

Regular School Board Meeting
Monday, September 14, 2026 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: Stenson ____ Birhanzi ____ Wibben ____ Shourds ____ Miller ____ and Norman ____.
 - 1.3. Approval of Agenda
 - 1.4. Special Presentation
 - 1.4.1. Preston Euerle, with RA Morton, will provide the current cost projections of the various components of the construction projects.
 - 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
 - 1.5.2. 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
 - 1.5.5.4. Terminations
 - 1.5.6. Approve the Extracurricular and Fall Coaching Assignments
 - 1.5.7. Rental Fee Schedule
 - 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
2. Discussion Items
 - 2.1. Homecoming Parade Discussion
 - 2.2. Activities Director Update
 - 2.3. MTSS Tiered Update
 - 2.4. Brandon Raymo Achievement & Integration Update
 - 2.5. Policy review for policies:
 - 402 Disability Nondiscrimination
 - 423 Employee-Student Relationships
 - 418A: Reasonable Suspicion Drug & Alcohol Testing Policy
 - 709 Student Transportation Safety (Amended)

- 2.6. Renovation Project Update
- 2.7. Strategic Planning Update
- 2.8. Strategic Plan Update
- 2.9. School Land Trust Constitutional Amendment Update
- 3. Action Items
 - 3.1. Approve Lane Changes for 26-27
 - 3.2. Approve policies 506, 722, and 806. The policies were brought to the board at the August meeting.
 - 3.3. Approve the Preliminary 2026 Payable 2027 Levy. Recommended motion to approve the maximum levy authority for the 2026 Payable 2027 Levy and to set the Truth In Taxation (TNT) meeting at 6 pm on December 14, 2026.
 - 3.4. Approve the Education Assistant's Contract
- 4. Recognition and Appreciation
- 5. Adjournment of the Regular Meeting
- 6. Board Work Session
- 7. Adjournment of Work Session

ISD 129 – MONTEVIDEO PUBLIC SCHOOLS
Minutes of Regular School Board Meeting
Held August 10, 2026, in Montevideo, MN

Chairman Stenson called the regular meeting of the School Board of Independent School District #129 to order at 5:57 p.m. on Monday, August 10, 2026, in the District Board Room of Montevideo Middle School.

Members present were Wibben, Shourds, Miller, Norman, and Stenson. Member Birhanzi was absent. Superintendent Skjeveland, Chief Business Official, Adam Spray, Student Representative Taryn Stenson, and Rich Rodich with Bray Architects were also present.

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

Discussion item 2.3 Project Updates was moved to 1.4 Special Presentation. Rich Rodich with Bray Architect's provided a detailed update on the referendum project updates.

Director Shourds made the motion, and Director Norman seconded the motion to approve the Consent Agenda as presented. The Motion carried unanimously.

- Regular Board of Education Meeting Minutes – June 8, 2026
- Special Board of Education Meeting Minutes – June 29, 2026
- Special Board Work Session Minutes – August 3, 2026
- August Board Bills

TOTAL EXPENDITURES BY FUND

GENERAL FUND	\$	237,769.93
FOOD SERVICE	\$	116,651.01
COMMUNITY SERVICES	\$	8,422.37
CAPITAL EXPENDITURE	\$	111,310.11
DEBT REDEMPTION	\$	179,240.00
STUDENT ACTIVITIES	\$	6,671.56
MINN RIVER VALLEY ED DIST	\$	53,187.49
MRVED COMMUNITY EDUCATION	\$	2,832.00
TOTAL BY FUND	\$	716,084.47

- Treasure Report
- Personnel Actions
 - Employment: Yvonne Buseman, Special Education Paraprofessional at the Middle School.
Nancy Buell, Special Education Teacher, ALC
Melita Hildahl, Full-time Substitute Teacher, Middle School for the 26-27 school year.
Kevin Bachman, Full-time Substitute Teacher, High School for the 26-27 school year.
Michele Herfandal, .2 FTE Medical Academy Instructor, High School.
Arleen Lopez, ESL Paraprofessional, Middle School.
Maria Maldonado, ESL Paraprofessional, Sanford Elementary.
 - Resignations: Cesia Kuno resigned as a paraprofessional at the elementary school.
Kelli Rush resigned as a paraprofessional at the middle school.
Maria Maldonado resigned as a Child Care Assistant at the Hawks Nest.
Fernando Zamora resigned as a High School Math Teacher.
Brittany Zamora resigned as Head Swim Coach for the Girls Swim & Dive Team.
Bianka Cardenas resigned as a paraprofessional at the middle school.
 - Reassignments: Jody Hamann has been reassigned to the middle school as a paraprofessional.

- Terminations: Joanna Veliz has been terminated as an EL Assistant at the high school.
Brad Veglahn has been terminated as a Special Education Teacher at the Middle School.
- Approve Thunder Hawk Care Rates Effective for the 2026-2027 school year:
Junior Thunder Hawks:
 \$10.50 per session, \$30/day non-school and summer
 Drop-in rate: \$15.00 per session, \$35/day non-school and summer
 Scheduled Early Dismissal: Contracted \$14 per session, Drop-in \$18 per session.
Little Thunder Hawks:
 Infants: \$240/week
 Toddlers: \$220/week
 Early Pre-K: \$215/week
 Pre-K: \$215/week
Approve Small World Preschool Rates effective for the 2027-2028 school year:
 5 days/week: \$265/month
 3 days/week: \$215/month
 2 days/week: \$170/month

- Resolution Accepting a Gift, Donation, Contribution, or Bequest – None
- Superintendent's Report
- Administrators Report

Chief Business Official, Adam Spray, provided a finance report with a review of year-end enrollment, 26-27 enrollment projection, and estimated revenues and expenditures for FY27 (26-27).

Policies 506, 722, and 806 are reviewed annually and brought before the board for the first reading. Policy 714 is a new policy, and was also brought to the board for the first reading. These policies will be brought back for approval at the September regular board meeting.

Action Items:

Motion by Director Wibben and seconded by Director Shourds to approve the 26-27 Faculty Handbook, Elementary Student/Parent Handbook, and Middle School Student/Parent Handbook. The motion carried unanimously.

Motion by Director Shourds and seconded by Director Norman to adopt the Resolution Approving E-Learning Days for the 26-27 school year. After a roll call vote, all members voted Aye and the motion carried.

Motion by Director Miller and seconded by Director Wibben to adopt the Resolution for the Notice of General election relating to the election of school board members. After a roll call vote, all members voted Aye, and the motion carried.

Motion by Director Miller and seconded by Director Shourds to approve policies 613, 620, 621, 624, 707, and 802. The motion carried unanimously.

Motion by Director Wibben and seconded by Director Shourds to approve the Montevideo Public Schools 2026-2027 District Goals. The motion carried unanimously.

Adjournment: Motion by Director Miller and seconded by Director Norman to adjourn the meeting at 7:30 p.m. The motion carried unanimously.

MONTEVIDEO PUBLIC SCHOOLS
MONTHLY WARRANTS
SEPTEMBER 14, 2026

Check #	Vendor	Amount	Description
72391	4.0 SCHOOL SERVICES INC	\$ 19,138.08	JULY 2026 TRANSPORTATION SERVICES
72392	A&B BUSINESS SOLUTIONS	\$ 8,300.71	COPIER LEASES
72393	ACUITY SPECIALTY PRODUCTS, INC	\$ 1,030.08	CUSTODIAL SUPPLIES
72394	AMAZON CAPITAL SERVICES, INC	\$ 8,348.10	MISC SUPPLIES
72395	AMERICAN WELDING & GAS, INC	\$ 599.98	AG SHOP SUPPLIES
72396	ANDREAS, EASTON	\$ 10,629.24	BUS GARAGE PAINTING
72397	BACKES TECHNOLOGY SERVICES INC	\$ 11,392.50	PHONE SERVICE/ACCESS POINTS
72398	BEYONDTRUST CORPORATION	\$ 3,443.56	RENEWAL SUBSCRIPTION
72399	BIO CORPORATION	\$ 59.60	SCIENCE SUPPLIES
72400	BOELTER COMPANIES, INC	\$ 31,963.47	NEW DISHWASHER & INSTALLATION
72401	BONNEMA EXCAVATING	\$ 6,210.00	BALL FIELD TILE
72402	BRAY ASSOCIATES ARCHITECTS, INC	\$ 169,240.00	2026A - PHASE 1,2,3
72403	BSN SPORTS	\$ 2,619.93	TENNIS COURT BENCHES
72404	BUILDERS FIRSTSOURCE	\$ 105.96	CUSTODIAL SUPPLIES
72405	BUSINESS ESSENTIALS	\$ 19,434.00	PAPER ORDER
72406	CAMBRIDGE-ISANTI SCHOOLS	\$ 2,270.05	INTERNET SERVICES
72407	CARLSON & STEWART REFRIGERATION	\$ 8,761.15	FREEZER/COOLER REPAIRS
72408	CARLSON'S PIANO WORLD	\$ 11,899.96	NEW PIANO
72409	CDW-GOVERNMENT INC	\$ 25,752.66	TECHNOLOGY ORDERS
72410	CENTRAL SUSPENSIONS INC	\$ 4,870.00	CEILING TILES
72411	CHAPPEL CENTRAL INC	\$ 28,826.44	CONTROL UPGRADES/REPAIRS
72412	CHARTER COMMUNICATIONS	\$ 342.06	PHONE/INTERNET SERVICE
72413	CHERRYROAD MEDIA	\$ 4,462.00	FALL BROCHURES/ADS
72414	CHOSEN VALLEY TESTING, INC	\$ 33,518.00	2026A - TESTING
72415	CIRCUIT READY INC	\$ 9,960.00	2026A - TESTING
72416	CITY OF MONTEVIDEO	\$ 106.25	JTHC FIELD TRIP
72417	CITY OF WATERTOWN	\$ 1,520.00	ELEMENTARY/LTHC/JTHC FIELD TRIPS
72418	CLARA CITY TELEPHONE	\$ 1,762.87	FIBER LEASE
72419	CLASSCOMPOSER	\$ 799.00	RENEWAL SUBSCRIPTION
72420	CLEAN SITE LLC	\$ 473.00	PORTABLE RESTROOM RENTALS
72421	CLEARWAY COMMUNITY SOLAR	\$ 33,462.87	SOLAR CREDITS
72422	COLD STONE CREAMERY	\$ 3,583.00	CONCESSIONS
72423	CULLIGAN ULTRAPURE INC	\$ 976.17	SALT/WATER
72424	CUSTOM PRINTING	\$ 145.00	CARDS
72425	DC SIGNS	\$ 970.00	GRAPHICS/NAME PLATES
72426	DEMCO INC	\$ 294.13	LIBRARY SUPPLIES
72427	DENNIS BENSON PIANO SERVICE	\$ 1,440.00	PIANO TUNINGS
72428	DOUBLE D DEVELOPMENT	\$ 35,081.22	HAWKS NEST LEASE PAYMENTS
72429	DRAMATIC PUBLISHING	\$ 497.05	FALL PLAY ROYALTIES
72430	DFAULT PUBLISHING	\$ 714.38	YEARBOOKS
72431	E.G. RUD	\$ 7,250.00	2026A - FIELD LOCATE/SURVEY
72432	ECOLAB PEST ELIMINATION	\$ 611.60	PEST ELIMINATION
72433	EDMENTUM, INC	\$ 1,115.00	STUDY ISLAND RENEWAL
72434	ESGI SOFTWARE	\$ 1,365.00	RENEWAL SUBSCRIPTION
72435	EXCEL OVERHEAD DOOR	\$ 3,120.30	GARAGE DOOR OPENERS
72436	FARMERS UNION OIL COMPANY	\$ 202.56	MAINT FUEL
72437	FAST THREADS	\$ 1,677.00	TENNIS UNIFORMS/STICKERS
72438	FASTENAL COMPANY	\$ 180.05	CUSTODIAL SUPPLIES
72439	G. FLINN IRON AND METAL	\$ 1,400.00	OUTDOOR BASKETBALL HOOPS
72440	GAME ONE	\$ 3,614.76	VOLLEYBALL/GOLF UNIFORMS/SHIRTS
72441	GOPHER SPORTS	\$ 572.06	STUDENT COUNCIL SUPPLIES

