prior to any request for leave without pay. Excessive absenteeism may be grounds for termination.

\*GSCS stands for Great Start Compensation Support Transition Grant. This stipend will continue as long as the school district receives the grant. In the event that grant is discontinued wages will revert hourly wage only.

NON-BARGAINING COMMUNITY EDUCATION COORDINATOR'S AGREEMENT

2024-2026

RECREATION/AQUATICS COORDINATOR  
LITTLE THUNDER HAWKS COORDINATOR

2024-2025  
\$47347

2025-2026  
\$49241

BENEFITS

Insurance: Full time employees will receive a monthly Health and Life Insurance Benefit of \$950 for 2024-25 and \$980 for 2025-26. Part-time employees working 30 hours per week or more shall receive monthly insurance benefits on a pro rata basis. If coverage is elected above the benefit amount, the employee will pay the difference through a payroll deduction.

403(B): Contribution match up to 2.00% of Salary for 2024-25 and up to 2.5% of Salary for 2025-26.

Duty Year: The duty year shall consist of;  
Recreation/Aquatics Coordinator: The teacher contract days as outlined in the school calendar, and Monday-Friday during the summer, excluding any legal holiday that occurs outside of the school year.

Little Thunder Hawks Coordinator: The duty year shall be year round.

Recognized legal holidays include: New Year's Day - Christmas Day - Juneteenth- Independence Day - Labor Day -Thanksgiving Day - Thanksgiving Friday and Memorial Day. If a paid holiday falls on a Saturday or Sunday, another day shall be granted as the holiday.

Vacation: The Coordinator positions shall receive paid vacation under the following schedule accrued monthly:  
0-5 years of service .....10 paid vacation days  
After 5 years of service.....15 paid vacation days  
After 10 years of service.....20 paid vacation days  
Upon termination of employment, accrued vacation shall be paid to the employee in his/her final paycheck. Employees shall be allowed to carry over a maximum of fifteen (15) days of paid vacation into the next fiscal year. Any balance in excess of fifteen days as of June 30 each year shall be forfeited.

Sick Leave: Employees shall receive 15 days of sick leave per year, accumulative to 100 days. Included in the 15 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.

subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.

Bereavement: For absence because of the death in the immediate family, the employee shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or spouse. Up to three (3) days bereavement leave shall be granted for grandparent, brother or sister of the employee or spouse. Additional days may be granted by the School administration. Bereavement leave shall be deducted from the employee's accumulated sick leave. Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed. Such absence will be deducted from the employee's accumulated sick leave

Personal Leave: All employees shall receive two days of personal leave, accumulative to three days.

## Certified Occupational Therapist Assistant

(Associate's degree from an accredited occupational therapy assistant program and MBCOT certification)

**2024-2026**

<u>STEPS</u>	<u>2024-2025</u>	<u>2025-2026</u>
Step 0	\$24.50	\$25.00
Step 1	\$25.15	\$26.15
Step 2	\$25.40	\$25.90
Step 3	\$25.70	\$26.30
Step 4	\$26.00	\$27.04

### BENEFITS

**Insurance:** The employer agrees to contribute six-hundred dollars (\$600) per month in 2024-25 and six hundred and twenty-five dollars (\$625) per month in 2025-26 toward hospitalization/medical insurance for employees and their dependents, to those employees whose work schedule is 30 hours or more per week during the school year.

**403(B):** Contribution match up to 1.5% of Salary in 2024-2025 and up to 2.00% of Salary in 2025-2026

**Sick Leave:** Employees shall receive 10 days of sick leave per year, accumulative to 45 days. Included in the 10 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.

subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.

**Bereavement:** All employees shall receive five days of bereavement leave for the death of immediate family members. Immediate family shall include the employee's spouse, child, grandchild, parent of the employee or employee's spouse, daughter-in-law, son-in-law, grandparent of the employee, or brothers and sisters of the employee. Bereavement leave shall be deducted from the employee's accumulated sick leave.