MONTEVIDEO PUBLIC SCHOOLS
MONTHLY WARRANTS
SEPTEMBER 14, 2026

72442	GREAT PLAINS NATURAL GAS	\$	3,976.10	NATURAL GAS SERVICE
72443	GRUVY EDUCATION, LLC	\$	3,960.00	STAFF DEVELOPMENT PRESENTATION
72444	HILLYARD FLOOR CARE SUPPLY	\$	18,423.10	CUSTODIAL SUPPLIES
72445	INNOVATIVE OFFICE SOLUTIONS, LLC	\$	796.31	CLASSROOM SUPPLIES
72446	INSTRUMENTALIST AWARDS LLC	\$	103.00	PLAQUE
72447	ISD #347-WILLMAR	\$	27,149.67	A&I COLLABORATIVE/TUITION BILLING
72448	ISD #777 - BENSON	\$	2,590.80	GYMNASTICS/HOCKEY
72449	IXL LEARNING	\$	17,550.00	RENEWAL SUBSCRIPTION
72450	JAY'S DIGGING SERVICE	\$	1,000.00	OUTDOOR BASKETBALL HOOPS
72451	JOHNSON CONTROLS FIRE PROTECTIO	\$	196.00	SERVICE CALL
72452	KDMA (AM)/KMGM (FM)	\$	451.00	BACK TO SCHOOL ADS
72453	LIVESTOCKJUDGING.COM	\$	300.00	FFA SUBSCRIPTION
72454	MAAC INC	\$	9,800.00	2026A TESTING
72455	MARCO	\$	2,279.12	COPIER LEASES
72456	MARCO TECHNOLOGIES, LLC	\$	267.75	SHREDDING
72457	MHS FACULTY LOUNGE	\$	25.26	VENDING PROCEEDS
72458	MILLENNIUM THEATER	\$	861.00	LTHC FIELD TRIP
72459	MINNESOTA CHEMICAL	\$	635.48	LAUNDRY DETERGENT
72460	MINNESOTA CLAY	\$	1,185.79	CLAY SUPPLIES
72461	MMS FACULTY LOUNGE	\$	52.42	VENDING PROCEEDS
72462	MN ASSN OF SEC SCHOOL PRINC	\$	890.00	MEMBERSHIP - UDARBE
72463	MN STATE HIGH SCHOOL LEAGUE	\$	3,770.00	MEMBERSHIP FEES
72464	MOLDE'S ELECTRIC & MECHANICAL INC	\$	14,458.42	WIRING SERVICES/REPAIRS/LIGHTS
72465	MONTE HARDWARE HANK	\$	156.30	CUSTODIAL SUPPLIES
72466	MONTE TIRE & SERVICE	\$	421.55	TRUCK REPAIRS
72467	MOONSTRUCK CREATIONS LLC	\$	600.00	PLAYGROUND SIGNS
72468	OLSEN PLUMBING & HEATING INC	\$	14,049.35	WATER COOLER/URINALS/REPAIRS
72469	PETTY CASH FUND	\$	2,481.93	PETTY CASH REIMBURSEMENTS
72470	QUADIENT LEASING USA, INC	\$	464.07	POSTAGE METER LEASE
72471	REDBIRD RENTALS	\$	42.95	TILE SCRAPER RENTAL
72472	RENAISSANCE LEARNING INC	\$	23,366.35	SUBSCRIPTION RENEWALS
72473	RIVER VALLEY REPAIR & SALES	\$	614.12	MOWER/GATOR REPAIRS
72474	RUNNING'S SUPPLY INC	\$	345.32	CUSTODIAL SUPPLIES
72475	SARLETTES MUSIC	\$	443.99	BAND REPAIRS/SUPPLIES
72476	SAVVAS LEARNING COMPANY LLC	\$	3,190.00	SUBSCRIPTION RENEWALS
72477	SCHOLASTIC, INC	\$	3,788.13	SUBSCRIPTION RENEWALS
72478	SCHOOL SPECIALTY LLC	\$	745.94	SUPPLIES
72479	SCHWIETERS FORD	\$	1,848.69	VAN REPAIRS
72480	SOUTHERN MN INSPECTION INC	\$	3,105.20	HOOP INSPECTIONS
72481	STAR GROUP, LLC	\$	4.69	CUSTODIAL SUPPLIES
72482	SW/WC SERVICE COOPERATIVE	\$	68,333.08	OTC TEST PREP/SSPA/FINAL BILLINGS
72483	TAHER, INC	\$	82,796.82	JUNE & JULY OPERATING EXPENSES
72484	TEXTBOOK WAREHOUSE	\$	618.50	TEXTBOOKS
72485	T-MOBILE	\$	89.25	BUS ACCESS POINTS
72486	TOSTENSON LANDFILL	\$	5,166.05	LANDFILL SERVICES
72487	TOTAL LAWN CARE & LANDSCAPE	\$	1,471.50	VALVE REPAIRS
72488	TREVIPAY	\$	1,752.76	MISC SUPPLIES
72489	TURF TANK	\$	11,000.00	RENEWAL SUBSCRIPTION
72490	VISA	\$	8,481.99	MISC SUPPLIES
72491	WEST CENTRAL CONFERENCE	\$	1,200.00	MEMBERSHIP DUES
72492	WEST MUSIC	\$	657.54	HAND DRUMS
72493	WHEEL AND COG CHILDREN'S MUSEUM	\$	208.00	LTHC FIELD TRIP

**MONTEVIDEO PUBLIC SCHOOLS
MONTHLY WARRANTS
SEPTEMBER 14, 2026**

9000000320	DISCOVER YOUR SISU THERAPY SERVI	\$	1,243.78	OT SERVICES
9000000321	FRAGODT, CONNIE	\$	174.01	HOME VISIT MILEAGE
9000000322	GEERDES, STACY T	\$	71.09	RENEWAL FEE/MILEAGE
9000000323	GOPHER STATE ONE CALL	\$	20.25	LOCATING SERVICES
9000000324	HAWKINS INC	\$	707.09	POOL CHEMICALS
9000000325	IS-CORP	\$	310.00	FINANCE SOFTWARE HOST
9000000326	KALLEMEYN, ADELLE M	\$	321.90	CPI TRAINING MILEAGE
9000000327	KNOOP, HAYLEY ANNA	\$	1,887.92	CONCESSIONS
9000000328	LIPPERT, ERIN	\$	199.00	SUBSCRIPTION RENEWALS
9000000329	MACZIEWSKI, NICHOLAS C	\$	159.94	CPI TRAINING MILEAGE
9000000330	REYNOLDS, MEGAN M	\$	113.10	CPI TRAINING MILEAGE
9000000331	SIEBERT, KATELYN M	\$	280.00	MEMBERSHIP REIMBURSEMENT
9000000332	SKJEVELAND, JAMIE S	\$	179.51	MILEAGE/SUPPLY REIMBURSEMENTS
9000000333	ZEIDLER, KRISTIN E	\$	58.23	SUB LICENSE
TOTAL MONTEVIDEO WARRANTS		\$	880,001.91	

MINNESOTA RIVER VALLEY EDUCATION DISTRICT WARRANTS

72494	BENSON FOOD SERVICE	\$	76.50	MRVED PARA CONFERENCE LUNCHES
72495	BERGESON, BRUCE D	\$	115.12	PHONE & MILEAGE REIMBURSEMENT
72496	CITY OF MONTEVIDEO	\$	342.83	CITY UTILITIES
72497	CLARA CITY TELEPHONE	\$	200.00	FIBER LEASE
72498	FALNESS, KARIN	\$	300.00	PARA CONFERENCE PRESENTER
72499	FOLEY, JOAN N	\$	62.25	MILEAGE REIMBURSEMENT
72500	GREAT PLAINS NATURAL GAS	\$	29.50	NATURAL GAS SERVICE
72501	ISD #129 - MONTEVIDEO	\$	149,572.03	2025-2026 CONTRACTED SERVICES
72502	ISD #2180-MACCRAY	\$	309.21	ABE DAYCARE
72503	ISD #2853-LAC QUI PARLE VALLEY	\$	175,634.85	2025-2026 SPECIAL ED REIMBURSEMENT
72504	JOHNSON, DEANNA LYNN	\$	231.99	ABE REIMBURSEMENT
72505	MN ASSN OF SEC SCHOOL PRINC	\$	640.00	MEMBERSHIP DUES - MARTIN
72506	MN RIVER VALLEY EDUCATION DIST	\$	1,200.00	2026-2027 RENT
72507	MONTE HARDWARE HANK	\$	169.36	MRVED SUPPLIES
72508	SCHOLASTIC INC MAGAZINES	\$	1,857.23	2026-2027 MAGAZINES
72509	SORENSEN, JOSHUA	\$	700.00	PARA CONFERENCE PRESENTER
72510	SORENSEN, XANDRA	\$	600.00	PARA CONFERENCE PRESENTER
72511	VAN EPS, JENNIFER L	\$	121.95	ABE REIMBURSEMENT
72512	VISA	\$	5,588.16	MISC SUPPLIES
72513	WEST CENTRAL TROPHIES	\$	1,109.60	MEDALS & RIBBONS
72514	YOUNG, ANGIE	\$	300.00	PARA CONFERENCE PRESENTER
TOTAL MRVED WARRANTS		\$	339,160.58	

TOTAL EXPENDITURES BY FUND

GENERAL FUND	\$	360,247.55
FOOD SERVICE	\$	137,131.58
COMMUNITY SERVICES	\$	10,386.35
CAPITAL EXPENDITURE	\$	124,353.15
BUILDING CONSTRUCTION	\$	229,768.00
DEBT REDEMPTION	\$	-
STUDENT ACTIVITIES	\$	16,362.32
MINN RIVER VALLEY ED DIST	\$	337,376.26

**MONTEVIDEO PUBLIC SCHOOLS
MONTHLY WARRANTS
SEPTEMBER 14, 2026**

MRVED COMMUNITY EDUCATION	\$	3,537.28
TOTAL BY FUND	\$	1,219,162.49

AUGUST 2026 WIRES / CASH TRANSFERS

8/11/2026 WIRE FROM PMA TO OLD NATIONAL	\$	529,240.00	BOARD BILLS
8/12/2026 WIRE FROM PMA TO MINNWEST	\$	615,000.00	PAYROLL
8/21/2026 WIRE FROM PMA TO OLD NATIONAL	\$	250,000.00	INS PAYMENT
8/28/2026 WIRE FROM PMA TO MINNWEST	\$	590,000.00	PAYROLL

AUGUST 2026 MANUAL CHECKS

72359 BLAKE ANDREWS	\$	500.00	2025-2026 SCHOLARSHIP AWARD
72360 ELISABETH A PHILAYA	\$	500.00	2025-2026 SCHOLARSHIP AWARD
72200 EMMARY BIRHANZL	\$	(12,150.00)	VOID - SCHOLARSHIP
72361 EMMARY BIRHANZL	\$	11,150.00	2025-2026 SCHOLARSHIP AWARD
72362 AMAZON CAPITAL SERVICES, INC	\$	749.49	JTH SUPPLIES
72363 CHARTER COMMUNICATIONS	\$	342.06	PHONE/INTERNET
72364 CITY OF MONTEVIDEO UTILITIES	\$	8,553.55	CITY UTILITIES
72365 FARMERS UNION OIL COMPANY	\$	4,460.20	BULK FUEL/FUEL/TRAILER REPAIR
72366 GREAT PLAINS NATURAL GAS	\$	4,109.71	NATURAL GAS BILLINGS
72367 JOHN DEERE FINANCIAL	\$	2,017.88	GATOR REPAIRS
72368 MARCO	\$	3,378.70	COPIER LEASE
72369 RUNNING'S SUPPLY INC	\$	931.41	CUSTODIAL SUPPLIES
72370 SCHOOL MATE	\$	1,843.00	PLANNERS
72371 TREVIPAY	\$	1,809.96	MISC SUPPLIES
72372 VERIZON WIRELESS	\$	1,004.97	MOBILE PHONE SERVICE
72373 ISD 129	\$	575.00	OPEN HOUSE PETTY CASH
72202 MYLER BJORNSTAD	\$	(1,250.00)	SCHOLARSHIP VOID
72374 MN WEST	\$	1,250.00	SCHOLARSHIP RE-ISSUE
72375 ISD 129	\$	1,400.00	ACTIVITIES STARTING CASH
72376 ISD 129	\$	400.00	SEASON PASS STARTING CASH
72385 ISD 129	\$	412.00	FOOD SERVICE STARTING CASH
70297 BROOKLYN LANPHEAR	\$	(500.00)	SCHOLARSHIP VOID
72386 BROOKLYN LANPHEAR	\$	500.00	SCHOLARSHIP RE-ISSUE

TOTAL AUGUST 2026 MANUAL CHECKS	\$	31,987.93
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AUGUST 2026 PAYROLL DEDUCT CHECKS/EFT PMTS

US TREAS	US TREASURY	\$	124,115.60	FEDERAL PAYROLL TAX
US TREAS	US TREASURY	\$	117,647.93	FEDERAL PAYROLL TAX
MN REV	MN DEPARTMENT OF REVENUE	\$	20,609.67	STATE WITHHOLDING
MN REV	MN DEPARTMENT OF REVENUE	\$	19,341.12	STATE WITHHOLDING
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	77,678.86	TRA EFT
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	74,708.63	TRA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSOC	\$	15,029.03	PERA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSOC	\$	13,476.16	PERA EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	30,381.18	PAYROLL 403(B) EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	30,175.83	PAYROLL 403(B) EFT
UHC	UNITED HEALTHCARE	\$	186,407.00	HEALTH EFT
DELTA	DELTA DENTAL	\$	15,599.66	DENTAL EFT
	72355 AFSCME COUNCIL 65	\$	379.79	PAYROLL ACCRUAL
	72356 ISD #129 - MONTEVIDEO	\$	2,627.08	PAYROLL ACCRUAL

**MONTEVIDEO PUBLIC SCHOOLS
MONTHLY WARRANTS
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72357 MADISON NATIONAL LIFE INS	\$	11,974.75	PAYROLL ACCRUAL
72358 SOUTHWEST INITIATIVE FOUNDATION	\$	206.50	PAYROLL ACCRUAL
72377 AFLAC	\$	1,590.31	PAYROLL ACCRUAL
72378 AFSCME COUNCIL 65	\$	349.54	PAYROLL ACCRUAL
72379 AVIBEN	\$	170.30	PAYROLL ACCRUAL
72380 ISD #129 - MONTEVIDEO	\$	2,627.08	PAYROLL ACCRUAL
72381 MADISON NATIONAL LIFE INS	\$	3,386.94	PAYROLL ACCRUAL
72382 NCPERS GROUP LIFE INS	\$	48.00	PAYROLL ACCRUAL
72383 SOUTHWEST INITIATIVE FOUNDATION	\$	206.50	PAYROLL ACCRUAL
72384 VSP INSURANCE CO	\$	1,593.00	PAYROLL ACCRUAL

TOTAL PAYROLL CHECKS/EFTS	\$	750,330.46
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AUGUST 2026 PETTY CASH DISBURSEMENTS

8/11/2026 AUSTIN, BRIANNA	\$	73.60	LUNCH ACCOUNT BALANCE
8/27/2026 BESEMAN, TIM	\$	140.00	VB OFFICIAL
8/27/2026 DRIPPS, JACKIE	\$	140.00	VB OFFICIAL
8/21/2026 DYSHAW, CODY	\$	79.45	LUNCH ACCOUNT BALANCE
8/11/2026 EBEL, EMILY	\$	330.00	FARM TO BOUQUET CLASS
8/11/2026 GODFREY, ASHA	\$	121.75	LUNCH ACCOUNT BALANCE
8/4/2026 US POST OFFICE	\$	457.67	BROCHURE MAILING
8/4/2026 US POST OFFICE	\$	639.46	CALENDAR MAILING
8/4/2026 WELLNESS FOR LIVING	\$	500.00	ICE CREAM SCIENCE CLASS

AUGUST 2026 PETTY CASH TOTAL	\$	2,481.93
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Independent School District No. 129
TREASURER'S REPORT TO THE SCHOOL BOARD

Date of Report: September 2026

For the Month of: August 2026

Funds	Balance Beginning of Month	Receipts	Disbursements	Accounting/P rior Year Adjustments	Balance End of Month
General	1,443,794.82	7,131,497.65	5,636,135.69	-747,795.41	2,191,361.37
Food Service	723,750.93	37,397.38	117,063.01	18,872.01	662,957.31
Community Service	-667,772.42	94,980.13	123,354.68	-6,552.91	-702,699.88
Capital Outlay	-1,146,996.20	306.14	112,409.41	212,516.95	-1,046,582.52
Building Construction	19,632,953.47	36,542.76	179,240.00		19,490,256.23
Debt Service	1,317,902.44	157,591.10	0.00	20,854.72	1,496,348.26
Flex Benefit	8,025.41	2,627.08	0.00		10,652.49
Student Activities	273,455.09	25,294.11	22,943.83	7,043.61	282,848.98
MRVED	1,983,598.38	67,627.86	158,165.22	493,786.53	2,386,847.55
TOTALS	23,568,711.92	7,553,864.21	6,349,311.84	-1,274.50	24,771,989.79

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK STATEMENTS

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Other Reconciling Items	Balance Per Treasurer's Books
Checking					
Old National Bank	\$140,361.93	\$79,968.49	\$1,073.04	-\$30,175.83	\$ 31,290.65
MinnWest Bank	\$32,574.34			-\$19,341.12	\$ 13,233.22
Flex Account	\$10,652.49	\$0.00			\$ 10,652.49
HS Checking - MW	\$2,942.31	\$31.18			\$ 2,911.13
Trust Accounts					
			Interest Rate		
PMA MN Trust			3.61%	\$	1,483,755.46
PMA - 2025A			3.61%	\$	416,098.96
PMA - 2026A			3.61%	\$	1,289,538.46
Liquid Asset Fund			3.52% & 3.63%	\$	371,671.15
Investments					
		Maturity Date			
Co-op Credit Union				\$	331.76
Old National Bank- Scholarship				\$	150,761.14
2026A FRI Accounts - Various Institutions/Maturity Dates/Rates				\$	18,765,610.16
MN Trust Full Flex (TFed CU), IL		9/30/2026	3.62%	\$	262,835.18
MNTrust Term Series II		1/22/2027	3.85%	\$	1,250,000.00
American Pride Bank, GA		1/11/2027	3.85%	\$	246,000.00
American Commercial Bank & Trust		1/25/2027	3.96%	\$	236,700.00
Solera National Bank, CO		1/25/2027	3.69%	\$	240,600.00
Investors Choice			0.01%	\$	0.03
Treasurer's Balance Per Books					\$24,771,989.79
Balance Less Construction Funds					\$3,050,742.21

Actual End of Year	Fiscal Year	Total ISD #129	ALC	EC	HK	K	1	2	3	4	5	6	7	8	9	10	11	12
6/30/2009	2008-09	1360	111	17	10	78	88	94	97	104	98	108	105	113	104	105	140	97
6/30/2010	2009-10	1366	116	22	15	90	91	86	100	96	101	99	106	105	117	107	108	124
6/30/2011	2010-11	1322	103	21	20	67	116	89	89	101	94	103	103	100	108	116	99	98
6/30/2012	2011-12	1307	98	21	16	88	97	115	83	90	96	95	102	97	99	110	106	92
6/30/2013	2012-13	1304	97	22	16	85	105	102	113	85	90	94	95	99	98	98	106	96
6/30/2014	2013-14	1307	87	22	17	85	99	105	102	113	85	90	91	104	98	97	100	101
6/30/2015	2014-15	1300	112	21	16	77	104	108	106	102	112	90	86	92	101	99	97	90
6/30/2016	2015-16	1330	110	20	26	89	102	101	107	110	106	108	92	85	94	105	96	88
6/30/2017	2016-17	1397	120	24	20	96	118	110	105	111	117	111	112	93	88	102	101	91
6/30/2018	2017-18	1377	135	16	19	87	115	118	108	102	114	114	107	110	92	86	95	94
6/30/2019	2018-19	1378	184	22	25	74	108	114	114	108	102	116	115	107	111	95	80	88
6/30/2020	2019-2020	1360	152	24	18	75	94	105	120	116	106	102	112	121	101	107	85	74
6/30/2021	2020-2021	1322	117	13	34	87	93	90	99	106	118	106	101	106	113	94	94	71
6/30/2022	2021-2022	1304	96	18	17	83	125	93	86	97	103	111	99	102	94	106	81	88
6/30/2023	2022-2023	1350	84	24	20	90	107	123	99	88	107	106	116	101	106	93	97	72
6/30/2024	2023-2024	1363	45	20	0	111	109	102	127	94	89	114	102	111	105	99	83	99
6/30/2025	2024-2025	1342	63	19	0	97	96	109	106	127	97	87	109	101	112	107	97	79
6/30/2026	2025-2026	1324	39	21	0	97	96	98	106	109	116	94	83	103	101	109	103	89

Budgeted

2025-2026	1343	75	22	0	100	97	97	107	111	120	95	83	105	100	112	105	89
2026-2027	1354	75	22	0	100	100	97	97	107	107	120	95	85	105	101	113	105

9/3/2026
Enrolmmment

	1349	75	33	0	88	101	98	101	102	108	118	93	87	107	105	108	100
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2026-2027 ORIGINAL BUDGET

Unappropriated Operating Funds	July 1, 2026				June 30, 2027	
	Projected Fund Balance	2026-2027 Revenues	2026-2027 Expenditures	Projected Fund Balance	Variance	
General	\$ 1,838,790	\$ 23,196,011	\$ 23,387,107	\$ 1,647,694	\$ (191,096)	
				7.05%		
Food Service	\$ 765,492	\$ 1,518,000	\$ 1,605,000	\$ 678,492	\$ (87,000)	
Community Service:						
ECFE	\$ 28,026	\$ 77,102	\$ 97,325	\$ 7,803	\$ (20,223)	
School Readiness	\$ (117,756)	\$ 236,692	\$ 285,743	\$ (166,807)	\$ (49,051)	
Comm Ed	\$ (393,300)	\$ 1,334,593	\$ 1,309,244	\$ (367,951)	\$ 25,349	
Total Operating Funds	\$ 2,121,252	\$ 26,362,398	\$ 26,684,419	\$ 1,799,231	\$ (322,021)	
% of Operating Expenditures				6.74%		
Other Appropriated Funds						
Long Term Facilities Maint.	\$ 27,756	\$ 696,315	\$ 499,830	\$ 224,241	\$ 196,485	
Operating Capital	\$ (151,962)	\$ 634,684	\$ 571,343	\$ (88,621)	\$ 63,341	
Building Construction	\$ 19,568,920	\$ 22,000,000	\$ 20,000,000	\$ 21,568,920	\$ 2,000,000	
Debt Service	\$ 1,103,866	\$ 1,217,038	\$ 1,795,340	\$ 525,564	\$ (578,302)	
Student Activities	\$ 273,676	\$ 386,400	\$ 366,800	\$ 293,276	\$ 19,600	
Total All Funds	\$ 22,943,508	\$ 51,296,835	\$ 49,917,732	\$ 24,322,611	\$ 1,379,103	
Total (Excluding Const Fund)	\$ 3,374,588	\$ 29,296,835	\$ 29,917,732	\$ 2,753,691	\$ (620,897)	

TIME	LAST NAME	FIRST NAME	BUILDING	EXTRA-CURRICULAR ASSIGNMENT	EXTRA-CURRICULAR SALARY	PAY PERIODS	UFARS CODE
FALL	AKER	SHAWN	MHS	FOOTBALL - 7-8TH GRADE	\$ 2,691.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	BORAAS	ERIK	RAMSEY	FOOTBALL - 7-8TH GRADE	\$ 2,691.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	CHRISTENSON	MARTIN	MMS	FOOTBALL - HEAD COACH	\$ 6,574.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	DACK	LYNDSAE	RAMSEY	SWIMMING - GIRLS DIVING COACH	\$ 2,691.00	SEPT-NOVEMBER	01-300-296-070-000-185
FALL	DOUGLAS	DAN	MAIL	FOOTBALL - B-SQUAD COACH	\$ 5,113.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	ENEVOLDSEN	RENELLE	MHS	CROSS COUNTRY - GIRLS HEAD COACH	\$ 4,531.00	SEPT-NOVEMBER	01-300-292-045-000-185
FALL	EPEMA	TIM	MMS	FOOTBALL - B-SQUAD COACH	\$ 5,113.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	FOLEY	BOB	MHS	FOOTBALL - VARSITY ASSISTANT COACH	\$ 5,582.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	KNUTSON	TAYLOR	MMS	TENNIS - GIRLS JUNIOR HIGH COACH	\$ 2,691.00	SEPT-NOVEMBER	01-300-296-080-000-185
FALL	KOEBNICK	MITCHEL	MHS	FOOTBALL - 7-8TH GRADE	\$ 2,691.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	MACZIEWSKI	NICHOLAS	MMS	FOOTBALL - 9TH GRADE COACH	\$ 4,389.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	MADER	JOHN	SANFORD	VOLLEYBALL - HEAD COACH	\$ 6,371.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	MAGNUSON	JOANNA	MHS	VOLLEYBALL - C-SQUAD COACH	\$ 3,658.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	MATVICK	ETHAN	HAWKS NES	FOOTBALL - 7-8TH GRADE	\$ 2,691.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	OCHSENDORF	KAMI	MAIL	VOLLEYBALL - B-SQUAD COACH	\$ 4,389.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	PATTON	NICK	MAIL	SWIMMING - GIRLS JUNIOR HIGH/ASSISTANT COACH	\$ 3,658.00	SEPT-NOVEMBER	01-300-296-070-000-185
FALL	SANNERUD	NICOLE	SANFORD	VOLLEYBALL - JUNIOR HIGH COACH	\$ 2,691.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	SCHIMMING	DAVE	MHS	CROSS COUNTRY - BOYS HEAD COACH	\$ 6,371.00	SEPT-NOVEMBER	01-300-292-045-000-185
FALL	SCHREINER	ISAAC	MHS	SWIMMING - HEAD GIRLS COACH	\$ 6,371.00	SEPT-NOVEMBER	01-300-296-070-000-185
FALL	STEVENS	KAYLA	RAMSEY	VOLLEYBALL - JUNIOR HIGH COACH	\$ 2,691.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	SUCHANEK	TRISHA	RAMSEY	TENNIS - GIRLS HEAD COACH	\$ 6,135.00	SEPT-NOVEMBER	01-300-296-080-000-185
FALL	TOSTENSON	MOLLI	MMS	VOLLEYBALL - JUNIOR HIGH COACH	\$ 2,691.00	SEPT-NOVEMBER	01-300-296-100-000-185
FALL	VANDELANOTTE	JON	MAIL	FOOTBALL - 9TH GRADE COACH	\$ 4,389.00	SEPT-NOVEMBER	01-300-294-050-000-185
FALL	WILLIAMSON	JENNA	HAWKS NES	CROSS COUNTRY - JH COACH	\$ 4,531.00	SEPT-NOVEMBER	01-300-292-045-000-185
MONTHLY	ARNOLD	JILL	MMS	MMS STUDENT COUNCIL ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-330-298-000-000-185
MONTHLY	BOYUM	DUSTIN	RAMSEY	ELEMENTARY VOCAL	\$ 950.00	SEPT-AUG	01-184-298-000-000-185
MONTHLY	BROWN	SERENA	HAWKS NES	TECH COORDINATOR - HAWKS NEST	\$ 2,848.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY	CORGARD	BRANDEE	MMS	MMS STUDENT COUNCIL ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-330-298-000-000-185
MONTHLY	DUENWALD	DAN	MMS	TECH COORDINATOR - MMS	\$ 2,848.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY	FRANK	EMILY	SANFORD	ELEMENTARY VOCAL	\$ 950.00	SEPT-AUG	01-184-298-000-000-185
MONTHLY	FRANK	RILEY	MMS	MMS INSTRUMENTAL	\$ 3,658.00	SEPT-AUG	01-330-298-000-000-185
MONTHLY	GIESE	CHRISTOPHER	MHS	SENIOR CLASS ADVISOR (1/3 SPLIT)	\$ 972.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	HAGEN	CONNOR	HAWKS NES	JUNIOR CLASS ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	KLAASSEN	KELLY	SANFORD	TECH COORDINATOR - SANFORD	\$ 2,848.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY	KOEPKE	SHEILA	MHS	MHS STUDENT COUNCIL ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	KOEPKE	SHEILA	MHS	YEARBOOK ADVISOR	\$ 2,738.50	SEPT-AUG	01-340-298-000-000-185
MONTHLY	KOEPKE	ZACHARY	MHS	MHS STUDENT COUNCIL ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	KOEPKE	ZACHARY	MMS	YEARBOOK ASSISTANT	\$ 2,738.50	SEPT-AUG	01-340-298-000-000-185
MONTHLY	MAZER	GABRIELLE	MHS	JUNIOR CLASS ADVISOR (1/2 SPLIT)	\$ 1,458.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	MINER	MAQUELAH	MHS	FFA ADVISOR	\$ 6,371.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	RAYMO	KATIE	ALC	TECH COORDINATOR - ALC	\$ 2,848.00	SEPT-AUG	71-010-690-000-000-185
MONTHLY	SIEBERT	KATELYN	MHS	MMS VOCAL	\$ 950.00	SEPT-AUG	01-330-298-000-000-185
MONTHLY	SIEBERT	KATELYN	MHS	SENIOR HIGH VOCAL	\$ 3,865.00	SEPT-AUG	01-340-298-000-000-185