**Personal Leave:** All employees shall receive two (2) days of personal leave, accumulative to three (3) days.

**School Cancellation, Late Starts & Early Dismissals:**

For early dismissals and late starts, staff will be paid for their normally scheduled work day. Staff will be paid for days when school is canceled, so long as they are following the guidelines for virtual snow days or e-learning days which are applied to the teaching staff.

**TITLE I**  
**BEHAVIORAL INTERVENTIONIST**  
**MATH INTERVENTIONIST**  
( Four-year degree position/teaching license preferred )  
**2024-2026**

<u>STEPS</u>	<u>2024-2025</u>	<u>2025-2026</u>
Step 0	\$21.75	\$22.62
Step 1	\$22.00	\$22.88
Step 2	\$22.26	\$23.15
Step 3	\$22.60	\$23.50
Step 4	\$23.14	\$24.07

**BENEFITS**

**Insurance:** The employer agrees to contribute six-hundred dollars (\$600) per month in 2024-25 and six hundred and twenty-five dollars (\$625) per month in 2025-26 toward hospitalization/medical insurance for employees and their dependents, to those employees whose work schedule is 30 hours or more per week during the school year.

**403(B):** Contribution match up to 1.5% of Salary in 2024-2025 and up to 2.00% of Salary in 2025-2026

**Sick Leave:** Employees shall receive 10 days of sick leave per year, accumulative to 45 days. Included in the 10 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.

subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.

**Bereavement:** All employees shall receive five days of bereavement leave for the death of immediate family members. Immediate family shall include the employee's spouse, child, grandchild, parent of the employee or employee's spouse, daughter-in-law, son-in-law, grandparent of the employee, or brothers and sisters of the employee. Bereavement leave shall be deducted from the employee's accumulated sick leave.

**Personal Leave:** All employees shall receive two (2) days of personal leave, accumulative to three (3) days.

**School Cancellation, Late Starts & Early Dismissals:**

For early dismissals and late starts, staff will be paid for their normally scheduled work day. Staff will be paid for days when school is canceled, so long as they are following the guidelines for virtual snow days or e-learning days which are applied to the teaching staff.

**NON-CERTIFIED INSTRUCTIONAL SUPPORT AGREEMENT  
ELEMENTARY SCHOOL NURSE  
LIBRARY/MEDIA  
2024-2026**

	<u>2024-2025</u>	<u>2025-2026</u>
Step 0	\$19.49	\$20.07
Step 1	\$19.95	\$20.55
Step 2	\$20.48	\$21.09
Step 3	\$20.96	\$21.59
Step 4	\$21.52	\$22.16

**BENEFITS**

**Insurance:** The employer agrees to contribute six-hundred dollars (\$600) per month in 2024-25 and six hundred and twenty-five dollars (\$625) per month in 2025-26 toward hospitalization/medical insurance for employees and their dependents, to those employees whose work schedule is 30 hours or more per week during the school year.

**403(B):** Contribution match up to 1.5% of Salary in 2024-2025 and up to 2.00% of Salary in 2025-2026

**Sick Leave:** Employees shall receive 10 days of sick leave per year, accumulative to 45 days. Included in the 10 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with subd 1.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to; injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The school district may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to the employee's personal illness and stating the length of time needed for recovery in order to qualify for sick leave pay. In the event that a medical certificate will be required, the employee will be advised in writing within the first three (3) school days of the employee's return to work.

subd. 3 Sick leave pay shall be approved only upon submission of request completed in the district absence management system.

**Bereavement:** All employees shall receive five days of bereavement leave for the death of immediate family members. Immediate family shall include the employee's spouse, child, grandchild, parent of the employee or employee's spouse, daughter-in-law, son-in-law, grandparent of the employee, or brothers and sisters of the employee. Bereavement leave shall be deducted from the employee's accumulated sick leave.

**Personal Leave:** All employees shall receive two days of personal leave, accumulative to three days.

**School Cancellation, Late Starts & Early Dismissals:**

If school is dismissed by the Superintendent of Schools or his designee after employees report for duty, employees shall be paid at their regular rate of pay for all hours not worked on that day.