MONTHLY	SKOGRAND	JORDAN	RAMSEY	TECH COORDINATOR - RAMSEY	\$ 2,848.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY	STUECK	MONICA	MHS	TECH COORDINATOR - MHS	\$ 2,848.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY	STUECK	MONICA	MHS	SENIOR CLASS ADVISOR (1/3 SPLIT)	\$ 972.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	TRUE	JUSTIN	MHS	SENIOR HIGH INSTRUMENTAL	\$ 3,865.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	TRUE	JUSTIN	MHS	SENIOR HIGH PEP BAND	\$ 2,741.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY	VEGA JR	RAMON	MHS	WEIGHT ROOM SUPERVISION	\$ 4,389.00	SEPT-AUG	01-300-292-000-000-185
MONTHLY	WACHTLER	ANN	MHS	SENIOR CLASS ADVISOR (1/3 SPLIT)	\$ 972.00	SEPT-AUG	01-340-298-000-000-185
MONTHLY				EDUCATIONAL SOFTWARE TECH	\$ 2,154.00	SEPT-AUG	01-200-612-000-000-185
MONTHLY				EDUCATIONAL SOFTWARE TECH	\$ 2,154.00	SEPT-AUG	01-200-612-000-000-185

RENTAL FEE SCHEDULE

	MMS MSHS GYM	MSHS FB FIELD & TRACK*	PERFORMING ARTS CENTER	Elementary Gyms	CAFETERIAS and COMMONS	Classroom
CLASS I	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge
CLASS II	\$20/hour	\$20/hour	\$50/hour FOR FACILITY \$50/hour FOR EQUIPMENT	\$10/hour	\$20/hour	\$20/hour
CLASS III	\$50/hour	\$150/day	\$200	\$20/hour	\$40/hour	\$40/hour

INDOOR SWIMMING POOL	In-District Group	Out-District Group
	\$50	\$100

Additional charge for lifeguard fees.

Taryn Stenson

School Board Representative

Report

14 September 2026

Student Report

As the student representative, I will be discussing a few topics that have been brought up by students at our school bathroom

- Bathroom Passes
- Cafeteria
- How the first week of school went

As of now I am working on getting feedback from students

September Board Updates

Hawks Nest/Community Education: Kelly Snell

The Hawks Nest is bustling with activity, with 18 Infant/Toddlers, 24 Early Pre/ PreK, 72 Small World Preschool, and 50 Juniors. With the exception of Small World, these numbers are slightly lower than last year at this time. A handful of our childcare families found alternate care after the recent rate increases, so we are actively working through our waitlist to replace those open slots. There are (2) open positions within the childcare that, once filled, will allow us to return to our maximum licensing capacity. We have an amazing staff, and it is truly a gift to see them back in their element, making a difference in the lives of the students and families they serve.

A HUGE event in September is our annual ECFE Vehicle Fair on **Monday, September 14, from 5:00 - 6:30 PM** on the grassy lawn at the Hawks Nest. We will again have food trucks and are hoping to have the Life Flight helicopter touch down this year as a special surprise for families.

Early Childhood Screening is scheduled for September 22-23, and we are actively reaching out to families from the census to schedule appointments. There are approximately 70 children scheduled for screening, 6-8 needing a Spanish interpreter and 2-3 needing a Chuukese interpreter. These totals are similar to recent years.

A new youth recreation offering this fall is [NFL Flag Football](#). Youth grades 1-6 will scrimmage Saturday mornings in September and early October. Ethan Matvick will oversee with the help of a couple of volunteer parent coaches. Participants receive an NFL reversible jersey and a set of flags with their registration.

The Back to School communication catalog was delivered to the community recently and is available online [here](#). Registration for Fall events and classes is open [here](#).

MES: Heidi Sachariason

WELCOME BACK TO SCHOOL!

The 2026-2027 school year is off to a smooth and successful start at Montevideo Elementary School. Over the first two weeks, staff has focused on establishing routines, creating welcoming classroom environments, and supporting students through their back-to-school transitions. School culture remains positive, with strong engagement observed across all grade levels.

MES FAMILY ENGAGEMENT

MES Hawk News

MES provides families with weekly newsletters. This is a strategy we use at the elementary level to keep families informed. Below are the newsletters we have had for families so far this year. Staff also receive a newsletter each week.

- [August 28th MES News for Families](#)
- [September 4th MES News for Families](#)

Kindergarten Orientation

Incoming kindergarten families participated in orientation on August 31st and September 1st. . Small groups of 3 to 5 families met with classroom teachers to learn what to expect during kindergarten and the upcoming school year. These sessions provided parents with an opportunity to go over important information and ask questions. Meanwhile, title interventionists conducted initial student assessments to gauge academic starting points and identify individual instructional needs. Additionally, families took a bus ride together to practice bus safety procedures and familiarize themselves with the middle school bus hub, where transfers occur.

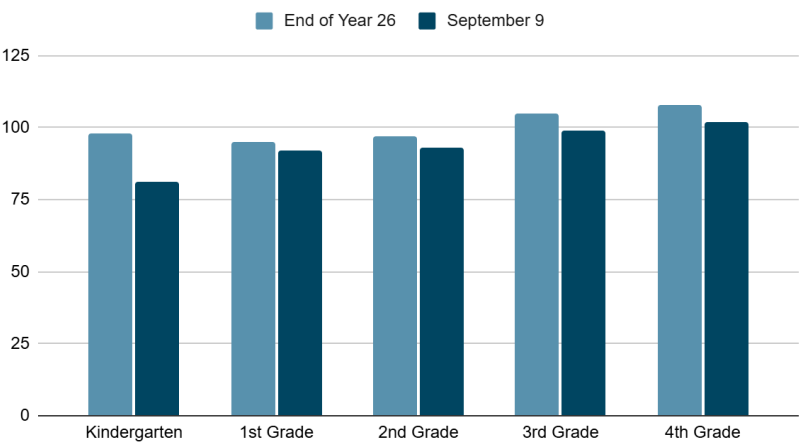
Feedback from the kindergarten team following orientation was overwhelmingly positive. Teachers expressed gratitude for the opportunity to establish early connections with students and families. This proactive approach significantly smooths the transition to the first day of school—building student confidence, reducing first-day tears, and streamlining transportation logistics.

MES ENROLLMENT

Enrollment for the current school year shows a slight decrease compared to last year, with the most noticeable shift occurring in kindergarten. While our census projected 106 students for this year's kindergarten class, current enrollment stands

at 81, which aligns with our typical census-to-enrollment conversion rate. Class sizes in kindergarten currently range from 16 to 17 students per room.

End of Year 26 and September 9



3rd Grade	105	99
4th Grade	108	102
Total	503	467

MMS: Shawn Huntley

Dear School Board Members,

It is my pleasure to present the principal's report for the start of the 2026–2027 school year. We have experienced an exceptionally smooth and energetic launch at Montevideo Middle School. Our staff, students, and families have transitioned back into classroom routines seamlessly, establishing a positive culture centered on learning, personal growth, and community.

Below is an overview of our current enrollment numbers, academic intervention data, new school initiatives, and upcoming important dates.

By the Numbers: Enrollment

Our student body remains dynamic as we welcome new families to Montevideo while supporting student transitions:

- **18 New Students:** Enrolled with us from other school districts.
- **18 Unenrolled Students:** Ironically, we have also unenrolled exactly 18 students during this same period.

Overall, our enrollment remains balanced, and our staff has done an outstanding job welcoming our new students and helping them integrate into the MMS community.

By the Numbers: Academic Supports (MTSS)

To ensure every student receives the support they need to succeed academically, our Multi-Tiered System of Supports (MTSS) is up and running smoothly, utilizing targeted What I Need (WIN) time and dedicated intervention periods:

- **MTSS Tier 2 Math Support (WIN):** 14 students served
- **MTSS Tier 3 Math (Intervention):** 30 students served
- **MTSS Tier 2 Reading (WIN):** 32 students served
- **MTSS Tier 3 Reading (Intervention):** 35 students served

These tiered interventions allow us to identify learning gaps early and deliver targeted, high-quality instruction throughout the school year.

What's New at MMS This Year

- **Principal/Student Advisory Team:**

This year, we are excited to launch the **Principal/Student Advisory Team**. Composed of 12–15 7th and 8th-grade students working alongside the principal, this group will be formed with the intentional purpose of giving students a clear voice in their school community. The team will meet regularly to discuss student perspectives, evaluate school climate, and collaborate on ideas for how we can continuously improve Montevideo Middle School.

Upcoming Dates of Importance

- **September 10, 2026:** Wear Yellow in recognition of Suicide Awareness Month
- **September 11, 2026:** School Picture Day
- **September 14–18, 2026:** STAR Math and Reading Fall Benchmarking
- **September 14, 2026:** Monthly School Board Meeting
- **September 18, 2026:** Early Dismissal (Teacher Learning Communities / TLCs)
- **September 23, 2026:** MMS School Bus Safety Training
- **September 28 – October 2, 2026:** Homecoming Week
- **September 28, 2026:** Mid-Quarter (1)
- **October 2, 2026:** Early Dismissal (Teacher Learning Communities / TLCs)

Closing Remarks

Thank you for your ongoing commitment and support of our students, staff, and programs at Montevideo Middle School. The strong start to this school year is a testament to the hard work of our dedicated educators and the enthusiasm of our students.

Please feel free to reach out if you have any questions or would like additional information regarding this report. I look forward to seeing you at our upcoming board meeting.

Sincerely,

Shawn Huntley

MHS: Christine Udarbe

High School Update for the September 14, 2026 Board Meeting

Structured Activities during High School Lunch Period

Beginning the week of September 14, we will introduce voluntary structured activities during the final 10 minutes of the high school lunch period to enhance student engagement and improve overall campus flow. Students will have 18 minutes to comfortably finish their meals, with many sharing that the school food is very good and enjoying their dining experience, before choosing how to spend their remaining 10 minutes. Options include staying in the cafeteria for board games, card games, checkers, or chess; heading to the gym for active stations like cornhole, bowling, ring toss, bean bag toss tic-tac-toe, hacky sack, dancing, or walking; or relaxing outside at the picnic tables. These structured choices directly address pre-bell hallway crowding, effectively alleviate congestion outside the main office and preserve smooth operational access for visiting families, staff, and community members.

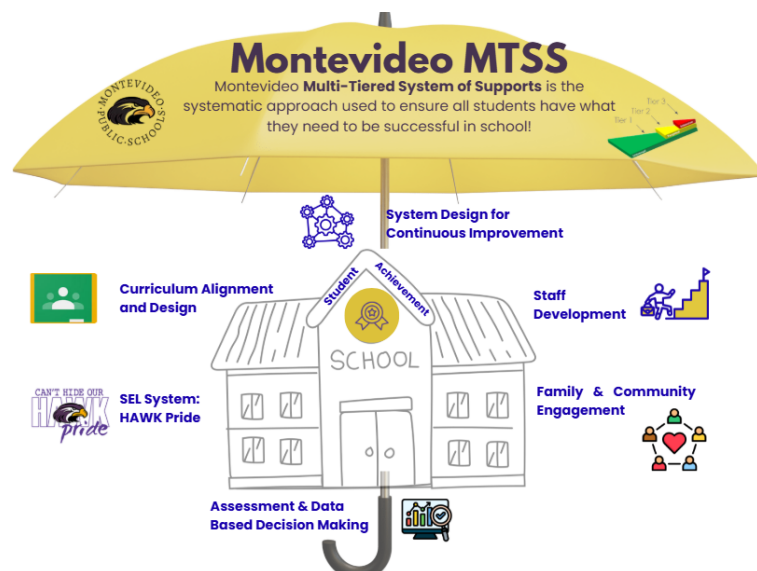
This multi-option approach offers clear benefits for our high school students by providing a well-earned mental refresh, lowering stress levels, and fostering positive social connections across grade levels. By providing productive, engaging outlets for their energy, we anticipate improved classroom focus for afternoon instruction, increased peer interaction, and a proactive structure for preventing negative behavior. We will continuously monitor implementation and actively gather input from the students and staff to make adjustments as needed to ensure the activities best serve their interests.

MTSS: Heidi Huseby

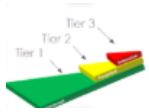
Dear School Board Members!

 **Systems for
Continuous
Improvement:**

I am excited to share that MES
and MMS Grade level teams will



be meeting weekly and using common agendas for communication. By structuring our Grade Level Team meetings the information all teachers receive will be streamlined.

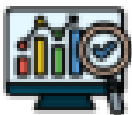


Tiered Support:

Wow, we have some awesome teachers! Angela Arvidson, Martin Christenson, William Cardenes, Dana Harrington, Ana Pineda are working hard to implement our new reading interventions curriculum, REWARDS. This program focuses on how to decode longer words, by breaking them apart. First students start to notice vowels and vowel patterns in words, with that they identify how many syllables and then decode each syllable to be able to blend the whole word together.

For example the word: **turmoil**

1. Students will recognize there are 2 vowel/patterns u and oi
2. Students are then taught how to split the syllable, which in this word there are 2 consonants together, so the split is between the r/m : turm / oil
3. Students are taught the vowel patterns for example the letters /oi/ are locked together to make 1 sound.
4. Now student will sound out /t/ /ur/ /m/= turm and /oi/ /l/
5. So essentially this process turns a 7 letter word into a 5 sound word that the students know how to pronounce.



Assessment & Data Based Decision Making:

At our Back-to-School Professional days all teachers were trained on how to access the [MTSS Student Profiles](#) through JMC, our SIS (Student Information System).

Teachers voiced excitement to be able to have easily accessible data that relates to the students they teach.

Activities: Michael Trewick

September 2026 Board Report

Initiatives

Leadership Program: We will be taking a group of 15 leaders to the WCC Leadership Conference on September 19th. These 15 students come from various activities and are from grades 10-12. This group will meet regularly after the conference..A couple things I would like this group to do is plan times to get to our elementary school and read along with possibly playing on the playground with kids. We would also like to plan a community service project for the whole activities department to get out into our community.

Hall of Fame: A new class will be inducted Homecoming weekend

Athletic Team Summaries

Boy's and Girl's Cross Country: Started the season taking a trip to Perham for both a meet and team building experience. Both the boy's and girl's teams ran really well, but more importantly our students came away with an experience they will remember for a long time on the team building experience.

Football: Started the year with a Purple and Gold scrimmage where they asked families who attended to bring items for a local food shelf. This year's game was played on the practice field because of the track being redone. It brought in an amazing total of 374 lbs of food. On this past

Friday night the varsity lost to Melrose, but the program rebounded with a 42-36 “C” squad win on Tuesday at Melrose. The 7th and 8th grade teams both played in a couple of games.

Girl’s Swim and Dive: They opened up the year with a strong preformance at Willmar Invite.

We will have three meets all on the road next week. At Holdingford next Tuesday, at Marshall next Thursday and at the Fargo invite next Saturday. Isaac Schreiner has stepped up to serve as the Girl’s Head Coach this year.and Nick Patton has returned to serve as an assistant coach.

Girl’s Tennis: The girl’s have started the year strong going 7-0 defeating several section foes.

They are currently ranked in the top 10 of the state.. Our newly resurfaced Tennis courts look great and are playing really well. The JV team has played several matches resulting with great results also.



Volleyball: They are off to a 1-2 start defeating Dawson-Boyd in the season opener

Activities

Fall Play: Additions began this week for the play “Radium Girl’s”. In 1926, radium was a miracle cure, Madame Curie an international celebrity, and luminous watches the latest rage until the girls who painted them began to fall ill with a mysterious disease. Inspired by a true story, Radium Girls traces the efforts of Grace Fryer, a dial painter, as she fights for her day in court. Her chief adversary is her former employer, Arthur Roeder, an idealistic man who cannot bring himself to believe that the same element that shrinks tumors could have anything to do with the terrifying rash of illnesses among his employees. As the case goes on, however, Grace finds herself battling not just with the U.S. Radium Corporation, but with her own family and friends, who fear that her campaign for justice will backfire

Student Council: They are busy planning homecoming events for the week of 9/28-10/2.

As the 2026-27 activities and athletic seasons continue to progress we will continue to strive for greatness both academically and athletically. Our hope is for our programs and their participants to continue to show consistent growth throughout the year. I am looking forward to assisting and watching this growth happen in Montevideo!

Year 3 Progress Report

(July 1, 2023–June 30, 2026)

If you completed year 3 of your plan during the 2025-2026 school year, complete the charts below.

Achievement and Integration Goal 1

Goal Statement	Achievement, Integration, or Teacher Equity Goal?	Baseline	Actual Result (2025–26 SY)	On Track?
The average number of college credits earned by non-white Montevideo High School graduates prior to graduation will increase from 9 in 2022 to 15 in 2026.	Check one of the following: ☒ Achievement Goal ☐ Integration Goal ☐ Teacher Equity	9	18	Check one of the following: ☒ Goal Met ☐ Goal Not Met

How do you know if you have met/not met your goal? Please provide additional details including the information requested below.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
- *What strategies are in place to support this goal area?*
- *How well are you implementing your strategies?*
- *How do you know whether it is or is not helping you make progress toward your goal?*

1. What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?

- **Data Used:** College credit course participation and enrollment rates (tracking which students are taking advantage of offered credits).
- **Disaggregation:** Data is broken down by **race and ethnicity** to pinpoint specific participation gaps among underrepresented groups.

2. What strategies are in place to support this goal area?

- **Expanded Course Options:** Increasing total access to college credit courses and expanding the number of credits offered.
- **Targeted Family Support:** High school success coordinators and family liaisons provide direct outreach to underrepresented students and families to navigate course registration.

- **Early Career Mapping:** Middle school family liaisons help younger students explore careers and map out high school course paths to achieve those goals.

3. How well are you implementing your strategies?

- **Implementation Level:** Fully implemented and highly effective, as demonstrated by the district exceeding its target goal.

4. How do you know whether it is or is not helping you make progress toward your goal?

- **Evidence of Progress:** Exceeding the stated goal confirms that combining expanded course access with deliberate, targeted outreach from liaisons directly drives increased student participation.

Achievement and Integration Goal 2

Goal Statement	Achievement, Integration, or Teacher Equity Goal?	Baseline	Actual Result (2025–26 SY)	On Track?
The percentage of non-white students at grade level in reading by the end of 3rd grade will increase from 26% in 2022 to 44% in 2026.	Check one of the following: ☒ Achievement Goal ☐ Integration Goal ☐ Teacher Equity	26%	20%	Check one of the following: ☐ Goal Met ☒ Goal Not Met

How do you know if you have met/not met your goal? Please provide additional details including the information requested below.

- What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?
- What strategies are in place to support this goal area?
- How well are you implementing your strategies?
- How do you know whether it is or is not helping you make progress toward your goal?

1. What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?

- **Data Used:** STAR Assessment data to identify students deficient in reading.
- **Disaggregation:** Data is broken down by **students of color** and **students receiving Free & Reduced Price Lunch**.

2. What strategies are in place to support this goal area?

- **Targeted Intervention:** Hired a Reading Interventionist to work directly with students identified as deficient in reading.
- **Systemic Support (MTSS):** Developing and implementing a district-wide Multi-Tiered System of Supports (MTSS).
- **Curricular Alignment:** Purchased and adopted a new reading curriculum aligned with the READ Act.

3. How well are you implementing your strategies?

- **Implementation Status:** Implementation is actively underway but still scaling. The new curriculum and MTSS framework are in motion, though capacity is currently constrained—additional interventionists are needed to reach more students with higher frequency.

4. How do you know whether it is or is not helping you make progress toward your goal?

- **Evidence of Progress:** Progress measurement is currently in a transition phase. New state reading standards changed the baseline ("moved the goalposts"), making historical comparison difficult, but district-wide growth is projected over the next few years as MTSS practices and the new curriculum fully take hold.

Achievement and Integration Goal 3

Goal Statement	Achievement, Integration, or Teacher Equity Goal?	Baseline	Actual Result (2025–26 SY)	On Track?
The number of students graduating from MHS that enter a teacher preparation program will increase from 5 in 2022 to a minimum of 10 in 2026.	Check one of the following: ☐ Achievement Goal ☐ Integration Goal ☒ Teacher Equity	5	5	Check one of the following: ☐ Goal Met ☒ Goal Not Met

How do you know if you have met/not met your goal? Please provide additional details including the information requested below.

- *What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?*
- *What strategies are in place to support this goal area?*
- *How well are you implementing your strategies?*
- *How do you know whether it is or is not helping you make progress toward your goal?*

1. What data have you used to identify needs in this goal area? How is this data disaggregated by student groups?

- **Data Used:** Post-graduation plan surveys from graduating seniors, Student Information System (SIS) course registration data for *Intro to Education*, and tracking data on students entering teacher preparation programs.
- **Disaggregation:** Enrollment data is specifically disaggregated to track **students of color** participating in the *Youth Service Leadership* course.

2. What strategies are in place to support this goal area?

- **"Grow Your Own" Pipeline:** A district initiative aimed at cultivating future educators from the existing student body.
- **Targeted Career Coursework:** Offering high school courses including *Intro to Education* and *Youth Service Leadership* (a hands-on teacher helper experience).

3. How well are you implementing your strategies?

- **Implementation Status:** Implementation is currently inconsistent and needs improvement. A recent administration change shifted priorities away from the Grow Your Own program, though the district plans to re-strengthen the initiative moving forward.

4. How do you know whether it is or is not helping you make progress toward your goal?

- **Evidence of Progress:** Progress is demonstrated by an increasing number of students of color enrolling in the *Youth Service Leadership* course, showing growing student interest in teaching pathways despite recent administrative shifts.

****Please note:** If you have more than three goals, copy and paste additional A&I Goal tables below.

Integration

Narrative is required. 200-word limit.

Please summarize the impact of the integration strategies you implemented with the A&I districts you partnered with during the 2025–26 SY. Also, consider ways that your A&I plan strategies have increased integration within your district.

During the 2025–26 school year, Montevideo Public Schools advanced integration through regional collaborations and internal equity strategies. In partnership with racially isolated Willmar Public Schools and the West Central Collaborative, Montevideo students participated in joint summer programs designed to build cross-cultural relationships and reduce enrollment

disparities. High schoolers earned concurrent credits at Ridgewater College, while middle schoolers engaged in hands-on problem-solving through the summer GAMMA Math and STEM/Robotics courses at Willmar Middle School.

Within the district, integration strategies significantly broadened academic participation and strengthened school-to-home connections. Dedicated Family Liaisons and Success Coordinators conducted targeted outreach to guide underrepresented students into advanced academic tracks starting in seventh grade. Consequently, non-white high school graduates earned an average of 18 college credits—exceeding the district's goal of 15 credits. Additionally, the district strengthened early literacy through reading interventionists using a Multi-Tiered System of Supports and fostered future educators through a "Grow Your Own Teachers" dual-enrollment partnership with Southwest State University.