If school is canceled and it is not the intention of the school district to schedule a make-up day, employees covered by this agreement shall be paid a normal day's wage. In lieu of a school closing day as addressed in this subdivision, employees shall be required to attend in-service meetings as scheduled by the district. The district shall give notice of such in-service within a reasonable amount of time.

If school is delayed one hour or more by the Superintendent of Schools or his designee, employees shall be paid their regular rate of pay for all hours not worked on that day.

**NON-BARGAINING ADMINISTRATIVE AGREEMENT  
2024-2026**

**ARTICLE I  
SALARY**

Section I. Salary

subd. 1	2024-2025	2025-2026
<b>CHIEF BUSINESS OFFICIAL</b>	\$113,135	\$117,321
<b>OFFICE MANAGER</b>	\$56,403	\$59,561
<b>PAYROLL / ACCOUNTING SPECIALIST</b>	\$59,223	\$62,540

subd. 2 403(B) - Contribution match up to 2.50% of Salary for 2024-2025 and up to 3% for 2025-2026.

**ARTICLE II  
FRINGE BENEFITS**

Section II. Insurance: Health Insurance contribution provided at \$2,000 per month for 2024-2025 and \$2,100 for 2025-2026 and \$50,000 term life insurance.

subd. 1 Cash in lieu provision – Cash in lieu will be allowed for those employees who elect a high deductible health plan (HDHP) through the school district.

**ARTICLE III  
DUTY YEAR AND VACATION**

Section I. Duty Year: The duty year shall consist of the teacher contract days as outlined in the school calendar, and Monday-Friday during the summer, excluding any legal holiday that occurs outside of the school year.

Section 2. Vacation: All employees shall receive paid vacation under the following schedule (prorated based on contract):

- 0-5 years of service .....10 paid vacation days
- After 5 years of service.....15 paid vacation days
- After 10 years of service.....20 paid vacation days

Upon termination of employment, accrued vacation shall be paid to the employee in his/her final paycheck. Employees shall be allowed to carry over a maximum of fifteen (15) days of paid vacation into the next fiscal year. Any balance in excess of fifteen days as of June 30 each year shall be forfeited.

**ARTICLE IV  
LEAVES OF ABSENCE**

Section 1 Sick Leave: The Employees shall receive 15 days of sick leave per year, accumulative to 100 days. Included in the 15 days of sick leave is the Earned Safe and Sick Time (ESST) leave per MN statute 181.9445, Subd 4. Unused ESST shall carry over from year to year to a maximum of 80 hours. All sick leave exceeding the ESST will be in accordance with section e.

subd. 1 Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to his/her illness or the illness of his/her child as defined by Minnesota Statute 181.940, Subd. 4, which prevented his/her attendance and performance of duties on that day or days. An employee may use up to 160 hours of accrued sick leave in a 12 month period, of which 48 hours are ESST, for illnesses or injuries suffered to an employee's spouse, adult child, grandchild, sibling, parent (natural or step of the employee or employee's spouse) or grandparent (natural or step of the employee or the employee's spouse). Family care leave shall include, but not be limited to, injury, diagnosis, illness, medical treatment, or surgery. Family health care leave shall not include long term care. It is the intent of this leave to provide the employee with time to deal with emergencies and chronic illness, and to arrange for convalescence or long term care.

subd. 2 The Employer may require a doctor's certificate in the case of an employee's personal illness.

Section 2. Bereavement Leave: For absence because of the death in the immediate family, the employee

shall receive full pay for up to five (5) days. The immediate family shall include wife, husband, child, son-in-law, daughter-in-law, grandchild, or parent of the employee or spouse. Up to three (3) day bereavement leave shall be granted for grandparent, brother or sister of the employee or spouse. Additional days may be granted by the School administration. Bereavement leave shall be deducted from the employee's accumulated sick leave. Two (2) days per year will be allowed for absence because of the death of relatives or friends other than those listed. Such absence will be deducted from the employee's accumulated sick leave

Section 3. Personal Leave: All employees shall receive two days of personal leave, accumulative to three days.