Achievement & Integration: Year 3 Progress Report

Montevideo Public Schools ISD #129
2025–2026 School Year

Year 3 Scorecard

College credits earned by non-white graduates.

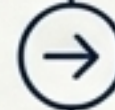
9

Baseline



15

Target



18

Actual

Exceeded

3rd-grade reading proficiency for non-white students.

26%

Baseline



44%

Target



20%

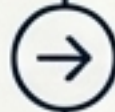
Actual

In Transition

Graduates entering a teacher prep program.

5

Baseline



10

Target



5

Actual

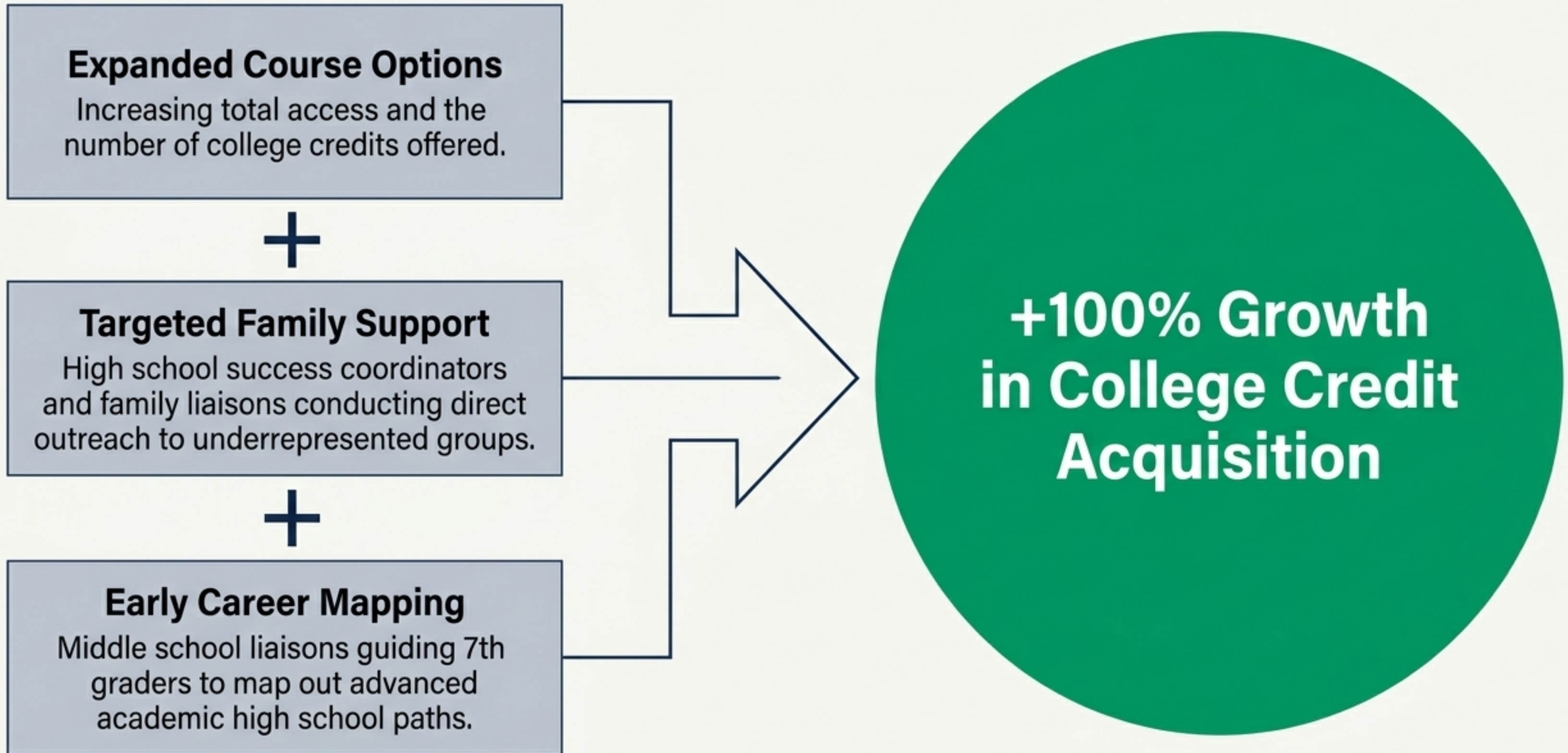
In Transition

Exceeding College Credit Expectations

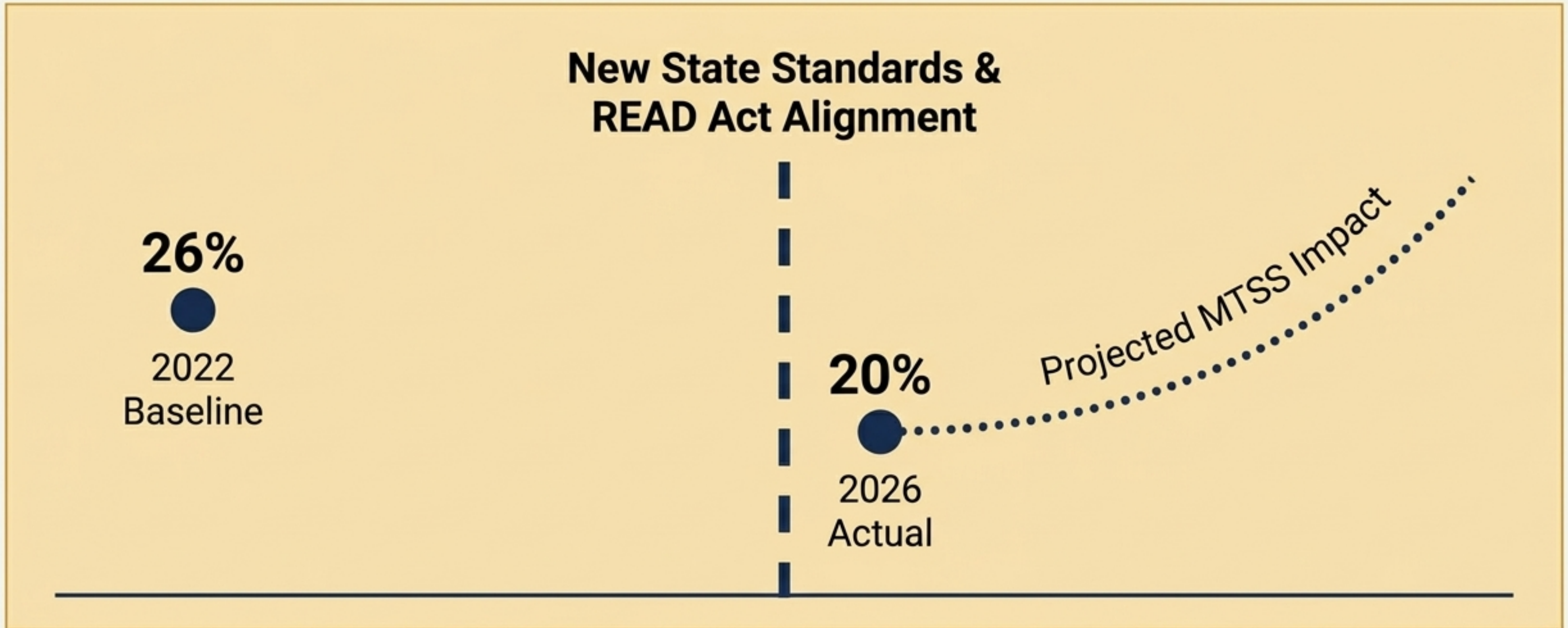
9 Credits → **18 Credits**
(Baseline 2022) (Actual 2026)

Non-white high school graduates earned an average of 18 college credits prior to graduation, surpassing the target goal of 15.

The Strategic Drivers Behind Academic Access

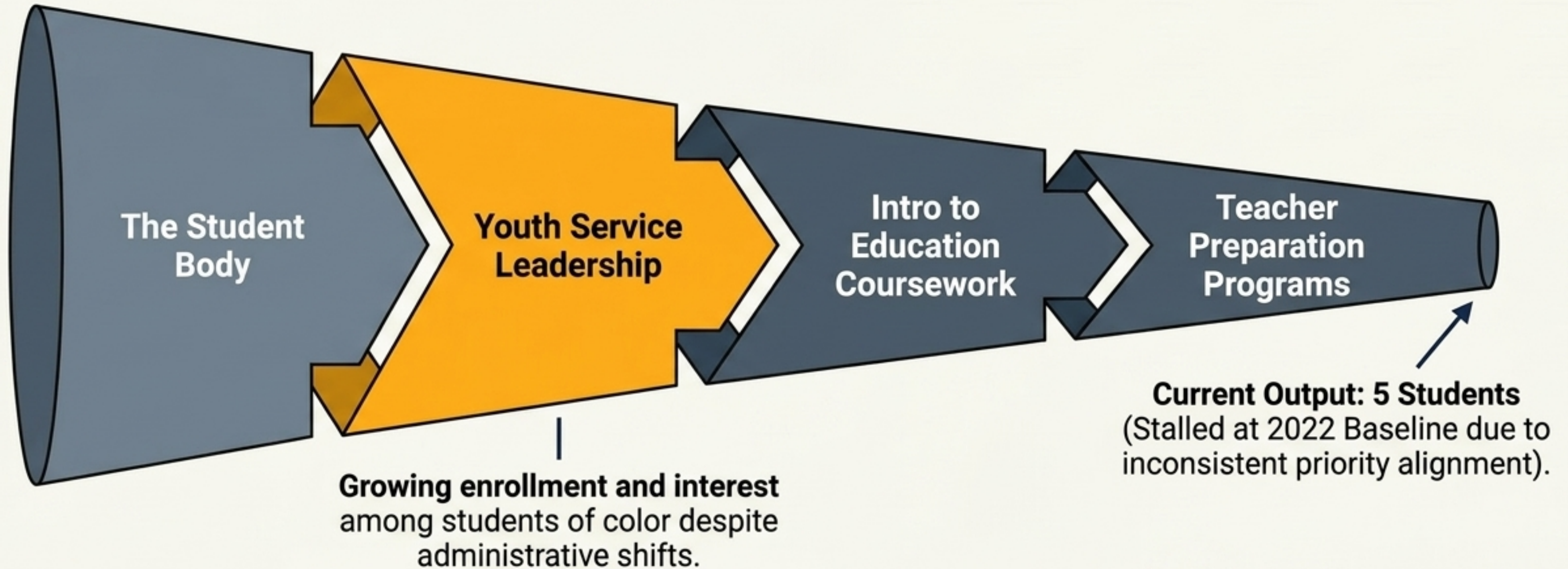


The Reading Literacy Transition



Historical comparisons have been disrupted by new reading standards. The district is currently in an active, scaling transition to rebuild literacy foundations.

Rebuilding the Educator Pipeline



Leading indicators show strong student interest; focus must now shift to **repairing the administrative bridge to post-secondary prep programs.**

Adopted: _____

MSBA/MASA Model Policy 402

Orig. 1995

Revised: _____

Rev. 2026

402 DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact Jamie Skjeveland, Superintendent, 2001 William Ave., Montevideo, MN 56265. 320-269-8833, jskjeveland@montevideoschools.org. This individual is the school district's appointed ADA/Section 504 coordinator.
- E. Failure to engage in the process to determine if a reasonable accommodation exists that would allow people with disabilities as defined in Minnesota Statutes, section 363A.03, subdivision 12, to participate fully in employment may be an unfair discriminatory practice under the Minnesota Human Rights Act.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 794 *et seq.* (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 12101 (Americans with Disabilities Act)
29 C.F.R. Part 32 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)
34 C.F.R. Part 104 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

423 EMPLOYEE-STUDENT RELATIONSHIPS**I. PURPOSE**

The school district is committed to an educational environment in which all students are treated with respect and dignity. Every school district employee is to provide students with appropriate guidance, understanding, and direction while maintaining a standard of professionalism and acting within accepted standards of conduct.

II. GENERAL STATEMENT OF POLICY

- A. This policy applies to all school district employees at all times, whether on or off duty and on or off of school district locations.
- B. At all times, students will be treated by teachers and other school district employees with respect, courtesy, and consideration and in a professional manner. Each school district employee is expected to exercise good judgment and professionalism in all interpersonal relationships with students. Such relationships must be and remain on a teacher-student basis or an employee-student basis.
- C. Teachers must be mindful of their inherent positions of authority and influence over students. Similarly, other school district employees also may hold positions of authority over students of the school district and must be mindful of their authority and influence over students.
- D. Sexual relationships between school district employees and students, without regard to the age of the student, are strictly forbidden and may subject the employee to criminal liability.
- E. Other actions that violate this policy include, but are not limited to, the following:
 - 1. Dating students.
 - 2. Having any interaction/activity of a sexual nature with a student.
 - 3. Committing or attempting to induce students or others to commit an illegal act or act of immoral conduct which may be harmful to others or bring discredit to the school district.
 - 4. Supplying alcohol or any illegal substance to a student, allowing a student access to such substances, or failing to take reasonable steps to prevent such access from occurring.
 - 5. Grooming as prohibited under Minnesota Statutes, section 609.352.
- F. School district employees shall, whenever possible, employ safeguards against improper relationships with students and/or claims of such improper relationships.
- G. Excessive informal and social involvement with individual students is unprofessional, is not compatible with employee-student relationships, and is inappropriate.
- H. School district employees will adhere to applicable standards of ethics and professional

conduct in Minnesota law.