## 2023-2024 REVISED BUDGET

Unappropriated Operating Funds	July 1, 2023		2023-2024		June 30, 2024	
	Beginning Balance	Revenues	Expenditures	Projected Fund Balance	Variance	
General	\$ 255,786	\$ 21,015,759	\$ 20,359,747	\$ 911,798	\$ 656,012	
				<b>4.48%</b>	\$ -	
Food Service	\$ 740,251	\$ 1,250,000	\$ 1,475,120	\$ 515,131	\$ (225,120)	
Community Service:					\$ -	
ECFE	\$ 89,877	\$ 77,135	\$ 84,000	\$ 83,012	\$ (6,865)	
School Readiness	\$ (13,016)	\$ 212,208	\$ 278,782	\$ (79,590)	\$ (66,574)	
Comm Ed	\$ (184,377)	\$ 1,279,060	\$ 1,231,975	\$ (137,292)	\$ 47,085	
<b>Total Operating Funds</b>	<b>\$ 888,521</b>	<b>\$ 23,834,162</b>	<b>\$ 23,429,624</b>	<b>\$ 1,293,059</b>	<b>\$ 404,538</b>	
<b>% of Operating Expenditures</b>				<b>5.52%</b>		
<b>Other Appropriated Funds</b>						
Long Term Facilities Maint	\$ 1,019,255	\$ 560,671	\$ 1,043,830	\$ 536,096	\$ (483,159)	
Operating Capital	\$ 99,874	\$ 382,106	\$ 547,050	\$ (65,070)	\$ (164,944)	
Debt Service	\$ 153,463	\$ 1,185,005	\$ 1,105,913	\$ 232,555	\$ 79,092	
Student Activities	\$ 222,856	\$ 386,400	\$ 371,800	\$ 237,456	\$ 14,600	
<b>Total All Funds</b>	<b>\$ 2,383,969</b>	<b>\$ 26,348,344</b>	<b>\$ 26,498,217</b>	<b>\$ 2,234,096</b>	<b>\$ (149,873)</b>	

## 2024-2025 PROPOSED BUDGET

Unappropriated Operating Funds	July 1, 2024		2024-2025		June 30, 2025	
	Beginning Balance	Revenues	Expenditures	Projected Fund Balance	Variance	
General	\$ 911,798	\$ 21,630,219	\$ 21,561,544	\$ 980,473	\$ 68,675	
				<b>4.55%</b>	\$ -	
Food Service	\$ 515,131	\$ 1,368,000	\$ 1,542,141	\$ 340,990	\$ (174,141)	
Community Service:						
ECFE	\$ 83,012	\$ 74,736	\$ 84,655	\$ 73,093	\$ (9,919)	
School Readiness	\$ (79,590)	\$ 220,208	\$ 286,467	\$ (145,849)	\$ (66,259)	
Comm Ed	\$ (137,292)	\$ 1,360,021	\$ 1,280,843	\$ (58,114)	\$ 79,178	
<b>Total Operating Funds</b>	<b>\$ 1,293,059</b>	<b>\$ 24,653,184</b>	<b>\$ 24,755,650</b>	<b>\$ 1,190,593</b>	<b>\$ (102,466)</b>	
<b>% of Operating Expenditures</b>				<b>4.81%</b>		
<b>Other Appropriated Funds</b>						
Long Term Facilities Maint.	\$ 536,096	\$ 521,645	\$ 802,330	\$ 255,411	\$ (280,685)	
Operating Capital	\$ (65,070)	\$ 578,996	\$ 522,270	\$ (8,344)	\$ 56,726	
Debt Service	\$ 232,555	\$ 1,222,749	\$ 1,118,250	\$ 337,054	\$ 104,499	
Student Activities	\$ 237,456	\$ 386,400	\$ 366,800	\$ 257,056	\$ 19,600	
<b>Total All Funds</b>	<b>\$ 2,234,096</b>	<b>\$ 27,362,974</b>	<b>\$ 27,565,300</b>	<b>\$ 2,031,770</b>	<b>\$ (202,326)</b>	