III. REPORTING AND INVESTIGATION

- A. Complaints and/or concerns regarding alleged violations of this policy shall be handled in accordance with the school district's Complaints – Students, Employees, Parents, Other Persons policy unless other specific complaint procedures are provided within any other policy of the school district.
- B. All employees shall cooperate with any investigation of alleged acts, conduct, or communications in violation of this policy.

IV. SCHOOL DISTRICT ACTION

Upon receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. It also may include reporting to appropriate state or federal authorities, including the Minnesota Professional Educator Licensing and Standards Board or the appropriate licensing authority and appropriate agencies responsible for investigating reports of maltreatment of minors and/or vulnerable adults. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and school district policies.

V. SCOPE OF LIABILITY

Employees are placed on notice that if an employee acts outside the performance of the duties of the position for which the employee is employed or is guilty of malfeasance, willful neglect of duty, or bad faith, the school district is not required to defend and indemnify the employee for damages in school-related litigation.

Legal References: Minn. Stat. § 13.43, Subd. 16 (Personnel Data)
Minn. Stat. § 122A.20, Subd. 2 (Suspension or Revocation of Licenses)
Minn. Stat. § 122A.40, Subds. 5(b) and 13(b) (Employment; Contracts; Termination)
Minn. Stat. §§ 609.341-609.352 (Definitions)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)
Minn. Rules Part 8710.2100 (Code of Ethics for Minnesota Teachers)

Cross References: MSBA/MASA Model Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
MSBA/MASA Model Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)
MSBA/MASA Model Policy 507 (Corporal Punishment and Prior Restraint)

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The school may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student Training

1. The school shall provide students enrolled in grades kindergarten (K) through 10 with age-appropriate school bus safety training of the following concepts:
 - a. transportation by school bus is a privilege, not a right;
 - b. school policies for student conduct and school bus safety;
 - c. appropriate conduct while on the bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through 10 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students in grades K through 10 who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous schools shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their first day of attendance.
3. The school with students transported by a school bus at public expense must provide students enrolled in grades K through 3 school bus safety training twice during the school year.
4. Students taking driver's training instructional classes must receive training in the laws and proper procedures for operating a motor vehicle in the vicinity of a school bus as required by Minnesota Statutes section 169.446, subdivision 2.
5. The school with students transported by school bus at public expense must conduct a school

bus evacuation drill at least once during the school year.

6. The school will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.
7. The school may provide kindergarten students with school bus safety training before the first day of school.
8. The school may provide student safety education for bicycling and pedestrian safety for students in grades K through 5.
9. The school shall adopt and make available for public review a curriculum for transportation safety education.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. Riding the school bus is a privilege, not a right. The school's general student behavior rules are in effect for all students on school buses.
- B. Consequences for school bus/bus stop misconduct will be imposed by the school under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school's transportation safety director. Serious misconduct may be reported to local law enforcement.
 1. School Bus and Bus Stop Rules. The school bus safety rules are to be posted on every bus. If these rules are broken, the school's discipline procedures are to be followed. In most circumstances, consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school's Transportation Office/School Office.
 2. Rules at the Bus Stop
 - a. Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will not wait for late students.
 - b. Respect the property of others while waiting at your bus stop.
 - c. Keep your arms, legs, and belongings to yourself.
 - d. Use appropriate language.
 - e. Stay away from the street, road, or highway when waiting for the bus.
 - f. Wait until the bus stops before approaching the bus.
 - g. After getting off the bus, move away from the bus.
 - h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
 - i. No fighting, harassment, intimidation, or horseplay.
 - j. No use of alcohol, tobacco, or drugs.
 3. Rules on the Bus
 - a. Immediately follow the directions of the driver.
 - b. Sit in your seat facing forward.
 - c. Talk quietly and use appropriate language.
 - d. Keep all parts of your body inside the bus.

- e. Keep your arms, legs, and belongings to yourself.
- f. No fighting, harassment, intimidation, or horseplay.
- g. Do not throw any object.
- h. No eating, drinking, or use of alcohol, tobacco, or drugs.
- i. Do not bring any weapons or dangerous objects on the school bus.
- j. Do not damage the school bus.

4. Consequences

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the school. Parents or guardians will be notified of any suspension of bus privileges.
- b. Student management decisions will be based on, but not limited to the Student Management Plan. (See Attachment B)
- c. Special education transportation management may vary based upon student needs and individual education plans, (IEP).

Attachment B

Student Management Guideline

TYPE OF INFRACTION					
	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
INTERVENTION ACTIONS	Standing on the bus. Unauthorized riding of bus Insubordination. Distracting Driver Excessive noise, yelling, screaming Littering, trashing bus -Verbal Warning -Written Warning (Google Form Submitted)	Repeated Level 1 infractions Walking in bus aisles Body parts outside of windows Swearing on the bus Inappropriate use of cell phones -Verbal Warning -Written Warning (Google Form Submitted) -Discussion with School Admin	Repeated Level 2 infractions Throwing objects Spitting on bus or at others General Harassment Obscene Gestures -Verbal Warning -Written Warning (Google Form Submitted) -Discussion with School Admin -School has discussion with parents	Repeated Level 3 infractions Vandalism of any kind Use of matches, lighters, etc. Verbal Bullying Vape, smoke, drugs, alcohol -Verbal Warning -Written Warning (Google Form Submitted) -Discussion with School Admin -In-person Meeting between School Admin and parents may be required -Peer Mediation/Direct Apology may be required.	Repeated Level 4 infractions Physical Altercation Sexual Misconduct Carrying weapons Physical Violence -Verbal Warning -Written Warning (Google Form Submitted) -Discussion with School Admin -In-person Meeting between School Admin and parents may be required -Peer mediation/Direct Apology may be required -May result in discussion with law enforcement and legal investigation
CONSEQUENCES	- Three Level 1 infractions result in a Level 2 Infraction - No Suspension	0-2 days of bus suspension at discretion of admin and 4.0 - Repeated Level 2 infractions may lead to raising to level 3	3-5 days of bus suspension at discretion of admin and 4.0 School Services - Repeated level 3 infractions may result in Level 4 consequences - May result in revocation of bus privileges	5-10 days of bus suspension at discretion of admin and 4.0 School Services - Repeated level 4 infractions may result in Level 5 consequences - May Result in revocation of school bus privileges	- Minimum of 10 days of bus suspension at discretion of admin and 4.0 School Services - May Result in permanent revocation of school bus privileges - Potential Law enforcement involvement

- (3) Other Discipline
Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.
- (4) Records
Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of student misbehavior on a school bus or in a bus-loading or unloading area that are reasonably believed to cause an immediate and substantial danger to the student or surrounding persons or property shall be provided by the school to local law enforcement and the Department of Public Safety in accordance with state and federal law.
- (5) Vandalism/Bus Damage
Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within 2 weeks may result in the loss of bus privileges until damages are paid.
- (6) Notice
School bus and bus stop rules and consequences for violations of these rules will be reviewed with students annually and copies of these rules will be made available to students. School bus rules are to be posted on each school bus.
- (7) Criminal Conduct
In cases involving criminal conduct (for example, assault, weapons, drug possession, or vandalism), the appropriate school personnel and local law enforcement officials will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

- A. Parent and Guardian Notification
The school bus and bus stop rules will be provided to each family. Parents and guardians are asked to review the rules with their children.
- B. Parents/Guardians Responsibilities for Transportation Safety
Parents/Guardians are responsible to:
 - 1. Become familiar with school rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
 - 2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
 - 3. Communicate safety concerns to their school administrators;
 - 4. Monitor bus stops, if possible;
 - 5. Have their children to the bus stop 5 minutes before the bus arrives;
 - 6. Have their children properly dressed for the weather; and
 - 7. Have a plan in case the bus is late.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

- A. School bus drivers shall have a valid Class A, B, or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a type III vehicle set forth in Sections VII.B. and VII.C., below. Drivers with a valid Class D driver's license, without a school bus endorsement, may operate a "type A-I" school bus as set forth in Section VII.D., below.
- B. The school shall conduct mandatory drug and alcohol testing of all school bus drivers and bus driver applicants in accordance with state and federal law and school policy.
- C. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, in any type of motor vehicle in a state or jurisdiction other than Minnesota, shall notify the Minnesota Division of Driver and Vehicle Services (Division) of the conviction within 30 days of the conviction. For purposes of this paragraph, a "serious traffic violation" means a conviction of any of the following offenses:
 - 1. excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
 - 2. reckless driving;
 - 3. improper or erratic traffic lane changes;
 - 4. following the vehicle ahead too closely;
 - 5. a violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident;
 - 6. driving a commercial vehicle without obtaining a commercial driver's license or without having a commercial driver's license in the driver's possession;
 - 7. driving a commercial vehicle without the proper class of commercial driver's license and/or endorsements for the specific vehicle group being operated or for the passengers or type of cargo being transported;
 - 8. a violation of a state or local law prohibiting texting while driving a commercial vehicle; and
 - 9. a violation of a state or local law prohibiting the use of a hand-held mobile telephone while driving a commercial vehicle.
- D. A school bus driver, with the exception of a driver operating a type A-I school bus or type III vehicle, who has a commercial driver's license and who is convicted of violating, in any type of motor vehicle, a Minnesota state or local law relating to motor vehicle traffic control, other than a parking violation, shall notify the person's employer of the conviction within 30 days of conviction. The notification shall be in writing and shall contain all the information set forth in Attachment A accompanying this policy.
- E. A school bus driver, with the exception of a driver operating a type A-I school bus, who has a Minnesota commercial driver's license suspended, revoked, or canceled by the state of Minnesota or any other state or jurisdiction and who loses the right to operate a commercial vehicle for any period or who is disqualified from operating a commercial motor vehicle for any period shall notify the person's employer of the suspension, revocation, cancellation, lost privilege, or disqualification. Such notification shall be made before the end of the business day following the

day the employee received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification shall be in writing and shall contain all the information set forth in Attachment B accompanying this policy.

- F. A person who operates a type III vehicle and who sustains a conviction as described in Section VII.C.1.g. (i.e., driving while impaired offenses), VII.C.1.h. (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor), or VII.C.1.i. (multiple moving violations) while employed by the entity that owns, leases, or contracts for the school bus, shall report the conviction to the person's employer within 10 days of the date of the conviction. The notification shall be in writing and shall contain all the information set forth in Attachment C accompanying this policy.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, "annually" means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school shall retain on file an annual individual school bus driver "evaluation certification" form for each school driver as contained in the Model School Bus Driver Training Manual.
2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school or the entity from whom such services are contracted by the school.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual "school bus driver evaluation form" (road test evaluation) as contained in the Model School Bus Driver Training Manual.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the school shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. The parent/guardian may designate, pursuant to school policy, a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.
4. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
5. To the extent practical, the school will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

[Note: A school is not required to comply with Section VII.A.5. if the school board determines that alternative locations block traffic, impair student safety, or are not cost effective.]

6. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minnesota Statutes section 169.011, subdivision 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.
4. A type III vehicle cannot be older than 12 years old unless excepted by state and federal law.

5. If a type III vehicle is school owned, the school name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words “school bus” in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A “type III vehicle” must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:
 - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver’s compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver’s compartment and must be marked to indicate their identity and location.
 - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the school. The school has no system of inspection for private vehicles.
12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
 - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school.
 - b. The operator's employer, which may include the school, has adopted and implemented a policy that provides for annual training and certification of the operator in:
 - (1) safe operation of a type III vehicle;
 - (2) understanding student behavior, including issues relating to students with disabilities;
 - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
 - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
 - (5) handling emergency situations;
 - (6) proper use of seat belts and child safety restraints;
 - (7) performance of pre-trip vehicle inspections;
 - (8) safe loading and unloading of students, including, but not limited to:
 - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
 - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
 - (d) placing the type III vehicle in "park" during loading and unloading;

- (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
- (9) compliance with paragraph V.F. concerning reporting convictions to the employer within 10 days of the date of conviction.
- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes section 122A.18, Subd. 8, or Minnesota Statutes section 123B.03 for school employees; Minnesota Statutes section 144.057 or Minnesota Statutes chapter 245C for day care employees; or Minnesota Statutes section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.
- d. Operators shall submit to a physical examination as required by Minnesota Statutes section 171.321, subdivision 2.
- e. The operator's employer requires pre-employment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
- f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes section 171.321, subdivision 5.
- g. A person who sustains a conviction, as defined under Minnesota Statutes section 609.02, of violating Minnesota Statutes section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.
- h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes section 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
- i. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of a moving offense in violation of Minn. Stat. Ch. 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.
- j. Students riding the type III vehicle must have training required under Minnesota

Statutes section 123B.90, subdivision 2 (See Section II.B., above).

- k. Documentation of meeting the requirements listed in this section must be maintained under a separate file at the business location for each type III vehicle operator. The school or any other entity that owns, leases, or contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.
 - 2. The type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes section 169.451.
 - 3. An employee of the school who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.
- D. Type A-I “Activity” Buses Driven by Employees with a Driver’s License Without a School Bus Endorsement
- 1. The holder of a Class D driver’s license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
 - a. The operator is an employee of the school or an independent contractor with whom the school contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
 - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
 - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
 - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes section 171.321, subdivision 2.
 - e. The operator has a valid driver’s license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes section 171.02, subdivision 2a(h) - 2a(j).
 - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration’s “Guideline for the Safe Transportation of Preschool Age Children in School Buses,” if child safety restraints are used by passengers, in addition to the training required in Section VI., above.
 - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.
 - 2. The school shall maintain annual certification of the requirements listed in this section for

each Class D license operator.

3. A school bus operated under this section must bear a current certificate of inspection.
4. The word “School” on the front and rear of the bus must be covered by a sign that reads “Activities” when the bus is being operated under authority of this section.

VIII. SCHOOL EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call “911” or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III “Crash & Emergency Preparedness” of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within 1 month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 1. the student’s name and address;
 2. the nature of the student’s disabilities;
 3. emergency health care information; and
 4. the names and telephone numbers of the student’s physician, parents, guardians, or custodians, and some person other than the student’s parents or custodians who can be contacted in case of an emergency.

IX. SCHOOL VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school’s record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school board has designated an individual to serve as the school's school transportation safety director. The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minnesota Statutes section 171.321, subdivision 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school executive director or the executive director of the school where nonpublic students are transported, the school transportation safety director also shall certify to the executive director that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

XI. STUDENT TRANSPORTATION SAFETY COMMITTEE

The school board may establish a student transportation safety committee. The chair of the student transportation safety committee is the school's school transportation safety director. The school board shall appoint the other members of the student transportation safety committee. Membership may include parents, school bus drivers, representatives of school bus companies, local law enforcement officials, other school staff, and representatives from other units of local government.

Legal References:

Minn. Stat. § 121A.59 (Bus Transportation is a Privilege Not a Right)
Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
Minn. Stat. § 123B.90 (School Bus Safety Training)
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
Minn. Stat. § 124E.03 (Applicable Law)
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules)
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)

Minn. Stat. § 169.454 (Type III Vehicle Standards)
 Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
 Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
 Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
 Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
 Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
 Minn. Stat. § 171.168 (Notice of Violation by Commercial Driver)
 Minn. Stat. § 171.169 (Commercial License Suspension)
 Minn. Stat. § 171.321 (Qualifications of School Bus and Type III Vehicle Drivers)
 Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
 Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
 Minn. Stat. Ch. 245C (Human Services Background Studies)
 Minn. Stat. § 609.02 (Definitions)
 Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
 49 C.F.R. Part 383 (Commercial Driver's License Standards; Requirements and Penalties)
 49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
 49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
 49 C.F.R. § 383.5 (Transportation Definitions)
 49 C.F.R. § 383.51 (Disqualification of Drivers)

Cross References:

MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)
 MSBA/MASA Model Policy 506 (Student Discipline)
 MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
 MSBA/MASA Model Policy 707 (Transportation of School Students)
 MSBA/MASA Model Policy 710 (Extracurricular Transportation)

MONTEVIDEO PUBLIC SCHOOLS

Policy #418A: Reasonable Suspicion Drug and Alcohol Testing

I. PURPOSE

The District is committed to maintaining a safe, professional, and drug- and alcohol-free workplace.

This policy establishes the procedure administrators shall follow when there is a reasonable suspicion that an employee may be under the influence of alcohol or drugs while working.

This section applies to employees who are not required to have a commercial driver's license (CDL). CDL employees are subject to separate federal testing requirements.

II. WHEN MAY AN EMPLOYEE BE REQUIRED TO TEST?

An employee may be required to submit to drug and/or alcohol testing when an administrator has reasonable suspicion that the employee is under the influence of alcohol or drugs while working.

Reasonable suspicion means that the administrator has specific facts or observations that reasonably suggest the employee may be under the influence.

Examples may include:

- Smelling an odor consistent with alcohol on the employee's breath or person.
- Slurred, unusual, or impaired speech.
- Unsteady walking or poor coordination.
- Unusual behavior or appearance.
- Significant changes in the employee's ability to perform normal job duties.
- An employee's statement or admission concerning alcohol or drug use.
- A combination of these or other observable facts.

An administrator does not have to prove that an employee has alcohol or drugs in their system before requiring a test. The purpose of the test is to determine whether alcohol or drugs are present.

III. WHAT SHOULD AN ADMINISTRATOR DO?

When an administrator receives a report or observes conduct suggesting that an employee may be under the influence, the administrator should follow these steps:

Step 1 — Document the concern

- Who reported the concern?
- What the person actually observed?
- When and where it occurred?
- Any other relevant information.

Step 2 — Meet with the employee

The administrator and the superintendent (or the Superintendent's designee) shall meet privately with the employee and observe the employee.

The administrator should document any objective observations, such as:

- Odor of alcohol;
- Speech;
- Balance or coordination;
- Appearance;
- Behavior;
- Ability to perform normal duties;
- Statements made by the employee.

Step 3 — Determine whether reasonable suspicion exists

- The administrator should consider all of the information available.
- If the administrator determines that reasonable suspicion exists, the employee shall be directed to submit to drug and/or alcohol testing at the expense of the employer.

Step 4 — Remove the employee from duties when appropriate

- If the administrator believes the employee may present a safety concern, the employee shall be removed from student supervision or other duties.
- The District shall arrange transportation for the employee to the testing location.

Step 5 — Transport the employee for testing

- The employee shall be directed to report promptly to the District's designated drug and alcohol testing provider.
- School administrators shall not conduct the test.
- Testing shall be conducted by the District's designated testing provider in accordance with Minnesota law and District policy.

Step 6 — Document whether the employee tests or refuses.

- An employee has the right to refuse a test.
- However, refusal to submit to a test when properly directed to do so may result in disciplinary action, up to and including discharge, consistent with Minnesota law and any applicable collective bargaining agreement.

Step 7 — Wait for the test result

- An initial positive screening result is not by itself grounds for discipline or discharge.
- The employee shall receive the rights and notices required by Minnesota law concerning the test result and any opportunity for retesting.

Step 8 — Determine appropriate employment action

- The superintendent shall review the final test results and circumstances of the incident and determine what action, if any, is appropriate.
- Any disciplinary action shall comply with:
 - Minnesota law;
 - This policy;
 - The employee's collective bargaining agreement, if applicable; and
 - Other applicable District policies.

IV. TESTING LOCATION AND PROVIDER

The District shall designate a drug and alcohol testing provider and maintain current information regarding:

Testing Provider: Madsen Family Chiropractic

Address: 525 Legion Drive STE 1, Montevideo, Minnesota 56265

Telephone: (320) 269-7135

The designated provider - not the principal, superintendent, school nurse, or other District employee will conduct the drug and alcohol test.

V. CONFIDENTIALITY

Information concerning a reasonable-suspicion investigation and any drug or alcohol testing shall be treated as confidential personnel information.

Information shall be shared only with individuals who have a legitimate need to know or as otherwise required by law.

VI. ADMINISTRATOR RESPONSIBILITY

All principals, superintendents, and other administrators who may be responsible for responding to a reasonable-suspicion situation shall be familiar with this procedure.

The District shall provide administrators with a Reasonable Suspicion Drug/Alcohol Testing Form to document the circumstances leading to a testing decision.

APPENDIX A

REASONABLE SUSPICION DRUG/ALCOHOL TESTING FORM

Employee: _____

Position: _____

Date: _____ Time: _____

Administrator: _____

1. HOW WAS THE CONCERN REPORTED?

Person reporting concern: _____

Date/time of report: _____

What did the person actually observe?

2. WHAT DID THE ADMINISTRATOR OBSERVE?

Check all that apply:

- ☐ Odor consistent with alcohol
- ☐ Unusual or impaired speech
- ☐ Unsteady walking/balance
- ☐ Poor coordination
- ☐ Unusual behavior or demeanor
- ☐ Unusual appearance
- ☐ Difficulty performing normal duties
- ☐ Employee statement/admission
- ☐ Other: _____

Describe the observations:

3. REASONABLE SUSPICION DETERMINATION

Based upon the information above:

- ☐ I determine that reasonable suspicion exists and the employee will be directed to submit to drug/alcohol testing.
- ☐ I determine that reasonable suspicion does not exist and testing will not be required.

Reason for determination:

4. EMPLOYEE ACTION

☐ Employee was directed to report for testing.

Testing provider: _____

Time employee was directed to test: _____

☐ Employee submitted to testing.

☐ Employee refused testing.

☐ Transportation was arranged by the District.

5. ADMINISTRATOR SIGNATURE

I certify that the information above accurately reflects the information reported to me and my observations concerning this matter.

Administrator Signature: _____

Date/Time: _____

NAME	INTENT FROM	TO	FINAL FROM	TO
Ahrens, Emily	BA	BA+15	BA	BA+15
Ashling, Angie	MA	MA+15	MA	MA+15
Boyum, Dustin	BA	BA+30	BA	BA+30
Christenson, Carrie	MA+30	MA+45	MA+30	MA+45
Clemenson, Hilary	MA	MA+15	MA	MA+15
Epema, Tim	BA	BA+15	BA	BA+15
Knutson, Taylor	BA	MA	BA	MA
Lippert, Erin	MA	MA+15	MA	MA+15
Magnuson, Joanna	BA+45	MA	BA+45	MA
Miner, MaQuelah	BA+30	MA	BA+30	MA
Skogrand, Jordan	MA	MA+15	MA	MA+15
Stevens, Kayla	MA	MA+15	MA	MA+15
Suchanek, Trisha	MA+15	MA+45	MA+15	MA+45
Williamson, Jenna	MA+15	MA+30	MA+15	MA+30
Zeidler, Gregg	MA	MA+15	MA	MA+15

2026 Payable 2027 Levy Comparison

COMPARISON OF CERTIFICATIONS							
Category	Pay 26 Levy Limitation	Pay 27 Levy Limitation	Variance	% Increase/ (Decrease)			
General Fund - Voter Approved Refer	\$ 195,572.84	\$ 186,695.37	\$ (8,877.47)				
Local Optional Revenue (\$424+300)	\$ 678,145.17	\$ 654,566.44	\$ (23,578.73)				
Equity	\$ 222,879.55	\$ 213,710.31	\$ (9,169.24)				
Transition	\$ 10,420.49	\$ 10,507.99	\$ 87.50				
Operating Capital	\$ 140,478.24	\$ 136,401.31	\$ (4,076.93)				
Achievement & Integration	\$ 70,767.82	\$ 73,362.24	\$ 2,594.42				
Reemployment	\$ 10,000.00	\$ 10,000.00	\$ -				
Safe Schools	\$ 58,939.20	\$ 50,371.20	\$ (8,568.00)				
Career Technical (Sec Vocational)	\$ 100,632.02	\$ 104,696.75	\$ 4,064.73				
Annual Other Postemployment Benefits (OPEB)	\$ 90,769.54	\$ 137,528.00	\$ 46,758.46				
Long Term Facilities Maintenance Revenue	\$ 622,136.00	\$ 318,768.98	\$ (303,367.02)	***Not Final			
Bldg/Land Lease	\$ 242,371.00	\$ 237,490.00	\$ (4,881.00)				
Other PY Adjustments (Net)	\$ 132,087.82	\$ (270,102.41)	\$ (402,190.23)	**Big adjustment Pending			
Capital Facilities Bond Adjustment	\$ (28,613.00)	\$ (27,825.00)	\$ 788.00				
Sub-total General Fund Other	\$ 2,546,586.69	\$ 1,836,171.18	\$ (710,415.51)	-27.90%			
Community Service	\$ 95,965.96	\$ 161,231.51	\$ 65,265.55	68.01%			
Debt Service - Other	\$ 831,705.90	\$ 691,005.25	\$ (140,700.65)				
Debt Service - Voter Approved	\$ -	\$ 2,546,992.00	\$ 2,546,992.00				
Debt Service - Abatement Adjustments	\$ 45.82	\$ 2,569.05	\$ 2,523.23				
Reduction for Debt Service Excess	\$ -	\$ -	\$ -				
Sub-total Debt Service	\$ 831,751.72	\$ 3,240,566.30	\$ 2,408,814.58	289.61%			
Total Levy	\$ 3,474,304.37	\$ 5,237,968.99	\$ 1,763,664.62	50.76%			